

## AMADER BASA Whatsapp group - Code of Conduct

### DO 's :

- Share information about BASA events or group messages related to BASA only.
- Group Admin Arunabha Das and Arnab Chatterjee or the designated owner / photographers of an event can Share selected images / videos related to BASA events. No personal views or comments are necessary on these updates. Appreciation is always welcome.
- Share critical group alerts that benefits BASA members.
- Emergency help necessary for / to any BASA members. This process of seeking assistance will be monitored by Group Admin till resolved. Suggest positive participation from all concerned. Group Admin will further assist with private messages to expedite situation.
- Share invitations from other groups to BASA members. Volunteers may please notify once on group and close matter. The rest will be on private message or other forms of communication.
- Share event responsibilities and updates, schedules, clarifications. Teasers and reminders for the upcoming events will be updated regularly.
- On BASA event days, members are encouraged to actively participate in the event related discussions, chats, notifications and responses.
- The Whatsapp group may also be used by members for selling their personal assets during relocation. Responses to such communication and subsequent discussions to be made directly with the member.

### DON'T 's :

- Avoid sharing personal information unless it is a bereavement, accident or injury.
- Sharing of personal images and videos on this group is not acceptable. Kindly use other chat groups for this. Group Admin will deal with this strictly via phone calls and private messages to the individuals only.
- Sharing of jokes and forwarded messages is not allowed on this group.
- Personal messages of wishing on anniversaries or on Birthdays is to be strictly avoided. Please use other groups for these announcements.
- Please avoid all discussion which may needs EXCO involvement on whatsapp. Kindly use email and address [basa-exco@googlegroups.com](mailto:basa-exco@googlegroups.com)
- The Whatsapp group should not be used for selling personal assets of non-BASA members.

### ***The group will also be used to get prompt response in the following areas :***

- 1) Volunteering in BASA activities
- 2) Raising awareness in CSR activities. Getting funds for CSR
- 3) Assisting in BASA programs
- 4) Attending BASA supported classes like Bangla and Maths
- 5) Posting updates/ photograph links on just concluded programme
- 6) Assisting in tjmes of accident and emergency of members