STATE OF ALABAMA

Information Technology Policy

Policy 630-01: Acceptable Use

OBJECTIVE:
Define acceptable and non-acceptable use of State-owned information technology resources.

SCOPE:
This policy applies to all users (State of Alabama employees, contractors, vendors, and business partners) of any State-managed information system resources.

RESPONSIBILITIES:
Internet/Intranet/Extranet-related systems, including but not limited to computer equipment, software, operating systems, storage media, and network accounts providing electronic mail, Internet access, and Web browsing are the property of the State of Alabama. These systems are to be used for business purposes in serving the interests of the government and of the people it serves in the course of normal operations.

Limited personal use of State-managed computing resources is anticipated, however, employees and managers are responsible for exercising good judgment regarding the reasonableness of personal use. Agencies may create additional policies concerning personal use of State information systems, but no agency policy may impose a lesser limitation on personal use than is prescribed by this policy and applicable State standards.

State Standards shall define activities that are prohibited when using State resources.

ENFORCEMENT:
Refer to Information Technology Policy 600-00: Information Security.

By Authority of:

Chief Information Officer — Date: 2/28/06

Policy History

Version	Release Date	Comments
Original	02/28/2006	