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21/7/20



GOVERNMENT OF KERALA

No:-IT-B1/48/2020-ITD
Electronics and IT (B) Department
Thiruvananthapuram,
Dated:29/06/2020

CIRCULAR

Sub: E&IT Dept- COVID-19- Security of Sensitive Personally Identifiable Information- guidelines-issued-reg:

Ref: 1.Circular No. IT-B1/25/2020-ITD dated 18.05.2020
2.Lr.FNos.22016/08/2019-CIS.IVdated 3.04.2020& 4.05.2020
from Ministry of Home affairs,GOI.

Government have issued detailed guidelines to be followed by the Departments and agencies using electronic means for the collection, transmission, storage or processing of data of citizens, in the context of the outbreak of COVID-19 (Corona Virus Disease-19) as per the circular referred above. As some of the data collected, collated and analyzed falls under the category of Personally Identifiable Information (PII), utmost precautions need to be taken for the security of such sensitive data. Hence in continuation to the above circular, the following guidelines shall also be strictly followed by the Departments/Agencies concerned, who are engaged in the activity of collection of information with regard to the containment of COVID-19.

(1) Appropriate security control and protocol shall be adopted for processing of Personally Identifiable Information (PII) collected in regard to containment of Covid-19, so as to ensure that it is stored, processed and analysed in a secure environment as per law. Such data must be destroyed as soon as the purpose for which it was collected by authorised agency, is over.

(2) Obtaining of data such as, mobile call records and location details of telecom subscribers for the purpose of tracing of persons who have come in contact with Corona Virus infected persons, is regulated under Section 5(2) of Indian Telegraph Act,1885 and Section 69 of the Information Technology Act, 2000, Rules and Standard Operating Procedures(SOP)

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made thereunder. All concerned shall ensure that the provisions of law/Rules/ SOP in this regard is adhered to.

M. SIVASANKAR
PRINCIPAL SECRETARY

To:

All Additional Chief Secretaries / Principal Secretaries / Secretaries / Special Secretaries.

All Departments in the Government Secretariat

All Head of the Departments (through the Government Secretariat Departments concerned)

All District Collectors

The Director, Kerala State IT Mission

The Registrar, C-DIT, Thiruvananthapuram

The Principal Accountant General (A& E)/ (G & SSA),
Thiruvananthapuram

The Director, I & PRDepartment

Information Officer, I & PRD (Web and New Media)

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Signature valid

Digitally signed by MANESH MOHAN
Date: 2020.06.30 11:35:23 IST
Reason: Approved
Secretary Officer.

Copy to:

The Private Secretary to the Hon'ble Chief Minister
Special Secretary to the Chief Secretary