PRAGATI ENGINEERING COLLEGE: AUTONOMOUS

1-378, ADB Road Surampalem -533437

IT Policy

The following IT policy outlines the guidelines and procedures for the use of technology resources at Pragati Engineering College, Surampalem.

Data Security:

1. All confidential data, whether student or employee-related, must be protected with utmost importance.
2. The College will ensure confidential data is secured against threats such as misuse, unauthorized access, and damage.
3. The College reserves the right to retrieve, monitor, review, delete, or disclose any data on college systems, as necessary.
4. Employees and students are responsible for protecting their own devices that access college systems.
5. Access to electronic data is restricted to authorized personnel only.

Technology Usage:

1. Technology resources must be used only for academic and administrative purposes.
2. College IT facilities must not be used for personal entertainment or any other non-college related activity.
3. Any personal device that is connected to College systems must be secured and should not pose any security risk.

Access Rights:

1. Access to the college-wide network is restricted to authorized personnel only.
2. All users of College technology resources must adhere to college policies and guidelines regarding remote access, password management, and authorization protocols.
3. The College reserves the right to restrict or revoke access rights to technology resources anytime without prior notice.

Email Usage:

1. College email must be used only for college-related correspondence.
2. Email spam and phishing attempts must be reported to the IT Department immediately.
3. Unauthorized usage or distribution of email is prohibited.

Security Awareness:

1. All employees and students must undergo security awareness training regularly.
2. Security awareness policies must be reviewed and updated by the College IT team.
3. All incidents involving security threats must be reported to the IT Department with immediate effect.

Maintenance and Support:

1. The IT Department must be notified before any maintenance, upgrade, or replacement of any electronic devices takes place.
2. All hardware and software issues must be promptly reported to the IT Department to facilitate timely resolution.

By accepting access to the College's technology resources, all employees and students agree to adhere to this IT policy. The College reserves the right to modify or update this policy without prior notice.