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<b>Name:</b>	<b>Telephone Services – Personal Calls</b>
Policy Number:	2-1007
Origin:	Information Technology Systems & Support (ITSS)
Approved:	1 March 1993
Issuing Authority:	Director, Information Technology Systems & Support
Responsibility:	Director, Information Technology Systems & Support
Effective Date	1 September 2007
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Personal long distance calls are not to be placed and charged to the University's accounts. Such calls are permitted only if charged as a reverse charge (collect call), calling card or to a third-party number (your home number). Dial 9-0-area code and the seven digit number and inform the operator of the number to be billed.