

August 27, 2004

Mr. Roy Lum  
Liaison to the Board  
PO Box 42445  
Olympia, WA 98504-2445

The Evergreen State College is submitting this annual compliance letter as required by ISB policy. This letter confirms that:

- TESC conducted an annual review of its IT Security Plan/Program this summer.
- Our Security Plan was submitted to the State Auditor's Office on July 29, 2003 for the required compliance audit. The auditor's response was completed in January 2004.
- Evergreen's disaster recovery plan was completed last winter and tested twice during spring. A significant updating to our business resumption plan is on our goal list for this coming academic year.
- Our IT portfolio has been updated this summer, and can be found at <http://www.evergreen.edu/it/itportfolio/home.htm>.
- Our online updates to Section 3 of the e-portfolio have been made.

Sincerely,

Anna Kircher, Director  
Computing and Communications