



Anti-malware and OS Update Requirement Policy Ver-1.0

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Release Control

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October 18, 2021	V 0.1	Pre-release, the purpose of pre-release is to inform all stake holders about the issuance of this policy and also to give advance intimation to the assured departments to get prepared.	Mr. Joyjit Roy Ghatak Choudhury, Consultant (IT) - DSEU Mr. Prasun Kumar Assistant Registrar(IT) - DSEU	
November 25, 2021	V 1.0	First release	Mr. Ashwani Kansal, Registrar- DSEU	Dr. Neharika Vohra, Vice Chancellor- DSEU

Policy Owner

Department:	Represented by:	Date
Registrar-DSEU	Mr. Ashwani Kansal	November 25, 2021

Policy assured by:

Department:	Represented by:	Applicable to	Date
Directors / HODs	Individual Role Holders	Respective users using computing assets.	November 25, 2021

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1. OBJECTIVE

This policy is designed to help prevent infection and damage of Delhi Skill & Entrepreneurship University (DSEU) computers, networks, user applications, data, files and technology systems by computer viruses and other malicious code.

As outlined in DSEU's Appropriate Use of IT Policy, the University actively monitors the traffic on the campus network and devices connected to the campus network, including activity and traffic originating from campus, in order to maintain the integrity, reliability and performance of University IT systems. This includes (but is not limited to) monitoring for computer viruses and other malware, attempts to access university systems without appropriate authorization, systems performance, and compliance with DSEU IT policies.

Antimalware, Operating System update helps protect computers from malicious code.

Requiring antimalware & patches on operating systems will improve the overall security of DSEU network.

This policy outlines the University's approach to virus & malware protection for its computing facilities and provides the guiding principles and responsibilities to ensure the University's anti-virus/malware objectives are met.

2. SCOPE

This policy is applicable across the University and applies to:

- all individuals who have access to University information and technologies
- all facilities, technologies and services that are used to process University information
- all information processed, accessed, manipulated, or stored (in any format) by the University pursuant to its operational activities
- Internal and external processes used to process University information
- External parties that provide information processing services to the University

The policy will be communicated to users and relevant external parties.

3. USER RIGHTS AND RESPONSIBILITIES

DSEU has a responsibility for safe guarding the DSEU Network from any damage due to various malwares and situations due to patch updation not done in Operating Systems of DSEU owned systems.

The Registrar-DSEU will lead on the definition and implementation of the University's cyber security arrangements and make judgement calls when situations arise that are not covered by the current cyber security management framework and responsible for establishing and

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maintaining the University's cyber security management framework to ensure the availability, integrity and confidentiality of the University's information.

The Registrar is accountable for the effective implementation of this policy, and supporting information security rules and standards, within The University.

Users are responsible for making informed decisions to protect the information that they process. Users will familiarize themselves with the relevant policies governing the information and systems they access.

User should ensure PC's are to be configured such that they schedule regular operating system updates as provided by the vendor (Windows updates).

User should ensure Macintosh systems are to be configured to schedule regular updates from the software manufacturer (Apple security updates).

4. DEFINITIONS

Computer devices are any type of device connected to a network that could become infected with a computer virus. Examples of computer devices would be, but not limited to, workstations, servers, laptops, PDAs, etc.

Malicious software (Malware) is any type of computer code that infects a machine and performs a malicious action. This is sometimes perpetrated by computer viruses, worms, trojans, etc.

5. POLICY DETAILS

All Desktop/ Laptops owned by DSEU and connected to the DSEU network (herein referred to as "the network") or networked resources routinely and automatically updated with latest patches in these devices.

All systems built and / or hosted by third parties that are used by the University must run anti-virus software.

To maintain the security of the network and protect the confidentiality, integrity, and availability of data within it, the University may monitor any system attached to the network for anti-virus software. The University may deny network access to any systems without up-to-date anti-virus software until the software is installed.

All personally owned computers connecting to the College's network must have an approved antivirus software package installed. Computers connected to the College's network will be periodically scanned to confirm the presence of approved antivirus software and to confirm the software is up to date.

If deemed necessary to prevent propagation to other networked devices or detrimental effects to the network or data, an infected computer device may be disconnected from the network until the infection has been removed. This will be done under the direction of the IT Team.

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Exceptions to this policy may be allowed if the computer device cannot have anti-virus software installed. Possible examples of this would be vendor-controlled systems, or devices where anti-virus software has not yet been developed.

An exception may be granted if an infected computer device is discovered that performs a critical function and may not be immediately taken "off-line" without seriously impairing some business function. Under those circumstances, a plan will be developed to allow the computer device to be taken off-line and the infection purged while protecting the function of the device.

5.1. Deployment Pattern

All devices should be updated with latest OEM patches & to be updated as soon as patches are available from the vendor.

5.2. Unacceptable Use

The use of the service for the following activities is prohibited:

Inappropriate use of the Network is not permitted. This policy does not enumerate all possible inappropriate uses but rather presents some guidelines (listed below) that the DSEU may at any time use to make a determination that a particular use is inappropriate.

- Spamming and Invasion of Privacy of Others, Violating Intellectual Property Law, Transmitting Obscene or Indecent Speech or Materials, Transmitting Defamatory or Abusive Language, Hacking or Distribution of Internet Viruses, Worms, Trojan Horses, or Other Destructive Activities.
- Users must respect the privacy and intellectual property rights of others.
- Users must respect the integrity of our network and any other public or private computing and network systems.
- Use of the Network for malicious, fraudulent, illegal or misrepresentative purposes is prohibited.
- The Network may not be used in a manner that precludes or hampers other users access to the Network or other any other networks.
- Nothing may be installed or used that modifies, disrupts, or interferes in any way with service for any user, host, or network.

5.3. ADHERENCE WITH CENTRAL, STATE, LOCAL, CYBER AND APPLICABLE INTERNATIONAL LAWS

As a member of the DSEU community, you are expected to uphold local ordinances and central, state, cyber and applicable international laws. DSEU's guidelines related to the use of technologies derived from this concern, including laws regarding license, copyright and the protection of intellectual property.

As a user of DSEU's computing and network resources you must:

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- Abide by all Indian Central, State, Local, Cyber Law and applicable International Laws.
- Abide by all applicable copyright laws and licenses.
- DSEU has entered into legal agreements or contracts for many of our software and network resources which require each individual using them to comply with those agreements.

5.4. VIOLATION OF POLICY

If it is suspected that this policy is not being followed, user should report the incident on abuseinfo@dseu.ac.in

This policy will not supersede any DSEU developed policies but may introduce more stringent requirements than the university policy. Any exceptions to this policy must be approved in advance by IT Team DSEU.

5.5. ENFORCEMENT AND COMPLAINE

- Any member who is believed to have used official rights for inappropriate purpose to breach the policy which is also found to disrupt DSEU's brand identity will strictly be taken action as per the law.
- Non-compliance with the policy can bring about significant risk and liability for DSEU so, puts the institution at significant risk of legal action and substantial penalty, hence, violation of this policy may result in disciplinary action which may include termination of staff, depending upon the circumstances of the violation(s) of copyrights.
- The University shall conduct cyber security compliance and assurance activities, facilitated by the University's cyber security staff to ensure cyber security objectives and the requirements of the policy are met. Willful failure to comply with the policy will be treated extremely seriously by the University and may result in enforcement action on a group and/or an individual.
- The Registrar of DSEU will be the final enforcer of this policy.

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