



On-Site Housing Personal User Agreement

General:

This information applies to the use of Brookhaven National Laboratory (BNL) computers and network and all methods of access in the on-site housing areas. The U.S. Department of Energy (DOE) and BNL provide guests in our housing areas with wired and wireless networking infrastructure to support BNL official business. Official business includes all authorized work connected with the design, construction, and operation of BNL, and its authorized programs in research, development, education, and associated administrative and support activities. ***This user agreement applies to all computers connected to BNL on-site housing networks, including personally-owned systems.***

Responsibilities of Computer Users:

- **Wireless Access Points/Routers:** wireless access is provided by BNL, the use of non-BNL wireless routers and/or access points is prohibited.
- **Software Protection:** All users shall be responsible for complying with copyright, licensing, trademark protection, and fair-use restrictions.
- **Virus-protection:** All users must use virus protection software. BNL can provide users with Trend Micro's OfficeScan for those without up-to-date anti-virus software subscriptions.
- **Banners:** All users must follow the guidelines of the DOE warning Banner issued by the BNL Cyber Security Office:

NOTICE TO USERS

This is a Federal computer system (and/or it is directly connected to a BNL local network system) and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy.

Any or all uses of this system and all files on this system may be intercepted, monitored, recorded, copied, audited, inspected, and disclosed to authorized site, Department of Energy, and law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign. By using this system, the user consents to such interception, monitoring, recording, copying, auditing, inspection, and disclosure at the discretion of authorized site or Department of Energy personnel.

Unauthorized or improper use of this system may result in administrative disciplinary action and civil and criminal penalties. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use. LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning.

- All users must report suspicious activity or known security violations to the BNL Cyber Security Incident Response Team, security@bnl.gov or x 8484.



Reasonable Use of Computers:

BNL allows guests reasonable use of computing resources (for example, hardware, software, networks, and printers) for personal purposes unrelated to their work assignments. Such limited personal use is authorized for non-work-related activities if they satisfy the following criteria:

- Do not interfere with official business needs.
- Do not interfere with job performance, nor delay or compromise BNL projects.
- Do not cause any significant costs to BNL or the DOE.
- Do not compromise information security in any way.
- Do not involve illegal activities.
- Are not related to business outside BNL, or to any political enterprise.
- Do not involve activities that could potentially embarrass BNL or the DOE.

Personal Use of Computer:

The following examples of the personal use of computers constitute acceptable non-work-related activities that meet the criteria specified above. Should you wish to use the computer for other purposes that you believe are compatible with the criteria, before doing so please check with the Cyber Security Office who would be pleased to advise you.

- Ongoing education, self-training, and professional development.
- Personal correspondence and work on your own resume or those of family members.
- Work for charities and non-political local community groups.
- Good-taste Internet access.
- Various researches, such as reading newspapers and magazine articles, checking airline prices and schedules and purchasing tickets, browsing sales catalogs, comparing prices of automobiles and obtaining road maps, and checking accounts in credit unions and retirement plans.
- Work on personal finances (for example, preparing income taxes).

The following are some examples of inappropriate use of BNL resources and are strictly prohibited. This list should not be considered all-inclusive; please check with the BNL Cyber Security Office about your proposed usage:

- Supporting or accessing sites that promote hate language, harassments, or threats.
- Supporting or accessing sites that ridicule others on the basis of race, creed, religion, sex, disability, nationality, or sexual orientation.
- Creating, downloading, viewing, storing, copying, or transmitting sexually oriented material (e.g., pornography, child pornography)
- Gambling.
- Working for commercial purposes or supporting for-profit organizations or other outside employment or businesses.
- Endorsing any product or service.
- Participating in any partisan political activity.
- Misleading someone into believing you are acting in an official capacity.
- Hosting services (such as creating or storing web sites) for purposes not related to BNL work.



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- Using peer-to-peer (P2P) file sharing services/applications such as Napster, Gnutella, KaZaA, BitTorrent, etc.
- Using any software that allows your computer to be shared outside the BNL firewall without first obtaining approval via the BNL Cyber Security Management Information System.
- Creating and/or forwarding of chain letters and mass mailings.
- Violating license and other computer-related contract provisions - particularly those that expose BNL to legal costs or damages.
- The use of any technologies, software or hardware, to circumvent BNL security controls.
- Using software, such as password-cracking tools, network/vulnerability scanners, and packet sniffers, without the express written consent of the BNL Cyber Security Office.

***BNL Cyber Security reserves the right to deny
network access to any system that has been
determined to be a liability to BNL.***

By signing this agreement, the undersigned acknowledges that he or she has read, understands, and agrees to comply with the above principles governing the use of Brookhaven National Laboratory computing resources.

Name: _____

Date: _____

Print Name: _____