

## **Privacy Policy**

The High Desert Human Resources Association (HDHRA) is pleased to provide information to all of its members regarding its internet privacy policy. Please be assured that HDHRA uses its best efforts to protect the privacy of visitors to this website.

### **Types of Information Collected and How It Is Used**

Individuals are required to complete an application for new or renewal HDHRA Memberships. This application gathers personally identifiable information including personal and professional contact information, such as first and last names, home and work addresses, email addresses and phone numbers.

With your permission, we will use this personal information to periodically send you information, such as HDHRA Newsletters and meeting reminders.

### **Access to Member Information**

Personally identifiable information that you provide to HDHRA is maintained solely by select HDHRA Executive Board Members and Committee Chairs. HDHRA does not sell member addresses or e-mail addresses to third-parties.

## **Cookies**

A cookie is a piece of information that an internet site transfers to an individual's hard drive for record-keeping purposes. A cookie will not provide personally identifiable information but rather provides information that will make your use of the site more convenient. Like most websites, HDHRA uses cookies for a variety of purposes in order to improve your online experience. For example, we track the total number of visitors to our site on an anonymous, aggregate basis. Most web browsers are initially set up to accept cookies. However, you are able to reset your browser settings to provide notification when a cookie has been received. You can also prevent your browser from accepting cookies altogether. Please keep in mind that if you disable all cookies, you may not be able to take advantage of all the features of this website.

## **Security Measures**

HDHRA uses a secure content management program to store your personally identifiable information. This secure program helps to protect against the loss, misuse and alteration of your user data. You are ultimately responsible for the security of your HDHRA username and password. You may not share this information with non-members so they can access content or features that are restricted to HDHRA members only. Please ensure that you log out of your browser at the end of each computer session to ensure that others cannot

access your personal information and correspondence, especially if you share a computer with someone else or are using a computer in a public place.

### **Updating Personal Information**

HDHRA members are able to change their personally identifiable information on their own using their username and password and logging into the Member Directory. If you need help regarding this, please send an email to [highdeserthr@gmail.com](mailto:highdeserthr@gmail.com).

### **Questions**

Any questions regarding this policy can be directed to email or:

High Desert Human Resources Association  
PO Box 292

Green River, WY 82935

**Privacy Policy Effective 1/30/2015**