

**Policy 3.06 Copyright Policy**  
(Includes Computer Software)

It is the intent of the Peralta Community College District to comply with the U.S. Copyright Law (Title 17, *U.S. Code*, Sect. 101, et seq.). This policy represents the District's effort to observe the copyright law.

Employees are prohibited from copying copyrighted works unless the action is authorized by (a) specific exemptions in the copyright law, (b) the principle of fair use, (c) the fair use guidelines, or (d) licenses or written permission from the copyright owner. Any other copying must be approved on a case-by-case basis.

Employees are prohibited from "performing" copyrighted works unless the performance is authorized by (a) Title 17, *U.S. Code*, Sect. 110(1) (4) or (8), (b) performance licenses, (c) purchase order authorization, or (d) written permission from the copyright owner or the owner's agent

Employees who willfully disregard the District's Copyright Policy, do so at their own risk and assume all liability, including the possibility of dismissal for persistent copyright infringements in accordance with Board Policy, collective bargaining agreements, and law.

**Source of Law:**

Approved by Board of Trustees: July 11, 1995