



UNIVERSITY OF CENTRAL OKLAHOMA

Policy ID: ADM-HUM-4 Minor Revision1

Title: Personal Privacy

Description: To establish what personal privacy means.

Category: Human Resources

Applies to: staff, faculty

Contact: [Human Resources](#)

Purpose: Nothing contained within this Handbook may be interpreted as giving an employee an expectation of privacy.

Policy Statement: Offices, desks, computers, e-mail, file cabinets and other furniture and equipment provided by the University or from a grant are not private, although certain spaces may contain records that are specifically confidential. Each employee must ensure that there is clear access at all times to any materials or information that may be needed to conduct University business.

Glossary of Terms:

Legal

Citation:

Campus

Links:

FAQs:

**Formerly
known as:**

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