

GUIDELINE	ROBY COUNCIL	Responsible Department	Communications & Engagement
		Original Adoption Date	06.05.2021
		Current Adoption Date	04.08.2023
		Date of Next Review	04.08.2026

SOCIAL MEDIA	
Latest Review Changes	Update template and formatting, minor editorial changes



Create with avatar
Edit cover photo



Roxby Council
2.8K followers • 14 following



CONTENTS

1. RESPECT FOR OTHER USERS.....	3
2. PROTECT YOUR PRIVACY	3
3. ACCURACY OF INFORMATION SHARED	3
4. RESPONDING TO YOU.....	3
5. DISCLAIMER	4

1. RESPECT FOR OTHER USERS

We encourage feedback and responses to our wall; however, please ensure any comments you make adhere to the guidelines listed below. This is to ensure our online environment remains a constructive and respectful environment for all users.

- 1) Do not harass, threaten or abuse other visitors to the site.
- 2) Do not post comments that are likely to offend others, particularly in reference to an individual's race, age, gender, sexuality, political leaning, religion or disability.
- 3) Do not post comments that defame individuals, businesses or organisations, including Roxby Council and our employees and contractors.
- 4) Do not use obscene or offensive language.
- 5) Do not post repeatedly on non-relevant comments.
- 6) Do not promote spam, including commercial interests, solicitations, advertisements or endorsements.
- 7) Do not promote or encourage illegal activities, including breaches of copyright or intellectual property laws.
- 8) We ask that your posts and comments take into consideration the fact that members of your community work for Council.
- 9) Posts or comments which do not adhere to these guidelines will be removed and instigators may be banned from making future posts on our page.

2. PROTECT YOUR PRIVACY

To protect your privacy, please do not include any personal information in your posts (such as personal email address, phone number or home address).

3. ACCURACY OF INFORMATION SHARED

Information posted by Roxby Council through the official Roxby Council Facebook page is correct at the time of publishing.

Posts made by members of the public made to our Facebook page reflect the views of the author and do not necessarily reflect the official views of Roxby Council.

Any posts relating to Roxby Council, its employees and contractors, that are inaccurate or misinformed may be removed at our discretion.

4. RESPONDING TO YOU

Roxby Council's Facebook administrators regularly moderate the Facebook page during business hours from 9am – 5pm, Monday to Friday (excluding public holidays). Posts submitted will be responded to, or removed if in breach, as soon as possible. Third party social media pages are not monitored by Council.

If you require an urgent response, please contact Council directly.

Phone: (08) 8671 0010

Email: roxby@roxbycouncil.com.au

Post: PO Box 124, Roxby Downs SA 5725.

In Person: 6 Richardson Place, Roxby Downs

Enquiries relating to requests for services or information should be directed to Roxby Council Customer Service staff.

5. DISCLAIMER

The Roxby Council, our staff and contractors are not liable for the accuracy or authenticity of the content of our Facebook page.

The page is for information purposes only and visitors to it are responsible for assessing the relevance and accuracy of our site, as well as any external linked sites.

Roxby Council, its staff and contractors are not liable for any financial or legal consequences arising from the inappropriate, improper, or fraudulent use of the information or data on this page.

Modifying the material on this page in any way by unauthorised persons is strictly prohibited. Authorised persons are defined as current Council appointed administrators only.

Under Australian copyright legislation no material on our page may be reused or redistributed without acknowledgement and written permission of Council, other than for study and research purposes.

The act of Roxby Council following or liking an individual person, group, organisation, business, event or location through the social media platforms does not indicate that the Council endorses the views, products, services or activities pertaining to the followed or liked group, business or entity. Council is not affiliated with and does not endorse any advertisement that may appear when viewing its page, unless stated otherwise.

For more information about these guidelines and posting on our page, please telephone Council on 08 8671 0010 or email roxby@roxbycouncil.com.au