

POLICY

3010

Adopted: August 22, 2006

Administration

SUBJECT: NOTIFICATION OF BREACH OF COMPUTER DATA STORAGE

The District Superintendent or his designee shall notify the owner of any private information within a reasonable time frame when the BOCES experiences a breach of the security of its computer system. Such notification may occur by either written or electronic notice.

For purposes of this policy, private information means personal information in combination with either a person's social security number, driver's license number or non-driver identification card or account number, credit card or password which would permit access to an individual's financial account.

Breach of security means unauthorized acquisition of computerized data which compromises the security, confidentiality, or integrity of personal information maintained by the BOCES.