

**CASS COUNTY, MICHIGAN  
INTERNET USAGE AGREEMENT**

I, \_\_\_\_\_, acknowledge that I have read the Cass County Michigan, Internet Usage Policy and that I am being granted Internet access using Cass County facilities in order to carry out my work and agree that my use of the Internet will be conducted in an ethical and professional manner.

I agree that I will not use this access for personal use. I also agree that I will not use this access in an inappropriate manner such as: access to or downloading from offensive sites; personal postings to Internet forums such as Newsgroups or Listservers; or activities for personal financial gain.

I understand that others recognize my use of the Internet as an activity of Cass County Government and acknowledge that it is my responsibility to ensure that my usage does not contravene any laws or regulations, including copyright and licensing issues and laws respecting obscene and discriminatory material. I also agree that I will not transmit sensitive/confidential material via the Internet or make any purchases via the Internet.

I understand that my usage may be monitored without further notice and that inappropriate usage may be cause for disciplinary action up to and including termination of employment.

\_\_\_\_\_  
Employee Signed \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Witness Signed \_\_\_\_\_ Date \_\_\_\_\_

Adopted: June 18, 2020