



**ALLIANCE FOR THE CERTIFICATION OF LAY ECCLESIAL  
MINISTERS**

**Code of Confidentiality and Professional Responsibility Agreement**

This is to affirm that I, \_\_\_\_\_, a member of the [insert appropriate group: Alliance Commission (AC), National Certification Review Committee (NCRC), Partner Certification Review Committee (PCRC), or Alliance Appeals Panel] understand that any information, written or verbal, related to a candidate's application and portfolio materials, and/or the content of discussions, minutes, notes, and any other materials related to deliberations on a candidate's suitability for certification is confidential.

I understand that confidential information is protected by law and by strict organizational policy and any unauthorized release or carelessness in the handling or relaying of confidential information is considered a breach of this Code. The intent of these laws and policies is to ensure that confidential information will remain confidential, that is, that it will be used only as necessary to accomplish the organization's mission regarding certification. I understand that any breach of this Code to maintain confidentiality will be grounds for an immediate dismissal from [insert appropriate group: Alliance Commission (AC), National Certification Review Committee (NCRC), Partner Certification Review Committee (PCRC), or Alliance Appeals Panel].

I further understand that it is my responsibility to read all certification materials carefully and prepare any and all reports, assessments, or other materials to the best of my ability.

Signature \_\_\_\_\_

Date \_\_\_\_\_