



Office of the Senior Vice President for Administration
Privacy Office

PO Box 100014
Gainesville, FL 32610-0014
352-273-5094
352-392-6661 Fax

September 11, 2009

In August, the University's Privacy Office was notified of a privacy breach after the discovery of an unprotected computer file containing 34 names and 25 Social Security numbers. We believe the personal information belongs to trainers working with the Florida Traffic and Bicycle Safety Education program in 2006. The file was immediately removed. We began a review of the situation, but we have been unable to identify the individuals whose Social Security numbers appeared on the list.

The file in question was last modified in September 2006 and was managed by a program director, who retired in 2008. The new director of the program was unaware the file existed. UF information technicians discovered the file last month during a routine security check.

Florida Law requires us to notify you that this loss of personal identification information has occurred so that you may take some protective steps if you desire. We believe the risk for anyone using the information for identity theft or other unlawful purposes is extremely low. However, if you wish to take extra steps to safeguard your financial information, we suggest that you follow the recommendations of the Federal Trade Commission, outlined in the attached brochure.

Please note credit agencies will not permit UF to act on your behalf regarding your credit data. To help you take action, the University Police Stolen Property Report number for this loss is: UPD09OFF001635; the police report number may be required by the credit agencies.

We deeply regret this event, and assure you we continue to take steps to keep such incidents from happening again. If you have other questions, please do not hesitate to call me at the number listed above or through the Privacy Office Hotline 1-866-876-HIPA.

A handwritten signature in cursive script that reads 'Susan Blair'. The signature is written in black ink and has a long, sweeping tail that extends to the right.

Susan A. Blair, MSJ, MBA, CIPP, CIA
Chief Privacy Officer, University of Florida