

National Chi Nan University Computer and Network Center Network Drive System Management Regulations

Passed by the 2nd meeting of the Computer and Network Center Advisory Committee in the 95th academic year on September 26, 2007

Amended and passed by the 1st meeting of the Computer and Network Center Advisory Committee in the 98th academic year on January 12, 2010

Promulgated and implemented by National Chi Nan University Letter No. (99) Chi-Xiao-Dian-Zi-0990000782 on January 20, 2010

- 1: The Computer and Network Center of National Chi Nan University (hereinafter referred to as "the Center") has established these regulations to manage the use of the network drive system (hereinafter referred to as "the System").
- 2: The System Group of the Center (hereinafter referred to as "the Management Unit") is responsible for managing the System in accordance with these regulations.
- 3: The System provides access to personal and departmental file data for the University's faculty and staff (hereinafter referred to as "Users") and internal organizational units at all levels (hereinafter referred to as "User Units").
- 4: Users and User Units must apply to the Management Unit to use the System for accessing file data.
- 5: Users and User Units must comply with relevant regulations, such as copyright laws, when using the System to access file data.
- 6: The Management Unit may limit the storage capacity of file data accessed by Users and User Units based on the capacity of the storage equipment used by the System.
- 7: Users and User Units should back up their accessed file data themselves. The Management Unit is not responsible for backing up any file data stored in the System.
- 8: Users should remove their personal file data stored in the System before leaving their position. The Management Unit has the final right to process the file data stored in the System.
- 9: The relevant instructions for using the System are published on the Management Unit's website for Users and User Units to consult.
- 10: These regulations shall be implemented after being passed by the Center's business meeting and reviewed by the Center Advisory Committee. The same procedure applies to any amendments.