



IYRS

Computer Appropriate Use Policy

The user agrees to the following terms and conditions:

- The Internet is provided for users to conduct IYRS business, research and communicate with others.
- The user agrees to abide by the generally accepted rules of behavior and conduct himself/herself in business manner when using any IYRS computer resource.
- The user agrees not to use the computing resources for commercial purposes, product advertizing, political lobbying or political campaigning.
- The user agrees not to transmit, receive, submit, or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive, or illegal material harmful to morale.
- The user agrees not to tamper with or attempt to illegally access or “hack” any IYRS computer resources. Intentional damaging of computers or computer networks will not be tolerated. The intentional creation or spreading of a computer virus will not be tolerated.
- Security on any computer systems is a high priority. If a user feels he/she can identify a security problem in IYRS’s computer system, he/she agrees to notify an IT staff member immediately.
- All communication and information accessible via the computer resources shall not be regarded as private. The user agrees and consents to allow IYRS management to review any and all files, data and messages to ensure that users are using the systems responsibly at any time with or without notice.
- Any violation of the “Appropriate Use Policy” (AUP) will result in disciplinary action. All users are subject to local, state, and federal laws and understand that illegal activities may be reported to the appropriate law enforcement authorities. The user agrees to report any violation of the AUP observed by the user to IYRS management immediately.

I ACCEPT IYRS’s Appropriate Use Policy:

I agree to follow the rules contained in the policy. I understand that violation of the rules will result in disciplinary measures.

User Name (please print) _____

User Signature

Date: _____