



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

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OFFICE OF THE ADJUTANT GENERAL

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**PRACTICE & PROCEDURE BULLETIN RECEIPT CERTIFICATION**

This is to certify that I have received the Practice & Procedure (P&P) Bulletins on Information Management: Electronic Mail (2.100), Internet Use and Management (2.105) and Social Media (2.110). I have read the above P&P Bulletins and understand that when I use, open or access the department's email, internet, or internet for social media purposes, I have no right to privacy in their use or communication of information. If I have questions about whether an activity is appropriate, I will contact my supervisor. I understand that violation of these P&P Bulletins may be grounds for disciplinary action, up to and including termination.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Typed or Printed Name)

*Please return this certification to [DMASHR@wisconsin.gov](mailto:DMASHR@wisconsin.gov) or fax to (608) 242-3168 or mail to ATTN: SHR, PO Box 14587, Madison, WI 53708-0587 within 1 week of receipt.*