



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

May 30, 2023

NH Department of Justice
33 Capital Street
Concord, NH 03301

Re: Notification Pursuant to RSA 359-C:20

Dear Attorney _____,

By this letter, the Governor's Office for Emergency Relief and Recovery ("GOFERR") hereby notifies the New Hampshire Department of Justice of a breach of the security of confidential personal information.

This breach occurred because a staff member meant to send a blank form out via email this morning, but mistakenly attached a version of that form that had been filled in, with personally identifiable information, by another applicant. That form was sent to two different individuals via email before the staff member realized the mistake. As a result, two individuals had access to one person's personal information. The personal information included the person's _____.

Immediately upon learning this information had accidentally been sent, GOFERR staff took steps to remedy the situation. Earlier today, I emailed the two individuals who had mistakenly received the attachment, explained the situation, and asked them to "[p]lease delete the email you received from awards@goferr.nh.gov ... including the document that was attached to that email, and please confirm to me in writing that you have deleted that data." I have received one response back, letting me know they had deleted the email and file. I expect to hear from the other recipient shortly.

After review, GOFERR has determined that only one individual had personal information released as defined by RSA 359-C:19, and it only went to two individuals. This individual will be notified forthwith.

If you would like further information regarding this matter, please do not hesitate to contact me.



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Sincerely,

Tom Broderick

Legal Counsel Governor's Office for Emergency Relief and Recovery

Cc: Taylor Caswell, Director, GOFERR
Chase Hagaman, Deputy Director, GOFERR