



**DEPARTMENT OF THE ARMY**  
UNITED STATES MILITARY ACADEMY PREPARATORY SCHOOL  
950 REYNOLDS ROAD  
WEST POINT, NEW YORK 10996



MAPS-C

01 July 2016

MEMORANDUM FOR RECORD

SUBJECT: Policy Letter #11 Policy of Proper Utilization of Social Media

REFERENCES:

- a. US Army Social Media Handbook, dated April 2016.
- b. Manual for Courts-Martial United States, dated 2012
- c. ALARACT 122/2015, Professionalization of Online Conduct, 27 July 2015.
- d. AR 600-20, Army Command Policy, 11 June 2014.

1. **PURPOSE:** The purpose of this policy is to give the Commandant's guidance on the appropriate utilization of social media.

2. **APPLICABILITY:** This policy applies to all personnel assigned or attached to USMAPS until further modified or rescinded.

3. **BACKGROUND:** Social media is a technological phenomenon that has allowed organizations and people to connect in a manner that has never been achieved before in our history. Families and Soldiers are encouraged to use social media in a *positive* manner, in its many forms, to stay connected with one another and their extended Family Members and friends.

4. **POLICY PROCESS:** For the USMA Preparatory School (USMAPS), the Soldiers (includes Faculty/Staff, Cadets, and Cadet Candidates), Civilian Employees, and Contractors, may use social media and its many forms with little restrictions, except the following:

- a) Soldiers (Faculty/Staff, Cadets, and Cadet Candidates), Civilian Employees, and Contractors are not to use social media venues to slander, disrespect and/ or set in motion any social media discussion that may break down the good order and discipline of their Platoon, Company, USMAPS and/or USMA.
- b) Soldiers (Faculty/Staff, Cadets, and Cadet Candidates), Civilian Employees, and Contractors are not to notify others of a casualty event (whether a death or serious life, limb and/ or eye injury), until official notification has been made to the casualty's next of kin.
- c) Soldiers (Faculty/Staff, Cadets, and Cadet Candidates), depending on the nature of the misuse of social media, can be held punitively accountable under Articles

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88, 89, 91, 133 and 134 of the Uniform Code of Military Justice (UCMJ). Additionally, Civilian Employees and/ or Contractors can be held accountable for this misuse of social media if it disrupts the good order and discipline of USMAPS. As outlined in ALARACT 122/2015, Professionalization of Online Conduct, defines cyber misconduct as “the use of electronic communication to inflict harm. Examples include, but are not limited to: harassment, bullying, hazing, stalking, discrimination, retaliation, or any other types of misconduct that undermine dignity and respect.” The US Army is a values-based organization where everyone is expected to do what is right by treating all persons as they should be treated– with dignity and respect, as outlined in AR 600-20, Army Command Policy, paragraph 4-19. Members of the US Army community are encouraged to report incidents to their chain of command for resolution. Additional avenues for reporting and information include the Equal Opportunity (military), Equal Employment Opportunity (civilians), SHARP, the Inspector General, and Law Enforcement offices.

- d) Good order and discipline are the keystones of a ready organization. Social media can be a force-multiplier that allows individuals, their friends and loved ones to stay connected or it can be carelessly misused to break the very foundation of discipline and cohesion that enables this organization to properly function. Policy letters, such as this one, are by their nature lawful orders, punishable under the UCMJ, or other administrative actions. Therefore, I encourage all everyone to properly use social media in a mature manner, which is in-line with our Army’s core values.

5. The primary POC for this policy is the USMAPS Deputy Commandant at (845) 938-1902.



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