



Judo Alberta Communications Policy

Introduction

This Policy is applies to all official communications from the Judo Alberta Board of Governors (BOG) to the Judo Alberta Membership, stakeholders, suppliers, or other Judo Organizations.

The purpose of this document is to:

- Establish the process for communications from the Judo AB BOG to its membership, stakeholders, suppliers, or other Judo Organizations.
- Ensure all BOG members are clear on the protocols for internal & external communications.

General Requirements

- 1. All committee and executive communications to the Judo Alberta membership, its stakeholders, suppliers, or other Judo Organizations shall go through the Judo@Judoalberta.com email address. When email communications are sent, they are to be sent on behalf of the entire governing body of Judo Alberta. One exception to this policy shall be athlete communications from the HP Coach & Coaching Committee, who have authority to communicate with the membership directly on behalf of the Judo Alberta BOG, due to the volume of communications.*
- 2. Communications sent directly to the President or COO of Judo Canada regarding ongoing issues/disputes and their proposed resolution shall be discussed by the concerned party and the Judo Alberta Executive prior to their distribution. If these issues cannot be resolved at the provincial level, or there is a need for further arbitration, the President of Judo Alberta will then contact Judo Canada to discuss the matter directly.*
- 3. Communications sent to all membership on behalf of the Judo Alberta Executive and the Judo Alberta Coaching Committee shall have all recipients' email addresses entered in the Blind Carbon Copy (BCC) section.*