

APPENDIX C.2

Supplemental Information for Contracts that Utilize Personally Identifiable Information

As per the Agreement between the undersigned and Nassau BOCES, this information must be completed by the Service Provider within ten (10) days of execution of the Agreement.

Name of Provider:	
Description of the purpose(s) for which Provider will receive/access PII:	
Type of PII that Provider will receive/access:	Check all that apply: <input type="checkbox"/> Student PII <input type="checkbox"/> APPR Data
Contract Term:	Contract Start Date: _____ Contract End Date: _____
Subcontractor Written Agreement Requirement:	Provider will not utilize subcontractors without a written contract that requires the subcontractors to adhere to, at a minimum, materially similar data protection obligations imposed on the contractor by State and Federal laws and regulations, and the Contract. (check applicable option) <input type="checkbox"/> Provider will not utilize subcontractors. <input type="checkbox"/> Provider will utilize subcontractors.
Data Transition and Secure Destruction:	Upon expiration or termination of the Contract, Provider shall: <ul style="list-style-type: none"> • Securely transfer data to Nassau BOCES, or a successor provider at Nassau BOCES' option and written discretion, in a format agreed to by the parties. • Securely delete and destroy data.
Challenges to Data Accuracy:	Parents, teachers or principals who seek to challenge the accuracy of PII will do so by contacting Nassau BOCES. If a correction to data is deemed necessary, Nassau BOCES will notify Provider. Provider agrees to facilitate such corrections within 21 days of receiving Nassau BOCES' written request.

