

Procedural guideline for internet surfing inside the Faenza City Library

The present guideline establishes the internet access through stable stations offered by the Library or mobile devices (laptops, tablets, smartphones, etc.) owned by the users, in Wifi mode.

Article 1 Purposes

The Service is aimed to:

- the diffusion of knowledge through new technologies;
- the empowerment of users access to services by spreading information and knowledge and easing documentation, research and study activities.

Article 2 Description

The service allows a temporary connection to the Web, under the current legislation and the service purposes.

The service is available during the Library opening time.

The service is for free.

Article 3 Conditions and requirements for service access

Subscription is mandatory to obtain log-in information, both for stable or mobile devices. Whenever a loss may occur, the reprint of log-in information costs a fee of € 1,00.

In order to subscribe a valid identification must be shown; underaged users must be accompanied by a parent or a guardian ad litem, both equipped with valid identifications. The parent must endorse an authorization to the underage to surf the web in her/his absence.

Wifi navigation is free using private devices, only with previous authentication via log-in information.

About stable devices:

- the navigation can last 1 hour per day maximum;
- the access to the device is allowed for no more than two persons together;
- the user is invited to logout at the end of each session;

About private devices:

- in case of network overload the Library has the discretion to limit the daily duration of surfing through private devices. This communication will be given by announcements affixed in the Library and posted on the website <http://manfrediana2.racine.ra.it>

Any moment the operator could ask the users for log-in information and/or identifications in order to verify the correctness of the connection profile.

In wifi mode technical support from the Library operators or printing service are not included.

Article 4 Users rules of conduct

The user is responsible for every activity done during the internet connection. The log-in information (username and password) are strictly personal and can not be given to others and the user is responsible for every improper use of them.

If a user exploits the log-in information of another, the operator will immediately stop both profiles; following a suspension from the Supervisor (as written on Article 6).

During the navigation is forbidden:

- to surf on sites contrasting the service purposes (pedophilic, pornographic, racist sites, etc.);
- to work in order to evade or deceive the control security systems of internal or public servers (hacking);
- to use technological devices in order to infringe the software copyright, to reveal passwords, to identify security flaws, to decrypt encrypted files or to compromise the network security;
- to do anything contrasting the current Italian and European legislation;
- to disturb other users, especially with annoying noises.

The service provider is not responsible for the subject, quality, validity of any information found on the web. The user is in charge for every deed done during the service employment and for the subject of every message sent. The user must also respect the current laws about copyright and privacy protection, together with every other general legislation.

Article 5 Monitoring of activities

The service provider remains a data backtrack (file log) of the activities done by the users, according to the current legislation. The personal data could be available to the fraud police, to the Judicial Authority and to the judicial police if expressly required.

Article 6 Penalties

Following an assured violation of one of the rules, and proportionally to its gravity, the Library operator is able to:

- a) stop the session commanding the user to leave immediately the device, and blocking the service access all day long;
- b) stop the session with a suspension proposal: the suspension will have effect immediately and will last at least until the Municipal Culture Supervisor will decide for a definite disciplinary action. The action will enter into force within 7 days and will last from 7 to 60 days according to the gravity of the violation.

In case of evidence, the Municipal Culture Supervisor can:

- ask for refund for damages occurred to the devices or subsequently the violation of this guideline;
- press charges to the Security Public Authority.

Together with the suspension is strictly forbidden to the user also the navigation side by side to others.

Article 7 Modifications and postponement

The local administration can modify every article of this guideline with a previous announcement on the Library website <http://manfrediana2.racine.ra.it>.

After 10 days the new terms will become effective for every user.

For everything not expressly written on this guideline, the current legislation is adopted.

Article 8 Legislation

This guideline is written under the following normative measures:

- Law Decree n.196/2003 "Codice in materia di protezione dei dati personali" e s. m. e i.;
- Law Decree n. 259/2003 "Codice delle comunicazioni elettroniche" e s. m. e i.;
- Law Decree n. 144/2005, convertito con modificazioni dalla legge 31 luglio 2005, n. 155 "Misure urgenti per il contrasto del terrorismo internazionale" e s. m. e i.