POLICIES AND RULES

"Goose Thunder Podcasting Network reserves the right to make edits to the policies and rules at any time for any reason."

Rules and Guidelines

- You will be required to meet deadlines. If you have a personal conflict, please come speak with us. If you do not and you miss your deadline, that will count as one strike out of the three you are allowed to have.
- If you must abandon your project your podcast becomes the property of GTPN. However, if you hit all three strikes or choose to leave the Network of your own free will, you will take your podcast with you in your parting. GTPN will not retain creative control.
- To avoid shows going on hiatus due to becoming overwhelmed or falling behind schedule, Creators are required to have <u>all</u> episodes in their current season recorded, edited, and ready to post before the first episode may be released. If you are a Creator who believes your show needs to be more current and not use a backlog, please come talk with one of the Producers.
- Creators writing about sensitive topics are encouraged (but not required) to hire a sensitivity reader. If issues are repeatedly brought forward, the podcast may lose its place in the Network and the Creator may earn a strike.
- If you hit all three strikes, you will be removed from the Network and unable to apply for another year.
- Producers lose their role if they earn a strike and Leads lose their role if they earn two.
 In both cases, they will move down to the next tier (Producers will become Leads,
 Leads will become Members).
- At least one Producer from GTPN will be in the Discord server used to communicate with the cast. This is for monitoring and security purposes only, no interaction will be made unless a cast member has a direct question or the Three Strike Rule is violated.
- Any conflicts within a cast involving the violation of the Three Strike Rule will be handled between the creator(s), the admin, and the violators.
- Do not publicly call someone out for a problem you have with them. If you have any issues, privately tell the person and let the admin of your podcast know. This also goes for anyone outside of the activity observing.

• If you decide to leave a Network show at any point, any recordings, episodes, etc. that you may have worked on are considered the property of Goose Thunder. You are welcome to ask the Creator of the particular project to not use your work, however, they are within their rights to deny that request. Creators, however, retain the rights to their own show and it will leave the Network with them.

Three Strike Rule: What Exactly Dictates a Strike?

At Goose Thunder Network we are extremely open to all walks of life and characters. However, we will not tolerate:

- Racism
- Sexism
- Nazism
- Transphobia
- (Homo, Lesbo, Bi, etc)phobia
- Misogyny
- Ableism
- Bullying
- Constant Negative Attitude
- Conflict Instigator
- Pedophilia
- Harassment (of all kinds)
- Swindling
- Disregarding rules of consent
- Purposefully posting triggering content

Please be aware if any of these acts are performed, the said performer will gain a strike against them. If they repeat this action (or any of the others listed above) twice more, they will have violated the Three Strike Rule and will be suspended from their podcast, and will not be allowed to re-apply to Goose Thunder for a year.

Reporting Guidelines

(adapted from the <u>OpenStack Code of Conduct</u> and the Audio Drama slack Code of Conduct)

We do not tolerate harassment of any kind. If you believe someone is contravening our server's Rules, follow the Reporting Guidelines below.

Harassment and other exclusionary behavior are not acceptable and should be reported.

• Reporting Guidelines

- If you believe that the Rules are being violated, you are being harassed, or have any other concerns, please contact one of the Producers immediately via direct message on Discord.
- Please report violations of the Rules immediately to one of the Producers.
- If the offender is a Producer, please report the violation to another Producer.
 The complaint will be handled with the same rigorousness as all other violation reports.
- Any violation reports to one mod will be brought up to all the other Producers in the Producers channel. Violation reports can be sent to the Producers anonymously. The Producers have a reporting requirement to the other Producers when receiving any and all violation reports.
 - If the offender was a Producer, the Producer receiving the report will bring the report to all of the others except the offender in a group chat.
- Please be prepared to provide as much of the following information as possible about the alleged violation:
 - Identifying information (name, Discord ID) of the person you believe is violating the Rules
 - The behavior that was in violation, approximate time and circumstances
 - Other people involved in the incident
 - Whether or not you would prefer to have your complaint be kept anonymous in the situation
- Producers will be responsible for notifying the alleged offender of the complaint, investigating the complaint, determining the violation, if any, determining the appropriate penalty and communicating the resolution to the alleged offender and the target of the violation of the Rules.

• Best Practices for Complainants:

- Do not feel the need to engage directly or further with the alleged offender. The
 Producers are there to support you or bring in additional resources.
- Please remember that the Producers are not law enforcement officers and are not therapists. If you feel the need to alert trained professionals, you will need to do so directly.
- When reporting the incident to the Producers, try to gather as much information as available, but do not interview people about the incident.

• The Producers' Responsibilities to You

- The Producers will try to get as much information on the incident in written form by the reporter, or will otherwise record the information about the incident as it was told to them.
- The Producers will make the complainant aware of the response procedure and next steps to feel confident action, but will avoid the following:
 - Will not overtly invite the complainant to withdraw the complaint or mention that withdrawal is OK. This suggests that you want them to do so, and is therefore coercive. "If you're OK with it [pursuing the complaint]" suggests that you are by default pursuing it and is not coercive.
 - Will not ask the complainant for their advice on how to deal with the complaint. This is a moderator's responsibility.
 - Will not offer the complainant input into penalties. In certain cases, it may be appropriate to ask the complainant what it would take for the alleged offender to "make it right" such as an apology.
- The Producers will notify the alleged offender of the complaint and allow for a response as part of the investigation and before reaching a conclusion or applying any penalty. In the meantime, the alleged offender and complainant (or target of the violation) should not have any contact.
- Where a violation of the Rules is found, the Producers may take any one or more of the following actions:
 - Direct the offender to cease the behavior and warn that any further violations will result in sanctions.
 - Requiring the offender to avoid any interaction with, and proximity to, the complainant.
 - Temporarily kicking the offender from the Network, with a specific date of potential re-entry as determined by the Producers.
 - Banning the offender from the Discord server.
 - Banning the offender from future events sponsored by the group.
- The Producers will then inform the offender of what action, if any, will be taken against them.
- The Producers will then inform the complainant (and other involved persons, to the extent appropriate) of the resolution, and record the outcome.

In the Network Server

- The Producers are there to instruct and guide voice actors, audio editors, composers, and other members through the podcasting process.
 - If you need help or advice at any time, you are more than welcome to come ask the Producers either through a PM or in our #questions-and-advice channel.
- Acting as a moderator, ensuring that those in the server are upholding the rules and policies of the Goose Thunder Network.
- Hosting Game and Movie nights within the network.
- Holding monthly check-ins with Creators.

• In Show Servers

- Act as a moderator should any disputes or issues pop up while making sure the Network Policies and Rules are being upheld.
- Offer help when and if requested.

Other Duties

- Running auditions and interviews.
- Updating and maintaining the website
- Updating, editing, and upholding the Policies and Rules
- o Responding to emails and social media messages

What is the Role of the Leads?

- Second to the Producers, if there is an issue and no Producers are available, go to a Lead.
- Posting network discussion topics, voice acting and writing prompts, as well as audio playground prompts.
- Run social nights such as game and movie nights
- Running social media