Rules for employees' use of computer, network and system facilities at Linköpings universitet

Employees at Linköpings universitet (LiU) who have access to computing facilities should study these rules and confirm them by signing the enclosed form (encl 1). The responsibility of ensuring that employees read and confirm these rules lies with the head of department.

Computing facilities, networks and complimenting equipment (IT-resources) provided by Linköpings universitet are mainly intended for activities and operations connected with the university but may, under special circumstances, be used for other purposes such as personal development. However, such activities are only allowed, provided that normal use is not disturbed and that applicable laws and regulations not are violated.

The university computer network is part of the Swedish university network (SUNET). SUNET's rules and SUNET Networking Ethics are to be followed when using SUNET (encl 2).

Furthermore, Linköpings universitet has the following local rules and regulations:

1 General conditions
1. The account is for personal use only and may not be used by another person without permission from head of department. Any exploitation of defective configurations, program errors or other methods in order to secure a higher level of privilege than authorised is prohibited.
2. The account is limited in time and will be closed when the holder's employment comes to an end.
3. The password for an account must be kept secret and should be chosen so that it is not easy to guess or hack.
4. The account owner should clear email inboxes regularly. Regulations in the Freedom of the Press Act and the Secrecy Act regarding received and created official documents and entering them in official registers must always be considered.
5. Processing individual data must be announced to the Personal Data Representative (Personuppgiftsombudet) at Linköpings universitet.
6. A user that detects errors or flaws that might affect the safety or the system management must report this to the system manager.
7. Copyright laws and regulations, including the "WWW-publishing Policy" of Linköpings universitet, are to be followed. LiU reserves the right to limit possibilities of publishing and distributing material using LiU's facilities.
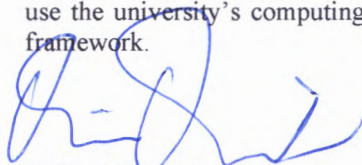
2 Specific conditions
1. Available computing facilities may not be lent or let out without permission from the head of department.
2. Sabotage or other damaging or disruptive activities directed against the facilities or other users, as well as unauthorised access or attempts to gain unauthorised access is prohibited. This is applicable to LiU's resources as well as those outside LiU.
3. Available facilities, such as e-mail, FTP, chat and WWW, may not be used to slander, insult or humiliate individuals or organisations or violate their integrity. Mass mail must not be used for commercial, political or other purpuses that interfere with LiU's activities. The user may not hide his/hers identity when using LiU's computing facilities (except in cases where this is explicitly permitted).
4. The use of LiU's computing facilities for commercial purposes is prohibited.

3 Maintenance and enforcement
1. For the purpose of regular maintenance and enforcement of these rules, system managers of LiU are entitled to log and examine traffic and data, files or suchlike that are stored or transmitted.
2. System managers are entitled to empty email boxes and file storages that are not maintained. These measures will be announced beforehand to the user or (if the user cannot be reached) to the respective department.
3. System managers are entitled to close individual or common accounts if infringement of laws or regulations is suspected.
4. The head of department is entitled to suspend users temporarily if infringement of these regulations is suspected.

5. Repeated or grave infringements of these regulations may be reported to the University Disciplinary Committee or to the police.
6. Head of Department is authorized to draw up further instructions for use and administration of computing facilities within the department.

LiU reserves the right to change these rules. The rules also apply to users that are not employed at LiU but that are entitled to use the university's computing facilities. Regulations and updates of these regulations can be found in the LiU regulatory framework.

Mille Millnert

Curt Karlsson

Rules for employees' use of computer, network and system facilities (IT-resources) at Linköpings universitet (LiU).

This is to confirm that I have read and understood the rules and instructions concerning the use of Liu´s IT-resources.

Rules in force can be found in the regulatory framework of LiU and are available via WWW at http://www.liu.se/regler.

Date	Signature	Email address

Department	Name (block letters)

ACCEPTABLE USE POLICY OF SUNET
(Set by the board of SUNET, 7 June 1995)

Developments in recent years have meant that commercial companies have strongly increased their share of traffic on the Internet. The Internet as such sets no limits on connected networks to follow a certain policy on what traffic is acceptable (with the exception of obvious abuse).

The board considers that the same rules for acceptable use should apply to all organisations which are connected to SUNET.

The board also considers that there is no reason to forbid a certain use which takes place for a purpose, for example making profit, as long as it does not damage or disturb other users.

From 1 July 1995 the rule will be that everything which is not expressly forbidden is acceptable.

This means that:
- use which conflicts with SUNETS ethical rules is not acceptable.
- SUNET may be used for business activity but not in a manner which is intrusive or undesirable for other organisations.

This will be interpreted so that
- mass letters for marketing are not permitted
- information about the company and its products, e.g. web pages shall fulfil reasonable requirements for truthfulness and objectivity and may not be emotionally presented
- the identity of the sender of the information must be clear and it is especially important that the user is not given the impression that any academic institution is behind information published by a company.
- the resale of net capacity or information space on the net to other organisations or putting net capacity or information space on the net to other organisations disposal is not permitted other than in cases which are explicitly allowed in SUNET's rules for the connection of external organisations.

These rules may need to be supplemented with others if it transpires that any particular use causes great irritation in universities whilst not conflicting directly with any of the above rules. In such instances, the board of SUNET reserves the right to change the rules.

ETHICAL RULES FOR SUNET
(Set by the board of SUNET, 7 June 1995)

Background
It is a generally accepted principle in the academic world that the networks be kept as open as possible. In order for this to happen it is unavoidable that certain ethical requirements are placed on the individual who use the networks and on their activities. These ethical requirements do not differ markedly from other requirements placed on citizens in a modern society.

Rules:

SUNET condemns as unethical occasions when anyone
1. tries to gain access to network resources without having the right to do so
2. tries to hide his/her user identity (except in cases where this is explicitly permitted)
3. tries to disturb or interrupt legitimate use of the networks
4. clearly wastes available resources (staff, hardware, software)
5. tries to damage or destroy database information
6. intrudes into the private lives of other users
7. tries to insult or humiliate other users