



CONFIDENTIALITY POLICY FOR THE *ECCLESIASAFE* CONSULTATION GROUP

The following policies apply to members of the *EcclesiaSafe* Consultation Group (*ESCG*). References in the policies to volunteer consultants are intended also to apply to *EcclesiaSafe* board members and committee members.

During the time that I serve as a volunteer of the *ESCG*, I realize that I will gain access to information that is considered to be confidential and/or proprietary to *EcclesiaSafe* (*ES*). Volunteers shall use confidential information solely for the purpose of performing services as a volunteer for *ES*. This policy is not intended to prevent disclosure where disclosure is required by law. It is the policy of *ES* that volunteers of *ES* may not disclose, divulge, or make accessible confidential information belonging to, or obtained through their affiliation with *ES* to any person, including relatives, friends, and business and professional associates, during or subsequent to my participation as a volunteer and that I will preserve the restricted nature of this information except to the extent that it becomes publicly available, or is otherwise lawfully obtained outside the scope of this agreement from third parties or to whom *ES* has authorized disclosure.

Confidential information includes all information related to the ecclesias and individual ecclesial members who are seeking consultation of the *ESCG*.

All files, documents, and working papers of *ESCG* volunteer consultants are the property of *ES*. Any volunteer who purposely, or through a failure to exercise reasonable care, causes confidential information to be disclosed whether during or after his/her term of service, is subject to sanction, including removal from service, or other criminal sanctions. Volunteers recognize that *ES* has a moral and proprietary interest in any such information and/or documents and would be irreparably damaged because of any disclosure or dissemination thereof.

Statement of Understanding and Agreement

I hereby certify that I have read, understand and agree to the *EcclesiaSafe* policies as described in this statement, with respect to confidential information. In signing this statement, I confirm that I have received a copy of this Confidentiality Policy and agree to abide by the guidelines set forth therein.

Print name: Volunteer Consultant

Signature: Volunteer Consultant

Date