

# know risk

Ansvar Insurance Ltd. Level 6, Sofrana House, 396 Queen St Auckland 1010.  
Members of the Ecclesiastical Insurance Group

## Physical and sexual abuse

### Faith Organisations - reporting protocols and procedures

Whilst it is hoped that your Faith Organisation never has to deal with an allegation of abuse, it is important to have in place a response plan so that from the moment an allegation first surfaces, your people know where to turn.

It cannot be emphasized enough the importance of reporting all allegations of alleged abuse as soon as the Faith Organisation becomes aware of such occurrences. Early intervention allows any number of actions including but not limited to:

- The opportunity to fully investigate the circumstances leading to the alleged abuse to establish if any person within the organisation could be held directly liable. It is critical to know what knowledge existed as to the behaviour, disposition or history of the accused offender.
- Potential assistance for the victim through counselling or pastoral care.
- If required, early mediation.
- Reducing the risk of any future incidents.

It is important to keep in mind that legal demands for compensation may not be lodged until many years after the alleged abuse occurred. If pertinent details are not properly recorded, the Faith Organisation may face real difficulty in defending its position.

### Potential outcomes

With early intervention, the best result from an insurance perspective would see the non involvement of lawyers. From a pastoral and spiritual sense, the Faith Organisation is seen to be there for the victims, transparently offering

care and/or counselling and whatever additional help victims may require.

In the more serious cases of alleged abuse, (especially serial paedophiles) it permits the opportunity to form a joint management group, comprising representatives from Ansvar Insurance and your organisation.

### Procedures

You should notify Ansvar Insurance of any incidents of alleged abuse immediately as is required in all potential insurance claims.

Always keep written notes of any discussions with any persons involved in an abuse claim and forward these to Ansvar Insurance.

The notification can be lodged with either Tony Howie, Claims Manager or with the Claims team on **0800 123 344** or [insure@ansvar.co.nz](mailto:insure@ansvar.co.nz)

Notifications marked Private and Confidential and to the attention of Tony Howie can also be mailed to:

PO Box 7042  
Wellesley Street  
Auckland 1141

To ensure that confidentiality is maintained, all alleged abuse notifications and registered claims will be secured in a locked repository with access available only to Tony Howie.

New Zealand

**0800 123 344**  
**ansvar.co.nz**



# Sample alleged abuse reporting form

## Faith organisations



All allegations are taken seriously and not trivialised. All allegations are confidential:

Dates/period the alleged abuse occurred.

Where did the alleged abuse take place? *Please state a precise location not just a suburb*

  
  

Was the alleged offender undertaking any official duties at the time that the alleged abuse took place?  Yes  No

*If no, have they ever held positions of authority with the insured?*  Yes  No

*If yes please detail, including the date the alleged offender started attending the insured Faith Organisation.*

  
  
  

What form of counselling/pastoral support is being offered?

  

Is this ongoing?  Yes  No

Is future counselling/pastoral support required?  Yes  No

What is the nature of the abuse? Please provide as much information as possible.

  
  
  

Please give contact names within the organisation to assist with future enquiries or action to resolve disputes.

  
  

Have the police been notified?  Yes  No

*If yes, is the insured aware of any charges that have been laid?*  Yes  No

*If yes, please state the full details of any allegations/claims made against the insured organisation.*