ONLINE SAFETY PLAN

The internet is an integral part of modern work life, but for those in recovery from sexual behaviors acted out online, it can also present significant risks. This Online Safety Plan Worksheet is designed to help you create a thoughtful, structured approach to using the internet at work, ensuring it remains a tool for productivity rather than a source of temptation or harm.

Taking the time to develop this plan is more than just setting boundaries—it's a proactive step toward safeguarding your recovery, rebuilding trust with yourself and others, and maintaining professional integrity. By identifying your triggers, setting clear boundaries, and utilizing effective safeguards, you can turn what once felt like a danger zone into a safe and manageable space.

This plan isn't about restriction for its own sake. It's about fostering accountability, creating a system that supports your values, and ensuring you stay aligned with your recovery goals. It recognizes that challenges may arise and provides you with tools and strategies to navigate them. By working through each section of this worksheet, you're taking ownership of your behavior and building a foundation for long-term success—at work and in life.

Let's create a plan that not only supports your recovery but also strengthens your confidence and well-being in the workplace.

Identify Your Goals

What is the primary purpose of your internet use at work? (e.g., research, communication, project management, accessing work systems)

What positive outcomes do you want to achieve by staying safe online? (e.g., maintaining trust, improving focus, building confidence in recovery)

Recognize Triggers and Risks

What situations or feelings might trigger inappropriate internet use? (e.g., boredom, stress, loneliness, anger, fatigue)

What specific online behaviors do you need to avoid? (e.g., visiting non-work-related websites, using certain apps or platforms, engaging in personal chats)

Create Clear Boundaries

What rules will you set for yourself regarding internet use at work? (e.g., only access work-approved websites, avoid social media during

work hours)

What times of day are you most vulnerable, and how will you manage them? (e.g., taking a mindful break during lunch instead of browsing)

Use Tools and Safeguards

What technical tools can help you stay accountable? (e.g., internet filters, monitoring software, disabling specific websites)

How will you monitor your own online activity to ensure compliance? (e.g., weekly reviews, reporting to an accountability partner)

Build a Support System

Who can you reach out to for support or accountability? (e.g., sponsor, therapist, recovery coach, trusted colleague)

What steps will you take if you feel triggered at work? (e.g., call a support person, practice grounding techniques, step away from the desk)

Practice Healthy Alternatives

What healthy coping strategies can you use when feeling stressed or triggered? (e.g., deep breathing, a short walk, journaling, stretching)

What can you do during breaks instead of using the internet for non-work-related purposes? (e.g., connect with coworkers, meditate,

review personal goals)

Develop an Emergency Plan

What will you do if you slip or come close to acting out online? (e.g., immediately report to an accountability partner, log the incident, reflect on the trigger)

What is your action plan to prevent recurrence? (e.g., adjust boundaries, strengthen safeguards, schedule additional support sessions)

Congratulations on completing your Online Safety Plan Worksheet! By thoughtfully considering your triggers, setting clear boundaries, and creating strategies for accountability, you've taken a vital step toward maintaining your recovery and using the internet responsibly in the workplace.

Remember, this plan is a living document—it can evolve as your circumstances and needs change. Regularly review and adjust it to ensure it continues to meet your goals and provides the support

you need. Recovery is a journey, and every proactive step you take strengthens your ability to navigate challenges and build trust in yourself and with others.

If you encounter difficulties or setbacks, view them as opportunities to learn and grow. Reach out to your support system, reflect on what might need adjustment, and recommit to your plan. You have the tools, resources, and resilience to succeed.

By following this plan, you're not just protecting yourself from risks—you're actively creating an environment of focus, accountability, and integrity that supports your professional and personal growth. Stay committed, stay accountable, and continue building the life you deserve.