ANL PHYSICS DIVISION COMPUTER ACCESS REGISTRATION

Last Name:	First Name:	M.I.
ANL Division/Home Institution:		
U.S. Citizen (Circle one): Yes No	Supervisor/Division Contact:	
ANL Badge:	Access Termination Date:	

User requirements for access to divisional computers

ANL has a Cyber Security Program Plan (CSPP) that defines and prescribes the Laboratory's posture with respect to cyber security. The plan requires that users be notified of several cyber security-related topics before access to a computer system is granted. Please read the following:

Division Cyber Security Program Representative

Every division at the Laboratory has a Cyber Security Program Representative (CSPR) who is responsible for the implementation of the ANL CSPP. The Physics Division's CSPR is Ken Teh (teh@phy.anl.gov, 630-252-3073). If you have any questions or concerns regarding cyber security, please contact the division CSPR or the administrator who is responsible for your computer system and/or account.

Passwords

Choosing a good password is one of the most important cyber security practices. DOE mandates that users of DOE computer systems select a password based on the following rules. Your password must contain:

1. At least 8 non-blank characters.
2. A combination of
   (a) Letters of mixed case.
   (b) Numbers.
   (c) At least one special character in the first 7 positions. Examples of special characters include punctuation marks, etc.
3. The first and last characters must be non-numeric.
4. It must not contain your name or username (login ID).

In addition, do not use

1. Any word in a dictionary (including dictionaries of foreign languages) or a simple rearrangement of it. Simple rearrangements include:
   (a) The word followed by a digit.
   (b) The word followed by digits followed by a single letter.

    (c) Digits followed by the word.
    (d) A single letter followed by digits followed by the word.

2. Your name in any form—first, middle, last, maiden, spelled backwards, nickname, or initials.
3. Your username or your username spelled backwards.
4. Your phone or office number, address, birthday, or anniversary.
5. Your license plate number, your social security number, or any all numeral password.
6. All digits or all the same letter or letter sequences found on keyboards.

The Laboratory has a web site where you can check the compliance and strength of your password. It is at http://www.anl.gov/ECT/access/checkpw.html. Furthermore, you may not share your password with anyone. Do not write your password down anywhere obvious. You should change your password at least every six months. If you suspect your password has been compromised, change it immediately and notify your division CSPR.

DOE Warning Banner

All Laboratory systems are required to display the DOE warning banner. We are also required to confirm that all users have been notified of the banner. Please review the banner text below.

> Notice to Users
> October 31, 2000
>
> This is a Federal computer system and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy.
>
> Any or all users of this system and all files on this system may be intercepted, monitored, recorded, copied, audited, inspected, and disclosed to authorized site, Department of Energy, and law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign. By using this system, the user consents to such interception, monitoring, recording, copying, auditing, inspection, and disclosure at the discretion of authorized site or Department of Energy personnel.
>
> Unauthorized or improper use of this system may result in administrative disciplinary action and civil and criminal penalties. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use. LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning.

Modems

A modem is any device that extends Laboratory network resources to an external entity connected via dial-up. Such devices include computer modems, ISDN concentrators, etc. Modems are a common source of cyber security incidents and their use is restricted. The Laboratory requires that all modems whether they are in use or not be registered. Please contact your division CSPR to register your modem.

Modems used for dial-in connections must meet certain requirements. These include

- Any device that accepts dial-in connections must authenticate the user of the dial-in mechanism before allowing access to any Laboratory network resource.
- Any device that accepts dial-in connections must meet all other ANL requirements, i.e., it must use secure passwords, it must display the DOE warning banner, etc.

Dial-out connections are also restricted. Laboratory requirements state:

- Systems connected to the Laboratory network must not use modems to establish a network connection to a remote network or system unless that connection is explicitly for job-related purposes.
- Any connection of this type that is established regularly or for a period of time lasting more than a business day is considered to be effectively permanent and must be authorized by the Laboratory.

You may be notified of additional topics, rules, and requirements for computer access and use at a later time as part of the Laboratory's ongoing training and awareness program in cyber security. You are required to heed these notifications.

I declare that I have read, understood, and agree to abide by all rules and requirements for computer access and use.

______________________________ ____________________

Signature Date

OFFICE USE ONLY: Computer access authorized by

____________________ ____________________ __________

Name (Please print) Signature Date

Return the signed form to:

Computer Access Registration
ANL Physics Division Office
Fax: 630-252-3903