

Ryder Reid Software Group

Parcel Locker 1025634803
29-31 Firebrace St
Horsham Victoria 3400
copyright@ryderreid.net

Ryder Reid Software Group Copyright Policy

Introduction

This Copyright Policy ("Policy") outlines the principles and procedures regarding the use, protection, and management of copyrighted materials within Ryder Reid Software Group ("Company"). This policy ensures compliance with the Australian Copyright Act 1968 and relevant international agreements to which Australia is a party.

Purpose

The purpose of this Policy is to:

1. Ensure compliance with the Australian Copyright Act 1968.
2. Protect the intellectual property rights of authors and creators.
3. Provide guidelines for using copyrighted materials by Ryder Reid Software Group employees, contractors, and partners.
4. Outline procedures for addressing copyright infringement claims.

Scope

This Policy applies to all Ryder Reid Software Group employees, contractors, partners, and other individuals or entities.

Definitions

- **Copyright:** A form of protection provided by the laws of Australia to the authors of "original works of authorship," including literary, dramatic, musical, and specific other intellectual works.
- **Copyright Act:** Refers to the Australian Copyright Act 1968.
- **Work:** Any original literary, dramatic, musical, or artistic work, film, sound recording, broadcast, or published edition in which copyright subsists.

Copyright Ownership

Company-Owned Works

Any work created by employees or contractors during their employment or engagement with Ryder Reid Software Group is the Company's property unless otherwise agreed in writing.

Third-Party Works

Use of third-party copyrighted materials must comply with licensing agreements or permissions granted by the copyright holder. Unauthorized use is strictly prohibited.

Fair Use

The Company acknowledges the provisions of fair use under the Australian Copyright Act 1968, which allows limited use of copyrighted material without permission from the copyright holder for purposes such as criticism, comment, news reporting, teaching, scholarship, and research. Employees and contractors must ensure their use of copyrighted material falls within the scope of fair use.

Use of Copyrighted Materials

Internal Use

Employees and contractors may use copyrighted materials for internal purposes, provided such use complies with the Copyright Act and this Policy.

External Use

Any use of copyrighted materials for external purposes (e.g., marketing, publications) requires prior approval from the Company and, if necessary, from the copyright holder.

Infringement

Prohibited Activities

Unauthorized reproduction, distribution, modification, public display, or performance of copyrighted works is strictly prohibited.

Reporting Infringement

Any suspected copyright infringement within the Company must be reported to Copyright Management immediately.

Procedures for Handling Copyright Infringement Claims

Receipt of Notice

Upon receipt of a copyright infringement notice, Copyright Management will acknowledge receipt and review the claim.

Investigation

Copyright Management will investigate the claim to determine its validity.

Resolution

If the claim is found to be valid, the Company will take appropriate action, which may include removing the infringing material, negotiating a license agreement, or taking other necessary measures.

Notification

The Company will notify the claimant of the resolution of the infringement claim.

Education and Training

The Company will educate and train employees and contractors on copyright laws and this Policy to ensure compliance and understanding.

Amendments

Ryder Reid Software Group reserves the right to amend this Policy at any time. Any changes will be communicated to all employees, contractors, and relevant stakeholders.

Contact Information

For questions or further information regarding this Copyright Policy, please contact:

Copyright Management
Ryder Reid Software Group
copyright@ryderreid.net