

Use of the Internet by users is permitted and encouraged where such use is suitable for the purposes and support the goals and objectives of the current project. The Internet is to be used in a manner that is consistent with the objective of the session.

- Use of Internet/Intranet and email may be subject to monitoring for security and/or network management reasons. Users may also be subject to limitations on their use of such resources.
- The distribution of any information through the Internet, computer-based services, email and messaging systems is subject to the scrutiny of the facilitator and the project. The project reserves the right to determine the suitability of this information.
- The use of computing resources is subject to UK law and any illegal use will be dealt with appropriately.

**Users shall not:****Internet**

- Visit Internet sites that contain obscene, hateful or other objectionable materials.
- Make or post indecent remarks, proposals, or material on the Internet.

**Email**

- Solicit emails that are unrelated to project activities or for personal gain.
- Send or receive any material that is obscene or defamatory or which is intended to annoy, harass or intimidate another person.
- Represent personal opinions as those of the company.

**Confidentiality**

- Upload, download or otherwise transmit commercial software or any copyrighted materials belonging to parties outside of the project, or the project itself.

**Security**

- Download any software or electronic files without implementing virus protection measures that have been approved by the company.
- Intentionally interfere with the normal operation of the network, including the propagation of computer viruses and sustained high volume network traffic that substantially hinders others in their use of the network.
- Examine, change or use another person's files, output, or user name for which they do not have explicit authorisation.

**General**

- Perform any other inappropriate uses identified by the network administrator.
- Waste time on non-company business.

I have read and understood the above conditions and agree to abide by them.

Print Name: \_\_\_\_\_

Signed: \_\_\_\_\_

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

Reviewed: 5<sup>th</sup> September 2025

Review Date: September 2026