PERSONAL EXPRESSION AND ORGANIZATIONAL REPRESENTATION

[Organization Name] is committed to fostering a respectful and inclusive environment that honours the diverse opinions and beliefs of all team members. We understand that social issues can stir strong feelings and a desire to speak up. As a nonprofit, however, we must stay nonpartisan to encourage community building while preserving free speech.

This policy outlines the distinction between personal expression and organizational representation, especially in relation to public and political issues.

SCOPE

This policy applies to all employees, volunteers, and representatives of the [Organization Name].

DEFINITIONS

* **Personal Expression:** Any form of expression, including speech, writing, or public conduct, that is made by an individual in their personal capacity.
* **Organizational Representation:** Any form of expression or conduct that is made on behalf of, or could reasonably be perceived as representing, the [Organization Name].

POLICY

The following are [Organization Name] recommendations for distinguishing personal expression from organizational representation. These standards protect our charitable status and nonpartisanship by allowing team members to express their personal ideas while separating them from the Institute's voice.

* **Personal Expression:** [Organization Name] respects the right of individuals to express their personal views and opinions. Such expressions should be clearly made in one's personal capacity and not be associated with the [Organization Name].
* **Organizational Representation:** Employees and representatives must not express political opinions or engage in political activities in a manner that implies organizational endorsement or opposition, in order to maintain our charitable status and nonpartisan position.
* **Use of Organizational Identity:** The use of the [Organization Name]'s name, logo, or other organizational identifiers in conjunction with personal expressions of political views is strictly prohibited.
* **Social Media:** Employees are advised to include a disclaimer in their personal social media profiles stating that their views are their own and do not represent those of the [Organization Name].
* **Media Engagement:** Any public communications or engagements with the media where employees are identified as representatives of the [Organization Name] must be pre-approved by the [Insert department name, e.g., Communications Department].

**Support for Peace and Shared Humanity**

The [Organization Name] encourages constructive dialogue and actions that promote peace, shared humanity, and the well-being of all communities. Such support should be nonpolitical and align with our values of inclusivity and respect.

**Disciplinary Action**

Violations of this policy may result in disciplinary action, up to and including termination of employment or association with the [Organization Name].

**Review and Questions**

This policy will be reviewed annually and updated as necessary. Questions regarding this policy should be directed to the Human Resources Department.