

## **KCA Onboarding Process**

Due to the sensitive nature of the work we are involved with, and the ever expanding attacks on Anti-Capitalist Activists both here and outside the U.S., we take your security very seriously.

The following outlines our process for bringing in new members, as well as some tips for helping ensure your privacy and safety. While it may seem strange and complicated at first, once contact is established, communication is safe and easy, as we will mostly use encrypted channels for direct communication.

### **1. Initial Contact**

Although it is not crucial or required, we suggest creating a "burner email account" using an app such as Proton Mail (rather than Google) for reaching out to us at first. You are also not required to give us your real name over an unsecured communication.

After we receive your application, the contact information you send will be received both by our central Director and the Regional Coordinator for your area, who will then reach out on the Signal App or your email to achieve initial contact with you. It is only at this point that you will be required to give us your real name and other contact information.

We do not store member data on an internet connected computer or the cloud, instead using offline storage such as flash drives or old fashioned paper. Every month, we remove the member data from our servers.

### **2. Group Chat & Member Communications**

After we establish contact and approve you for membership, you will be added to a group chats for your region (if any has been established) and for the statewide organization.

So far, we have been using the Signal App for this, as it offers end-to-end encryption and does not require giving you real name. We encourage activists to add this app at the earliest chance.

### **3. Emails & Payments**

Other than regular chats, we may from time to time send out organizing emails to those that subscribe, or when a major demonstration is planned or whenever new leaders come in to their positions. We may also reach out at times to hear from you about your needs and to learn what we may do to help your activism. These emails will come from one of our organizational accounts xxxx@KansasCommunistParty.com (Admin, Membership, ContactUs, or a regional organizer).

Be advised that we do not use personal emails for group business, so be wary of individuals claiming to speak on our behalf not using our official communication channels.