Basic Internet Use Policy Framework

1. Purpose

This framework outlines acceptable and responsible use of internet resources provided by the organization. Adherence to this policy ensures security, productivity, and compliance with applicable laws.

2. Scope

This policy applies to all employees, contractors, and authorized users accessing the organization's internet resources.

3. Acceptable Use

- Use internet access for business-related purposes only.
- Ensure activity complies with organizational goals and relevant regulations.
- Respect copyright, licensing, and privacy laws.

4. Unacceptable Use

- Accessing, downloading, or distributing offensive or illegal material.
- Engaging in activities that may compromise network security.
- Personal use of internet that disrupts business operations.
- Sharing confidential information without authorization.

5. Security

- Do not install unauthorized software or hardware.
- Report any suspicious activity or security incidents immediately.

6. Monitoring

Internet usage may be monitored to ensure compliance with this policy. Users have no expectation of privacy when using organizational resources.

7. Enforcement

Violations may result in disciplinary action, up to and including termination and potential legal action.

8. Review

This policy is reviewed periodically and may be amended as necessary.