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# Guidance for Interior Digital Properties

## Department of the Interior, Office of the Secretary Contingency Plan for a Federal Government Shutdown

Bureaus should not post updates during a shutdown unless the post relates to an exception for operations (such as in the performance of a function to address an imminent threat to the safety of human life or the protection of property). If you have a question about a website post during this time, please consult the Deputy Solicitor for General Law (Ed Keable).

Interior leadership may offer additional guidance, as part of the orderly shutdown process, if necessary.

Working when not authorized, during a shutdown, would be a violation of the Antideficiency Act. Don't do that.

### Proactive Posting

Under a more "normal" shutdown, we would likely wait for the orderly suspension of agency operations (A.K.A., "orderly shutdown activities"), before posting about the shutdown. The timing of this potential shutdown makes this impractical. We shouldn't wait for Wednesday, to explain why we're not posting (or open for business) on a Saturday or Monday.

Instead, proactive posting is allowed.

### Example proactive website message

"In the event of a federal government shutdown, this website will not be updated until further notice and information may be outdated. We expect [SITE LOCATION NAME] to be [OPEN/CLOSED]. More information is available at [our agency's shutdown site](#)."

### Example proactive social media message

"In the event of a federal government shutdown, this account will not be updated until further notice and information may be outdated. More information is available at [www.doi.gov/shutdown](#)."

### Websites

Interior websites, including bureau and office-specific websites, will remain online, as permitted by their current contracts and support arrangements. As editing of all sites will be limited at best, be certain that your site is in the information state that you would need it to be in for a potentially extended period. This would likely include a single message, alerting readers to the lack of updates and monitoring.

During a shutdown, following the normal shutdown window, furloughed employees may not use any means to access editing, analytics or any other non-public aspect of any Interior website. Reading or accessing government websites using means allowed to the general public is permitted.

### Example website message

"Due to the federal government shutdown, this website will not be updated until further notice. More information is available at [our agency's main website](#)."

### Social Media

As part of the orderly suspension of agency operations, you may post one update to the Department's official social media accounts, as appropriate:

#### For program managers:

"Due to the federal government shutdown, this account will not be active until further notice. More information at [www.doi.gov/shutdown](#)."

#### For land managers:

"Due to the federal government shutdown, [SITE LOCATION NAME] will remain accessible to visitors but with limited facilities. Please know that access may change without notice. For more information go to [www.doi.gov/shutdown](#)" (or similar as appropriate).

Unschedule all scheduled posts unless it relates to an exception for operating during a shutdown (such as in the performance of a function to address an imminent threat to the safety of human life or the protection of property).

Please don't turn off comments on any social media platforms. If a platform has a profanity filter, please make sure it is set to strong.

If you typically use any apps on your mobile device to access official accounts that you manage (ex: Facebook app, Twitter app, Facebook Pages app, and others), you may not access those official accounts using those apps during the shutdown unless you are an exempt employee.

Last update: 4:06 pm EST



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