EASTERN MICHIGAN UNIVERSITY
DIVISION of INFORMATION TECHNOLOGY

Policy

Effective Date	Date of Last Revision
2/17/2013	2/17/2013

Chapter Name	
8.0 Security	
Chapter Number	**Title**
8.12	System Clock Synchronization Policy

1.0 Purpose

The purpose of this policy is to define the requirement that all systems in the EMU technology ecosystem deploy a time synchronization service to ensure consistent usage of time for logging.

2.0 Scope

This policy applies to all individuals managing a computing or technology resource owned or operated by Eastern Michigan University or anyone operating servers hosted by Eastern Michigan University.

3.0 Policy

All systems covered by the scope of this policy must deploy clock synchronization technology to ensure consistent and usable timestamps for activity logging where possible.

At present, this means that all systems should use Network Time Protocol (NTP) to synchronize each server's clock with the NTP server at ntp.emich.edu.

All Active Directory connected systems may synchronize time from their domain controllers if those domain controllers are synchronized to the campus NTP server.

4.0 Responsibility for Implementation

The Director of Network and System Services shall have the responsibility and authority to cause this policy to be implemented and maintained.

5.0 Enforcement

Any employee found to violate federal or State of Michigan laws, EMU policies, procedures or standards of conduct, will be subject to disciplinary action under University policy. Any student found to violate federal or State of Michigan laws, EMU policies, procedures or standards of conduct, will be subject to disciplinary action under EMU's Student Code of Conduct. Any suspected violation of state or federal laws will be reported to the appropriate legal authority for investigation.

The University reserves the right to protect its electronic resources from threats of immediate harm. This may include activities such as disconnecting an offending computer system from the campus network, terminating a running job on a computer system, or taking other action.

6.0 Definitions

Term	Definition

7.0 Revision History Description	Approval Date
Jenkins and Keefer – Initial Draft	09/18/2012
CIO approved	02/17/2013