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Appendix A
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If employees have access to the Internet through work, they must not intentionally access sites or engage in practices on the Internet that have the potential to bring the public service into disrepute. Employee access to the Internet is a privilege, not a right. Access entails personal responsibility and employees are responsible for any activity carried out under their account.

Employees who use the Internet should be familiar with:

- Copyright laws as they apply to software and electronic forms of information,

- Applicable libel and slander laws,

- This policy, and

- Their department's policy on Internet use

The use of the Internet for professional activities and career development need not be directly related to one's current position. Rather, it may relate to the full range of professional, technical and policy issues of interest to the public service. As long as an activity is related to and necessary for the completion of an employee's work, then that activity is generally considered to be an acceptable use of the Internet and is allowed. Individual departmental Internet policies provide further guidance.

The use of the Internet is unacceptable when that use:

- Compromises the privacy of uses and their personal data

- Damages the integrity of a computer system, or the data or programs stored on a computer system

- If offensive, or perceived to be offensive

- Results in personal financial gain for the user

- Brings the Government of Saskatchewan into disrepute

- Disrupts the intended use of system or network resources

- Facilitates unauthorized access attempts on other computer systems

- Results in the uploading, downloading, modification, or removal of files on the network for which such action is not authorized

Employees who access the Internet through Community Net have their on-line experience enhanced by site-blocking. Site blocking prevents access to websites in pre-selected categories. When people attempt to visit these sites, a warning screen appears. The software used for site blocking by the Government of Saskatchewan is based on pass-through filtering technology, a very accurate, reliable and scalable method of Internet filtering. The software filters Internet content by working in conjunction with an expanding master database of more than 2.6 million sites organized into more than 75 categories. Blocked categories for Government of Saskatchewan users currently include (but are not limited to):

- Pornography/Adult Content;

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- Gambling;
- Racism; and
- Sites that offer web anonymizing (proxy avoidance) capabilities.

If an employee attempts to access a website within one of the blocked categories, the request is blocked. Instead of the requested website, a warning screen is displayed on the employee's computer and the incident is logged. These logs are available to the departments' HR Directors.