# SGCASG Policy on Publication of Member Names and Photography July 2022

The ASG Policy Manual offers guidelines to protect member privacy of names and photos. This policy is specific to ways in which our chapter publishes the names and photos of our members.

#### <u>Purpose</u>

Photos of our members are subject to print and online publication so that the public is able to see our sewing enjoyment and our commitment to sewing as a life skill. Weighing chapter publicity and member privacy is a balancing act in today's world.

#### **Publication of Photos**

Photos taken in public venues are subject to publication. Photos of members engaged in ASG meeting activities may at times be published along with a first name or with initials.

Photos taken during Chapter Events and NG meetings are subject to newsletter and trifold publication and are archived in our photo hosting site.

Photos of members running for office and those who are CAB Officers or Appointees may have facial photos published that include their first and last names.

# **Implied Consent**

Unless a member refuses to be in a group photo or requests the photographer not to capture their face in a photo, the chapter will act on the assumption that consent has been given to the chapter to use that photo in future publications.

# Right of Refusal

Members who do not want to be subject to publication are advised to not participate in group photo requests and to let the photographer know you do not want to be in any pictures.

### Opt Out

Members who wish to OPT OUT of all publication are advised to send an email to sgcasg@gmail.com. It is ASG Policy that an *Opt Out Request* needs to be in writing. When you opt out, your name will never be published and your face will be blackened or cropped out of the photos that you appear in.

Sandi Dickenson IT Administrator

Submitted for CAB Approval July 2022

SUMMARY OF CHANGES to Jan 2020 Policy:

- 1. Updated to include Trifold Use
- 2. Reorganization of content
- 3. Clarification that CAB nominees and CAB photos may include full names