



Town of Stow
POLICE DEPARTMENT
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Michael Sallese
Chief of Police

General Order # 2022-05

SUBJECT: Social Media Posting	ISSUE DATE: 12/13/2022
	EFFECTIVE DATE: 12/13/2022
TO: All Department Personnel	REVISION OR EXPIRATION DATE: Until updated

Social Media Posting Procedure

To help assist officers and dispatchers in notification of events and incidents around the Town of Stow. The following order is to be followed;

For things like power outages, downed lines, time sensitive information, or unplanned street closures: If you are comfortable posting on your own or if the matter happens at off hours (i.e. 2 am) go ahead and do so using the appropriate graphic in the graphics folder on the shared drive. This order does not limit or prevent dispatchers or officers from using their discretion to post on social media for the department in emergency situations following the guidelines of Policy 7.09 Social Media. If not, please contact the Administrative Assistant.

For events, future events/activities or “shareable” events (i.e. our participation in something with another agency or community partner): please contact the Administrative Assistant and let them know what you would like shared and when. They can advise about if/when it is appropriate to do so, or they can share it at another time.

For more large-scale concerns such as suspicious packages, antisemitic graffiti, school evacuations, etc. please contact the Administrative Assistant and they will coordinate the appropriate response with Chief or Lieutenant.