

September 12, 2007

MEMORANDUM TO: Luis A. Reyes
Executive Director for Operations

FROM: Edward T. Baker, III, Director */RA/*
Office of Information Services

SUBJECT: SAFEGUARDING AGAINST AND RESPONDING TO THE
BREACH OF PERSONALLY IDENTIFIABLE INFORMATION

On May 22, 2007, the Office of Management and Budget (OMB) issued Memorandum (M-07-16), "Safeguarding Against and Responding to the Breach of Personally Identifiable Information." This memorandum requires agencies to develop and implement a personally identifiable information (PII) breach notification policy and establish a plan to eliminate the unnecessary collection and use of the Social Security number (SSN). The memorandum also requires both documents be available to the public by September 19, 2007.

The "NRC's Personally Identifiable Information Breach Notification Policy" and "NRC's Plan to Eliminate the Unnecessary Collection and Use of Social Security Numbers" are enclosed for your approval. Also enclosed is a yellow announcement which will inform all employees of the policy and plan and, as directed by OMB, provides distribution of M-07-16 within our agency.

The public will be able to access the breach notification policy and plan to eliminate the unnecessary collection and use of the SSN through the NRC's internet Home page from the Agencywide Documents Access and Management System. These documents will also be added to the NRC's Privacy Policy which is linked at the bottom of every NRC public Web site page. The breach notification policy will be incorporated into Management Directive (MD) 12.6, "NRC Sensitive Unclassified Information Security Program," as part of the sensitive unclassified non-safeguards information policy, when MD 12.6 is revised.

Enclosures:
As stated

CONTACT: Russell Nichols, IRSD/OIS
301-415-6874

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Enclosures:
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DISTRIBUTION:

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Publicly available

Non-sensitive

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