

Determination of a Public Official's Need To Know Instrument

Name of Instrument

Determination of a Public Official's Need To Know

Scope of Instrument

This instrument collects:

- Personally identifiable information from the individual submitting request
- Facility information the Public Official is requesting CVI about
- What information or type of information is being requested
- Why is this CVI being requested
- Other information necessary to determine the Public Official's need to know

Example of DHS Forms used within the scope of this instrument

Attached is DHS Form 9026 that is used to standardize the collection of information within this instrument. DHS Form 9026 identifies most, but not all of the data routinely collected under this instrument.