

**POLICY NAME** COMPUTER BACKUPS

**POLICY NUMBER** 1.2.7

**CATEGORIES**

**DATE PROPOSED:** 1/8/2018

**DATE OF VOTE:** 1/24/2018

**ACCEPT (Y/N):** Y

Point of sale and accounting systems are cloud based and therefore automatically backup online. Current policy and schedule information is located on the website as a form of online backup. Other computer systems deemed critical to business operations may be backed up individually to external hard drives at the discretion and direction of the Senior Facility Manager (SFM).

**COMMENTS:** Supersedes Policy #23; completely reworked to reflect current technology.