

## **TaxNav Club111 Forum Rules of Engagement & Conduct**

### **1. Forum Purpose & Mission**

This private business forum serves as an exclusive platform for TaxNav Club111 members to engage in meaningful professional discourse, share insights, collaborate on opportunities, and build lasting business relationships within a trusted community.

### **2. Membership & Access**

**Eligibility:** Membership is by invitation only and restricted to verified business professionals who meet our community standards.

**Confidentiality:** All discussions within this forum are confidential. Members agree not to share forum content, member identities, or business information discussed herein with external parties without explicit consent.

**Account Responsibility:** Members are responsible for maintaining the security of their login credentials and all activities under their account.

### **3. Rules of Engagement**

#### **Communication Standards**

- Maintain a respectful, professional tone in all interactions
- Use clear, concise language appropriate for business discourse
- Stay on-topic and contribute meaningfully to discussions

#### **Content Guidelines**

- Share insights, experiences, and knowledge that will benefit the community
- Provide context and background if presenting relevant scenarios
- Use appropriate grammar and formatting for readability
- Include relevant sources or disclaimers when sharing external information

#### **Discussion Etiquette**

- Listen actively and respond thoughtfully
- Where possible build upon others' contributions rather than simply contradicting
- Acknowledge when you've learned something new or changed your perspective

### **4. Prohibited Conduct**

#### **Strictly Forbidden**

- Personal attacks, harassment, or discriminatory language
- Sharing confidential information without permission
- Spam, excessive self-promotion, or irrelevant content
- Deliberately misleading or false information
- Political discussions unrelated to business impact

- Discussion of illegal activities or unethical business practices

### **Professional Boundaries**

- No direct solicitation of members without prior relationship building
- Respect intellectual property and proprietary information
- Avoid conflicts of interest in advice-giving
- Maintain appropriate boundaries between personal and professional sharing

## **5. Content & Information Sharing**

**Intellectual Property:** Taxnav retains ownership of contributed content and grants the forum a license to display and archive discussions for the benefit of its members.

**Business Information:** Exercise discretion when sharing sensitive business information. Mark confidential content clearly and respect others' confidentiality requests.

**External Sharing:** Forum discussions and member information may not be shared outside the community without explicit permission from the relevant parties.

## **6. Member Benefits & Privileges**

### **Networking Opportunities**

- Access to exclusive member directory with professional profiles (where shared only)
- Priority invitations to member-only events and gatherings

### **Knowledge & Resource Sharing**

- Exclusive industry insights and trend analysis from member experts
- Access to member-contributed resources, templates, and tools
- Educational webinars featuring member presentations

## **7. Moderation & Enforcement**

**Community Self-Governance:** Members are encouraged to self-moderate and address concerns directly with fellow members when appropriate.

**Escalation Process:** Unresolved issues should be reported to the forum moderators with specific details and evidence.

**Consequences:** Violations may result in warnings, temporary suspension, or permanent removal from the forum, depending on the severity and frequency of the offence.

**Appeals Process:** Members may appeal moderation decisions by submitting a written request to the forum leadership committee within 10 business days.

## **8. Privacy & Data Protection**

**Personal Information:** The forum collects only the necessary professional information and protects member privacy in accordance with applicable data protection laws.

**Communication Preferences:** Members can control notification settings and communication preferences through their profile settings.

**Data Retention:** Forum discussions are archived for member reference, but members may request the removal of their specific contributions upon leaving the community.

## **9. Technical Guidelines**

**Platform Usage:** Familiarise yourself with forum features and use them appropriately (tags, categories, private messaging, etc.).

**Security:** Report any technical issues or security concerns to the forum administrator immediately.

**Updates:** Stay informed about platform updates and new features through official announcements.

## **10. Continuous Improvement**

**Feedback:** Members are encouraged to provide constructive feedback on Club111 operations and suggest improvements.

**Rule Evolution:** These guidelines may be updated periodically based on community needs and feedback. Members will be notified of significant changes.

## **Agreement & Acknowledgment**

By participating in this forum, members acknowledge they have read, understood, and agree to abide by these rules of engagement and conduct. Continued participation constitutes ongoing agreement to these terms and any future updates.

**Effective Date:** 1 July 2025

**Last Updated:** 1 July 2025

**Forum Administrator:** Club111@TaxNav.digital

*This document serves as the foundation for our professional community. Together, we create an environment where business excellence thrives through mutual respect, shared knowledge, and collaborative growth.*