



ADMINISTRATIVE POLICIES AND PROCEDURES

APP COMM 06-2019

City Administrator Approval:

Approved by City Council:

Issued:

Revised: March 11, 2019

SUBJECT: Website Linking Policy

PURPOSE

The City of Savage website is intended to inform and educate users about the City of Savage, its services, and the community. The City provides hyperlinks solely for information and convenience. Visitors selecting a link to an outside website will be notified they are leaving cityofsavage.com, and are subject to the privacy and security policies of the external website.

POLICY

In keeping with that focus, the City evaluates links to external websites using the following criteria:

- Is the website a governmental agencies or educational institution servicing Savage?
- Is the website for a local, public utility that services the City of Savage and uses our right of way?
- Is the website for a local media outlet that services the City?
- Is the website a partner, sponsor, or community organization with a formal affiliation with the City, its activities, or programs?
- Is the website for a non-profit organization which the City regularly refers members of the public to for services and/or support?

The City's website will not provide links to:

- National sites without any connection to the City of Savage
- Commercial/corporate enterprises
- Religious organizations
- Individual or personal websites
- Political parties or candidates
- Organizations seeking to support or defeat any candidate
- Sites advocating positions on ballot issues
- Sites promoting illegal activities
- Sites functioning as public forums

PROCEDURE

All requests for hyperlinking from the City of Savage website are subject to review and approval by the City's Communication Manager. The City reserves the right to remove any links on this website at any time, for any reason, without notice. The City reserves the right to make changes to this policy at any time, without notice.

LINK DISCLAIMER

The City of Savage is not responsible for and does not endorse the information on any linked website. The City in no way guarantees the accuracy of the information on linked websites and is neither responsible nor liable for any defamatory, offensive or illegal conduct on linked sites.