

TERMS AND CONDITIONS

In order to administer Indiana Violent Crime Victims Compensation Fund (Ind. Code § 5-2-6.1 *et seq.*), the Indiana Criminal Justice Institute (“ICJI”) has established a database known as the Indiana Crime Victim Compensation Portal (“ICVCP”). Only authorized users, as determined by ICJI, may obtain access into ICVCP.

Users submitting claims to ICJI may utilize any public facing database without a username/password. Public users agree to submit only claims authorized for payment under the Fund as outlined Ind. Code § 5-2-6.1 *et seq.* Public users shall not submit links, or other possible malicious items through the portal that may compromise security of the system. ICJI may deny any claim from any user that is an attempt at phishing, malware, fraud, or otherwise deemed a security threat to by ICJI, in its sole discretion. Public users expressly agree to these terms and conditions by submission of any claim to ICVCP.

ICJI may authorize specific personnel to internally access the full or partial ICVCP data or database. Internal users shall be given a username and password. All internal users agree to abide by all applicable ICJI and the Indiana Office of Technology (“IOT”) policies related to use of technology and the database. Users are expressly prohibited from sharing their login credentials with any other person for any reason.

All information in the system is deemed confidential, and all users have a responsibility to abide by confidentiality laws. Users who violate these laws will have their access to the ICVCP and any related systems immediately revoked.

- Each user shall safeguard his/her user ID and password, and agree to not give a user ID and/or password to others, or to post a user ID and password in any place.
- A user’s computer should not be left unattended or unlocked when a ICVCP session is open.
- Users will logoff after completion of a session in ICVCP.

The user acknowledges the conditions under which access to the ICVCP and related systems is granted, and agrees to be held to these conditions.

Users are responsible for reviewing any updates to this policy. Updates will replace the existing policy and be available as a link on ICVCP.