IT POLICY

The rapid use of internet and tools of digitisation necessitates educational institution to formulate an IT policy for the transparent and fair use of digital infrastructure. Ganjam College is committed not only to the universal accessibility of the digital infrastructure but also to the fair and transparent use of digital tools. This policy intends to lay down a framework for the secured usage of internet and digital resources.

Purpose

- This policy aims to provide a framework for the responsible use of internet and digital Resources.
- The dos and don'ts are to be articulated for the cyber safety and security.
- Aims to evolve strategies for data collection and protection.

Scope

This policy is applicable to all the stakeholders. The students and staffs shall abide by the rules while using internet or any digital tools in the college premises.

Prohibited usages

- The users shall not send and download any obscene and fraudulent messages.
- Users shall not violate any copy right laws.
- Rules laid down by the government have to be followed while using Social networking sites.
- The IT infrastructure of the college will not be used for any criminal activities or against the mission of the college.
- The Systems of the college shall not be used for any entertainment purpose.
- The college will protect the personal information of the students and faculties alike.
- Computers and systems are to updated on a regular basis and to ensure security of the system anti-virus are to installed at a regular interval.

Penalty for the violation

- Any violation of the IT policy will be viewed seriously and disciplinary and legal action may be initiated against the violators.

Review

The policy to be reviewed from time to time keeping in mind the changing needs and requirements of the students and staffs.

Coordinator, IQAC
Ganjam College, Ganjam

Principal
Ganjam College, Gm,