

8100-P166 – Data Protection for Electronic Government Services

I. PURPOSE

This policy establishes protection requirements for personal information that is transmitted, processed, or stored as part of an Electronic Government (eGovernment) service by the State of Wyoming. This policy supports Chapter 3 of the Chief Information Officer's Rule and Regulations for eGovernment in accordance with Wyoming Statute 40-21, Uniform Electronics Transaction Act.

II. SCOPE

This policy applies to all executive branch agencies, boards, and commissions (collectively referred to as "agencies").

III. POLICY

- A. In addition to the Uniform Electronics Transaction Act cited above, the following shall apply:
 - 1. Agencies shall make available upon request, information about how data is protected, restricted and used in eGovernment transactions. A link or other access to the State of Wyoming Privacy Policy would satisfy this requirement.
 - 2. When users of the eGovernment system are asked for personal information, agencies shall identify the authority that authorizes the request.
- B. All personal information in an eGovernment transaction shall be encrypted during transmission.
- C. Storage and processing of personal information in an eGovernment transaction shall comply with all Federal and State statutes, rules, policies, and standards.
- D. Agencies shall ensure that their eGovernment processes default on the side of security if transactions are incomplete. If the personal information cannot be protected during an on-line transaction, processes should be configured to terminate.

CIO Approved Date: 1/5/2011