

NUMBER: 4.4.18

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SECTION: HUMAN RESOURCES

AREA: EMPLOYEE RELATIONS

SUBJECT: SURREPTITIOUS RECORDINGS

PURPOSE

This policy seeks to promote open and honest communication by disallowing surreptitious recordings that can create a chilling effect on communication.

SCOPE

All UAMS employees, faculty, staff, and volunteers.

POLICY

The surreptitious use of electronic devices to record or transmit conversations is prohibited unless all parties have prior notice that the conversation will be recorded or transmitted and have given consent. This prohibition includes any conversations or meetings occurring at the workplace or offsite that deal with workplace matters of official concern.

This Policy does not apply to UAMS recording systems such as, but not limited to, clinical program call centers and the UAMS Police Department's dispatch system.

This Policy is not intended and should not be interpreted to interfere with the rights of employees to engage in concerted activity protected under the National Labor Relations Act.

Violation of this Policy will result in disciplinary action, in accordance with *Administrative Guide Policy 4.4.02, Employee Discipline*.

Signature:



Date: August 31, 2023