

IT/ICT Acceptable Use Policy

(Rules & Regulations)

Sreenidhi endeavours to provide all faculty, officers, research scholars, guest faculty, research scientists, students and staff with a modern, fully networked computing and IT environment for academic, research and administrative use.

Sreenidhi users are expected to abide by the following rules. In case of complaints, appropriate action to be taken will be decided and taken by the person in-charge of the facility in consultation with the authority to be nominated by the Administration.

1. Sreenidhi with authorized accounts may use the computing and IT facilities for academic & research purposes, official purposes, and for personal purposes so long as such use
 - a. Does not violate college IT policy or Government of India Policy or law.
 - b. Does not interfere with the performance of academic, administration & research.
 - c. Does not result in commercial gain or private profit other than that allowed by the college.
2. Users are expected to respect the privacy of other users and they may not allow any other person to use their password or share their account.
 - a. It is the users' responsibility to protect their account from unauthorized use by changing passwords periodically and using passwords that are not easily guessed.
 - b. Sharing of passwords for any purpose whatsoever is strictly prohibited.
 - c. Users may share the required files through a sharing software with proper access control lists (ACL).
3. Any attempt to circumvent system security, or in any way gain unauthorized access to local or network resources is forbidden.
4. Users may not use another person's computing account, attempt to forge an account identity, or use a false account or e-mail address.
5. Use of the internet for commercial gain or profit is not allowed from an educational site.
6. Downloading and installing of new software has to be done with the explicit consent of the respective facility in-charges.
7. Installation of unlicensed software on Sreenidhi facilities, or on individual machines connected to the Sreenidhi network, is strictly prohibited.

8. Setting up of any facility requiring password transmission over clear text is prohibited without TLS/SSL encryption.
9. To the extent possible, users are expected to use only their official email addresses provided by Sreenidhi for official communications.
 - a. It is forbidden to use electronic mail and other network communications facilities to harass, offend, or annoy other users of the network, including impeding their computing systems, software, or data.
 - b. Chain letters are not allowed. Neither is any form of commercial advertising, or soliciting allowed. Spamming is strictly disallowed.
 - c. Subscribing to mailing lists outside the Institute is an individual's responsibility.
 - d. Subscribing someone else to any group outside college is illegal.
10. Broadcast of messages to everyone in the system is allowed only for academic purposes and emergencies.
11. Violations of this will result in immediate freezing of user's account for an extended period as determined by the authorities.
12. Shared email accounts for any purpose whatsoever are not allowed.
13. Any special accounts, if need to be set up for conferences and other valid reasons as determined by the institute authorities, must have a single designated user.
14. Recreational downloads and peer-to-peer connections for recreational purposes are banned.
15. To the extent possible, users are expected to connect only to the official Wi Fi network for wireless access.
16. Setting up of unsecured Wi-Fi systems on the college network is prohibited in the Campus.
17. Users are expected to take proper care of equipment, and are expected to report any malfunction to the staff on duty or to the in-charge of the facility.
18. Playing of Games in the laboratories or using college facilities is strictly prohibited.
19. Display of offensive material (either on computer screens or through posters etc.) is strictly disallowed and serious action will be taken against offenders.
20. Violations of policy will be treated as academic misconduct, misdemeanour, or indiscipline as appropriate.
21. Depending upon the nature of the violation, the institute authorities may take an action by issuing a warning through disabling the account.

22. In extreme cases, the account may be completely deleted or sent to the college disciplinary action committee as constituted by the Institute authorities.
23. The policy may change as and when it is considered appropriate and new policies or the changes in policy will take effect immediately after a brief announcement by any means, e-mail, printed notices, or through the news groups.