

Purpose:

To establish the conditions, procedures and responsibilities for use of the Safford City-Graham County Library (“Library”) computers and Internet services by the public. To outline the consequences for inappropriate or illegal use of the Library’s computers and Internet services.

Eligibility:

The Library provides access to the Internet. The service is available without charge to residents of Graham and Greenlee Counties and the city of Wilcox who have a library card. Non-residents may access Library computers by obtaining a temporary login at the customer service desk.

Policy Statement:

A. General Computer Use:

The Library computers are available for use by all Library customers to gather information and other legal pursuits. The Library does not guarantee that any computer system or software will always function adequately.

The Library will make reasonable accommodations for a customer’s special needs. Customers who may require an accommodation to utilize the computer system should first visit Library staff at the customer service desk to determine if the Library is able to fulfill their need.

Customer use of Library computers is restricted to existing equipment, including hardware and software, as well as current configurations. Customers cannot delete existing software or alter current physical hardware. Customers may not unplug cables, plug in personal hardware or install personal software on Library computers.

The Library will determine the length of time a customer may use a computer each day. This is contingent on procedures established by the Library, resources, and demand.

Customers are restricted from using Library computers or the Internet for illegal or harmful activities, including, but not limited to the following:

- Introducing a malignant program or code into any computer, computer system, or software;
- Participating in activities or accessing material that involve sexual content, the sexual exploitation of minors, or the luring of children;
- Violating federal copyright laws;
- Violating federal, state, local laws, or the Library policies;

- Participating in an action that creates a criminal offense under federal, state, or local laws

B. Internet Use:

The Library is making the Internet available to the public as an informational, educational, and recreational resource in support of the Library's service priorities.

In accordance with Arizona law [A.R.S. 34-502](#), the Library uses a filtering device on all public computers in order to limit a minor's ability to access material deemed harmful under [A.R.S. 13-3501](#) et set. Filtering software is designed to look for keywords and block access to Internet sites whose content appears to fit into a "blocked" category. However, filtering software may not block all material customers may find offensive. The Library does not monitor or have control over all information accessed through the Internet and cannot be held responsible for content.

Caregivers and guardians can determine and monitor their children's use of the Internet. Any restriction of a minor's access to the Internet is the responsibility of caregivers and/or guardians.

The Library does not support access to all websites. Library computers will not be reconfigured to gain access to any specific Internet Service Provider and/or website. Library staff cannot assist customers in legal matters or give financial information or advice.

Any Internet site or service that requires the user to provide personal information may not be safe. A customer who chooses to enter personal information does so at his or her own risk and assumes all responsibility for any consequences.

C. Wireless Use:

Customers assume all risk when using the Library Wi-Fi network. Data downloaded from external computers and networks, including the Internet, may contain software or viruses that can be harmful to the computer systems of customers. The Library is not responsible for damage to customers' computers, storage devices, or other digital devices. Any damage, loss of data, or liability that may occur from a Library customer's usage of the Library's electronic information resources is not the responsibility of the City of Safford or the Library.

Due to the variety of personal computers and digital devices, Library staff will not set up Wi-Fi connections for any personal devices.

D. Enforcement and Consequences:

This policy will be enforced in a fair and reasonable manner. Library staff will intervene to stop prohibited use of computer equipment and resources. Law enforcement will be contacted if any customer uses the Library computer system for what appears to be unlawful.

Violation of this policy will result in suspension of computer use privileges. For serious violations, Library staff may ask a customer to leave the Library for the day, suspend all Library privileges, or both.

Violation of copyright laws can result in severe civil and criminal penalties. Library customers who infringe on copyrighted material may have their computer privileges suspended. If a customer is uncertain about whether or not a use may infringe on a copyright, the customer should ask the copyright owner for permission to use (or reproduce) the copyrighted material.

F. Appeal:

Suspension of Library or computer use privileges may be issued and may be appealed to the Library Director within seven days after the suspension. A suspension will remain in effect for the stated duration unless overturned or modified by the Library Director. The Library Director's decision is final.