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MEMORANDUM

TO: New York State Agency Chief Information Officers (CIOs)
FROM: Rico J. Singleton, Deputy CIO, Enterprise Strategy & Governance Services
SUBJECT: Enterprise Policy: Social Security Number (SSN) Initiative:
Remediation Policy on Printing Full SSNs
DATE: October 15, 2009

CIO/OFT announces a new enterprise policy, effective October 15, 2009, entitled **Social Security Number (SSN) Initiative: Remediation Policy on Printing Full SSNs.**

The policy requires each entity which uses or plans to use the CIO/OFT Data Center Operations & Services Enterprise Print Service to submit a Migration Plan setting forth its remediation procedures for phasing out the use of full Social Security Numbers on print documents.

Enterprise IT policies are necessary to ensure maximum efficiency across the State IT enterprise and support Governor David A. Paterson's vision as defined in the NYS Enterprise Strategic IT Plan.

The Policy is also available at [SSN Remediation Initiative](#) .

If you should have any questions regarding this policy, please feel free to contact me at 518-486-9200.