

ZIWA FACEBOOK GROUP POLICY

INTRODUCTION:

ZIWA FACEBOOK is a private group. Joining is voluntary and free of charge. We are in this group to help others, share knowledge and learn new things.

Members who join must respect the following rules. If you have any questions, please don't hesitate to ask one of our administrators; they are happy to help.

RULES:

- If you want to become a member of our Facebook group, you must be a member of ZIWA (Zurich International Women's Association).
- Members must use a Facebook personal profile
- Members must request to join the ZIWA Facebook group themselves
- Do not use the "+Invite" button to add people to the ZIWA Facebook group.
- Off-topics (anything not of interest to this group) will be removed at the discretion of the admins/moderators.
- Start new topics as a separate thread, not as a comment on someone else's thread.
- Avoid using blank image placeholders, images with nudity, drugs or encouraging illegal hacking as your Facebook profile image.

Informative posts are allowed as long as:

- They are about ZIWA and its Interest Groups.
- They include permitted recommendations such as, for tradespeople, professionals, etc.
- They are topics of interest and relevant to ZIWA members, including what's going on in Zurich and its surrounding areas.

Advertising posts are allowed as long as:

- It's about a self-employed ZIWA member's business. This must be a private, independent business and not part of a conglomerate or a company of which the member is an employee.
- It is posted on a Monday. (All advertising may only be posted on Mondays.)
- It involves a non-profit event where a ZIWA member is involved and that has been verified by the FB Administrator. It must also be relevant to ZIWA members.

"Please play nice – keep conversations civil"

ZIWA is a non-profit, all-volunteer organisation with no religious or political affiliations.

- Members are not allowed to post or comment on religious or political subjects.
- Members are encouraged to express their opinions openly and honestly without fear of rejection; we understand that people disagree on occasion, but we won't tolerate members disrespecting each other.
- Avoid posting negative comments about someone's grammatical or spelling errors – remember we are an international organisation where English is not necessarily everyone's native language.
- Bad language or cursing will not be tolerated.
- Read other answers and comments before you write your own response.

- Post your reply as a one single comment.

Complaints:

If you would like to make a complaint, please email or send a personal message to one of the admins to let them know your thoughts. You can also use the Facebook tool to report content that you believe breaks the group's rules. An administrator will then have a look and decide. All decisions made by administrators are final.

Spam:

We all hate spam and thankfully there is a simple way to deal with it: on the upper right-hand corner of a spam, post please click on "Report to admin" and someone on the admin team will take care of it. Any dubious posts/links/comments/requests/offers will be removed unless pre-approved by the admins. Authors/owners can send useful materials from their companies/blogs to the admins, who will decide whether to publish them or not, taking into consideration members' activities in the group.

If you break the rules, regardless of whether it was unintentional or intentional, one of the groups' admins will inform you.