



JUN 13 2017

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 16-40

TO: ALL JOB CORPS NATIONAL OFFICE STAFF
 ALL JOB CORPS REGIONAL DIRECTORS
 ALL JOB CORPS CENTER DIRECTORS
 ALL JOB CORPS CENTER OPERATORS
 ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
 ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS
 ALL CENTER USERS

FROM: LENITA JACOBS-SIMMONS
 National Director
 Office of Job Corps

A handwritten signature in blue ink, appearing to read "Lenita Jacobs-Simmons", written over the typed name and title.

SUBJECT: Student Internet Café Access Restrictions

1. Purpose. To emphasize that no Government-furnished Equipment (GFE) may be used in the Student Internet Café. Students may use only their own personal devices, e.g., laptops, smart phones and tablets.

2. Background. The Student Internet Café allows Internet access for students' personal devices with less restrictive policies while still maintaining the ability to track Internet usage to an individual user.

Recently, there have been incidents of inappropriate usage that have resulted in police and FBI investigations of Student Internet Café usage.

3. Action. In order to protect the students' use of the Internet Café, as well as Job Corps staff and the Job Corps program, staff and students must follow these requirements:

- 1) All staff and students must comply with the Job Corps Rules of Behavior at all times.
- 2) Only Job Corps students are allowed to access the Student Internet Café. Job Corps staff is prohibited from using the Internet Café.
- 3) Only students' personal devices are allowed on the Student Internet Café. Government-furnished Equipment is prohibited. Use of GFE in the Internet Café could be considered a minor infraction under the Job Corps discipline policy.

Please contact the JCDC Technical Assistance Center at 800-598-5008, Option # 5 with questions.

4. Expiration. Until superseded.
5. Inquiries. Inquiries should be directed to Linda Estep at estep.linda@dol.gov.