

## Guidelines - HBA Site - 2009

12 March 2009

Last Updated 23 November 2010

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### Site Guidelines

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Part of the HBA's public relations strategy is to promote the association's aims by:

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Creating articles about vessels, people and events

Accepting or creating images of HBA vessels, people and events

Featuring the articles and images on the HBA website, in HBA presentations, in the HBA Newsletter, on the HBA Forum, in HBA books or through other heritage related medium.

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To facilitate this strategy we have the following guidelines for this site:

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- Neither the HBA nor any of its honorary committee can guarantee the accuracy or completeness of any information on this web site. The information is provided primarily for the benefit of HBA members.

- All images contributed voluntarily can be used by the HBA in our publications and on the site.

- You will see a © HBA mark on some images, however copyright remains with the photographer or author.

- We may at times upload images to our website without making note of the contributor or photographer's initials on the image name.

- We may at times acknowledge a collection of images given to us by a contributor.

- Anything that is done on the website by an individual becomes HBA property unless noted.

- We will endeavour to ensure that children in images cannot be identified unless we are given the explicit permission of a child's parent. This means you will only see images on the site of children in the distance or in crowd scenes. The HBA has adopted the Guidelines for Taking and Using Images of Children and Young People recently published by the Heritage Council and the Arts Council in PDF format at  
Heritage Council Guidelines for Taking Images

- We will strive to ensure that any image updated to the site is deemed to be in good taste and does not cause embarrassment.

- If anyone feels strongly against a particular image of them or their vessel being shown on the site, we will remove it.

- We may have to crop an image to fit a web page and all images will be compressed to web format.

- We will state at membership meetings, event briefings or on any entry forms, photos will be taken of the event and should people not like their photo to be used on the site to let the committee know.

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### Disclaimer

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The HBA accepts no liability for any loss or damage arising as a result of use of or reliance on these web pages, and is not responsible for the contents of personal web pages, nor for the accuracy or integrity of material accessed via links from these pages.

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