

<b>Chapter Title</b> Information Technology / Information Systems	<b>Section #</b> ITIS		<b>Subject #</b> 405
<b>Subject Title</b> <b>Firewall and Anti-Virus</b>	Adopted 2/28/23	Last Revised 1/2023	Reviewed NEW

## POLICY

### Application

This policy shall apply to The Right Door for Hope, Recovery and Wellness.

### 1. Intent

To protect IT Resources including computing, networking, communications, application, and telecommunications systems, infrastructure, hardware, software, data, databases, personnel, procedures, physical facilities, cloud-based vendors, Software as a Service (SaaS) vendors, and related materials and services.

### 2. Purpose

The purpose of this policy is to ensure antivirus software is installed to detect, prevent, and remove malicious software from IT Resources.

### 3. Anti-Virus and Firewall Policy

- 3.1. All IT Resources must maintain up-to-date antivirus software and maintain an active firewall service.
- 3.2. Uninstalling or disabling the antivirus product or changing device firewall settings for any reason is prohibited.
- 3.3. Users are responsible for connecting to the internet periodically to allow for automated updating of the anti-virus software to the most current version and syncing any firewall related settings changes distributed by IT.

Deborah McPeek-McFadden, Board Chairperson	Date		