

**MAINE DEPARTMENT OF CORRECTIONS
PRISONER COMPUTER TABLET USE AGREEMENT**

Prisoner's Name: _____ MDOC # _____ Date: _____

Housing Unit: _____

Purpose(s): _____

I hereby acknowledge that I have read or had read to me and understand the Maine Department of Corrections Prisoner Computer Tablet Use Agreement. I further understand that if I violate any of the computer tablet rules, I may be subject to suspension or restriction of computer tablet use and/or electronic messaging privileges, disciplinary or other administrative action, and/or criminal prosecution. I understand that any illegal activity shall result in the termination of computer tablet use privileges. I also understand that computer tablet use may be terminated at any time for any reason at the complete discretion of the Commissioner, or designee.

I understand that I am subject to and agree to abide by the following rules:

Computer Tablet Rules:

1. I shall not use a computer tablet unless approved by the Unit Management Team to do so.
2. I shall:
 - a. use my name as it appears on the judgment and commitment paperwork under which I was admitted to the Department in creating my computer tablet account;
 - b. not create more than one user account on the computer tablet;
 - c. only use the computer tablet during approved usage times in the approved areas of the facility. The approved usage times will be posted in the unit and I am responsible for reading, understanding, and abiding by these times;
 - d. only use text messaging during approved usage times. These approved usage times will be posted in the unit. I am responsible for reading, understanding, and abiding by these times; and
 - e. only the use the tablet with headphones. In addition, I shall only listen to music as stipulated by my housing unit rules.
3. I shall:
 - a. handle the computer carefully and protect it from potential sources of damage;
 - b. not intentionally or negligently destroy or damage or cause a malfunction of any computer tablet or peripheral equipment;
 - c. not upload any program or introduce any virus into any computer tablet;
 - d. not consume food and/or beverages when using or around a computer tablet or peripheral equipment;
 - e. report any damage or malfunction to the computer tablet to staff immediately;
 - f. not leave the tablet unattended and, in the event of an emergency, I shall follow the unit protocol for returning the computer tablet.
 - g. log off the computer tablet when finished using it; and
 - h. use the computer tablet in accordance with this policy and other applicable Department policies.

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4. I shall:
 - a. not use a computer tablet to violate copyright laws;
 - b. not use a computer tablet to harass or threaten anyone;
 - c. not use a computer tablet for any other illegal activity;
 - d. not use a computer tablet to commit a disciplinary violation;
 - e. not use a computer tablet to access pornography;
 - f. not use a computer tablet to engage in any business activity or profession or buy or sell any goods or services;
 - g. not access any materials that would not be allowed to be received via the mail as set out in Department Policy (AF) 21.2, Prisoner Mail;
 - h. not impersonate any other person, falsely represent myself as anyone other than a prisoner, or make any other false statement in connection with computer tablet use;
 - i. not use a computer tablet to send a text message to or to receive a text message from a person whom I am prohibited from having contact with as described in Department Policies (AF) 21.2, Prisoner Mail, (AF) 21.3, Prisoner Text messaging System, or 6.3, Contact with Victims;
 - j. not contact another prisoner through text messaging, either directly or indirectly;
 - k. not send or receive a text message for another prisoner or have another prisoner send or receive messages on his or her behalf;
 - l. not allow another prisoner to use my assigned computer tablet or use another prisoner's assigned tablet;
 - m. not allow another prisoner access my user account, password or other login information and shall not use another prisoner's user account, password or other login information;
 - n. not share answers to assignments or tests with another prisoner or receive answers to assignments or tests from another prisoner; or
 - o. not use inappropriate language including, but not limited to, profanity, references to violence or sexual acts, bullying, etc., when messaging or at any other time in connection with computer tablet use.
5. If I inadvertently access any site or any material that is not authorized, I shall immediately report that access to staff.
6. I understand I am responsible for the care and condition of the issued computer tablet and shall be responsible for compensating the Department for any damages to or loss of a Department issued computer tablet or peripheral equipment due to my intentional act or negligence.
7. I understand that the Department of Corrections is not responsible for:
 - a. the setup or operation of the text messaging service for the person that I exchange messages with; and
 - b. any costs incurred by that person in connection with the text messaging service, including if I myself or that person loses text messaging privileges, or computer tablet use or text messaging is terminated because of technical difficulties or for reasons of safety, security, or orderly management of the facility.

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8. Further, I understand that:
- a. I can get technical support for text messages via the tablet by sending a message through the “Help and Support” function on the tablet; and
 - b. A person I am exchanging text messages with can get technical support by emailing Edovo directly at connect@edovo.com.

Further Understandings:

1. I understand that housing unit staff may monitor my computer tablet use to ensure proper use and accountability.
2. I understand that facility staff may terminate my computer tablet use at any time for reasons of safety, security, or orderly management of the facility.
3. I understand that program staff may monitor my progress as part of a specific program or assignment.
4. I understand that any information on my tablet account is not confidential and can be viewed and retained at any time.
5. I understand that electronic messages are subject to being viewed and retained by facility law enforcement officers.
6. I understand that earned incentive points may be taken away by the Unit Manager upon the recommendation of my unit team due to my not passing a course, misusing of the tablet, dropping a level, etc.
7. I understand that extra earned incentive points may be added by the Unit Manager upon the recommendation of my unit team due to my completing extra work, being a positive role model for other prisoners, etc.
8. I understand that I will be required to read and sign an electronic copy of this document via the tablet. I am responsible for understanding and following all of the content of this document. If I have any questions about this document, it is my responsibility to talk to a staff member before using the tablet.