

Process	Sub-Process	What (Objective)	Why (Risk or Exposure)	RETURN TO MENU	How (Applicable Controls)	Control Number
P Social Media	P1 Personal Social Media Usage	Personal use of Social Media is appropriate; usage is monitored and conforms to laws and regulations.	Inordinate amounts of County time are used on personal social media activities resulting in lost productivity.		Supervision informally monitors social media usage by observation and inquiry. Appropriate guidance and follow up are given as needed.	P1-1.1.1
					Information Systems monitors broadband use and identifies users and areas that appear to abuse County resources; management is informed of these users and areas.	P1-1.1.2
			Inappropriate and/or illegal media is accessed.		Information Systems monitors usage (e.g., visits to websites, posting / receiving pictures & messages) for inappropriateness (i.e., hate sites, underage pornography, etc.); management is informed of these users and areas.	P1-2.1.1
				Workplace harassment and abuse occur.	Workplace harassment is reported to HR for appropriate follow-up.	P1-3.1.1