

Mile High Pets & Handlers

Standard Operating Procedure

Spaces by MiH-PaH Guidelines

Version: 1.2

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The Mile High Pets and Handlers organization loves to see the community engage and supports the ability for members to create spaces to connect with other like-minded members. Be it a space that focuses on a specific topic, or a place to coordinate gatherings, we want to facilitate connection! Following some basic guidelines will help you find success. We're excited to see the next Space you create!

Governance: The Spaces by Mile High Pets & Handlers chat is governed by the Mile High Pets & Handlers Chat Code of Conduct. The chat Code of Conduct in its entirety may be found within the Mile High Pets & Handlers Self Service Document Library or upon request; a summarization is included at the end of these guidelines.

1. Criteria for New Topics

Members may create a new topic if it meets the following criteria:

1. **It serves a clear purpose:** The topic should make it obvious what kind of discussion it invites.

Example: "Pup Coffee Meetups" or "Rave/EDM Animals."

2. **It encourages participation:** Topics should be designed to start or support ongoing conversations.

3. **It doesn't duplicate existing topics**

- Always search existing threads before creating a new one.
- Redundant topics may be merged or removed.

4. **It aligns with community values and is SFW**

- The topic must be respectful, inclusive, and non-discriminatory.
- The topic should remain **Safe For Work (SFW)**.

5. **It has staying power** Avoid hyper-niche or one-off subjects.

Example: Instead of "Meetup at X coffee shop on Tuesday to discuss this one TikTok video I'm proud of," post that inside a broader topic like "Social Meetups."

2. Limitations

- **No "one-time" event topics:** Use event threads or existing planning spaces for specific date-based discussions.
 - **No personal blogs/journals:** Use the main chat or DM for personal reflections unless it encourages community engagement.
 - **Low-activity topics may be removed:** If a topic sees no discussion or slow, infrequent discussion, it may be merged or deleted to reduce clutter.
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3. Topic Management

Moderators reserve the right to:

- Rename topics for clarity.
 - Merge similar or duplicate threads.
 - Remove topics that break guidelines or remain inactive.
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4. Creating a New Topic

1. Navigate to the main page of the **Spaces by MiH-PaH** chat.
2. Select “**New Topic**” in the dropdown menu.
3. Name your Topic, choose an Emoji that fits your Topic, and finalize by clicking “**Create**”.
4. Congrats! You just created a new space, awoo!

Note: Please keep in mind this process may vary slightly depending on your device.

5. MiH-PaH Chat Code of Conduct Summary

1. **Keep it SFW:** No explicit sexual content, nudity, or erotic media.
2. **Respect Others:** Be kind, patient, and inclusive. Use correct names and pronouns. No harassment, bullying, or provoking others. Consent applies in conversation too. Avoid assumptions about roles, identities, or dynamics.
3. **Engage Constructively:** Debate ideas, not people. No name-calling, gatekeeping, or tone policing. If someone asks for a topic change, honor it.
4. **Embrace Diversity:** MiH-PaH welcomes people of all genders, sexualities, races, body types, and experience levels. Discrimination of any kind will not be tolerated.
5. **No Promotion Without Permission:** Don't post promos, links, or fundraising without approval. Dedicated spaces exist for event promotion; ask a Mod or Board Member.
6. **Keep the Chat Tidy:** Stay on topic within channels. No spam, sticker floods, or rapid-fire messaging.
7. **Follow Mod Guidance:** Mods support the community, not police it. If nudged, take it in good faith. The Board backs moderators' decisions.
8. **Report Issues:** Everyone shares responsibility for keeping this space safe. Report problems to a Mod or Board Member.

6. The Three C's of Posting

Before posting, ask yourself:

- **Content:** What exactly am I saying/posting? Is it drifting into NSFW?
- **Context:** How might it be received? Could it shift into something inappropriate?
- **Consequence:** Does this keep our space safe for work and welcoming?

Moderators use the Three C's to guide decisions. Self-check before posting to keep the chat fun, safe, and inclusive.