

Internet Usage Policy

by **M. E. Kabay, PhD, CISSP**
Security Leader
INFOSEC Group
AtomicTangerine, Inc.

In last week's non-series column, I looked at a good White Paper on Cyberliability from Elron Software. This week, I review another good paper from that company.

Elron's second useful paper is their "Guide to Internet Usage and Policy," which I very much enjoyed. You will find the download link for it by looking towards the top of the page at < <http://www.elronsoftware.com/enterprise/downloads.htm>>. The document includes an overview of the 1999 Corporate Internet Usage Survey commissioned by Elron Software. The results of this survey are presented neatly with pie graphs; highlights include the following:

- A total of 805 interviews were completed, and 95% confidence limits were around 4% for the estimates provided.
- ~a tenth of the respondents admitted to having received confidential information from an outside company via e-mail.
- ~2/3 of the respondents knew of no system tracking their Web surfing on their employer's equipment.
- ~3/5 of the employees said they were not aware of e-mail-tracking systems at work.
- ~7/8 of the respondents used workplace e-mail for personal messaging.
- ~3/5 of the sample said did they had received pornographic ("adult-oriented") e-mails at work.
- ~55% said they had received sexist or racist the mails at work.
- ~half the employees admitted "frequently" surfing the Web for personal reasons while at work.
- ~1/3 of the respondents "frequently" download software for personal reasons while at work.

Perhaps the most useful and practical aspect of Elron's White Paper is its sample Internet Usage Policy, which provides several pages of sound advice for managers and then illustrates the principles with a usable, well-written policy template suitable for tailoring to your own organization.

After that, the White Paper turns to Elron's products, which are described with clear and unambiguous language.

Congratulations to the people who put such obviously intense thought and care into their marketing materials. This professional effort shows how educational documents prepared by professionals can be among the very best marketing materials for field. I hope other firms will emulate Elron's excellent work.

* * *

Mich Kabay can be reached by e-mail at <mkabay@atomictangerine.com>. He invites inquiries about a wide range of information security courses he would be delighted to deliver to your employees at your site and at your convenience.

AtomicTangerine is an independent Venture Consulting firm founded at SRI International, formerly known as Stanford Research Institute. AtomicTangerine's mission is to apply the disciplines of venture capital, technology innovation and strategic consulting to create category killers and incubate new industries. Headquartered in the San Francisco Bay Area, AtomicTangerine has more than 225 employees in eleven offices worldwide. Additional information on the company can be accessed via the Web at <<http://www.atomictangerine.com>>.

Copyright © 2000 M. E. Kabay. All rights reserved.

Permission is hereby granted to *Network World* to distribute this article at will, to post it without limit on any Web site, and to republish it in any way they see fit.