

ORDINANCE NO. 1359

AN ORDINANCE ESTABLISHING A SOCIAL MEDIA POLICY TO BE INCORPORATED INTO THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF COLUMBUS, KANSAS, PROVIDING SUBSTITUTE PROVISIONS THEREOF AND REPEALING ANY ORDINANCE OR PARTS OF ORDINANCES IN CONFLICT THEREWITH.

**BE IT ORDAINED BY THE GOVERNING BODY OF
THE CITY OF COLUMBUS, KANSAS:**

SECTION 1. The following shall be incorporated and included into Article XII of the Personnel Rules and Regulations adopted by the Governing Body in August 2005.

SECTION 2. That the following shall be the new Article XII-14 of the Personnel rules and Regulations of the City:

**ARTICLE XII
SPECIAL PROVISION**

XII-14 Social Media Usage

On-Duty Use of Social Media by Employees.

- (a) Employee use of personal social media at work is prohibited.
- (b) City employees may not use social media on any of the City's electronic resources while they are scheduled to be working.
- (c) If the City monitors employee use of social media at work, written notice of the nature and scope of monitoring shall be provided to the employee.
- (d) Employees must include in any post on a personal site, which relates to the City or their job, a disclaimer that the posting reflects their own opinion, and not that of the City of Columbus.
- (e) No employee or governing body member may ask for access to another employee or governing body member's private social media page(s). However, the City is not prohibited from receiving information from a third party or source or viewing public social media pages.
- (f) Failure to comply with this policy may lead to discipline up to and including dismissal.

Off-Duty Use of Social Media by Employees.

- (a) No employee of the City of Columbus shall be punished for expressions, or litigation, made as a private citizen regarding matters of public concern, unless those expressions, or that litigation, substantially disrupts the efficient and effective delivery of public services by the City.
- (b) No employee of the City of Columbus shall be punished for their political beliefs or associations, unless that employee possesses policymaking authority and their political association is an appropriate requirement for the effective performance of the public office involved.

SECTION 3. All ordinances, resolutions or policies or parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict herewith.

SECTION 4. This ordinance shall take effect and be in force from and after passage and publication in the official city newspaper.

PASSED and APPROVED by the Governing body this 21ST day of September 2015.


MAYOR

ATTEST:


CITY CLERK

(SEAL)