



# Acceptable Use Policy

This Acceptable Use Policy is effective as the date of last signature below, by and between \_\_\_\_\_ (User) and \_\_\_\_\_ (Authorizing Authority). Moreover, the User recognizes and agrees that the E-Plan HAZMAT account and password issued to the User on this day, \_\_\_\_\_ (Date), are the sole and exclusive property of E-Plan and may be revoked at any time without advance notice to the User and at the sole discretion of E-Plan.

The Acceptable Use Policy defines the guidelines and specifies the actions that are prohibited by E-Plan regarding the use of the E-Plan HAZMAT system. E-Plan reserves the right to modify the Acceptable Use Policy at any time and without notice, effective upon the posting of said changes at URL: <http://www.erplan.net/acceptableusepolicy.html>.

The User must read, understand, initial, and abide by the Terms and Conditions as set forth below. By signature hereto, the User agrees to be bound by the Terms and Conditions contained herein by E-Plan.

## Illegal Action

Accept The E-Plan HAZMAT system may only be used for lawful purposes. Transmission, distribution, or storage of any material in violation of any applicable law or regulation is prohibited. This includes, without limitation, material protected by copyright, trademark, trade secret, or other intellectual property right used without proper authorization, and material that constitutes an illegal threat or violates export control laws.

## System and Network Security

Accept Violations of system or network security are prohibited and may result in criminal and civil liability. E-Plan will investigate incidents involving such violations. If criminal activity is suspected, E-Plan may involve and will cooperate with law enforcement, as necessary. Examples of system or network security violations include, but are not limited to, the following:

- Unauthorized access to or use of data, systems or networks, including any attempt to probe, to scan, or to test the vulnerability of a system or network, or to breach security or authentication measures without express authorization or invitation of E-Plan.
- Unauthorized monitoring of data or traffic on any network or system without the express authorization of E-Plan.
- Interference with service to any user, host, or network, including, without limitation, mail bombing, flooding, deliberate attempts to overload a system, and broadcast attacks.
- Forging of any TCP-IP packet header or any part of the header information in an electronic mail (email) or traditional mail package.
- Sharing of User Names and Passwords is strictly prohibited.

### **Email**

Accept Sending unsolicited mail messages, including, without limitation, commercial advertising and informational announcements, is explicitly prohibited. The email accounts for the E-Plan HAZMAT system are intended solely for system business; therefore, correspondence that does not concern E-Plan issues is prohibited.

### **Sensitive Material**

Accept The E-Plan HAZMAT system is a secure, non-public information source on the web. The data may include sensitive and proprietary information. As such, only individuals issued accounts by an Authorized Authority or E-Plan will have access to the system. Therefore, any unauthorized use or distribution of either E-Plan HAZMAT User accounts or E-Plan material(s) may result in criminal or civil liability.

### **Reporting Violations**

Accept E-Plan requires that anyone who believes that, 1) there has been a violation of this Acceptable Use Policy, or 2) unauthorized personnel have used, are using, or plan to use the E-Plan HAZMAT system, please contact the E-Plan Administrator by calling telephone number (972) 883-2631 or sending an email to [jenny.wall@utdallas.edu](mailto:jenny.wall@utdallas.edu).

If available, please provide the following information:

- The identity of the person or persons responsible for committing the alleged violation.
- The date and time of the alleged violation.
- Evidence of the alleged violation.

E-Plan may take any one or more of the following actions in response to complaints:

- Issue warnings: written or oral.
- Suspend the User's account.
- Terminate the User's account.
- Bring legal action to enjoin violations and/or to collect damages, if any, caused by violations.

Please sign and date below to indicate that you have read, understand, and agree to abide by the Terms and Conditions outlined above in the Acceptable Use Policy.

**User:**

**Authorizing Authority:**

Name: \_\_\_\_\_  
(Printed)

Name: \_\_\_\_\_  
(Printed)

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_