

SAMVO Guidelines on participant conduct during Zoom Virtual presentations (v.1. 220116)



Version	Prepared By	Version Release	Revision Effective Date
4	Heritage Member Tamryn White	Logo update	Jun 2024
3	Veteran Tony Macquet MMM	Updated to SAMVO as V1.220116	Jan 2022
2	Veteran Tony Macquet MMM and Veteran Joe Keyter MMM	Updated to V210325 with Rules of Engagement	April 2021
1	Veteran Tony Macquet MMM	V200818 Draft form another SOP	Aug 2020

SAMVO's dedication, motto and inspiration:

This Veteran Organisation, through its subordinate organisations, globally, dedicates itself, in grateful recognition and memory of our countrymen, the Immortal Dead of South Africa, who, at the call of duty, made the supreme sacrifice on the battlefields of Africa, Europe and Asia, on land, at sea and in the air.

Their ideal is our legacy, their sacrifice our inspiration.

	Regulation Amendment	Page	Para	Effective Date
1	Draft of original document. Circulated for comment and agreement. Adjustments made.	Complete document.	All.	August 2020
2	Document converted to meet SAMVO branding requirement in preparation for Website publication. Rules of Engagement added.	Complete document.	All.	March, 2021
3	Document updated due to name change from SAMVOINT to SAMVO.	Complete document	All.	January 2022
4	Document updated due to logo update	Complete document	All	June 2024

Preamble:

SAMVO is an 'umbrella' ex-servicemen/women's organisation and a full member of the Council of Military Veterans Organisation (CMVO), which represents military veterans who served in the statutory forces of South Africa. The CMVO has representation through to the Minister responsible for the Department of Military Veterans (DMV). In addition, the CMVO is a member of the WVF (World Veteran Federation).

SAMVO also represents veterans who served in the SAP/SAPS, Prison Services and SARP.

SAMVO is committed to providing a "home" for its veterans where our five focus points are Remembrance, Equality, Brotherhood, Reconciliation and Respect.

SAMVO incorporates three 'International Time Zones' that cover the world and the broad structure of SAMVO is comprised of Club Veterans, Club Executives, Regional Executives, National Executives and an International Executive.

The Zone boundaries are as follows:

- Zone 1** – SAMVOA – Australia, New Zealand, Asia and countries peripheral to Zone 1.
- Zone 2A** – SAMVOZA – South Africa, Rest of Africa and countries peripheral to Zone 2A
- Zone 2B** – SAMVOE – Great Britain, Europe, Ireland and countries peripheral to Zone 2B
- Zone 3** – SAMVOTA – United States of America, Canada, Mexico, South America and countries peripheral to Zone 3.

SAMVO has an absolute expectation that both Presenters and Participants will demonstrate their respect to all concerned during these virtual presentations through Zoom, and they do so in a professional and courteous manner. The SAMVO Coordinator of these presentations goes to great lengths to select the Presenters and to ensure that they are authorities in their field of expertise as well as being well prepared. Any attempt to deliberately negatively impact on these presentations will be considered contradictory to the ethics we hold near and dear, and will be dealt with accordingly to instructions agreed with the coordinator.

The Coordinator, therefore, has the right to terminate a Participant in a Zoom meeting at any point during the presentation or Zoom meeting. He / She will also be able to block Participants from entering a meeting, based on past bad behaviour. In the case of bad behaviour, the Participant, not of good standing, is entitled to request a hearing through his / her Regional Chairman, when a final decision will be made.

Much work goes into preparing for these presentations in order to ensure that the best possible outcomes are achieved. The Coordinator is working well ahead in the selection and preparation of presenters and any mishap during presentations is not for the lack of preparation.

Purpose and Scope of this SOP:

The purpose of this SOP is to act as a guideline when Club or Regions members participate in Zoom virtual presentations.

SAMVO Zoom Meeting Policy:

RULES OF ENGAGEMENT

The Rules of Engagement are common sense and all participants are requested to adhere to the following rules to ensure we maintain a professional online meeting:

APOLITICAL.

At SAMVO, we are apolitical in our approach and we expect to keep our discussions neutral in terms of the politics involved during the Border War period, or politics in general.

SUPPORTIVE.

No bullying will be allowed. We all tease other services etc., but Participants must not take this too far. Be mindful of the other Participants that might need help and encouragement.

RESPECTFUL.

Be respectful when dealing with members, presenters or discussing previous enemies. Be aware that in some cases we have wives of our veterans listening in, so please steer clear of any vulgarity.

As veterans, we all expect some swearing, but please keep this contained.

Action:

- The SAMVO Zoom Meetings shall:
 - Start on time and at the discretion of the Coordinator.
 - The Agenda will normally be as follows:
 - The Ode by a participant selected by the Coordinator.
 - Message from a senior SAMVO/SAMVOA Leader.
 - Teaser for the next presentation.
 - Presenting the Speaker/Presenter.
 - Presentation by the Speaker/Presenter.
 - Open discussion.
 - SITREP.
 - More discussion.
 - The Coordinator will control the entire Zoom Meeting.
 - For those unable to attend, or living in Global Time Zones, not conducive to their participation, and who wish to be part of the meeting, will later receive recordings of the presentation.
 - Should any SAMVO Member, or SADF / SANDF Veteran have a story to tell, please contact the Coordinator, Veteran Joe Keyter at jkeyter@samvoint.org
 - The whole purpose of these presentations is to learn from those most involved in any given situation at the time.
- Zone and Regional Chairmen are requested to:
 - Promote these Zoom Meetings to their Members.
 - Manage any complaints, or misconduct by their Regional Members in accordance to SAMVO Standard Operational Procedures, as found on the SAMVO Website at <https://www.samvo.international/samvoguidelines> and, under the "About" tab, SAMVO Guidelines.
 - All matters to do with this SOP will be covered by our SAMVO Privacy Statement, also found under the same tab.