

POLICY ON THE USE, DISCLOSURE, AND DISPOSAL
OF EMPLOYEE SOCIAL SECURITY NUMBERS

The State of Michigan Public Act 454 of 2004 establishes regulations to help ensure the privacy of employee social security numbers. This includes the proper use, disclosure, and disposal of employee social security numbers.

The Community College District of Monroe County, Michigan will follow procedures to ensure that these requirements are met.

Cross-References

Policy 3.24	Policy on the Use, Disclosure, and Disposal of Student Social Security Numbers
Procedure 3.24(a)	Procedure on the Use, Disclosure, and Disposal of Student Social Security Numbers
Procedure 6.47(a)	Procedure on the Use, Disclosure, and Disposal of Employee Social Security Numbers