

# Maine Center for Disease Control and Prevention

## WIC Nutrition Program

Effective: October 1, 2011

Revised: August 1, 2014

Policy No. VM-10

### Confidentiality of Vendor and SNAP Retailer Information

#### Authority

7 CFR §246.26(e) and (f)

#### Policy

1. Any information about a vendor that individually identifies the vendor, except for name, address, telephone number, website/e-mail address, store type and authorization status, is confidential information. Use or disclosure of confidential information is limited to:
  - 1.1. Persons directly connected with the administration or enforcement of the WIC or SNAP Programs who the State Agency determines has a need to know the information for purposes of these Programs. This includes personnel from Local Agencies, other WIC state and local agencies and persons investigating or prosecuting WIC or SNAP violations under federal, state or local law.
  - 1.2. Persons directly connected with the administration or enforcement of any other federal or state law or local law or ordinance. Prior to release of information to one of these parties (other than a federal agency), the State Agency shall enter into a written agreement with the requesting party specifying that such information may not be used or disclosed except for purposes directly connected to administration or enforcement of a federal or state law.
  - 1.3. A vendor that is subject to an adverse action, including a claim, to the extent that the confidential information concerns the vendor subject to the adverse action, and is related to the adverse action.
2. Information about SNAP retailers obtained from the SNAP program, including information provided pursuant to 7 U.S.C. 2018(c) and 7 CFR 278.1(q), is confidential information. Use or disclosure of the information is limited to persons directly connected with the administration or enforcement of the WIC Program.
3. The State Agency shall provide the U.S. Department of Agriculture and the Controller General of the United States with access to all WIC records, including confidential vendor information, pursuant to 7 CFR §246.25(a)(4).
4. The State Agency shall disclose confidential vendor information pursuant to a valid subpoena or search warrant in accordance with the procedures described in 7 CFR §246.26(i).