

**TALLAHASSEE COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
P O L I C Y**

TITLE: Identity Theft Prevention Program	NUMBER: 03-31
AUTHORITY: Florida Statute: 1001.61, 1001.63 1001.64 Florida Administrative Code: 6A-14.0261 Fair and Accurate Reporting Act of 2003, 15 USC § 1601, et.seq.	SEE ALSO: • Administrative Procedure 03-31AP: Identity Theft Prevention Program
DATE ADOPTED: 03/16/09	

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

The Red Flags Rule applies for the following:

- Users of consumer reports
- Financial institutions and creditors holding “covered accounts”
- Debit and credit card issuers

Where appropriate to the College, 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; and
- exercise appropriate and effective oversight of service provider arrangements.