

# Oregon Department of Corrections

## Social Media Plan

### Purpose

The Oregon Department of Corrections (DOC) uses social media to improve communication with the public, family and friends of adults in custody, public safety stakeholders, and staff to increase the department's transparency and expand accessibility of department-related information.

Social media is defined as web-based technology that allows interactive dialogue and includes, but is not limited to, blogs, collaborative projects, content communities, and social networking sites.

Users and visitors to social media sites will be notified that the intended purpose of the site is to serve as a mechanism for communication between the department and members of the public.

### Oversight

The DOC Office of Communications oversees the department's use of social media. This includes:

- Approving, creating, and maintaining social media sites that officially represent the department;
- Approving any modification or expansion of department-authorized social media sites prior to implementation;
- Moderating comments and discussions on social media sites;
- Retaining editorial control over any content produced for DOC social media sites; and
- Monitoring DOC social media sites for appropriate use.

DOC staff may not create independent social media sites or pages that represent DOC without prior authorization from the DOC Communications Office.

### Approved DOC Social Media Sites

The following are DOC's current official social media sites:

- Facebook: <https://www.facebook.com/ORCorrections>
- Twitter: @ORCorrections
- LinkedIn: Oregon Department of Corrections
- YouTube: <https://www.youtube.com/user/ORCorrections>
- Instagram: <https://www.instagram.com/doc.orcorrections>

### Retention

Any records placed on any social media platform by DOC must be an accurate copy of an official record that is retained elsewhere by DOC for required retention purposes.