

The goal of this survey is to identify departments/units that may be considered a Covered Account according to the Federal Trade Commission. In some of the questions below, you may be asked to provide a department or unit name. In those situations, please feel free to specify organizations at the highest level for which you are the RC Fiscal Officer. For example, instead of listing each housing unit separately, please feel free to list BA-RPAS.

NOTE: For 2018, the Red Flags Committee refined the definition of a covered account to be only those individuals (not businesses) with whom you have a continuing business relationship and that you allow to pay after the goods and/or services are rendered (ie: payment over time).

* 1. RC Fiscal Officer Name

* 2. Please list all of the organizations (chart and organization code) that you are listed as the RC Fiscal Officer.

* 3. Does any department/unit that you are the RC Fiscal Officer for sell goods or services on a continuing basis for personal or family purposes? For example, the Indiana Memorial Union rents space to an individual for a personal event (i.e. wedding reception) would not be a covered account as the transaction is not on a continuing basis.

An example of a covered account would be a client who purchases an item from your department/unit on a consistent basis and is invoiced for the product/service and allowed to pay over time.

Hint: This is typically the sale of goods or services to individual consumers rather than businesses, universities, or governmental agencies. If any department/unit on your campus sells goods or services to at least one individual consumer for personal or family purposes on a continuing basis then please check yes. If all of the department/units on your campus only sell to other departments, universities, or corporations then please check no.

YES NO

4. Are customers (specifically individual consumers) invoiced after they receive the good(s) or service(s)?

YES

NO

* 5. Please list those departments/units that invoice customers after the customer has received the goods or services.

* 6. Does any department/unit within your RC offer a customer with whom you have a continuing business relationship (specifically an individual consumer) the option to make installment payments?

YES NO

* 7. Please list those departments/units that offer the customer the option to make installment payments.

* 8. Does any department/unit that you are the RC Fiscal Officer for utilize credit bureau reports?

YES NO

* 9. Please list those departments/units that use credit bureau reports.

Once the Red Flags Committee has reviewed the results of the survey, a member of the committee will contact you if we have any additional questions. The questions alone will not determine if you are within scope but the questions could determine that the regulations do not pertain to your department(s)/unit(s).

Thank you for taking time to complete the 2019 Red Flags Survey.