**Online Policy for EBARC**

Approved 2/14/2020

**General**

The following is the policy for any official Internet presence of the East Bay Amateur Radio Club, Inc. aka EBARC, including its club callsign, currently W6CUS.

**Definitions**

* “Board” means the current EBARC Executive Committee. Approval of actions and rules is by majority vote of a majority of the current Committee members, and remain in effect unless changed by a then-current Board.
* “Account” means an online arrangement between an Internet based service provider by which a person has access to computer, website, or application resources by entering a username and appropriate identifier, and where the service provides resources including but not limited to any or all of; contact management, email, email forwarding/broadcasting, data storage, data sharing, calendar scheduling, document editing, Web hosting, social media, and payment/banking services.
* “Administrator” is the person who is the owner of an individual Account or the system administrator of a business Account.
* “Beneficiary” is a trusted person designated by the Board who can transfer the “Administrator” role to another person if the original Administrator cannot serve for any reason. The Beneficiary can also act if the Account experiences no less than three months of inactivity (unless a different time period is otherwise set by a vote of the Board).
* “User” is a person designated by the Administrator to have login privileges to an Account, consistent with the Account’s rules.

**Rules**

* No Account shall exist on behalf of the East Bay Amateur Radio Club, EBARC, or the club's callsign without Board approval. Accounts that exist starting before the adoption of this policy have six months after the adoption date to become compliant and to be approved by the Board.
* The Administrator of an Account must be appointed by the Board.
* Any Administrator, Beneficiary, or User must be a current EBARC member.
* If the provider of the Account service allows it, a Beneficiary shall be designated within the Account itself. The Beneficiary has the power to change the Administrator and to cancel the account, with approval of the Board.
* In the event of a sudden unexpected action by accident or nefarious actors, Administrator or Beneficiary are authorized to take necessary emergency actions to restore or reactivate Account services, until such emergency actions can be considered at the next Board meeting.
* The scope, rules, design, and usage of an Account shall be approved by the Board.
* The Administrator has the power to enforce the scope, design, rules, and usage of any Account, as approved by the Board, including revocation of a User’s login privilege.
* If an email reflector is required by the Account’s rules, login privileges will not be granted to any User until he/she agrees to have his/her personal email account receive email that arrives into the Account.
* Any file, photo, or art used officially on an Account shall be credited to the source, if so desired by its creator.