Boston University employees are required to comply with the provisions of the United States Copyright Law, which regulates the reproduction of copyrighted material. Boston University as an institution, and individual Boston University employees, may be held liable for infringements of the Copyright Law.

A summary of the Copyright Law has been distributed to Dean, Directors and Department Heads by the Vice President for Marketing and Communications. In part, the University requires that a warning poster (see following page) be placed on or near every copying machine. Supervisory personnel must ensure that every employee under their supervision who has occasion to either reproduce copyrighted material or order its reproduction is familiar with and abides by the copyright guidelines set forth in the summary of the Copyright Law.
THIS POLICY STATEMENT IS PART OF THE EMPLOYEE HANDBOOK, AND SHOULD BE READ IN CONJUNCTION WITH ALL OF THE POLICIES THAT COMprise THE HANDBOOK. THE PROVISIONS OF THE EMPLOYEE HANDBOOK DO NOT CONSTITUTE AN EMPLOYMENT CONTRACT AND DO NOT ALTER THE AT-WILL STATUS OF AN EMPLOYEE.

Additional Resources Regarding This Policy

Related Policies and Procedures

  - Copyright Restrictions
- Copyright Policy - Faculty Handbook

Related BU Websites

- Human Resources
  - HR Policies
  - Manager Resources - HR Website

Categories: Employment, Non-Represented Staff Keywords: Employee Handbook

This Document is available at: http://www.bu.edu/policies/copyright-employees/