

DRAFT RIPE NCC PRIVACY STATEMENT

Introduction

The RIPE NCC respects the privacy of your personal information and is committed to protecting the personal information that you provide. This RIPE NCC Privacy statement applies to all personal information the RIPE NCC collects, publishes and uses. The RIPE NCC Privacy statement describes how the RIPE NCC collects, uses, shares and transfers your personal data and how you can access and make changes to your personal data.

1. Collection of your personal data

The main purpose for which the RIPE NCC collects personal information is to support its role as a Regional Internet Registry. The main activities to fulfil this role are:

- The registration and administration of Internet Resources.
- The public RIPE database, see paragraph below.

In addition the RIPE NCC provides several other services and activities that may require the usage of your personal information. These include:

- RIPE NCC Member Services: relation management, accounting and billing;
- LIR Portal and RIPE NCC Website (www.ripe.net): processing of messages, service requests and information requests;
- Mailing lists: messages are published in the mailing lists and mailing list archives to support the open and transparent policy development process.
- Meetings, trainings and other organised events: event registration administration; in addition the RIPE NCC may publish lists of attendees on a web site, as part of its commitment to open and transparent policy development. These lists contain the name of the attendee and their organisation, but no contact or other personal details.
- Internet information services like Test Traffic Measurements, DNSmon: relation management and administration.

The RIPE NCC may use contact details provided in relation to the above activities to send you general information on our activities and services, such as announcements on network upgrades, outages, RIPE meetings, trainings and other organised events. RIPE NCC also on occasion may forward external messages to a particular mailing list if it is relevant and appropriate for that list. If you do not wish to receive such messages you can unsubscribe yourself at any time or change your preferences by accessing the web page: <http://www.ripe.net/ripe/maillists/index.html> or by sending an e-mail to: ncc@ripe.net.

In addition to the above, the RIPE NCC may register, process or transfer your personal data where such is required pursuant to a statutory duty.

2. Use of your personal data in the RIPE Database

The public RIPE database shows registration details of Internet Resources. The records may contain contact details of persons responsible for the operation of networks or routers and/or for maintaining the information in the RIPE Database. In some cases the initial registration is provided by the RIPE NCC. Subsequently the information pertaining to a specific registration is provided and maintained by a person authorised by, or acting on behalf of, the person or entity to which the Internet Resources have been registered. Updating is subject to an authentication and authorisation procedure.

The RIPE NCC collects and publishes these contact details (name, e-mail address, phone and fax numbers and postal address) to make it possible for the RIPE NCC and the internet network community to contact the appropriate persons, when this is necessary:

- to secure the proper functioning of the internet;
- to prevent or redress possible misuse of the internet;
- to protect the information stored in the RIPE Database;
- to prevent any unauthorised modification of information stored in the RIPE Database;
- to ensure accountability for information entered into the RIPE Database.

Where necessary for the above purposes and to comply with statutory obligations, the RIPE NCC may also keep historical data (data that were published in the RIPE Database before the record was updated) and database update requests.

3. Accessing and changing your information

You have a right to ask that inaccurate or incomplete data concerning you are rectified. In order to fulfil our obligation the RIPE NCC will request you to identify yourself.

RIPE NCC Members have the possibility to view their information online via the LIR Portal. You may have the ability to access and change your personal data using the LIR Portal on behalf of your organisation. To prevent unauthorised access and changes to your personal data you will have to sign in with your credentials i.e. regID, username and password. If you are not authorised to change your personal data, please refer to the authorized person in your organisation.

Individuals who are authorised to maintain information in the RIPE Database may be able to modify their own registration details by using either e-mail or web-based methods. RIPE NCC will help those who may have trouble modifying their own data. To prevent unauthorised changes to registration details, there are strict procedures to authenticate people and verify their right to authorise changes. If you are not authorised to change your personal data in the RIPE Database, please refer to the person or entity indicated on the record as “mnt-by:”.

If you have subscribed to any RIPE NCC mailing lists, you are able to unsubscribe yourself at any time or change your preferences by accessing the web page:
<http://www.ripe.net/ripe/maillists/index.html>

If you have questions or concerns about the accuracy or appropriateness of any other personal information held by the RIPE NCC, please contact: ncc@ripe.net. RIPE NCC will respond and seek to correct any problems as soon as possible.

4. Data sharing and transfer

In addition to publication of the RIPE Database, accessible from the RIPE NCC Website, the RIPE Database may be mirrored to databases operated by other Regional Internet Registries. The databases of other Registries furthermore may be mirrored to databases operated by the RIPE NCC. This system allows users to retrieve from their local Regional Internet Registry data on all Internet Resource registrations worldwide.

The information shared in these cases is limited to that which is required for the respective purpose and is subject to those other organisations providing equivalent levels of security and protection.

Personal data held in the RIPE Database is available to the public. RIPE NCC operates a technical limiting process to prevent data mining of large amounts of personal data by using the RIPE Database query service. Attempted abusers of this service will have their access to the RIPE Database blocked.

5. Protection and secrecy of your information

The RIPE NCC maintains strict procedures to authenticate people and verify their right to authorise changes in the RIPE Database.

RIPE NCC maintains a high level of physical security and protection for all its computer and network facilities, and in particular for those in which personal information may be stored.

6. Use of Cookies

“Cookies” are pieces of information that a browser can record after visiting a website. The RIPE NCC currently uses cookies on our members LIR portal. Cookies may be written to your hard drive when you visit the LIR portal. These cookies are used solely to facilitate your personal use of the LIR portal. You can disable cookies by adjusting your browser settings. However, you may not be able to use all the interactive features of the portal if cookies are disabled.

7. Changes to this privacy statement

The RIPE NCC may change this privacy statement from time to time. The current version of the privacy statement will be available on www.ripe.net.

8. Questions or suggestions

If you have any questions or suggestions or concerns about the issues discussed in this document, please e-mail us at: ncc@ripe.net .