



I. SCOPE AND DEFINITIONS

Pursuant to Senate Bill 1893, governmental entities, as defined below, must establish a covered applications policy:

- A department, commission, board, office, or other agency that is in the executive or legislative branch of state government and that was created by the constitution or a statute, including an institution of higher education as defined by Education Code Section 61.003.
- The supreme court, the court of criminal appeals, a court of appeals, a district court, or the Texas Judicial Council or another agency in the judicial branch of state government.
- A political subdivision of this state, including a municipality, county, or special purpose district.

This policy applies to all City of Stephenville full- and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City of Stephenville employees are responsible for complying with this policy.

A covered application is:

- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

II. COVERED APPLICATIONS ON GOVERNMENT-OWNED OR LEASED DEVICES

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all government-owned or -leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

The City of Stephenville will identify, track, and manage all government-owned or -leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

- a) Prohibit the installation of a covered application.
- b) Prohibit the use of a covered application.
- c) Remove a covered application from a government-owned or -leased device that was on the device prior to the passage of S.B. 1893 (88th Leg, R.S.).

- d) Remove an application from a government-owned or -leased device if the Governor issues a proclamation identifying it as a covered application.

The City of Stephenville will manage all government-owned or leased mobile devices by implementing the security measures listed below:

- a) Restrict access to “app stores” or unauthorized software repositories to prevent the installation of unauthorized applications.
- b) Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
- c) Maintain the ability to remotely uninstall unauthorized software from mobile devices.
- d) Other Governmental Entity-implemented security measures.

III. ONGOING AND EMERGING TECHNOLOGY THREATS

To provide protection against ongoing and emerging technological threats to the government’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then The City of Stephenville will remove and prohibit the covered application.

The City of Stephenville may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

IV. BRING YOUR OWN DEVICE POLICY

If the City of Stephenville has a “Bring Your Own Device” (BYOD) program, then the City may consider prohibiting the installation or operation of covered applications on employee-owned devices that are used to conduct government business.

V. COVERED APPLICATION EXCEPTIONS

The City of Stephenville may permit exceptions authorizing the installation and use of a covered application on government-owned or -leased devices consistent with the authority provided by Government Code Chapter 620.

Government Code Section 620.004 only allows [Governmental Entity] to install and use a covered application on an applicable device to the extent necessary for:

1. Providing law enforcement; or
2. Developing or implementing information security measures.

If the City of Stephenville authorizes an exception allowing for the installation and use of a covered application, the City of Stephenville must use measures to mitigate the risks posed to the

state during the application's use including maintain the ability to remotely wipe non-compliant or compromised mobile devices. Maintain the ability to remotely uninstall unauthorized software from mobile devices.

The City of Stephenville must document whichever measures it took to mitigate the risks posed to the state during the use of the covered application.

The city of Stephenville will make an exception for law enforcement issued phones on an as needed basis to conduct investigations into alleged crimes involving these prohibited applications.

VI. POLICY COMPLIANCE

The City of Stephenville will verify compliance with this policy through various methods, including but not limited to, IT/security system reports and feedback to leadership.

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

VII. POLICY REVIEW

This policy will be reviewed annually and updated as necessary to reflect changes in state law, additions to applications identified under Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of the City of Stephenville.