

MEMORANDUM

TO: ALL PERSONNEL
FROM: BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 1
DATE: NOVEMBER 11, 2014
RE: ONLINE POSTING

This memorandum is to alert you of the importance of being careful when conducting yourself in any electronic forum. You, as a public officer (firefighter), must be cognizant of any information you place or post on the internet or share electronically in any way. Email, text-messaging and social networking forums such as Facebook have become commonplace methods of communicating and interacting. There are certainly many benefits to these methods of connecting with others. However, these communication methods also pose some dangers for you as a public officer. The Board has developed PERSONAL ONLINE POSTING GUIDELINES which are being distributed with this memorandum. These guidelines are important to maintaining a professional and appropriate relationship with other personnel and the public and are intended to assist you and your coworkers to avoid embarrassing and prohibitive conduct which could result in civil sanctions or damages for which you could be held accountable.

Thank you for your serious attention to this information.