Logon Banner Policy

The Policy

A logon banner must be displayed each time a user logs onto any Agency network. The logon banner should be displayed as follows with agency name and acronym entered as appropriate:

Warning:

This computer system, including all related equipment, is the property of the NYC ***Agency Name (Agency acronym)*** *and is solely for uses authorized by* ***Agency acronym****. You have no right to privacy on the system, and all information and activity on the system may be monitored. Any unauthorized use of the system may result in disciplinary action, civil or criminal penalties. Your use of the system constitutes express consent to the above terms and conditions.*

Agencies may vary the heading and wording of the above banner with the consent of their general counsel and inspector general but in all cases the logon banner must clearly cite the following requirements:

- The computer system and all related equipment which the user is accessing is Agency Property.
- The user has no right to privacy on the system .
- All information and activity may be monitored.
- Unauthorized use may result in disciplinary action, civil or criminal penalties.
- Use of the system constitutes express consent to these terms and conditions.

Scope

This includes production, test, standalone, and research-development systems and all users (employees, vendors, consultants, interns, etc…).

Document Revision History

Date	Description
July 7, 2011	**Version 1.0** published.
April 19, 2012	**Version 1.1** Changed classification of this policy from sensitive to public.