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| Guernsey Memorial Library Policies | | Staff Personal Phone Use |
| Date Issued: 2/8/2018 | Last Revised: | Page: 1 of 1 |
| <p>Staff Personal Phone Use: Staff must turn off their cell phones or place them on vibrate while on duty at the library. Library staff should limit personal use of phones to breaks. Personal phones are not to be used while on duty at the desk. Personal phone use should be conducted during breaks off the public floor and out of visual sight of patrons.</p> | | |
| Revision approved by Board: 2/8/2018 | | Notes: |