

DAMAGE TO EQUIPMENT PROCEDURE

Related Board of Trustees Policy: N/A

Approval: August 2012

Revision:

NC Statewide Technology Standard(s): 50712

Purpose: To improve confidentiality, integrity and availability of data by requiring the reporting of property damage.

All Craven Community College employees are to notify Technology Services when technology equipment is damaged. Technology Services will then inspect the equipment to determine whether repair or replacement is needed.

If the equipment is damaged beyond repair, it will be securely disposed of by NC Statewide Information Technology Standards. Should the equipment need to be repaired, a temporary replacement will be issued where appropriate.

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