



GIRL PROTECTION REPORT - Incidents Involving Adult Members or Non-Member Volunteers

PART A: Instructions

1. Refer to Module 4: Girl Protection and Self-Harm Procedures .
2. This form is to be used to report any **allegation of misconduct or child abuse** by an adult Member of GGC or non-member volunteer involving one or more girl Member(s) of Girl Guides of Canada. This includes actions taken outside regular meeting venues that may nonetheless impact the appropriate relations between Guiders and girls within the Unit. (An example of this would be excessive contact between an adult and child Member beyond the bounds of age-appropriate friendship). See "Legal Definition of a Child" in Girl Protection and Self- Harm Procedures.
3. This form is to be completed within 5 days of the event and sent to the address below:

CONFIDENTIAL
 Manager, Finance
 Girl Guides of Canada-Guides du Canada
 50 Merton Street
 Toronto ON M4S 1A3
 email: insurance@girlguides.ca
4. Upon receipt of this document, the Manager will forward a copy to the relevant Provincial Commissioner.
5. The Provincial Commissioner will:
 - contact the reporting Guider to confirm receipt of the report
 - take the necessary steps to resolve the situation.
 - confirm to the national office the steps that have been taken
6. In the interests of confidentiality, the reporting Guider is not told what action is being taken.

For national office use only

- Sent by Manager, Finance to Provincial Commissioner
- Provincial Commissioner confirmed that steps have been taken

Date _____	Initials _____
Date _____	Initials _____

PART B: Identity of the ADULT being reported

Name _____
First Name _____ Last Name _____

Membership (iMIS) # _____

Area OR Admin. _____ Prov. _____
 Community (ON) _____ /Territory _____

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