

## Social Media Guidelines All members

UFUQ members have an obligation to the union when it comes to participating on any social media platform, especially where you could be identified as representing the union.

The following guidelines apply to UFUQ members who could reasonably be associated with the union, or identified as representatives of the union. These recommendations do not apply if you only use social media in a private capacity, or if you do not discuss UFUQ or related issues.

The guidelines, if followed, will ensure that you abide by UFUQ's social media guidelines.

UFUQ social media guidelines are as follows:

- Do not share information you have access to because of your affiliation with UFUQ, unless you have approval from the General Secretary (or their nominee).
- Avoid publishing any material that is not intended for open public distribution.
- Uphold the union's values in your online behaviour.
- Seek approval from the General Secretary (or their nominee) before publishing any material on behalf of the UFUQ.
- Do not contravene any state or federal laws through your social media activity.

In order to ensure that you are acting appropriately, you should consider the following:

- If discussing something controversial, sensitive or political, you should explicitly say that the material represents your personal view, not the view of UFUQ.
- Do not post anything that could be interpreted as discriminatory, harassing, demeaning or inflammatory.

• Remember that everything you publish could be seen by UFUQ members and potential members, as well as the general community.

The UFUQ rules allow the union to impose sanctions on any person who breaches these guidelines.

If you have any questions or concerns regarding these guidelines please contact the UFUQ state office on 1800 816 589.