



IT SECURITY POLICY FOR DES

## IT Security Policy for Students of Brihan Maharashtra College of Commerce, Pune

### Purpose:

The purpose of this policy is to set terms and conditions, as well as standards and guidelines, for the acceptable uses of the IT services and assets by the BMCC students. BMCC expects students to become familiar with individual and institutional responsibilities to protect its electronic information.

### Scope:

This IT Security Policy covers following IT Services and assets:

1. Laboratory computers
2. Wi-fi connectivity to devices
3. ERP system access
4. LAN access
5. BYOD
6. CCTV.

### Terms & Conditions:

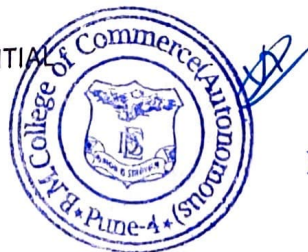
1. Laboratory computers-

Students will in no way damage or tamper the laboratory computers.

Laboratory computers shall be used only for laboratory practical assignments.

2. Wi-fi and LAN connectivity to devices-

DES CONFIDENTIAL



*Bhangerkar*  
Page 1 | 5

OFFICIATING PRINCIPAL  
B M College of Commerce  
(Autonomous)  
Pune - 411 004.



## IT SECURITY POLICY FOR DES

Wi-fi and LAN connectivity will be available as is. Valid username and password obtained from Computer Services Office is required when

accessing wi-fi and LAN network. Internet services provided will be guarded by firewall. Firewall policies will have to be adhered to. Wi-fi or LAN connectivity is not supposed to be used to access any unauthorized content or hack any internal or external systems or sites.

### 3. ERP system access-

ERP system can be accessed from mobile and PC. Students will not share login Id or password with anyone. The email Id and the contact details provided as input to the ERP system have to be up to date. Students should avoid using the ERP system from any cyber café. In case of unavoidable circumstances, after ERP system is accessed from any cyber café, cache and local copies of any documents should be cleared.

### 4. BYOD-

Physical security of the student's personal devices is not the responsibility of BMCC. Using the BMCC wi-fi or LAN connectivity, no viruses should be infused or spread. If the student's device is to be used for any laboratory work, prior permission from the Lab assistant should be taken.

### 5. CCTV-

BMCC campus is monitored by CCTV for the students' security. No student shall tamper it in any way.



*Bhagekar*  
Page 2 | 5

OFFICIATING PRINCIPAL  
B M College of Commerce  
(Autonomous)  
Pune - 411 004.



## IT SECURITY POLICY FOR DES

### Student User Agreement:

The use of the IT Service for the following unlawful activities is prohibited:

1. Sharing Username and Password–

Sharing username and password to anyone is unacceptable. User who provides such information to others to gain internet access will be removed from the network permanently.

2. Copyright Infringement–

Any download using the service that will infringe a copyright of a material, audio, video or document is totally prohibited and will be subject to disciplinary action depending on the number of offense.

3. Spamming and Invasion for Privacy–

Sending of unsolicited bulk and/or commercial message over the internet using the service or using the service for activities that invade another's privacy is prohibited.

4. Private Commercial Purpose–

Using the service for personal gain; for example, by selling your username and password to others, or by performing work for profit with BMCC resources in a manner not authorized by BMCC.

5. Defamatory or Abusive Language–

Using the service to transmit, post, upload, or otherwise make available defamatory, harassing, abusive, or threatening material or language that

DES CONFIDENTIAL



*Bhoyekar*  
Page 3 | 5

OFFICIATING PRINCIPAL  
B M College of Commerce  
(Autonomous)  
Pune - 411 004.



## IT SECURITY POLICY FOR DES

encourages bodily harm, destruction of property or harasses another is prohibited.

### 6. Hacking—

Accessing illegally or without authorization to computers, accounts, equipment, or networks belonging to another party, or attempting to penetrate security measures of another system is prohibited.

### 7. Pornography—

Student will not visit sites that are considered obscene. The college prohibits users from using its service to send sexually oriented images or messages. In the event that a student disregards this policy and continually visits unauthorized sites, it will be grounds for internet access after a warning has been issued to that user.

### 8. Supervision and Monitoring-

BMCC reserves the right, upon reasonable cause for suspicion, to access all aspects of its computing systems and networks, including students' login sessions to determine if a user is violating any agreement mentioned above. BMCC has the right to determine which uses constitute acceptable use and to limit access to such uses. BMCC has the right to limit the time of access and priorities among competing acceptable uses. BMCC also reserves the right to view private files that have been downloaded to check for the propriety of downloaded files and monitor bandwidth usage.



*B. D. Jayekar*  
Page 4 | 5  
OFFICIATING PRINCIPAL  
B M College of Commerce  
(Autonomous)  
Pune - 411 004.



IT SECURITY POLICY FOR DES

9. Virus attack-

Any personal devices that are to be connected with the BMCC wi-fi network should be free from virus.

10. VPN Access-

Students of BMCC will not use any VPN or any proxy server.

11. Unauthorized copy of software-

Students are not allowed to make an authorized copy of any legitimate software that belongs to BMCC.

\_\_\_\_\_ hereby agrees to the terms/conditions of this policy.

Sign.

Date.

DES CONFIDENTIAL

*HP*

*B. D. Jeyaraj*  
Page 5/5  
OFFICIATING PRINCIPAL  
B M College of Commerce  
(Autonomous)  
Pune - 411 004.