

**EXECUTIVE ORDER NO. 02-15**  
**OFFICE OF PROPERTY DATA**

**WHEREAS**, The City of Philadelphia holds a vast amount of data that is specific to property locations, and the accurate and consistent identification of property location by address is essential to the efficient performance of many core City functions; and

**WHEREAS**, property addresses and property data sets have been developed by many departments to meet each department's specific needs, and conflicts between property address data sets are common; and

**WHEREAS**, a cohesive and consolidated approach to managing the vast amounts of property data held by the City should be implemented;

**NOW THEREFORE**, I, Michael A. Nutter, Mayor of the City of Philadelphia, by the authority vested in me by the Philadelphia Home Rule Charter, do hereby order as follows:

**SECTION 1. ESTABLISHMENT OF THE OFFICE OF PROPERTY DATA**

The Office of Property Data ("OPD") is hereby established, within the Finance Director's Office. The head of OPD shall be the Executive Director of Property Data ("Executive Director"), who shall report to the Finance Director.

**SECTION 2. MISSION AND OF THE OFFICE OF PROPERTY DATA**

The Office of Property Data is to coordinate a cohesive program for the efficient collection, maintenance, and distribution of current and accurate property information. This shall include increasing collaboration of all City agencies that collect and use property data and the creation of a service-oriented architecture for property data. OPD shall provide accurate property data services to both internal customers and the public.

**SECTION 3. STAFFING OF THE OFFICE OF PROPERTY DATA**

The Executive Director shall be responsible for the day-to-day management of the Office and for setting its strategic direction. The Executive Director may hire appropriate staff to aid in carrying out the duties of the OPD.

**SECTION 4. COORDINATION AND COOPERATION**

All City agencies, departments, boards, and commissions must coordinate with, engage and include OPD prior to implementing any policy or system that includes property data. The

OPD will provide advice to improve procedures to promote consistent property data throughout City government, and will assist City agencies, departments, boards, and commissions in the development of property data systems that meet their specific needs while conforming to the City's uniform property data format. All City agencies, departments, boards, and commissions are directed to cooperate fully with the OPD in the performance of its duties hereunder.

**SECTION 5. EFFECTIVE DATE**

This order shall be effective immediately.

Date: June 16, 2015



---

Michael A. Nutter  
Mayor