



Infocast Policy

- 1) **field** sends out regular email broadcasts, known as Infocasts, to maximize information dissemination regarding training and workforce development opportunities for the disability and human services sector.
- 2) Subscription is required to receive Infocasts but no fee is attached for this service.
- 3) Emails found on the **field** mailing list will only be used for the purpose of **field** and will not be forwarded onto any other organisation.
- 4) Individuals or organizations seeking to have information sent out by Infocast will be charged a fee of \$297 (incl. gst) (As of October 1, 2008). This fee covers the staff time to prepare and send an Infocast. This fee can be waived at **field's** discretion.
- 5) **field** limits Infocasts from a single provider to six in a calendar year. This policy may be waived in certain circumstances at the discretion of **field**.
- 6) **field** attempts to develop accessible and web-readable Infocasts through the use of W3C standards, writing for the web principles and minimal marketing language.
- 7) **field** reserves the right to edit material and in some circumstances to deem material unsuitable for Infocast. In the case of the latter **field** will outline reasons for this decision to the appropriate individual or organization.