# METNET Policy

The Intra-IMD Portal 'METNET' is now a fully operational website. It contains some very sensitive data like the Service Records of the employees, metadata of the observatories, payment and leave details, circulars and orders issued by establishments, IT inventories, appointments at DGM Secretariat, and much more. It may be noted that all these information are available on the globally accessed internet, not on the dedicated intra-IMD network at present, which seems to be vulnerable to the hacking, virus infection, etc.

Considering the sensitivity of the data and information involved the security of the Server, scalability and maintainability of the system, the competent authority has approved the following 'METNET Policy':

1) All packages on the portal should conform to unified properties in respect of Logins by Sections and Individuals with unique username & password. This is essential for user-friendliness of the system. Similarly a common standard naming policy is required for databases, tables and files to improve scalability and maintainability.

2) The authority of Website and Database Administrators has been assigned to the designated Officers of ISSD. All developers who wish to implement their package on the METNET should approach these administrators for the same. Individual programmers are not authorised to create database directly and host the files on the server without being scrutinised and checked.

3) Packages developed by anybody in IMD can be hosted on METNET. However, they should be forwarded to IT Unit, which will review the feasibility, compatibility and applicability of the application at appropriate level and host them with the approval of the competent authority.

4) Administrators will be maintaining the database of the projects and their developers, which can be viewed by all the authorised users. Individual programmers should not publish their names in their packages.

5) All correspondence related to METNET data, packages and usage may be addressed by the users and developers to single e-mail contact of IT Unit (metnet.imdhq@imd.gov.in).

6) Administrators at HQ only will be responsible for the maintenance and backup arrangements of the complete system.

7) Administrators shall keep the log of access on the server and keep the passwords etc. in written form as confidential at a place, where it can be retrieved as a disaster recovery measure.

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