







Picayune Rancheria  
of the  
**CHUKCHANSI INDIANS**  
49260 Chapel Hill, PO Box 2226 \* Oakhurst, CA 93644 \* (559) 412-5590

**PICAYUNE RANCHERIA OF THE CHUKCHANSI INDIANS**

**CONFIDENTIALITY AGREEMENT**

As Committee/Commission Member of the Picayune Rancheria of the Chukchansi Indians, I will understand and will uphold the Confidentiality policies for the following manner:

- Never repeat or discuss Tribal business information with relatives or friends
- Tribal business may be discussed with other Committee/Commission members only as necessary in the processing of daily business and in the privacy of an office.
- Consider as confidential, any information you may hear, see, or observe in writing, concerning clients, committee members or staff.

I fully realize that any documented breach of this policy may result in my immediate termination from the Committee/Commission and/or legal action.

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Signature

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Date



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## **VOLUNTEER TRIBAL PARTICIPATION POLICY**

### **Purpose of Policy**

To provide direction and scope of responsibility and accountability to Tribal members working on the behalf of the Tribe through committee, commission and board appointments.

### **Purpose of Participation**

The purpose of Tribal membership volunteer participation is to utilize the skills and talents of Tribal Members, to carry out the specialized work and interest of the Tribe, under the direction of the Tribal Council consistent with the Tribal Constitution.

### **Description of Types of Volunteer Participation**

#### **Tribal Commissions:**

An oversight body that is responsible to carry out the mandate of a significant Tribal program.

#### **Tribal Committees:**

**Standing Committee:** A committee that remains throughout the year to deal with the ongoing function necessary for the operation of the Tribe.

**Ad hoc Committee:** A committee that is established to perform or deal with a specific task, project or issue.

#### **Board Appointment:**

An assignment to an outside Agency that serves the interest of the Tribe. (Some Board appointments may be the specific responsibility of the Tribal Council)



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### Appointments

Tribal members may be appointed to a committee, commission or other agency board for a specific period of time. Appointments will be made by the Tribal Council to Tribal members with the interest, skills and talents consistent with the needs of the appointment to which they serve. Opportunities for such appointments will be posted on bulletin boards at the Tribal Office and in the Tribal newsletter. Specific job descriptions will be available for every commission, committee or board appointment.

### Eligibility Requirements

- (1. All interested participants must complete an application and may be interviewed by Tribal Council prior to selection.
- (2. All interested participants must have never been removed, recalled or forfeited from the Tribal Council and must be members in good standing consistent with criteria for Tribal Council, Article X, Section 3 of the Tribal Constitution.
- (3. Applicants for volunteer appointments may not be a member of the Tribal Council, be employed by the program or have an immediate family member working for the program for which they are applying.
- (4. Applicants may not serve on more than two volunteer positions and may only be the Chair of one. It is in the interest of the Tribe to encourage as many Tribal members as possible to participate in volunteer positions.

### Expectations and Accountability

**Participation:** It is expected that once appointed to a position, a volunteer will serve out the appointed term. Continual missing of meetings, being late, or lack of participation, may result in removal and may jeopardize future appointments.

**Tribal Assets:** It is expected that any participant will guard judiciously and be accountable for any Tribal asset that may include Tribal credit cards, vehicles, phones or other property. It is understood that conference participation is also a Tribal asset and it is expected that an individual will attend the entire conference and will report back to the Tribal Council and the body on which he/she serves a written report of the conference highlights.



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**Working Together:** It is expected that anyone participating on a committee commission or board will work together with other members, in the spirit of collaboration that may include consensus, compromise or majority rule. It is expected that problems will be corrected in a professional manner and that the focus is on the positive.

**Confidentiality:** Depending on the assignment, care must be taken with the sharing of politically and personally sensitive information. Violations may result in the removal from the volunteer position.

**Stipends:** Small stipends will be given whenever possible to offset time and travel expenses.

**Tribal Council:** The Tribal Council serves to support the volunteer activities of the membership and Provide oversight accountability.