

ORI/\_\_\_\_\_

Designation  
Of  
Local Agency Security Officer  
(LASO)

I hereby designate \_\_\_\_\_ to serve as Local Agency Security Officer (LASO) for the \_\_\_\_\_.

I understand that a LASO is expected to be the primary point of Information Security contact between my department and ACIC, to actively represent my department in all matters pertaining to Information Security, to disseminate Information Security alerts and other material to my department, to be available for basic and refresher training conducted by ACIC, to maintain Information Security documentation (including system configuration data), to assist with Information Security audits of hardware and procedures, and to keep ACIC informed as to specific agency Information Security needs and problems.

I further agree to submit a new designee from to ACIC any time there is a change in LASO assignments.

\_\_\_\_\_  
Chief Official

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Date