

LIBRARY PROCEDURE MANUAL

POLICY FOR PUBLIC ACCESS TO THE INTERNET

Provision of computers for the purposes of internet access, word processing, printing and other associated technologies supports Manukau City Councils 'Tomorrows Manukau' vision of Educated and Knowledgeable People.

All customers using Manukau Libraries computers and internet access are expected to follow the guidelines set out in this policy.

Internet Access

Manukau Libraries endeavours to provide a quality internet experience, however internet availability and performance is subject to the internet service provider and other circumstances that are outside of the control of the library.

The Internet is an interactive medium that is being changed continuously, information on the Internet may be inaccurate, illegal or considered controversial by some users. The Library is not responsible for the accuracy of information or content on any internet site.

As with all other library material, parents and caregivers, not librarians, are responsible for supervising their children's activities within the library, including their use of the internet.

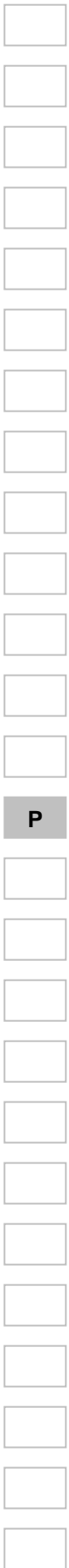
Internet Filtering:

Public Internet computers are equipped with commercial filtering software. Tests by the library and by independent agencies have shown that filtering software may help to block access to objectionable Internet sites. However, the software cannot block out all objectionable sites, and it does sometimes block useful material, including sites that are suitable for children, teens and adults.

Unacceptable Conduct:

Unacceptable conduct may lead to the termination of a usage session and a refusal to accept further bookings. Unacceptable conduct includes:

- the destruction of or damage to library equipment;
- software license infringement
- behaviour which disturbs or interferes with the usage of other library customers
- the attempted installation of unauthorised software or hardware;
- violation of the computer system security
- attempting to access or display internet sites with explicit content, which may reasonably be considered to be offensive
- illegal downloading of copyright material



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- use of the library public access internet facilities for illegal or nuisance activities

Copyright Infringement:

Manukau Libraries is committed to the protection of copyright and takes seriously the use of its resources to intentionally infringe copyright. As such, Manukau Libraries reserves the right to terminate the internet access accounts of users who repeatedly and intentionally infringe copyright.

Pay Services:

Electronic communication, where benefit is derived primarily by the individuals communicating, is recognised as a value added service. Manukau Libraries will facilitate access to the Internet for communication purposes through a pay for use service for email.

Privacy:

To ensure that your information remains confidential we encourage users to log out after their usage session. This will ensure that websites viewed will not remain visible within the history folder. Users are responsible for removing any files saved to the computer to prevent viewing by other parties.

Manukau Libraries reserves the right to monitor and log all computer activity, including internet usage. Monitoring of usage will only be used for the purpose of ensuring that the requirements of this policy are followed.