

INFORMATION PAPER

MCCS-BJA

10 May 2002

SUBJECT: Guidance on Government Cellular Telephone Usage

1. **Purpose:** To provide guidance to commanders and staff on the regulatory guidelines concerning the use of government issued cellular phones.

2. **References:**

a. AR 25-1, Army Information Management

b. DoD 5500.7-R, Joint Ethics Regulation

3. **Facts:**

a. Government issued cellular phones are for **official purposes only**. Official calls are defined as those that are necessary in the interest of the Government.

b. Although the Joint Ethics Regulation and AR 25-1 permit certain "authorized uses" of other telecommunications equipment for purposes other than official use, these provisions do not apply to Government issued cellular phones, the use of which is never authorized for making or receiving personal calls, unless such use would otherwise constitute an official purpose.

c. Individuals should not give out cellular phone numbers to others except those individuals who require it due to particular mission requirements.

d. Government issued cellular phones should not be used in lieu of established 'wired' telecommunications networks (i.e. regular government telephones). Use of Government issued cellular phones will be strictly limited to requirements that cannot be satisfied by other available telecommunications methods and are authorized when warranted by mission requirements, technical limitation, feasibility or cost considerations.

e. Individuals making or receiving unauthorized calls on cellular phones may be subject to disciplinary action as well as charged for the calls, as practicable.

f. Units and staff organizations are responsible for ensuring that individuals who are issued Government cellular phones are fully aware of usage guidelines commensurate with the particular mission requirements for which they were issued.



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