

URI Email Server Policy

Office of Information Services

I. Background

The University of Rhode Island is registered as an Internet Service Provider (ISP) for a class B network with the American Registry for Internet Numbers (ARIN.net). This means that any malicious IP address starting with 131.128.x.x will be reported to *abuse@uri.edu*, the University's email abuse hotline.

The University must take appropriate action to protect the IP address space delegated to clients, servers, and networking devices connecting to its network.

Failure to take timely and appropriate action, enable security mechanisms, and set security policy could result in:

1. Liability for the University
2. Other ISPs preventing the University's email from reaching its destination

Under the CAN-SPAM Act of 2003, the University can be held responsible for the distribution of SPAM originating from within the University network.

II. Purpose

Network and Telecommunications Services (NETS) in the Office of Information Services operates perimeter firewalls and network access control devices between the Internet and the various University network areas to establish a secure environment for computer and network resources. Only registered email servers are allowed to email out of the University network.

III. Definitions

SMTP – Simple Mail Transfer Protocol is the protocol used for sending e-mail messages between servers.

Internet 1 – A global, public network connecting millions of computers in more than 100 countries.

Internet 2 – A private network for a consortium of universities working in partnership with industry and government to develop and deploy advanced network applications and technologies.

IV. Scope

This policy applies to all email servers connecting to the University network.

V. General Provisions

1. Sending email to Internet1 or Internet 2 going to SMTP port 25 is restricted to registered URI email servers.
2. Anyone requiring the use of port 25 for services other than SMTP should contact the Information Security Architect.
3. To be compliant with RFC822 6.3, C.6, SMTP servers require a *postmaster@domain* mailbox. If an HTTP server is associated with an SMTP domain, an *abuse@domain* mailbox must exist.
4. All addresses in the envelope *From:* must exist and be capable of mail reception either by the client or the program.
5. All SMTP servers must be registered in the URI DNS - both Forward and Reverse - in accordance with RFC 2821; see **Specific Provisions** below to meet this requirement.

VI. Specific Provisions

Departments, faculty, and staff must submit a formal request to the Information Security Architect to have their email server added to the database of registered email servers and to have it activated. The following information is required:

1. Mail Server DNS Name
2. Primary Administrator Contact
3. Alternate Administrator Contact
4. URI Statically-assigned IP Address
5. Location (campus, building, and room)
6. Maximum Bulk Mail Transfer Size (Mb/message)

Note: A change in any item should be reported by the server administrator within 30 business days.

VII. Policy Violations

Violations of this policy may result in network access suspension! The University may also seek administrative and/or legal action based on applicable state or federal laws for unlawful tampering or entry. Every effort will be made to notify email administrators of violations before punitive action is taken.

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VIII. Impact on Other Policies

Firewalls: Residential Student Network Firewall Policy

This policy restricts any residential student network from sending email to any external mail servers over SMTP port 25. This does not impact use of external Web-based email services, Websites, or Chat programs.

IX. Effective Date: Interim or Permanent

January 2006 [Permanent]

X. Supersedes

None

XI. Next Review Date

As necessary, should new developments require a change in policy.

XII. Policy Contact

Information Security Architect
Network and Telecommunication Services
401-874-4787

XIII. References and Attachments

- CAN-SPAM Act of 2003 (Pub. L. 108-187, S. 877); <http://www.ftc.gov/spam/>
- RFC822 6.3, C.6 requires the presence of a *postmaster@domain* mailbox on all hosts that have an SMTP server
- RFC 821 SMTP
- RFC 2821 SMTP Update
- Sample URI Email Server Application

XIV. Authority

Vice Provost
Office of Information Services

Sample URI Email Server Application

1. Mail Server DNS Name:
2. Primary Administrator Contact:
3. Alternate Administrator Contact:
4. URI Statically-assigned IP Address:
5. Location (campus, building, and room):
6. Max. Bulk Mail Transfer Size (Mb/message):

Send form to:

Information Security Architect
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University of Rhode Island
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