

2017

Clavum Connect WhatsApp Group Constitution



Clavum Connect

WhatsApp Group Constitution

Purpose of Clavum Connect WhatsApp Group

Clavum Connect WhatsApp group is a professional one which aims at sharing knowledge, ideas and information which fall within professional context i.e. pertaining to different professions and is deemed as beneficial for group members in terms of adding value to their knowledge, skills, information and attitude to enable them bring excellence at their respective workplaces at any point in time.

Membership Type

Clavum Connect WhatsApp encourages diversity and hence is not restricted to have members from any particular profession. Professionals from all walks of life are encouraged to be member of this group to share information, knowledge, learning and experiences with others and vice versa.

Constitution of Clavum Connect WhatsApp Group

The constitution is statements of Clavum Connect WhatsApp Group's policies and rules in documented form as a means to run and govern this group.

Policies

What is allowed:

- ✓ All messages which fall within professional category may be posted on the group.
- ✓ Any videos which come under knowledge sharing within professional context may be shared on the group.
- ✓ Time for posts is 8 am to 10 pm.
- ✓ All images which carry graphs and any pictorial representation of any information and data falling within professional context may be posted on the group.
- ✓ Any discussion which adds value in the form of professional knowledge and learning may be generated.
- ✓ Members can post jobs of their own organizations only.
- ✓ Greetings messages on special occasions like Eid, Ramadan, New Year, Christmas etc. may be posted.
- ✓ Requests for blood donation can be posted.
- ✓ Motivational messages/videos which fall within professional context and do not represent any religion can be posted.

What is not allowed:

1. No religious posts/videos/messages
2. No political posts/videos/messages



3. No social messages/posts/videos
4. No promotional messages of musical concerts, social or political gatherings or events of similar nature.
5. Display picture can never be changed.
6. Group message (Tag Line) can never be changed by any member.
7. No bullying or verbal attacks, no racists comments or postings
8. Personal chats between two people cannot not be done on the group.

Administrators Rights:

1. Admin can add new members according to group policy.
2. Admin can remove any group member if violation of group's constitution is observed.
3. Admin can issue warning to any member against any observed violation against group's constitution.
4. Admin can initiate professional discussion in general interest of group members and should moderate it until conclusion/end.
5. Admin can intervene to resolve any on-going conflict between group members which could possibly derail on-going discussion.

Few Guidelines for Group Members:

1. Don't Initiate a Discussion and leave silently without moderating it.

2. Post Only Appropriate Contents

- Be mindful of the interest of the particular group you have joined before posting articles. It will be inappropriate to post articles which may offend other group members causing them to leave the page.
- Avoid jokes that may degrade and insult a particular individual, groups of people, tribe, religion and others. This may kill group interest.

3. Observe the Constitution of the Group

4. Be Courteous Enough

Apologize when you realize that you have posted the wrong content in the wrong group. Be courteous enough to say sorry to anyone who takes offence because of your comments or post. You may be the next person to be offended tomorrow and your big ego may not serve you right when you are now offended and the person refuses to acknowledge the offence and apologize.

Disclaimer: This document has nothing to do with WhatsApp as a brand and therefore does not intend to conflict with any of the guidelines related to the brand resources of WhatsApp. This document has been developed by Clavum Connect Admin/s to run and govern this group effectively through certain set rules/norms hence any conflict with afore-mentioned guidelines shall be a mere coincident and will be rectified once noticed or reported.