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DATA CENTER ACCESS AND SECURITY POLICY ("DCASP")

THIS AGREEMENT is made this <<CurrentDay>> day of <<CurrentMonth>>, <<CurrentYear>> by and between <<CustCompany>> (hereafter referred to as "Customer") and <<Company>> (hereafter referred to as "Company").

The purpose of this policy is to set forth a Data Center Access and Security Policy ("DCASP" or "Access Policy") by which Customer will abide while using, renting, leasing, or otherwise making use of Company facilities, goods, and services ("Data Center or Contracted Spaces"). By using Company's Data Center and facilities, Customer agrees to comply with the following policies and assume responsibility for the compliance of all policies by Customer and Customer's Agents.

Terms and Conditions

As a service, the standard Data Center Access and Security Policy is provided below.

1. Company and Customer Responsibility.

Company is responsible for ensuring that the security of all resources under its control remains physically secure. The Company maintains this access policy in order to provide a framework for Customers to follow for physical security and access to Company facilities and to instruct Customers on the procedures and policies that Company staff and technicians follow. Customer agrees to adhere to all posted notices or changes to protocol that the Company makes the Customer aware of during its visits to Company facilities.

2. Data Center "Habits and Hygiene."

Access into Company facilities requires adherence to the following protocols and restrictions on dangerous materials ("dangerous materials"):

- ◆ No smoking or chewing tobacco is allowed.

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- ◆ No combustible materials may be brought into the data center, including lighters, hand-warmers, mace, tear gas, aerosol cans or compressed air.
- ◆ No eating or drinking is allowed in the data center.
- ◆ No drugs or alcohol are permitted in the data center.
- ◆ No weapons or firearms are allowed in the data center.
- ◆ No external fire suppression devices are allowed.
- ◆ No prohibited hardware allowed << Insert descriptions into your Contract rather than a blanket statement here. >>
- ◆ All work-related materials must be cleaned up before leaving.
- ◆ All work-related trash or garbage must be disposed of properly.
- ◆ No illegal activity of any kind is permitted.
- ◆ << Insert Data Center-specific policies here (recycle bins, unattended equipment, etc.) >>

3. Access Keycards and Identification.

Company will issue identification badges and access keycards to Customer and Customer's designated agent(s). Company shall maintain a list of all authorized personal issued such access and at no time shall identification badges or access keycards transfer between any other employee or other agent of the Customer without pre-approved, written permission from Company. If at any time Company becomes aware that an access badge has been transferred in violation of this policy, revocation of access to the Data Center and contracted space(s) may occur.

4. Data Center Access Procedures.

Access to the Company Data Center is gained through the Data Center welcome room <<or Insert specific manned space here >> and requires that all Customers sign in with a valid signature in order for a Company staff member to grant them access. Customers wishing access must have

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their identification badge and access keycard available for inspection. Customer or Customer's Agent will sign in and provide the time of entry to the Data Center and the purpose for their visit.

Exit from the Data Center requires that Customer or Customer's agents sign out with a valid signature for each Customer or Customer's Agent wishing to leave. At no time will a Company staff member be authorized to

DEMO CONTRACT

This demo contract has been truncated. The complete 4 page editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/policy-templates/data-center-access-security-policy-agreement.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.

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