

Office of the City Clerk



SONIA L. GORDON, RMC
City Clerk

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January 18, 2018

Opra+request-1130-b337804e@requests.opramachine.com

Mr. Chris Crepeau

FILE NO: CA17:1915

Dear Mr. Crepeau:

Enclosed please find the information you have requested from the City of Paterson under the Open Public Records Act (OPRA).

The response is in full and final satisfaction of your OPRA request submitted to the City Clerk's Office.

If you have additional questions, please submit a new OPRA request.

Sincerely,

A handwritten signature in cursive script that reads "Sonia L. Gordon".

SONIA L. GORDON
CITY CLERK

/jm

Enc.

Jacqueline Murray

CA17:1915

Due Date 1/8/18

Subject:

FW: Open Public Records Act request - Paterson Police Department Facebook page policies and procedures

Dear Paterson City,

This is a request for public records made under OPRA and the common law right of access. I certify under penalty of NJSA 2C:28-3 that I have not been convicted of an indictable offense. Please acknowledge receipt of this message.

Records requested:

1. A copy of the rules, policies and/or procedures regarding the Paterson Police Department public facebook page.
2. List(s) of names of people who are/were hidden, blocked or banned from the Paterson Police Department public facebook page.
3. List(s) of any deleted, hidden, blocked, banned comments that were on the Paterson Police Department's public facebook page for the time period of 7-1-2017 to 12-24-2017.
4. List(s) of the Paterson Police Department moderators (employees who are charged with handling of the Facebook page.)
5. Copies of all messages and author's names sent via the Paterson Police Department facebook messenger, and responses for the time period of 7-1-2017 to 12-24-2017.

Regards,

Chris Crepeau

Please use this email address for all replies to this request:
opra+request-1130-b337804e@requests.opramachine.com

Is sgordon@patersonnj.gov the wrong address for Open Public Records Act requests to Paterson City? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=paterson_city

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

If you find this service useful as an OPRA officer, please ask your web manager to link to us from your organisation's OPRA page.

RECEIVED
CITY OF PATERSON, NJ
2017 DEC 28 AM 11 34
SONIA L. GORDON
ACTING CITY CLERK

PATERSON POLICE DEPARTMENT STANDARD OPERATING PROCEDURES			
VOLUME:	CHAPTER:	# OF PAGES: 3	
SUBJECT: SOCIAL MEDIA AND NETWORKING SITES			
BY THE ORDER OF: <i>William Fraher</i> CHIEF OF POLICE		ACCREDITATION STANDARDS: N/A	
Effective Date: March 17, 2014		SUPERSEDES ORDER #: 102.2(a)	

PURPOSE: The purpose of this policy is to provide clear direction and guidance concerning the personal use of social media, web-pages and related networking sites by both sworn and non-sworn members of the police department.

POLICY: While department personnel have a right to maintain personal web- pages and are free to express themselves through the use of social media outlets as private citizens, their status as members of the Paterson Police Department requires that the content of any posting not be in violation of existing agency policy, procedure or directive nor shall it compromise the integrity of any investigation, be contrary to any law nor bring the department or any of its members into disrepute.

I. DEFINITIONS:

Blog: A self-published diary or commentary on a particular topic that may allow visitors to post responses, reactions, or comments. The term is short for "Web log."

Page: The specific portion of a social media website where content is displayed, and managed by an individual or individuals with administrator rights.

Post: Content an individual shares on a social media site or the act of publishing content on a site.

Profile: Information that a user provides about himself or herself on a social networking site.

Social Media: A category of internet-based resources that integrate user-generated content and user participation. This includes, but is not limited to, social networking sites (Facebook, Myspace), microblogging sites (Twitter, Nixle), photo- and video- sharing sites (Flickr, YouTube), wikis (Wikipedia), blogs and news sites (Digg, Reddit).

Social Networks: Online platforms where users can create profiles, share information, and socialize with others using a range of technologies.

Speech: Expression or communication of thoughts or opinions in spoken words, in writing, by expressive conduct, symbolism, photographs, videotape, or related forms of communication.

Web 2.0: The second generation of the World Wide Web focused on shareable, user- generated content, rather than static web pages. Some use this term interchangeably with social media.

Wiki: Web page(s) that can be edited collaboratively.

II. PROCEDURE FOR USE OF SOCIAL MEDIA & WEB-PAGES:

Department members are free to utilize the defined forms of social media while acting as "private citizens" except that by virtue of their employment all personnel must remain keenly aware and be cognizant of the following as it pertains to their personal use of social media outlets:

- A. Since employees have the potential to be called as a witness in court proceedings related to their employment as a member of this agency, personnel must be mindful that their credibility and character are subject to challenge and potential impeachment based upon the nature of postings on personal web pages or websites from any time, past or present.
- B. Employees must be cognizant of the potential adverse consequences internet postings may have on their credibility during cross-examination in court, future employment or promotional opportunities and possible embarrassment in the media.

III. PROHIBITIONS

Department members shall be strictly prohibited from the following acts as they pertain to postings on and utilization of social media.

- A. Conduct both on and off duty is subject to the rules and regulations of the police department. Any activity that discredits the reputation of the Paterson Police Department or any of its employees or members shall be strictly prohibited.
- B. Members of the department shall not express personal opinions on official agency policy or positions.
- C. Any item, object or materials that could be used or reasonably misconstrued as official agency sanctioned property shall not be used or depicted on any personal internet posting without the expressed written permission of the Chief of Police.

These items, objects or materials shall include:

1. Photographs
2. Images or Likenesses
3. Pictures, reproductions or other depictions of agency uniforms, badges, patches, issued equipment, weapons, marked or unmarked police units, reports, evidence, crime scene or crash scene photographs.

IV. REPORTING REQUIRMENTS

All members of this agency are charged with the responsibility of promptly reporting any information they may have regarding violations of this policy and procedure, through the chain of command, to the Office of Professional Standards. Members of this agency who violate any provision of this policy shall be subject to swift disciplinary action. Those members, who in violating this policy, compromise the integrity of any criminal or administrative investigation or engage in postings or writings that slander the professional reputation or credibility of the department or any of its members may also be subjected to civil and/or criminal liability.