



Internet Communication Guidelines

It is each officer's responsibility to follow these organizational guidelines when using internet communications. These guidelines are designed to prevent use that may be illegal, abusive or adversely impact the Texas Nationalist Movement or its resources and at the same time show what usage is allowable.

Security

- Understand the level of security for all electronically communicated information.
- When you send sensitive material electronically, it is important to verify that all recipients are authorized to receive such information. Also ensure the mechanism of transfer is secure. The transfer of sensitive information may prove more secure in written/printed format than through an electronic message.
- No system of communications is completely secure, including e-mail. E-mail messages cannot be sent anonymously. Messages can also be quickly and easily copied and forwarded inappropriately.

ORGANIZATIONAL INFORMATION MUST NOT BE MADE AVAILABLE ON THE INTERNET OR ANY EXTERNAL SYSTEM WITHOUT PERMISSION FROM THE DEPARTMENT RESPONSIBLE FOR THAT INFORMATION.

Access

- Restrict usage to TNM officers and other authorized persons.
- As with all TNM assets, only TNM officers and other authorized persons may use the network to send or view communications. Family members or other unauthorized persons may not use the TNM network.

Responsible Use

- Maintain professionalism.
- Every TNM officer who uses a Texas Nationalist e-mail address is responsible for ensuring messages are professional and businesslike and have the organizations best interests in mind. As a way to impose personal restraint and professionalism, **ASSUME THAT WHATEVER YOU WRITE MAY AT SOME TIME BE MADE PUBLIC.**



- Remember that these guidelines apply to personal expressions as well.
- Your responsibility extends beyond confidential or classified information to include personal viewpoints. If messages sent to external sources are taken out of context or misinterpreted, they can have an unplanned and negative impact on the TNM or be misconstrued as official TNM endorsements or statements.
- Do not communicate or store inappropriate content.
- If you want to send a message via e-mail and are unsure about its sensitivity, review the message with a superior officer. Communicating any material which falls into any of the following categories is unacceptable:
 1. Any form of a "chain" letter.
 2. Sexually explicit or suggestive material, particularly pornographic material that violates applicable law.
 3. Material that expresses or promotes discriminatory attitudes based upon religion, gender, age, nationality or other groups.
 4. Software used for "hacking" or "cracking" internal or external computer systems such as viruses, mail bombs and the like.
 5. Harassment or threats.
 6. Business activities unrelated to TNM business.
 7. Messages that intentionally misrepresent the identity of the sender.
 8. Material that is illegal in other ways.
 9. Material that persons of reasonable sensibility may find personally offensive or inappropriate.

REMEMBER, IF YOU WOULDN'T WANT SOMETHING READ BY A TNM OFFICER, THE MEDIA, OR IN A COURT OF LAW -- DON'T WRITE IT.

Checking Email & Messages

You are required to check your email on a frequent and consistent basis to ensure you are staying current with all official communications, some of which are time sensitive.

Liability

If, at any time, the organization becomes legally liable for an information breach due to negligence or a failure to maintain the organization's guidelines, the person responsible will assume full liability for said breach.