

OKLAHOMA BUSINESS ETHICS CONSORTIUM

INTERNET & DATABASE PRIVACY POLICY

Purpose

The Oklahoma Business Ethics Consortium (“OK Ethics”) desires to adhere to all applicable regulations affecting our internet and database information. The purpose of this policy is to advise our website users regarding the following:

- Collection of data
- Use of information
- How data may be shared
- Procedures for correcting membership records
- Options for discontinuing email notices from OK Ethics
- Security and data integrity
- Policy changes

Information Collection, Use & Sharing

OK Ethics is the sole owner of the information collected on this site. Collection of data is through several sources:

1. Members voluntarily join the organization, at which time they are offered an option as to whether or not they wish to be included in the on-line membership directory that is made available only to members of the organization. If the members elect not to participate in the directory, they will still receive meeting notices, but will not be included on the website or member-access database.
2. Registration for events in which both members and non-members provide email addresses and other personally identifiable information. (Please note that non-members are given the option of declining receipt of future meeting notices at the time of registration. See section on “Discontinuing Email Notices.”)
3. Referrals by OK Ethics membership recruiting teams or by members who have recommended others who may be interested in the activities of the organization.
4. Requests for meeting notices and other information that are made directly to OK Ethics.

Data is used to further the mission of OK Ethics, primarily as follows:

1. To notify members and prospective members of upcoming events related to business ethics.
2. Confirmation and reminders regarding events.
3. Membership renewal notices and other business related to the ongoing relationship with members.
4. Advise members of the activities involving the Oklahoma Business Ethics Foundation and solicit support of these events.

Data owned by OK Ethics will not be sold or intentionally shared with any third party outside of our organization, except as is necessary for our web and database vendors to maintain such data.

Correction of Membership Records

When joining the organization, members are asked to enter a password. When making changes to their data, members may do so through entering their email and password in the “Members Only” section of the website, thereby accessing their membership and event registration data. Members are responsible for maintaining accurate records of their membership data.

Another option is to call (405) 858-2233 to advise of changes. In addition, questions regarding this policy or use of data are always welcome.

Discontinuing Email Notices

You may discontinue (unsubscribe) receiving email notices from OK Ethics at any time by notifying us at (405) 889-0498 or email us to okethicssupport@okethics.com unsubscribe

Security & Data Integrity

OK Ethics will make every reasonable effort to protect its database. For example, as part of its contractual agreement with website vendor(s) and database provider(s), OK Ethics deems its information as confidential and proprietary. As such, these parties agree that they will not use, commercialize or disclose OK Ethic's confidential information except in performing their obligations as defined in their agreement.

Vendors are required to use the same degree of care in safeguarding the other party's confidential information as they use in safeguarding their own confidential information, but in no event with less than due diligence and care. Vendors must not alter or remove any confidential information or remove any proprietary information, copyright, trademark or trade secret notices, registrations, legends or symbols.

As a matter of definition, confidential information does not include (i) information already known or independently developed by the recipient; (ii) information in the public domain through no wrongful act of the party, or (iii) information received by a party from a third party who was free to disclose it.

Policy Changes

OK Ethics reserves the right to modify this policy as is appropriate to further the goals of the organization, and/or as is required by law or professional ethics rules. In doing so, members will be provided with adequate notice in order to request a review of such action by the Board of Directors.

Updated 7/13/05