



August 18, 2004

OKLAHOMA BULLETIN NO. OK270-4-7

SUBJECT: IRM – Unauthorized Telephone Surveys

Purpose: To notify employees of unauthorized attempts to gain information.

Expiration Date: September 30, 2004

The NRCS Information Technology Division (ITD) security office has become aware of a few offices receiving calls from unknown individuals asking questions about the number of staff in the office, the number of computers, the type of facility, and other questions. In some cases the caller asked for the District Conservationist by name. OIG has advised that staff members inform the caller to formally request such information in writing and provide the caller with the address of the State Office.

Please immediately report any such calls to the State Office Information Technology staff. The report should include the date of the call, time of day, who was contacted, and any other relevant information. The IT staff will forward the report to ITD and to OIG. OIG and the FBI are working together to evaluate the known calls.

Offices are to release information such as the office address, the District Conservationist's name, and any routine information that is currently publicly available. All employees should remain courteous to unknown callers, but should not divulge information that is not pertinent to the delivery of NRCS programs.

M. DARREL DOMINICK
State Conservationist

Dist: AE