

EES Policy No. 23-06-05	RE: Clarification of Electronic Signatures
Policy Memo	Contact Persons: Sarah van Straaten, Angela Stinson and Sally Hargis.
From: Carla Whiteside-Hicks, PhD	KEESM Reference: 1411
Date: June 5, 2023	Other:
Primary DCF Areas Affected: Food Assistance, TANF and Child Care	Where Posted on Web: http://content.dcf.ks.gov/ees/KEESM/Policy_Memo/policy_memo_list.htm

CLARIFICATION – Electronic signature techniques including typed signatures will be considered valid and legal signatures to apply for Food Assistance, TANF or Child Care.

Submittal of a paper or online application with name, address and signature shall be considered a request for assistance. A telephonic signature and electronic signature including typed signature is a valid and legal signature to request assistance.

Electronic signature techniques include, but are not limited to the following:

- Typed signatures
- Signatures signed using cursor, finger or stylus
- Signatures created on PDF format
- Signatures on electronic pad