

Gilmore Park United Church
Internal Monitoring Report

POLICY TYPE:

EXECUTIVE LIMITATIONS

POLICY TITLE:

TREATMENT OF BENEFICIARIES

GLOBAL POLICY PROHIBITION: *With respect to the BENEFICIARIES of the work of the Council, the MINISTER shall not allow any conditions, procedures, or decisions that are unsafe, disrespectful, unnecessarily intrusive, inhospitable, or that fail to provide appropriate confidentiality or privacy.*

REPORT: This report constitutes my assurance that, as reasonably interpreted, these conditions have not occurred *except as shown*, and further that the data submitted below are accurate as of this date, October 12, 2004.

_____, Rev. Anna S. Christie, MINISTER

GLOBAL POLICY REPORT: I am aware of some conditions and procedures that I deem to be disrespectful or inhospitable. Frankly, until today when I came to do this report, I didn't know what to do about them. But as I think about it, I believe the best thing to do is to take this global policy to each of the committees and groups, and ask them to examine themselves and their procedures and conditions, to see what might be addressed that is disrespectful of others or inhospitable. **I therefore report non-compliance** and ask Council for one year to become compliant.

1. POLICY PROHIBITION: *Fail to comply with privacy and personal information protection laws of the provincial government of BC and the federal government of Canada.* REPORT As of this date I am still not fully familiar with these laws. I asked Allan Parker to look into the matter, and he has kindly forwarded the policy on privacy from First United Church Board, and changed the wording to make it applicable to our congregation. I am still in the midst of reviewing it, and have not yet met with Allan to discuss it. Apparently, it may have some ramifications for our church directory as some new legislation is coming into effect in January of 2005. Once I meet with Allan I will take such steps as are necessary to be in compliance with the laws, and appoint a "privacy officer" for our congregation to monitor these laws. **I am therefore reporting non-compliance, and ask for an extension until January, 2005 to be in compliance.**
2. POLICY PROHIBITION: *Disclose personal information without the consent of those persons to organizations or persons outside of the United Church of Canada except when mandated or allowed to do so by law.* REPORT: No such disclosure has occurred. **I am therefore reporting compliance.**
3. POLICY PROHIBITION: *Fail to take all reasonable measures to ensure the safety of BENEFICIARIES using the CHURCH'S building or contents either for the CONGREGATION'S own ministry or other use.* REPORT: Safety of BENEFICIARIES has been ensured, as far as reasonably possible. **I am therefore reporting compliance.**
4. POLICY PROHIBITION: *Fail to establish a clear understanding of what ministry might be available and might not be available from the CHURCH.* REPORT: The church's website has recently been updated with clear and accurate information about our ministry. Anyone without access to the internet can be given a printout of the pages. Bulletin and public worship announcements, postings and newsletters (Council/Minister one soon to be published) further establish this understanding. **I am therefore reporting compliance.**