

TECHNOLOGY AND SOCIAL MEDIA POLICIES

SECTION 1: TECHNOLOGY

POLICY 2: SOCIAL MEDIA

Policy Rationale	This policy sets expectations, obligations and acceptable use practices for consuming and creating social media content. This policy applies to all staff and may apply even when using personal devices and accounts.
Policy	Kickboxing New Zealand acknowledges the enormous value of social networking applications & websites, such as (but not limited to) Facebook, Instagram, Twitter, Snap chat and Youtube to promote our sport and celebrate the achievements and success of the people involved in our sport. Staff have permission to monitor social media sites during work hours for work purposes. Usage may be monitored and excessive use, particularly if it interferes with your duties, may result in the access being removed and / or disciplinary action. It is expected that all staff conduct themselves appropriately when using social networking sites to share information related to our sport. Social media content, including postings, blogs, status updates and tweets: • Must not use offensive, provocative or hateful language • Must not be misleading, false or injure the reputation of another person • Must respect and maintain the privacy of others and not release information not suitable for public, i.e. internal organisational details • Must not damage the reputation or operations of [organisation] • Must not be detrimental to our organisation, reputation or relationships, your relationships with your colleagues, or the trust and confidence we have in you Breach of this policy Breaches of this policy will be considered a serious matter. Employees who do so will be subject to disciplinary action, up to and including termination of employment. Where appropriate, the company will involve the police or other law enforcement agencies in relation to breaches of this policy. Resources Link to www.kickboxingNZ.com handbook
Review Protocol	Policy Owner: Kickboxing NZ Executive board Policy Reviewed By: Executive Date Reviewed: 01-06-2026 Next Review Date: 01-06-2028