

Social Media Policy



1. Introduction

The reputation of Pentathlon Ireland (PI) and the sport is a key responsibility for all involved. This social media policy is designed to give athletes, coaches, administrators and officers, officials, employees, contractors and members of the Association direction to ensure that this reputation is carefully managed.

A lot of social media activity is of an individual nature – from person's own accounts. However, the difference between this and an official comment may not always be fully clear to the general public. Statements by Pentathlon Ireland members could be taken to represent the views of the governing body.

2. Social Media Policy

Social Media consists of all websites, applications and platforms that enable users to create and share content or to participate in online social networking. This includes but is not limited to Facebook, Twitter, Flickr, WhatsApp, Messenger, Instagram, Snapchat and any website.

Members, employees or contractors of Pentathlon Ireland shall:

- a. Comply with all relevant laws and regulations in Ireland and globally in force at the time - in particular:
 - i. Copyright and Related Acts
 - ii. Data Protection Acts
 - iii. Child Trafficking and Pornography Acts
 - iv. Defamation Act
 - v. Prohibition of Incitement to Hatred Act
- b. Adhere to relevant PI policies and codes.
- c. Take responsibility for all Pentathlon related comments, photography and digital media posted on personal and public social media accounts (including immediately removing all posts and comments made by other people on their social media page) which are, or could be, in breach of this policy.
 - i. The use of digital media must comply with copyright legislation.
 - ii. The use of photography must be compliant with intellectual property rights. Photographs posted on social media sites can be easily appropriated.
- d. Agree not to post offensive or inappropriate material on social media such as the following examples:
 - i. Airing of grievances against decisions of governing body, its officials and Sub Committees
 - ii. Threatening, abusive or insulting statements that are likely to stir up hatred or are deemed to be personal
 - iii. Photos, videos, comments or posts showing the personal use of alcohol/drugs
 - iv. Photos, videos, comments or posts that condone drug related activity
 - v. Content that is unsportsmanlike, derogatory, demeaning or threatening towards any other individual or entity. No posts should depict or encourage unacceptable, violent or illegal activities
 - vi. Photos, videos, comments or posts that are of a sexual nature
- e. Agree not to knowingly post inaccurate Pentathlon-related information or facts.
- f. Agree not to disclose any information that is confidential or private in relation to members, officials, coaches, employees of Pentathlon Ireland and its partners. This

includes not posting phone numbers and/or emails of any of these or of any external entity without their express permission.

- g. Agree not to make or endorse any public statements that may have a negative effect on any member of Pentathlon Ireland or officials or officers at all levels.
- h. Agree not to enter into or start social media conversations that bring Pentathlon Ireland, its members and partners, the sport of Pentathlon or its constituent sports or any athletes or officials into disrepute.
- i. Understand their role as ambassadors for the Association at national and international level and understand the requirement to positively promote Pentathlon Ireland and act in accordance with this social media policy.
- j. Agree to remove a photo of a person(s) or the image of a child, on the written request of the person(s) or the parent, guardian of a child.
- k. Understand that if by any act or omission they may have caused a breach of any of the above, sanctions may be imposed on them in accordance with Pentathlon Ireland's Disciplinary Policy

3. Dealings with allegations of breaches of this policy and or the law

- a. Notice and Take Down Procedure
Pentathlon Ireland operates a 'notice and take down procedure' for PI related social networking activity.
- b. Complaints or objections to material or content posted on Pentathlon Ireland's social media platforms or allegations that material is in contravention of this policy shall be submitted in writing to info@pentathlon.ie
- c. Complaints regarding postings on other member's or associated social media platforms shall be submitted in writing to info@pentathlon.ie
- d. The following actions will then be taken:
 - i. PI shall acknowledge receipt of the complaint at the earliest opportunity but no later than within 72 hours
 - ii. PI shall verify the complaint by contacting the complainant and make an initial assessment of the complaint within 24 hours of acknowledging receipt of the complaint
 - iii. Where Pentathlon Ireland considers it appropriate it will edit or remove the content which is the subject of the complaint pending a full enquiry
 - iv. Any editing or removal will be without prejudice
 - v. On making a final determination on the complaint PI may
 - 1. decide to reinstate or not remove the content
 - 2. amend the content at its discretion
 - 3. permanently remove the content.
 - vi. In the case of postings deemed by the governing body to be a serious violation of this policy or the law, PI reserves the right to direct members to take down postings, pending further enquiry. In these instances, the decision to do so must be made by the CEO, or somebody designated in her/his absence, at governing body level
 - vii. Complaints may be submitted by PI for consideration for disciplinary action as set out in the Disciplinary Policy