## **Proper Use of University ICT Resources**

Sept. 22, 2020

To all UP Users:

Please be reminded that software resources of the University, including online services registered under UP (such as Zoom, the UP Mail, cloud storage), must only be used for OFFICIAL academic and administrative purposes.

The Acceptable Use Policy (AUP) of the University states "Users may not use the IT System for personal activities not related to appropriate University functions except in a purely incidental manner. Violators shall suffer a penalty ranging from suspension for one month to one year."

Included in said policy are categories of use of our ICT resources that are allowed and prohibited. We encourage everyone to read and review the University's AUP at: <a href="https://www.up.edu.ph/approved-acceptable-use-policy-for-information-technology-it-resources-of-the-up-system/">https://www.up.edu.ph/approved-acceptable-use-policy-for-information-technology-it-resources-of-the-up-system/</a>

For your kind information and guidance.