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| UTAH STATE BOARD OF EDUCATION POLICY |
| Policy Number: 1003 |
| Policy Name: Reporting of Pornography on Office Computers |
| Date Approved: June 10, 2016 |

This policy is adopted to outline employee obligations for reporting suspected pornography on office computers in light of the adoption of Utah Code Ann. § 76-10-1204.5.

(1)(a) An office computer technician, as defined in Subsection 76-10-1204.5(1)(b), who encounters child pornography on the Board's network or computer hardware shall immediately report the issue to the Board I.T. director.

(b) If the Board I.T. director receives a report under Subsection (1)(a) of this policy, the Board I.T. director shall immediately report the suspected child pornography to:

- (i)(A) The Salt Lake City Police Department; or
- (B) The Cyber Tip Line at the National Center for Missing and Exploited Children;
- (ii) The Superintendency; and
- (iii) Human Resources.

(2)(a) Any Board employee who discovers suspected pornography in any form on the Board's network or computer hardware shall immediately report the issue to their department director.

(b) A department director who receives a report under Subsection (2)(a) of this policy, shall immediately report the suspected pornography to:

- (i) The Superintendency; and
- (ii) Human Resources.