



ORAT
Office for Refugees
Archdiocese of Toronto

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CONFIDENTIALITY DECLARATION CONSTITUENT GROUP (CG) VOLUNTEERS

I _____, the undersigned,
do willingly promise to hold in confidence all matters that come to my attention in the
performance of my duties as a member of the Constituent Group (CG) at
_____ Parish/Community, including personal, medical,
immigration or any other information from or about clients/refugees/newcomers/applicants
/sponsors and, in addition any confidential information relating to ORAT (Office for Refugees,
Archdiocese of Toronto).

I understand that I must respect the privacy of the people whom I serve by not disclosing any
personal information. If any concerns or issues should arise, I will confer only with the
chairperson/designated members of the committee and the designated staff at ORAT.

Temporary exception: Any information that the Constituent Group chair approves as
necessary to be shared in a given time/ occasion within the closed circle of the Parish (the
parishioners, parish organizations and volunteers) in order to enable them to assist the CG in
fundraising and to sponsor and settle the refugee family. However, this information can not
jeopardise the safety, and cannot violate the privacy and interest, of the refugees.

Signature: _____

Date and Place: _____

Witness: _____

Photo/ video release and conflict of interest declaration

I, _____, hereby give permission for images of myself and of minors in my care to be captured during regular and/or special ORAT (Office for Refugees, Archdiocese of Toronto) activities through photo or video, to be used solely for the purposes of ORAT's information materials and publications, understanding that I waive any rights of compensation or ownership thereto.

I understand that anyone participating in resettlement must not have had any kind of financial relationship or business activities with the refugee/newcomer. For instance, providing loans, investments, selling to or purchasing anything from the newcomer, renting accommodation, etc.

I understand that CG members should not enter into a relationship of a professional, business (commercial) or otherwise - with the refugees/newcomers during the resettlement period. This includes abstaining from co-signing or signing on behalf of the refugee/newcomer any legal or financial obligations (e.g. rental lease, cell phone and internet contract etc.)

I will declare conflict of interest if any circumstance arise. I accept the above conditions:

Name (please print): _____

Signature: _____ Date: _____

Witness: _____ Date: _____