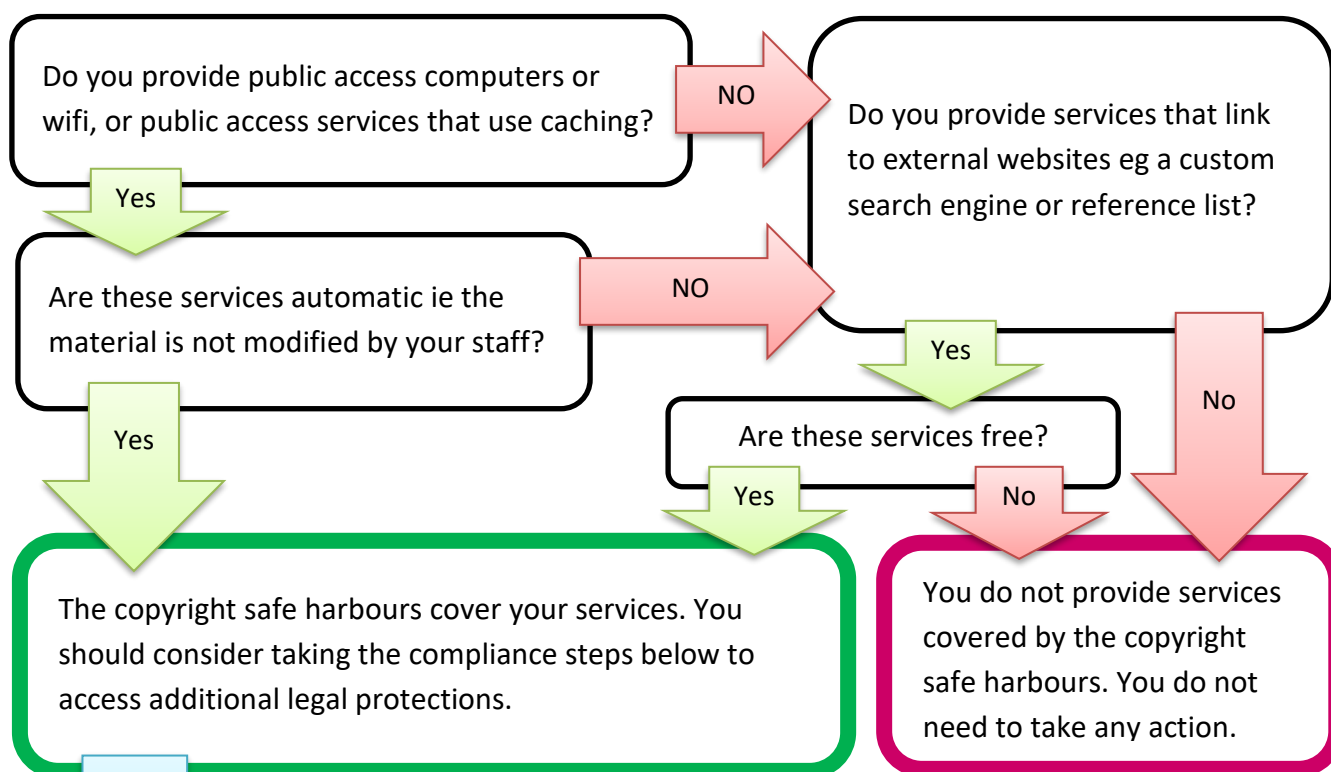


Copyright Safe Harbour Flowchart for All Institutions



Next

Compliance Steps

1. Provide the title of and contact details for a designated person to receive copyright notices on your website

Next

2. Have a policy for termination, in appropriate circumstances, of the accounts of repeat infringers

Next

3. Remove material from your cache if it has been removed from the original site for being infringing - as soon as practicable after receiving a takedown notice from the copyright owner/licensee (usually within 3 working days)

Next

4. Remove any links from your system that point to infringing material - as soon as practicable after receiving a takedown notice from the copyright owner/licensee (usually within 3 working days)

Next

5. Comply with any relevant industry codes (none currently exist)

