

# Northwest Federation of Mineralogical Societies (NFMS)

## Website Acceptable Posting Policy

### For Officers and Members

#### **Rationale:**

NFMS web pages are public documents welcoming the outside world to the Society and linking Officers and members to sources of information. Guidelines are required in the construction of NFMS web pages to ensure that information on the pages is appropriate for any Internet user from within the community and around the world to access. Web pages should support the chartered aims of NFMS.

#### **In producing web pages, the following goals should be considered:**

1. Introducing outside visitors to the NFMS and/or Committees and its programs,
2. Fostering communication of information between the Society and the community,
3. Sharing the NFMS successes with the world.
4. Linking users to good information resource.
5. Providing top-quality, family-friendly content that is appropriate to and in compliance with the mission statement, educational goals and objectives of NFMS.

#### **Posting Requirements:**

##### **1. NFMS Webmaster**

The setting up of a home page shall have a Webmaster appointed by the Board of Directors. The NFMS Webmaster shall assist the Board of the NFMS in ensuring that these guidelines are adhered to and that the content of the web pages meets the Board's approval. No other member than the NFMS Webmaster, who is the only person, within the Society authorized to upload files to and create files on the web server.

##### **2. NFMS Home Page**

The NFMS website shall be located on the Board approved hosting server. All NFMS web pages must conform to these guidelines.

##### **3. Content of Web Pages**

The content of all NFMS web pages must be consistent with the educational aims of the NFMS and with the policies and spirit of the NFMS Board of Directors. Prior permission must be obtained before any Society members' personal information is posted on the Internet web pages.

##### **4. Communication Links**

Web page content may **not** allow people accessing the page to contact any Society member directly as a matter of default unless allowed under paragraph 3 above. Communication with respect to the content of any page must be directed to the Webmaster of the NFMS. NFMS home pages must include a link to the webmaster.

##### **5. Advertisements**

NFMS web pages may contain small acknowledgments of NFMS partnerships or sponsorships. Web pages may provide links to partners or sponsors' web pages.

##### **6. External Links**

The NFMS Webmaster must approve all links connecting to external sites.

# Northwest Federation of Mineralogical Societies (NFMS)

## Website Acceptable Posting Policy

### For Officers and Members

#### 7. Identification of Minors/Juniors

For a junior member *full* name and/or information about the junior to appear on any NFMS web page, NFMS must obtain parental permission. Only topic, event or first name may be used to identify junior member work. A junior's full name or email address may NEVER appear on a web page. Junior work may include but is not limited to; artwork, graphic design, written documents, multimedia presentations, projects, etc...

Filenames for pages and images should be checked to ensure that juniors' full names **do not** appear there, e.g., marysmith.gif, jimpaul.html.

#### 8. Personal Home Pages

Personal home pages are prohibited for NFMS members and may not be linked from the NFMS web site.

#### 9. Affiliated Clubs/Federation Member Home Pages

Only the NFMS Webmaster will verify and post the web pages of affiliated clubs/federations within the NFMS, any other clubs/federations non-affiliated to the NFMS will be dismissed and not linked.

#### 10. Respecting Copyright

Copyright must be respected. Web pages must not use copyrighted materials without permission. This includes documents, icons and "buttons", images, background watermarks, sounds and video.

#### 11. Claiming Copyright

The author for his/her own original work may claim copyright.

#### **Restrictions: Society Members are precluded from:**

1. Posting, linking to or sending any transmissions or files constituting or encouraging conduct that would constitute a criminal offense, giving rise to civil liability, or otherwise violating any local, state, national or international law, including without limitation the U.S. export control laws and regulations.
2. Posting or transmitting any information or software that contains a virus, worm, malware, cancelbot or other harmful component.
3. Uploading, posting, publishing, transmitting, reproducing, distributing or participating in the transfer or sale of any information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto, without obtaining permission of the copyright owner or right holder.
4. Abusing or fraudulently using the Web Posting Service in any way not specifically set forth above. Additionally,
5. Irresponsible postings that result in large numbers of complaints to NFMS Administration will result in your posting privileges removed.
6. Illegal postings, such as harassment, pornography or copyrighted software or other data (such as mp3 sound files) are grounds for immediate termination of the user's web-posting privileges and/or website update access, and will result in subsequent disciplinary action and/or prosecution. Any disregard for the above conditions may result in your website update access privileges being disabled, along with any and all other appropriate District, local, state, national and international actions including prosecution of all involved perpetrators.

# Northwest Federation of Mineralogical Societies (NFMS) Website Acceptable Posting Policy For Officers and Members

## **Web Page Posting Ethics:**

Before posting any material on the web, always ask yourself one question - Would I want to read this in local or national newspaper? **If you answered "no", then it does not belong on the NFMS website.**

## **Penalties and Disciplinary Actions for APP Violations:**

Violations of the NFMS Acceptable Posting Policy qualify the offender for any and all appropriate actions and punishments including suspension and/or expulsion of membership.

These guidelines were established using the [Orcutt Mineral Society, Inc. \(OMS\) Internet Acceptable Posting Policy \(APP\)](#) and the [Oxnard Gem & Mineral Society Internet Acceptable Posting Policy \(APP\)](#) as a base. Thank you OMS and OGMS for your base information, it is most appreciated.