

Department of Economics
Personal Statement of Compliance
California Senate Bill 1386

This document concerns personal data that include the full name of the individual (last name with one or more of: first name or at least one initial) in conjunction with any one or more of the following: Social Security Number, Drivers License Number (including State Identification Card number), Financial Account Number with password or access code, and Credit Card Number with password or access code.

This information may be in formal databases, spreadsheet files, email records, or letters. It may also be present in research data sets. Users of campus business tools such as HRMS or BFS/BAIRS -- where local copies of screens or results are kept -- are affected.

- A.1. Keeping data matching this description is not part of my job function.
A.2. I do not store data matching this description in electronic files maintained by me.
- B.1. Keeping data matching this description is part of my job function.
B.2. I sometimes receive unsolicited data matching this description that is stored in electronic files maintained by me.
B.3. I have historic data matching this description that is stored in electronic files maintained by me.
B.4. I have a current mailing or email address for some or all individuals affected by my answers to B.1 – B.3 above.

Note to Preparer: If you answered in the affirmative to Question B.1, B.2, or B.3, please list the nature and location of the data being held, the reasons for retaining the information, and the planned life-time of the information, on the back of this sheet, and provide a copy of this form to the IT staff for technical evaluation.

- C.1. I understand and will comply with University policies related to institutional compliance with SB 1386.

References:

Campus SB 1386 Working Group <http://socrates.berkeley.edu:2002/CISC/SB1386/>

Berkeley Campus Plan Implementing the UC Requirements for Protection of Computerized Personal Information <http://socrates.berkeley.edu:7015/protected.data.html>

Copy of Senate Bill 1386 http://www.securitymanagement.com/library/SB1386_ca0203.pdf

Signed _____ Date _____

Print Name _____ EML account name* _____

*Personal or project account name that applies to this return (used for tracking purposes).

Thank you for your time. We remind you that departmental monitoring of our systems is on-going. We recommend that no personal information be stored on your system of a critical or confidential nature.

Nature of information and security applied	Includes address or email	Why kept	Planned date of deletion	Primary Host and Backup Host details
				IP Address: Host name : Room : Custodian : Proprietor: IP Address: Host name : Room : Custodian : Proprietor:
				IP Address: Host name : Room : Custodian : Proprietor: IP Address: Host name : Room : Custodian : Proprietor:
				IP Address: Host name : Room : Custodian : Proprietor: IP Address: Host name : Room : Custodian : Proprietor:

Data Proprietor: the individual or department that has primary responsibility for determining the purpose and function of an essential data resource. The **data proprietor** is often the chief **administrative official** of the Office of Record for the data resource.

Data Custodian: an individual or department that functions as the technical partner of the **data proprietor**. The **data custodian**, as directed by the **data proprietor**, is responsible for the implementation of data systems and the technical management of data resources.