



North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong

Email: ic-itcell@neigrihms.gov.in



ID Note No.: ITCELL-WIFI/1/2024-ITCell

Dated 24/06/2025

CIRCULAR

This is to inform all concerned that NEIGRIHMS is in the process of implementing Campus Wi-Fi shortly. To facilitate Wi-Fi connectivity, all Faculty Members, Officers, Staff, and Students are requested to submit the duly filled Wi-Fi Registration Form in hard copy to the IT Cell, NEIGRIHMS, for processing.

Instructions:

1. **Read the Wi-Fi Policy:** All users must carefully review the Institute's Wi-Fi Policy before filling out the registration form. The policy is attached and available on the Institute's website.
2. **Acknowledgement:** Submission of the Registration Form implies that the user has read, understood, and agrees to comply with the terms and conditions of the Wi-Fi Policy.
3. **Form Submission:** Ensure the form is complete and signed. Incomplete or unsigned forms will be rejected.
4. **Compliance:** Strict adherence to these guidelines is mandatory.

The Wi-Fi Policy and Registration Form are attached and can also be downloaded from the Institute's website.

Digitally signed by
PAWAN DEEP
Date: 24-06-2025
17:01:29
Deputy Director (Admn)
NEIGRIHMS

Encl.: As above.

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Copy for kind information and wide circulation in respective Department /Section to:

- 1) All HODs/Section In-charge/Head for kind information and necessary circulation.
- 2) PS to the Deputy Director (Admin) – for information.
- 3) PA to the Director – for kind information of the Director.
- 4) PA to the Dean – for kind information of the Dean.
- 5) PA to the Medical Superintendent – for kind information of the Medical Superintendent.
- 6) All Notice Boards (Administrative Block/Hospital/College of Nursing /RMO Hostel).
- 7) Institute's Website.

NEIGRIHMS Campus Wi-Fi Acceptable Use Policy and User Acceptance Agreement

This Acceptable Use Policy (AUP) governs the use of the NEIGRIHMS Wi-Fi network for faculty, doctors, staff, students, and visitors. By accessing the network, you agree to comply with this policy and take responsibility for securing your devices and credentials. NEIGRIHMS may monitor network activity and address misuse.

A. Acceptable Use Policy

1. Purpose

The Wi-Fi supports academic, medical, and administrative activities (e.g., research, patient care, communication) for:

- Faculty, Doctors, Staff, and Students: Using assigned username and password for work-related purposes.
- Visitors: Using guest accounts via mobile number and OTP for limited access.

2. Authorized Use

- Use the network for lawful, institute-related activities (e.g., accessing educational/medical resources, email).
- Faculty, doctors, staff, and students may use it for professional tasks; visitors for basic browsing/email.

3. Prohibited Activities

Users must not:

- Engage in illegal activities (e.g., sharing pirated content).
- Access or share offensive/harmful content.
- Attempt to bypass security, hack, or intercept data.
- Use the network for commercial purposes, mining, or high-bandwidth activities (e.g., torrenting, non-educational streaming).
- Share credentials (username, password, or OTP).

4. Security Responsibilities

- Device Security: Secure devices with updated antivirus, firewalls, and patches.
- Credential Protection: Faculty, doctors, staff, and students must safeguard usernames/passwords and report breaches. Visitors must not share OTPs.
- Data Protection: Avoid sending sensitive data over the guest network.

- Liability: Users are liable for network damage (e.g., malware) due to negligence.

5. Monitoring and Logging

- NEIGRIHMS logs activity (e.g., IP addresses, websites) per TRAI and IT Act, 2000, and may share logs with authorities.
- Random Monitoring for unlawful and illegal activity and usage.

6. Consequences of Misuse

- Violations may lead to:
 - Suspension of Wi-Fi access.
 - Disciplinary action for faculty, doctors, staff, or students.
 - Legal action under applicable laws.
- NEIGRIHMS is not liable for data loss, device damage, or other losses from Wi-Fi use.

B. User Acceptance Agreement

By clicking "Accept," I agree to:

1. Comply with the AUP and use the Wi-Fi for authorized purposes.
2. Secure my devices and credentials (username/password for faculty, doctors, staff, students; OTP for visitors), accepting liability for breaches due to negligence.
3. Acknowledge that my activity is logged and may be shared with authorities.
4. Understand that network activities are not private and may be monitored.
5. Accept that NEIGRIHMS is not liable for losses from Wi-Fi use.
6. Recognize that misuse may result in access suspension, disciplinary, or legal action.

For Visitors: I confirm my mobile number for OTP is accurate and will not share the OTP.

For Faculty, Doctors, Staff, and Students: I will use my username/password responsibly, change passwords regularly, and report unauthorized access or compromised devices to the IT Cell immediately.

By clicking "Accept," I confirm I have read, understood, and agree to comply with this policy.

NEIGRIHMS may update this policy; users must review the latest version on the captive portal.



NEIGRIHMS CAMPUS WI-FI REGISTRATION FORM



Email for correspondence: ic-itcell@neigrihms.gov.in

*Please fill the details below in BLOCK LETTERS.

All fields mark with "" are mandatory.

Name:

[illegible]

Faculty/Staff (Tick one) *:

☐

Faculty

1

Staff

Type of Employment (Tick one)*:

1

Regular

1

Contract

4

Outsource

☐

Project Staff

Student only

[illegible]

Department*:

[illegible]

E-mail ID*:

[illegible]

Mobile Number *:

[illegible]

Declaration*:

I agree to the NEIGRIHMS Campus Wi-Fi Acceptable Use Policy and User Acceptance Agreement, available on the institute website.

Signature of Applicant

Verification & Approval * (Except Faculty)

To be filled by HOD/Section In-charge:

✓ Verified and approved by

Name:

Designation:

Signature & Date :

Office Seal: