



**STATE OF OKLAHOMA
OFFICE OF PERSONNEL MANAGEMENT**

"Working for Oklahoma"

OPM 10-10

DATE: March 1, 2010

TO: All Appointing Authorities

FROM: Oscar B. Jackson, Jr., IPMA-CP, Administrator and
Cabinet Secretary of Human Resources and Administration

Handwritten signature of Oscar B. Jackson, Jr.

John S. Richard, Director, Department of Central Services and
Deputy Cabinet Secretary of Human Resources and Administration

Handwritten signature of John S. Richard.

SUBJECT: Executive Order 2010-06 - State Employee Text Messaging Policy

Executive Order 2010-06, which became effective February 1, 2010, prohibits state employees from engaging in messaging or texting (1) when driving government vehicles; (2) when driving private vehicles while on official state business; or (3) when using electronic equipment supplied by the State while driving. Agency heads may exempt from the requirements certain employees, devices, or vehicles in their respective agencies that are engaged in or used for protective, law enforcement responsibilities or on the basis of other emergency conditions.

The Office of Personnel Management (OPM) in coordination with the Department of Central Services (DCS) has been tasked to provide guidance to executive branch agency heads in developing and implementing procedures necessary to carry out the provisions of the executive order. Please note:

- Agencies are encouraged to review policies and procedures that may be impacted by Executive Order 2010-06. Typical agency policies that may require revision include, but are not limited to: personal phone use, cellular phone use, personal use of office equipment, discipline, travel and training, etc.
- Agency procedures should encourage voluntary compliance with the State's text messaging policy while off duty.

Agencies may wish to contact OPM, DCS or the Merit Protection Commission (MPC) to discuss any statute, rule or policy implications within their respective organizations resulting from Executive Order 2010-06.

If there are questions regarding this communication, please refer to Kara I. Smith, OPM General Counsel, at (405) 522-1736, or kara.smith@opm.ok.gov.

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