



POLICIES AND GUIDELINES

WEBSITE CONTENT

POLICY:

Articles submitted for posting to the website will be reviewed prior to posting.

PURPOSE:

To provide guidance for submission of website articles.

PROCEDURE:

All articles submitted for website posting are to go first to the President and/or Union Representatives for review and editing, as required. If the website article is edited it will be referred back to the author to confirm the changes are acceptable; the article will then be forwarded to the President for approval.

Revised: March 2014

Revised: June 2013

Original: March 2008

