



# Santa Cruz Consolidated Emergency Communications Center

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**9-1-1** FIRE  
POLICE  
MEDICAL

## COMMUNICATIONS TECHNICAL POLICY/PROCEDURE

**Policy No. 3080**

Date Issued: October 15, 2003

Section: 3000 – Technical

Date Revised:

Accreditation Standards: CALEA 6.8.1

**SUBJECT: COMPUTER SOFTWARE LICENSING**

APPROVED:

  
General Manager

### 1.0 Purpose

- 1.1 To provide guidelines for Computer Software Licensing in accordance with the Manufacturer's Specifications in the End User License Agreement (EULA).

### 2.0 Computer Software Licensing

- 2.1 All computers owned and operated by SCCECC will be registered with the manufacturer to ensure that they are operated in accordance with the manufacturer's specifications, licensing, and warranty requirements.
- 2.2 All software shall be licensed and registered with the software developer. No unlicensed copies of any copyrighted software will be used in the Center.

### 3.0 Annual Software Audit

- 3.1 It will be the responsibility of the Systems Unit to perform an annual software audit on all workstations and servers owned and operated by SCCECC.
- 3.2 If unlicensed software is found on the workstations or servers, it will be removed by Systems Unit personnel unless a legitimate license is produced. Said produced license will then be held in the Systems Unit Software Inventory.