

Confidentiality Statement of Policy



The staff of HUMBOLDT & DISTRICT CHAMBER OF COMMERCE is to uphold and enforce the Confidentiality Statement of Policy adopted by the HUMBOLDT & DISTRICT CHAMBER OF COMMERCE Board of Directors. Severe disciplinary action, up to and including discharge, may be taken if the confidentiality policy is violated.

The Confidentiality Statement of Policy reads:

The Board of Directors of HUMBOLDT & DISTRICT CHAMBER OF COMMERCE, as a matter of policy, supports and protects the need for staff to maintain the highest ethical standards in professional relationships; to uphold professional membership codes, and to advance the best civic and economic interest in the area.

Diversified businesses, industries, organizations and other agencies working with, or associated with the President & Executive Director or staff may therefore be assured that HUMBOLDT & DISTRICT CHAMBER OF COMMERCE recognizes that all matters of a confidential nature brought to the attention of the President & Executive Director or staff, are treated personally and professionally.

Such matters do not, therefore, become subject for disclosure to any other party.

These confidential relationships include, but are in no way limited to:

1. Any local businesses or industries which the staff is assisting.
2. Any person or organization providing confidential information or financial data to the staff for exclusive use. All financial information will be returned to the person or organization after use.
3. Any new business/industry prospect which the staff has attracted to investigate a location in the Humboldt Region.
4. Any business or industry referred to the staff by any governmental unit or other agency.
5. The protection of confidentiality of any other agencies, business matters or activities, which, in the professional judgment of the President & Executive Director, requires confidence on his/her part, or that of his/her staff.