



Green Country Workforce Development Board

A proud partner of the  American Job Center[®] network

Internet User Policy

IMPORTANT! This document contains important information about your rights, responsibilities and/or benefits. It is critical that you understand the information in this document, and we will provide the information in your preferred language at no cost to you. Call Tamara Peachey at (918) 316-6519 for assistance in the translation and understanding of the information in this document.

Telephone Relay Service is available by dialing 711 or (800) 722-0353

The Green Country Workforce Development Board (GCWDB) is the policy and guidance board for the Workforce Oklahoma system in Oklahoma. We are business leaders with a commitment to lead a highly skilled, productive workforce in our 18-county area.

The Green Country Workforce Development Board (GCWDB) complies with WIOA's Equal Opportunity and Nondiscrimination provisions which prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, or, the basis of citizenship status or participation in a WIOA Title-1 financially assisted program or activity.

GCWDB is an Equal Opportunity Employer/ Program. Auxiliary aids and services are available upon request to individuals with disabilities.

Green Country Workforce Development Boards Innovation and Opportunity Act Title I program funding statement can be found at

[EO & FUNDING PAGE – Green Country Workforce Development Board](https://www.greencountryworks.org/)
<https://www.greencountryworks.org/>

Welcome to Oklahoma Works

Please read this before using computers!

OESC Rule 240:5-3-3

Oklahoma Works Internet Users Shall:

- Cooperate and follow instructions from Oklahoma Works staff members.
- Promptly relinquish the computer to a staff member when asked.
- Consult an Oklahoma Works staff person before inserting any thumb-drive or memory card into an Oklahoma Works Computer.

Oklahoma Works Internet Users Shall Not:

- Interfere with or disrupt network users, services, or equipment.
- Make any attempt to damage computer equipment or software.
- Make any attempt to alter software configurations.
- Make any attempt to cause degradation of system performance.
- Use any OESC workstation for illegal or criminal purposes.
- Access pornographic or gambling sites.
- Violate copyright laws or software licensing agreements while using the Internet computer.
- Engage in any activity which is deliberately malicious, libelous, or slanderous.
- Install or download any software.

Members of the public may use this Internet access to look for employment, obtain information concerning prospective employment, prepare resumes, and any other activity associated with searching for employment. A copy of this rule may be obtained from an Oklahoma Works representative. Internet users must comply with all policies and rules or risk losing their Internet privileges at Oklahoma Works.

Oklahoma Works computers are property of Oklahoma Works and will be monitored and checked randomly to determine if inappropriate material has been accessed by the Internet user. Oklahoma Works is not liable for any material that the user may find on the Internet that is inaccurate, incomplete, out of date, or personally offensive to the user. Oklahoma Works assumes no liability for damages, direct or indirect, that may occur to the user or the user's data as a result of being connected to any Oklahoma Works Internet service. Use of the Internet at Oklahoma Works is a privilege, not a right. Minors must be supervised by a parent or responsible adult when using Oklahoma Works' Internet service. Violation of the rules set forth above will result in imposition of the penalties set forth in OESC Rule 240:5-3-4 which can result in the following actions include cancellation of the Internet privileges in the Oklahoma Works office:

If an Internet user is found to have violated any of the restrictions set out in 240:5-3-3, the user will receive a warning for the first violation, a 30 day suspension for the second violation, and an indefinite suspension for the third violation.



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