

SGI-USA ORGANIZATION MEMO

DATE: APRIL 10, 2020 MEMO: 2020-ORG-044



DISTRIBUTE TO: District Through Territory Leaders, Zone and Territory Offices
FROM: SGI-USA Organization Center
SUBJECT: **No Recording of Online Activities**

Since all SGI-USA activities have gone online (or telephone) it becomes a simple matter to record them for future playback. Such recordings can easily and unintentionally end up on social media platforms or be edited for nefarious purposes. Such recordings also lack the proper releases for every person's permission to use their voice and image.

In an effort to protect our organization and our members and to create online meetings that are safe and comfortable for all attendees, **please do not record any online meeting without the express permission of the SGI-USA Organization Center.**

To effectuate this protective measure we have disabled the recording feature on all SGI-USA issued Zoom accounts. For those that are using their personal Zoom account, we ask that you participate in protecting our organization and NOT record any of your Zoom meetings.

Thank you for your strict adherence to this policy.
SGI-USA IT Department