

## **Bristol Lesbian, Gay Bisexual Forum** Confidentiality Policy

As an organisation we recognise and are personally aware of the level of homophobia in our society and the difficulty that brings for individuals to be open about their sexuality. Therefore, our confidentiality statement reflects this reality.

1. The names of and any other information about the members of the Bristol Lesbian, Gay and Bisexual Forum will remain completely confidential to the organisation.
2. This information will be stored in a confidential and secure manner, and will comply with any data protection legislation.
3. The forum will protect the identity of individuals or groups of individuals. However, in furtherance of its objectives it will draw heavily on the experience of its members and the wider lesbian, gay and bisexual community to inform its work.
4. Any communication with members by electronic means will ensure that individual identities remain hidden, including e-mail addresses.
5. All Forum computers will be password protected. Passwords will be known to the Staff and Officers of the Forum only.
6. All Forum computers will be protected by proprietary software to guard against data mining
7. Those who register for services on the Bristol LGB Forum website will be advised to protect their identities
8. The members of the management committee will have given their permission to have their identity shared with relevant officers of the council. However, this information must not be made public without the express consent of the individual members of the management committee. Members of the Bristol Lesbian, Gay and Bisexual Forum generally must be mindful of the desire of some individuals to have their personal situation kept confidential.