

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this policy applies to them. In case of a conflict between the applicable CBA and these policies, the provision in the CBA controls.

Policy No.: 6-10

Effective: 12/08/2009

Revision No.:

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Information Technology Usage and Security

OVERVIEW: To define policy, procedures and guidelines for use of Alachua County Board of County Commissioners' information technology resources.

SCOPE: This policy applies to all persons employed by the Board of County Commissioners.

PROVISIONS:

1. Individuals using information technology resources belonging to the BOCC must act in a legal, ethical, responsible and secure manner. Inappropriate use of information technology resources exposes BOCC to risks including compromise of systems, data, services, legal issues, financial loss, and damage to reputation. Unauthorized or improper use of BOCC information technology resources could result in loss or limitations of use of these resources, as well as disciplinary action and/or legal action as defined in the BoCC Administrative Policies and Procedures.
2. The Information and Telecommunication Services (ITS) Department may monitor usage of information technology resources.
3. Additional information regarding the County's Information Technology Usage and Security Policy can be found in the Administrative Procedures Manual.

County Manager

County Attorney