

**Idaho State Bar and Law Foundation  
Electronic Communications Policy**

**Content/Sponsoring Organization:**

1. Electronic messages, website announcements, and social media posts must be on issues, events or activities directly related to the Idaho State Bar or Idaho Law Foundation or of benefit or interest to members of the Idaho State Bar.
2. Messages containing any of the following content will not be posted or disseminated:
  - a. Advertisements for commercial enterprises;
  - b. Fundraising activities not sponsored by the Idaho State Bar or Idaho Law Foundation;
  - c. Messages that engage in legislative or political activity as prohibited by Idaho Bar Commission Rules 1106 and 906;
  - d. Messages for personal gain.
3. Messages or announcements may be sent or posted for the following entities:
  - a. Idaho State Bar;
  - b. Idaho Law Foundation;
  - c. District Bar Associations;
  - d. Committees of the Idaho State Bar;
  - e. Committees of the Idaho Law Foundation;
  - f. Sections of the Idaho State Bar;
  - g. Idaho Supreme Court;
  - h. U.S. Courts for the District of Idaho;
  - i. Law Schools in Idaho
  - j. American Bar Association.
4. The Member Services staff will review and approve all messages and announcements and reserves the right to edit or deny any requests.
5. Electronic messages and website announcements will be evaluated based on the following criteria:
  - a. Relevance to a significant portion of the members;
  - b. Reliability and accuracy of the information;
  - c. Timeliness;
  - d. Whether the content of the message or announcement promotes the mission of the Idaho State Bar and/or Idaho Law Foundation.

**Distribution**

1. To reduce the number emails to our members, we encourage the use of the weekly E- Bulletin.
2. Requests to post a message or announcement on the website or the Thursday E- Bulletin should be submitted to the Member Services staff. Messages or announcements for the next E-Bulletin need to be received by Wednesday at 5:00 p.m.
3. Requests to send broadcast emails should be submitted to the Member Services staff at least 24 hours in advance of the desired distribution.
4. E-Bulletin announcements may be posted three times at the discretion of the Idaho State Bar staff.

5. Announcements on the website will generally expire after 20 days.
6. Broadcast emails may be sent three times at the discretion of the Idaho State Bar staff.
7. Broadcast emails can be sent to the entire ISB membership or to selected groups such as practice sections or District Bar Association members.
8. Requests may be made for content distribution via official Idaho State Bar/Idaho Law Foundation affiliated social media platforms, including Facebook, Twitter and LinkedIn. Requests must be made as directed by the Idaho State Bar/Idaho Law Foundation Social Media Policy.

#### **Release of Email Addresses**

1. Member email addresses may be purchased in the following instances only:
  - a. To candidates for ISB Bar Commissioner and Idaho judicial office for communications related to their candidacy;
  - b. To District Bar Associations and Practice Sections for purposes related to their operations, activities or functions. Only the email addresses of the members of the specific group making the request will be released to that group.

#### **Contact Information**

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*Approved by the ISB Board of Commissioners on September 9, 2005 and amended on February 19, 2010, April 2, 2010, and January 12, 2018.*