

**7-101. State communications system; acceptable use policy.**

(1) Purpose. This policy applies to all users of the state communications system. It is intended to provide minimum standards for acceptable use of the system; agencies may adopt policies or standards more stringent than those contained herein. All use of the system is subject to applicable state and federal laws. Users should not have any expectation of privacy regarding personal business conducted on the system unless otherwise protected by state or federal law.

(2) Acceptable Use. The state communications system may be used for the following:

(a) The conduct of state business;

(b) State government sponsored activities;

(c) By state employees and officials for emails, text messaging, local calls, and long-distance calls to children at home, teachers, doctors, daycare centers, baby-sitters, family members, or others to inform them of unexpected schedule changes, and for other essential personal business. Any such use for essential personal business shall be kept to a minimum and shall not interfere with the conduct of state business. A state employee or official shall be responsible for payment or reimbursement of charges, if any, that directly result from any such communication. [Neb. Rev. Stat. § 81-1120.27(1)] Essential personal business shall not include use of the state communications system for personal financial gain or campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question; these uses are prohibited. [Neb. Rev. Stat. § 49-14,101.01(2) and § 49-14,101.02(2)]; and

(d) Such other uses allowed by law.

(3) Remedial Action. Each agency is responsible for taking immediate remedial action to address any violation of this policy within the agency.

(4) Exception. This section does not apply to wireless access points available for general use by the public.

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**History:** Adopted on March 9, 2004. Amended on November 30, 2009, and July 12, 2018.

**URL:** <https://nitc.nebraska.gov/standards/7-101.pdf>