

POLICE AND FIRE PENSION FUND

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MEMORANDUM

To: All Police and Fire Pension Fund Members

From: John Keane, Executive Director - Administrator

Subject: Information as to why we collect your Social Security number

Date: December 31, 2007

The Florida Legislature requires you to be informed of our policy regarding the use of **your** Social Security number. *The highlights of our Policy are as follows:*

We collected **your** Social Security number when you joined the Pension Fund to provide the unique numerical identification we utilize to record **your** contributions to the Fund during **your** career, and track the distributions to **you** in your retirement years.

Your Social Security number is utilized internally by the Fund staff for data collection and reconciliation, accrual of service, tracking continuous service, data adjustments, benefit calculations, and processing benefit identification verification.