Code of practice for IT resources at Neuro-PSI
This chart is available on the website http://neuro-psi.cnrs.fr/ and will be regularly updated

Application domain:
This code of practice must be respected by all users of "Neuro-Paris Saclay Institute" computer resources. It concerns the utilization of the data processing system present on this sites, as well as the access to external systems. If these rules are not respected, it could lead to the prohibition from using IT resources, sanctions from the upper managements as well as legal actions.
All users must respect the following chart:
- The French version "Charte de la Sécurité des Systèmes d'Information du CNRS" wich is the reference:
- The utilization's rules of the external systems that they have access from a local computer (cf the PSSI rules of Neuro-PSI, RERIF, RENATER, U-PSUD, etc)

Access conditions
The use of computer resources of the site is restricted to professional activities. Before connecting a computer to the network (including the portable computers), it must have been validated by an administrator and must have an updated anti-virus software. The right to access to the computer resources and to web mail leads to the assigning of a login the use of which is exclusive and private. The user can access to the system using only the login that he/she have received. He/she must never communicate the account details to other people. The security of the whole system relies on everybody observing these guidance. He/she has to make the system’s manager aware of all access or attempt to access on ones account that were not previously authorized and of all changes of situation, such as leaving the laboratory or the Service. He/she must use appropriate language and be extremely polite towards when exchanging electronic email, chatting forums or other forms of communications…
Each username/login is associated with a password which remains under the user’s responsibility

Respect of the information’s confidentiality.
The users’ files are private. It is indeed forbidden to other users to read copy or change the files of another user without his/her prior agreement whatever may be their protection. All information and email are presumed to be professional in nature, excepted when tagged as “private” or inside a directory named “private”. Professional emails should not be redirected to personal mailing system.
The system administrator must, in his duties, keep the information confidential. However, in order to make sure that the system is safely running, he is allowed to read the users’ files, generate and read events’ logs and keep copies of the saved files for one year. He is entitled to make the management aware of illegal acts or acts that may lead to the dysfunction of the system.
He saves the data and makes copies of the users’ files on other supports.

Respect and legislation about the property’s rights and the data processing files
The user must respect the property’s rights and of the software’s copy according to the law.
All users must respect the CNIL law and privacy about the files containing data about other people.
Complete the following form:
 Name:……………………………………………………………………………………….
Staff, researcher, teacher, student:……………….. Grade: ……… Organism:……
Permanent: YES / NO if not, validity length from the …/ …/… To the …/ …/…
Laboratory, service or team:                          signing of the team manager:
Phone Number: ………………
Web mail wished:………………………..@........cnrs-gif.fr, alias:
Login delivered: ................................. External email (facultative):………

I undersigned                                       certify having made myself acquainted with the rules
 of this documents and I swear that I will respect it. (Write “read and approved” before signing)

In……………………………., the .... / .... / ....