

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 300.00.82	Page 1 of 3
	Original Effective Date: 08/20/18	New Effective Date: 09/07/23
	Supersedes: 300.00.82	Dated: 09/13/21
	Administrator's Approval: Sarah Cooper, Administrator – 08/09/23	
Required Posting or Restricted:		
<input checked="" type="checkbox"/> PIOC <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 300 Administration		
Subject: PIOC Use of Social Media		

POLICY

The Division of Adult Institutions shall not permit PIOC to create, maintain, update or develop any type of web-based social networking, social media or internet-based website directly or via a third party.

REFERENCES

Wisconsin Administrative Code s. 303.28 – Disobeying Orders

Wisconsin Administrative Code s. 303.34 – Unauthorized Forms of Communication

Wisconsin Administrative Code s.DOC 309.04(4) (c) – Inmate Mail

Wisconsin Administrative Code s.DOC 309.05(2) (b) – Publications

DEFINITIONS, ACRONYMS AND FORMS

DOC – Department of Corrections

PIOC – Persons in our Care

Social Media - Computer-mediated technologies that facilitate the creation and sharing of information, ideas, career interests and other forms of expression via virtual communities and networks.

Social Networking - The use of dedicated websites and applications to interact with other users or to find people with similar interests to oneself.

PROCEDURE

I. General Guidelines

- A. PIOC who possessed a social media account prior to entering prison shall not use that account directly or through a third party.
- B. PIOC shall not set up a social media account or participate in a social media account directly or through a third party.
- C. PIOC shall not receive or possess social media information which jeopardizes the safety and security of the facility or another person.
- D. PIOC shall not request anyone to access their personal social media account for any reason.

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- E. PIOC shall not request others post information for them on social media or social networking sites for any reason.

- F. Upon discovery of social media account, WI DOC staff shall take appropriate actions which may include the disciplinary process, to ensure the safety and security of the facility as well as the community.

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date: 00/00/00	DAI Policy Number:	Page 3 of 3
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 300 Administration		
Subject: PIOC Use of Social Media		
Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES

DEFINITIONS, ACRONYMS AND FORMS

FACILITY PROCEDURE

- I.
 - A.
 - B.
 - 1.
 - 2.
 - a.
 - b.
 - c.
 - 3.
 - C.

II.

III.

RESPONSIBILITY

I. Staff

II. PIOC

III. Other