GUIDANCE DOCUMENT CERTIFICATION

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections §227.10 and §227.11 of the Wisconsin Statutes.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

Stephanie Hove
Name of Individual Certifying this Document/Proposed Document

Division Assistant Administrator
Title

Signature

JUNE 25, 2019
Date Signed
**POLICY**
The Division of Adult Institutions shall not permit inmates to create, maintain, update or develop any type of web-based social networking, social media or internet based website directly or indirectly, including but not limited to; Facebook, Twitter, Myspace, YouTube, etc.

**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

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. An inmate who possessed a social media account prior to entering prison shall not use that account via a third party.

   B. Inmates shall not set up a social media account or participate in a social media account through a third party.

   C. Inmates shall not receive or possess social media information which jeopardizes the safety and security of the facility or another person.

   D. Inmates shall not request anyone to access their personal social media account for any reason.

   E. Inmates shall not request others post information for them on social media 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.

Administrator’s Approval: ___________________________ Date Signed: ______________
Jim Schwochert, Administrator
DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name

<table>
<thead>
<tr>
<th>Original Effective Date: 00/00/00</th>
<th>DAI Policy Number:</th>
<th>Page 3 of 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Effective Date: 00/00/00</td>
<td>Supersedes Number:</td>
<td>Dated:</td>
</tr>
</tbody>
</table>

Chapter: 300 Administration

Subject: Inmate Use of Social Media

Will Implement ☐ As written ☐ 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. Inmate

III. Other