

Optical Design Anti-Spam Policy

1. Optical Design's anti-spam policy is to protect members, clients and others from excessive spam mail and to set standards for clients and members as to what can be sent from our system.
2. Under no circumstance is the system to be used for un-solicited email propagation.
3. Approved mailing lists will be set to offer promotional material or notices to existing clients only. All list members must be voluntary by subscription or with permission of the receiving address owner.
4. Any open (public) list must be by voluntary subscription or by gaining permission for the address to be subscribed.
5. Optical Design may send information, notices and promotional material to our users, clients and members.
6. Users, clients and members of our system are deemed to have approved such a subscription by utilizing our services.
7. Clients or members maintaining their own lists in Outlook or by list on our system must not use them to force un-solicited emails to third parties. Lists must be by voluntary subscription or by permission from the address owner to have their email address on such a list.
8. Optical Design has a policy of fending off spam from annoying spam mailers. These "spam mailers" are defined as those brought to our attention as annoying by our users and clients. They are listed in an anti-spam list or "blacklist". Our system will reject mail by these mailers.
9. Customers should notify us of addresses that annoy them with mail, action can be taken to try and filter these addresses out from client email account and possibly system wide if there are enough complaints.
10. If you DO require to receive spam for whatever reason and it happens to be from a mailer in our blacklist you can either discuss with us the removal of the mailer from the list (this affects everyone on our system) OR our recommendation is to have the spam sent to another email account (perhaps a free online web account) and only use your email address here for legitimate emails (this saves you annoying spam too). This is because we wish to keep mail transport costs to our members and clients to a minimum.
11. Anyone caught using our system to "SPAM" others will be (subject to being contactable) notified of the breach and pending action without notice if the breach continues. This may result email facilities being removed from our system for the particular offending address.
12. This policy is designed to protect our members and clients from unscrupulous use and costs associated with spamming. It will eventually translate to higher charges if unchecked.
13. The AUSTRALIAN SPAM ACT 2003 governs law regarding spam. Should any item not be covered or not made clear, please refer to the act. The act is located at: <http://scaleplus.law.gov.au/html/pasteact/3/3628/top.htm>

14. Members having any questions should contact us before they send any message or commercial advertising as defined by the ANTI SPAM ACT 2003 as spam or before adding addresses to a list.
15. The ANTI SPAM ACT 2003 does define certain circumstances where permission is deemed to be given for such emails.
 - a. Pre-Existing business relationships
 - b. Public advertised addresses
 - c. Please read the act for clarification!
16. All policies and terms of use for Optical Design are subject to change without notice. All terms and policies are deemed accepted by the user on first use or continuing to use our servers.