

**Summary of Changes to the State Administrative Manual (SAM)
January 2020**

SAM Section	Action Type	Changes
SAM Section 4819.2	Change	Per TL 20-01, policy was updated to include new definition of "Workgroup Collaboration Platform".
SAM Section 5170	New	Per TL 20-01, new section was added to introduce the Workgroup Collaboration Platform policy which requires each agency/state entity to develop and implement policies and procedures to ensure proper use of Workgroup Collaboration Platforms.