



Terms and Conditions of Use for Allegiant Pilots Association Local 2118 Hosted Media Sites:

Use of any and all social media sites, whether hosted or non-hosted by APA Teamsters Local 2118, should be professional at all times and should not be used in an unprofessional manner or to institute personal attacks. APA Teamsters Local 2118 hosted media sites restrict or prohibit content that:

1. Contains any personally threatening, unlawfully harassing, obscene, sexually explicit, pornographic or other unlawful content.
2. Contains any content that could cause legal or disciplinary problems for either the User or APA Teamsters Local 2118 should the content become publicly known outside the confines of the forum.
3. Contains any content that could harm APA Teamsters Local 2118 in grievance processing, negotiating sessions, or legal proceedings by disclosing tactical or strategic information regarding such matters.
4. Suggests or encourages specific job actions.
5. Contains any unsolicited advertisements or promotional materials, junk mail, mass or duplicate communications, chain letters, pyramid schemes, or any form of commercial solicitation.
6. Violates copyright or intellectual property laws. Upon receipt of a proper notice of copyright infringement, to avoid institutional liability under the copyright laws, APA Teamsters Local 2118 is required to remove or block access to any copyrighted material posted by a User. Also, to avoid such liability, Local 2118 may suspend or terminate a repeat infringer's access to the Forums in appropriate circumstances consistent with the International Constitution and APA Teamsters Local 2118 Bylaws.
7. Will embed or cause any codes or content to be embedded that results in any externally hosted content appearing or being delivered with a post.

Guidelines for General Use and Participation in Social Media:

Remember that everything done in a social setting is not only a reflection of you personally but also on your employer and the organizations you are a member of, including your union. Some posts, regardless of intent, have both legal and professional consequences. Always err on the side of caution and give consideration to the following:

- Please remember that some topics present significant risks to the union and fellow pilots. As a matter of practice, sensitive topics should never be discussed on social media—even where individuals express their own opinions. Examples of topics that should not be discussed include unannounced tactical or strategic information, referendum votes, content that could harm the union in legal issues, grievance processing, negotiating sessions, or otherwise sensitive information.
- Be cautious about identifying yourself on the internet or social networking sites as an employee or representative of any organization. Once you indicate your official title, postings that undermine the employer's reputation could lead to discipline.
- Electronically transmitted information is not permanently deleted. Although we may think of online activities as conversational, permanent records of transmissions and postings are often kept that may be subject to discovery in litigation and/or public disclosure.
- Individuals can be personally held responsible for any publicly viewable false statements that damage their employer.

Local 2118 Elected Officer, Steward, or Committee Volunteer Responsibilities:

Executive Board members, Stewards, or Committee Volunteers may become aware of information considered inappropriate or violating this policy. As an official of this union, it is your responsibility to help uphold these policies rather than simply ignoring deviations. As a member of the Executive Board, Steward, or Committee Volunteer, you are responsible for protecting and upholding the best interests of the membership, the organization, and our staff members.

Townhall Goal

The Townhall's primary goal is to serve as a place for protected, open communication between members and leadership. It is designed to encourage transparent and respectful discourse, ensuring that all members feel heard and engaged. Specifically, the Townhall aims to foster:



1. A space for the general membership to interact with Local Union leadership.
2. A forum for professional and civil discourse regarding business within the Local Union.
3. A platform for constructive, protected conversations among members, ensuring their voices are heard.

Policies

Townhall Participation

The Townhall serves as a protected space for open communication between members and leadership.

The Townhall is a platform for professional and civil discourse about union matters.

Townhall participation is limited to active Local Union members on the seniority list and not designated as management.

Prohibited Conduct

The following behaviors will not be tolerated in the Townhall, or any social media interactions related to the Local Union:

1. Discrimination
2. Harassment
3. Threats
4. Bullying
5. Unlawful posts.

Discussion of unauthorized strikes, work stoppages, or other actions that interrupt business is prohibited per Section 14, Paragraph (A) of the 2118 Bylaws.

Violations and Disciplinary Actions

Violations of this social media policy, Local Union Bylaws, or federal law (as determined by a moderator) will result in the following:

1. First violation: Suspension from the Townhall for 7 days.
2. Repeated violations: A 30-day suspension following verification by the Local Union Executive Board as per Section 14, Paragraph (A) of the 2118 Bylaws.
3. Egregious violations or multiple suspensions: Permanent removal from the Townhall, subject to petition for reinstatement to the Local Union Executive Board as per Section 21, Paragraph (A) of the 2118 Bylaws.

Townhall Admins, Managers, and Moderators

1. Admins include employed staff or third-party developers responsible for role assignment or functional IT changes as directed by the Managers.
2. Managers will consist of members of the Local Union Executive Board, Communications Committee, or individuals specifically designated by the Local's Principal Officer.
3. Manager responsibilities include:
 - a. Monitoring discussions to ensure alignment with union policies
 - b. Ensuring that all actions comply with the Local Union's bylaws and IBT guidelines, as per Section 14, Paragraph (A) of the 2118 Bylaws.
 - c. Seeking feedback from members for Townhall functionality and improvements
 - d. Working with Admins to develop and test improvements for Townhall functionality.
 - e. Organizing topics and posts into appropriate categories or forums.
1. Moderators are appointed to assist Managers in the day-to-day operations of the Townhall. Moderators include Stewards, Committee Chairs, Committee Members, and others designated by the Communications Committee Chair.
2. Moderator responsibilities include:



- a. Moderating discussions to ensure professionalism and constructiveness
- b. Addressing violations of the code of conduct, issuing warnings, or imposing temporary suspensions
- c. Collaborating with Admins to maintain order and escalating serious violations to the Local Union Executive Board for further review, as per Section 21, Paragraph (A) of the 2118 Bylaws
- d. Organizing topics and posts into appropriate categories or forums.

Townhall posts and comments can only be archived when removed. Posts and comments are unable to be deleted.

Personal Identification

1. Members' personal names used in the Townhall must resemble their actual names as they appear on the Seniority List.
2. Any deviations from this rule will be considered a violation and subject to disciplinary action.