

# POAL LMS TERMS OF USE

Thank you for your participation in Ports of Auckland ("POAL") online learning platform (the "Platform"). As a contractor or supplier to POAL, you are required to use, access and interact with POAL's learning management system ("LMS"), which includes all content, information, and functionality available through the POAL website domain names, mobile applications, and any other media, telephony, software, devices or networks now in existence or developed later in connection with the programs ("Programs") or other functionality displayed or available to you through the LMS platform.

By using, accessing and interacting with the LMS, you agree to be bound by the following LMS terms of use ("Terms of Use") and understand that POAL will store your personal information in a secure manner and will not use your personal information for any purpose other than the purpose for which it was collected unless authorised by you. Furthermore, you must not impersonate any person or entity, or falsely state or otherwise misrepresent yourself, your age, or your affiliation with any person or entity. If you do not agree to these Terms of Use and the Privacy statement, do not use the LMS.

Ports of Auckland Limited. ("POAL") reserves the right to modify or revise these Terms of Use, in its sole discretion, at any time. Your continued usage of the LMS will mean you accept those changes, and you will comply with all applicable laws and regulations. The materials provided on this LMS are protected by law, including, but not limited to, copyright laws and international treaties.

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## Eligibility

You must be 18 years of age or older to visit or use the LMS in any manner. By visiting the LMS or accepting these Terms of Use, you warrant and represent that you are either 18 years of age or older, an emancipated minor, or possess legal parental and/or guardian consent, and are capable of entering into the terms, conditions, obligations, affirmations, representations and warranties set forth in the terms of use and in the Privacy Policy.

# **Learning Management System (LMS) Services**

POAL provides the LMS as a service to contractors and suppliers in order to facilitate the dissemination of learning and informational material. You are required to use the LMS to access POAL training courses, safety information and learning materials, as a condition to access and/or use POAL facilities. You agree that POAL may record, archive and make available recordings of live class sessions through the LMS (the "Recordings") for your reference. The Recordings may be made available to other users who access the LMS who have a need to view the Recordings as part of their learning program.

In addition, by using the LMS, you acknowledge and agree that POAL may communicate with you and send you administrative messages and service announcements regarding your participation in LMS Programs ("Program Communications"). You are not permitted to opt out of receiving the Program Communications while enrolled on the LMS Platform.

# **Account Information Obligations**

You are responsible for submitting, maintaining and updating information you submit through your account (such as your user name and password) ("Your Account Information") to ensure that all information is and remains accurate, current, and complete. You are solely responsible for all activity associated with your account information, including your online conduct and use of the LMS and the consequences of any such use. As such, you should maintain the confidentiality of your account login and password.

If Your Account Information is not accurate, current, or complete, or if POAL has reason to believe that Your Account Information is not accurate, current, or complete or that the LMS is being accessed by Your Account Information in violation of these Terms of Use, POAL has the right to suspend or terminate your account and prohibit you from any and all future use. Should you become aware of any unauthorized use of your account information, you should notify POAL immediately by sending an email to <a href="mailto:privacyofficer@poal.co.nz">privacyofficer@poal.co.nz</a> with the words "Unauthorized Access" in the subject line of the email.

### LMS Materials; Use Restrictions

The LMS contains copyrighted material (including but not limited to text, graphics, videos, images, music, sounds, source code, user generated content, and compilations of individual data), trademarks, trade names, other proprietary information, and other content such as text, graphics, images, photographs, illustrations, logos, information obtained from POAL's licensors (collectively, "LMS Materials"). You acknowledge and agree that POAL retains all ownership, rights, title and interest to and in the LMS Materials. You represent and warrant that you will not: (i) copy, modify, publish, transmit, distribute, publicly perform, publicly display, reverse engineer, create derivative works of, sell, or otherwise exploit any LMS Materials (including but not limited to any LMS Materials that you download), excluding information that is in the public domain or has been licensed to you; and (ii) endeavor to ascertain any source code used in connection with the LMS.

You may view, access, download or print hard copies of the LMS Materials only for your personal, educational, and non-commercial use and where such option is made available to you in the LMS. You may not change the LMS Materials in any way or copy, modify, publish, transmit, distribute,

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You may not, without POAL's written permission, "mirror" any LMS Materials contained in the LMS or any other server. You may not use the LMS for any purpose that is unlawful or prohibited by these Terms of Use. You may not use the LMS in any manner that could damage, disable, overburden, or impair the Site, or interfere with any other party's use and enjoyment of the LMS. You may not attempt to gain unauthorized access to the LMS through hacking, password mining or any other means. POAL reserves the right, in its sole discretion, to terminate your access to the LMS, or any portion thereof, at any time, for any reason or for no reason at all, without prior notice or any notice.

### **Your Content**

You agree that you alone are responsible for any and all text, graphics, videos, images, music, sounds, and any other content that you publish, upload, display, or transmit on or through the LMS (collectively "Your Content"), including any information that you submit in connection with your participation in a Program. The term "Your Content" does not include any Recordings, as defined in these Terms of Use. You further agree that Your Content is true and accurate and that Your Content will not contain any information that you did not create or that you do not have permission to publish, upload, display, or transmit on the LMS. You are responsible for creating back-up copies of any of Your Content that you post on the LMS or otherwise provide to POAL, and any necessary replacement thereof.

You agree that POAL may review any of Your Content posted on the LMS and delete or remove any of Your Content for any reason, including where POAL reasonably determines that Your Content violates these Terms of Use or is offensive or illegal, or may violate the rights of, harm, or threaten the safety of others.

By publishing, uploading, displaying or transmitting Your Content to the LMS, you permit and direct POAL to create such copies of Your Content as may be deemed necessary in order to facilitate the posting and storage of Your Content on the LMS. By publishing, uploading, displaying, or transmitting Your Content to the LMS, you hereby grant to POAL a limited, transferable, and worldwide license (which includes the right to sublicense) to copy, modify, publish, transmit, distribute, publicly perform, or publicly display Your Content. You may remove Your Content at any time. If you remove Your Content, you agree that POAL may preserve archived copies of Your Content and that any previous uses by POAL prior to your removal shall remain fully permissible as set forth hereunder.

By publishing, uploading, displaying or transmitting Your Content to the LMS, you understand and agree that other users of your LMS community may access, view, store and reproduce any of Your Content posted by you on the LMS to the extent permitted herein, subject to any applicable restrictions.

### **User Code of Conduct**

POAL provides the LMS to you for your personal, educational, and non-commercial use only. You agree that Your Content does not include any libelous, defamatory, or otherwise unlawful material, or violate or infringe upon the rights of any third party, including but not limited to any and all copyright, trademark, privacy, publicity, or other personal or proprietary rights.

Additionally, you represent and warrant that you will not visit or use the LMS to:

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- any of Your Content that POAL may reasonably deem to be harmful, threatening, unlawful, defamatory, infringing, abusive, inflammatory, harassing, vulgar, obscene, fraudulent, false, invasive of privacy or publicity rights, hateful, discriminatory, defamatory, or racially, ethnically, or otherwise (similarly) objectionable;
- any of Your Content that would constitute, encourage, or provide instructions for a criminal offense or violate the rights of any party, or that would otherwise create liability or violate any local, state, national, or international law;
- any unsolicited or unauthorized advertising, solicitations, promotional materials, or any other form of solicitation;
- any material that contains software viruses or any other computer code, files, or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; or
- any of Your Content that POAL may reasonably deem to be objectionable, that restricts or inhibits any other person from using or enjoying the LMS, or that may expose POAL or LMS users to any harm or liability of any type
- engage in any unlawful conduct or act in any other manner that could damage, disable, overburden, or impair the LMS;
- obtain email addresses or other contact information of any individual from the LMS for the purposes of sending unsolicited emails or other unsolicited communications for commercial purposes or unrelated to your participation on the Platform;
- intimidate or harass any individual;
- use automated scripts to collect information from or otherwise interact with the LMS;
- impersonate any person or entity, or falsely state or otherwise misrepresent yourself, your age, or your affiliation with any person or entity; or
- use or attempt to use another's account, service, or system without authorization from POAL, or create a false identity on the LMS.

You are solely responsible for your interactions with any other individuals who visit or use the LMS and resolving any disputes that might arise due to your interactions. Notwithstanding the foregoing, POAL reserves the right to monitor disputes between you and any other individual who visits or uses the LMS and to take any action that they, in their sole discretion, deem necessary up to and including termination of an individual's access to and use of the LMS.

### Hyperlinks from the Website

The LMS may contain hyperlinks to other websites and webpages ("Third-Party Websites") as well as to text, graphics, videos, images, music, sounds, and information belonging to or originating from other third-parties (collectively, "Third-Party Applications"). POAL is not responsible for the Third-Party Pages or any Third-Party Applications accessed through the Website. The inclusion of any hyperlinks to any Third-Party Pages or Third-Party Applications on the LMS does not indicate POAL's approval or endorsement thereof. If you choose to leave the LMS to access any Third-Party Pages or Third-Party Applications, you do so at your own risk.

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- Identification of the copyrighted work claimed to have been infringed, or a representative list of such works;
- Identification of the copyrighted work that is claimed to be infringing or to be the subject of infringing activity that is reasonably sufficient to permit POAL to locate the material;
- The contact information of the copyright owner or the individual authorized to act on behalf
  of the copyright owner, such as an address, telephone number, and, if available, an email
  address;
- A statement that the copyright owner or the individual authorized to act on behalf of the copyright owner has a good faith reasonable belief that the particular use of the identified material is not authorized by the copyright owner, its agent, or the law; and
- A statement, under penalty of perjury, that the information in the notification is accurate, and that the individual submitting the notice is authorized to act on behalf of the owner of the copyright that has been allegedly infringed.

Any copyright owner or its agent may provide written submissions of alleged infringements of alleged infringements to POAL's designated Copyright Agent, privacyofficer@poal.co.nz, The Privacy Officer, 1 Sunderland Street, Auckland 1010. A notice may not be valid if it fails to comply with all of the above-listed requirements.

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## **Limitation of Liability**

NOTHING IN THESE TERMS OF USE SHALL EXCLUDE OR LIMIT POAL'S WARRANTY OR LIABILITY FOR LOSSES, WHICH MAY NOT BE LAWFULLY EXCLUDED OR LIMITED BY APPLICABLE LAW.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, YOU EXPRESSLY UNDERSTAND AND AGREE THAT NEITHER POAL, THEIR SUBSIDIARIES, AGENTS, AFFILIATES, AND LICENSORS SHALL BE LIABLE TO YOU FOR: (A) ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES WHICH MAY BE INCURRED BY YOU, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO, ANY LOSS OF PROFIT (WHETHER INCURRED DIRECTLY OR INDIRECTLY), ANY LOSS OF GOODWILL, ANY LOSS OF DATA SUFFERED, OR OTHER INTANGIBLE LOSS; OR (B) ANY LOSS OR DAMAGE WHICH MAY BE INCURRED BY YOU, INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE AS A RESULT OF: (I) ANY CHANGES WHICH POAL MAY MAKE TO THE LMS, OR FOR ANY PERMANENT OR TEMPORARY CESSATION IN THE PROVISION OF THE LMS (OR ANY FEATURES WITHIN THE LMS); (II) THE DELETION OF, CORRUPTION OF, OR FAILURE TO STORE, ANY OF YOUR CONTENT AND OTHER COMMUNICATIONS DATA MAINTAINED OR TRANSMITTED BY OR THROUGH YOUR USE OF THE LMS; (III) YOUR FAILURE TO PROVIDE POAL WITH ACCURATE PERSONAL INFORMATION; OR (IV) YOUR FAILURE TO KEEP YOUR PASSWORD OR ACCOUNT DETAILS SECURE AND CONFIDENTIAL.

THE LIMITATIONS ON POAL'S LIABILITY TO YOU SHALL APPLY WHETHER OR NOT POAL HAS BEEN ADVISED OF OR SHOULD HAVE BEEN AWARE OF THE POSSIBILITY OF ANY SUCH LOSSES ARISING.

#### Indemnification

You agree to indemnify, defend, and hold harmless POAL, and their respective officers, directors, employees, agents, and affiliates from and against any and all legal claims arising from your inappropriate use of the LMS or your violation of any of these Terms of Use. Your indemnification obligation to POAL shall survive these Terms of Use and your use of the LMS.

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You agree that POAL may, in its sole discretion and at any time, modify, discontinue, or suspend its operation of the LMS, any part thereof or any LMS Materials, temporarily or permanently, without notice or liability to you.

### Governing Law; Severability

You acknowledge and agree that any and all disputes, claims, and causes of action arising out of, or in connection with, in whole or in part, your use of the LMS shall be resolved exclusively by a court of competent jurisdiction located in New Zealand. All issues and questions concerning the construction, validity, interpretation, and enforceability of these Terms of Use, your rights and

obligations, or the rights and obligations of POAL, shall be governed by, and construed in accordance with, the laws of New Zealand.

# Severability

The Terms of Use and Privacy Policy, together with any applicable software licensing agreement(s), shall constitute the entire agreement between you and POAL related to your use of the LMS. The various provisions of Terms of Use and Privacy Policy are separate and independent and, should any term be declared invalid or unenforceable by a court or other appropriate tribunal, the remaining provisions and terms shall remain in full force and effect. The Terms of Use and Privacy Policy shall be binding on the parties and their respective successors and assigns.

# **Entire Agreement**

The Terms of Use and Privacy Policy shall constitute the entire agreement between you and POAL with respect to the LMS. The Terms of Use and Privacy Policy shall be binding on the parties and their respective successors and assigns.