



Guidelines for information that can be disseminated by U3A Upper Yarra Inc.

Introduction

These guidelines cover information placed on the U3A Upper Yarra Inc. website, the newsletter entitled “U3A Upper Yarra Matters”, emails sent to members and information placed on the office whiteboard.

Purpose

Information distributed on behalf of U3A Upper Yarra Inc. should be in harmony with the aims and objectives of our U3A as set out in the policies of U3A Upper Yarra Inc. and should primarily be of benefit to our members.

Guidelines

Persons wishing to provide information for distribution through our network of members should be our Community Partners or those we would be proud to partner with. They should have a comparable ethos and be willing to support and promote U3A Upper Yarra Inc.

Information regarding our members will not be given out to any external group and we will not collect information on behalf of any external group – as per the U3A Upper Yarra Inc. Privacy Policy.

The final decision to disseminate any information or not rests with the U3A Upper Yarra Committee.

Basic criteria for those groups who wish us to promote their activity.

- Activity should be local i.e. Wandin to Warburton
- Activity would usually be a single event
- Activity is not for profit although reasonable costs may be covered
- Activity is of interest to our membership group