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U.S. Army Corps of Engineers  
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Circular  
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Information Management  
WEB FILTERING POLICY

1. Purpose. This circular establishes guidelines for the implementation of Internet web filtering technology and services to protect Corps network resources and bandwidth and to ensure the availability of the Corps network for mission-related use.
2. Applicability. This circular applies to all HQUSACE elements and all USACE Commands.
3. Distribution Statement. Approved for public release, distribution unlimited.
4. References.
  - a. DoD 5500.7-R, Joint Ethics Regulation (JER), change 2, 25 March 1996.
  - b. AR 25-2, Information Assurance, 14 November 2003.
  - c. ER 25-1-99, Management and Use of Corpsweb, 30 July 1999.
  - d. CEEIS Web Filtering White Paper, 24 March 2005.
5. Introduction. Use of the Internet for mission-related functions is encouraged throughout USACE, and is vital to accomplishment of the USACE mission, see reference 1.c. Use of the Internet has increased significantly and required the increased expenditure of funds for additional network bandwidth, straining USACE resources. The network provides access to the Internet, USACE applications and intranet sites. Non-mission-related Internet access has been determined to be a significant portion of the network bandwidth. Restrictions on non-mission-related network use will reduce the need to acquire additional resources for mission-related support. Additionally, inappropriate use of the Internet resources poses a liability to USACE.

6. Policy.

a. Use of the Internet is for official and authorized purposes only. See Reference 1.c., paragraph 7.1 and Appendix B. To ensure that the USACE network is available for such purposes, a website filtering and blocking technology is being implemented at the Enterprise level.

b. Website access will be filtered based on website categories. Filtering compares website access requests against a vendor-provided list of the websites in a specific category that is to be blocked. Web filtering will be used to block USACE users from accessing sites categorized as gambling and adult/pornography. Statistics on website categories accessed will also be collected for general reporting purposes.

c. Blocking of additional website categories at the Enterprise level will be as directed by the USACE Chief Information Officer (CIO) after consultation with the Corps of Engineers Enterprise Infrastructure Services (CEEIS) Configuration Control Board (CCB), and the Chief Counsel. Website blocking will be limited to sites that violate the acceptable use policy in Reference 1.c., paragraph 7.1 and Appendix B. Except that the CEEIS Program Manager may direct further blocking in an emergency, solely to protect the security of the infrastructure, and blocking will not be related to the appropriateness of web site content.

d. Website filtering is not intended to identify, monitor, or track individual website access, and that information will not be available at the enterprise gateway location. However, USACE Commands have the capability to obtain specific workstation access logs. It is the responsibility of USACE Command personnel to ensure that any workstation-specific review is conducted pursuant to applicable regulations and policy, under direction of management, and in consultation with the local office of counsel. See Reference 1.b., Section 4-5, and Reference 1.c, Appendix B, Section B.6.

e. Blocking of additional web categories at the individual Commands may be accomplished locally at the direction of the Commander, after consultation with the CIO and local Counsel, and will only apply to the local Command.

7. Implementation.

a. This action is being implemented by CEEIS under the direction of the CEEIS CCB, in coordination with the CIO. The technology selected by the CEEIS CCB allows for filtering of web access requests based on a third party vendor's categorization of the website. The software will compare all USACE website access requests against the vendor-provided categories, as well as collecting statistics of websites accessed for general reporting purposes. Web access requests will be passed, logged, or blocked at the enterprise level, as prescribed by this policy.

b. Gambling and adult/pornography sites will be blocked to prevent the user's web browser from accessing such sites. The user's web browser will display a dialog box

that provides the reason the site is being blocked, a link to this policy, and contact information for submitting a request for re-categorizing the site.

c. CEEIS will receive lists of accessed websites and Universal Resource Locators (URLs) that have already been categorized by the third party vendor of the website filtering product. The list and content of the categories will be maintained by the vendor via a subscription service to provide for timely updates. That will enable CEEIS to incorporate commercial best practices to provide for an unbiased, commercially accepted categorization of sites without requiring CEEIS staff to investigate each web site to determine its category.

d. Reports. CEEIS will provide reports from the web filtering system to each Command on a regular basis. The reports will contain an aggregate of web access data, to include the number of hits by category type and other general statistical information, for the purpose of managing Internet usage. The reports will not provide any system-specific or user-specific information. Corps sites may use the report data to further restrict access to web categories that violate the acceptable use policy (Reference 1.c., Appendix B), if necessary to provide bandwidth for mission support.

e. Site Categorization. USACE users may request that a blocked website be unblocked by submitting a request in writing through their supervisor and their Commander to the CIO. Commands may request that a blocked website be unblocked by submitting a request in writing to the CIO. The request will include an explanation and justification that access to the site is allowed under the acceptable use policy. See Reference 1.c., Appendix B.

FOR THE COMMANDER:



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Director of Corporate Information