



# Partnership Place

## Clothes Closet

## DMARC Food Pantry

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## Confidentiality Statement

"The Clothes Closet" and "Johnston DMARC Food Pantry" are joint enterprises of the Johnston Partnership and Des Moines Area Religious Council (DMARC). Our clients are those who have a need of gently used clothing and free emergency food boxes. Their mere presence and request for our help indicates their need.

Because "The Clothes Closet" and "Johnston DMARC Food Pantry" are on public property and operated by private organizations, there are no statutory requirements for confidentiality, as there would be if "The Clothes Closet" or "Johnston DMARC Food Pantry" were state operated. However, that is not to say that our clients and customers are not without the need for anonymity, for whatever reason.

For internal record-keeping reasons, names and addresses of our customers are requested and maintained. Additionally, because Johnston is not yet a large community, there will be times when a customer is personally known to the attending volunteer.

It is important to our clients and customers that their wishes for anonymity be honored. It is their confidentiality that we protect; and it is theirs to give away, and not to be taken. As a condition of my participation as a volunteer at "The Clothes Closet" and "Johnston DMARC Food Pantry," I understand that confidentiality in all respects. I will not share information which could lead to discovery of the identities, addresses, or phone numbers of our clients and customers, however that information is obtained.

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Volunteer Signature

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Date