



# University of Northwestern Ohio Digital Millennium Copyright Act Compliance Policy

March 1, 2010

The University of Northwestern Ohio is required by federal law, specifically the Digital Millennium Copyright Act (DMCA), to process any infringement notifications from external sources such as the motion picture and music industries. In order to take advantage of the liability protections afforded within the law, UNOH adheres to its requirements and will take appropriate action when presented with notices of alleged abuse that are against the university's Technology Usage and Ethics Policy which supports the rights of copyright holders.

If you believe that your work has been copied, adapted, reproduced, or otherwise infringed upon in any way, these violations may be reported to appropriate University personnel in accordance of the DMCA. The designated reporting agent for UNOH is:

Jeffery Le Blanc  
VP for Information Technology  
University of Northwestern Ohio  
1441 N. Cable Rd.  
Lima, OH 45805  
FAX: 419-227-1280

## **Procedures for Copyright Infringement Notifications**

1. A complete description of the copyrighted work(s) that are believed to be infringed upon.
2. Provide a statement in good faith that explains why the material in question is believed to be infringing upon copyright holder rights.
3. Describe the work(s) sufficiently that would allow UNOH personnel to locate the material on web sites or storage media so that it may be removed or disabled.
4. Provide your complete contact information so that we may respond appropriately to the complaint.
5. If applicable, provide an electronic or physical signature of the copyright owner or the authorized agent to act on behalf of owner.
6. Certify that the notice is accurate and, under penalty of perjury, that the complaining party is authorized by the copyright holder to act on their behalf.

## **Procedures to Take Down Alleged Infringing Content**

Upon notification of alleged copyright infringement, UNOH will follow the procedures outlined in its DMCA Abuse Policy. This includes steps by University personnel to attempt to implement the voluntary take down of the work along with the notification of alleged abuse to the user. If UNOH is unable to fully comply with the take down of such work, we will disable access to the work. However, the user of the work may make a counter notice accorded to them within the copyright law that may include misidentification of work, fair use of work, or that the copyright owner is mistaken that the work is indeed infringing on copyright law. If a counter notice is made by the user, a copy of the counter notice will be sent to the complaining party wherein the work may be reposted unless there is further notice of court action.

## **Repeat Infringement**

Where it is clearly determined that a UNOH user is repetitively abusing DMCA law, actions against the user may include but are not limited to a permanent ban of user's personal computer from attaching to the UNOH network and a permanent suspension of all networking services.