

Virtual Private Network (VPN) Policy

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Audience

Employees, contractors, consultants, temporaries, and other workers including all personnel affiliated with third parties utilizing VPNs to access the Moody Bible Institute network

Policy

This policy provides guidelines for Remote Access SSL Virtual Private Network (VPN) connections to the Moody Bible Institute corporate network.

Only approved Moody Bible Institute employees and authorized third parties (customers, vendors, etc.) may utilize the benefits of VPN. This means that the user is responsible for selecting an Internet Service Provider (ISP), coordinating installation, installing any required software, and paying associated fees. Further details may be found in the *Remote Access Policy*.

Additionally,

1. It is the responsibility of employees with VPN privileges to ensure that unauthorized users are not allowed access to Moody Bible Institute internal networks.
2. VPN use is to be controlled using authentication through entries in Active Directory.
3. When actively connected to the corporate network, VPNs will force all traffic to and from the PC over the VPN tunnel: all other traffic will be dropped.
4. Dual (split) tunneling is NOT permitted; only one network connection is allowed.
5. All computers connected to Moody Bible Institute internal networks via VPN or any other technology must use up-to-date anti-virus software that complies with the corporate standard; this includes personal computers.
6. VPN users will be automatically disconnected from Moody Bible Institute's network after thirty minutes of inactivity. The user must then logon again to reconnect to the network. Pings or other artificial network processes are not to be used to keep the connection open.
7. The VPN connection is limited to an absolute connection time of 24 hours.
8. Users of computers that are not Moody Bible Institute-owned equipment must configure their equipment to comply with Moody Bible Institute's VPN and Network policies.
9. Only Moody Bible Institute approved VPN clients may be used.
10. By using VPN technology with personal equipment, users must understand that their machines are a de facto extension of Moody Bible Institute's network, and as such are subject to the same rules and regulations that apply to Moody Bible Institute-owned equipment, i.e., their machines must be configured to comply with Moody Bible Institute's Security Policies.

Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

Definitions

n/a

Procedures

n/a

Documents

n/a

Contacts

If you have questions or concerns about the execution of this policy, you may contact the Information Technology Services Support center at 312.329.4067 or ITS@moody.edu for assistance.

If you have questions about the policy, you may email ITSpolicy@moody.edu for assistance.

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- n/a