



Virus Protection

Policy Code: 3235

Objective

The purpose of this policy is to protect district computers, data, and networks against viruses and other destructive programs. All files downloaded to district computers must be scanned to prevent an introduction of harmful viruses. Virus detection programs and practices will be implemented throughout the district. The Technology Department will conduct training to educate all users on safe computing practices.

Selection of Virus Prevention Software

The Franklin County School's Technology Department will select and use virus prevention and mitigation standards and best practices as appropriate.

The Technology Department will install anti-virus software on all WAN/LAN servers and workstations. Virus definition files, will be promptly updated as released by the software vendor. Servers and workstations will be scanned periodically, either manually or via an automated process. Periodic reviews of overall controls will be performed yearly to determine endpoint vulnerabilities, weaknesses, and product renewals. System and application bug fixes or patches will be accepted only from highly reliable sources.

Malicious Intent

Intentional creation, possession, or dissemination of viral code, viruses, or virus creation software is strictly prohibited. Intentional hoaxes are strictly prohibited. Violations will be handled in accordance with the Acceptable Use Policy and the Discipline Policy and may result in suspension and/or criminal prosecution.

Reporting of Viruses

Employees will contact a member of the Technology Department when they discover a computer virus. Technology Department incident management procedures will include verification of a virus threat, to rule out possibility of hoax, before notification of the threat is broadcast, the identity of personnel responsible for mitigation of virus threats, internal escalation procedures and severity levels, processes to identify, contain, eradicate, and recover from virus events, a contact list of anti-virus vendors, and reporting of all virus outbreaks that have extended beyond a single PC to the Technology Director.

Adopted: 06/04/07