

Procedures for Handling Suspected Intellectual Property Infringements on the Campus Network

In order to strengthen respect for intellectual property rights, the Computer Center (hereinafter referred to as the Center) shall identify users of IP addresses suspected of infringing intellectual property rights on the campus network at the request of the Ministry of Education or other government agencies. The relevant procedures shall be as follows:

- (I) If the user has been reported for the first time by the Ministry of Education or other government agency, the following shall apply:
 - (1) The network usage rights of the offending host shall be immediately restricted.
 - (2) The user (administrator) shall be immediately notified using the email address they have registered.
 - (3) The owner (administrator) of the host must appear in person at the Center's Networking and Development Section to explain the situation and fill out the *Statement of Suspected Intellectual Property Infringement*. They must also sign either the *Affidavit of Non-Recurrence* or the *Affidavit of Innocence*. Only then can their network usage rights be restored.
 - (4) The Center shall send the *Statement of Suspected Intellectual Property Infringement* and the *Affidavit of Non-Recurrence* or the *Affidavit of Innocence* to the NCCU Office of Student Affairs or the Personnel Office for future reference.

- (II) If the user has been reported for the second time by the Ministry of Education or other government agency, the following shall apply:
 - (1) The network usage rights of the offending host shall be immediately restricted.
 - (2) The user (administrator) shall be immediately notified using the email address they have registered for use.
 - (3) The owner (administrator) of the host must appear in person at the Center's Networking and Development Section to explain the situation and fill out the *Statement of Suspected Intellectual Property Infringement*. Their network usage rights shall be restored two weeks after they sign the *Affidavit of Non-Recurrence*. Should the user continue to claim innocence, they shall sign the *Affidavit of Innocence*. However, since the user has been reported for the second time, they must obtain an email from the agency that originally reported them to prove a miscarriage of justice and provide it to the Center. Their network usage rights shall be restored two weeks after submission of the proof. If the user is unable to provide the email from the agency that originally reported them, their network usage rights shall be restored two weeks after they sign the *Affidavit of Non-Recurrence*.
 - (4) The Center shall send the *Statement of Suspected Intellectual Property Infringement* and the *Affidavit of Non-Recurrence* or the *Affidavit of Innocence* to the NCCU Office of Student Affairs or the Personnel Office for future reference.

- (III) If the user has been reported three or more times by the Ministry of Education or other government agency, the following shall apply:
 - (1) The network usage rights of the offending host shall be immediately restricted.
 - (2) The user (administrator) shall be immediately notified using the email address they have registered for use.

(3) The owner (administrator) of the host must appear in person at the Center's Networking and Development Section to explain the situation and fill out the *Statement of Suspected Intellectual Property Infringement*. Their network usage rights shall be restored one month after they sign the *Affidavit of Non-Recurrence*. Should the user continue to claim innocence, they shall sign the *Affidavit of Innocence*. However, since the user has been reported for the third time, they must obtain an email from the agency that originally reported them to prove a wrongful report and provide it to the Center. Their network usage rights shall be restored one month after submission of the proof. If the user is unable to provide the email from the agency that originally reported them, their network usage rights shall be restored one month after they sign the *Affidavit of Non-Recurrence*.

(4) Since the user has been reported three times, the Center will refer the case to the responsible units of the University for punitive measures.

(IV) If the Center receives a report from the Ministry of Education or other government agency of a case of suspected intellectual property infringement at the University, the Center shall investigate whether peer-to-peer software has been applied for and used from the reported IP address. If peer-to-peer software has been applied for and used, the Center shall refer the case directly to the responsible units of the University for punitive measures, regardless of the number of reports.

(V) The Center shall provide relevant traffic data to support the above users who claim their innocence and assist them in explaining their case to the agency that reported them. Users are required to provide detailed information about their computer usage habits.