

Memorandum of Understanding

SCLS as ISP (wired access only)

This memorandum of understanding is made between the South Central Library System (SCLS) and the

_____ (the "Library").

(Library Name)

The SCLS as ISP option is designed to allow libraries to use the SCLS wired network for non-SCLS supported devices. There are risks associated with adding non-SCLS supported devices to the SCLS wired network and the Library electing to use this service must assume responsibility for those risks.

Library responsibilities and expectations

By adding Library-supported devices to the SCLS wired network and giving them access to other SCLS-supported library staff PCs, the Library assumes any risk that may be introduced by or related to these Library-supported devices.

For any Library-supported PCs used by staff, SCLS strongly recommends that the Library:

- install anti-virus software and keep it updated
- keep software programs updated with the latest patches
- install security updates for the operating system
- only use administrator accounts for installing software – never for browsing the Internet

If a Library-supported device introduces viruses or malware to the SCLS network or SCLS-supported PCs, or otherwise interferes with the SCLS network, SCLS has the right to limit or remove network access for that device in its sole discretion. Any resulting cleanup or remedial action on SCLS-supported PCs will be done as SCLS' time permits. The Library is also responsible for any data loss to local file shares or any other device connected to the SCLS network, and responsible for ensuring appropriate backups for its data, software, and systems.

ALL SERVICES AND PRODUCTS HEREUNDER ARE PROVIDED BY SCLS "AS-IS" WITH NO WARRANTY OF ANY KIND, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT. SCLS WILL NOT BE RESPONSIBLE FOR ANY DIRECT, INCIDENTAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES ARISING OUT OF OR RELATING TO THE SCLS NETWORK OR ANY SERVICES HEREUNDER, OR ARISING FROM ANY LIBRARY-SUPPORTED DEVICE, AND ALL SUCH RISK WILL BE SOLELY BORNE BY THE LIBRARY. THE PARTIES AGREE THAT THE SERVICES HEREUNDER COULD NOT BE PROVIDED WITHOUT THIS ALLOCATION OF RISK. NOTHING IN THIS AGREEMENT IS INTENDED TO OR SHALL ALTER ANY OF THE TERMS OF ANY AGREEMENT BETWEEN SCLS AND LIBRARY RELATING TO SCLS SERVICES OR ITS NETWORK.

Because each network connection is configured specifically for the device being connected, the Library must contact SCLS to request new connections and to coordinate any changes to existing connections.

Technology Services Coordinator
South Central Library System

(Date)

Original (December 12, 2012)

Revised (August 15, 2015)

Library Director

(Library Name)

(Date)