

परिपत्र /CIRCULAR

विषय /Sub: Usage Policy for Institute Network– reg.

All students, faculty, and staff members are hereby informed that the Institute Network is provided for academic, research, and official purposes only. In order to ensure smooth operation of the network, the following policy shall be adhered to strictly:

1. All network-related complaints must be registered only through the official **Institute Computer Centre (ICC)** portal. Complaints submitted through informal channels such as email, phone calls, or verbal requests will not be entertained. The ICC will attend to valid complaints within one working day of submission. The time required for resolution will depend on the severity of the issue and the availability of spare parts.
2. In the event of a campus-wide network or internet outage, the ICC will notify users through official communication channel.
3. Only routers and networking devices configured and approved by the ICC are permitted to be connected to the Institute network. Any unauthorized devices found connected will be seized immediately by the ICC team. Such violations will invite appropriate disciplinary action as per Institute rules.
4. Heavy and prolonged downloads, non-academic usage, or any activities that consume excessive bandwidth are strictly prohibited. Violations may result in disciplinary action, including permanent cancellation of internet services for the respective users.

All users are requested to cooperate and comply with the above policy in the interest of maintaining a secure, efficient, and reliable network environment.



कुलसचिव / Registrar
Am N.K. 2/2

सेवा मे /To,

सभी संकाय ,स्टाफ सदस्य एवं सभी छात्र /All Faculty and Staff Members/ Students

प्रतिलिपि/ Copy to

1. निदेशक/Director
2. कुलसचिव कार्यालय /Registrar Office