

## ITP-E.8

STATE OF OHIO IT POLICY  
USE OF INTERNET, E-MAIL AND OTHER IT RESOURCES

- 5.2 Unacceptable Personal Use. Any personal use of IT resources that disrupts or interferes with government business, incurs an undue cost to the state, could potentially embarrass or harm the state, or has the appearance of impropriety is strictly prohibited. Personal use that is strictly prohibited includes, but is not limited to, the following:
- 5.2.1 Violation of Law. Violating or supporting and encouraging the violation of local, state or federal law is strictly prohibited.
  - 5.2.2 Illegal Copying. Downloading, duplicating, disseminating, printing or otherwise using copyrighted materials, such as software, texts, music and graphics, in violation of copyright laws is strictly prohibited.
  - 5.2.3 Operating a Business. Operating a business, directly or indirectly, for personal gain is strictly prohibited.
  - 5.2.4 Accessing Personals Services. Accessing or participating in any type of personals ads or services, such as or similar to dating services, matchmaking services, companion finding services, pen pal services, escort services, or personals ads is strictly prohibited.
  - 5.2.5 Accessing Sexually Explicit Material. Downloading, displaying, transmitting, duplicating, storing or printing sexually explicit material is strictly prohibited.
  - 5.2.6 Harassment. Downloading, displaying, transmitting, duplicating, storing or printing material that is offensive, obscene, threatening or harassing is strictly prohibited.
  - 5.2.7 Gambling or Wagering. Organizing, wagering on, participating in or observing any type of gambling event or activity is strictly prohibited.
  - 5.2.8 Mass E-mailing. Sending unsolicited e-mails or facsimiles in bulk or forwarding electronic chain letters in bulk to recipients inside or outside of the state environment is strictly prohibited.