



Diocese of Steubenville

Year:

Decree on Child Protection & Safe Environment FALL Verification of Compliance

Instructions: Please list below the names and required information for all paid professional and support staff as well as all regular volunteers who have or are currently working with children as of July 1st of the current year. The Decree on Child Protection defines a regular volunteer as “an adult who is not an employee but who is a catechist, coach, server coordinator, etc. and who functions in a regular relationship with children... anyone who participates in an overnight event with children, and an employee functioning as a volunteer outside his/her regular duties or within his/her parish or apostolate. The definition of a regular volunteer does not include occasional involvement, such as a driver or chaperone for individual activities.” The form must be INITIALLY submitted by October 15th of this year.

Name of Parish/School:		CYP Contact Person:	
Address (city):		Name of person completing this form:	
Pastor/Administrator signature:			Date:

OCFS USE ONLY

Employee/Volunteer		Address	T E or V* See Below	Last four digits of SS#	Required forms on file** (Yes/No)	Area of Ministry	Date of most recent BCI & FBI	Date Safe Environment training was completed
Last name	First name							

* Please indicate “T” for teacher/principal, “E” for employee, “V” for volunteer..
 ** Completed and signed forms that must be kept on file for each individual include: *BCI/FBI (or Clearance letter), Code of Conduct, Applicant Certification Form, and Supervisor’s Checklist*

