## SOCIAL MEDIA EXTERNAL APPROPRIATE USE GUIDELINES

## INFORM - ENGAGE - AMUSE

Central Utah Water Conservancy District (CUWCD) encourages the public to interact and share comments, ideas, and concerns. Social media profiles are monitored between 8:00 am and 4:30 pm Monday through Friday, excluding federal and state holidays. We intend to moderate comments submitted at other times as soon as possible. Please be aware of the following guidelines for CUWCD's social media pages.

- 1. CUWCD will only post comments from users over 13 years of age that relate to topics on the specific page subject matter.
- 2. We will remove all comments that contain abusive, vulgar, offensive, threatening, or harassing language, personal attacks of any kind, or offensive terms that target individuals or groups.
- We will remove all comments that are clearly off topic, that promote services or products, or that promote or oppose any political party, person campaigning for elected office, or any ballot proposition.
- 4. We will remove any comments that are intended to spread misinformation or mislead the public, provide information that may cause harm to public or CUWCD's employees, or discloses private or confidential information.
- 5. We will remove gratuitous links to sites viewed as spam.
- 6. We do not discriminate against any views but reserve the right to remove comments that do not adhere to the above standards.
- 7. Commenters that repeatedly violate this policy may be prohibited from posting.
- 8. Communications that are made through the social media messaging platform will in no way constitute a legal or official notice or comment to CUWCD or any official or employee of CUWCD for any purpose.
- 9. It is presumed that by posting a comment you are agreeing to have it released into the public domain, so do not submit anything that you do not wish to broadcast to the general public.
- 10. CUWCD will retain all social media content and comments including removed material for a period of two years.
- 11. Your comments are welcome any time.

