

## OFFICIAL GOVERNMENT INTERNET USAGE AGREEMENT

I \_\_\_\_\_ agree to accept Internet service on my assigned computer workstation in compliance with the statements listed below.

- I. The Internet is an unsecured network. As such, information and email on the Internet can be read and broadcast or published without the knowledge or consent of the author. Most sites maintain records of all users or entities accessing their resources. These records may be open to inspection and publication without the user's knowledge or consent. If the activity of the user is other than official business, the publication of that activity could prove to be an embarrassment for the entire federal judiciary.
- II. Congestion on the Court's network can be caused by excessive use of the Internet and caution should be used when "**net surfing.**" In general, low volume business related use will not be a problem.
- III. Employees are specifically prohibited from using the Internet for the following purposes:
  - A. Sending data files or emails over the Internet that contain any discriminatory statements that malign any race, creed, color, sex, or sexual preference.
  - B. Using the Internet for radio, *Spotify*, *Skype*, music downloads, streaming video, cloud computing such as *Dropbox*, online gaming and gambling is strictly prohibited.
  - C. Making unauthorized commitments or promises of any kind that might be perceived as binding by the government.
  - D. Sending data files or mail over the Internet that deal with ongoing investigations or litigation. The Internet is not a secure means of transmission and can cause a case or investigation to be compromised should the data be captured and read by an unauthorized party.
  - E. Sending data files, mail, viewing material, posting material, discussion groups, or posting opinions over the Internet that would reflect poorly or cause embarrassment to the judiciary, an example would be *myspace.com*, *facebook.com* or *blogger.com*.
  - F. Using the network connection for commercial purposes or private gain.
  - G. Personal shopping; an example would be *ebay.com* or *qvc.com*.
  - H. Social Networks; examples include *FaceBook*, *YouTube*, *MySpace*, and *Twitter*.
  - I. Downloading third party programs without prior approval of Automation.

- J. Using the network for illegal activities. An example would be pirated software, movies, and music.
- K. Viewing material considered pornographic in nature.
- L. Connecting personal electronic devices (computers, phones, tablets, etc.) to Court Wifi.

IV. Each employee given Internet access will be required to sign and return to the Director of Information Systems this statement, which acknowledges understanding that **Internet access is provided for an official government purpose only**, and that misuse or abuse may be grounds for adverse action and/or loss of Internet privileges at the discretion of the unit executive.

In furtherance of my understanding of the above, I agree to the following conditions.

- V. **I agree that the use of Peer-to-Peer File Sharing, iCloud, Chat Rooms and Non Court Personal Messaging is prohibited.** Refer to IT Security Policy [2006-2] - Prohibition of Internet Peer-to-Peer Sharing, Chat Rooms and Instant Messaging.
- VI. **I agree that use of web mail is prohibited.** Refer to IT Security Policy [2006-1] - Discouraging Personal Web E-Mail.
- VII. I agree to access only those parts of the Internet which aid in the completion of my assigned duties or news services on the Internet.
- VIII. I agree that my use of the Internet will be monitored.
- IX. I have received, read and understand the Internet Agreement.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Please direct any questions you may have to Automation 859-514-2242

**US DISTRICT COURT --- EASTERN DISTRICT OF KENTUCKY**

