

附件十一 電腦機房伺服器管理辦法

國立中興大學 基因體暨生物資訊學研究所

電腦機房伺服器管理辦法

101年10月2日所務會議訂定通過

- 一、國立中興大學基因體暨生物資訊研究所（以下簡稱「本所」）為提供所內同仁放置伺服器於電腦機房，並有效管理，乃訂定本管理辦法（以下簡稱「本辦法」）。
- 二、本辦法所稱「電腦機房」目前為於本所 707 室。
- 三、本辦法所稱「伺服器」應與本所教學、研究、推廣等業務相關。
- 四、安全及管理
 - （一）使用人應為負責人，負責該伺服器之使用及管理維護。
 - （二）若因伺服器導致電腦機房發生意外或其他設備受損者，將視情節輕重，由使用人負責賠償。
 - （三）為維護電腦機房安全，本所僅開放各伺服器負責人或其代理人，可進入機房維護該伺服器。
 - （四）伺服器之使用應符合本校環境安全衛生相關規定辦理。
 - （五）若因電力、竊盜或其他因素導致伺服器損壞，由使用人自行負責。
- 五、本辦法經所務會議通過後公布實施。其後，條文倘有修正，辦理程序亦同。

**Graduate Institute of Genomics and Bioinformatics,
National Chung Hsing University
Regulations for the Management of Computer Room Servers**

Approved by the Institute Council on October 2, 2012

1. To ensure effective management and proper use of the computer room servers at the Graduate Institute of Genomics and Bioinformatics, National Chung Hsing University (hereinafter referred to as "the Institute"), these regulations (hereinafter referred to as "the Regulations") are established.
2. The "computer room" referred to in these Regulations is currently located in Room 707 of the institute building.
3. The management of the "servers" shall be the responsibility of the faculty, researchers, and staff members in charge of the related operations at the institute.
4. Safety and Maintenance Management:
 - (1) Users must take responsibility for the proper use and maintenance of the servers.
 - (2) If the improper use of servers causes disruptions to other systems or damage to related facilities, the user shall immediately rectify the issue and bear full responsibility.
 - (3) To ensure the security of the computer room, the institute permits only authorized personnel or their agents to enter and maintain the servers.
5. The servers must comply with the security and environmental safety requirements of the university.
6. If servers from outside institutions or other systems are deployed within the institute's computer room, the deployment and use of such servers are the responsibility of the external organization or individual.
7. These Regulations are subject to approval by the Institute Council. Any amendments must follow the same approval process.