

4103
Release of Credit Information

The following information will be released to an entity with whom an employee has applied for credit or has obtained credit: title of position, income, and number of years employed. This information will be released without prior written notice to the employee. Confidential information about the employee will be released to an inquiring creditor with a written authorization from the employee.

It shall be the responsibility of the superintendent to respond to inquiries from creditors.

Adopted on: _____

Revised on: **July 16, 2012**

Reviewed on: _____

Approved _____ Reviewed _____ Revised _____