



## Social Media Policy Agreement

NICAR recognizes the role social media plays in modern communication. As such, we respect the right of Board Members to use social networks for self-publishing and self-expression while adhering to our organizational guidelines.

As a NICAR Board or Committee member, your commentary is not only a direct reflection of you personally but also of NICAR. Commentary that is considered defamatory, obscene, proprietary or libelous by any offended party could subject you to personal liability and damage NICAR's reputation. Once it's on the Internet, it's there forever.

Please follow these guidelines before posting anything on any of the social media platforms.

- Be respectful of others' privacy. Remember what is shared in Board and Committee meetings is confidential and must not be shared outside of the meeting.
- Consider if what you are posting will do harm to a person or to property. If so, please do not post. Be prepared to take personal responsibility for what you post, and do not post anonymously. If a mistake is made, correct it as soon as possible.
- Consider that the audience is NICAR's membership. Sharing photographs of other employees, clients, vendors, suppliers without their permission through social media is prohibited.
- You are to contact management immediately if contacted by the media or press about any post that relates to NICAR business.
- NICAR reserves the right to remove any posts it considers to be inappropriate or offensive.

Violations of any of the guidelines listed in this policy may result in disciplinary action, up to and including removal from the Board or committee or ultimately from the Association. Where necessary, we will advise appropriate officials of any violations of law.

In signing this Agreement, you agree to abide by these terms.

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Print Name

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Signature

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Date

**FY2024 NICAR Committee Member**