



## **BULLETIN BOARDS POLICY**

**(Approved at the Senior Membership Committee (SMC) meeting on Friday, September 6, 2024)**

**Purpose:** The bulletin boards in the School of Population and Public Health (SPPH) building aim to convey information to learners, faculty members, and staff. The announcements should be non-commercial and related to student work, student support or volunteer opportunities, program information and research.

Materials written in a language other than English must also include the English translation. SPPH reserves the right to remove materials at any time.

Postings will be removed if they:

- Advertise a commercial service or goods for sale.
- Are considered offensive, non-inclusive, or may contribute to an intimidating, hostile or uncomfortable environment.
- Particular beliefs or views are not promoted, nor is any display of items equivalent to endorsements of the viewpoint expressed therein.
- Promote beer gardens or alcohol/drug-featured events.
- Are posted in a manner that covers other posters.
- Contravene federal, provincial or municipal laws.

**Maintenance:** The staff will clean the boards by removing all posters three times per year. The clean-up will take place at the end of each term: Winter Term 1 (December), Winter Term 2 (April), and Summer Session (August). Any other information posted on the boards other than what is specified above will be removed.

We understand that there are Centres, programs and unit-specific bulletin boards, and ask the staff in those units to follow the procedures by removing and cleaning up boards as specified above.

**Information posted on bulletin boards is guided by the B.C. Human Rights Code which guarantees that no person shall be discriminated against “because of the race, colour, ancestry, sex, sexual orientation or age, of the person or that group or class of the person.”**

This policy reflects and adheres to the UBC Signage Policy  
([https://universitycounsel.ubc.ca/files/2022/05/Signage-policy\\_UP8.pdf](https://universitycounsel.ubc.ca/files/2022/05/Signage-policy_UP8.pdf))