

Information and Communications Technology Acceptable Use Policy

1. DLI will provide information and communications technology (ICT) facilities, services and materials for users participating in academic, administrative, commercial and community activities.
2. The DLI Chief Operating Officer is responsible for providing standard ICT facilities, services and materials.
3. DLI will grant user access to ICT facilities, services and materials in accordance with access requirements specified by the relevant ICT facilities, services and materials owner and the user's duties.
4. Users can only access ICT facilities, services and materials to the extent authorised and necessary for conducting their duties.
5. DLI ICT facilities, services and materials must be used in a lawful, ethical and responsible manner, in compliance with other applicable DLI policies, and subject to any additional terms of use that may apply to particular software or services.
6. Some reasonable non-commercial personal use is allowed, but as a privilege and not a right, and if that privilege is abused it will be treated as a breach of this Policy.
7. Users must take all reasonable steps to protect their account from unauthorised use.
8. Use of ICT facilities, services and materials or bring-your-own device (BYOD) must not jeopardise the fair, secure and productive ICT environment of the DLI community, or DLI operations, assets, data integrity or reputation.
9. DLI will monitor and audit the use of ICT facilities, services and materials to ensure these are used in an efficient, effective and secure manner. Personal information will be collected in accordance with DLI Privacy policy.
10. DLI will regularly review the range of ICT facilities, services and materials provided to ensure that they are in line with DLI goals.
11. Information stored on ICT facilities, whether owned or leased by or on behalf of DLI, remains the sole property of DLI.
12. DLI reserves the right to record, delete, block, quarantine, copy, use and take possession of all ICT facilities and any communications or data passing through ICT facilities and pass on the information to external organisations where legally obliged to do so or in cases of possible breach of DLI policies or procedures.
13. DLI accepts no responsibility for loss or damage, consequential loss or damage, or loss of data arising from the use and or maintenance of its ICT facilities, services and materials.
14. Non-compliance with this Policy is considered a breach of the Student Code of Conduct and will be managed in accordance with the [Student Misconduct Policy](#).

The Joint Procedures Manual will align with requirements under the Deakin University [Information and Communications Technology Acceptable Use Policy](#) and Lancaster University [Computer Use Agreement](#).