

# Account Policies

## Category: Security Policies

Users are responsible for being aware of the general account-related policies:

- Users and NAS staff requesting either a new or a renewed account must complete the Basic IT security training annually and fill out an Account Request form for the annual NOP (New Operational Period)
- Users shall not share their account(s) with anyone, including sharing the password to the account, providing access via an .rhost entry or other means of sharing
- Users are responsible for protecting any information used and/or stored on/in their accounts

## Account Deactivation

Users who do not comply with the rules listed in the Acceptable Use Statement will have their accounts disabled either temporarily or permanently. Account deactivation will result after 90 days of non-use (by changing user's normal shell to noshell) and data may be archived after 120 days of non-use.

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<http://www.nas.nasa.gov/hecc/support/kb/entry/20/?ajax=1>