



Mahatma Gandhi Antarrashtriya Hindi VishwaVidyalaya, Wardha

Information Technology Policy

Overview:

This IT policy is meant for all users of MGAHV, WARDHA and all its associated centres. This IT policy outlines the responsible use of the Computers, Network Infrastructure, Internet and internet related services at MGAHV.

The use of the Internet connection and network resources is a privilege afforded to University faculty, staff and students but it is not a right. Institute is committed to providing a stable computing environment to its students, faculty, and staff. The University and associated employees cannot be held financially responsible in case of unlikely event of an actual loss or corruption of data stored on a University system.

Policy Purpose:

The purpose of this policy is to ensure the proper use of university IT resources. This policy is intended to maintain an ethical and amicable working environment and to meet the requirements governing the use of university IT resources. Violations of IT policies may result in loss of access to systems, appropriate administrative sanctions and/or legal action.

Statement of Policy:

All users of MGAHV will be subject to the following **Acceptable Use Policy**

Content Scope:

User shall be responsible for all his/her content on this network. In case he/she own a computer and decide to connect it to MGAHV network, or IT resources provided by MGAHV will be held responsible for the content stored in the designated workspace (like web pages, file storage space, stored/archived emails, on Department machines) allotted to particular user. The Electronic resources such as e-journals, e-books, databases, etc. made available by the Central Library, MGAHV, WARDHA are for academic use. These resources can be searched, browsed, and material may be downloaded as per instructions provided by the concerned. Use of university IT infrastructure in any form of illegal file sharing is also prohibited.

Academic Use:

User must understand that the network infrastructure at MGAHV, WARDHA is for academic use and he/she shall not use it for any commercial purpose or to host data services for other people or groups. Also, User shall not host or broadcast information that might harm others or may be otherwise considered objectionable or illegal as per IT Act 2000 and its amendments, Govt. of

India.

Network Scope:

User will be held responsible for all the network traffic generated by his/her computer. They must understand that network capacity is a limited shared resource. Physically tampering with network connections/equipment, 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. User shall not share the network connection beyond his/her own use and will not act as a forwarder for anyone else.

Monitoring Scope:

User must understand that the IT resources provided to them are subject to monitoring, with cause, as determined through consultation with the MGAHV, WARDHA 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. MGAHV, WARDHA administration has right to perform network vulnerability and port scans on user's systems, as needed, for protecting the overall integrity and performance of MGAHV network.

Viruses:

User must maintain their computing devices on this network with updated virus detection software and attempt to keep computing devices free from viruses, worms, trojans, and other similar programs like key logger etc.

Security:

User must ensure that he/she will not take any steps that endanger the security of the MGAHV network. This includes not setting up servers of any kind (examples: web, mail, proxy) that are visible to the world outside the MGAHV, WARDHA campus, bypassing firewalls and access rules etc. MGAHV 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 the University.

Identity:

User shall not attempt to deceive others about their identity in electronic communications or network traffic. User will also not use MGAHV, WARDHA IT resources to threaten, intimidate, or harass others.

Privacy:

User will not interfere the privacy of anybody i.e. user will not try to access computers (hacking), accounts, files, or information belonging to others without their knowledge and

explicit consent.

Enforcement:

Policy Violations will be handled through administrative or existing disciplinary, grievance, and hearing procedures.