



State of Vermont  
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Thomas Murray, CIO

## MEMORANDUM

**TO:** All Vermont State Web Owners  
**FROM:** Thomas Murray, Commissioner & CIO  
**DATE:** September 19, 2008  
**SUBJECT:** Checking Web Sites - Potentially Sensitive Data

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I am asking all web owners to check their sites for fields that may request information that could result in, but are not limited to, the following:

- Information that could lead back to identifying individuals
- Collection of SSN's
- Other unique identifiers that may result in non-compliance with the Privacy Policy
- Unapproved collection and dissemination of information
- Collection of PHI to third party vendors
- Request of information that is actually a SSN (ie Medicaid numbers)

If your site has any such fields, please take the site down immediately. If you have any questions about whether a field could unknowingly result in the collection of sensitive data, please contact the System Security Director at: [kris.rowley@state.vt.us](mailto:kris.rowley@state.vt.us).