



**Memorandum of Understanding  
Maine Department of Corrections  
University of Southern Maine**

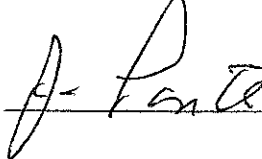
The **University of Southern Maine (USM)** and the **Maine Department of Corrections (MDOC)** agree that the MoveIT File Transfer Protocol (FTP) more fully outlined in the *State of Maine FTP Services using MOVEit Software* Document is a secure method of transferring compliant data between the two entities.

*Compliant Data* for purposes of this understanding means: Information which has specified requirements for the control of confidentiality, integrity, or availability of the data due to statute or contract or other law or agreement. Compliant data includes, but is not limited to, personally identifiable information, confidential research information, and information that requires protection under law or agreement

USM and MDOC agree that the following process will be in place in order for data transference to occur:


1. The MoveIT server will be hosted by the Maine State of Office of Information Technology (OIT).
2. OIT will set up separate accounts for USM and MDOC employees to log onto the MoveIT server to put their compliant data file(s) onto the MoveIT server.
3. MoveIT will then transmit the data, via a secure protocol that is commensurate with FTPS, to its defined destination.
4. Destination host information will be supplied to the MoveIT server administrator.

On behalf of Maine Department of Corrections

  
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10-16-13  
Date

On behalf of USM

  
\_\_\_\_\_  
Larry Waxler, Director, Office of  
Sponsored Programs

10/15/13  
Date