

TU Delft Management Regulations for the Use of Educational ICT Facilities by Students

This is a translation of the Dutch 'Beheersreglement TU Delft voor gebruik ICT-onderwijsfaciliteiten door studenten'. In the case of differences in interpretation between the English and Dutch text, the Dutch text shall prevail.

These regulations contain house rules for the use by students of ICT facilities at TU Delft. These rules apply to all use by students throughout their studies of the facilities referred to. They are regulations in the sense of Article 7.57 h of the Higher Education and Scientific Research Act.

Article 1 Definition of terms

In these Regulations, terms shall be defined as follows:

- **Educational ICT facilities:**
the TU Delft computer network and all ICT equipment connected to it owned or managed by TU Delft.
- **student:**
a person enrolled as such at TU Delft, with the exception of those enrolled as external students,
- **manager:**
the TU Delft Executive Board or those acting on its behalf - as far as the network is concerned, the director of the Department for Technical Support, and as far as the equipment related to it is concerned, the Dean/director of the management unit where the equipment is located.
- **junk e-mail:**
E-mails that have not been requested by the receiver or that he or she regards as unwanted.

Article 2 Free use by students

Any student correctly enrolled as such at TU Delft may access the educational ICT facilities during the time of his or her enrolment.

Article 3 Access

Students acquire access to the facilities via the faculty in which they are following a degree programme.

Article 4 Use for educational purposes

Access to the educational ICT facilities as described in Article 2 is intended for the purposes of education at TU Delft, and should be used as such. Private use is permitted only insofar as it has no negative effect on the ICT facilities and is not prohibited by these regulations or by legislation.

Article 5 Commercial use

The use of educational ICT facilities for private ends with a commercial nature is prohibited. E-mail addresses made available by the university may not be used for commercial distribution to third parties.

Article 6 Falsification of identity

Logging in under a false name, the falsification of address details or otherwise altering header details with the intention of concealing the identity of the sender or to circumvent these regulations is prohibited.

Article 7 Security

Any attempt to breach 'service refused', authentication or other security measures, or any unauthorised attempt to gain access to any other account, client, host or network is prohibited.

Article 8 Use of e-mail and Usenet News

The use of educational ICT facilities for the purpose of distributing or gathering unwanted e-mail is prohibited. Conduct in connection with e-mail or Usenet news that is an obvious nuisance (such as 'mail bombing'), that is otherwise unlawful, or that is intended to harm others, for example threats, harassment, defamation, obscenity, or software piracy, is prohibited.

Article 9 Violation of copyright and intellectual property rights

Use of the ICT facilities leading to a violation of copyright or other intellectual property rights, for example by placing software, music or books on the network, is prohibited.

Article 10 Supervision

Where these regulations are breached or where there is a reasonable suspicion of abuse, the Executive Board or the manager it has appointed, namely the Dean or the director of the Department for Technical Support, may access all data on the network or on systems connected to the network for the purpose of effective supervision. If there is a danger of a student's privacy being infringed as a result of the Executive Board's or manager's wish to access e-mail traffic or data on personal disk space, this shall not take place before the student concerned has been interviewed about the breach of regulations or abuse and the necessity to access the data has been ascertained.

Article 11 Breach of these regulations

Where a breach of the provisions of these regulations occurs, the manager may take the measures necessary to stop it. These measures may involve the student's immediate exclusion from using the facilities for a maximum period of one year. The customary legal procedures against the Executive Board may be pursued by the student in response to these measures.

Article 12 Management of educational ICT facilities by the faculties/library

The faculties and university library manage the TU Delft ICT equipment in their buildings. They may make additional rules relating to its use.

Article 13 Specification of these regulations

On behalf of the manager, the Department for Technical Support may impose further technical regulations, in addition to these regulations. DTO will give notice of any such regulations on its internet page. Where any contradiction occurs, these regulations shall prevail.

Article 14 Reporting offences to the police

If unlawful use of ICT facilities by a student comes to the attention of the manager, as well as taking the measures referred to in Article 10, he or she may report the matter to the police. If, as part of a criminal investigation regarding unlawful use of ICT facilities, the police formally request such information, the name and address of the student will be made available provided to them to enable them to identify the student in question.

Article 15 Reporting irregular behaviour

Anyone observing activities that contravene the provisions of these regulations may report them to: abuse@tudelft.nl

Appendix Regulations for limiting FTDD TU Delft student accommodation data traffic

(with reference to Articles 11 and 13 of the TU Delft Management Regulations for the Use of Educational ICT Facilities by Students)

Article 1 Definitions

1.1 Fibre-to-the-Dormitory (FTDD) network

the network in student lodgings connected by glass fibre to the TU Delft network;

1.2 Service account

unique personal authorisation with a combination of user ID and password, which allows the entitled user to access educational ICT facilities provided on the TU Delft network;

1.3 Outgoing data traffic

the data traffic coming from the internal network of a student house via the Point-to-Point Protocol over Ethernet (PPPoE) server.

Article 2 Limitation of outgoing data traffic

The outgoing data traffic for each service account used on the FTTD network is limited to 50 GB per calendar month, unless the manager, at the proposal of the Director of Studies, has agreed to a higher limit.

Article 3 Measures

3.1 If the limit on outgoing data traffic is exceeded, the manager may take further measures.

3.2 Without prejudice to the possible implementation of other measures, for the remaining part of the calendar month in which the limit has been exceeded, the speed of outgoing data traffic on the FTTD network for the service account concerned may be limited to 128 kbps.

Article 4 Notification

4.1 The manager shall notify the user of the service account on the FTTD network as soon as possible of the intention to implement Article 3.

4.2 If the circumstances of a particular case make the immediate implementation of Article 3 necessary, the manager shall notify the user as soon as possible after the measure has been taken.

Article 5 Entry into force

These regulations shall come into force from the first day after their adoption.

Article 6 Official Title

These regulations may be cited as 'Regulations for the limitation of data traffic for TU Delft student lodgings with FTTD'.

EXPLANATORY NOTES

General

The TU Delft network, which allows internet and email traffic, is connected to the network in student lodgings – the so-called Fibre-to-the-Dormitory (FTTD) network. A combination of user ID and password (service account) gives the user – usually a TU Delft student – access to the FTTD network.

The TU Delft Department for Technical Support (DTO) has recently observed a conspicuous increase in outgoing data traffic for a number of service accounts. This increase has been caused by the sending of large quantities of possibly illegally downloaded software and files. This has now taken on such proportions that the stability of the FTTD network may be endangered. The network users would suffer as a result. A limit on outgoing data traffic has therefore been set. There are no TU Delft regulations on this matter.

The Regulations for the limitation of data traffic for TU Delft student lodgings with FTTD (hereinafter 'the Regulations') serve to bridge this regulatory gap. The objective of the Regulations is to guarantee the stability of the network. In essence they provide for a limit on outgoing data traffic for a service account for each calendar month, and where this limit is exceeded, a restriction on the speed of the outgoing data traffic for the calendar month concerned. The Regulations only apply to users of service accounts who are enrolled in a degree programme at TU Delft at the time their account is used.

TU Delft already has 'Management Regulations for the use of Educational ICT facilities by Students' (hereinafter 'the Management Regulations'). The Management Regulations are based on Article 7.57h of the Higher Education and Scientific Research Act (WHW), which stipulates that the institutional board may make regulations relating to proper procedures in its buildings and on its grounds.

In Article 11 the Management Regulations provide for the possibility for the manager to take measures to bring any breach of these regulations to an end, while Article 13 allows the Department for Technical Support on behalf of the manager to draw up technical regulations to supplement the Management Regulations. This is to take place in agreement with the director of Information Management (IM) at TU Delft.

It would be preferable to include these Regulations in the Management Regulations. However, given that a number of points in the Management Regulations need updating, and regulations to deal with the problem in question have proved to be necessary in the short term, the decision has been made to draw up supplementary regulations. This is in line with the objective to include the problem in a general revision of the Management Regulations.

Article by article

Article 1

This article defines the terms used in the Regulations. Article 1.2 defines the term 'service account'. For technical reasons the measures in these Regulations can in fact only be applied to a service account.

Article 2

This article sets out the limit on outgoing data traffic. Outgoing data traffic is checked on the basis of the data traffic that passes through the PPPoE server. The chosen limit is at such a level that service account users are unlikely to experience any restriction on their freedom of movement. It is conceivable that a higher limit may be agreed on with the manager. This would include cases in which the limit is exceeded for the purposes of study. For this reason, Article 2 contains the possibility for exceptions to the rule. Requests to this effect must be submitted to the director of the Department for Technical Support.

There may be a review of the limit if technological developments give cause for it.

Article 3

This article describes the available sanctions. The first paragraph allows the manager to take further measures where the limit on outgoing data traffic is exceeded. The measures may vary from a written warning to denial of access.

The second paragraph stipulates that where the limit referred to in Article 2 is exceeded, the speed of the outgoing data traffic for the service account concerned will be limited. The level of the limit has been set to allow for an acceptable amount of outgoing data traffic.

Article 4

It is not impossible that the user of a service account may object to a limit being placed on his account. Article 4 therefore stipulates that the manager should inform the user of a service account of the implementation of the limit. As a rule, this will take place by e-mail. The Department for Technical Support is the contact point for practical questions and problems.

Articles 5 and 6

These articles determine respectively the date on which the Regulations come into force and the way in which they should be cited.