

6 INTERNETPOLICY

6.1 VALID USE

Enborne Parish Council has connections to the Internet allowing staff to gather information for Council use and research. In such circumstances, to protect employees and Enborne Parish Council, employees must have the agreement of the Chair or Vice Chair before beginning their research. To ensure employee rights are safeguarded, staff should request that this agreement is given in writing or via e-mail so that a record may be kept. It is, however, recognised that there will be occasions when staff use the Internet for their personal use but these should be kept to a minimum. The Internet should not be used for accessing sites that could be taken to be discriminatory, defamatory, offensive or abusive.

6.2 RECORD OF USE

In order to protect systems integrity and reliability, an electronic record of use of the Internet is maintained. Audits of Internet use may be carried out to help identify any potential abuse.

6.3 REGISTRATION WARNINGS

Many sites on the Internet will prompt users to 'click to register' to gain access. Be guarded about the information you provide them. Some of these sites trap your details with the intention of selling it direct to mail companies.

6.4 COMPLIANCE

Failure to comply with the internet policy may result in suspension of these facilities and disciplinary action, which could result in dismissal.