EFFECTIVE

July 1, 2016.

Subject(s)

APL 68D-102

Language prohibiting the faxing and emailing of Federal Tax Information (FTI) was added. The requirement to complete the DHHS 5440 form for approval to use portable electronic storage devices was added. Sections titled "Scanned Documents", "Portable Electronic Devices", and "Securing Portable Electronic Storage Devices" have been added.

Reason: Federal requirements.

MANUAL MAINTENANCE INSTRUCTIONS

Changed Items ...

APL 68D-102