



## VALENCIA COUNTY FIRE DEPARTMENT OPERATIONS STANDARDS

Effective Date: 03/01/2015

Article #: 1.8

Revised Date: 01/25/2024

**INTERNET USAGE AND SOCIAL MEDIA  
(X) POLICY ( ) GUIDELINE ( ) DIRECTIVE**

### A. Policy

The purpose of this policy in conjunction with the Valencia County Social Media Acceptable Use Policy, is to ensure employees engage in social media activity in a manner that is appropriate, professional and that reflects Valencia County's core values of integrity, respect, and accountability.

### B. Purpose

To ensure proper use of social media as well as personal use when referencing VCFD. It is not intended to limit the right of freedom of speech or expression; but as VCFD is a public entity, it has been set in place to protect the rights of the organization.

### C. General Requirements

#### a. All Personnel

- i. Must adhere to the (Code of Conduct Policy Article 1.4) when using Social Media referring to or referencing VCFD.
  - ii. Shall not make any demeaning, harassing, false statements, or anything that can create a hostile work environment, or use of profane language towards VCFD or its associates.
    1. Shall be aware VCFD may observe context and/or information made available by you through social media. Use your best judgment when posting material that is inappropriate or harmful to VCFD and its associates.
  - iii. Shall not make any statements or other forms of speech that may ridicule, slander, or otherwise express bias against any race, religion or class of any individual.
  - iv. Shall not display VCFD logos, uniforms, or similar identifying items in ways that would embarrass or portray negativity upon these entities to the public.
  - v. Shall not publish any materials that could reasonably be considered to represent the views or positions of VCFD without the authorization from the County Fire Chief or designee.
  - vi. Are not to publish post or release any information that is considered confidential or not public.
- b.** Inappropriate use of the internet and/or all social media platforms that is in direct violation of Valencia County policy are subject to immediate disciplinary action up to termination.