

RCSU (PAC) WIDE AREA NETWORK – STATEMENT OF COMPLIANCE

The applicant must read and accept the rules of use outlined on this form. Complete all required information and sign this form prior to being granted access.

Competed Form Returned to and Retained by Unit ISO				
PART 1 – TO BE COMPLETED BY MEMBER				
SN NUMBER	LAST NAME	FIRST NAME	INITIALS	RANK/TITLE
SECTION	POSITION		PHONE	
TYPE OF ACCOUNT		Do You Have An Existing RCSU (PAC) WAN User Account?		
Permanent (RCSU Headquarters) <input type="checkbox"/>		<input type="checkbox"/> YES <input type="checkbox"/> NO		
Temporary (LHQ/CSTC) <input type="checkbox"/>		If yes to above:		
If temporary, contract end date: __/__/____ (DD/MM/YYYY)		Location: _____		

PART 2 – READ INFORMATION

Electronic information within the RCSU (PAC) WAN contains personnel information whose confidentiality, integrity and availability should be preserved and protected at all times. As a user, you have been granted access to the computer resources on the understanding that you will observe the following rules:

1. I shall, at all times, conduct business within the guidelines set out in the RCSU (Pac) WAN Security Orders & Policy. The RCSU (Pac) WAN Security Orders & Policy can be accessed from the regional website under Staff Resources / Administration Resources.
2. I shall abide by the Internet Acceptable Use Policy, DAOD 6001-1.
3. I shall only use the system and information resources in direct support of authorized DND/CCO projects.
4. I will not use the RCSU (PAC) WAN to conduct personal or non-DND/CCO related business.
5. I will not use the e-mail system for blanket distribution of information.
6. I acknowledge that the act of introducing/forwarding unauthorized executables (ie. Joke programs) and/or 'chain' e-mails is specifically forbidden.
7. I shall not access, post, reply to or download any material such as, but not limited to, pornography of any kind nor any material which could be construed as in any way racist or of a 'hate' nature.
8. I shall not express my personal views in any forum or transmission, which may harm, or jeopardize the credibility of the DND/CF or CCO.
9. I will under no circumstances make any attempt to circumvent or other wise disable the Internet firewall protocols, which are in place.

10. I will not disclose or share with anyone any user-IDs, passwords or access control items.
11. I will not connect a non-DND system to the RCSU (PAC) WAN.
12. I will not modify, delete or add to production information for which I do not have authority in the performance of my duties.
13. I will not remove any hardware, software or information from DND property (either temporarily or permanently) without prior authorization of the Unit ISO.
14. I will not add, move or change software without the explicit authorization of the unit ISSO and ISO.
15. I shall report all security incidents to the system manager or the Unit ISO.
16. I shall observe all restrictions that will limit my access to specific locations, times, systems, files and programs (transactions).
17. I shall respect all copyright and license agreements for all software and data.
18. I will not allow unauthorized persons access to the system resources.
19. I will not introduce any information to the system for which all other users are not cleared to access (SYSTEM-HIGH Security Mode).
20. I will not use any personal USB storage device on the RCSU (PAC) WAN or any other DND controlled computer system.
21. I acknowledge that I am aware that the RCSU (PAC) WAN can only be used to process and store information up to the level of PROTECTED A.
22. I acknowledge that DND IS systems can and will be monitored for compliance with the rules and regulations by the ISSO or ISOs.
23. I acknowledge that I am personally responsible for any and all activity that occurs from any workstation logged in under my account.

PART 3 – TO BE COMPLETED BY MEMBER

<u>Your signature constitutes acceptance of the rules as stated.</u>			
<u>Any violation of the spirit or intent of the rules and regulations can lead to loss of privilege, employment and/or legal action.</u>			
Member Signature:		Date:	
Name of Witness (Print):			
Witness Signature:		Date:	
PART 4 - TO BE COMPLETED BY THE RCSU (PAC) RCISO			
Name of ISO:			
Signature:		Date:	
Logon Name:		Initial Password:	