



PLEASE POST

The City of Waterbury

Connecticut

NOTICE

Pursuant to the authority of Connecticut General Statute Section 31-48d, the City of Waterbury hereby gives notice to all its employees of the potential use of electronic monitoring in its workplace. While the City of Waterbury may not actually engage in the use of electronic monitoring, it reserves the right to do so when determined by the City of Waterbury in its discretion.

“Electronic monitoring,” as defined by Connecticut General Statute Section 31-48d, means the collection of information on the City of Waterbury’s premises concerning employees’ activities or communications, by any means other than direct observation of the employees. Electronic monitoring includes the use of a computer, telephone, wire, radio, camera, electromagnetic, photo electronic or photo-optical systems. The law does not cover the collection of information (A) for security purposes in any common areas of the City of Waterbury’s premises which are open to the public, or (B) which is prohibited under other state or federal law.

The following specific types of electronic monitoring may be used by the City of Waterbury in its workplace:

- Monitoring of e-mail and other components of the City of Waterbury’s computer system for compliance with policies.
- Video surveillance of employee parking areas for security purposes.
- Monitoring of electromagnetic card access system for security purposes.
- Electronic Monitoring of city owned vehicles.

The law also provides that the City of Waterbury may use electronic monitoring without any prior notice when the City of Waterbury has reasonable grounds to believe employees are engaged in conduct that (i) violates the law, (ii) violates the legal rights of the City of Waterbury or other employees, or (iii) creates a hostile work environment and electronic monitoring may produce evidence of such conduct.

Questions about electronic monitoring in the workplace should be directed to the Human Resource Department at 574-6761.

Revision Date: 2-27-08

Approved by: Peter Abare-Brown- Director of Human Resources

F:\Human Resources\Orientation Packet Contents 10.30.06\Orientation Packet Contents\Section 3 - Policies & Directives\Electronic Monitoring.doc2/28/2008