



<b>Policy:</b>	PUBLIC STATEMENTS
<b>Date Approved:</b>	

Volunteers may not speak with members of the press, post entries on the internet or social media, or discuss matters with community members on behalf of the Don't Go Hungry Program unless specifically authorized by the Site Coordinator Team.

If a volunteer is authorized to speak or act on behalf of the Don't Go Hungry Program, they must take into consideration our policies and practices. All communication must be done in a professional manner, avoiding negative actions such as assuming, gossiping, speaking ill of the organization, volunteers, staff, partners, and/or community members.

The use of all Program material such as logos, letterhead, etc. for external use must be authorized prior by the Site Coordinator Team.

**Social Media Guidelines:**

1. If you talk about DGH-related matters on your own personal social media, you must clearly state that the content and opinion is purely your own.
2. Be careful about what personal information you're sharing online. Remember, social media is not private and online 'conversations' remain in the public domain for many years.
3. Act ethically and responsibly when participating in online communities and do not misrepresent yourself or make claims on behalf of DGH.
4. Honour the differences of others. DGH will not tolerate discrimination online (including age, sex, race, colour, dietary choice, religion, ethnicity, sexual orientation, gender identity, national origin, citizenship, disability, marital status or any other legally recognized protected issue).
5. DGH reserves the right to edit or amend any misleading or inaccurate content depicted in any Social Media post(s). We also reserve the right to delete social media posts violating the code of conduct.
6. Content pertaining to confidential information, such as the identities of community members should never be shared to the outside online community.

If you have any questions regarding this policy, ask the Site Coordinator Team. If you are unsure if posting something is in accordance with this policy, it is best to err on the side of caution and do not post the media.