



State Auditor of Alabama

THE STATE CAPITOL

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Policy Statement 403-A

TO: All State Department Heads, Agency Directors,
Boards, Bureaus, and Property Managers

FROM: Samantha "Sam" Shaw 
State Auditor

DATE: September 8, 2011

SUBJECT: Sensitive Items

The State Auditor's Office will now include all computers, notebooks, netbooks and servers as sensitive items. Effective October 1, 2011, these items will be considered as personal property regardless of cost. These property items must be labeled with the barcode and the state ID number. We suggest that all such assets have an encryption program installed to further secure state information.