Early Learning Coalition of Manatee County

IT Security Policy

Purpose

To establish a policy to ensure that the Early Learning Coalition complies with the State of Florida Department of Education Division of Early Learning Grant Agreement in regard to IT Security.

Policy Statement

It is the policy of the Early Learning Coalition of Manatee County to adopt as our own and follow the Division of Early Learning Program Guidance 300.01 IT Security Manual for all IT Security Policies.

This manual includes practices, policies and procedures approved by the Florida Department of Education Division of Early Learning. Policies, rules, and procedures contained herein should be followed in a manner consistent with federal and State of Florida statutes and regulations. In addition to adopting the DEL IT Security Manual, the ELC has established IT policies and procedures that are incorporated by reference. All policies regarding the IT security processes will apply to contract employees and IT vendors.

References

DOE Acceptable Use Policy
2 CFR 200.335, Methods for collection, transmission, and storage of information
DEL Program Guidance 101.02 Records Confidentiality
Computer-related Crimes, Chapter 815 F.S.
DEL Early Learning Grant Agreement
Coalition Password and Lockout Policy
Chapter 71A-2.002(3) (b), F.A.C.
Coalition Access and Personnel Security Policy
Coalition Data Erasure Policy
ELC Confidentiality of Records and Data Policy
DEL Program Guidance 101.02 Records Confidentiality
DEL Early Learning Grant Agreement, Section F Breach of Security/Confidentiality
s.501.171, F.S.
ELC Manatee Continuation of Operations Plan
Coalition System Requirements, Protection and Asset Control Policy

Forms

DOE Acceptable Use Policy Acknowledgement
ELC Employee Exit Checklist
ELC New Employee Checklist
Division of Early Learning 300.02 Data Security Agreement
ELC Manatee Security Agreement Form

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Authorized by: Board of Directors
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