

ARTICLE XI

Technology Policy

Section 1. Electronic Communication. All electronic communication conducted via the Internet should be considered at all times to be non-confidential and within the public domain. E-mail or other electronic communication shall not be used for any confidential or proprietary AOII business. This includes, but is not limited to, the disclosure of Ritual information and any other internally sensitive issues. No AOII shall request confidential or proprietary information to be provided to them via e-mail or other electronic communication. Any member engaging in such communication is subject to AOII sanctions.

Additionally, e-mail communication shall follow the same prudent judgment rule used with other non-confidential written or verbal communication. The above stated rules regarding the dissemination of confidential or proprietary information of any type; including, but not limited to, information related to Ritual or other sensitive material shall apply to any and all websites or AOII International, chapters, and individual members.

Section 2. Collegiate Chapter Websites. All AOII collegiate chapters and colonies must have an updated, working website. The chapter website content should reflect the values and ideals of Alpha Omicron Pi and reflect credit upon the Fraternity. The website must identify the chapter name, the college or university, and the location of the campus (city, state/province and country). The website must be updated three times per year: once per school term and once during the summer. The chapter should accept full responsibility for ensuring that the website is current and up-to-date with the latest information regarding the chapter.

Since all content on the collegiate chapters' websites are representative of the Fraternity, the chapters must adhere to the following guidelines in the development of the site:

- a. **Required Sections:** There must be links to/from the AOII International site as well as to the appropriate page of their university website. Items that should be on the chapters website include separate sections for the following: the local history of the chapter, history of the International Fraternity, recruitment, parents, alumnae, the chapter's calendar, academics, and philanthropy. Pictures of the chapter's members and events should also be included throughout the site.
- b. **Inappropriate Items:** Items that should never be included on the chapters' websites include:
 - (1) **Inappropriate pictures:** Photos showing members with alcohol should never be featured on the website. Although we realize that many members are of legal drinking age, these pictures should not be included. This includes pictures showing containers frequently used for this purpose as well.
 - (2) **Copyrighted Music:** Although the Fraternity encourages chapters to use music in the development of their websites; the chapter must ensure that they have purchased the rights to any music used and provide evidence of the purchase to AOII Headquarters.
 - (3) **Use of Personal Information:** AOII chapter websites should not include too much personal information about members and alumnae for personal safety and security reasons. Specific personal email addresses for officers/members as well as information such as addresses and hometowns should not be shown on the public side of any chapter

website. Such specific information should be strictly limited to a private, log-in area of the website.

Section 3. Alumnae Chapter Websites. All AOII alumnae chapters are encouraged to have an updated, working website. The chapter website content should reflect the values and ideals of Alpha Omicron Pi and reflect credit upon the Fraternity. The same recommendations should be followed as noted above in the collegiate section.

Section 4. Responsibility. Alpha Omicron Pi Fraternity, Inc. and its chapters hereby disclaim any and all duty, responsibility and/or obligation for any e-mail or website content in violation of this policy and accept no responsibility for any damages of any kind or nature to any entity or individual by virtue of the content of any electronic communication.