ACCP Communities Policy

Overview
ACCP Communities is a members-only benefit that provides access to your fellow members, ACCP staff, and a library of CSR resources. To ensure the best possible experience for all participants, we have established the ACCP Communities Policy for participation.

ACCP Commitment
At ACCP, we foster and uphold a culture of dialogue and respect for all ideas. We take deliberate actions to ensure there are no barriers to full participation and equal opportunity for all and without bias on the basis of gender, gender identity/expression, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital or family status, socioeconomic status, language, accent, physical ability, mental health, educational level or background, geography, nationality, work style, thinking style, personality type, physical appearance, and/or any other characteristic that can be identified as recognizing or illustrating diversity. We expect, without exception, that all who work for, volunteer with, or participate with ACCP treat one another with dignity and respect at all times in our workplace, at our functions, sponsored activities and/or in all ACCP-related interactions. ACCP is committed to providing a safe and welcoming environment in all association activities, including online activities. We do not tolerate discrimination, intolerance, harassment, aggression, solicitation, or unacceptable behavior of any kind at ACCP, whether in person or virtually.

Engaging on ACCP Communities
ACCP Communities is an online community exclusively for the use of ACCP members to engage in discussion, seek resources, learn best practices, and receive feedback from your peers and staff on issues in corporate citizenship. ACCP encourages members to share questions with one another, successes, challenges, constructive feedback, and perspectives on topics related to CSR, ESG, DEI, disaster relief, and other issues for which a peer exchange would be helpful.

- To post in ACCP Communities, members must first log-in to their ACCP account at ACCP.org, then select "Communities" from the "Member Resources" tab. Once the ACCP Communities page opens, members can click the arrow next to "Participate" in the top menu, then select "Post a Message."
- State concisely, clearly and accurately the topic of your comments in the subject line. This allows members to respond most appropriately to your posting and makes it easy to search the archives by subject.
- Send substantive questions and content related answers to the full group by using the "Reply" function so other members can learn from your contributions.
- Send messages such as "thanks for the information" or "me, too" to individuals, not to the entire list. You can do this by using the "Reply Privately" link in every message. You can also use this function when you do not want your response to be seen by the entire group.
- Please do not send administrative messages, such as "remove me from the list," to the group. Instead, you may use the web interface to change your settings or to remove yourself from a list. If you are changing email addresses, you do not need to remove yourself from the list and rejoin under your new email address. Simply change your settings. If you need help with your settings, contact the ACCP Membership Team.

Etiquette and Rules of Conduct

To maintain fruitful and respectful discourse in ACCP Communities, ACCP reserves the right to suspend, remove content, or terminate participation for members who violate these rules. Please view [ACCP Policies](#) for a list of policies that guide our work, including the [Member Eligibility and Conduct Policy](#).

- **Respect.** Focus on the content of posts and not on the people making them. Please extend the benefit of the doubt to newer guests and members; there's no such thing as a stupid question.
- **Don't attack others**. The discussions in the online community are meant to stimulate conversation not to create contention.
- **No solicitation.** ACCP Members are expected to participate in ACCP Communities in their roles as stewards of their company's corporate citizenship efforts. You may not use ACCP Communities to promote your or your company's business, practice, products, or services. ACCP reserves the right to remove such messages and potentially ban sources of solicitation.
    - Resources that are free to all and share learnings and opportunities to further education and understanding of the CSR field are permitted to be shared in ACCP Communities.
- **Use caution when discussing products, vendors, or partners.** Information posted on any platform is available for all to see, and comments may be subject to libel, slander, and antitrust laws. If you've found a product or service helpful, please share your experience with the group in a respectful way.
- **All defamatory, abusive, profane, threatening, offensive, or illegal materials are strictly prohibited and will be removed and may subject the person posting the same to be suspended or terminated from participation in the ACCP Communities.**
- **Do not post anything that you would not want the world to see or that you would not want anyone to know came from you.** While ACCP Communities are strictly members-only, ACCP is not liable for the spread of information through downloads, screenshots, etc.
- Out of respect for privacy, participants may not copy or take screen shots of posts in ACCP Communities to be shared in your companies or externally.
- Remember that ACCP and other participants could reproduce postings. Some general tips to help you maintain good etiquette when reproducing content:
    - When posting items in our collaborative environment, please indicate if the item is not available for reuse.
    - Be courteous. Please ask participants for permission to republish their words elsewhere (especially if elsewhere would be a publicly viewable setting).
    - Internally, when citing ACCP Communities discussions, please include a link back to the original discussion.
    - Post content that you have personally created or have permission to use and have properly attributed to the content creator.

If any inappropriate posting is [brought to ACCP's attention](#), ACCP will take all appropriate action. ACCP reserves the right to terminate access to any users who do not abide by [ACCP Policies](#). When unsure whether content is consistent with these policies, please err on the side of caution and do not post the content in ACCP Communities. If there are any questions on what content is appropriate to post, please contact the [ACCP Membership Team](#).

Reporting a Policy Violation

If you feel you are being harassed, solicited, notice that someone else is being treated poorly by an ACCP member or ACCP staff, or feel that a post violates the ACCP Communities Policy,

please immediately contact any member of the [ACCP team](#) who will escalate your concern to the appropriate parties.

Additionally, if you are unsure who to contact, you may contact the [ACCP Membership Team](#) to report incidents at any time so that we can take the appropriate action. Please include the post title, link to the post, or the name of the person violating the policy. Please reference our [Whistleblower Policy](#) for additional contact and reporting information.

Consequences of Unacceptable Behavior

ACCP reserves the right to take any action deemed necessary and appropriate, including immediate removal of the post/comment, removal of the member from ACCP Communities, or removal of access to ACCP Member Benefits in response to any incident of unacceptable behavior. See [Member Eligibility and Conduct Policy](#) for more information.
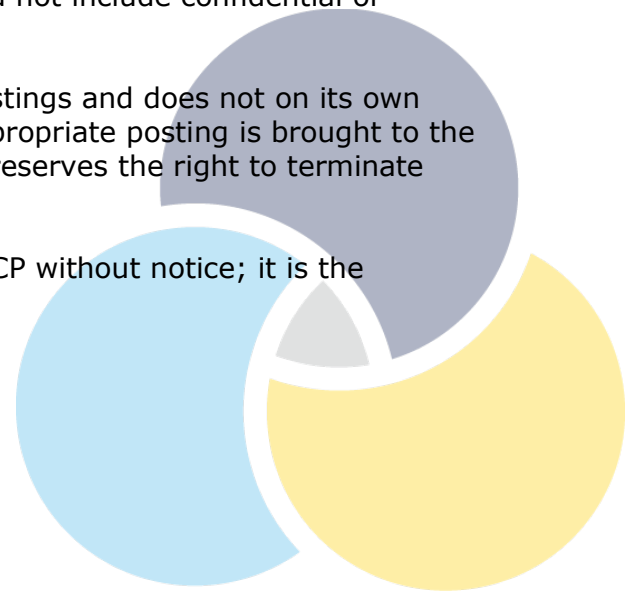
Disclaimers

ACCP Communities is provided as a benefit to members of ACCP. ACCP is not responsible for the opinions and information posted on these sites by others. We disclaim all warranties with regard to information posted on this site, whether posted by ACCP or any third party; this disclaimer includes all implied warranties of merchantability and fitness. In no event shall ACCP be liable for any special, indirect, or consequential damages or any damages whatsoever resulting from loss of use, data, or profits, arising out of or in connection with the use or performance of any information posted on this site.

Do not post any defamatory, abusive, profane, threatening, offensive, or illegal materials. Do not post any information or other material protected by copyright without the prior written permission of the copyright owner. By posting material, the posting party warrants and represents that he or she owns the copyright with respect to such material or has received written permission from the copyright owner. In addition, the posting party grants ACCP and users of this site the nonexclusive, irrevocable, perpetual and royalty free right and license to display, copy, publish, distribute, transmit, print, and use such information or other material, including but not limited to print or electronic form.

Content should not be posted if it encourages or facilitates members to arrive at any agreement that either expressly or impliedly leads to price fixing, a boycott of another's business, or other conduct intended to illegally restrict free trade. Content that encourages or facilitates an agreement about the following subjects are inappropriate: prices, discounts, or terms or conditions of sale; salaries; profits, profit margins, or cost data; market shares, sales territories, or markets; allocation of customers or territories; or selection, rejection, or termination of customers or suppliers. Content posted should not include confidential or proprietary information, data or documentation.

ACCP does not actively monitor the site for inappropriate postings and does not on its own undertake editorial control of postings. However, if any inappropriate posting is brought to the attention of ACCP, we will take all appropriate action. ACCP reserves the right to terminate access to any users who do not abide by [ACCP Policies](#).

ACCP Communities Policy may be revised at any time by ACCP without notice; it is the member's responsibility to stay abreast of any changes.

Other Ways to Share Information Through ACCP
- Have a resource you'd like to share in ACCP's Resource Library? Email Sarah for more information on the guidelines and submission process.
- Interested in contributing a blog post to ACCP Insights? Email Dana for more information.
- Have a CSR job to post? Email Caitlin the job title, location, and URL.
- Interested in sponsoring an ACCP event? Click here to learn more about sponsorship.
- Do you need more in-depth guidance and support from ACCP? ACCP Members may receive unlimited email support and up to four (4) hours of one-on-one guidance from ACCP Staff through ACCP Connect. Click here to learn more.