

PROF. M.N. FAROOQUI COMPUTER CENTRE
ALIGARH MUSLIM UNIVERSITY, ALIGARH

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D.No.623/CC

15.12.2015

Important Notification for Networking and Computing Assets

All Deans/DSW/Chairperons/Principals/ MICs/Provosts

During last few weeks, multiple suspicious and disruptive activities have been observed (*repeated attempts for interruptions to Internet Services of Campus Network and multiple concurrent physical damages to Optical Fiber Cables*) at some of the Internet Distribution Points in the University Campus.

All Deans, Principals, Chairpersons, MICs, Provosts and Heads of Offices/Sections are requested to thoroughly sensitize their concerned staff members for ensuring verification of identity and validation of authorization of visiting support persons/technicians before allowing them physical access to networking and/or computing resources of the University.

Following measures are **strongly recommended**, for all premises/buildings of the University:

- (i) Proactive vigilance for Physical Safety and Security of Networking and Computing Equipments (deployed within various buildings across the campus) be ensured.
- (ii) Maintenance person(s) visiting for support (on the pretext of being deputed by OEMs, System Integrators and/or IT-Helpdesk of Computer Centre for necessary maintenance checks) should be asked to make proper entry in visitors log-book of the location concerned (*for each and every trip specifying his Unique Identity, visit date, timings, purpose and visit authorization reference*).
- (iii) A copy of the visit report (duly counter signed by concerned/assigned staff of location visited) should be retained by the department/Office concerned, for future reference, problem analysis and fixing responsibilities (as and when required).

DIRECTOR

Computer Centre
A.M.U. Aligarh

Copy to:

1. A.R. to Vice-Chancellor for kind information to the Vice Chancellor
2. S.O. to Pro Vice-Chancellor for kind information to the Pro-Vice Chancellor
3. Registrar
4. Finance Officer
5. Controller of Examinations
6. Proctor