

Confidential Information

As an employee at Foothills, one may be privy to confidential information about the organization, including but not limited to, information about members, friends, volunteers or other staff members. This information must remain confidential and is not to be released, removed from the Church's premises, copied, transmitted or in any other way used or disclosed for any purpose by employees outside the scope of their employment. Additionally, employees are cautioned to be extremely careful when discussing any Church matters in a social setting and potentially risk disclosing information inappropriately. All requests for information concerning past or present employees received from organizations or individuals should be directed to the DFO.

Revision #1

Created 2025-04-16 02:11:57 CEST by Katie Watkins

Updated 2025-04-16 02:12:07 CEST by Katie Watkins