

Social Media Policy – The Security Noticeboard Charitable Trust

1. Purpose

The purpose of this Social Media Policy is to ensure that all online activities carried out by The Security Noticeboard Trust support its charitable objectives, align with New Zealand law, and uphold the safety and wellbeing of the community. This policy applies to all staff, trustees, volunteers, and authorised moderators managing The Security Noticeboard's website and social media accounts.

2. Scope

This policy applies to all online platforms operated by the Trust, including but not limited to its website and official Facebook group 'The Security Noticeboard'. It covers content creation, moderation, user engagement, privacy, and legal compliance.

3. Control and Governance

3.1 Only authorised administrators and moderators may post official communications or approve member posts on behalf of the Trust.

3.2 All posts must align with the Trust's charitable purpose of promoting public safety and community cooperation.

3.3 Trustees and administrators must not use the Trust's social media accounts for personal, political, or commercial purposes.

4. Community Conduct and Safety Measures

4.1 All members must agree to a set of community guidelines before participating in online discussions.

4.2 The Trust maintains a zero-tolerance policy toward hate speech, harassment, defamation, incitement of violence, or discriminatory content.

4.3 Members are encouraged to report crimes directly to the New Zealand Police. The platform must not be used to promote vigilantism.

4.4 Moderators will monitor activity and remove any content that breaches community standards or poses a risk to public safety.

5. Compliance with Law

5.1 All posts and content shared via the Trust's platforms must comply with:

- Harmful Digital Communications Act 2015
- Defamation Act 1992
- Privacy Act 2020

5.2 Personal or sensitive information must not be posted without proper consent. Content that could identify victims, suspects, or private addresses must be reviewed and approved

before posting.

6. Risk Management

6.1 The Trust recognises the risks associated with the rapid dissemination of online content.

6.2 A review and escalation procedure is in place to address high-risk or inappropriate content swiftly.

6.3 All administrators must be trained in social media risk management, privacy awareness, and digital communication laws.

7. Reporting and Breaches

7.1 Any breach of this policy must be reported to the Chair of the Trust or a designated officer.

7.2 Breaches will be investigated and may result in removal of privileges, disciplinary action, or notification to relevant authorities.

8. Review of Policy

This policy will be reviewed annually or as required to ensure continued relevance and compliance with applicable law and the Trust's operational needs.