

Who can access the WPO member portal?

Please note that the WPO member portal is to be used by members of WPO only. Workspaces within the member portal will be tailored for and restricted to defined categories of membership; access to these areas will be determined and approved by WPO staff. The content that is displayed in your member portal will automatically vary based on your chapter or membership.

What can be posted?

To ensure all interactions within the WPO member portal are safe and friendly, WPO staff will oversee the member portal activity and will review, edit, and delete any inappropriate content that has been submitted. This includes abusive or offensive language, spam, malicious files, or other disrespectful contact. To help provide a productive environment, please report any offensive or suspicious activity to WPO staff. Please note that not all user-submitted content is representative of WPO, nor does it necessarily represent the views of WPO, its staff or members.

Confidentiality

Confidentiality is a keystone of the Women Presidents' Organization. At the first chapter session, all participants are reminded that these meetings are confidential and comments are not to be shared with anyone. All participants must commit in writing to maintaining the confidentiality of all group discussions. Often, financial information will be disclosed and requested to be shared within the group. All members are expected to protect the shared information.

In addition, all WPO materials, including without limitation, practices, programs, systems, procedures, methods, and WPO's "best practices" manual are confidential, may be subject to copyright protection, and may not be disclosed to anyone who is not a WPO member or used for any purpose in competition with WPO or contrary to the purposes of WPO.

Violation of a member's confidentiality obligations can lead to termination of membership. All chapter members and Chapter Chairs must sign a confidentiality agreement to become members. The Chapter Chairs must submit copies to headquarters.

Use of WPO Membership List

WPO Chapter member lists, including the names of and contact information for members ("Member Information") are confidential and proprietary information of the WPO. Member information is intended

solely for use by members of the WPO for purposes related to their interests as members (as described below), by WPO sponsors and local hosts under the guidelines established by the Board of Directors, and by WPO staff and Chapter Chairs for WPO business. Member information shall not be used, directly or indirectly, for the benefit of any person or organization except as expressly permitted by WPO, and specifically shall not be used to solicit members to join or establish a competing organization.

Permissible use of member information by WPO members includes:

- Communicating with members about WPO chapter meetings or related WPO business;
- Communicating with members about common business interests; and
- Peer-to-peer networking with members.

In general, the WPO shall maintain and enforce a policy that bulk electronic e-mailing to the entire membership or a significant portion of the membership shall be effectuated only through Headquarters and only for purposes approved in this policy or as otherwise permitted by the headquarters. WPO members may, however, distribute their marketing material to the entire membership or a significant portion of the membership by mail.

Without the consent of the WPO Headquarters, member information may not be:

- Used to solicit money or property other than for authorized WPO purposes
- Used to solicit membership or participation in organizations, programs or events unrelated to the WPO
- Used for any commercial purposes other than the peer-to-peer networking described above
- Used for any purposes unrelated to the business purposes and mission of the WPO, including personal, political or charitable communications
- Sold to any person or entity
- Distributed or made available to any person or entity who is not a member, sponsor or local host
- Copied, reproduced, republished, uploaded, posted, transmitted or distributed for any unauthorized purpose

In each case, common sense and good judgment should be exercised. Any questions concerning this policy should be directed to the Headquarters office. In addition, any request for dissemination more broadly than provided by this policy shall be directed to Headquarters, which, in its discretion, shall make such determination in consultation with the officers of the WPO and/or legal counsel. Unauthorized and improper use of member information will result in termination of membership at the discretion of WPO Headquarters.

WPO Headquarters shall take appropriate and reasonable steps to prevent the sale or other improper use of the member information, including appropriate limitations on access to membership information by

non-members and appropriate limitations on availability of member information in electronic form (except for the purposes authorized herein). However, the WPO is not responsible for violations of such policies and practices and assumes no liability for unauthorized use of member information.