



CODE OF CONDUCT

SOCIAL MEDIA FOR EMPLOYEES, CONTRACTORS and VOLUNTEERS

JANUARY 2020

Employees/ Contracted Crew are required to:

- Adhere to our Code of Conduct when using social media to reference, make comment on or publicly engage with other individuals online.
- Obtain permission of the company to post on behalf of the company.
- Not make negative, deceptive or misleading claims about the company, and/or its productions, performances, activities or events.
- Ensure that comments are appropriate for the audience and the information is consistent.
- Not make defamatory posting including (but not limited to) racist, sexist, threatening, insulting or unlawful comments.
- Not make offensive comments or post any content that may have the potential of creating an intimidating or hostile environment.
- Act in a professional and courteous manner, taking care to consider the potential implications of their actions.
- If staff do make disclosures in relation to our organisation, they must be aware that they are legally responsible for their posted content, opinions and/or comments, and can be held personally liable for disclosures of a defamatory or obscene nature.