

Monday, November 18, 2013 4:49 PM
To: BUSINESS-SERV-L@LISTSERV.UGA.EDU
Subject: SSN conversion to UGA IDs in specified data systems
Attachments: Memo-SSN conversion 11.18.13.pdf

This message is being sent on behalf of EITS.

TO: President, Senior Vice President, Vice Presidents, Vice Provost, Associate Provosts, Academic Deans, Departments Heads, and Directors

FROM: Kim Woods, Director of Administrative Information Services

SUBJECT: Transition from using Social Security numbers in administrative systems scheduled for Saturday, December 21, from 9 a.m. to 9 p.m.

As part of our efforts to improve information security, Social Security numbers will no longer be used as an identifier in the University's central financial, administrative, payroll and human resources systems, effective January 1, 2014. Instead, those systems will use an alternate identifier, such as a UGA ID, vendor number or other ID. Approximately 50 million Social Security number records will be converted to UGA IDs as part of this project.

This transition from using Social Security numbers to UGA IDs in the financial, administrative, payroll and human resources systems will take place on Saturday, December 21, from 9 a.m. to 9 p.m.

During that time, all data systems integrated with IMS or DB2 will also not be available.

To prepare the University community for this transition, Enterprise Information Technology Services (EITS) is hosting two open forums to discuss the project, including what to expect and steps after the migration.

The forums will be held at the following dates, times and locations:

- Tuesday, November 26, at 9:30 a.m., at the Georgia Center, Room Q
- Thursday, December 5, at 10:30 a.m., at the Tate Student Center Theatre

For those who can't attend, a remote Blackboard Collaborate session will be available during the open forum on November 26. Questions may be submitted live during the forum through the Collaborate session. To participate remotely, please visit: <http://tinyurl.com/nle4q57>.

Departments that have a business reason to still access and use Social Security numbers must submit a request to use IDM tools at https://eits.uga.edu/support/request/idm_data_access. Over the past 18 months, EITS has

been helping a number of departments convert their systems from using Social Security numbers to approved alternate identifiers, such as UGA IDs.

For more information, please contact Kim Woods at kim.woods@uga.edu.

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The University of Georgia

Enterprise Information Technology Services

November 18, 2013

MEMORANDUM

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CC: Business Affairs Advisory Forum (BAAF)
Information Technology Managers Forum (ITMF)
UGA Networking Group (UGANet)
Identity Management Functional Advisory Committee (IDM FAC)
Enterprise Information Technology Services (EITS-L)