IN THE TRIBAL COURT FOR THE ASSINIBOINE AND SIOUX TRIBES

ADMINISTRATIVE ORDER 2014-1.0

ORDER CONCERNING SOCIAL MEDIA AND CONFIDENTIALITY POLICY

WHEREAS the Court sees the need for a policy concerning the social media and confidentiality, and

WHEREAS the Judicial Branch personnel have the responsibility to conduct themselves in a professional and ethical manner under the Fort Peck Tribes' laws, Human Resources' Personnel Policies and Procedures, and the codes of ethics for Court personnel. This responsibility includes safeguarding Court information and avoiding improper distribution of that information on social media sites such as Myspace, Facebook, Twitter, YouTube, LinkedIn, Yahoo! groups, blogs, or personal websites. The following policy on social media and confidentiality is adopted effective immediately and all Court personnel shall adhere to this policy. Public confidence in the judiciary compels this.

- 1. Court personnel shall not disclose any information obtained during their employment. This information includes confidential and sensitive information and non-public information gained during the execution of day-to-day duties. Court personnel shall not disclose any of the Court's internal processes and procedures or any pending issue before the Court including the parties' identity, subject matter of an issue, or outcome/result of an issue.
- 2. Court personnel shall not disclose or post information and discuss or comment on matters, whether Court-related or not, on any social networking site that includes hateful, discriminatory and obscene material or is of an unprofessional or unethical nature.
 - 3. Use of a Court email address for social networking is not permitted.
- 4. Court personnel shall avoid excessive posting, updating, discussing or commenting on any networking site during work hours.
- 5. Court personnel should inform their supervisors if they become aware of any violations of this policy.

This policy shall remain in effect until further notice or until superseded by future policy. Failure to adhere to this policy may result in disciplinary action which may include termination.

DATED this 25 day of april , 2014.

Richard K. Jackson

Chief Judge