**Section 337.1060 Protection of Information**

a) Each licensee who obtains background information on an individual under this Subpart shall establish and maintain a system of files and written procedures for protection of the record and the personal information from unauthorized disclosure.

b) The licensee shall not disclose the record or personal information collected and maintained to persons other than the subject individual, his or her representative, or those who have a need to have access to the information in performing assigned duties in the process of granting or denying unescorted access to category 1 or category 2 quantities of radioactive material. No individual authorized to have access to the information shall disseminate the information to any other individual who does not have a need to know.

c) The personal information obtained on an individual from a background investigation may be provided to another licensee:

1) Upon the individual's written request to the licensee holding the data to disseminate the information contained in his or her file; and

2) The recipient licensee verifies information such as name, date of birth, social security number, gender and other applicable physical characteristics of the individual.

d) The licensee shall make background investigation records obtained under this Subpart available for examination by an authorized representative of IEMA to determine compliance with the law.

e) The licensee shall retain all fingerprint and criminal history records received from the FBI, including data indicating no record, or a copy of these records if the individual's file has been transferred. The records shall be retained for 3 years from the date the individual no longer requires unescorted access to category 1 or category 2 quantities of radioactive material.

(Source: Amended at 42 Ill. Reg. 42 Ill. Reg. 7485, effective April 4, 2018)