FirstVoices Policy on Extending Archive Permissions

Introduction

FirstVoices language archives are established by individual Indigenous organizations, on behalf of one or more communities. Each FirstVoices language archive represents a dialect or group of dialects working together. Language Administrators are appointed by the organization at the time the archive is established. Language Administrators are responsible for approving member registration requests, reviewing and publishing entries, and other possible tasks associated with managing and maintaining the archive.

Many Indigenous communities in BC (and across the globe) share a language. It can happen that after an archive is first established, a community who shares the same language may request that they be given permission to work on and/or edit the existing archive. This request may be made of the original organization directly, or via First Peoples' Cultural Council (FPCC). FPCC encourages communities to work together in this way as it reduces the workload on individual communities and increases access to language materials. It is important that FPCC document these extensions of permission. This ensures fairness, consistency, and transparency.

Policy Statement

Ideally, archive permissions should be extended from one community to another by an original Language Administrator, as an employee or member of the organization of record. If no original Language Administrator remains as an employee or member of the organization of record, the following options should be exhausted in the following order:

a) Permission extended by a signing authority of the organization of record
b) Permission extended by an original Language Administrator who is no longer an employee or member of the organization of record
c) Permission extended by a community member who is actively involved in the leadership of language revitalization projects

FPCC may not extend language archive permissions independently. The extension of permissions must be documented in writing (either through a letter or email) or by signing a copy of this document. The FirstVoices Coordinator will assist in facilitating communications for extended permissions where necessary and/or requested.

In extending permissions to a Language Administrator from a new community, it is understood that the new Language Administrator will have the ability to:

- Approve member registrations and add new FirstVoices team members
- Remove inactive members
- Edit the written content of the Community Portal and Learn Our Language tabs
- Add/edit/enable/disable/publish/unpublish/delete FirstVoices entries
- Change the language archive's logo or cover photo
- Edit alphabet characters

In accepting the extension of permissions, it is understood that the new Language Administrator will:

- Consult the existing team when considering substantial changes to the language archive (such as publishing a previously unpublished archive or changing the logo)
- Not proceed with substantial changes that are not supported by the existing team
- Not extend permissions to an additional community without consulting the existing team
- Understand that the existing team may resume work on the archive at any time (without nullifying the extension of permissions)
- Not act with malicious disregard for the work contributed by the previous community

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Archive Name:

Please print your name and sign to confirm your understanding of the FirstVoices Policy on Extending Archive Permissions:

X _____

Previous Language Administrator

X _____

New Language Administrator

COMMITTED TO THE REVITALIZATION OF B.C.'S ABORIGINAL LANGUAGES, ARTS AND CULTURES

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