

- i. Remote users are prohibited from using or printing paper documents that contain sensitive and/or regulated data.
 - ii. Documents containing sensitive or regulated data must be shredded before disposal.
- 4. Enforcement
 - a. Remote access users who violate this policy are subject to sanctions and/or disciplinary actions, up to and including termination of employment or contract. Termination of access by remote users is processed in accordance with [Insert Company name] termination policy.
 - b. Remote access violations by Business Associates and vendors may result in termination of their agreement, denial of access to the [Insert Company name] network and held liable for any damage to property and equipment.

Attachments: None

Related Policies: None

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