

The Direction of the Ecole polytechnique fédérale de Lausanne hereby adopts the following:

Article 1 Organisational measures

¹ Collective emails are exclusively an internal management information tool. They allow specific groups of addressees to be contacted regarding subjects that concern them professionally.

² Such emails are on no account a debating platform; they essentially convey facts offering clear and concise information to the persons concerned.

³ All information, in accordance with current policy, must be sent in French and English.

⁴ Any requests for the diffusion of information to a collective list may be subject to moderation (see list in Annex 1).

⁵ The role of moderators is to authorise the diffusion of messages in accordance with paragraphs 1, 2, 3 and 7. When in doubt, the Director of Legal Affairs will be consulted.

⁶ Representatives of groups and of the EPFL Assembly (AE) may use collective emails solely to send information directly related to a consultation.

⁷ All persons or bodies who use collective emails e.g. unions, recognised partners or presidents of associations and foundations undertake to comply with principles 1 and 2 above (differentiation between information and opinion, abstention from personal attacks) whenever they use EPFL electronic means to send information to their members.

⁸ For information, debates and exchanges of opinion are possible in blogs and the EPFL internal newsletter.

⁹ Any generation or use of lists of collective messages intended to circumvent the present measures will be considered as an abusive use of the EPFL electronic infrastructure, in accordance with LEX 6.1.4.

¹⁰ If one of the moderators (or persons exempt from moderation) listed in Annex 1 is replaced following a change in their role within EPFL, the Director of Legal Affairs may request from the Polylex administrator that the Annex be updated, without any need for this update to be validated by the EPFL Direction.

¹¹ Any complaints regarding the abusive use of collective messages are to be sent to the Director of Legal Affairs, who will take appropriate measures as justified by the situation.

Article 2 Entry into force

¹ The present directive entered into force on 18th October 2018 (version 1.0) and was revised on 15th March 2021 (version 2.1) as well as on 20th December 2021 (version 2.2).

On behalf of the EPFL Direction:

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