SOCIETY OF RISK MANAGEMENT CONSULTANTS

SRMC Listserv Usage Guidelines

March 19, 2016

By joining and using the SRMC Listserv, you agree that you have read and will follow the usage guidelines below for this peer discussion group.

SRMC Listserv (a reincarnation of SRMCWeb) facilitates communications amongst members of the Society of Risk Management Consultants (SRMC) and is provided via Google Groups. Questions, messages or announcements are posted to the SRMC Listserv by e-mail every day to the following address: srmclistserv@googlegroups.com. SRMC's use of Google Groups (and your postings to srmclistserv@googlegroups.com) are also subject to Google's Privacy Policy and Terms of Service.

Postings generally involve issues that concern members in the servicing of their clients (*i.e.*, questions about risk transfer, insurance coverages, coverage forms, sources of insurance or risk-related services, past experiences with certain brokers, programs or insurers, market conditions, etc.). SRMC Listserv is also a useful tool to keep members apprised of SRMC business issues, upcoming meetings, and various updates on SRMC's members.

SRMC Listserv is also a means of communicating consulting opportunities that arise all over the country. Businesses in the United States and Canada (and sometimes beyond) looking for risk management consultants submit their requests to SRMC's web site and these requests are then forwarded to all SRMC members registered to use the SRMC Listserv. This has proven to be a valuable resource for new business and has resulted in new client work for several of our members.

SRMC Listserv is the tie that binds the group together and keeps members in touch with one another between conferences. For many it is an invaluable resource to their practice. The more members we have registered to use the SRMC Listserv, the more resources we will all have.

Over the years, SRMC has developed some commonsense guidelines to help ensure that our listserv remains valuable and the guidelines that follow below (while developed for the previous Webmail Service) have been approved by SRMC's Board of Directors. Accordingly use of SRMC Listserv is conditioned upon adherence to the following SRMC Listserv Usage Guidelines:

1. Only members of SRMC may be registered to use SRMC Listserv. In addition, while SRMC members may post messages on behalf of co-workers who are not members of SRMC, such individuals may not directly post messages to SRMC Listserv. Applicants for SRMC membership will not be eligible to register for SRMC Listserv until they have been approved as a member.

2. Communication exchanges within SRMC Listserv are for SRMC members only and must not be distributed, forwarded, quoted or otherwise shared with anyone outside of SRMC. This forum exists in part because of the close relationship of SRMC's members and the trust placed in each member to keep the information exchanges on SRMC Listserv confidential. Despite this anticipated confidentiality, members are reminded that postings (especially personal opinions) may be discoverable and that posted opinions can be used to impeach the credibility of the sender or impugn the Society as a group.

3. All postings are to be of a professional business nature.

4. The following types of postings to SRMC Listserv are prohibited:

   a. Chain letters or other similar communications.

   b. Requests for charitable contributions (*unless approved in advance by the Executive Committee*) or any commercial solicitations.

   c. Postings with foul, abusive or inappropriate language aimed at a fellow list member or anyone else (including obscenities, verbal harassment, or comments that would prove offensive including those based on race, religion, or sexual orientation or any other Federally protected class of individuals), or postings that refer to subjects or include content that may otherwise be perceived as inappropriate or offensive.

   d. References to or inquiries about specific third parties (individuals, companies or other similar groups) which are derogatory or inflammatory in nature. SRMC Listserv is not to be used as a forum for public criticism of third parties.

   e. Advertisements and/or notices of job openings within member firms or other firms. (If a registered SRMC Listserv user has a resume for a third party that they would like to share with others, they may post a notice indicating this to SRMC Listserv and then send the resume to any interested members that request a copy.)

   f. Postings of copyrighted materials (whether copied and pasted or attached as a file), including newspaper and journal articles, unless the person posting the material has permission from the copyright holder to do so, which shall be confirmed in the posting. Posting very short excerpts from or links to copyrighted material found elsewhere on the Internet is an acceptable method of sharing such information, so long as it is not done in violation of the terms and conditions of the target site.

5. All postings must contain a completed subject line to identify the purpose/content of the message. This will also help identify potential virus-containing messages, since these typically have no subject or have a subject that makes little sense.

6. The submitting member's name must be included at the end of each message posted to SRMC Listserv.

7. All registered users are required to use current virus protection software on their computers and to update that software regularly. Users who infect other SRMC Listserv users with a virus more than once in a short period of time will be presumed to have inadequate virus protection software and may be immediately unsubscribed until they can demonstrate that the problem is resolved.

8. Attachments are permitted, but must comply with all guidelines herein. Exceptionally large files should not be sent to SRMC Listserv. Instead, their availability can be communicated by means of a posting and then the large file can be sent to those expressing interest.

9. Do not use SRMC Listserv to send messages to individual persons or to reply to an individual person. For private communications, send or reply directly to the person involved. There is no need to inconvenience other users with irrelevant e-mail messages.

10. If you set your e-mail software to generate an automatic away from office response to e-mails you receive while you are on vacation or out of the office, please set the software so that only one e-mail message is sent to each e-mail address or set it so it does not reply to SRMC Listserv messages. Otherwise, you may create a loop of messages being sent that could clog the Listserv. If you prefer, and you will be out of town for more than a week, you may temporarily unsubscribe from SRMC Listserv and then re-subscribe to the list upon your return.

Compliance with the above guidelines will ensure the continued exchange of information, which has been valued by so many members of SRMC. Users who violate these guidelines may be suspended or permanently removed from SRMC Listserv at the direction of the SRMC Executive Committee. These guidelines may be changed or supplemented at any time.