

# Network Use Policies

## Mississippi Band of Choctaw Indians Tribal Network Use Policies

### Overview

The Tribal Network is one of many efficient and timely communication tools that can be used by tribal employees to accomplish government functions and to conduct the tribe's business within its organization, with other governmental agencies, and with the public. The Tribal Network's connection to the Internet can be used to publish the tribe's mission, function, structure, goals, authority, address, phone numbers, information required by law or executive order; and other information of general interest to the public. As with any tribally provided resource, the use of this resource should be limited to legitimate tribal business.

### Acceptable and Unacceptable Uses

**The tribe reserves the right to monitor and/or log all network activity with or without notice, including e-mail and all web site communications, and therefore, users should have no reasonable expectation of privacy in the use of these resources.**

Acceptable uses include, but are not limited to the following:

1. Communications and information exchanges directly relating to the mission, charter, and work tasks of the tribe.
2. Announcements of tribal laws, procedures, hearings, policies, services, or activities.
3. Use for advisory, standards, research, analysis, and professional society or development activities related to the user's tribal government duties; and government research programs.

Unacceptable uses include, but are not limited to the following:

1. It is unacceptable for a user to use, submit, publish, display, or transmit on the network or on any computer system any information which:
  - Violates or infringes on the rights of any other person, including the right of privacy;
    - Contains defamatory, false, inaccurate, abusive, obscene, pornographic, profane, sexually oriented, threatening, racially offensive, or otherwise biased, discriminatory, or illegal material;
  - Violates tribal regulations prohibiting sexual harassment;

- Restricts or inhibits other users from using the system or the efficiency of the computer systems;
  - Encourages the use of controlled substances or uses the system for purpose of criminal intent; or
  - Uses the system for any other illegal purpose or any other purpose not consistent with the Tribe's mission or policies.
2. It is also unacceptable for a user to use the facilities and capabilities of the system to:
- Conduct any non-approved business;
  - Solicit the performances of any activity that is prohibited by law;
  - Transmit material, information, or software in violation of any local, state or federal law;
  - Conduct any political activity related to tribal elections;
  - Conduct any non-tribal government-related fund raising or public relations activities;
    - Engage in any activity for personal gain or personal business transactions; or
  - Make any unauthorized purchases.

### **Copyrighted Material**

Users may download copyrighted material, but its use must be strictly within the agreement as posted by the author or current copyright law. The federal Copyright Act at 17 USC 101 *et. seq.* (1988), protects and prohibits misuse of all original works of authorship in any tangible medium of expression. This includes a prohibition on plagiarism (using someone else's ideas or writing and passing it on as one's own).

### **Downloading of Software**

Users may not download any software from the Internet onto computers that are tribal property without prior approval from the Network Manager or designated Departmental Computer Support Staff.

### **Electronic Mail [E-Mail]**

E-mail is considered network activity, thus, it is subject to all policies regarding acceptable/unacceptable uses of the Internet and the user should not consider e-mail to be either private or secure.

### **Regulation and Enforcement**

Department directors and program directors are responsible for ensuring compliance with the provisions of this policy and for investigating suspected non-compliance.

When an instance of non-compliance is suspected, or discovered in a computing system or network connected to the tribal network, the department director or program director shall proceed in accordance with tribal policies. Internal discipline, up to and including termination, may be appropriate in some cases of non-compliance with this policy. Criminal or civil action may be initiated in appropriate instances.

### **Consent Form**

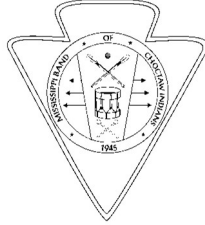
All tribal employees having access to the Network must sign a consent form that indicates their acknowledgment of tribal policy relating to Internet access and e-mail. A copy of the

completed and signed form should be kept in the employee's personnel file, as well as the department director and/or program director files.

**MISSISSIPPI BAND OF CHOCTAW INDIANS  
TRIBAL OFFICE BUILDING**

**P.O. BOX 6010 • CHOCTAW BRANCH  
PHILADELPHIA, MISSISSIPPI 39350**

**(601) 656-5251 • FAX (601) 656-1992  
INTERNET ACCESS CONSENT**



**FORM**

I \_\_\_\_\_ have read the tribal Network use policy and agree to comply with all its terms and conditions. I agree that all network activity conducted while doing tribal business and being conducted with tribal resources is the property of the Mississippi Band of Choctaw Indians.

The Mississippi Band of Choctaw Indians reserves the right to monitor and log all network activity including e-mail, with or without notice, and therefore users should have no expectations of privacy in the use of these resources.

Signed \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor \_\_\_\_\_

Date: \_\_\_\_\_