



**Department of Energy**  
Washington, DC 20585

SEP 18 2007

MEMORANDUM FOR: INGRID KOLB  
DIRECTOR, OFFICE OF MANAGEMENT

THRU: BRIAN D. COSTLOW  
DIRECTOR, OFFICE OF ADMINISTRATION

FROM: KEVIN T. HAGERTY  
DIRECTOR, OFFICE OF INFORMATION RESOURCES

SUBJECT: Notice of Intent to Develop DOE N 206.5, *Response and Notification Procedures for Data Breaches involving Personally Identifiable Information.*

PURPOSE: In response to the Office of Management and Budget (OMB) Memorandum M-07-16.

JUSTIFICATION: Executive Order 13402 established the President's Task Force on Identity Theft to develop a comprehensive strategic plan for steps the Federal government can take to combat identity theft and recommend actions that can be taken by the public and private sectors. As part of the work of the Identity Theft Task Force, OMB issued OMB M-7-16, "Safeguarding Against and Responding to the Breach of Personally Identifiable Information," on May 22, 2007. This OMB memorandum required agencies to develop and implement a breach notification policy. OMB instructed agencies to provide by a copy of the plan as part of the report required under the Federal Information Security Management Act of 2002 by October 1, 2007.

IMPACT: Estimated costs for first year of compliance, \$100,000:

1. Capital = \$ 0.00
2. One FTE equivalent = \$100,000

Estimated benefits are privacy for employees, compliance with privacy related laws, and good public relations for the Department.

CONTACT: Kevin Hagerty at (202) 586-8037



**DECISION:**

**Concur:** \_\_\_\_\_

**Nonconcur:** \_\_\_\_\_

**Timeframe:** **One day (Another request for review will made in conjunction with converting this Notice to a permanent Order)**

**Date:** \_\_\_\_\_