AcceptableUsePolicy(AUP)

1. Purpose

ThisAcceptableUsePolicy(AUP)setsforththeacceptablepracticesforusingTeluy systems and services. The goal is to ensurethat allusers of Teluy services usethemresponsiblyand complywithall legaland regulatoryrequirements, aswellasthe company's standards for security and integrity.

2. Scope

Thispolicyappliestoallusers, includingemployees, contractors,customers, andanythird partieswhoaccessoruseTeluyresources.Thisincludesinternet services,emailsystems, data storage, and other related services.

3. AuthorizedUse

- **Business Use Only**: Teluy services are to be used primarily for business purposes.Limitedpersonaluse maybeallowedbutshouldnot interferewithwork performanceorbreachcompanyguidelines.
- **LegalUse**:AllactivitiesperformedusingTeluyandservicesmust comply with applicable local, state, and federal laws.

4. ProhibitedActivities

Thefollowingactivitiesarestrictlyprohibitedunderthispolicy:

1. **IllegalActivities**:Engaginginorfacilitatingillegalactivities, includingbutnotlimited to:
    - Datatheft,fraud,piracy,oranyactivitythatviolatesintellectualpropertylaws.
    - Distributionoraccessto childpornography,unlawfulcontent,ormaterialthat violates any laws.
2. **SecurityViolations**:Attemptingto gainunauthorizedaccesstosystems,networks,or accounts, including hacking, phishing, and distributing malware.
3. **NetworkAbuse**:
    - EngaginginactivitiesthatnegativelyaffecttheperformanceofTeluyor the services of others (e.g., launching denial-of-service attacks, sendingspamemails).
    - Deliberatelyintroducing viruses, malware,ormaliciouscodeintothenetworkor devices.

4. **HarassmentandOffensiveContent**:
    - Posting,sharing,ortransmittingcontentthatisabusive,offensive,defamatory, discriminatory, or sexually explicit.
    - Engaging inanyformofharassment (cyberbullying,threats,etc.)usingcompany networks or services.
5. **SpammingandUnsolicited Communications**:
    - Sendingbulkorunsolicitedemails(spam),includingmarketingmessageswithout proper consent.
    - UsingTeluytosendordistributeunsolicited advertisements, chain letters, or junk mail.
6. **Impersonation**:
    - Falsifyinganyinformationorpretendingtobesomeoneelse(e.g.,spoofingemail addresses or caller IDs).
7. **CircumventingSecurity**:
    - Attemptingto bypassfirewalls, filters,orothersecuritymechanismsput inplace by Teluy to protect its systems and users.

5. UserResponsibilities

- **DataSecurity**:Usersareresponsible fortheprotectionofsensitivedata,includingusing secure passwords, locking workstations, and reporting any potential security breaches immediately.
- **NetworkIntegrity**:Usersshould notengage inanyactivitythat would interferewiththe integrity or functioning of Teluy systems, networks, or services.
- **Confidentiality**:Usersmust respecttheconfidentialityofallinternalandcustomerdata. Unauthorized sharing or disclosure of company information is prohibited.
- **Compliance with Laws**: Users must comply with all relevant laws and regulations, includingthoseconcerningdataprotection,privacy,andtelecommunicationservices.

6. Monitoring

- **Monitoring and Auditing**: Teluy reserves the right to monitor and log all activitiesoccurringonitsnetworkandsystems.Thisistoensurecompliancewiththis AUP,safeguardnetworksecurity,andaddresspotentialissues.ByusingTeluy services, users acknowledge and consent to such monitoring.
- **Privacy**: While Teluy may monitor network activities for security and compliancepurposes, it willstrivetorespecttheprivacyofindividualsinaccordance with data protection laws.

7. EnforcementandConsequences

Violationsofthispolicymayresultindisciplinaryaction,includingbutnotlimitedto:

- Temporarysuspensionorterminationofservices.
- Legalaction, ifapplicable, includingreporting incidentstolawenforcementorother regulatory authorities.

- Immediateterminationofemployment orcontractualagreementsforcompanyemployees or contractors found violating the policy.

8. ReportingViolations

UsersarerequiredtoreportanyviolationsofthisAUP, includingsecurityincidentsorother breaches, as soon as possible:

- **ComplianceOfficer**: katie@teluy.com

9. Acknowledgment

ByusingTeluyservicesornetwork,allusersacknowledgethattheyhaveread,understood, and agreeto complywiththis AcceptableUsePolicy. Usersalso agreetotakeresponsibility for their actions while accessing Teluy services and understand the consequencesofnon-compliance.

10. ChangestothePolicy

Teluyreservestheright toupdateoramendthisAUPat anytime. Userswillbenotifiedof any significant changes, and the latest version of the policy will be available on the company'swebsiteorinternalportal.