

	POLICY	Motion No.	FF 1007-2010
	Red Flag Rule	Effective Date	6/22/2010
		Responsible Department	Finance
		Attorney Review / Date	[Attorney Name] [Date]

SCOPE

The Federal Trade Commission (FTC) issued a regulation known as the Red Flag Rule (Sections 114 and 315 of the Fair and Accurate Credit Transactions Act), to be implemented no later than June 1, 2010 that is intended to reduce the risk of identity theft. The Red Flag Rule applies to Pennsylvania Highlands because we offer or maintain covered accounts.

POLICY

Pennsylvania Highlands will have a program in place to help detect, prevent, and mitigate opportunities for identity theft. The College shall be responsible for the development, implementation, oversight and continued administration of the program. Approval of the initial program must be appropriately documented and maintained. Operational responsibility of the program will be delegated to appropriate employees as deemed by the College and it will be reevaluated annually.

Effective Date	Motion Number	Document Author	Description of Change
6/22/2010	FF 1007-2010	Finance	Initial Release