

Web2Rights

Privacy Policy Template

Privacy Policy Guidelines

It is suggested that in order to manage user expectations and in compliance with other legislation, predominately, Data Protection and other rights of privacy, Web 2.0 projects adopt a privacy policy, a template for which is provided below. It is essential for Web 2.0 projects to read through the terms of this policy carefully and to adapt the template to suit their particular needs. For example, this policy assumes that a user/contributor will log in. That may not be the case with individual projects. The terms should also be carefully checked with institutional practice – such as that on data release.

Note: It is suggested that any policy adopted, is linked to from the bottom of each page.

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In order to benefit from the full functionality offered by this web site, it is occasionally necessary for us to place a small amount of information (a cookie) on your computer. Cookies are used to store your viewing options for displaying thumbnail images and text. When you change these options, your new selections are recorded in a cookie for use next time you visit the site.

Where it is possible to make a contribution to this site, these contributions are published, and except in very limited circumstances, will be a permanent part of this site. If you decide to contribute, you must keep this in mind.

This privacy policy will be reviewed, and may be revised, from time to time. You may wish to revisit it regularly.

'We' as used in this policy refers to [insert name of host organisation]

Public data and publishing

Browsing this site doesn't reveal your identity publicly, although see private logging later in this document for more information.

If you contribute to this site, this is a public act and you will be identified as the author of the edit.

Author identification

At this time, this site is only open to edits by registered users. This is a spam control measure. When logged in, your user name will be visible and acts under that account will be tracked. You may use your real name or not. Note that this is the name that you select when you create an account. When not logged in, actions will be identified by your IP address. These numbers could potentially be traceable to identifying information about you, whether it is your home ISP or the university, college or work account where the IP address is registered. Your IP address could potentially be used in conjunction with other data to identify you. If you are concerned about attempts to match your IP address to your identity, you may wish to use an anonymous browsing service or attempt some means to disguise your real IP address.

Cookies

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clear these cookies and the browser cache if you wish to refrain from revealing any identifying information, especially if you are using a public or shared computer.

Private logging

Any time you visit a page on the internet, you send quite a bit of information to the server. The web servers that host this site maintain access logs with the information that you send. This information is used to provide site statistics and to get an idea of popular pages and what sites link here. In the normal course of events we do not intend to use these logs to identify legitimate users. This is an example of information that might be logged:

```
64.164.82.142 - - [21/Oct/2003:02:03:19 +0000]
```

```
"GET /wiki/draft_privacy_policy HTTP/1.1" 200 18084
```

```
"http://en.wikipedia.org/wiki/Wikimedia_projects:Village_pump"
```

```
"Mozilla/5.0 (Macintosh; U; PPC Mac OS X; en-us) AppleWebKit/85.7 (KHTML, like Gecko) Safari/85.5"
```

The data logged may be used by us to solve technical problems with the site and, in cases of abuse of this site, to investigate the abuse.

Data release policy

Our policy is to only release to a third party the data we collect in the following circumstances

1. When required by law, such as in response to a valid request from a law enforcement body.
2. When given permission by the user.
3. To designated third parties to resolve or investigate abuse complaints.
4. When the information is related to spiders or bots, usually when investigating technical issues.
5. For abusive users, we may release information to assist in attempting to block the abusive user or to complain to that user's Internet Service Provider.
6. If necessary to defend legal claims against us by third parties.
7. When we deem it necessary to protect the property or rights of the user community, or this website.

No selling of information

We will not sell your information, such as your email address, to third parties.

Information security

We make no guarantee that the information that you provide to us will be secure.