



राजस्थान सरकार

उच्च-शिक्षा विभाग

कार्यालय प्राचार्य, राजर्षि राजकीय स्वायत्तशास्त्री महाविद्यालय, अलवर

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INFORMATION TECHNOLOGY (IT) POLICY FOR RAJ RISHI GOVT. COLLEGE, ALWAR

1. INTRODUCTION

This Information Technology (IT) Policy outlines the guidelines, procedures, and responsibilities regarding the use of technology resources within RAJ RISHI GOVT. COLLEGE. It is designed to ensure the efficient, ethical, and secure use of IT infrastructure and resources by all faculty, staff, students, and any other individuals associated with the college. WI-FI is a priceless asset for students which offer multiple advantages that can help them succeed in their academic goals. The benefits of WI-FI for students are improved access to learning resources, online education, career planning, self-study, earning money, time-saving etc.

2. ACCEPTABLE USE

2.1. All users must use college IT resources responsibly and ethically, adhering to all applicable laws and regulations.

2.2. IT resources are to be used for educational, research, administrative, and other college-related purposes. Personal use should be minimal and must not interfere with college activities.

2.3. Users must respect the privacy of others and must not engage in unauthorized access to data, networks, or systems.

2.4. Users are prohibited from engaging in activities that may cause harm to college IT infrastructure or disrupt its operations, including but not limited to hacking, malware distribution, or unauthorized network access.

3. DATA SECURITY

3.1. Users are responsible for safeguarding sensitive information they access as part of their duties. This includes student records, research data, and any other confidential information.

3.2. Data must be stored, transmitted, and disposed of securely, following the college's data management guidelines.

3.3. Users must not disclose sensitive information to unauthorized individuals or use it for unauthorized purposes.

4. NETWORK AND SYSTEM SECURITY

- 4.1. Users must not attempt to bypass or disable security measures implemented by the college.
- 4.2. All devices connected to the college network must be appropriately configured and protected against malware and other security threats.
- 4.3. Users must report any security incidents or suspicious activities to the Principal immediately.

5. INTELLECTUAL PROPERTY

- 5.1. Users must respect copyright laws and licensing agreements when using software, digital content, or other intellectual property.
- 5.2. Users retain ownership of intellectual property they create using college resources, subject to any agreements or policies governing research and intellectual property rights.

6. BYOD (BRING YOUR OWN DEVICE)

- 6.1. Users may connect personal devices to the college network subject to compliance with college IT policies.
- 6.2. Personal devices must meet minimum security requirements and be configured to protect college data and resources.

7. COMPLIANCE

- 7.1. Failure to comply with this IT policy may result in disciplinary action as decided by the principal.
- 7.2. The college reserves the right to monitor, audit, and inspect IT resources and user activity to ensure compliance with this policy and applicable laws.

8. POLICY REVIEW

- 8.1. This IT policy will be reviewed periodically and updated as necessary to reflect changes in technology, regulations, and college requirements.
- 8.2. Users will be notified of any changes to the IT policy, and they are responsible for familiarizing themselves with the updated policies.

9. ACKNOWLEDGMENT

- 9.1. By using college IT resources, users acknowledge that they have read, understood, and agreed to comply with this IT policy.


PRINCIPAL