



**PONNAIYAH RAMAJAYAM INSTITUTE OF  
SCIENCE & TECHNOLOGY (PRIST)**

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Declared as DEEMED-TO-BE-UNIVERSITY  
U/s 3 of UGC Act, 1956

**4.3.1 - Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**



# PONNAIYAH RAMAJAYAM INSTITUTE OF SCIENCE & TECHNOLOGY (PRIST)

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## Information Technology (IT) Policy

### **Introduction**

The Ponnaiyah Ramajayam Institute of Science & Technology (PRIST) Information Technology (IT) Policy sets forth the central policies that govern the responsible usage of all users of the University's information technology resources. This comprises the IT facilities allocated centrally or by individual departments. Every member of the Institution is expected to be familiar with and adhere to this policy. Users of the campus network and computer resources ('users') are responsible to properly use and protect information resources and to respect the rights of others.

### **Policy Statement**

PRIST views IT as the medium for ensuring optimum dissemination of knowledge through its academic, non-academic pursuits and administrative service to all the stakeholders for the creation of a knowledge society by moulding the builders of future.

IT policy exists to create, maintain, secure and ensure legal and appropriate use of information technology infrastructure established in the campus. This policy establishes Institution-wide strategies and responsibilities for protecting the confidentiality, integrity and availability of the information assets that are accessed, created, managed, and/or controlled by the Institution. Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information.

IT security involves the protection of information assets from accidental or intentional disclosure, modification, or denial at a reasonable cost.

Information Technology Support & Service Department at Ponnaiyah Ramajayam Institute of Science & Technology (PRIST) aims at identifying, providing and maintaining reliable computing facilities, computing network environment, communication facilities and related infrastructure to facilitate education and research.

*T. Sethuram*  
SYSTEM ADMINISTRATOR

*[Signature]*  
REGISTRAR,  
Ponnaiyah Ramajayam Institute of  
Science & Technology (PRIST),  
(Institution Deemed to be University  
U/s 3 of the UGC Act, 1956),  
THANJAVUR - 613 403, TAMIL NADU.

### **Review and Monitoring**

The policy document needs to be reviewed at least once in two years and updated if required, so as to meet the pace of the advancements in the IT related development in the industry. Review of this policy document shall be done by a committee chaired by the Chancellor the Institution. The other members of the committee shall comprise of Pro Chancellor, Vice Chancellor, Registrar, OSD and other members as nominated by the Chair.

### **Common Rules to be noted by all the Users**

The Head, IT Support Team is to be approached by any user for clarifications on the IT policy of the Institution.

The Head, IT Support Team shall address the issues raised by the users and ensure appropriate solution.

Users will desist from using PRIST IT resources for any 'undesirable' practice.

Laws of the Central and State Governments and Regulatory Bodies concerned with Information Technology resources are to be borne in mind by the users.

Installation, by the users, of any network/security devices on the campus IT network is strictly prohibited.

Tampering with the personal account of other users will entail punitive measures.

Upkeep and protection of PRIST's reputation is expected of every user of PRIST's IT resources.


Users will be responsible for the proper usage of the user account assigned to them. Users allowing access to the accounts assigned to them by unauthorized persons is strictly prohibited.

Users are expected to honour the 'User License Agreements' entered into by the Institution with the software/hardware Vendors.

Users are to note that, when warranted, the Institution has the rights to access the contents of the account assigned to them with due permission from the authorities concerned. They are also to note that periodical auditing of the IT resources shall be carried out and that the Institution reserves the right to access, review and manage by either deleting or copying files stored on the software systems of PRIST.

*T. Sethusame*

SYSTEM ADMINISTRATOR

  
REGISTRAR,  
Ponnaiyah Ramajayam Institute of  
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under Section 3 of the UGC Act, 1956),  
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## **Scope**

This Policy applies to everyone who accesses information technology resource, whether affiliated with the Institution or not, whether on campus or from remote locations, including students, faculty, staff, consultants, temporary employees, guests and volunteers

## **Usage**

The users shall make effective usage of campus collaboration systems, internet, wireless resources, official websites and Management Information System and ERP solutions, Learning Management System, Remote Login based facilities of the Institution and e-Library resources.

## **IT Asset Management**

### **Asset Management**

The University shall, from time to time, lay down business processes for the management of hardware and software assets that facilitates the usage of IT resources in the campus. This would include procedures for managing the purchase, deployment, maintenance, utilization, energy audit and disposal of software and hardware applications within the Institution.

### **Copying and Distribution**

The Institution shall ensure that there is no violation in the copying and distribution of proprietary and licensed software.

### **Risks**

The Institution shall emphasize on managing the risks involved for the usage of IT resources. This shall include standard procedures for the identification, minimization and monitoring of risk impact by preventive and corrective measures. This should also include procedures for timely data backup, replication and restoring policies, power back-ups, audit polices, alternate internet connectivity for a fail-safe internet access.


### **Open-Source Asset**

The Institution shall endeavor towards the promotion and effective usage of open-source software.

### **Roles and Responsibilities**

Key roles and responsibilities for the protection of institutional information and IT resources duly framed are in place. Responsibilities range in scope from the protection of one's own password to security controls in administering large systems or an entire Unit.

*T. Sathyanarayanan*  
SYSTEM ADMINISTRATOR

  
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## PONNAIYAH RAMAJAYAM INSTITUTE OF SCIENCE & TECHNOLOGY (PRIST)

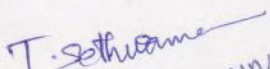
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### TO WHOWSOEVER IT MAY CONCERN

This is to certify that the bandwidth of the internet connection is as follows.

Description	Bandwidth
Bandwidth of the internet connection in the institution – BSNL Internet Leased Line	1 Gbps

  
**REGISTRAR,**  
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THANJAVUR - 613 403, TAMIL NADU.

  
SYSTEM ADMINISTRATOR



Supplier's Address: 16A, Tower II, Greaves Road, Chennai-600006, Tamil Nadu

Name & Communication Address of the Customer **Leased Circuit Bill/Tax Invoice\***  
**M/S PONNAIYAH RAMAJAYAM INSTITUTE OF SCIENCE & TECHNOLOGY (PRIST).**  
 VALLAM  
 VALLAM-THANJAVUR 613403  
 India

Customer ID 7000107535  
 Account Number 7000763207  
 Invoice Number NDCTN2200144221  
 Invoice Date 06/02/2023  
 Customer Type LEASED CIRCUIT  
 Leased Circuit id 1000480474  
 Due Date 28/02/2023

Customer GSTIN:

Deposit 0.00  
**Account Summary**

Legacy Circuit Id

Reverse Charge Applicability: No

Previous Balance	Last Payment	Bandwidth & Other Current Charges	Tax Amount	Account Balance	Amount Payable
450616.00	0.00	846640.00	152395.20	1449651.20	1449651.00

Dear Customer, You can now pay this Bill using VAN: BSNLLC7000763207 through NEFT/RTGS. Please add payee to your bank using Beneficiary Name : BHARAT SANCHAR NIGAM LIMITED, Account NBSNLLC7000763207 IFSC: SBN0004266 . - Bank Name: SBI, Type of Account : Current . Initiate an amount transfer for the bill amount to the added payee. For further details, click the link <https://portal2.bsnl.in/instapay/onboard>

Lead A/Bill to Address:- PRIST VALLAM VALLAM-THANJAVUR IN 613007

Lead B Address:-

Circuit Type :Internet Circuit/ 1 GBPS LLA-- 0 LLB :- CHD :- 0 NON-MLLN

Product	Plan	Period	Qty	Rate	Charges
Additional Discounts-SAC-998414	Internet Circuit	01/01/23 to 31/03/23	NA	NA	-336880.00
Additional Discounts-SAC-998414	Internet Circuit	01/04/23 to 30/06/23	NA	NA	-336880.00
Circuit Rent-SAC-998414	Internet Circuit	01/01/23 to 31/03/23	NA	NA	760000.00
Circuit Rent-SAC-998414	Internet Circuit	01/04/23 to 30/06/23	NA	NA	760000.00
Modem Discount-HSN-9973	Internet Circuit	01/01/23 to 31/03/23	1	0.00	0.00
Modem Discount-HSN-9973	Internet Circuit	01/04/23 to 30/06/23	1	0.00	0.00
<b>Total Charges (Rs.)</b>					<b>846640.00</b>

Summary of Current Charges	Amount(Rs)
Recurring Charges	846640.00
One Time Charges	0.00
Usage Charges	0.00
Adjustments	0.00
Discount	0.00
Taxes	152395.20
<b>Total Charges</b>	<b>999035.20</b>

Tax Details			
Description	Tax Rate	Amount	Taxable Value
CGST	9.00%	76197.60	846640.00
SGST/UTGST	9.00%	76197.60	846640.00

GST REGISTRATION NUMBER:33AABC5576G1ZS

PAN NUMBER: AABC5576G1ZS

CIN: U74899E

Dear Customer, Income Tax Department, Govt of India has granted certificate no. 197(1)/AABC5576G/2022-23/1 Dt 22/06/2022 (can be downloaded from [https://bsnl.co.in/opencms/bsnl/BSNL/about\\_us/pdf/Certificate\\_197AABC\\_2022.pdf](https://bsnl.co.in/opencms/bsnl/BSNL/about_us/pdf/Certificate_197AABC_2022.pdf) ) to BSNL relating to TDS at lower rates applicable from 22/06/2022 to 31/03/2023. TDS may be recovered at the lower rates mentioned in the certificate issued by Income Tax Department.

Dear Customer Please dial toll free :800-425-1957 (24 Hour) for any complaint regarding leased circuit.

Accounts Officer (TR)

This is a Computer generated Bill and hence does not require any Signature.

*Original For Recipient/Duplicate For Supplier		E & OE		Counter Foil	
Invoice No: NDCTN2200144221	BHARAT SANCHAR NIGAM LTD		Account No.: 7000763207		
Invoice Date: 06/02/2023	[Barcode]		Leased Circuit id.: 1000480474		
Due Date: 28/02/2023	[Barcode]		Amount Payable: 1449651.00		
Mode of payment <input type="checkbox"/> Cash	<input type="checkbox"/> Cheque/DD	<input type="checkbox"/> Credit / Debit Card	<input type="checkbox"/> E-payment	<input type="checkbox"/> EFT	
Cheque/DD No. _____	Dated [ ][ ]/[ ][ ]/[ ][ ]	Bank _____	Branch _____		
Please Charge Rs. _____	Against Card no. _____	<input type="checkbox"/> Visa	<input type="checkbox"/> Masters	<input type="checkbox"/> Diners	<input type="checkbox"/> Amex
Expiry Date [ ][ ]/[ ][ ]/[ ][ ]	Signature _____	Card Holder's Name _____			
Please make crossed Cheque/DD/Pay order for Amount Payable (Rounded Up) in favour of AO (Cash),BSNL,THANJAVUR					
Note: Post Office / Banks to accept Bills against Account Number as per below Due Date only.					

<http://dbcijcinep.ndc.bsnl.co.in:50000/irj/go/km/docs/78BBVA79714/html/TNJ/20230201/2/15/2023>

T. Sethusame  
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RESULTS SETTINGS

**DOWNLOAD Mbps**  
906.09

**UPLOAD Mbps**  
916.20

Ping ms: 19 27 43

**GO**

Connections: Multi

Tata Play Fiber  
Chennai  
[Change Server](#)

BSNL  
117.236.90.249

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BSNL  
★★★★★

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TATA AIG

Having Internet Problems?

Popular services with reported issues

Activate Windows  
Go to Settings to activate Windows