



Government Degree College for Women, Begumpet, (A) Hyderabad

(Affiliated to Osmania University)

College IT Policy and Cyber Security

1. Introduction

Intranet & Internet services have become most important resources in educational institutions & research organizations. Realizing the importance of these services, Government Degree College for Women, Begumpet established basic IT infrastructure in the college premises.

2. Necessity of IT policy

- College IT policy exists to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure established by the college on the campus.
- This policy establishes College wide strategies and responsibilities for protecting the Confidentiality, Integrity, and Availability of the information assets that are accessed, created, managed, and/or controlled by the College.
- Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information

3. Applicability

IT policy is applicable to following stake holders on campus or off campus:

- Students: UG, PG
- Employees (Permanent/ Out Sourcing)
- Faculty (Permanent/ Contractual/ Guest)
- Administrative Staff (Non-Technical/ Technical)
- Higher Authorities and Officers
- Guests

4. Policy Statements

The following things are not acceptable while browsing college internet facilities


- Prolonged or intermittent surfing which affects the quality of work.
- Heavy downloads that lead to choking of available bandwidth.
- Exposure to legal liability and cases of sexual harassment due to harmful and embarrassing content.
- Confidential information being made public
- Installation and usage of unauthorized (not licensed) software's are strictly prohibited
- Unauthorized copying, removing or distributing proprietary software and data
- Usage of college IT infrastructure for business, political reasons or illegal activities, which are not directly in support of learning or the administration of the college.

5. Roles and Responsibilities

The Chief Information Officer / IT Security Officer or Initiatives Coordinator is responsible for ensuring that this policy is fully implemented. The IT Security Officer is responsible for enforcing the policy.

6. Non-compliance Implications

Failure to comply with this policy could result in loss of access to College information technology services and equipment, suspension or termination of stake holders from their duties and/or academic studies.



Principal
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