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**JARAMOGI OGINGA ODINGA UNIVERSITY**

**OF SCIENCE AND TECHNOLOGY**

**[ENTER POLICY TITLE HERE e.g ICT POLICY]**

**September 2013**

**Jaramogi Oginga Odinga University of Science and Technology**

**[Enter Policy Title Here e.g. Information and Communications Policy]**

**2013**

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This policy was written and produced by Jaramogi Oginga Odinga University of Science and Technology

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**Policy Title:** [Enter Title here e.g. ICT Policy]

**Policy Theme:** [Enter brief description of theme e.g. Provision of quality computer-based information to authorised users; securely accessed, stored, processed and transmitted at all times and underpinned by shared responsibilities. ]

**Policy Contact:** [Enter Head of Department / Section’s Title e.g. Director, ICT]

**Approval Authority:** TheCouncil

**Category:** [Enter Policy Category e.g. ICT Servicesand Automation ]

**Reference No:** JOOUST/VC/LO/P/01

**Status:** [Enter Status e.g. Revised Draft for Senate 6th September 2013

Minute: xxxx]

**Commencement** [Enter date e.g. 1st Nov. 2013]

**Date:**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Vice-Chancellor, Secretary to Council Date**

**Prof. S. G. Agong’**

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**Chairman of Council Date**

**Dr.B.M. Mwandoto**

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# PREAMBLE

[Insert Policy Preamble (Not Limited to 1 Page)]

# ACKNOWLEDGEMENT

[Insert Acknowledgements]

# LIST OF ABBREVIATIONS AND ACRONYMS

[Insert List of Abbreviations and Acronyms]

**[BODY OF DOCUMENT:**

**Preferred Formats, see example below which contains upto three level headings and contents that can be adopted for the policy:]**

# ICT SECURITY POLICY

### Policy Statement

Jaramogi Oginga Odinga University of Science and Technology acknowledges its responsibility to ensure appropriate security for all data, equipment, and processes in its domain of ownership and control. However, this obligation does not necessarily mean a guarantee of confidentiality of the same. The University shares this obligation with every member of the university community.

### Definition of ICT Security

ICT security is defined as “protecting information and communications systems from unauthorized access, use, disclosure, disruption, modification, or destruction”. The risks involved here concern:

1. Confidentiality of information
2. Integrity of data
3. Assets

**Efficient and Appropriate Use** ensures that University ICT resources are used for the purposes for which they were intended, in a manner that does not interfere with the rights of others.

### Roles

* + 1. **Policy management**

Approval of the ICT Policy is vested with the University Council.

Advice and opinion on the draft Policy is given by:

* + The Senate
  + The Management Board

# CONDITIONS OF USE OF COMPUTING AND NETWORK FACILITIES

1. It is the policy of the University that the ICT-Directorate computing and network facilities are **intended for use for teaching, learning, research, administration and management in support of the University’s mission**. While recognizing the increasing importance of these facilities to the activities of staff and students, the University **reserves the right to limit, restrict, or extend access to them.**
2. All persons using the computing and network facilities shall be responsible for the appropriate use of the facilities provided as specified by the "Codes of Practice" of this policy, and shall observe conditions and times of usage as published by the ICT-Directorate from time to time.

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