



## **PRIVACY NOTICE**

AU-IBAR is committed to protecting individual privacy and securing the personal information made available by users of AU-IBAR web applications (any application that is accessible using web browser, including a website).

This privacy policy describes what information is made available to AU-IBAR and third parties when you visit any hosted web applications under [au-ibar.org](http://au-ibar.org) and [au-aris.org](http://au-aris.org) domain names and its social media pages and how AU-IBAR uses and stores that information. Any information voluntarily disclosed to AU-IBAR by users of AU-IBAR web applications is held with the utmost care and security and will not be used in ways other than as set forth in this privacy policy.

### **What does AU-IBAR do with the information you provide**

Providing information is your choice. When you undertake certain actions on our web applications, such as signing up for our email newsletter, creating a user account for our web applications or filling in a form to register your interest in our activities, you knowingly provide us with personal information about you, such as your name and email address.

In this event, AU-IBAR will store this information securely, and will not share, rent or sell it to any other organization for their marketing purposes. However, we reserve the right to share this information with third parties for the purpose of carrying out communications activities on behalf of AU-IBAR. You will only be contacted by AU-IBAR for purposes related to the work of AU-IBAR and you can request to have your name removed from our mailing list at any time (see below how to opt out).

Through the use of data such as your email address, we can target messages for you on web applications and social media platforms. If you would not like your data to be used in this way, please send an email to [opting-out@au-ibar.org](mailto:opting-out@au-ibar.org) or unsubscribe from the listing where possible.

Additionally, if you upload content to an AU-IBAR web application or social media platform, we will be able to see certain information, for example when you submit photographs or pdf documents, we can see which type of camera you used, the time/date stamp, and location if that is available. This information might be used to perform verification checks, but will not be shared beyond the AU-IBAR social media team.

### **Opting out**

Users who provide personal data e.g. email address, photographs or document via AU-IBAR web applications or social media platforms may opt out directly from their device settings or by sending an email to [opting-out@au-ibar.org](mailto:opting-out@au-ibar.org) Users of subscriptions for newsletters may unsubscribe to opt out from receiving e-newsletters and other email updates. Each email sent by AU-IBAR includes an option to remove your address from the mailing list and you may also opt out by sending an email to [opting-out@AU-IBAR.org](mailto:opting-out@AU-IBAR.org).

### **Cookies**

Aside from the personal information that you disclose to us for a specific purpose, AU-IBAR also collects anonymous information about your browsing behaviour when you visit our web applications, through the use of cookies. For more information on how we use cookies, please go to the AU-IBAR cookies policy.

### **Responsibilities of Users**

AU-IBAR may enable its stakeholders and community to share their personal information, such as photos and videos, with the public on its web applications. This type of material is generally defined as User Generated Content (UGC).

Users of AU-IBAR web applications acknowledge that such content is treated as being non-proprietary and non-confidential except as otherwise agreed or stated in the web application. If you send non-proprietary and non-confidential material to us, either via email, by tagging content on a social network, or via a specifically designed upload site, you are granting AU-IBAR the irrevocable, perpetual, non-exclusive, royalty-free, worldwide right to use, reproduce, modify and publish such material elsewhere in its web applications and publications. Furthermore, you grant AU-IBAR the right to use the name that you submit in connection with such material. However you still own and can continue to use your content as you like including the ability to also allow others to use it.

When we ask our community to share non-proprietary and non-confidential content with us, we explain how we intend to use the content. Mostly, we will re-share content on our social media channels or on our web applications. If it is particularly strong, we may use content shared with us on AU-IBAR promotional materials. In those cases, we will attempt to contact you to discuss whether you agree for it to be used, and to ask whether and how you would like to be credited.

AU-IBAR does not pay for nor does it generate any revenue from selling or licensing individual pieces of UGC.

### **Conditions to upload content**

When you submit content to or share material with AU-IBAR, you must only submit/share your own original content. If your content contains the work(s) of others (e.g. music, images and/or video) you must have obtained the necessary rights or permissions to use that material.

If your content clearly identifies anyone else you will need to ensure that the persons concerned have consented to the content being used by AU-IBAR. Where your content clearly identifies children under the age of 16 you must ensure that their parent or guardian has provided their consent as set out above.

AU-IBAR also requires that you do not submit or share any material or information:

1. That is knowingly false or misleading, defamatory, infringing, obscene, indecent, threatening or invasive of a person's privacy or unlawful in any way;
2. Which you do not own or for which you have not obtained all necessary licences and/or approvals as may be required by law;
3. Which is technically harmful (including, without limitation, files that contain viruses, corrupted files or any other similar software or programs that may damage the operation of another's computer); or
4. Impersonating any person or entity, or falsely stating or otherwise misrepresenting your affiliation with anyone or any entity.
5. Deleting any author attributions, legal notices or proprietary designations or labels in any file that is uploaded;
6. Falsifying the origin or source of software or other material contained in a file that is uploaded;
7. Advertising or offering to sell any goods or services, or conducting or forwarding surveys, contests or chain letters, or downloading any file posted by another user of AU-IBAR web applications that you know, or reasonably should know, cannot be legally distributed in such a manner.

As a condition of use of AU-IBAR's web applications and social media pages, the User agrees to indemnify AU-IBAR and its affiliates from and against any and all actions, claims, losses, damages, liabilities and expenses (including reasonable legal fees) arising out of the User's use of the web application including but not limited to any sharing of content whether factual or opinion related.

Any inappropriate content will be rejected or removed from AU-IBAR web applications and social media platforms. If in doubt, please do not share your content with AU-IBAR. If you post on, or transmit to, any of our web applications any material of the type prohibited under the above paragraphs or any applicable laws and regulations, you shall indemnify and hold indemnified AU-IBAR as stated above.

You should be aware that AU-IBAR is entitled to reveal your identity (or any information which it has about you) to any third party who is claiming that any of that material violates any of their rights or to any government or regulatory authority that may request AU-IBAR to do so.

### **Uploading Content to Social Media Platforms**

If you upload content to a social Media network and then tag AU-IBAR, your submission will be subject to that web application's terms of use and privacy policy. Please be aware of a web application's terms and privacy policy, which may differ from AU-IBAR's, when submitting your content to it. Some large UGC web applications are also based in different countries so your personal information may be stored outside your country where different laws apply.

### **Notification of Changes**

We will revise or update this policy if our practices change, or as we develop better ways to keep you informed about them. We thus encourage you to visit this section of AU-IBAR web application regularly in order to keep up to date with any changes. Changes to the policy will apply from the date they are posted on our site and shall not apply retroactively.