

August 12, 2008

To: All Faculty and Staff of *the Department of Pathology, Immunology and Laboratory Medicine*

From: Cynthia Bevis,
Administrative Director

I would like to bring your attention to an important change to HSC SPICE Policy TS0006 Electronic Communication and Data Transmission. Please read the following carefully.

1. Due to the high risk of an accidental unauthorized disclosure of HSC Restricted data, peer to peer (P2P) file sharing programs are prohibited on HSC computers and networks. In addition, personally owned computers with P2P file sharing programs may not be used for HSC related business. *These changes are effective August 18, 2008.* The TS0006 Electronic Communication and Data Transmission Policy and Standard can be found here:
<https://security.health.ufl.edu/policies/#ts0006>
2. P2P file sharing programs connect your computer to a world wide network where free music and videos can be acquired (sometimes against copyright laws). Popular P2P programs are LimeWire, BearShare, eDonkey, Morpheus and MP3 Rocket. A more comprehensive list of what is prohibited can be found here: <https://security.health.ufl.edu/p2p/p2p.shtml>.
3. If you have installed P2P file sharing software on a University computer used for HSC business, you must de-install it immediately. If you have P2P file sharing software installed on a personally owned computer (i.e. home computer) that you use for work, you can either de-install the software or discontinue using the computer for HSC business.
4. A P2P file sharing assessment will be performed on a regular basis. A failure to comply with this policy may result in loss of computer and network access, and disciplinary measures.

The HSC Security Office studied P2P file sharing networks over the past year and has learned that many people who use them are not aware that they share more of the contents of their hard drive than intended. In the study, the HSC Security Office found a number of people in the UF community; faculty, staff and students alike, who accidentally shared their own personally identifiable information on a worldwide P2P internet network, when they were simply trying to find free music or videos. The UF HSC cannot afford to take this risk with identifiable patient, student, employee and vendor data. For more information about the dangers of P2P file sharing software, see <https://security.health.ufl.edu/p2p/>.

If you have any questions about this policy change, contact Colleen Ebel, our Chief, Information Security Officer, at HSC-Security-L@lists.ufl.edu or 273-5014.