



Regulations for the use of Umeå University's IT resources

This regulations document is based on Umeå University's (UmU) *IT security plan at Umeå University, registration no. 100-3305-10*.

UmU's IT resources are owned by UmU and are intended for use in UmU's fields of work. The IT resources may only be used by authorised users. Use of the IT resources may not conflict with current legislation, SUNET's regulations, this regulations document or the regulations of the field of operations involved. The regulations of the department or equivalent for the use of IT resources must be based upon this regulations document. In the event of possible contradictions between this regulations document and the regulations of the department or equivalent, this regulations document is valid.

By IT resources are meant IT systems, including programme software, and the communications network.

Authorised user

An authorised user is a person who has been assigned authorisation to use UmU's IT resources. Authorisation is personal and may not be transferred or in any other way made accessible to another person.

It is not permitted to make use of another person's authorisation or to manipulate IT resources.

User identity may not be concealed when using the IT resources.

Assigned authorisation ceases to be valid when an appointment, studies or other link to UmU come to an end. UmU has the right to terminate assigned authorisation in the event of more than six months' continuous inactivity unless there is a special agreement between the authorised user and UmU stating something else.

Authorisation can be withdrawn in the case of infringement of the regulations or when UmU finds this necessary for any other reason.

Use of UmU's IT resources

UmU's IT resources may not be used to spread, store or communicate information in an improper manner

- in conflict with current legislation, such as among other things the Personal Data Act,
- that is to be considered as political, ideological or religious propaganda,
- that may be perceived in any other case as offensive or objectionable,
- in activities that lack any connection with the University,



- the aim of which is to market products or services that lack any connection to the University,
- or that disrupt UmU's activities in any other way.

When using UmU's IT resources, the name, authority and good reputation of Umeå University shall be safeguarded.

Use of Internet

Internet is intended for use within UmU's fields of work.

When using internet the following are forbidden:

visiting websites with pornographic, racist or other content that may cause offence,

"downloading" programmes and files if they may affect IT security, in case of uncertainty, please contact the IRT (Incident Response Team),

spreading and/or having at your disposal material protected by copyright without the permission of the copyright owner.

When publishing on the UmU website, regulations and guidelines valid for umu.se must be followed.

Control and monitoring of UmU's IT resources

Users who, in the course of their use of UmU's IT resources, discover faults or other things that may be of significance shall report this without delay to their immediate superior.

IT resources are monitored and occurrences logged. These logs are saved and filed in the archives in accordance with current regulations on sorting out and filing, and they can be checked by UmU if the need arises, among other things with the aim of finding evidence of possible infringements of the regulations.

Current regulations

Everybody who is assigned authorisation in the form of a central username and a password shall inform her- or himself of these regulations and also attest that he or she has understood them. This is to be implemented at the same time as the username and password are activated. Activation is carried out in an activation tool via a web interface. In connection with activation, one must read these regulations and tick a box to attest that one has informed oneself of and understood the regulations in force at Umeå University in accordance with the "Statement of liability" below. The regulations are also accessible on the website in use so that one can read them through before initiating activation.

Statement of liability

I confirm that I have received information about Umeå University's *Regulations for the use of Umeå University's IT resources* and it is my intention to follow these regulations. It is also my intention to keep myself informed about any changes to the regulations and in that instance to follow the new regulations.