



**North Country Workforce Development Board
E-signature Policy
Approved May 14th, 2021**

In compliance with the NYS [Electronic Signatures and Records Act](#) (ESRA 9-NYCRR 540.7), the North Country Workforce Development Board (NCWDB) provides that "signatures" made via electronic means are legally binding.

Acceptable forms of signatures used for the North Country Workforce Development Board in Clinton, Essex, Franklin and Hamilton counties include but not be limited to:

- Scanned and e-mailed signatures;
- Signatures via phone photo that is emailed;
- Mailed signatures;
- Other NYSDOL approved signature such as e-signatures.