Group Rules for Fair and Balanced Discussions:
We are committed to creating a respectful, inclusive space where everyone feels welcome to share their ideas. We recognise that everyone comes to this network with the best intentions, and these guidelines help ensure discussions remain balanced, thoughtful, and collaborative. Let's work together to nurture a community where every voice is heard and valued.

1. Respect All Voices
   Every member is encouraged to share their perspectives but be mindful not to dominate discussions. Give others space to contribute and avoid interrupting the conversation. This is important for individuals who might be shy or anxious about contributing – we want to ensure that everyone feels confident in speaking.

2. Stay on Topic and Be Concise
   We want to respect everyone's time by making sure that meetings do not run over, and we use meeting agendas to ensure this. Keep discussions focused on the agenda and try to avoid overly long, off-topic comments. To discuss a new topic, you can do so by starting a new thread:
   a. on the group conversation page by clicking the '+ New conversation' button on top left of the screen
   b. or by emailing the feministclimatejustice@googlegroups.com email address as that goes to all of us in the Google Group

   You are also welcome to suggesting items for the next meeting agenda to the Project Team - Collette or Vanessa!

3. No Direct Contact Without Consent
   All official communication should happen using the group email address feministclimatejustice@googlegroups.com or the group conversation page (as described in point #2) to maintain transparency and ensure that GDPR rules are not breached. You should not contact members using their individual or private email address unless they have explicitly given their consent, or you are following up directly on a specific topic that they have already contacted the Google Group about.

   It is essential to respect email privacy and confidentiality, especially within our Network. All Network members agreed to follow a Terms of Reference (ToR) to become members, and it is important that the membership process is respected by not sharing Network communications without following certain etiquette. Key etiquette for handling internal emails:
   a) **Internal-Only Information**: Emails and contact details shared within the Network should not be forwarded or shared outside without permission - only Network members who have agreed to our ToR, Values and Communication Guidelines should receive invitations to meetings. If you are unsure of who is in the Network, you can check our directory in the Google Drive folder.

   b) **Removing Contact Details**: If you share information externally, remove personal contact details, internal email addresses, and any sensitive content. This is important to ensure communications are GDPR compliant.

c) **Seek Consent**: When in doubt, ask the sender if it's okay to forward their message, especially if it contains their contact information.

d) **Protecting Privacy**: Respect others' privacy by keeping internal communications within the Network amongst fellow members. Following these guidelines helps maintain trust and confidentiality within our Network.

4. Conscious Posting Frequency
Be mindful of how often you post to avoid overwhelming/spamming others. Let others respond before posting again, and avoid rapid, consecutive messages to ensure everyone has a chance to engage. This allows for us to create conversations as best we can in an online space.

5. Encourage Consensus, Not Control
Our community work approach means we should aim for collectivity and collaboration in all that we do. Aim to build consensus through open dialogue, rather than pushing a single agenda, so that we can work towards justice for the many, not the few. Decisions should reflect the diverse perspectives of the group, with a focus on collaboration and compromise.

6. Moderation & Reporting
The Project Team, Collette and Vanessa, will ensure respectful and balanced conversations. If you notice anyone dominating or steering the discussion unfairly, let the Project Team know for discreet handling.