

EPARCHY OF OUR LADY OF LEBANON OF LOS ANGELES

SAFE ENVIRONMENT PROGRAM REQUIREMENTS

All Clergy, Religious Men and Women, Employees and Volunteers of the Eparchy are required to fulfill all mandatory Safe Environment Program requirements PRIOR TO THE START OF SERVICE. The following steps must be completed prior to the commencement of employment or volunteer service in the Eparchy:

- I. Application for Employment or Volunteer Application for Ministry: Individuals seeking employment in the Eparchy are required to complete an Application for Employment, including the names and contact information of references, who will be contacted. Individuals seeking to volunteer in the Eparchy are required to complete and submit a Volunteer Application for Ministry, including the names and contact information of three references, who will be contacted.
- II. Criminal Background Check: All individuals seeking employment or seeking to volunteer in the Eparchy will sign an "Authorization for Release of Information" and must receive an acceptable Criminal Background Check result before a Letter of Hire or clearance for volunteer service can begin.
- III. Safe Environment Training: All individuals seeking employment or to volunteer in the Eparchy will attend the safe environment program training sessions before employment or volunteer service can begin.
- IV. Code of Conduct Agreement Form: All individuals seeking employment or to volunteer in the Eparchy must read the Eparchial Code of Ethical Conduct and sign the Code of Conduct Agreement Form.

THE MANDATE OF THE U.S. BISHOPS' DOCUMENT: CHARTER FOR THE PROTECTION OF CHILDREN AND YOUNG PEOPLE

The mandate of the Safe Environment Program originates in the document of the United States Bishops' Charter for the Protection of Children and Young People, first published in 2002, promulgated by Pope John Paul II in 2005, made particular law in the United States in 2006, and recently revised in 2011.

The Charter is a directive for all bishops in the U.S. and a guide for establishing safe environment programs; screening all clergy, employees, parents, volunteers, children and youth; and responding to allegations of abuse. In addition, the Charter provides for the screening and education of seminarians, orientation of new and foreign clergy to the dioceses/eparchies, and evaluation of each diocese/eparchy regarding effective implementation of the Charter.

To fulfill the requirements of the Safe Environment Program, contact the Eparchial Office for the Protection of Children and Young People at (314) 231-1021.