

# UNIVERSITY OF HARTFORD

## **ELECTRONIC MONITORING POLICY STATEMENT**

Connecticut Public Law 98-142 (An Act Requiring Notice to Employees of Electronic Monitoring by Employers) requires that every employer who collects information on the activities or communications of employees on premises using electronic means such as computer, telephone wire, radio, camera, electromagnetic, photo-electronic or photo-optical systems, notify employees in writing of the types of monitoring which may be used.

Notice is not required for monitoring for security purposes in common areas of the employer's premises used by the public or not prohibited under state or federal law.

Additionally, notice is not required when an employer has reasonable grounds to believe that employees are engaged in conduct which violates the law, violates the legal rights of the employer or co-workers or creates a hostile environment where such monitoring may produce evidence of this misconduct.

This policy statement serves as notice to employees that the University may engage in monitoring practices, both electronic and non-electronic. Such practices may include, but are not limited to, those for the purpose of recording the hours of work, monitoring the nature and quality of our services, and monitoring security and the conduct of people on our premises.

All employees should recognize that University facilities, equipment and time are to be used in furtherance of legitimate University purposes. The University reserves the right to engage in monitoring activities, both electronic and non-electronic, at its sole discretion and without further notice unless otherwise restricted by law and/or the by the University's Responsible Technology Use Policy.



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2019