

**Minnesota State Academies Employee Use of Personal Devices  
in lieu of School-Provided cellular phones, pagers, and/or mobile devices**

**Minnesota State Academies Employee**

I have read and understand the MSA policies relating to safety and requirements for mass communication via phones or pagers. In lieu of utilizing MSA-provided mobile devices, I have opted to utilize my personal device and agree to share my phone number with the MSA Informational Technology team and accept text messages from MSA's mass communication system for emergency/urgent communications. I agree to keep my personal device on my person at all times while working at MSA and follow MSA expectations regarding minimizing personal communications during work time.

I further understand that I will not be reimbursed for any monthly usage charges, data overage charges, or any related costs for use of my personal device. I also accept responsibility for maintaining my personal device in good operational shape so that I can receive and send communications as needed. If my personal device becomes damaged or made inoperational, I understand that I will not be reimbursed for the costs of repair or replacement.

User's Full Name (please print): \_\_\_\_\_

User Signature: \_\_\_\_\_

Date: \_\_\_\_\_