



Natural Resources Conservation Service
100 USDA Suite 206
Stillwater, OK 74074-2655
(405) 742-1209

March 17, 2003

OKLAHOMA BULLETIN NO. OK360-3-11

SUBJECT: Ethics – Use of Agency Computers and Internet

Purpose: To provide guidance on use of the internet.

Expiration Date: September 30, 2003

NRCS has a limited personal use policy that allows users to utilize their agency computer for personal matters during non-duty times, i.e., before/after work, lunch, or break times.

This bulletin clarifies potential misconceptions regarding this policy. Surfing adult or pornographic sites, gambling sites, and sites that promote hate or violence are not permitted under any circumstance. Surfing these sites could lead to disciplinary action. USDA has a zero tolerance policy on sites that are, or could be, child pornography. Any suspected incidents are reported to the Office of Inspector General for investigation and potential prosecution.

Additionally, one of the criteria for personal use is that the use not interfere with the operations of the agency. To that end, streaming stock tickers, weather programs, or internet radio and streaming video that is not related to your work are also prohibited because they degrade network performance, hindering others performing agency work.

Any questions regarding these items may be directed to Bill Porter, Assistant State Conservationist (ER/IT), at 405.742.1206.

/s/

M. DARREL DOMINICK
State Conservationist

DIST: AE