॥ सा विद्या या विमुक्तये ॥

स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

"ज्ञानतीर्थ" परिसर, विष्णुपुरी, नांदेड - ४३१६०६ (महाराष्ट्र)

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, NANDED

"Dnyanteerth", Vishnupuri, Nanded - 431606 Maharashtra State (INDIA)

Established on 17th September 1994 – Recognized by the UGC U/s 2(f) and 12(B), NAAC Re-accredited with 'A' Grade

स्वामी रामानंद तीर्थ
मराठवाडा विद्यापीठ, नांदेड

IT infrastructure Development, Use & Maintenance Policy

All Users of IT infrastructure (Computers and the Network) at SRTMU, Nanded Reason for Policy: This policy outlines the responsible use of the Information Technology Infrastructure at SRTMU, Nanded.

Statement of Policy

All users of SRTMU, Nanded will be subject to the following **Acceptable Use Policy**

1. I shall be responsible for all use of this network. In case I own a computer and decide to connect it to SRTMU, Nanded, I will be responsible for all the content on it, especially that which I make available to other users. (This provision will also apply to any computer or device for which I am responsible, and is included in the meaning of "my computer"). In case I do not own a computer but am provided some IT resources by SRTMU, Nanded, I will be held responsible for the content stored in the designated workspace allotted to me (examples: file storage area, web pages, stored/archived emails, on Computer Center or Department machines).

2. I will be held responsible for all the network traffic generated by "my computer". I understand that network capacity is a limited, shared resource. I agree that physically tampering with network connections/equipments, sending disruptive signals, or making EXCESSIVE USE of network resources is strictly prohibited. Repeated offenses of this type could result in permanent disconnection of network services. I shall not share the network connection beyond my own use and will not act as a forwarder/ masquerade for anyone else.

3. I understand that the IT infrastructure at SRTMU, Nanded is for academic use and I shall not use it for any commercial purpose or to host data services for other people or groups. Also, I shall not host or broadcast information that might harm others or may be otherwise considered objectionable or illegal as per Indian law.

4. I shall not attempt to deceive others about my identity in electronic communications or network traffic. I will also not use SRTMU, Nanded IT resources to threaten, intimidate, or harass others.

5. I will not intrude on privacy of anyone. In particular I will not try to access computers (hacking), accounts, files, or information belonging to others without their knowledge and explicit consent.

S.R.T.M. UNIVERSITY, NANDED: IT infrastructure Development, Use & Maintenance Policy

6. I understand that the IT resources provided to me are subject to monitoring, with cause, as determined through consultation with the SRTMU, Nanded administration, when applicable. The monitoring may include aggregate bandwidth usage to effectively manage limited IT resources as well as monitoring traffic content in response to a legal or law enforcement request to do so. I authorize SRTMU, Nanded administration to perform network vulnerability and port scans on my systems, as needed, for protecting the overall integrity and efficiency of SRTMU, Nanded network.

7. I shall maintain my computer on this network with current virus detection software and current updates of my operating system, and I shall attempt to keep my computer free from viruses, worms, trojans, and other similar programs. I shall not change operating system of my computer.

8. I shall not use the IT infrastructure to engage in any form of illegal file sharing (examples: copyrighted material, obscene material). In particular, I have noted the following:

Electronic resources such as e-journals, e-books, databases, etc. made available by the Central Library, SRTMU, Nanded are for academic use. These resources can be searched, browsed, and material may be downloaded and printed as single copies of articles as is done in the case of printed library material. Downloading or printing of a complete book or an entire issue or a volume of one or more journals (called systematic downloading) is strictly prohibited. Use of robots, spiders or intelligent agents to access, search and/or systematically download from the e-resources is also prohibited. Any violation of this policy will result in penal action as per the rules and regulations of the University. I am aware that Systematic downloading will result in the publisher blocking the entire community of users at SRTMU, Nanded from accessing these resources.

9. I understand that I will not take any steps that endanger the security of the SRTMU, Nanded network. Specifically, I will not attempt to bypass firewalls and access rules in place. This includes not setting up servers of any kind (examples: web, mail, proxy) that are visible to the world outside the SRTMU, Nanded campus. In critical situations, SRTMU, Nanded authorities reserve the right to disconnect any device or disable any account if it believed that either is involved in compromising the information security of SRTMU, Nanded.

10. I understand that any use of IT infrastructure at SRTMU, Nanded that constitutes a violation of SRTMU, Nanded Regulations could result in administrative or disciplinary procedures.

11. Computer Center (CC) is responsible for procurement, installation, configuration of all IT equipments (i.e. computers, printers, network switches, etc) in the administrative sections at SRTMU, Nanded

12. CC will act as the system and network administrators for the administrative sections. Computer center is entrusted with the authority to decide the type and version of OS that gets loaded into each computer. CC will allocate the necessary IP addresses, proxies, email relays etc. In other words, CC will act as a decision making body as far as the hardware systems and the OS used in administrative sections of SRTMU, Nanded.

S.R.T.M. UNIVERSITY, NANDED: IT infrastructure Development, Use & Maintenance Policy

13. Computer Center is entrusted with the decision making powers for certifying the type of inhouse/commercial software application that gets loaded in each computer in the administrative sections. They will decide the type and the version of application software and the corresponding OS that may be required for the specific application.

14. If the machines in administrative network "misbehave" and causes problems for any other department or the entire campus, or disrupts services, CC will notify the concerned Section Head and disconnect the particular machine (or even the whole administrative section depending on the severity of the problem) from the core network until the problem is fixed satisfactorily.

15. Computers in the administrative sections are meant for fulfilling the office automation tasks in SRTMU, Nanded. Their use for personal entertainment/business activities is strictly prohibited.

Guidelines for Users:

- The institute IT infrastructure refers to the institute network and any hardware and software services provided by the institute.

- The institute IT infrastructure is primarily for academic use of the SRTMUN, Nanded community and should not be used by any user for any other purposes that are in direct conflict with the role of the user without the explicit permission of the competent authority.

- Users should not use the University IT infrastructure for any commercial purposes unless specifically permitted by the competent authority.

- Users should not use the University IT infrastructure in any way so to compromise the security of any other user, system or network anywhere, inside or outside the institute.

- Users should not use or communicate any information using the institute IT infrastructure that may harm, threaten, intimidate, or harass others, or may be otherwise considered objectionable or illegal as per law.

- Users are solely responsible for any data stored or sent by them using the institute IT infrastructure. Any liability arising out of any misuse is the responsibility of the user concerned.

- Users are not allowed to extend or otherwise tamper with the institute network in any manner without prior permission of Computer Centre (CC), except for any network extension made individually by faculty members or staff members inside residential quarters officially allotted to them by the institute.

- Users should use the Email facility primarily for academic and official purposes and to a limited extent for reasonable personal purposes.

- Users are responsible for keeping a backup of important mails in their email accounts. While CC takes periodic email backups, CC cannot be held responsible for any loss of data in user email accounts.

- Users should not share their email account details with others, as the individual account holder is personally held accountable in case of any misuse of that email account.

S.R.T.M. UNIVERSITY, NANDED: IT infrastructure Development, Use & Maintenance Policy

- Users should not attempt to break into others email accounts.

- User should not open any mail or attachment that is from unknown and suspicious sources, or is of otherwise suspicious nature without confirming the authenticity of the attachment.

- Users should not give out confidential information such as password etc. in response to any email. CC never asks for password information over email.

- Users should use a strong password to protect any accounts owned by them on the institute

- IT infrastructure including but not limited to email accounts. A password must be immediately changed if it is suspected of being disclosed, or known to have been disclosed to anyone besides the authorized user.

- Users aware of any breach of security in any part of the IT infrastructure must report such situations to the CC or the departmental representative responsible for security in that area.

- Users are solely responsible for understanding and following this usage policy. Any violation of any part of this usage policy and/or any misuse of any part of the IT infrastructure by any user or using any account owned by the user is solely the responsibility of the user. Any liability or legal action (as per Indian cyber law) arising out of any such violation/misuse will solely be the responsibility of the user, and the user may be subjected to appropriate actions as decided by the authorities.

S.R.T.M. UNIVERSITY, NANDED: IT infrastructure Development, Use & Maintenance Policy