



Social Media & Human Resources WGs

# WhatsApp Community Guidelines

Prepared by SM and HR WGs  
socialmedia@euroavia.eu and hr@euroavia.eu

29/12/2025



## EXECUTIVE SUMMARY

This WhatsApp community is created as an announcement channel where official updates, events, and news are to be shared. To maintain a safe and respectful environment, we have established the following guidelines.



# Table of Contents

- 1 Community Structure & Access ..... 4**
  - 1.1 Joining EUROAVIA Online Spaces..... 4
    - 1.1.1 Announcements Channel (Default Group) ..... 4
    - 1.1.2 EUROAVIA Lounge (Optional Discussion Group)..... 4
- 2 Content Guidelines ..... 5**
- 3 Privacy & Data Protection ..... 6**
  - 3.1 Responsibility for Shared Contact Information ..... 6
  - 3.2 When we can admins and moderators delete a message ..... 6
- 4 Respect & Harassment Policy ..... 7**
  - 4.1 Harassment (General)..... 7
  - 4.2 Sexual Harassment..... 7
- 5 Politics, Military & Controversial Topics ..... 8**
- 6 Language & Communication ..... 8**
- 7 Reporting Violations & Consequences ..... 8**
  - 7.1 Consequences for Violations:..... 8
- 8 Moderator & Admin Roles ..... 9**

# 1 Community Structure & Access

## 1.1 Joining EUROAVIA Online Spaces

When you join the EUROAVIA community, you **automatically** become part of the **Announcements Channel**.

### 1.1.1 Announcements Channel (Default Group)

- Read-only channel where **official updates, events, and news** are shared.
- No discussions, no member interactions

If you want to **keep your phone number private** while being part of the EUROAVIA **Announcements Channel**, follow these steps:

1. Open WhatsApp and go to the EUROAVIA Community.
2. Tap on the **three dots (:)** in the top right corner (Android) or the **community name** (iPhone).
3. Select "**Community Info**" and tap "**Announcements**" to open the group.
4. Tap on **your name** in the group member list.
5. Check if your number is visible - if yes, continue to the next step.
6. Go to WhatsApp Settings > Privacy > Phone Number.
7. Change "Who can see my phone number" to "Nobody" or "My Contacts" (so only
8. saved contacts can see it).

**Important:** While this will hide your number in some cases, WhatsApp **always shows numbers in group chats outside of communities** (like the EUROAVIA Lounge). If privacy is a concern, avoid sharing your number directly in chats.

### 1.1.2 EUROAVIA Lounge (Optional Discussion Group)

- After joining, you can **access** to the EUROAVIA Lounge, where members can **discuss, ask questions, and interact**.
- Lounge access is a **privilege, not a right**, violating guidelines can lead to removal.



## 2 Content Guidelines

### Suggested Content

- Relevant discussions and updates related to EUROAVIA and aerospace.
- Helpful resources, insights, and constructive contributions.

### Prohibited Content

- Hate speech, discrimination, or offensive language.
- Spam, self-promotion, or unrelated advertisements.
- Misinformation, fake news, or unverified claims.
- Explicit, violent, or inappropriate content (pornography, excessive violence).
- Military-related topics that could lead to political discussions.
- Forwarding messages without verifying their authenticity.

## 3 Privacy & Data Protection

Do NOT share:

- **Personal information:** Phone numbers, home addresses, private emails (yours or others).
- **Financial or medical data:** Bank details, invoices, health information.
- **Internal or confidential discussions:** Decisions, sponsorship details, financial/legal documents.
- **Private conversations:** Screenshots or messages without **explicit** consent.

### 3.1 Responsibility for Shared Contact Information

**EUROAVIA is NOT responsible** if someone **misuses contact details** (such as a phone number) that were visible in a group chat or event list.

- Members are **advised to be cautious** when sharing their contact details in public or group settings.
- If you receive unwanted messages from someone who got your contact info via a EUROAVIA group, block them and report the issue if necessary.

### 3.2 When we can admins and moderators delete a message

- The message shared personal/private information.
- The message violates any of the guidelines.
- The message is misleading or factually incorrect.

## 4 Respect & Harassment Policy

EUROAVIA maintains a zero-tolerance policy toward harassment, discrimination, and inappropriate behavior.

### 4.1 Harassment (General)

Unacceptable behavior includes:

- Threats, insults, intimidation (direct or indirect).
- Bullying, public shaming, or humiliation (e.g., targeting a member repeatedly).
- **Unwanted, excessive contact** (spamming messages, persistent DMs after being asked to stop).
- **Mocking, stereotyping, or targeting individuals** based on nationality, gender, race, religion, disability, or personal beliefs.

### 4.2 Sexual Harassment

Unacceptable behavior includes:

- Unwanted flirting, sexual jokes, or comments (even if you think it's a "joke").
- Sending explicit messages, images, or content (unsolicited, suggestive, or sexual).
- Making inappropriate remarks about someone's appearance.
- Pressuring someone into social/romantic situations.

If you experience or witness harassment:

- Contact an admin immediately.
- If necessary, report serious cases to the authorities.

**Direct link to full harassment policy:**

<https://euroavia.eu/wp-content/uploads/Harassment-Policy-2025.pdf>

## 5 Politics, Military & Controversial Topics

### Do NOT:

- Engage in political debates or activism under the EUROAVIA name.
- Discuss **military-related topics** unless they are directly relevant to aerospace engineering from an academic/technological perspective.
- Promote any specific religion, ideology, or political party.
- Share political or religious propaganda, extreme views, or conspiracy theories.
- Use EUROAVIA events or platforms for personal political goals.

## 6 Language & Communication

### Official Language: English

- English is the **only** language for communication
- Non-English content should always be translated or summarized in English

### Do NOT:

- Exclude members by speaking in another language in group discussions.
- Spam, send irrelevant memes, or flood channels with off-topic discussions.

## 7 Reporting Violations & Consequences

If you witness or experience a violation:

- Contact a **moderator/admin** (preferably privately).
- If the issue is serious, **formal complaints** can be filed via official channels.

### 7.1 Consequences for Violations:

1. First Violation – One written warning from moderators.
2. Second Violation – Temporal removal from the community.
3. Third Violation – Indefinite removal from the community.
4. **Severe Cases (Harassment, Threats, etc.)** will be handled accordingly by the HR WG and IB with possible escalation to authorities.

**Admins and moderators reserve the right to remove messages that violate guidelines without prior notice.**



## 8 Moderator & Admin Roles

### Moderators

- Monitor discussions, enforce the guidelines, and respond to reports.
- Have the authority to **mute, remove, or ban** members violating guidelines/ delete messages
- Selected members of the HR WG

### Admins

- Manage group structure, approve new members, and handle escalated issues.
- Share messages in the Announcements Channel
- Have the authority to remove messages that violate the guidelines

*By being part of this community, you agree to follow these guidelines. Let's keep it a respectful and valuable space for everyone!*