



**DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY**

4040 NORTH FAIRFAX DRIVE
ARLINGTON, VIRGINIA 22203-1635

Information Technology

DoDEA Administrative Instruction 6600.1
July 15, 2005

**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
ADMINISTRATIVE INSTRUCTION**

SUBJECT: Computer and Internet Access Policy

- References:
- (a) DoDEA Administrative Instruction 6600.1 "Computer Access and Internet Policy," August 29, 1997 (hereby canceled)
 - (b) DoD Instruction 1100.21, "Voluntary Services in the Department of Defense," March 11, 2002
 - (c) Department of Defense Education Activity Memorandum, "Appointment of Department of Defense Education Activity (DoDEA) Designated Approving Authority and Certification Authority," September 16, 2004
 - (d) DoD Regulation 5500.7-R, "Joint Ethics Regulation," August 30, 1993, as amended
 - (e) Chairman of the Joint Chiefs of Staff Manual 6510.01 "Defense-in-Depth: Information Assurance (IA) and Computer Network Defense (CND)," March 25, 2003
 - (f) DoD Directive 5400.11, "DoD Privacy Program," December 13, 1999

1. REISSUANCE AND PURPOSE

This Administrative Instruction reissues reference (a) to update policy and responsibilities for the use and administration of the Department of Defense Education Activity (DoDEA) access to computers and the Internet.

2. APPLICABILITY AND SCOPE

This Administrative Instruction applies to:

2.1. The Office of the Director, Department of Defense Education Activity; the Director, Domestic Dependent Elementary and Secondary Schools, and Department of Defense Dependents Schools, Cuba (DDESS/DoDDS-Cuba); the Director, Department of Defense Dependents Schools, Europe (DoDDS-E); the Director, Department of Defense Dependents Schools, Pacific, and Domestic Dependent Elementary and Secondary Schools, Guam (DoDDS-P/DDESS-Guam); and all DoDEA District Superintendents, School Principals, Teachers, and Support Staff.

2.2. Volunteers who provide services to DoDEA under the authority of reference (b).

2.3. All use of DoDEA information technology (IT) resources.

3. DEFINITIONS

3.1. User Account. The DoDEA user account provides login access to DoDEA information technology resources, including access to the Internet and/or DoDEA's electronic mail system.

3.2. Information Technology Resources. The hardware, firmware, and software used as part of the information system to perform DoDEA information functions. This includes computing devices, peripherals, telecommunications, automated information systems, and automatic data processing equipment. IT resources include any assembly of computer hardware, software, and/or firmware configured to collect, create, communicate, compute, disseminate, process, store, and/or control data or information.

3.3. Designated Approving Authority (DAA). IT official with the authority to formally assume the responsibility for operating a system or network at an acceptable level of risk. In accordance with reference (c), the DAA for DoDEA is the DoDEA Chief Information Officer (CIO). The Area IT Chiefs serve as DAAs for their respective areas and are responsible for enforcing policies set forth by the DoDEA CIO.

4. POLICY

It is DoDEA policy that:

4.1. In accordance with reference (d), the use of DoDEA IT resources shall be permitted for official and authorized purposes including communication, research, and educational or professional development in support of the DoDEA mission.

4.2. Internet use for educational, administrative, and research purposes will be encouraged and supported in accordance with the terms and conditions contained in enclosure 1, attachment 1, while ensuring that government property, including IT resources, is used for authorized purposes only.

4.3. All use of DoDEA IT resources will be accomplished through user accounts, except as specifically authorized by the DAA.

5. RESPONSIBILITIES

5.1. The Director, Domestic Dependent Elementary and Secondary Schools and Cuba; the Director, Department of Defense Dependents Schools, Europe; the Director, Department of Defense Dependents Schools, Pacific and Domestic Dependent Elementary and Secondary