

DFAIT SPECIFICS - BEST PRACTICES

Use of Government-owned media (such as diskettes or the hard disk on your workstation) is not permitted when using DFAIT Internet facilities for personal purposes.

DFAIT users are expected to access the Internet in a responsible and informed way by learning about network etiquette, being aware of computer security and privacy and guarding against computer viruses.

Users should be aware that each site visited can be traced back to the individual user and that the Department can monitor Internet traffic to protect its reputation and guard against abuse.

Information accessed through the Internet is subject to laws relating to intellectual property and users must respect the copyrights claimed to all Internet data, including images and software.

Users are expected to protect the safety of SIGNET and the security and integrity of the Department's information by virus scanning electronic files imported from the Internet.

Users must not share network or system passwords with anyone.

Users must exercise common sense and good judgement at all times. Behaviour such as using DFAIT Internet facilities for personal gain, commercial activities, visiting Internet sites that contain obscene, hateful or objectionable materials is unacceptable.

Users shall not use abusive or objectionable language in messages or upload/download information or commercial software in violation of its copyright.

DFAIT's Policy on Individual use of the Internet is available from Netscape 4.0 Help Menu

To access DFAIT's Policy on Individual Use

1. Load Netscape 4.0
2. From the Help menu, choose Policy on Individual Use