

**JEFFERSON COUNTY LIBRARY COOPERATIVE
INTERNET SAFETY POLICY
JEFFERSON COUNTY, ALABAMA**

PURPOSE

The Jefferson County Library Cooperative (JCLC), a non-profit organization, offers to the citizens of Jefferson County and staff of member public libraries access to the Internet. This is the Internet Safety Policy of the JCLC, the host site that provides Internet access to all member libraries of Jefferson County, AL.

I. RESPONSIBILITIES OF JCLC MEMBER LIBRARIES

A. General

The Internet is an unregulated medium which provides access to information that can be inaccurate, illegal or that some may find offensive or disturbing. It is the responsibility of the Jefferson County Library Cooperative (JCLC), and we will make every effort, to:

- (a) prevent user access over its computer network to, or transmission of, prohibited material via Internet, electronic mail, or other forms of direct electronic communications;
- (b) prevent unauthorized access, including "hacking" and other unlawful online activity;
- (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information regarding minors; and
- (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

The JCLC and its member libraries are required to comply with the Children's Internet Protection Act in order to be eligible for federal Universal Service (Erate) discounts and other federal grants [Pub. L. No. 106-554 and 47 USC 254(h)].

The JCLC will identify on its web site specific Internet sites that have potential interest for JCLC users. However, JCLC does not endorse and cannot control a user's access to other Internet resources.

JCLC member library staff will not monitor a user's Internet use, except for compliance with library policy and length of use at a member library site, in order to ensure equal opportunity of access for everyone. The user, or the parent/guardian of a minor, is responsible for his or her Internet session at all times.

The JCLC member library, through local Internet policies, reserves the right to terminate an Internet session that disrupts JCLC services or that involves user behavior that violates the member library policies or JCLC's policies.

As with all JCLC resources, the JCLC affirms the right and responsibility of parents/guardians, NOT JCLC member library staff, to determine and monitor their minor

children's use of the Internet. Parents/guardians are responsible for their minor children's use of the JCLC's resources and member library's facilities. Parents who believe that their children cannot responsibly use the JCLC's Internet access are requested to monitor their children's Internet use.

B. Filtering

CIPA requires the implementation of a "technology protection measure" – generally referred to as an Internet filter – to block access to visual depictions deemed "obscene," "child pornography," or "harmful to minors".

Specifically, as required by CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled upon request for adults, or in the case of supervised minors, only for legitimate research (or other lawful purposes).

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the JCLC member library director or designated representatives.

Member libraries will maintain local control over adult and minors' use of electronic mail, chat rooms, and other forms of direct electronic communications, unauthorized access, and disclosure, use, and dissemination of personal identification information.

II. RESPONSIBILITIES OF JCLC PATRONS

All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for children. Every user, public or library staff, must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents/guardians of minors are the best guides of materials to avoid. If a child finds that other users are visiting offensive or harmful sites, he or she should report such use to library staff. Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:

- A. Uses that violate the law or encourage others to violate the law.** Transmitting of offensive or harassing messages; offering for sale or use any substance in the possession or use of which is prohibited by law; viewing, transmitting or downloading pornographic materials or materials that encourage others to violate the law; downloading or transmitting confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, users should assume that all materials are protected unless there is explicit permission on the materials to use them.

Specific to Alabama:

- A. Dissemination or public display of obscene matter is a misdemeanor in Alabama. Code of Alabama 13A-12-200.3
- B. Dissemination or public display of obscene matter containing visual reproduction of person under 17 years of age involved in obscene acts is a Class B felony in Alabama. Code of Alabama 13A-12-191.
- C. Violation of the above ordinances 13A-12-200.3 and 13A-12-191 may subject one to loss of library privileges or criminal prosecution.
- D. Copies obtained from the Internet may be subject to copyright law. Violation of the law may subject one to an action for damages and/or an injunction.

B. Uses that cause harm to others or damage to their property. Engaging in defamation (harming another's reputation by lies); uploading a worm, virus, "trojan horse," "time bomb" or other harmful form of programming or vandalism; participating in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.

C. Uses that jeopardize the security of the computer network or other networks on the Internet. Disclosing or sharing the user's library card password or personal identification numbers (PINS) with others; impersonating another user; using one's own software programs on the JCLC member library's computers; altering the JCLC's member library computer settings; damaging or modifying computer equipment or software.

If a patron of a member library chooses to use their own device, it must be connected via the member library's public wireless network. Patrons should never connect their personal device to the JCLC network utilizing a network outlet as damage to the network could occur.

D. Uses that compromise the safety and security of minors when using e-mail, chat rooms and other forms of direct electronic communications: Giving others private information about one's self or others, including credit card numbers and social security numbers; arranging a face-to-face meeting with someone one has "met" on the computer network or Internet without a parent's permission.

III. INTERNET SAFETY

A. Personal Safety. In using the computer network and Internet, do not reveal personal information such as home address or telephone number. Do not use ones real last name or any other information which might allow a person to locate one without first obtaining the permission of a parent. Do not arrange a face-to-face meeting with someone one has "met" on the computer network or Internet without a parent's/guardian's permission (child less than 17 years of age). Regardless of age, one should never agree to meet a person one has only communicated with on the Internet in a secluded place or in a private setting.

B. "Hacking" and Other Illegal Activities. It is a violation of this Policy to use the public library computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

C. Confidentiality of Library Records;

- **Code of Alabama 41-8-10.** Registration, etc. records of public libraries to be confidential; right of parents to inspect records.
- **Code of Alabama 36-12-40.** Inspection and Copying of Records.

D. Personal Information. Personally identifiable information concerning users may not be disclosed or used in any way on the Internet without the permission of a parent or guardian (of a minor child), or the permission of the user himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers.

Failure to log out of any personal accounts can allow others to access any personal information entered. As a general practice, patrons should never check the Remember Me box when logging into their accounts on any public PCs.

E. Education, Supervision and Monitoring. It shall be the responsibility of all JCLC member libraries' directors and staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy.

IV. DISCLAIMERS

While the JCLC endeavors to provide access to information of the highest quality, the JCLC specifically disclaims any warrant as to the information's accuracy, timeliness, authoritativeness, usefulness or fitness for a particular purpose.

The JCLC will have no liability for direct, indirect or consequential damages related to the use of information accessed through the JCLC's Internet service.

Since software and information downloaded from any sources, including the Internet, may contain computer viruses, users are advised to utilize virus-checking software on their home computers. The JCLC is not responsible for damage to users' storage devices, or computers or for any loss of data, damage or liability that may occur from use of the JCLC's member library's computers.

A member library director may authorize the release of membership information, as defined by the Code of Alabama, for internal administrative or planning purposes. Any disclosure of current patron information to legal authorities, as required by law with search warrant or subpoena, must be authorized by the Director of the member library where the search warrant or subpoena is served.

The JCLC member library will develop such rules, policies and procedures as are necessary to ensure the fair and reasonable use of Internet access at each local member library facility.

VI. RESPONSE TO VIOLATIONS

The user's access to the JCLC's computer network and Internet is a privilege, not a right. A user violates this Policy by his or her own action(s).

VII. ADOPTION

This Internet Safety Policy was adopted by the Board of Directors of the Jefferson County Library Cooperative at a public meeting, following normal public notice, on June 27, 2002.

VIII. CIPA DEFINITION OF TERMS

MINOR: The term "minor" (for CIPA purposes) means any individual who has not attained the age of 17 years.

TECHNOLOGY PROTECTION MEASURE. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

OBSCENE, as that term is defined in section 1460 of title 18, United States Code;

CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code

HARMFUL TO MINORS. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

- a. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- b. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- c. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.

Revised and Adopted by the JCLC Board of Directors January 11, 2018