

When Confidentiality Is Compromised

1.

DOCUMENT THE INCIDENT

Ensure that you reserve an office, where possible, when you do need to maintain confidentiality in your work. Keep a detailed record of each situation where confidentiality is compromised.

2.

NOTIFY YOUR MANAGER

Immediately inform your manager of the issue and the impact it has on your professional obligations

3.

CONTACT YOUR UNION

Fill out an **Intake Form** on the AJC website to have your situation reviewed and to examine possible recourses. This will enable us to support you in addressing these concerns formally.



AJC-AJJ
ASSOCIATION OF JUSTICE COUNSEL
ASSOCIATION DES JURISTES DE JUSTICE

The AJC Collective Agreement stipulates in Appendix D: “The parties will consult, at the national level or such other level as they may agree, on the subject of appropriate office accommodation, having regard (i) to the responsibilities assigned to the members of the bargaining unit, particularly their professional obligation to maintain confidentiality and to protect solicitor-client privilege, and (ii) to the context of the federal public service.”