**Moderation/Editorial Policy**

This page outlines the guidelines for publishing on the Royal Commission Forum’s website.

If you want to publish an article or blog or otherwise have any questions, you are welcome to contact us at our email: royalcommissionforum@gmail.com.

We want to encourage everyone with an interest to contribute and that means having some basic rules about what we publish. These guidelines help ensure that this website is a safe and respectful space for people to share their thoughts and contribute to discussion.

All material will be checked (moderated) before it is published. Material that does not meet the guidelines, or is otherwise inappropriate, may not be published.

**The process**

The Forum requires you to provide a valid email address and your name. **Your** **email will not be published** and you can choose to have any material published anonymously.

Once your material is submitted, the moderation process will take place. We hope that this process will take a maximum of one week. After moderation has taken place, either:

* Subject to any minor edits, the material will be published, or
* You will receive an email from the Forum.

You will receive an email if your comment does not meet the guidelines for contributions or we think there are some substantial changes that would help your work be more effective. If applicable, suggestions for an edited version of your comment will be included in the email for your approval.

If you have questions about the process, please contact us at our email: royalcommissionforum.gmail.com.

**Guidelines for contributions**

We welcome public contributions. Material will normally be approved as long as it:

* Respects other commenters and individuals. This means it should not be malicious or offensive in nature, and should not constitute a personal attack on a person’s character;
* Doesn’t incite hatred on the basis of race, ethnicity, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental abilities or sexual orientation;
* Doesn’t include swearing, hate-speech or obscenity;
* Avoids using personal details, such as a person’s name, private addresses, phone numbers or email addresses. It’s fine to mention public people like politicians or Commissioners by name, but please keep any discussion or comments to their work
* Doesn’t break the law. This includes libel, condoning illegal activity, and breaking copyright;
* Avoid commenting about or giving personal details about person without their full consent;
* Is reasonably short and doesn’t constitute spamming of this service. Really long articles may not be effective in making your point;
* Doesn’t advertise commercial products and services. You may mention relevant products and services as long as they support what you are writing about or are likely to be useful to other readers on this website;
* Doesn’t impersonate or falsely claim to represent a person or organisation;
* Are written in English or Māori. Unfortunately, we do not have the resources to moderate comments in other languages;
* Is on-topic and within the scope of the Forum. Please don’t contact us with material that are unrelated topics.
* Are not too party political in nature. Its fine to criticise parties and politicians, but the website isn’t a political platform;
* Doesn’t contain unrelated or inappropriate links to external sites.
* Doesn’t contain information that might harm anyone’s safety or security:
* Avoids material likely to ‘trigger’ re-traumatisation in readers. Moderators may ask authors to remove any descriptions of abusive behaviour.

You are legally responsible for what you write. The Royal Commission Forum will not be liable for anything you publish, including any breach of confidentiality or copyright, or any obscene, defamatory, seditious, blasphemous or other actionable statement you may make.

If you are aged 16 or under, you may want to talk to your parent/guardian about the ideas on this website and any opinions that you want to express.

In your contribution, you might think about whether you want to publish personal details that might identify you (apart from in the email address box, which won’t be published anyway), and you may want to publish using only your first or last name only, or a fake name, rather than your full name.

The Forum reserves the right not to post any material or to remove material at any time. Where a submission is not published for a reason other than those listed above, the site moderators will try to explain their reasons and invite you to make appropriate changes so that you can say what you want to say.