



## Online & Social Media Procedures

All members who create or interact on Girl Scout related websites and social media platforms are required to follow these procedures. Procedures are applicable for Girl Scout related Web and social media activities (e.g. planning a Girl Scout event/outing; communicating to service unit/troop members & families) and do not apply to personal use. Social media includes, but is not limited to, forums, message boards, blogs, microblogging, wikis and podcasts (e.g. Facebook, Twitter, MySpace, YouTube, Yahoo groups).

### Procedures

- Girl Scouts USA has documented instances of cyberstalkers which makes it imperative that any information that could jeopardize the safety of girls is not disclosed. Members should use e-mail to communicate the information listed below. The only exception is if it is closed to the public, membership is carefully screened AND the information can only be viewed by members.
  - Do not post a girl's last name, e-mail address, physical address, phone number or school.
  - Do not post the date, time and location of meetings, events or trips.
- Use of photos or videos requires a *Photo/Artwork Release* form signed by parents/guardians and any adults pictured. This release only provides permission for use directly related to Girl Scouts and should never be used to promote a business or political campaign.
- Only events/opportunities that are directly related to Girl Scouts can be promoted. See the *Council Volunteer Policies & Procedures* for additional details.
- Girl Scouts USA does not authorize volunteers to use the Girl Scout logo online.
- Ensure that your conduct is consistent with all policies contained in the current version of *Council Volunteer Policies & Procedures*.
- Under no circumstances should volunteers utilize information available on social media sites to make volunteer appointment decisions.
- Respect other people's privacy and your own personal boundaries by using discretion when choosing to accept or invite a fellow Girl Scout member through a social media platform.
- Do not feel that you need to respond to negative comments online. If necessary, contact a staff member and we can address the situation.
- Girl Scouts USA requirements are listed in *Safety Activity Checkpoints ("Girl Scout Cookie/Council-Sponsored Product Sales" and "Computer/Online Use")* and we encourage all girls to sign the *Girl Scout Internet Safety Pledge*.
- Members responsible for posting disparaging material, bullying, intimidation or other misuse will be reprimanded and other disciplinary measures may be taken.
- Comments should be deleted if they break any of the procedures listed above; contain profanity, obscenity, vulgarity or nudity in profile picture; are defamatory to a person, people or organization; contain name calling, personal attacks and/or personal issues that are more appropriately addressed offline; or infringe on copyright laws.