

Stillwater Fire District
Stillwater, New York

Fire District Policy and Procedure

Policy Number: 9 of 2010

Policy Name: Social Network Usage

Date Issued: June 16, 2010

Effective: June 16, 2010

Revised: _____

Review Date: January 2011

I. PURPOSE

A. The purpose of this policy is to address the appearance of official presence of the Fire District and subsequently the Fire Company's good name when used on social networking or internet web sites. In addition, the purpose is to set a minimum standard for the posting of any information which may be sensitive or detrimental to the organization, to its members or to members of the public who deal with the organization.

II. AUTHORITY

A. Under Town Law Article 11, sub section 176 (10) "Fire Districts may organize, operate, maintain and equip fire companies...and provide for the removal of members for cause." In addition (11) states that Fire Districts "may adopt rules and regulations governing all fire companies and fire departments in said district and prescribing the duties of the members thereof and enforce discipline...."

III. POLICY

A. The use of the words Stillwater Fire District or Arvin Hart Fire Company on the internet or other communications systems without prior authorization or approval shall be prohibited.

1. Officers, members and employees are not permitted to utilize the words Stillwater Fire District and or Arvin Hart Fire Company on any internet sites, blogs, Facebook, My Space or similar pages or resources set up for communications on the internet on other communications systems without the express permission of the Board of Fire Commissioners.
2. The Stillwater Fire District is a political subdivision of the State of New York and the Arvin Hart Fire Company is a volunteer fire company operating under the auspices of the Stillwater Fire District to provide public service to the Town of Stillwater residents. As such it is important for the Board of Fire Commissioners to make certain that the public is not misled into believing that some internet communications resource is an official resource of the District or Fire Company that is authorized to provide official information, when it is not.

3. The only way to prevent the spread of misinformation in this regard is for the Board to regulate the dissemination of information under the official name of the District and Company.
4. Nothing contained herein shall prevent officers, members and employees from using their personal computer and communications resources to participate in communications on the Internet or other communications system so long as they do not do so under the name of the Stillwater Fire District and or the Arvin Hart Fire Company and as long as they do not communicate privileged or confidential district or department information or images or otherwise communicate in a manner that is unprofessional or violates this policy.
5. Personal blogs shall have a clear disclaimer that the views expressed by the author do not represent the views of the fire district and or the fire company.
6. Logos of the fire district and or company may not be used on social network or internet sites without the written consent of the authority having jurisdiction.
7. This policy shall be jointly enforced by the Fire District and the Administrative Officers of the Fire Company.

By Order of Board of Fire Commissioners – Stillwater Fire District

Chairman Board of Fire Commissioners

Co-Signed by the President, Fire Company