

Acceptable Use Policy (AUP) Sample for Enterprise Networks

Effective Date: [Insert Date]

1. Purpose

The purpose of this Acceptable Use Policy (**AUP**) is to establish acceptable practices regarding the use of network resources, systems, and services within [Company Name]. This policy aims to protect the business, employees, and clients from potential harm resulting from misuse of the enterprise network.

2. Scope

This policy applies to all employees, contractors, consultants, temporary personnel, and any other users (**Users**) who access or use [Company Name]'s network resources.

3. Acceptable Use

- Use network resources primarily for business-related purposes in furtherance of [Company Name]'s mission.
- Comply with all applicable local, state, and federal laws and regulations.
- Protect the confidentiality, integrity, and availability of all information and systems.
- Report any suspected security incidents or policy violations immediately to IT or relevant authority.

4. Unacceptable Use

- Unauthorized access, dissemination, or modification of data or systems.
- Engaging in illegal, fraudulent, or malicious activity such as hacking, phishing, or introducing malware.
- Using company resources for personal commercial gain or non-business-related activities.
- Accessing, storing, or distributing material that is abusive, harassing, obscene, or discriminatory.
- Attempting to bypass or disable any security measures.
- Sharing network or system passwords/accounts without authorization.

5. Security and Privacy

- Users are responsible for safeguarding their credentials and access to systems.
- Unauthorized installation or use of unapproved software is prohibited.
- Users should avoid opening suspicious links or attachments received via email or messaging platforms.

6. Monitoring

[Company Name] reserves the right to monitor, audit, and log all network activity. Users have no expectation of privacy when using company systems or networks.

7. Enforcement

Violations of this AUP may result in disciplinary action, up to and including termination of employment, as well as civil and criminal liability.

8. Policy Review

This policy will be reviewed annually and updated as necessary.

By accessing and using the enterprise network, you acknowledge that you have read, understood, and agreed to comply with this Acceptable Use Policy.

[Company Name]

[Contact Information]