

WSR 24-14-031  
INTERPRETIVE OR POLICY STATEMENT  
DEPARTMENT OF  
SOCIAL AND HEALTH SERVICES  
[Filed June 25, 2024, 1:28 p.m.]

**Notice of Interpretive or Policy Statement**

In accordance with RCW 34.05.230(12), following is a list of policy and interpretive statements issued by the department of social and health services.

**Economic Services Administration  
Division of Child Support (DCS)**

Document Title: DCS Administrative Policy 1.07 Security, Safes and Combinations, and File Cabinets for Personnel Files.

Subject: DCS AP 1.07.

Effective Date: June 14, 2024.

Document Description: This administrative policy explains DCS procedures regarding office safes and combinations, keys, and hard copy personnel files.

To receive a copy of the interpretive or policy statements, contact Amy Hahl, DCS, P.O. Box 11520, Tacoma, WA 98411-5520, phone 360-397-9801, TDD/TTY 800-833-6384, fax 360-664-5342, email Amy.Hahl@dshs.wa.gov, website <https://www.dshs.wa.gov/esa/division-child-support>.