



Department of Juvenile Justice Internet Access User Agreement

AD-IS 1205.40-1
HRES Revised
12/2017

The Department of Juvenile Justice (“the Department”) is providing Internet Service Access for its employees. The employee agrees that the following terms and conditions apply to all DJJ Internet connections and communications:

1. I have read and understand the DJJ Internet Access and Use policy. I understand that any personal use of the Department’s Internet Services must be limited, non-commercial usage, conducted during non-work/unpaid hours. I also understand that any personal use of the Department’s Internet Services shall not violate any aspects of DJJ, local, state, and/or federal Internet policies.
2. I understand that access to, and transmission of, any material deemed to be a violation of any federal, state or local law or rule, or related to sex, tobacco or alcohol is prohibited.
3. I understand I cannot transmit over the DJJ Internet the Department’s information that is deemed confidential pursuant to sections 984.06 and 985.04 of the Florida Statutes without written authority from the Department and in compliance with applicable laws and DJJ policies and procedure for internet usage and emails.
4. I am responsible for safeguarding my access to the DJJ Internet Services; and that I will not provide my access capabilities to anyone for any reason, unless authorized by Department policy or otherwise authorized by the Department in writing.
5. I understand that violating the DJJ Internet Access and Use Policy may cause the immediate revocation of DJJ Internet access, and may also result in disciplinary proceedings including, in extreme cases, the possibility of termination as described in the DJJ Employee Handbook; **Section 1.010 of DISCIPLINARY PROCEDURE AND STANDARDS FOR DISCIPLINARY ACTIONS.**
6. I understand and agree that my use of the DJJ Internet Services may be monitored or audited by the Department by various means, including monitoring or auditing that may occur without my knowledge or prior notice.

ACKNOWLEDGMENT

I acknowledge that I have read and understand these rules on proper Internet usage.

Employee’s Signature*

Employee’s Title

* Acknowledging receipt of this document in the department’s electronic acceptance system substitutes as your signature. Provision within the Florida’s Electronic Signature Act of 1996 and the Uniform Electronic Transaction Act, both provide that digital signatures or attestations may be substituted for the signature, unless otherwise provided by law (see section 668.004, F.S. and subsection 668.50(7), F.S.).

Please print for your records.