

DCFS Phone Agreement

You are receiving a DHS issued phone.

I acknowledge the following:

- The Department of Human Services reserves the right to monitor and log all wireless communications device activity with or without notice including email and all website communications.
- I will not use any personal recording device of mine when conducting work for the agency, including but not limited to my personal camera, phone, or other recording device.
- I have received a copy of DHS Policy 1075 and am responsible for reading and understanding its contents.
- I must immediately notify the DHS IT Security Officer if the Phone is suspected to be lost or stolen by utilizing the IT Security Incident Reporting Form located at:
<http://kadril.dhhs.arkgov.net/itsec5/incidentreportform.aspx>

Signature

Date