



2024

# JJIF Acceptable Use and Data Copyright Policy

CONFIDENTIAL



# JJIF Ju-Jitsu International Federation

JJIF Registered Office: c/o Linus Bruhin, Leutschenstrasse 9 Postfach 323, CH 8807 Freienbach, Switzerland  
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## 1. Introduction

This Acceptable Use and Data Copyright Policy ("Policy") governs the use of all information technology resources, including computers, software, networks, data, and electronic communication systems owned or managed by the Ju Jitsu International Federation (JJIF). The purpose of this Policy is to ensure that these resources are used in a manner that is ethical, respectful of copyright laws, and compliant with applicable data protection regulations.

## 2. Scope

This Policy applies to all staff, contractors, volunteers, and affiliates (collectively, "Users") of the JJIF who access and use JJIF's resources.

## 3. Acceptable Use Policy

### 3.1 General Use

- **Authorized Purposes:** Technology resources should only be used for conducting JJIF's business or for purposes authorized by management.
- **Personal Use:** Occasional personal use of JJIF resources is permitted but should not interfere with official duties, compromise the operation of JJIF, or violate any other aspect of this Policy.

### 3.2 Prohibited Actions

- **Illegal Activities:** No JJIF resources may be used for any illegal activities or in violation of local, national, or international laws.
- **Harassment:** Users must not use JJIF resources to engage in activities that are harassing, defamatory, threatening, or discriminatory.
- **Security Violations:** Users must not bypass, attempt to bypass, or encourage others to bypass any security mechanisms in place.
- **Malicious Conduct:** Introducing malware, viruses, or other harmful code into JJIF systems or networks is strictly prohibited.

### 3.3 Data Management

- **Confidentiality:** Users must maintain the confidentiality of any proprietary or confidential information of JJIF.
- **Data Protection:** Adhere to JJIF's data protection policies and relevant data protection laws (e.g., GDPR, CCPA) in handling personal data and sensitive information.





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## 3.4 Monitoring and Compliance

- JJIF reserves the right to monitor all use of its information technology resources to ensure compliance with this Policy.
- Violations of this Policy may result in disciplinary action.

## 4. Data Copyright Policy

### 4.1 Copyright Ownership

- All work products created by Users during the course of their duties, using JJIF resources, or related to JJIF business are the property of JJIF unless otherwise agreed in writing.

### 4.2 Use of Copyrighted Material

- Users must respect the copyright of others in accordance with local, national, and international copyright laws.
- Prior authorization must be obtained for the use of any copyrighted materials not owned by JJIF.

### 4.3 Licensing and Distribution

- Copyrighted materials owned by JJIF may only be used, reproduced, or distributed within the limits of licensing agreements and JJIF policy.

## 5. Policy Enforcement

Failure to comply with the terms of this Policy can result in disciplinary action, including, but not limited to, suspension, termination, legal action, and compensation for damages.

## 6. Amendments and Updates

This Policy may be updated or amended periodically to comply with law changes or to reflect changes in the business environment. Users will be notified of any significant changes.

## 7. Acknowledgment

All Users are required to acknowledge that they have read, understood, and agreed to comply with this Policy.





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## 8. Approval and Implementation

This policy is approved by the board of directors of the JJIF and is effective immediately.

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