

PROPOSED DRAFT for 2018 REVISION

**SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS
POLICY**

at

HOUSE OF BISHOPS MEETINGS and GATHERINGS

Once adopted by the House of Bishops, these policies are to be distributed to all in attendance at House meetings and gatherings in English, Spanish, French, and Creole and other languages necessary. Copies of these policies are to be distributed to all bishops' tables and sufficient copies made available for visitors, guests, staff, chaplains, and translators.

The House of Bishops Pastoral Development Committee acknowledges the power of social media to contribute to a better, more nuanced understanding of what our church does at the parish, diocesan, and church-wide levels. This policy seeks to encourage bishops to use these media to publish what amounts to news accounts of their public work at our meetings while always taking care to abide by the following policies.

Bishops are reminded that their use of social media platforms, be they on personal or institutional accounts, carries weight and authority by virtue of the public nature of the office. This policy applies to both types of accounts.

This policy applies only to the use of social media and electronic communication while the House of Bishop is in a formal meeting or gathering. Communication of other activities taking place while the House of Bishops is gathered (meals, ministry site visits, personal time, etc.) fall outside the scope of this policy.

The terms social media and electronic communications include but are not limited to: electronic distribution of photographs, email, blogs; the use of Instagram, Twitter, Facebook, Snapchat, LinkedIn, videotaping, live streaming, audio taping and other multimedia, including electronic listening and/or recording devices.

1. Each session will begin with a declaration of the status of meeting or gathering by the chair or leader as either a “Regular Session” or an “Executive Session”.

It is also desirable that the status of each session be displayed prominently at the entrance of the room where House is gathered

2. The status of meetings or gatherings of the House of Bishops are as follows:

Regular Session:

Members of the House, invited guests, chaplains, translators, visitors, members of media, and staff designated by the Presiding Bishop are present.

Executive Session:

Members of the House, guests invited by the Presiding Bishop, chaplains, and translators are present

Note: Executive Sessions are intended:

To strengthen relationship and communication among members

To allow members to speak freely and explore all aspects and directions of issues and concerns presented

To discuss sensitive issues in private until the House is ready to speak publically (edited from boardsource.org)

Pertaining to Bishops:

In Regular Sessions:

Photographs may be taken only with the permission of those in the photograph; an exception is given to designated staff taking pictures. Photos may only be released after permission is given at the end of that session, not during the session.

It is assumed that speakers may be quoted at regular sessions, but these quotations may not be communicated in any form until the close of that session.

In Executive Sessions:

Confidentiality in discussions is assumed and is to be respected.

The use of social media and electronic communications, and preparing drafts for them, are prohibited.

Photographs are not permitted

Video recording and audio recording are not permitted

Specific members of the House of Bishops may not be quoted or referred to in any communication or posting of messages

Any communications concerning Executive Sessions must wait until after an official report/statement of the House has been publicly distributed

Members of the House sending any messages or communications concerning the content of an Executive

Session after the official report has been released are to refer only to their thoughts and reflections and avoid stating another's comments

Pertaining to Media Professionals and Designated Staff

3. The House will be informed at the beginning of any session when reporters, journalists and/or photographers are present.
4. Pictures taken by the staff will be reviewed. Photos by designated staff may only be released at the close of day
5. It is assumed that speakers may be quoted at regular sessions, but these quotations may not be communicated in any form until the close of that session.