GÖTEBORGS UNIVERSITET

POLICY FOR USE AND MANAGEMENT OF SOFTWARE AND SOFTWARE LICENCES

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Decision-maker	Vice-Chancellor
Responsible body	IT Department
Date of decision	18 December 2012
Period of validity	Until further notice
Summary	This policy has been produced in accordance with the guidelines contained in the document issued by the Swedish Agency for Public Management [Statskontoret] *Statliga myndigheters hantering av programvarulicenser 2007:11* [Management of Software Licences by Government Agencies, 2007:11] with a view to promoting the proper management and use of software and software licences within the University. The policy has been developed by a separate working group within the University's Licensing Committee and also has the support of the IT Purchasing Committee and the IT Board.

POLICY FOR USE AND MANAGEMENT OF SOFTWARE AND SOFTWARE LICENCES

It is the duty of each employee/member of staff and student to use and manage the University's software and software licences in accordance with the University's policies and rules for this and also in accordance with copyright and the special conditions for copyright holders.

The management of software and software licences shall be coordinated and organised to ensure compliance with applicable laws, terms, conditions and rules and to address the wishes and requirements of the activities and operations.

A common function shall be responsible for coordinating and organising the management of software and software licences and also for information and the formulation of internal licence rules.

Coordinated licensing activities and operations shall work to ensure that:

- the fullest possible transparency, clarity and credibility in relation to manufacturers and suppliers is achieved.

- the optimal balance between individual wishes and standardisation is achieved in relation to the need for software by activities and operations.

- continuity and stability in the users' software use is satisfied.

- the greatest possible effectiveness in managing software and licences is achieved.

- optimum cost-effectiveness is achieved.

- the possibility of using open software is considered where applicable.

- chosen software supports open standards wherever possible.