



International Equine Ophthalmology Consortium (IEOC Listserv) IEOC Member Listserv Guidelines

Please take a moment to review the IEOC listserv guidelines to make sure that, when you are posting to the listserv, you are following the proper rules. **Abuse of the listserv guidelines may result in withdrawal of listserv privileges for the offending participant.**

What the listserv should provide:

- Opportunities to submit and benefit from the collective practice, research or medically related private discussions amongst the current members of the IEOC.
- A chance to share commonly valuable information inexpensively and quickly (e.g. Information on conference or regional equine ophthalmology or related continuing education opportunities times and locations).
- A method to share clinical photographs for discussion, where the ownership of the photo is to remain with the owner. Sharing of non-authorized photos of another or those of an offensive nature, can gain the member removal from the listserv and possibly expulsion from membership without warning, without dues refund. Photographs remain the property of the owner alone, IEOC nor members may use the photos without express written permission.

What the listserv should refrain from:

- Items whose principle premise is to promote an event which does not have a veterinary ophthalmology related component.
- Items that principally involve communications that are germane to just a few people.
- Items that essentially lobby fellow listserv participants on an issue being debated within the veterinary profession.
- Anything that involves subjects of an anti-trust nature, or that violates law.
- Any discussion or promotion of products, services, digital platforms, etc. that violate law, including copyright and/or trademark use violations.
- Messages that contain information that is abusive, libelous, defamatory, obscene, pornographic, profane, discriminatory, political or otherwise inappropriate that could be offensive to one or more participants. Violators can be removed immediately and without review, until a time is established where the administrators can fully review and evaluate

the discussion. Repeated abuse may result in immediate suspension from the listserv and/or expulsion from membership, without warning and without dues refund.

- Any advertisements from vendors regarding their products, even if they are members of the IEOC.

Listsers replies:

- Reply to the listserv when the information being shared is something from which everyone can potentially benefit.
- Reply directly to the individual asking the question, rather than the listserv, when your response is confidential, has application to only the person asking, and/or is seeking to determine your attendance at a function.
- When posting on the listserv please include an autosignature with your message or otherwise make sure your email address follows your name. Members not identifying themselves can be removed from the listserv. Exclude any auto signatures that are political, religious or otherwise offensive in nature to the participants of the list serve.

Listsers etiquette:

- User agrees to refrain from posting information and/or participating in online discussions having antitrust implications, and that may lead to, whether expressed or implied, price fixing, boycotting of any industry, company or business, or any other conduct intended to illegally restrict free trade. Discussion of specific prices or fees that could lead to price fixing is prohibited.
- User agrees to refrain from posting information and/or participating in online discussions that are, or could be, considered a breach of veterinary medical ethics or harassment of others, violate privacy or confidentiality, violate law, including copyright or trademark use law.
- Please note that when the "Reply" button is used on an email, the response will be distributed to everyone subscribed to the listserv, not just to the individual who posted prior. To respond to an individual, place that individual's email address in the "To" box and delete the 'listsers address'
- Be professional at all times. As we all know, there are many ways to solve the same problem. Everyone should be able to "agree to disagree" in a professional manner without attacking anyone or anything on the listserv. If someone feels a professional or ethical line



has been crossed, there are appropriate arenas to resolve that conflict, but it is NOT the listserv. **Abuse of the listserv guidelines may result in withdrawal of listserv privileges for the offending participant, without review or notice, and may ultimately result in expulsion from the IEOC.**

Listserserv confidentiality:

- Please **do not forward** listserv content to non-participants without the permission of the original sender.
- The listserv is “private” meaning that subscriptions have to be entered manually by the list owner. Inclusion in either listserv is subject to the approval of the list owner and IEOC administration at all times, as well as these guidelines. *The listserv is open to any current IEOC member and is considered a benefit of membership.*
- The listserv is “confidential” meaning that the discussions are not published or provided on the IEOC website or publications, without express written permission of the owner of the original content.
- Listserserv users need to be careful what is stated on the listserv even though it is considered “private and confidential”. There is nothing that can prevent a user from violating listserserv etiquette and forwarding a posted email to a non-participant; although such violations, if traceable, could lead to withdrawal of listserserv privileges for the offending participant, and possibly expulsion from the IEOC.
- If a listserserv member feels that someone has access to the listserv without proper credentials, please contact the [IEOC](#) office or board of directors with concerns.
- The listserserv content is stored in a searchable system, contact the IEOC for directions on how to recover or search posts as desired.