



Website Policy	
Original Adoption: 11/22/2016 Reviewed/Updated: TBD	Reference No. FIN-010

PURPOSE: To prescribe the policies and procedures for permissions to use information contained on the City of Mound (COM) website and to establish criteria for allowing external links.

POLICY AND PROCEDURES:

1.1 Copyright, Restrictions and Permissions Notice

Government information at COM websites is in the public domain. Public domain information may be freely distributed and copied, but it will be requested that in any subsequent use the City of Mound information be given appropriate acknowledgement.

Images on the COM website are in the public domain may be used without permission, but it will be requested that if images are reused, the user will credit "City of Mound" as the source. Some images on the COM website may have been obtained from other organizations and permission to use those images should be obtained directly from those organizations.

COM websites have links to many other websites. Once a user accesses another site through a link, they are subject to the copyright and licensing restrictions of the new site.

1.2 External Link Policy

The appearance of hyperlinks does not constitute endorsement by the City of Mound for the web site or the information, products or services contained therein.

Mound receives numerous requests from other organizations and individuals for reciprocal website links. When considering requests for links from our website to other websites we use the following criteria:

- Must be directly related to public utility service providers or non-profit entities with a physical presence in the area who provide services to area residents
- Must be related to the services the City of Mound provides (GIS, county, utility billing, etc)
- Must not be a commercial site - It is the City's policy not to link from our site to commercial sites whose primary purpose is to endorse or sell products or services