

## **Code of Conduct for Users of Computing Facilities**

This code of conduct supports the University Policy for Responsible Computing. It should be read in conjunction with the Notes on the Code of Conduct which are attached.

Staff, registered students and registered visitors are authorised to use certain computing and networking facilities provided by the National University of Ireland, Maynooth in support of its mission of teaching, research and public service.

Usernames and passwords are required to gain access to specific services. Students are assigned Usernames and Passwords and e-mail addresses at registration which allow them access to a range of facilities. Staff are allocated e-mail accounts on request.

All users must comply with the code of conduct for users of computer facilities at NUI, Maynooth that is outlined below.

### **Under the Code of Conduct you are not permitted to:**

1. engage in activities which waste resources (people, networks, computers).
2. engage in activities which are likely to cause a serious disruption or denial of service to other users.
3. use computer or network resources to access, distribute or publish material that is obscene, libellous, threatening or defamatory or in violation of any right of any third party.
4. use computer or network resources for any activities which contravene the laws of the state, or the destination country in the case of data being transmitted abroad;
5. use computer or network resources for commercial activities which are not part of your work in Maynooth University.
6. infringe copyright or the proprietary rights of software;
7. share usernames or e-mail addresses, transfer them to other users, or divulge your passwords to other users. Assigned group Usernames and accounts are to be used only for the University-related activities for which they are assigned.
8. access or interfere with data, displays or storage media belonging to another user, except with their permission.
9. undertake any actions that are likely to bring Maynooth University into disrepute.

### **Notes on the Code of Conduct:**

1. While network traffic or information stored on University equipment is not normally monitored, it may be necessary to monitor if there is reason to suspect that this Code of Conduct is being breached, or for purposes of backup or problem-solving. You must therefore be aware that such monitoring may occur.
2. Software and/or information provided by Maynooth University may only be used as part of user's duties as a member of staff of Maynooth University or for educational purposes.

3. The user is responsible and accountable for all activities carried out under their username.
4. Passwords used must adhere to accepted good password practice.
5. Attempts to access or use any user name which is not authorised to the user may be in breach of the Criminal Damages Act (1991).
6. Existing norms of behaviour apply to computer based information technology just as they apply to more traditional media. The ability to undertake a particular action does not imply that it is acceptable.
7. If you store personal data about others on a computer, you must comply with the provisions of the Data Protection Act (1988) and any subsequent legislation.
8. The user may use approved Maynooth University links to other computing facilities which they are authorised to use. When using external facilities the user must also abide by their rules or code of conduct, insofar as such rules or codes of conduct are not incompatible with the University Codes of Conduct.
9. All Computer usage is subject to compliance with the Child Trafficking and Pornography Act 1998 and users are hereby informed .

Section 5 of the Act makes it an offence to knowingly produce, distribute, print or publish any child pornography. The term "distribution" is defined in the Act (section 5(2)) as including "parting with possession of it to, or exposing or offering it for acquisition by another person".

Persons guilty of producing, distributing, printing or publishing any child pornography are liable:

- on summary conviction, to a fine not exceeding €1,905 or to imprisonment for a term not exceeding 12 months, or both or;
  - on conviction on indictment, to a fine or to imprisonment not exceeding 14 years or both.
1. The Garda Síochána have powers of Entry, Search and Seizure where they believe that an offence has been or is being committed under the Act. A person suspected by a Garda of having acted in such manner may be arrested without warrant and may be tried summarily and if convicted, be subject to a fine of not more than €1,905 or imprisonment for not longer than 12 months or to both such fine and imprisonment.
  2. The attention of all network users is drawn to the fact that attempts at "hacking" across networks may result in criminal prosecution here or elsewhere.
  3. This code of Conduct is reviewed from time to time and any new regulations must be observed by all users.
  4. Alleged violations of this code of conduct may result in the service being withdrawn and may be dealt with by the University in accordance with such disciplinary codes and/or procedures as are in place, from time to time, in respect of students and/or staff of the University.