## Piha R & R Association Inc.

## Website Policies and Protocols

## **Policies**

- 1. The website will include the following items relating to its activities:
  - 1.1. A contact address and email address for the Association.
  - 1.2. A copy of the Association's Rules
  - 1.3. Copies of the Association's Website Policies & Protocols
  - 1.4. Copies of any documents setting out current R & R planning.
  - 1.5. Copies of approved minutes of meetings.
  - 1.6. Copies of R & R submissions to various local bodies, as they arise.
  - 1.7. Copies of official R & R statements or articles.
  - 1.8. Information about the Piha Post Office.
  - 1.9. Information about any Group or Organisation that is directly associated with the R & R.
  - 1.10. Information about Piha community organisations.
  - 1.11. Information about Piha events.
  - 1.12. Information on local body activities, dates for submissions to annual and other plans, planning and management documents and any other relevant details which would be of interest or concern to the Piha community.
  - 1.13. Any other articles or news items of interest to the Piha community subject to approval of the executive committee.
- 2. In line with its Rules, the Association will not endorse any national or local political candidates or party.
- 3. The Association will not accept for publication any material which is defamatory, or contains offensive or personal comments on other persons.
- 4. Commercial activities or advertising material will generally not be published on the website, although the executive committee may make exceptions to this rule where justified.
- 5. The website will provide linkages to other relevant websites, such as local bodies, other resident and ratepayers groups, and other sites relating to Piha, subject to clauses 3 and 4. providing that any sites which relate to commercial activities must have the prior approval of the executive committee.

6. The following disclaimer will be prominently posted on the website.

Through this web site you are able to link to other web sites that provide information relative to the Piha Community and the Piha Ratepayers and Residents Association, Inc.

The Piha Ratepayers and Residents Association, Inc., has no control over the nature, content and availability of those sites, and the inclusion of those links does not necessarily imply a recommendation, or endorse the views expressed within them.

7. In accordance with Item 1.4 a copy of these Policies and Protocols will be published on the website.

## **Protocols**

- 1. The executive committee will designate one committee person to be responsible for collating, organizing and supplying the material for the website, to be called the Content Editor, with an additional committee appointee as an Assistant Editor.
- 2. The Editor will ensure that all material on the website is current and will regularly remove outdated material.
- 3. The Editor will ensure that, where policy specifies it, material will be endorsed by the executive committee prior to publication on the website.
- 4. The Editor will be responsible for ensuring the timely publication on the website of notices which are dependent upon time constraints.
- 5. Material approved for publication by the executive committee will not be subsequently altered or edited prior to publication on the website.