

<b>Manitoulin-Sudbury District Services Board POLICY &amp; PROCEDURES MANUAL</b>		
Section: G.	Emergency Medical Services	Effective Date: January 1, 2004
Topic: 1.	Legislative	Replaces: New
Subject: 1.	Security of Information & Documentation	
Policy No.	G.1.1.	Page 1 of 1

**POLICY**

The policy of Manitoulin-Sudbury DSB Emergency Medical Services is to treat information; directly or indirectly obtained, stored in any format, or communicated by any member of staff as a duty of utmost trust.

Staff are required to complete all reports and records with vigilance and integrity.