

Remote Work Internet Policy

1. Purpose

This document outlines the requirements and guidelines for internet use by employees who work remotely.

2. Scope

This policy applies to all employees working remotely on behalf of [Company Name].

3. Policy

1. Internet Connection:

- Employees must use a stable and secure internet connection for work-related activities.
- Public Wi-Fi should be avoided when possible; use VPN if necessary.

2. Security:

- Devices must have up-to-date antivirus software installed.
- Employees must follow company security guidelines when accessing company resources online.

3. Acceptable Use:

- Internet should not be used for any unlawful or non-business-related activities during working hours.
- Downloading or sharing prohibited or copyrighted material is strictly forbidden.

4. Reporting Issues:

- Any internet connectivity issues should be reported to the IT support team promptly.

4. Violations

Breaches of this policy may result in disciplinary action in accordance with company procedures.

5. Agreement

I, the undersigned, acknowledge that I have read, understood, and agree to abide by the Remote Work Internet Policy.

Name: _____

Signature: _____

Date: _____