

## **HR/Pay Wireless and Remote Access Use and Data Storage**

Original email sent to the HRIS-L list serve 10-19-2005 from Ola Faucher, Director of Human Resources and Equal Opportunity

We have been informed that accessing the HR/Pay system using wireless technologies, or from off-campus, creates a security risk. For this reason, we ask that you please refrain from accessing the HR/Pay system using any form of wireless technology. If you need to access the HR/Pay system from off-campus, please be sure that you are using the University's VPN (virtual private network) when you do so.

As an additional reminder, please remember that much of the HR data is considered confidential, and it should not be moved to unsecured drives or equipment. This is especially important for those of you who might work with this data on your home systems.

Please share this information with any computer systems technical staff in your department. Any questions regarding the definition of "wireless" should be directed to the Office of the Vice Provost for Information Services (864-4999). Thanks. Ola

### Additional Resources & Information:

You are required to be using the latest version of VPN due to security vulnerability with prior releases. The following web site contains the policy, procedures, requirements, guide, license agreement and link to downloading this software.

<http://www.nts.ku.edu/services/data/networkmgmt/vpn/index.jsp>

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