

## Polk State College District Board of Trustees Rule

| Rule Number | Subject                           | Rule Making Authority | Statutory Reference | SBE Rule Reference | Effective Date |
|-------------|-----------------------------------|-----------------------|---------------------|--------------------|----------------|
| 5.24        | Identity Theft Prevention Program | 1001.64               | 1001.61,<br>1001.63 |                    | 2/25/19        |

The President, or designee, shall prepare a written Identity Theft Prevention Program (hereafter referred to as "Program") in accordance with the requirements of the Fair and Accurate Reporting Act of 2003, 15 USC § 1601, et. seq., (hereafter referred to as "Red Flags Rule").

For certain "covered accounts" which are continuing, multiple payment accounts within the meaning of the Red Flags Rule, the President, or designee, shall develop the Program to include reasonable policies and procedures to detect and mitigate identity theft and enable the College to:

- identify relevant "red flags" (patterns, practices, and specific activities that signal possible identity theft) and incorporate them into the Program
- train relevant staff as necessary to implement the Program effectively
- detect the red flags that the Program incorporates
- respond appropriately to detected red flags to prevent and mitigate identity theft
- ensure that the Program is updated periodically to reflect changes in risks
- exercise appropriate and effective oversight of service provider arrangements

### History:

Adopted: January 25, 2010

Reviewed with no changes: June 21, 2012

Revised: February 25, 2019