



Port of Everett Social Media Public Use Policy

August 2015

The Port of Everett's social media accounts (including, but not limited to, Facebook, Twitter, Instagram, YouTube, Google+, LinkedIn and Flickr) were created by the Port to enhance and encourage communication about the Port. The port will use its chosen social media accounts **only** for outgoing communication to keep the community informed.

While comments are welcomed, social media users shall be advised that Port staff generally will not be responding to these comments, as this is not the avenue for formal public information requests. Interaction by or with the Port on its social media accounts (including, but not limited to, likes, favorites, shares, retweets and following other Social Media users) are not to be intended as an endorsement by the Port.

If you would like to contact a Port staff person with a question or submit a Public Records Request to the Port, please visit our website at www.portofeverett.com under the contact us section. Additional ways to contact the Port are provided in this policy note.

The Port of Everett will engage in its choice of social media platforms to improve community outreach. If the Port determines that a specific outlet of social media is ineffective or is not feasible to maintain, the Port reserves the right to deactivate its social media account(s).

Public Comment Policy

The comments and opinions expressed by followers of the Port's social media account(s) are theirs alone and do not reflect the opinions of the Port of Everett and/or its employees.

We encourage people to use the comments function to share thoughts as they relate to the topic being discussed. We expect comments to be relevant and courteous. Comments are reviewed by the Port after posting. Comments will not be edited by the Port of Everett or its staff.

The Port of Everett reserves the right to remove a comment from this page if it:

- Uses vulgar, offensive, threatening or harassing language.
- Contains threats, personal attacks, or defamatory statements.

- Contains hate speech directed at race, color, sex, sexual orientation, national origin, ethnicity, age, religion or disability.
- Promotes or advertises a business or commercial transaction.
- Promotes or opposes any person campaigning for election to a political office or any ballot proposition.
- Is not related to the posted topic. The Port's Facebook page is not the proper place to express opinions or beliefs not directly related to that topic.
- Violates the [Facebook statement of rights and responsibilities](#)

Public Disclosure

Communications made through the Port's social media account(s) will in no way constitute a legal or official notice or comment to the Port of Everett or any official or employee of the Port of Everett for any purpose. [Make a public records request.](#)

Other Ways to Contact the Port

Comments specific to a Port of Everett project or program should be submitted directly to that project or program. [Contact the Port of Everett.](#)

Questions or Concerns?

Contact us at publicaffairs@portofeverett.com