TSŪ CONFIDENTIAL AND PROPRIETARY



Tsū Law Enforcement Request Guidelines

This guide describes the procedures for requesting data from Tsū and the types of data available.

This guide is **CONFIDENTIAL** as it contains Tsū proprietary information. This guide cannot be distributed without the express written permission of Tsū. It is intended for Law Enforcement use and is not intended to create any enforceable rights against Tsū.

Tsū is constantly evolving and reserves the right to change any of the policies and guidelines below without notice. However, Tsū will do its best to inform law enforcement of any significant changes in policies and/or procedures in this guide or by other means.

Definitions

Search Warrant

A court order issued by a judge based on a finding of probable cause that evidence of a crime exists in an account that requires disclosure.

Subpoena

The legal process in civil or criminal proceedings for non-content information such as name, address or other subscriber information.

Title III

A court order issued by a judge requiring the disclosure of real-time user information upon a finding of probable cause that (1) someone committing a crime specified in the Wiretap Act (2) particular communications related to that crime will be obtained through a wiretap; and (3) the crime involves the account to be tapped. Additionally, the judge must determine that 'normal' methods of investigation have failed and are likely to fail or would be dangerous to try. A wiretap is required for Tsū to disclose the communications of a user account in real time.

Pen Register, Trap & Trace

A court order issued upon certification by a law enforcement agent that the real-time, noncontent routing and signaling information

Foreign Intelligence Surveillance Act

FISA governs how the United States collects foreign intelligence regarding national security. The Act created the Foreign Intelligence Surveillance Court (FISC). These courts have the power to require companies or other private organizations to disclose information in foreign intelligence investigations.

National Security Letters

An administrative subpoena issued by the U.S. Federal Bureau of Investigation in an ongoing national security investigation which compels a provider to produce a customer's name, address, and length of service.

Preservation Requests

A government request to preserve an individual's account information pending receipt of formal legal process. A temporary snapshot of the relevant account information is taken but will not be disclosed until a formal and valid legal process request is provided.

Privacy and Usage

Tsū's privacy configurations and policy allow individuals to control content and access to their data. We are consistently monitoring the platform for accounts that try and circumvent our controls, either by technical measures or by falsifying profile information. In accordance with our Terms of Service, we will disable any and all accounts, including accounts belonging to law enforcement or other agencies, which supply false or misleading profile information and/or attempt to technically or socially circumvent our privacy and security controls.

Tsū is bound by federal laws, including the Electronic Communications Privacy Act, Title 18 U.S.C. § 2701, et seq. (ECPA). When submitting requests for information about our subscribers, please note a subpoena will provide you with only non-content related data. What Tsū considers non-content related data is basic subscriber information from their Tsū profile. The remaining data Tsū considers to be content and is subject to ECPA. If you submit a court order §2703(d) you will be provided with limited content and usually based on a period of time. If you submit a search warrant, you can be provided with the remaining content from that subscribers profile.

Tsū Subscriber Identification

Data retrieval at Tsū is based on a unique identifier that is associated with a user-name or group-name. If you are unable to determine these identifiers an email address associated with the account is often the most useful information for locating an account. Please note that the amount of additional time required to identify the proper account without the unique account identifiers may delay the response substantially. As required by our retention policy we may purge data in normal operations before we are able to reconcile a request without having the unique user and group name identifiers.

Tsū subscriber username ID = Tsū subscriber group ID =

How to submit a request

Please contact us at <u>wet@tsu.social</u> to inform us that a request maybe coming, this is especially important if you are interested in specific logs (i.e. IP, etc.) and wish to preserve the account.

Requests may not be faxed. You may submit via email please request our digital certificate to encrypt your message to <u>wet@tsu.social</u> OR mailed to:

Tsū Inc. 75 North Water Street Norwalk, CT U.S.A.

U.S. Law Enforcement Agency requesting Information requirements

In order to assist in identifying the appropriate agency and the Tsū subscriber information of interest, the following is mandatory for every request:

- 1. Requesting Agency Name
- 2. Requesting Individual
- 3. Requesting Individual's Employer-Issued email address**
- 4. Requesting Individual's Phone number, including the extension
- 5. Requesting Individual's Address (P.O. Box will not be accepted)
- 6. Response Due Date (Please allow 2-4 weeks of processing)

**If permissible, the returned data is also sent via secured email. You will receive a case number upon receipt of an email or data. Always provide your case number for any correspondence associated with your request.

Tsū Subscriber Information:

- 1. Tsū User ID and Group ID
- 2. User's full name
- 3. Date of birth
- 4. Group names needed
- 5. All known email addresses
- 6. All known phone numbers
- 7. Full address
- 8. Period of Activity
- 9. Please also specifically state in your request do not disable until (DAY/MONTH/FULL YEAR). Please do not abbreviate year requested.

NOTE: Any request that generates a return greater than 20MBs will require a different mode of processing than email. We offer secured encrypted drives (you will be responsible for the cost for shipping/handling/drive) if requested for chain of evidence requirements. Cost of drives are available upon request.

Tsū reserves the right to charge reasonable fees, where permissible, to cover our costs in replying to user data requests.

Preservation of Records

Pending the issuance of your legal document (i.e. subpoena, search warrant), Tsū will preserve information in accordance with 18 U.S.C. § 2703(f) but will not produce data until a valid legal request is received. Information required for Preservation Requests are described as above, and may be submitted by mail, or email.

NOTE: Tsū will preserve information without a legal document for 90 days, however based on the necessity for the case in question, extensions can be requested. Please use your assigned Tsū case number to request extension.

Description of Available Data

Basic Subscriber Information (NON-CONTENT)

- User ID
- Email address(es)
- Date and Time stamp of account creation (Note: Time Stamp will be in GMT)
- Most recent logins with GMT time stamp
- Mobile phone if registered
- Private or Public account status verification
- Group ID(s)

Extended Basic Subscriber Information (CONTENT)

- Profile Contact Information
- Status update history
- Shares
- Likes
- Notes
- Postings
- Friend Listing(s)
- Group Listing(s)
- Advertisement ID(s)

Profile Uploads (CONTENT)

- Videos
- Pictures

Payment Information (CONTENT)

- PayPal ID used to issue payments
- Advertisement used to generate Tsū pay out model

Group Identifiers (CONTENT)

- Will provide User ID and Subscriber Information of the creator of the group
- Will provide User ID and Subscriber Information of any administrators of the Group ID

Private Messages (CONTENT)

Private Messages are saved based on user discretion, if the user has deleted any messages at any point during their activity, Tsū does not keep records of those messages.

Account Connection Logging

Tsū has limited capacity of retrieving specific logs and are technically limited in providing "everything" within a requested date range. Additionally, we are unable to testify to the completeness of the data and cannot provide attribution of any provided Internet Protocol addresses. Requests for specific log(s) of interest are now required in order to individually extract them from a separate tool. The IP logs contain content and will be subjected accordingly to ECPA. IP logs can be produced for a given user ID or IP address. A request should specify that they are requesting the "IP log of user ID XXX or IP Address xxx. xxx. xxx. xxx"

NOTE: If a profile is changed or updated, deleted content is not retained, and cannot be produced. Any messages deleted by the user are not retained and cannot be produced. Wall postings deleted by the user may not be retained and may not be produced.

Emergency Disclosures

Tsū will provide data pursuant to Title 18 U.S.C. §2702(b)(6)(C) and § 2702 (c)(4) if TSŪ believes in good faith that serious bodily harm or death of a person may occur. An Emergency Disclosure Form is provided in the Guidelines and may only be submitted by E-mail the Emergency Disclosure Form to wet@tsu.social and include **"Emergency Request"** in the subject heading. Tsū will respond within 24 hours to true emergency requests.

User Consent

Tsū will provide data pursuant to the voluntary consent of the user (see Title 18 U.S.C. 2702 (b)(3) and 2702 (c)(2)). A template of a consent letter is provided in the Guidelines. Authentication of the true identity of the user must be provided along with the consent letter. For example, a notarized consent letter will be accepted.

International Law Enforcement Requests

Due to Tsū's international community, we recognize the needs of International Law Enforcement. Please send requests in accordance with our guidelines to <u>wet@tsu.social</u>. Additionally, please ensure that you have worked through the available legal and diplomatic channels in its jurisdiction, including through bi-lateral or multi-lateral legal assistance treaties ("MLATs") or letters rogatory processes. Such international requests may be made to the U.S. Department of Justice Office of International Affairs.

Special Requests

The Tsū Security Team may be able to retrieve specific information not addressed in the general categories above. Please contact us if you have a specific investigative need prior to issuing a subpoena or warrant.



EMERGENCY DISCLOSURE FORM

Please provide as much information in order to enable the Security Team to conduct an appropriate search. Additionally, please note, as Pursuant to 18 U.S.C. § 2702 (b) (7) and § 2702 (c) and Tsū's privacy policy, Tsū reserves the right to exercise discretion in providing relevant information after reviewing provided information.

1. Describe the nature of the emergency:

2. Provide the information of all users involved (profile name, user ID, date of birth, email addresses)

3. Provide the exact location(s) of the evidence related to the described emergency:

I, _____ (Printed Name of Law Enforcement Officer), attest to the above-mentioned facts are true and accurate to the best of my knowledge.

Signature	Date
Badge Number:	Officers Agency:



Consent to Release Private Information

l,	<full legal="" name=""> am an account holder with Tsū. My account</full>
name is	<pre> <tsū username=""> and my login email address</tsū></pre>
is:	<your address="" associated="" email="" td="" tsū<="" with="" your=""></your>
account>. I do hereby voluntarily a	authorize Tsū to release the reasonably available data as check-
marked below, from my Tsū accou	unt profile for the period of <mm dd="" yyyy=""> to</mm>
<mm dd="" yyyy=""> or</mm>	r 2 years from present date. I hereby indemnify Tsū, Inc. against
all claims for damages, compensa	tion and/or costs in respect to damage or loss to a third party
caused by, or arising out of, or beir	ng incidental to release of my data. My data should be released
to:	
CONTACT NAME:	
	FAX NUMBER:
Profile	Status Updates
	Feeds
Deleted Posts	Old (over 180 days) Posts
Friends List	 Deleted Friends List (deleted by user)
Videos/Streams	Recent IP Address Logins

Affiant's Signature

Photos

Advertisement IDs

Date Notary Public/Individual Duly Authorized to Administer Oath:

Messages