

**NORTHEASTERN EDUCATIONAL INTERMEDIATE UNIT 19**

**ACCEPTABLE USE AGREEMENT  
FOR  
TECHNOLOGY RESOURCES**

The Northeastern Educational Intermediate Unit (NEIU) provides technology resources, including but not limited to, computers, network, Internet, electronic communications and information systems, for the specific and limited purpose of achieving the mission of the Intermediate Unit and accomplishing its educational and organizational purposes. NEIU technology resources remain at all times the property of the Intermediate Unit. Employees must comply with the current NEIU Acceptable Use Policy for Technology Resources and any version hereafter.

Use of NEIU technology resources does not create any expectation of privacy. In accordance with all federal and state laws, NEIU reserves the right to search and/or monitor any information created, accessed, sent, received, and/or stored in any format by any employee on NEIU equipment or any equipment connected to the Intermediate Unit's network.

Passwords, which allow access to networks, data, and hardware, need to be protected at all times. Employees are not to disclose confidential information to unauthorized individuals.

Users may encounter material they interpret as controversial, inappropriate, or offensive. It is impossible to completely control the content. It is the users' responsibility not to access and delete such material.

The following are some **examples** of inappropriate uses that are prohibited:

- Anything prohibited by law.
- Using obscene language or intentionally accessing or possessing obscene or pornographic material.
- Harassing, insulting or attacking others.
- Using another person's password or distributing another person's password.
- Sending or displaying intimidating, hostile, offensive, or hate related material.
- Accessing another person's computer, folders, work, or files without their consent.
- Possession or use of any tools designed for probing, monitoring, or breaching the security of the network or infecting the network with a virus.
- Using the network for commercial purposes.
- Violating copyright laws.
- Activities that would subject the intermediate unit or the individual to criminal, civil or administrative liability.

The NEIU Acceptable Use Policy for Technology Resources can be accessed on the Intermediate Unit website: <http://www.iu19.org>. Employees will receive notification of any updates to this policy upon Board approval.

Employees in violation of the NEIU Acceptable Use Policy for Technology Resources will be subject to disciplinary action up to and including dismissal.

I have read, understand, and agree to comply with the above stated intermediate unit policy and any version hereafter.

\_\_\_\_\_  
Name of Employee

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date of Signature