**US Government Prohibition on Use of TikTok\***

**Impact on Penn Staff and Administrators**

**Definitions:**

For the purposes of this requirement, ***Technical Data*** is defined as any scientific or programmatic data generated on a Federal contract. This would include access to research data, models, code, etc.

**Requirement:**

If Penn State staff/administrators access proposal documents, technical reports, or other Technical Data in the performance of their Penn State duties, then they are prohibited from using a device on which TikTok is installed in the performance of those duties. They also are prohibited from accessing TikTok via a web browser on any devices that they use to conduct Penn State business. This includes phones and other personal devices.

**Applicability:**

Applies to all Penn State Staff and Administrators who work with Penn State Technical Data. Technical Data is frequently included in proposal documents, progress reports, and final technical reports. The Federal government will sometimes require investigators and their staff to upload certain Technical Data into electronic systems and/or data repositories.

**FAQ:**

*Does this policy apply to faculty members, postdocs, and graduate students?*

All faculty members and other project personnel working on a contract or subcontract subject to FAR [52.204-47](https://www.acquisition.gov/far/52.204-27) will be required to perform all work in a compliant environment. Prior to commencing work on such projects, they will be required to sign off on a Data Security Plan indicating their compliance.

*If I use my personal device to read Penn State E-mails, and I sometimes send and receive Technical Data in the course of my work, do I need to remove TikTok from my personal device?*

Yes

*What if I only work with Federal grants, not Federal contracts?*

The Government’s prohibition currently applies to Federal contracts, not grants. However, we urge staff to err on the side of caution. Even if your business area only rarely works with Federal contracts, you will want to remove TikTok from any device used in support of sponsored projects.

*If I only do financial support work, and I never access proposals, progress reports, or other Technical Data in the performance of my duties, does the TikTok ban apply to me?*

It does not.

*If I use my personal phone for 2FA, does that mean I can’t have TikTok on my phone?*

We are not concerned about devices used for 2FA. If you only use your personal phone for 2FA, and you do not use your phone to access any Technical Data, then you may continue to use TikTok on that device.

*What if I just use my personal phone to approve Internal Approval Forms (IAFs) or look up information in SIMS? Is that o.k.?*

Proposal documents are often uploaded into IAFs as attachments. And SIMS includes both proposal documents and award documents. If you are approving IAFs on your personal device or viewing information in SIMS, you should not have TikTok uploaded on that device, nor should you access TikTok via a web browser.

*May I continue to use my personal phone to access Teams messages and/or Penn State E-mail?*

You may. But if you use your phone to send or receive proposal documents, progress reports, or other Technical Data, then you should not have TikTok on your phone, nor should you access TikTok via a web browser.

*Is Penn State saying that I can’t have TikTok on any of my personal devices?*

If you *choose* to use one or more of your personal devices to access Technical Data, then you may not have TikTok on those devices. You may continue to use TikTok on other personal devices.

*How do I remove TikTok from my personal devices?*

Guidance for removing TikTok from your device can be found here: <https://pennstate.service-now.com/sp?id=kb_article_view&sysparm_article=KB0019754&sys_kb_id=72e14830c3340ed062ca32cf05013184&spa=1>

\*Please note that this prohibition also applies to any other “successor application or service developed or provided by ByteDance Limited,” TikTok’s parent company.

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