

From: Danny Varat <DannyVarat@scstatehouse.gov>
To: Catherine McNicollCatherineMcNicoll@scstatehouse.gov
Date: 2/3/2017 9:35:51 AM
Subject: Re: Personal Mobile Device and Retention Policies.

Did you tell me yesteraday that these still are in progress?

From: Catherine McNicoll
Sent: Friday, January 27, 2017 2:13 PM
To: Danny Varat
Subject: Personal Mobile Device and Retention Policies.

Danny, Please find attached the two policies that I have drafted. The Mobile Device policy dictates use of email and calendar on a personal mobile device. The Retention Policy, as you can see is a bit of a placeholder because I have just straight referenced the regulations, but I want to at least get everyone in the right mindset for what we will need to do going forward. I will need to work with Lee Ann to develop the practical side of the retention policy.

Catherine McNicoll
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