



State of Connecticut
Department of Economic and
Community Development

Office of Housing Development and Finance

**Nonprofits, Management Agents, Subgrantees,
and Subrecipients of State Assisted Properties**

Notice: 08-16

Distribution Date: December 16, 2008

Effective: December 16, 2008

SUBJECT: CONFIDENTIALITY OF SOCIAL SECURITY NUMBERS

Public Act 08-167 (An Act Concerning the Confidentiality of Social Security Numbers), which went into effect on October 1, 2008, mandates the protection of clients' social security numbers and other personal information from illegal disclosure. Any entity that collects such private information is subject to the requirements of this law.

One of its requirements is to create a privacy protection policy, detailing your intention to prevent the disclosure of any social security number in your possession. It should also specify the steps your organization will take to protect your clients' private data. Please be aware that the statute stipulates a \$500 fine per violation for noncompliance, not to exceed \$500,000 per event, so it would be in your interest to implement the necessary policies as soon as possible. Please refer to the full act for more details on its provisions.

If you have any questions, please contact Michael Santoro at (860) 270-8171. Thank you for your anticipated cooperation.