6D. **Workplace Inspections — No Right to Privacy or Confidentiality**

This policy applies to inspections and investigations conducted by Morrow County, pursuant to policy or law unless otherwise modified by a different policy in this Handbook.

An employee investigation may include, but is not limited to, investigation of criminal records; it may also include a search of desks, work areas, file cabinets, voicemail systems and computer systems. *Employees are strongly discouraged from storing personal items in the desks, lockers, work areas, file cabinets and other office equipment or furniture, as well as voicemail and computer systems assigned to them by* Morrow County*; these areas are not private*.

All information related to reports generated from inspections and investigations, including the name of the reporting employee(s), will be kept as confidential as possible, under the circumstances.