



**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: \_\_\_\_\_