

N. B. Navale Sinhgad College of Engineering

(Approved by AICTE, DTE & Affiliated to PAH Solapur University, Solapur)

Accredited by NAAC with Grade 'A' (CGPA 3.12/4)

& AAA of PAHSUS with Grade 'A++' (93.33%)

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Outward No. NBNSCOE/

Date :- 09/05/2022

IT POLICY

Introduction: This policy outlines guidelines and expectations for the use of Information & Communication Technology (ICT) resources within the NBNSCOE Campus, Solapur. These guidelines are designed to ensure the secure, ethical, and effective use of technology to support our academic and administrative objectives.

1. Acceptable Use:

- All users are expected to utilize ICT resources in a manner consistent with the Institute's Mission and Vision.
- ICT resources should not be used for illegal activities, such as hacking, piracy, or unauthorized access to data.

2. Security:

- Users are responsible for maintaining the security of their accounts and devices by using strong passwords, keeping software updated, and avoiding suspicious emails or links.
- Access to sensitive data must be restricted to authorized personnel only, and data must be protected from unauthorized access or disclosure.

3. Network Usage & Access:

- The Institute network is provided for academic and administrative purposes. Excessive or unauthorized bandwidth usage, such as streaming unrelated to educational activities, is prohibited.
- Users must not attempt to disrupt or degrade network performance through actions like network scanning, unauthorized network configuration changes etc.
- Only Stake holders of NBNSCOE are authorized to access the internet facility of the Institute through LAN or Wi-Fi.
- Every user will be required to register for getting user id & password for accessing the internet facility in the Campus.

4. Data Management:

- All data stored on Institute systems must be relevant to academic or administrative activities and should comply with relevant laws and regulations regarding data privacy and protection.
- Regular data backups are encouraged to prevent data loss in case of system failure or security breaches.

5. Intellectual Property:

- Users must respect intellectual property rights, including software licenses, copyrights, and patents. Unauthorized distribution or use of copyrighted material is strictly prohibited.
- Any intellectual property created using college resources should comply with the Institute policies regarding ownership and licensing.

6. Personal Devices:

- Personal devices connected to the college network must comply with security standards and may be subject to monitoring to ensure compliance.
- Users are responsible for the security and maintenance of their personal devices and should not install unauthorized software or engage in activities that may compromise network security.

7. Enforcement:

- Disobeying of this policy may result in disciplinary action, like account suspension, loss of network privileges, or academic consequences.
- Suspected security breaks or policy violations should be reported to the IT Coordinator for investigation.



A handwritten signature in black ink, appearing to be "Dr. S.D. Nawale".

Dr. S.D. Nawale
Principal