

## IACC Communication Policies

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

The purpose of this Communication Policy is to document the protocol of sending any communication from the Islamic Association of Collin County (IACC) located at 6401 Independence Parkway, Plano, TX 75023. The communication can be electronic or other general communications.

### IACC General Communication Policy

1. **Authorized Announcements:**
  - Only the IACC Shura (Board of Directors) or their designees are authorized to make all general announcements on behalf of IACC.
2. **Prayer Hall Announcements:**
  - Announcements made in the prayer halls require prior approval from a member of the Shura.
3. **Distribution of Materials:**
  - Prior permission from the Shura is required to distribute any flyers, literature, business/organization/event promotion materials at IACC.

### IACC Electronic Communication Policy

1. **Authority:**
  - Only the IACC Shura (Board of Directors) or their designees are authorized to generate and distribute all electronic communications on behalf of IACC.
2. **Email Communication:**
  - All email communication from IACC must be sent using official IACC email addresses (@planomasjid.org).
  - To subscribe to our mailing list, please visit the IACC website.
3. **SMS Communication:**
  - All SMS communications must be approved by the IACC Shura or their designees.
  - Subscribers to SMS updates can opt-in through the IACC website or during community events.
  - Mobile opt-in data will not be shared with third parties.
  - Personal information will not be collected or shared via SMS.

4. **Social Media:**

- All communications via WhatsApp, Facebook, Instagram, and other electronic platforms will be posted by the IACC Shura or their designees only.

5. **Newsletter Signup:**

- To receive our newsletter, click on the "Newsletter Signup" button on the front page of our website.

6. **Bulletin Board Updates:**

- Important updates may be posted on the bulletin boards located on both the men's and women's sides of the facility.

7. **Use of IACC Name:**

- The use of the name "IACC" is prohibited by any third party without prior authorization from the IACC Shura.