

## **Circuit Court for Baltimore City Acceptable Use Policy**

### **Introduction**

This Acceptable Use Policy (AUP) sets forth the principles that govern the use by users of the Web-based services provided by Circuit Court for Baltimore City. This AUP is designed to help protect our users, and the privacy of the respondents, from irresponsible, abusive or illegal activities.

### **General Violations**

This AUP identifies the actions that Circuit Court for Baltimore City considers to be Prohibited Actions (meaning those actions which may result in suspension of account, loss of employment, or criminal prosecution).

#### Prohibited Actions: General Terms and Conditions of Use

- Unauthorized access is strictly prohibited.
- Unauthorized publishing or otherwise unauthorized disseminating the data in any form.
- Allowing data from the eQuest system to be made available to others or downloading the eQuest system onto any electronic storage media that is not approved by the Baltimore City Juvenile Courts Division.
- Sharing or displaying your username or password.
- Leaving your workstation signed on when you are away from your desk. If you will be away for a long period, finish your work and use the regular sign-off. Signing off when you leave your workstation is particularly important in locations that are accessible to the general public and/or non-authorized users.

#### Prohibited Actions: Network unfriendly activity

- Any activities which adversely affect the ability of other people or systems to use Circuit Court for Baltimore City services or the Internet are prohibited. This includes "denial of service" attacks against any servers, network hosts or individual user.
- Attempting to circumvent user authentication or security of any host, network, or account (aka "hacking\cracking") is strictly prohibited. This includes, but is not limited to, accessing data not intended for the User, logging into a server or account the User is not expressly authorized to access, or probing the security of the servers and networks.
- Using any program/script/command, or sending messages of any kind, designed to interfere with a User's session, by any means, locally or by the Internet.

### **Enforcement**

Circuit Court for Baltimore City reserves the right to monitor access to the system as part of the normal course of its business practice. Should Circuit Court for Baltimore City discover User(s) engaged in prohibited or illegal actions as outlined or expressed above, the Circuit Court for Baltimore City reserves the right to suspend access and pursue prosecution for criminal activities.