

TBF Facilitator / Trainer Newsletter – April 2019



Transformational Breath®
Foundation

Dear Breath Family,

We have a long overdue Facilitator Newsletter for all to read. GIC 2019 is coming in June, there's a new 2019 TBF Program Structure already released, we are publishing guidelines and a disclosure regarding data privacy and security for TBF and all of us, and more.



NEW TBF PROGRAM STRUCTURE DOCUMENT RELEASED

There is a new TBF Structure and Ethics document now on the [Certification](#) page of the website TOOLS portal.

Most notably, we have made adjustments to the **Facilitator Certification** requirements. One important point is that downloading and reading the *Facilitator Handbook* is a new requirement; this handbook will save time when there are questions of policy so that one doesn't need to necessarily send an email and await a response to a policy question. There are many policies, processes, and breathworker resources in that book.

If you are already certified we want you to read it anyway to become familiar with its contents. Also, two lesser certification requirements have been removed, but overall, the language has been made less ambiguous.

There are other changes in the Structure as well. Recall in 2017 we added the Group Leader role as well as the Trainer Intern stage to the Structure. Unsurprisingly, this introduced some questions and lack of clarity, but we feel the update has addressed these points.

As of publishing, only the English copy of the Structure (both A4 and letter) are posted online. Translations are underway and new foreign language documents will be posted as they are completed.

Keep in mind that although the Structure is the official Application for Facilitator Certification, we will have people sign it again for recertification, and when gaining additional certifications (e.g. Group Leader, Trainer, and Senior Trainer).

The Certification Page has other important documents as well that are being reviewed. Some will need updates so bear with us as we post some new and better versions.

GLOBAL INSPIRATION CONFERENCE 2019 - USA



"Celebrate with Judith Kravitz - Keynote Speaker"

June 22 - 29, 2019
Joshua Tree Retreat Center
Joshua Tree, CA USA

The 2019 Global Inspiration Conference (GIC) is in the USA for the first time in 19 years. Organized annually by the International Breathwork Foundation (IBF), the conference is in its 26th year. Come to the deserts of California and enjoy this rich and exciting gathering!

The theme this year is *Sacred Breath*, which is one of our utmost intentions in Transformational Breath®; honoring the sacredness of THE BREATH.

This past year, the 2018 Conference was held in France and had over 80 Transformational Breath Facilitators and Trainers in attendance.



The Joshua Tree Retreat Center, designed by Frank Lloyd Wright and his son, is built on a unique energetic vortex and is where Ding Le Mei introduced the Breath Of Life in 1941. The Center is laid out on a hexagonal grid with more than 17 vortices.

This is an opportunity to go deeper within yourself to foster personal transformation and inner peace. And meet with breathers and breathworkers from all over the world.

Knowing you will hear the call to experience the sacred stillness of the desert and the power of breath.

For [More Information](#) about Registration, Directions, Transportation, Housing, and Costs, click the [Official GIC 2019 website](#).



WORLD BREATHING DAY



The Transformational Breath Foundation will be having a special breathing experience and meditation at **5pm on April 11** in the Tuscany region of Italy.

This event is acknowledged and supported by the United Nations and represents our participation in **World Breathing Day**.

Thirty-five International Trainers and leaders of Transformational Breath will be gathered to breathe and meditate together, and you are invited to join us live on **Zoom**.

Join Zoom Meeting: <https://zoom.us/j/3817230539>

One tap mobile:

+19292056099,,3817230539# US (New York)

+16699006833,,3817230539# US (San Jose)

Dial by your location:

+1 929 205 6099 US (New York)

+1 669 900 6833 US (San Jose)

Meeting ID: 381 723 0539

Find your local number: <https://zoom.us/u/aeAasQoPra>

We hope you can be with us!

TRANSFORMATIONAL BREATH® 45th BIRTHDAY CELEBRATION

To all Transformational Breath Facilitators, Group Leaders, Trainers, and Senior Trainers:

SAVE these DATES!



April 1 – 4, 2020 marks the 45 year Anniversary of Transformational Breath!

Please join us in **southern Turkey** on the **Mediterranean Sea** for a breath- and fun-filled experience. We have exclusive use of a beautiful resort with all amenities reserved only for Transformational Breath. Retreat on the sunny med shores.

We will enjoy the beach, swim, breathe and water breathe, share, dance, celebrate, and eat fine fresh delicious food.

More information to come. Mark it on your calendar!

DATA PRIVACY AND SECURITY



With the news surrounding international companies becoming negligent, or worse, with our personal data and privacy, come new laws around the world designed to clamp down on such abuse and highlight the importance of protecting data and privacy.

An updated **Facilitator Handbook** is soon to be released. In there will be a policy article about this topic. I have pasted the text in this newsletter as an advanced release...

Data Privacy And Protection Policy

Recent years have necessarily seen a greater emphasis placed on matters of data protection and personal privacy. The Transformational Breath Foundation (TBF) requires that we take steps to strengthen and maintain data privacy and protection. The following document serves as TBF's data disclosure policy, but also lays out considerations and mandates about Facilitators protecting their breathwork clients.

LAWS

Some of the laws that we must be in compliance with are CAN-SPAM in the United States and the European Union's (EU) GDPR (General Data Protection Regulation). GDPR replaces Europe's Data Protection Directive of 1995. Similar laws exist in Canada and other countries and should be honored in good faith.

Each Breathworker is responsible for knowing the local and national laws that impact your business as a franchise of the Transformational Breath Foundation. In addition, international laws are included because GDPR will affect anyone who operates online; an EU citizen can potentially visit your site even if you are outside the EU.

PERSONAL DATA COLLECTED

- Basic Contact Information such as Email Address, Phone Number, and Country are collected around the world. Additionally, Street Address, City, and State/Province are gathered for the USA and Canada.
- We do not promote by phone, but hold the phone number for legal purposes as we are essentially involved in health care and feel it is good to store this data for legal purposes.
- Event History is compiled each time a client attends a Training so we record the event instance, event dates, and location of the training.
- Financial Data includes credit cards which are kept on our ecommerce site, and credit cards that are offered as payment at trainings for onsite sales. The latter payment type is typically written on paper slips which also need to be protected.

- Medical Data. We have medical and health-related data from clients and event participants which are accepted and used only with explicit written or electronic permission from the person.

HOW TBF COLLECTS

- Via the Subscribe Form on the TBF website.
- Via Event Rosters which contain Contact data, Geographical data, Professional Role data, and Event data.
- Via Case Studies provided with consent of the case subject in which Interns looking toward certification, and/or Facilitators documenting a compelling medical case, send us the information in written or electronic format.
- Via a Medical Incident report.
- Via Health Intake Forms or Initial Questionnaires at training events in which both health data and background information are given by training participants.
- Via e-commerce platform for online sales.
- Via event registration over phone or internet.
- Via onsite product sales and registrations at events.

WHAT WE DO NOT COLLECT

- With rare exceptions, no data is collected regarding a person's ethnicity, race, political affiliation or activities, religion, personal wealth, criminal or civil history, genetics, or sexual orientation.
- Possible exceptions include sexual orientation if it is offered freely on an Intake Form and only kept if it is deemed relevant to one's medical history or breathwork practice goals. Such data would never end up in our database, but would remain in its original format, if not redacted.
- Another possible allowance is for the TBF Legal Department to look into a Facilitator's or Intern's civil or criminal history if a crime is witnessed, or if a serious criminal complaint is lodged against a Facilitator or Intern in areas such as sexual assault, rape, domestic abuse, or other serious or violent crime. TBF will release such data and knowledge to law enforcement, if compelled, and internally only to those materially involved (i.e. those with a "need to know").

CONSENT

We must have consent (a "legal basis") to obtain and use email addresses and contact information or any other personal data. With most laws it is sufficient to have had a prior business relationship to at least collect and use contact information, or have the data need to fulfill a business transaction satisfactorily. Other laws may be more demanding, such as GDPR (see below).

HOW WE USE DATA

- Event Mailings: Email Address and Name are used, but very few per year are ever sent out to the public. A similarly small number may be sent internally to Facilitators.
- Financial: We are in possession of credit card data to fulfill orders and maintain customer service for product purchases on e-commerce platforms, product purchases at events, new event registrations at events, and event registrations and installment payments transacted over the phone at the TBF Office.
- Event Attendance: a history of all attendees and staff at each event is retained.
- Internship: we track progress of individuals on our professional certification path. This includes verifying that certification prerequisites and staffing requirements are met.
- Medical: Through case studies and medical incidents we collect medical and health data on our clients and event attendees. Though some of this data is aggregated other data are sometimes tied to a name and identifiable person.

DATA SHARING

- Our data is not for sale. We do not give away or sell data to third parties. Companies that do this usually confine it to contact data for promotional purposes, but we will never provide data outside the organization.
- TBF can and must share our own generated data to select people within the organization. For example, office staff may work with data, or a Senior Trainer may have access to aggregate data that they have sent to TBF.
- Trainers and Senior Trainers must be mindful with whom they share data with. While organizers and staff may need limited access to data that is shared with TBF, the rule is, “need to know.” Does another party need the data to perform necessary tasks?

GDPR

The European Union General Data Protection Regulation is farther reaching than any previous legislation. It is complex therefore this is not a primer on compliance, but only a few points that we should all know.

- Scope: Understand that this affects potentially everyone who has a presence on the internet.
- Consent: The regulation stipulates that we need consent to use personal data; this means an actual “legal basis”. Either one gives explicit permission to use the data you have, or you must have a legitimate reason to keep it. Note that consent for some data does not provide consent for all. (Example: if someone gives their email address for promotion, that does not give one the right to collect and use medical data).
- Consent: one legal basis is described as “necessity to perform contract”. For instance, giving street address data to Uber so that they can pick you up and drive you to your destination. In the case of TBF, we keep event history in order

to process those who register for professional trainings and move toward certification.

- Security: Protecting personal data is really the crux of the regulation. Leaks are serious, not just for the Facebooks of the world. SECURE your data.

WHAT TO DO

Note that this TBF policy is fairly general. TBF has more data-specific details in the following areas such as the *Medical Privacy Policy* and *Medical Incidents Policy* which we need everyone to read and follow within this Handbook.

Concerning GDPR, some of you have sent a GDPR-related email notice out to your entire mailing list asking them to explicitly opt-in so that they will continue to receive emails from you. This is fine as most of you may have only kept client names and email addresses.

However, TBF and our National Associations certainly store more data than this. All of us should at least consider, adding or updating a privacy policy on our websites, sending a GDPR-related mail if you have not (even if you have a legal basis to collect and process their data), and let clients know what data you process and why you process it, and how you are acting in good faith to protect the data.

Breath Ventures Inc. / Transformational Breath Foundation will not accept responsibility for data breaches or mishandling or misuse of data by any Breathworker. Our National Associations, being a legal corporate entity in their respective countries, have more at stake, and can affect the standing of Transformational Breath and the Transformational Breath Foundation International if they are careless about protecting privacy and data. The opposite is true as well; TBF must not affect the standing and reputation of National Associations, Partnerships, or any individual through poor privacy practices.

ROLE OF REGIONAL OFFICERS & NATIONAL LEADERS

I want to remind everyone of the administrative framework we have in place for TBF to help manage the business worldwide. This was a necessary invention to accommodate our considerable growth.

TBF has **Regional Officers** to administer Regions, each of which is comprised of a large number of countries. There are 7 Regions of which 4 have an Officer installed already to oversee operations. In most Regions there are certain countries that have National Leaders to manage activity in those individual busier nations.

Each of these Offices exist as both a communications resource and for administrative purposes. If policy needs to be applied, or if issues develop, or if something needs to be communicated back to TBF, we have these channels available.

These support structures are to be utilized. Leaders should make themselves known to those breathworkers in their sphere. And if concerns arise for a Breathworker, and you have a National Leader available, go to that person. He or she has the authority to address many aspects of the business, and many concerns you may have. If no National Leader is available, there may be a Regional Officer directly who can help.

If you are contacted by either, please make sure that you respond. They are, in fact, acting on behalf of the TBF Board. These Regional Officers are different than the few National Associations we have who necessarily act on their own interests first. Your Officers and Leaders represent TBF International (i.e Breath Ventures Inc. USA).

A table showing Countries and TBF Regions is found [online](#) for reference. Current Regional Officers will always be shown on the website [About](#) page. Our few National Leaders are listed on the TBF [World Page](#) among the Associations and Partners.

FIRST AID CERTIFICATION REMINDER

Don't forget that the Certification deadline for First Aid is June 1, 2019. As verification of certification, one must send a copy or scan of their actual Red Cross affiliated organization Certificate to their National Leader.



If you are living in a country that does not have a TBF National Leader, you may forward your information to your [Regional Officer](#) or to Grace Bryce at tbfgace@gmail.com.

A table showing Countries and TBF Regions is found [online](#).

DOWNLOAD PACKETS UPDATES



After a long delay we are working to update Download Packets this Spring. All Packets are to receive updates, most notably the Trainer Packet, which will have many manuals added, and the Level 4 Senior Trainer Packet which has important upgrades.

This packet effort is a prerequisite for TBF updating training manuals. There is no date set for updating manuals, although we realize the great importance behind those upgrades.

2019 BREATHWORKER RETREATS

Facilitator Retreat

October 17 - 21, 2019

Volterra (Tuscany), Italy

[Flyer](#)



SPECIAL UPCOMING EVENTS with Judith



[OPEN FLYER](#)

Seminar – LA California, USA

June 14 – 19, 2019

This is the first Los Angeles Seminar in years. Judith will lead this one.

Contact: Abe Taliaferro * 603.340.3629 * abraham.taliaferro@gmail.com



[OPEN FLYER](#)

Seminar – New York State, USA

August 11 – 16, 2019

This Seminar in Phoenicia, NY (Catskill mountain area) is the second edition in upstate New York in many years and is also the final USA Seminar for Judith in 2019.

Seats fill quickly as of late. **NOTE:** Don't wait to get your clients into the training as Registration ends July 25, 2019.

Contact: Claire Franck * 845.532.4080 * clairefranck@gmail.com

These Seminars qualify for 39 CE Units with NCBTMB (in the USA).

NEW TBF COUNTRIES



There has been a new country to see TBF events since our last letter:

#52. **Panama:** Paul Radunz and Kathleen Strong have got this country cooking. And there are, I believe, two more countries on tap... stay tuned.