

華倫敦中華基督教會 Chinese Church in London

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Dear members of CCiL and Brothers and sisters,

Following the UK government's order of a lockdown to reduce the spread of Covid-19, our Sunday services and church activities have changed to online only. Our church has been using Zoom as our main video conferencing tool for some online Sunday services, committee meetings, prayer meetings, small group fellowship and Bible studies.

It was brought to our attention that Zoom has some security issues. Some of these have been resolved by their developers. They are making efforts to address other concerns which are on-going.

Both the Admin & Finance (A&F) Committee and the Pastoral Staff Team have separately reviewed the latest news and concerns surrounding the security of Zoom and assessed whether it was a reasonably safe platform for church use during the lockdown.

Having weighed up the risks and the benefits, the A&F Committee and the Pastoral Staff Team agreed that we would continue to use Zoom for the time being. Guidelines have been written to ensure we zoom safely. We will monitor the situation and update the guidelines as required.

Please find some helpful steps from the guidelines to zoom safely:

Zoom safely

- 1) Never sign in Zoom using 3rd party (Facebook or Google); always login directly via zoom portal.
- 2) Your Zoom Host (pastoral staff or leader) will send you a randomly generated Meeting ID and password to login.
- 3) Do not share these Meeting ID or password. Your Zoom Host has been told not to Tweet or Instagram when sharing the randomly generated Meeting ID and password with you.
- 4) Your Zoom Host knows who they are inviting to the meetings. If they invite you, then you are their expected participant. Doing this prevents zoom-bombing (uninvited/unwelcomed participants who is seeking to disrupt your meetings).
- 5) Default to 'turn off' video when joining a meeting.
- 6) You may be assigned to the Waiting Room until your Zoom Host, is ready to join the meeting. Just wait in the Waiting Room until you are invited into the Meeting Room.
- 7) You have the option of using video plus audio or just audio at the zoom meeting.
- 8) If you have login to your own zoom account, always logout when you are finished with zooming.
- 9) Avoid sharing highly confidential matters especially in a big meeting. If you need pastoral help, do contact your pastoral staff or leaders directly via other means.
- 10) You always have a choice whether you wish to join the meeting. By signing in with the Meeting ID and password provided, you have chosen to attend the meeting.
- 11) Update to the latest version of zoom regularly for security patches.
Zoom's guide is here: [Where do I download the latest version?](#)

Let's continue to keep contact and care for one another and our local community during this unprecedented period of isolation. May our God be our inspiration, strength and protection, as we continue to seek Him for guidance and provision for our needs.

In Christ,

Alice Szeto

Chairman of A&F Committee