



C3 AUSTRALIA MINISTRY STANDARDS INVESTIGATION PROCEDURE

1. INTRODUCTION

This Ministry Standards Investigation Procedure (hereby Procedure) is the movement's procedure for the examination of information in relation to alleged serious misconduct by C3 Australia Credential Holders (defined in Appendix 3 - Glossary of terms) .

The Procedure is for the fair and just examination of information received by the movement where a person issued with a Credential by C3 Global to minister in a C3 church is alleged to have breached the Ministry Standards expected of C3 Credential Holders. That is, when a Credential Holder is alleged to have engaged in serious misconduct.

It is established and maintained by the C3 Australia Executive and is the approved procedure referred to in C3 Australia Safe Church Guideline 7^[1].

The procedure is implemented by the C3 Australia Ministry Standards Investigation Team (MSI Team).

2. PURPOSE

This Procedure has been put in place:

- to provide a uniform procedure to be followed in all States across Australia.
- to ensure that alleged criminal conduct is reported to the relevant authorities.
- to ensure that alleged child abuse and neglect, which means a child is at risk of harm, is reported to the relevant appropriate government child protection agency.
- to ensure that alleged Reportable Conduct by credential holders is reported in accordance with the relevant state or territorial legislation (i.e. in jurisdictions where Reportable Conduct Scheme are in operation).
- in child related matters to ensure that the safety, welfare and protection of the child/ren is central and that responses are child focused.
- to ensure that information in relation to serious misconduct is treated seriously and investigated fully.
- to ensure procedural fairness for all parties, and
- to maintain and ensure high moral and ethical standards for C3 Australia Credential holders

^[1] C3 Australia Safe Church Guidelines 2020 (as published in the Safe Church Manual 2020)



3. SCOPE

This procedure applies to all those credentialed by C3 Global to minister in C3 churches in Australia.

Serious misconduct is alleged conduct or behaviour that in all circumstances is an inappropriate or an incorrect way of discharging a C3 Credential Holder's duties, obligations, or responsibilities, and would if proven lead to suspension or removal of the minister's credential.

The C3 Credential Holder's Code of Conduct (hereby Code) sets out Ministry Standards that are expected of C3 Credential Holders, and therefore is an important document for determining whether a person has committed serious misconduct.

There will be times when information is received by C3 Australia which does not relate to serious misconduct or the information received does not relate to a C3 Minister. The information in such instances may be related to less serious misconduct by a C3 Minister. In such instances the C3 Australia Executive will take measures to provide instruction and correction to the Minister. In other cases, the alleged misconduct of a non-credentialed worker or church member, or a grievance between church workers or members, or related to church worker performance matters. All such matters will be referred to the local church board for proper handling.

It is important for workplace health and safety reasons and for the proper handling of such information, that local church boards have written procedures for managing conflicts and/or misunderstandings and for investigating misconduct and abuse allegations.

In cases where the information relates to Reportable Conduct by a C3 Credential Holder, the Local church board as the employer and C3 Australia as the credentialing body will collaborate in relation to the investigation so as to ensure compliance with the Reportable Conduct Legislation in that jurisdiction.

SAFE CHURCH HELPLINE - 1800 070 511

All C3 Australian Churches are expected to comply with all legal and government authority reporting requirements.



SERIOUS MISCONDUCT IS DEFINED AS; Dependent upon the circumstances:

- Abuse (including all forms of child abuse, domestic and family violence, spiritual abuse),
- Charges of crimes that if convicted would bring about a sentence or suspended sentence of more than 12 months
- Engaging in poor administrative practices in relation to child protection reporting, sexual abuse allegations (including: Reportable conduct), or domestic violence,
- Embezzlement,
- Failure to comply with the Grievance procedure (under Principle 4.6),
- Fraud,
- Harassment (including serious bullying),
- Major misrepresentation of the values, beliefs and the written positions of C3 (including Heresy),
- Misrepresenting qualifications in instances that cause significant harm,
- Reportable Conduct, as defined in State/Territory legislation,
- Sexual misconduct (including sexually inappropriate behaviour),
- Significant mistreatment of staff,
- Significant use of offensive language,
- Some addictive behaviours,
- Use of position (and credential) to seek financial gain.
- C3 Credential Holder who is subject to an allegation refusing to comply with reasonable directions under this procedure.

4. PRINCIPLES GUIDING THIS PROCEDURE

4.1 PROCEDURAL FAIRNESS

Procedural fairness (also known as natural justice) shall be offered to all parties involved in the application of this Procedure.

Case managers, investigators and the MSI Team shall:

1. act fairly, in good faith, without bias and in a dispassionate manner,
2. provide each party the opportunity of adequately stating their case and responding to any relevant statement prejudicial to the person's case,

C3

3. not receive information except as part of its information gathering and of assessment of the allegation,
4. ensure that a person called upon to answer an allegation shall be given, in writing, the particulars of the allegation/s, and
5. ensure that each party has the opportunity to respond to further statements.

In all matters the information is to be examined:

Without undue delay: Acting as quickly as possible shall be a genuine recognition of the seriousness of the allegation. Care should be taken to avoid delays.

With clear communication: All parties should be fully and speedily informed regarding decisions made, the reasons for the decisions, and what processes are being used at all stages, particularly where there is any delay.

In a non-biased manner: Disputed allegations will be investigated by persons who have no relationship (biological or other) to any party, and whose involvement does not involve a perception of bias or actual bias.

Considering conflict of interest: Allegations will be investigated by persons who have no stake in benefiting from any particular outcome of the case.

So that evidence-based decisions are made: Decisions made are to be fact based.

Fairly for all parties: As such, all disputed facts will be investigated according to natural justice principles.

Outcome-based findings: Outcomes will be based upon the findings of the investigation. The burden of proof shall be on the balance of probabilities: i.e. The conduct is more likely to have occurred than not. In applying this standard, the seriousness of the allegations and impact of any adverse finding shall be taken into account.

4.2 PRIVACY

Throughout the Procedure, the C3 Australia Executive and MSI Team will maintain the national privacy principles. However, this will not always be possible to keep matters confidential, especially where the information is already outside of the Executive's control, where completing duties requires the release of the information, where information sharing is considered essential to ensure the safety of children or vulnerable people, or where specific legal advice suggests otherwise.

4.3 BEST INTEREST OF THE CHILD (i.e. PARAMOUNTCY PRINCIPLE)

In line with the National Principles for Child Safe Organisations all matters that relate to children and young people shall put the safety, welfare and wellbeing of children, including protecting children from child abuse, as the paramount consideration in decision-making throughout the procedure.



4.4 DUTY OF CARE

As part of the duty of care C3 Australia has to keep people safe, where able, it shall share all relevant risk management information with all relevant stakeholders including, National and Area Safe Church contact person/s, and local church board.

To care for all those directly involved (i.e. informants, Credential Holder, or witnesses) in the procedure the C3 Australia Executive shall offer process and pastoral support.

4.5. UPHOLD ALL RELEVANT LEGISLATION AND DIRECTIONS OF STATUTORY AUTHORITIES

All persons involved in the application of this procedure shall uphold all relevant State / Territory legislation, including criminal codes and child safety legislation. This procedure is always subject to the direction and advice of police and government authorities.

4.6 COOPERATION WITH THE PROCEDURE

All Credential Holders who are subject of the procedure shall cooperate with the relevant authorities and any committee as part of the procedure.

They must not;

(a) in their response, include any material that is calculated or likely to mislead the relevant authorities and any team, or any other person involved in the investigation; or

(b) obstruct or unreasonably delay the procedure.

A breach of these obligations can be treated by the MSI Team as a new allegation under this procedure.

Where the Credential Holder subject of the procedure is a person with a disability, they shall be offered such support by the C3 Australia Executive as is necessary to adequately participate in the procedure and to protect their interests.

4.7 RECORD KEEPING:

Throughout this procedure it is expected that all information and decisions be documented. Included in such documentation shall be the reasons decisions were made and by whom. Dates and times must be noted throughout.

5. STEPS IN THE PROCEDURE

5.1. RECEIVING INFORMATION ABOUT SERIOUS MISCONDUCT

C3

Any person may provide information alleging that a Credential Holder has committed serious misconduct to the C3 Australia Executive directly, or via the Local church, Area Directors, or via the C3 Australia Safe Church contact person, or via the Safer Churches Helpline.

Information may be received from individuals, or by agencies such as the police or other government authorities, or other sources. Information may be received anonymously.^[2]

Information may be received verbally, electronically, in a written report or letter, via phone or text, a comment on a social media platform, or published in a media article or other published material or through the Safe Church Helpline.

^[2] Reportable Conduct legislation requires even anonymous allegations to be investigated

5.2 CLASSIFICATION OF THE INFORMATION BY THE MSI TEAM

The matter will be referred as soon as practicable to the MSI Team ('**MSI Team**') who shall conduct relevant enquiries as necessary to ascertain the nature and extent of the information, so as to implement an initial Response Plan.

Classifications include:

- i. Information does not involve a C3 Credential Holder,
- ii. Information related to a C3 Credential Holder but does not meet the scope of the Procedure,
- iii. Information related to alleged serious misconduct by a C3 Credential Holder.

5.3 INITIAL RESPONSE PLAN

The Initial Response Plan will vary greatly dependent upon the nature and classification of the information, the role of the person who is the subject of the information and the relevant legal (mandatory reporting, police reporting, reportable conduct reporting), pastoral and risk management issues.

The Initial response plan will be developed and activated in consultation with relevant State/Territory Statutory bodies (e.g. police/ child protection), C3 Australia Safe Church Representative, the Local Church and/or C3 Australia Executive.

THE INITIAL RESPONSE

C3

- i. Information does not involve a C3 Credential Holder; the matter will be referred to the local church with recommendations as to an appropriate response.
- ii. Information related to a Credential Holder but does not meet the scope of the Procedure; the matter will be referred to a suitable C3 Australia representative(s) to engage with the local church Board with recommendations as to an appropriate response.
- iii. Information related to alleged serious misconduct by a Credential Holder;
 - (a) No further action with pastoral care for those impacted by the alleged conduct.
 - If the MSI Team after evaluating the material available, determines the information is vexatious, frivolous, misconceived or the circumstances are such that the Team decides to take no further action for other reasons, they (or a designated C3 Australia representative) may respond pastorally to parties impacted by the alleged conduct.
 - (b) Legal, Risk and Pastoral actions implemented;
 - Legal and government authority reporting are met,
 - Communication with all parties in relation to the process,
 - Conduct an initial risk assessment including a proposed care plan for the all persons affected by the alleged serious misconduct (including informant, witnesses and Credential Holder),
 - Contact the C3 Australia Executive Insurers,
 - Suspend the Credential Holder's credential for the period of investigation,
 - Pause the Procedure during any pending criminal proceedings

If there is a criminal investigation into the circumstances of the allegation, the C3 Australia Executive or nominated representative will contact the relevant authorities before further investigating the complaint.

Where the procedure is paused due to criminal proceedings, the C3 Australia Executive will collaborate with the local church board in relation to risk management strategies.

5.4 INVESTIGATION BY THE MSI TEAM

- (a) The C3 Australia Executive shall appoint an MSI Team Leader, and at minimum 2 other members of the MSI Team, to carry out the investigation.
- (b) The MSI Team Leader shall offer support persons to all parties. Support persons will be asked to attend all face-to-face meetings.
- (c) All parties will be supplied with procedural information.
- (d) **Formalisation of the allegations.** Writing up, as a set of particularised allegations. This document may include relevant witness statements being signed and attached.

C3

(e) **The Credential Holder notification.** The Credential Holder will be informed of the allegations in writing with clear instruction in relation to this procedure, and a clearly-defined outline of the steps in this procedure for responding to the allegations.

The Credential Holder will be provided with an explanation of any risk management actions to be put in place, e.g. Interim Safety Measures in the case of sexually related matters. Where the allegations require the Credential Holder to have their Credential suspended this will be explained. Note: At this stage these are allegations only and stepping aside is not to be seen as an expression of guilt, but rather a risk management step for all parties.

(f) **Initial Response of the Credential Holder.** The Credential Holder will have 21 days to write an initial response to the allegations, alternatively or in addition the Credential Holder will be offered an interview to provide their initial response.

(g) **MSI Team deliberation.** The MSI Team will discuss the Credential Holder's response (can be electronically) and decide on an appropriate next step of the procedure, based on the response and alert all parties (including relevant team members).

(h) **Non-disputed allegations.** If the Credential Holder acknowledges/admits the misconduct, or does not significantly deny the allegation/s or does not significantly dispute the substance allegations the MSI Team shall provide a report to the C3 Australia Executive in relation to appropriate outcomes.

(i) **Further investigation of significantly disputed matters;**

i. If the Credential Holder disputes the allegations significantly (denies the substance of the allegation/s), the matter will be considered by the MSI Team in terms of whether the matter should be at this point tested by them on the balance of probability or whether the matter should be further investigated. In its decision to further investigate, the Team will take into consideration: the type of allegations (nature and seriousness), the outcomes for the Credential Holder if the allegations were to be found more likely to have occurred and ability to test the allegations, i.e. existence of credible witnesses, other corroborating facts.

ii. The MSI Team may decide to appoint an appropriately experienced external investigator to assess the facts and to then provide a Case Report to the MSI Team.

NOTE: In some jurisdictions the external case manager may be required by law to hold an investigator's licence, e.g. In NSW a CAPI licence unless the person is a lawyer.

iii. The Team will provide any external investigator with all the documents and an investigation brief.

iv. The further investigation shall include;

C3

- Interviews (phone or face-to-face) with the all relevant parties; recordings of these interviews produced, where deemed necessary transcripts of these interviews.
- A written Case Report which shall be given to the Team; The investigator shall present the evidence, examine the areas of dispute and provide conclusions to the Team as to whether the alleged behaviour is more likely to have occurred than not, based on the balance of probabilities. The investigator must provide evidence-based reasons for their conclusions. If they are unable to reach a determination based on the balance of probabilities, they may make risk management suggestions to the MSI Team.

v. During the investigation;

- Under no circumstances is there to be any attempt to intimidate any party.
- No interview with a child will take place if there is a risk that this will interfere with the proper process of civil or criminal law. No interview shall be conducted with a child without the express authority of, in the presence of the parent or guardian and only then by a person experienced in interviewing children.
- Special care shall also be taken in interviewing persons with an intellectual or psychiatric disability, these are to be conducted by an appropriately experienced person.

- (j) ***Preliminary Finding of the MSI Team;*** The Team shall consider the case report and make preliminary findings. If the Team makes a preliminary finding that the Credential Holder has on balance engaged in serious misconduct, the Credential Holder shall be provided with the preliminary finding and the Team's reasons for the finding and provided with 21 days to provide a final response to the Team.

5.5 REPORT OF TEAM'S FINDINGS & RECOMMENDATIONS TO THE C3 AUSTRALIA EXECUTIVE

After completing its investigation of the allegations, the relevant committee shall report to the C3 Australia Executive in relation to its findings and recommendations.

In relation to recommendations, when the Team is satisfied on the balance of probabilities that the allegation/s of serious misconduct are proven, they shall provide the C3 Australia Executive with recommendations that are appropriate given all the circumstances.



5.6 C3 AUSTRALIA EXECUTIVE DETERMINATION

- (a) The C3 Australia Executive will consider the findings and recommendations of the relevant Team and make a preliminary decision with respect to recommendations
- (b) The C3 Australia Executive will communicate their preliminary decision with respect to recommendations to the Credential Holder subject of the procedure and provide them with an opportunity to make submissions on their intended decisions.
- (c) The C3 Australia Executive shall make final decisions in relation to the outcomes of the matter.
- (d) The C3 Australia Executive shall communicate in writing its determination to the impacted parties including:
 - the Credential Holder subject to the procedure,
 - the informant/s and / or the victim/s,
 - the local church board^[3],
 - The relevant Area Director and Overseer, and C3 Global Office,
 - any relevant police or government authority as required^[4]

5.7 APPEAL OF DETERMINATION

The C3 Australia Executive will consider any appeal by a Credential Holder of its determination, provided written notice of the Appeal is lodged by the Credential Holder within 30 days of notification of determination.

The Appeal shall be considered by a suitably qualified legal practitioner and shall be on the papers including the submission of the Credential Holder and any other material available before the C3 Australia Executive makes their final decision.

The C3 Australia Executive decision regarding the Appeal will be final.

^[3] In the case where a CH has their credential permanently removed the C3 Australia Executive shall explain to local church implications of their decision.

^[4] Reportable Conduct Legislation requires outcomes of investigations to be formally notified to the relevant governing authority.

ACKNOWLEDGEMENTS:

This procedure was developed in consultation with C3 Safe Church consultation Safe Ministry Resources P/L and acknowledges the Australian Christian Churches - Grievance Procedure as the source document for this procedure, used by permission.



APPENDIX ONE - Flowchart of the Ministry Standards Investigation Procedure

C3

APPENDIX TWO

Document Tree (to add)



APPENDIX THREE - GLOSSARY OF TERMS

This glossary of terms are the explanations and definitions of the terms used in this Procedure.

ABUSE includes the following conduct;

- sexual abuse
- physical abuse
- neglect
- emotional abuse
- spiritual abuse
- bullying; or
- harassment

ADDICTIVE BEHAVIOUR; a strong inclination to do, use, or indulge in something repeatedly.

Addiction is defined as: a compulsive, chronic, physiological or psychological need for a habit-forming substance, behaviour, or activity having harmful physical, psychological, or social effects and typically causing well-defined symptoms (such as anxiety, irritability, tremors, or nausea) upon withdrawal or abstinence.^[5]

Addictive behaviours include, but are not limited to:

- use of illicit substances
- use of prescription medication
- abuse of alcohol
- smoking
- gambling
- pornography
- self-harming behaviour

BALANCE OF PROBABILITIES; The conduct is more likely to have occurred than not. In applying this standard, the seriousness of the allegations and impact of any adverse finding shall be taken into account.

[5] <https://www.merriam-webster.com/dictionary/addiction>, accessed June 19, 2020



BULLYING; is a persistent pattern of behaviour by a person that is harmful, intimidating, humiliating or embarrassing, and which is aimed at making another person feel miserable, demoralised and lacking in self-confidence. It is the deliberate desire to hurt, threaten or frighten someone with words or actions by one or more people and can vary in the degree of severity.

CARE PLAN; To care for the health and safety of witnesses, informants, and Credential Holders subject to the procedure, the Movement encourages each party to have a support person.

The Support Person shall not undertake the role of advocacy or representation of the person/s, rather they are to care for the person through the process, pray with the person and debrief after any meeting.

The Support Person should not generally be a person in a position of authority organisationally over the person they are supporting, nor lawyer nor a witness in relation to the allegation/s.

A parent may be the most appropriate support person for a child informant/witness.

There may be occasions where the Area Director or their nominated representative, or the MSI Team can suggest a suitably experienced support person.

Counselling and support will be offered to informants/witnesses who make an allegation relating to child abuse, the sexual abuse of a child or any sexual misconduct involving children.

Counselling and support may be made available, at the discretion of the Area Director or C3 Australia Executive to those impacted by the allegation.

CHILD; refers to anyone under the age of 18 years; (see also Young Person).

CREDENTIAL HOLDER; is a person formally credentialed by C3 **Global** who have been assessed, approved and credentialed by C3 Church Australia Ltd and/or C3 Church Global Ltd to minister in Australian C3 churches.

EMOTIONAL ABUSE; is any repeated attack on a person's self-esteem. It includes:

- name calling
- threats
- ridicule
- intimidation
- isolation
- bullying; and
- ill treatment in the form of coldness, hostility or rejection.

FRIVOLOUS; A complaint that is “readily recognizable as being devoid of merit”.

In the workplace context, employers need to keep in mind that under Work, Health and Safety legislation, harassment is defined as a course of comment or conduct, so even minor incidents (that at first glance might appear “frivolous”) can be part of a pattern of behaviour that needs to be investigated.^[6]

HARASSMENT; is unwanted or unwelcome behaviour that a reasonable person, having regard to all the circumstances, would consider offensive, humiliating, or intimidating.

Harassment may be a result of some real or perceived attribute or difference, such as:

- race, colour, nationality or ethnicity
- sex
- gender
- marital status
- political opinion
- values and beliefs
- socio-economic origin
- age
- medical record, or physical, mental, or intellectual disability/impairment; and
- sexual orientation

Harassment also includes (but is not limited to);

- insulting comments about the physical characteristics, abilities or mannerisms of a person
- disparaging or unnecessary comments about a person’s work or capacity for work
- the spreading of malicious rumours or public statements of a derogatory nature about a person
- exclusion of a person from normal conversation or social activities
- persistent teasing; or
- offensive pictures, posters, graffiti or written material.

HERESY; theological doctrine or system rejected as false by ecclesiastical authority.^[7]

^[6] <https://www.lexology.com/library/detail.aspx?g=b7091ce7-9dbc-4c26-a0a8-705e5b4f032f> Accessed 22 April, 2020

^[7] <https://www.britannica.com/topic/heresy> Accessed 22 April, 2020



INFORMATION; In this Procedure, Information is any report or information received by the C3 Australia Executive, C3 Australia Safe Church contact person, the Safer Church Helpline, the Local Church or from any other source, in relation to alleged serious misconduct or heresy by a C3 Credential Holder.

INSURANCE NOTIFICATION; The C3 Australia Executive's insurer should be notified as soon as possible where the information pertaining to an allegation may lead to an insurance claim. Where the "known sexual offenders' exclusion" is triggered by the allegation, the Insurer may be consulted for a formal ruling on the status of the person subject of the allegation. This may influence the risk assessment and risk management plan.

IMPROPER CONDUCT; Behaviour that in all the circumstances is an inappropriate or incorrect way of discharging a person's duties, obligations, or responsibilities.

The C3 Australia Code of Conduct for Credential Holders (Code) sets out Ministry Standards that are expected of credentialed Ministers, and therefore is an important document for determining whether a person has committed serious misconduct.

C3 AUSTRALIA CODE OF CONDUCT FOR CREDENTIAL HOLDERS; Standards for ministry for C3 Credential Holders

C3 AUSTRALIA MINISTRY STANDARDS TEAM; The National Team for the implementation of this procedure.

This Team is a carefully selected, appropriately inducted, and appointed group by the C3 Australia Executive. The Team will be made up of at least 7-9 persons and will include: a person suitably experienced in criminal law (practitioner for at least 10 years), a credentialed minister of C3, a non C3 person, and a person with suitable experience in relation to the allegation. The Team shall where possibly, reflect a gender balance.

To manage a particular case the National Executive will appoint a team leader and 2-3 additional persons. They act as the recommending body to the C3 Australia Executive.

NEGLECT; is the failure to provide the basic necessities of life, to the extent that the child's or young person's or disabled person's or dependent person's health and/or development are placed at risk.

PHYSICAL ABUSE; is a non-accidental injury. This may take the form of slapping, punching, shaking, kicking, burning, shoving or grabbing. It does not include lawful chastisement by a parent or guardian.

POOR ADMINISTRATION PRACTICES IN RELATION TO CHILD PROTECTION REPORTING, SEXUAL ABUSE AND/ OR DOMESTIC VIOLENCE; When a Credential Holder who has received a report or has knowledge of a child protection concern, sexual abuse and/or domestic violence:

- 1) Fails to take any action that should be taken legally;
- 2) Fails to follow Safe Church Guideline 4;
- 3) Engages in an excessive or unreasonable delay in process;
- 4) Fails to maintain adequate and accurate records;

SEXUAL ABUSE; when a person is used by another for his or her own sexual stimulation or gratification or for that of others. It generally constitutes criminal conduct and includes:

- sexual touching and fondling
- being forced to touch or fondle another person
- kissing or holding in a sexual manner
- being forced to perform oral sex
- vaginal or anal intercourse
- vaginal or anal penetration with an object or finger
- making obscene calls or remarks
- voyeurism
- exposure to any form of sexually explicit or suggestive material
- discussion of, or inquiry about, personal matters of a sexual nature
- being forced to self-masturbate or watch others masturbate
- indecent exposure
- grooming
- on-line abusive behaviour
- visually recording children in sexually explicit poses

Sexual abuse of a Child or Young person does not include sexual education undertaken with the prior consent of a parent or guardian.

SEXUAL ASSAULT; conduct involving the use of emotional or physical intimidation or violence to force another person to engage in any form of sexual activity.

SEXUAL HARASSMENT; The Sex Discrimination Act 1984 (Commonwealth) provides that a person sexually harasses another person (the person harassed) if:

- the person makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to the person harassed; or
- engages in other unwelcome conduct of a sexual nature in relation to the person harassed; or
- in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated, that the person harassed would be offended, humiliated or intimidated.

Sexual harassment includes but is not limited to:

- directly offensive verbal comments or innuendo of a sexual nature;
- sexually offensive jokes;
- comments about a person's alleged sexual activities or private life;
- offensive gestures;
- comments regarding a person's sexual orientation;
- comments regarding a person's sexual appeal, an unwelcome sexual advance or a request for sexual favours;
- the display or electronic transmission of printed material, calendars, posters or e-mail that are sexually explicit, or are displayed for the purpose of evoking sexual arousal or gratification.

SEXUAL MISCONDUCT; All inappropriate sexual behaviour is forbidden, which includes all types of sexual behaviour that would reasonably be considered as inappropriate by the movement.

It includes:

- practices forbidden in the bible,
- any Credential Holder who sexualizes a relationship with any person other than with their spouse,
- any Credential Holder who has a sexual relationship other than with their spouse,
- sexual innuendo or compliments of a sexual nature,
- viewing pornographic material or visiting places of commercialised sex such as strip clubs or visit a brothel without a legitimate reason.



Sexual Misconduct is also a type of Reportable Conduct as defined in the relevant state and territory legislation.

SPIRITUAL ABUSE; means the mistreatment of a person by actions or threats when justified by appeal to God, faith or religion.

It includes:

- the use of a position of spiritual authority to dominate or manipulate another person or group
- isolation from friends or family members
- claims for inappropriate deference to a person with spiritual authority; and
- the use of Christian terminology to justify abuse.

VEXATIOUS; Complaints without reasonable grounds or for improper purposes. They are proceedings that are an abuse of the Procedure and are instituted to harass or annoy, to cause delay or detriment, or for another wrongful purpose.

YOUNG PERSON; refers to anyone aged 16-17 years (see also Child).

[1] C3 Australia Safe Church Guidelines 2020

[2] Reportable Conduct legislation requires even anonymous allegations to be investigated

[3] In the case where a CH has their credential permanently removed the C3 Australia Executive shall explain to local church implications of their decision.

[4] Reportable Conduct Legislation requires outcomes of investigations to be formally notified to the relevant governing authority.

[5] <https://www.merriam-webster.com/dictionary/addiction> accessed June 19, 2020

[6] <https://www.lexology.com/library/detail.aspx?g=b7091ce7-9dbc-4c26-a0a8-705e5b4f032f> Accessed 22 April, 2020

[7] <https://www.britannica.com/topic/heresy> Accessed 22 April, 2020