



## PIEDMONT TECHNICAL COLLEGE POLICY

**POLICY NUMBER:** 7-10-1010

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**TITLE:** Provision of Secure Storage

**RELATED POLICY  
AND PROCEDURES:** 7-10-1010.1 Provision of Secure Storage

**DIVISION OF RESPONSIBILITY:** Business, Finance, and Facilities

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February 19, 2013

**Date Approved by Area Commission**

November 15, 2022

**Date of Last Review**

November 15, 2022

**Date of Last Revision**

It is the policy of Piedmont Technical College to provide secure physical and electronic storage space for assets, documents, and information that the College is legally required to protect.