



FAMILY COURT
AND FEDERAL
CIRCUIT COURT

HUMAN RESOURCES FORM

EMAIL, INTERNET AND SOCIAL MEDIA DECLARATION

The Family Court and the Federal Circuit Court (the Courts), provide internet and email electronic communications facilities as an official resource so that they may conduct their official business. Whether or not these facilities are available to each employee is a management decision.

Use of the Courts' electronic communications facilities and performance of work for the Courts using electronic communications facilities is subject to compliance with the Courts' Internet and Email policy and the Courts' Social Media policy and to your endorsement of this declaration.

This Email, Internet and Social Media Declaration is for employees, contractors and contract staff to the Courts.

1 **Declaration – Employee/contractor/contract staff to complete**

Full name	
Location	Position
Section	Phone
<p>Declaration:</p> <p>I have been provided with and have read the Courts' Email & Internet Policy and the Courts' Social Media Policy. I understand that I must comply with these policies and that a failure to do so will be treated as a serious matter and may involve disciplinary and other consequences as set out in the policies. I understand that if I have any concerns or issues concerning these policies, and/or compliance with them I must raise them with my immediate supervisor.</p>	
Employee's signature	Date / /