



Open Hearts  
Open Minds  
Open Doors

# First United Methodist Church

*Pine Mountain, Georgia*



## Internet Use Policy

Our WiFi Internet service will now be password protected. The terms of use, and implementation procedures are as follows:

1. Our network will be monitored by our contracted IT professional. This includes setting up the network and maintaining any, and all hardware as necessary.
2. Our network will have a series of permissions that will allow access to the internet through the wireless router. Each of these permissions will have different levels of priorities that allow different groups within our church to have access as defined below:
  - a. Permission #1
    - i. This is our confidential network. This network will be used for our office VOIP phone service, computers, and printers.
    - ii. This network will be on at all times and take priority over all other users.
    - iii. Nobody will have access to this group
  - b. Permission #2
    - i. This is our staff and committee chair network. This will be used by our paid staff, including Noah's Ark staff, and our committee chairs that may need access to do their work.
    - ii. This network will be on at all times, but will not interfere with our critical operations.
    - iii. This password will be changed anytime people change positions
  - c. Permission #3
    - i. This network will be open to all general members of our congregation including visitors.
    - ii. This network will only be on when our regular office hours are over. This will allow our office to function without people being able to use all of our bandwidth, thus slowing down our vital operations.

- iii. This password should be reset on a monthly basis and the new password put into our Sunday bulletin. This will limit people who do not go to our church from using our internet.
- d. Permission #4
  - i. This network will be available to groups who use our facility and need access as a part of their program.
  - ii. This network will be assigned a temporary password that will expire after a defined time period based on their contract. If they need the facility for 3 hours, the password will grant access for those 3 hours and then shut off.
  - iii. In the event it is a paying group needing access, we would ask for an additional \$20 donation for the service. This will help offset the cost of maintaining our networks.
- 3. All people using our internet will now be redirected to a user agreement before being granted access to our networks. They will have to click on a button that will show they have read and agree to the terms of using our internet. This will not mean that we can limit what they are doing with the internet but will absolve us from any wrongdoing should somebody use it for the wrong reasons. We cannot screen content, as the hardware is too expensive at this point.
- 4. Our accounting secretary or Minister of administration will be responsible for changing passwords. The general member password will be reset on a monthly basis
- 5. Our Portal Agreement is as follows:

By using this wireless network, you are agreeing to these Terms of Use.

Conditional Privilege: Access to the Internet is a privilege conditioned you abiding by this agreement.

No Expectation of Privacy: In using the Internet through FUMC's access, you waive any right to privacy. You agree that FUMC may monitor your use of FUMC's Internet access and may also examine all system activities you participate in, including but not limited to email, voice, and video transmissions, to ensure proper use of the system.

Parental supervision of minor children is required.

Acceptable Use: You agree that in using FUMC's Internet access you will obey all federal and state laws and regulations. For a complete list of Acceptable Use statements see Church Administration.

Penalties for Improper Use: You could have all usage privileges revoked permanently.

For complete documentation of Acceptable Use Policy contact Church Administration.

- 6. Written User Policy (referred to in portal agreement) is as follows:

# Pine Mountain FUMC Public Wi-Fi Policy

## **Subject: Wireless Network Access**

Pine Mountain FUMC provides public Internet access points or "hot spots" in its facilities for users with portable computers or devices capable of receiving wireless signals. These access points will allow users to access the Internet from their device when within range of the access points. Access within all parts of the facilities may be possible but was not necessarily intended.

## **Acceptable Use**

Access to the public WIFI of Pine Mountain FUMC requires a password. This password will be available to those who agree to comply with this "Acceptable Use" guideline and may change periodically. **Using the password to access the Pine Mountain FUMC Wireless Network is considered agreement to this policy.**

All users are expected to use Pine Mountain FUMC's wireless access in a legal and responsible manner. While using this wireless access, users should not violate federal, State of Georgia, USA or local laws.

By using this wireless access network at Pine Mountain FUMC, the user acknowledges that he/she is subject to, and agrees to abide by all laws, and all rules and regulations of the State of Georgia, USA, and the applicable federal government laws with regard to Internet use.

## **Terms and Conditions of Use**

- Pine Mountain FUMC assumes no responsibility for laptop configurations, security or changes to data files resulting from connection to the network and cannot guarantee that a user's hardware will work with the wireless connection.
- Pine Mountain FUMC offers no technical support for use of the WIFI network. If a user has problems accessing the Internet over these connections, users should refer to their owner's manuals or other support services offered by their device manufacturer.
- Pine Mountain FUMC has tried to ensure wireless access is available in several public facility areas. However, users may encounter occasional "dead spots" where wireless reception may be limited or too many users are attempting to access from a particular access point. If you have trouble accessing the Internet or staying online, please move to a different location within the facility.
- Pine Mountain FUMC will determine the schedule that the WIFI network is operable. This schedule may change without notice to the users.
- Pine Mountain FUMC reserves the right to "disallow" access to the WIFI network to any individual or group of persons who have demonstrated noncompliance to this Acceptable Use Policy. Pine Mountain FUMC is not required to notify these individuals or groups nor to state why access was denied.

**PLEASE NOTE:** Printing access is not available via the public wireless connection.

## **Security Considerations**

Wireless access is by nature an insecure medium. As with most public wireless networks, any information being sent or received over the wireless network could potentially be intercepted by another wireless user. Cautious and informed wireless users should not transmit their credit card information, passwords and any other sensitive personal information while using any wireless "hot

spot".

Anyone using the wireless network provided by Pine Mountain FUMC is forewarned that there can be no expectation of privacy when using the wireless network, whether accessed from an external or internal site. Users assume all associated risks and agree to hold harmless Pine Mountain FUMC and its employees for any personal information (e.g. credit card) that is compromised, or for any damage caused to users' hardware or software due to electric surges, security issues or consequences caused by viruses or hacking. All wireless access users should have up-to-date virus protection on their personal laptop computers or wireless devices.

### **Internet Content Filtering**

Internet content filtering is provided by OpenDNS. This is considered a good-faith effort by Pine Mountain FUMC to protect users from inappropriate content, but is not a guarantee of protection. The USER is ultimately responsible for their own internet use.

### **Disclaimer**

Pine Mountain FUMC is providing wireless connectivity in this facility as a public service and offers no guarantees or representations that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of this wireless connection is entirely at the risk of the user, and Pine Mountain FUMC is not responsible for any loss of any information that may arise from the use of the wireless connection, nor is Pine Mountain FUMC responsible for any loss, injury, or damages resulting from the use of the wireless connection. Pine Mountain FUMC does not guarantee availability or quality of the WIFI service.

Approved March 13, 2018