

Internet Access Agreement

In order to gain access to the Internet services provided by the Hillingdon hospital NHS Trust you must read, understand and accept the following terms and conditions. Failure to comply with these terms of connection will result in the immediate and permanent removal of your account and your possible prosecution under the Computer Misuse Act 1990.

By signing this form, you agree to the following:

1. You will use the Internet only for research or business-related purposes. Accessing the Internet for personal reasons is not allowed.
2. You will not use the Internet to view, download, copy, forward or send anything which is abusive, racist, sexist, discriminatory, obscene, untrue, malicious in breach of copyright, defamatory, pornographic or amounts to harassment.
3. You must never share your username and password with anyone. When leaving your computer you must log off.
4. You will not download and install any software, commercial, shareware or freeware including but not limited to updates or patches.
5. Unless you have the author's express consent, you must not download, copy or send "works" on the systems as they may impinge copyright. Works include any literary work, art form, drawings, photographs or moving or still pictures.
6. You must not use the Internet in such a way as would be likely to create or result in an enforceable and binding contract e.g., subscription to a facility on the Internet, purchase of goods or services etc. You must not use the Internet to perform online transactions, including online banking.
7. You must not waste time or congest the system by carrying out unnecessary downloading or Internet surfing.
8. You will report to the Information Security Manager any identified or suspected breaches of security by using the Incident report form. Examples of security breaches that must be reported are:
 - a. Viewing of offensive sites (accidentally)
 - b. Automatic download of software from a website.
9. You will not seek responsibility from the Trust for any files that may be lost or disclosed to others if you leave them on the local library PC.
10. You will not change the configuration of the PC you are using, either software or hardware, in any way and you will report immediately any accidental alterations that may occur or that you may observe.
11. A record of your sessions will be kept by the Trust and may be used to monitor your activity. Random checks will be performed periodically.

12. Deletion of a message or a file may not fully eliminate it from the system. Deleted items will also be routinely monitored.

I, the undersigned, have read, understood and agree to comply with the Hillingdon Hospital Internet Access Agreement, and accept that any breach of this agreement will result to the immediate and permanent removal of my account and may lead to my prosecution under the Computer Misuse Act 1990 or other English Law.

.....
(Print name)

.....
Signature

.....
Date

If you want more information on the records we will be keeping about your activity or if you have any questions, you can contact the Information Security Manager on extension 4400 or direct line 01923 844400.

-Note: Your Internet account will be valid for sixty (60) days. After that period, you will have to reapply to the I.T. department to have it reactivated. If you have any, specific reasons why you need your account to be active for a longer period please state them below.

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Official use -only:

I certify that

has registered as a member of the library until

Name:

Post:

Signature:

Date: