

**WHEREAS**, the Northeast Section of the Ohio Water Environment Association (NESOWEA) is a section of the Ohio Water Environment Association (OWEA) which is a 501(c)(3) Organization and a Member Association (MA) of the Water Environment Federation (WEF); and

**WHEREAS**, NESOWEA relies upon accurate policies and procedures to help govern the organizations and maintain consistency in responses to questions, inquiries and practices; and

**WHEREAS**, Policies and Procedures (P&P) shall be considered living documents subject to revision based on experience and the changing environment of NESOWEA, OWEA and WEF and for which NESOWEA wishes they be maintained in an accurate and up to date manner.

**WHEREAS**, NESOWEA relies on its website at [www.nesowea.org](http://www.nesowea.org) to communicate important information to its membership and others.

**THEREFORE**, NESOWEA has adopted the following policy;

## **POLICY**

### **I. Introduction**

- A. Establish the NESOWEA's identity and create visibility for the NESOWEA.
- B. Publish information about the NESOWEA and support the NESOWEA's Mission and Vision Statements.
- C. Provide an efficient method of delivering current, factual, and official information.
- D. Market the NESOWEA to potential members, workshop/conference attendees, operators, vendors, advertisers, partner institutions, students and the community.

### **II. Reporting Responsibility**

- A. By the authority of the EC, the President shall authorize select individuals (primarily the 3<sup>rd</sup> Year NESOWEA Executive Committee member) to work with the website. These persons shall work with the OWEA Executive Administrator to establish external links.
- B. Authorized individuals (primarily the 3<sup>rd</sup> Year NESOWEA Executive Committee member) shall be responsible for managing NESOWEA's website, including posting and updating information.
- C. The EC (primarily the 3<sup>rd</sup> Year NESOWEA Executive Committee member) is responsible for monitoring and reviewing the website to assure compliance with the standards set for publication.
- D. The Association's URL and domain is: [www.nesowea.org](http://www.nesowea.org) and shall be reserved and kept current by the 3<sup>rd</sup> Year NESOWEA Executive Committee member.