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At 12:11 O'Clock P M
ABBIE MACE
FREMONT CO RECORDER
Deputy
Clare Abbie Mace

RESOLUTION NO. 2012- 03

A RESOLUTION OF FREMONT COUNTY, IDAHO, ADOPTING A POLICY GOVERNING THE USE OF CELL PHONES, INSTANT MESSAGING AND TEXTING WHILE AT WORK.

WHEREAS, the Board of County Commissioners of Fremont County, Idaho has determined it is in the best interests of all employees from Fremont County to set out in writing its policies regarding employee use of personal communication devices, including cell phones, text messaging, instant messaging, and similar uses in the workplace; and

WHEREAS, all employees are expected to read this policy. Any violation of Fremont County policies in this regard may result in disciplinary action as set forth in the Fremont County Personnel Policy. As an employee of Fremont County, you are expected to act in a reasonable, ethical, responsible and business like manner. As such, you are at all times expected to keep the use of personal communication devices, including cell phones, text messaging, instant messaging, and similar uses to a minimum.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Fremont County, Idaho, that the Fremont County Cell Phone, Instant Messaging and Texting Policy is adopted as follows:

PURPOSE

To provide guidelines for use of personal cell phones, instant messaging and text messaging by employees in the workplace. To ensure the safety and security of the workplace environment and to ensure employee privacy and confidentiality.

DEFINITIONS

For the purposes of this policy, the term "cell phone" is defined as any handheld electronic device with the ability to receive and/or transmit voice text, or data messages without a cable connection (including, but not limited to, cellular telephones, digital wireless phones, radio-phones/walkie-talkies, telephone pagers, PDA (personal digital assistants with wireless communications capabilities), or RIM ("research in motion") wireless devices.

PERSONAL USE OF CELL PHONES DURING WORK HOURS

While at work, employees are expected to exercise the same discretion in using personal cell phones as they use with Fremont County phones. Excessive personal calls during the workday, regardless of the phone used, can interfere with employee productivity and be distracting to others. Employees should restrict personal calls during work time, and should strive to use personal cell phones only during scheduled breaks or lunch periods in non-working areas. Other personal calls should be made during non-work times whenever possible, and employees should ensure that their friends and family members are instructed of this policy. Fremont County is not liable for the loss of personal cell phones brought into the workplace.

DO NOT engage in the use of a cellular phone when doing so would cause a distraction to the user or a coworker assisting a member of the public.

Do not use your cell phone to make a call if regular phone service is available.

Avoid lengthy conversations on cellular phones. If you anticipate a call lasting more than a few minutes, try and arrange to call the person back from a regular phone.

Cell phones can be a distraction in the workplace. Employees are asked to turn the sounds on their phone off, or at a minimum to "vibrate" mode.

TEXT MESSAGING

Use of personal cell phones, mobile phones or personal digital assistants for text messaging, or the like, is limited to immediate family contact. If you have an emergency situation, contact your immediate supervisor. Excessive use shall be determined by the immediate Supervisor.

ENFORCEMENT

Any employee who is found to have violated this SOP may be subject to disciplinary action, up to and including termination of employment.

PRIMACY

This SOP supersedes any existing policy, policies or procedures that may be in conflict with the provisions of this SOP.

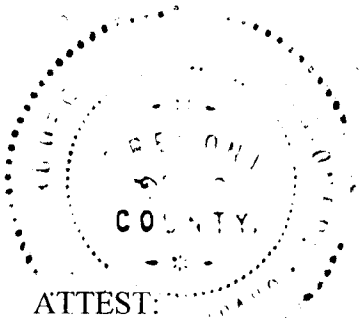
This resolution shall be in full force and effect upon passage and signing by the Chairman of the Board of County Commissioners, 2011.

PASSED THIS 21 DAY OF NOVEMBER, 2011, BY THE BOARD OF COUNTY COMMISSIONERS OF FREMONT COUNTY, IDAHO.

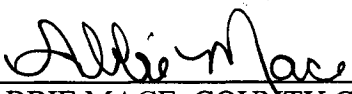
BOARD OF COUNTY COMMISSIONERS
FREMONT COUNTY, IDAHO



RONALD "SKIP" HURT, CHAIRMAN



ATTEST:



ABBIE MACE, COUNTY CLERK