

BOX ELDER COUNTY PERSONNEL POLICIES AND PROCEDURES

24.	Personal Use of County Property
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24-1. Personal Use of County Property

County property and facilities shall be used for county purposes only. A Department Head or Elected Official may authorize some personal use of county property when such use also provides an equal or greater benefit to the County. It is understood that incidental or de minimis personal use of county property or facilities may occur in the normal course of employment (personal telephone calls or e-mails, personal visits from family or friends, etc.). Accordingly, other than authorized personal use and reasonable incidental or de minimis personal use, county property and facilities shall not be used for the personal benefit of employees. Any use of county property or facilities for personal benefit, which is not authorized or reasonably incidental or de minimis to county employment, shall be subject to discipline.