

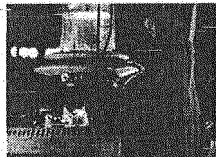
Gateway - The BBC Intranet

Gateway

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System Access



Major fraud can be committed by people gaining unauthorised access to BBC systems (such as those used for accounting or storing personal data). It is the responsibility of everyone to implement system access controls.

Useful links

[Other useful links](#)

Keep Guard

Do you ever write down or share your password? You could be giving access to a fraudster who may commit a fraud in your name - You may be held to account Have you failed to notify of a mover or leaver so access rights to key systems can be amended as appropriate?

Do you ever install unauthorised software onto BBC Networks? Such installations may unintentionally grant access to fraudulent "malware"

A definition and examples of system access controls follow.

System Access

System access controls are designed to prevent abuse of the BBC's key operational systems which could result in fraud. They are also key controls to protect personal and sensitive data. Such controls typically involve ensuring that only certain authorised people can access or make changes to systems.

Examples include

- Passwords are required to access BBC networks and systems. These passwords are designed to expire periodically to help minimise the risk of fraud
- Access to the SharePoint system (the system on which Personnel files are stored) is restricted and can only be obtained by password and key fob codes
- BBC network systems and applications are protected by firewalls and other network perimeter technologies and controls (such as Virtual Private Networks) to prevent external fraudsters gaining access
- Access to Finance Systems is reviewed on a regular basis to ensure appropriateness

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