Model monitoring provision (routine monitoring)

**No expectation of privacy**

Access to [the Company]’s network, email and voicemail, Internet/Intranet resources are given to employees to assist them in the performance of their work. Employees should not have an expectation of privacy in anything they create, store, send, or receive on the computer system.

• [The Company] has established procedures to monitor and record all Internet and email usage. Our security systems record each site visit, each room chat, newsgroup or mail message, and each file transfer into and out of our internal networks.

• [The Company] reserves the right to monitor Internet, email and voicemail usage at any time.

• [The Company] reserves the right to inspect any and all files stored in private areas of our network in order to assure compliance with policy.

• [The Company] regularly reviews Internet usage and any inappropriate usage will be reported to the individual’s direct supervisor.

• [The Company] will comply with reasonable requests from law enforcement and regulatory agencies for information on individuals’ Internet, email and voicemail activities.

• [The Company] may divulge any information found during monitoring to any party it deems appropriate.