

**The University of New Mexico  
Physical Plant Department  
Computer Use Agreement**

The Physical Plant Department (PPD) considers the use of its computer facilities and equipment a privilege, not a right, and protects legal computer use by imposing sanctions on those who abuse the privilege.

PPD adheres to the "Acceptable Computer Use" Policy 2500 and "Computer Use Guidelines" Policy 2510 as published in the University Business Policies and Procedures Manual. These policies describe the rights and responsibilities of computer users at the University.

**Computer Use Agreement**

I affirm that I will abide by the Policies of the University relating to computer use. In addition to the University policies, I will adhere to the following PPD guidelines:

1. I will be responsible for my use of the computer and/or computer account I am assigned to use, including uses by others whom I authorize.
2. I will use the computer and/or computer account for University-related purposes only. I will not use the computer or computer account for any commercial or profit-making purposes. I understand the incidental personal use is permitted as outlined in the University policies.
3. I will not use the computer or computer account to engage in any form of illegal software copying or other copyright infringement, including downloading of copyrighted material.
4. I will not access or attempt to access computers, files, information or computer accounts belonging to others without their knowledge and consent.
5. I will not use the computer or computer account to harass others, nor will I use the computer or computer account to obtain any material prohibited by the policies. I will not use the computer or computer account to distribute any commercial advertisements.

I have received, read and understand Policy 2500 and Policy 2510. I understand that failure to comply with these policies may result in disciplinary action, up to and including termination.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

PPD Section: \_\_\_\_\_ Phone: \_\_\_\_\_