

## DEPARTMENT OF BOTANY, GGDC KALIGANJ

### **NOTIFICATION REGARDING SAFETY ISSUES USING ZOOM APP (17.04.2020)**

Following the Ministry of Home Affairs, Govt. of India, issuing notification on Secure use of ZOOM Meeting Platform, Posted On, 16 APR 2020 4:30PM by PIB Delhi, The department instruct all concerns to go through the below mentioned points-

The Cyber Coordination Centre (CyCord), under the Union Ministry of Home Affairs (MHA), has issued an advisory on secure use of ZOOM Meeting Platform by private individuals. This advisory states that the platform is not for use by Government officers/officials for official purposes. The guidelines have been issued to safeguard private individuals who would still like to use the platform for private purposes. I am hereby appending the guidelines.



**Cyber Coordination Centre**  
Government of India



#### **Objective of security configurations:**

- 1. Setting new user ID and password for each meeting**
- 2. Enabling *waiting Room***, so that every user can enter only when host conducting meeting admits him
- 3. Disabling *join before host***
4. Allowing ***Screen Sharing*** by host Only
5. Disabling "***Allow removed participants to re-join***"
- 6. Restricting/disabling *file transfer*** option (if not required)
- 7. *Locking meeting***, once all attendees have joined
8. Restricting the recording feature
- 9. To end meeting** (and not just leave, if you are administrator)

Now following the guidelines, I am relieved to tell you that as an aware and conscious individual regarding digital footprint, I looked into the matter for security flaws, I have find out the most concerns are (i) the Meeting ID and Passwords of the meeting going public, (ii) Unauthorized access from outside individual other than attendee automatically (iii) Recording the meeting in Zoom server. Now I am slightly relieved that I was already enabled **Enabling waiting room** feature and disabled join before host and luckily **Restricted Recording** automatically as I used a different Recording Software to record those classes (which I used previously for streaming the classes), Ended the meeting each time as a host. Although, only thing I did wrong, we used same meeting Id for three Classes actually for your ease of joining, as I have **shared password securely by SMS**. So, after reading the security flaws I am relieved we atleast we might have not been exploited. Still for removing any security concerns, **the Department will not use the ZOOM app for online classes any further**. Although You are advised to uninstall the app if you are not using personally. Even if you use it personally, you should follow strictly the above guidelines. I am grateful to my colleague Miss Rima Dutta for bringing the matter into my attention. Thank you.

Sd/-

HEAD

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