Subject: NCDOR Security Policy

Dear New NCDOR Employee,

Tax and administrative information process, digital telecommunication, and related technology are critical business tools for The North Carolina Department of Revenue. Inappropriate exposures of Federal Tax Information, confidential and/or sensitive information, loss of data, inappropriate use of computer networks, and risks of physical damage can be minimized by compliance with reasonable standards, attention to proper design and control of information systems, and sanctions for violations of security policy.

To safeguard the agency's resources, and to protect the confidentiality of data, adequate security measures must be taken. This security policy attempts to establish a balance between the risk of loss of information resources, including data misuse, and the inconvenience and cost of the security measures.

These security measures are designed to conform to the IRS 1075, State Policy, Information Security Standards, and take into account local, state, and federal reporting and auditing requirements, as well as provisions to eliminate, as far as feasible, the incidence of theft, fraud, destruction, or other misuses of the agency's resources.

Computer security is the responsibility of all employees. Computers, computer workstations, and terminals owned by the agency shall be used only for official agency business. Please become familiar with the North Carolina Department of Revenue security policy below:

http://revenue/employee/security/security_policies.html

Sincerely,

David Roseberry, CISO