

Know your role - Broker Code of Conduct

Submitted by Krishan on August 8, 2017 - 10:11am



At Foresters Financial?, protecting personal information is important to us. We have a long history of safeguarding the privacy of our members? and customers? information. Our [privacy policy](#) outlines how we use and maintain the confidentiality and security of your personal information.

As an advisor, you also have an important role and responsibility to our members, your clients, and the insurer you represent.

Advisors proper use/disclosure of personal information¹

- Safeguard personal client information and protect its confidentiality
- Respect the privacy and confidentiality of the members and prospective purchaser's personal and business affairs
- Have security measures to protect the loss or theft of client information
- Know and follow federal and provincial requirements as well as [Foresters privacy policies](#)
- Assume that all member information in his/her possession is confidential, should be safe guarded and should not be shared
- Get written permission beforehand from the member or prospective purchaser for advisors to discuss their affairs with anyone else, including family members

Advisor record keeping

Advisors are responsible for establishing effective security measures to protect all data in their possession and keep thorough and accurate records of client communications. Advisors should periodically evaluate the effectiveness of these measures.

How to handle a security breach

Advisors needs to contact Foresters privacy department to report any privacy incident via e?mail: privacy@foresters.com.

After a report is received, Foresters will advise the individual on next steps that may be required.

Resources available include:

[Foresters Privacy Policy for Canada](#)

[Foresters Privacy Statement](#)

[Code of Conduct for Representatives](#)
(recently updated ? August 2017)