

DEPARTMENT OF HOMELAND SECURITY  
United States Immigration & Customs Enforcement

**VOLUNTEER COMMUNITY CHAPLAIN TERMS OF SERVICE AGREEMENT**

I \_\_\_\_\_ (Name of Volunteer Community Chaplain) was selected to serve as a Volunteer Community Chaplain (VCC) at the request of the U.S. Immigration & Customs Enforcement (ICE) Office of Human Capital Employee Resilience Unit.

The ICE Chaplain Program strives to positively impact the spiritual well-being of the ICE workforce by rendering care and offering resources, assistance and support to ICE employees and their immediate family members in times of personal and professional need and in critical situations. The Chaplain Program is designed to provide support with a built-in understanding of the agency's law enforcement culture and mindset. Any ICE employee, or an immediate family member of an employee, may request the services of a VCC. The VCC may offer spiritual insight and perspectives on personal and professional struggles associated with the risks and experiences implicit in law enforcement culture. Chaplaincy services are nondiscriminatory in terms of religious beliefs. VCCs are prohibited from disparaging any faith or proselytizing any individual.

As a VCC, I was briefed on and reviewed the Chaplain Program requirements contained in the attached directive and handbook and I agree to comply with all requirements, restrictions, limitations and responsibilities applicable to VCCs and to specifically adhere to the following:

- I will maintain confidentiality as stated in the attached directive and handbook and understand that I have a duty to disclose information as stated in the attached directive and handbook.
- I will adhere to guidance and direction of the Chaplain Program, including any provided by the Chaplain Program management, while conducting ICE VCC duties.
- I will be available to provide up to eight hours of VCC services to ICE per month.
- I will not proselytize or disparage any faith or ICE while providing services in the role of an ICE VCC.
- I agree that all identifying access badges are ICE property which will be returned upon termination as my services as an ICE VCC.
- Any personally identifying information I provide is protected by and used in strict compliance with the Privacy Act.
- I give my permission for my contact information to be shared for official use within the ICE Chaplain Program.

