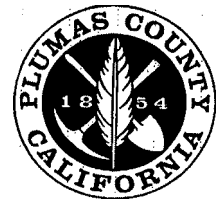


Plumas County Department of Information Technology



David M. Preston
Information Systems Manager

DATE: October 10, 2000
TO: Honorable Board of Supervisors
FROM: Dave Preston, Information Systems Manager
SUBJECT: **AGENDA ITEM FOR THE MEETING OF OCTOBER 10, 2000 RE:
PLUMAS COUNTY INTERNET ACCESS POLICY**

It is recommended that the Board:

1. Approve Item 1 below.

Item 1: Approval of the included text as Plumas County's official Internet/Internet use policy.

Background and Discussion:

Currently Plumas County has no official policy on its employee's use of the Internet in the workplace. Several departments have adapted departmental policy governing this subject but it is felt that a statement should be made countywide. Over the past several weeks the Management Council has worked with Julia Coleman from the County Counsel's office to develop the text used in the proposed policy. The proposed policy is somewhat brief and is intended to become a framework for further revision as needed. Specific departmental policy may still be used in addition to the County policy in order to meet individual departmental needs.

Text of Policy:

1. Use of the Internet/Intranet is restricted to official County business purposes only defined as: Assignments given by supervisors and/or department heads requiring use of the internet/intranet. Employees must provide their department head with a list of any passwords they assign.
2. Unacceptable uses include: Submitting, publishing, displaying, soliciting or transmitting on the Internet/Intranet any information which:
 - (a) violates or infringes on the rights of any other person; or
 - (b) contains defamatory, abusive, obscene, pornographic, profane, sexually oriented, threatening, racially offensive, discriminatory, or illegal material; or
 - (c) violates any County policies or regulations, including the policy prohibiting sexual harassment; or
 - (d) has not been approved by the department head.
 - (e) Engaging in any religious or political activity.
- (D) Engaging in any activity for personal gain, interest or personal business.

Employees

1. have no expectation of privacy in their use of the Internet/Intranet; and
2. the County retains the right to monitor and/or track employee Internet/Intranet use at any time with or without the employee's consent; and
3. violating this Internet/Intranet Use Policy/Rule could be a basis for County disciplinary, civil or criminal action against the employee.