



DIOCESE OF GALLUP

PO Box 1338
Gallup, New Mexico 87305

September 5, 2019

Dear Pastors, Administrators and Supervisors,

This letter accompanies a packet of material for your Master Catalog of Policies for the Diocese of Gallup. An updated index is provided. The main document is a replacement for the *Policy and Procedures for the Protection of Minors*. That policy has been revised, expanded and published as a new document. Please replace the prior version with this one.

You will find a list below indicating the locations in the document that changed or where there were additions. The major routine recurring requirements such as background checks and Safe Environment Training remain the same. Most of the changes were minor corrections in the old policy and a few added segments to clarify issues that were not addressed well in the prior version. The changes also include new contact information, a new letter from Bishop Wall, changes in requirements for those ministering outside the Diocese or no longer in ministry, and clarifications for processing clergy, lay individuals or groups who are visiting a short time, to include a new application form. The procedures for handling background checks are amplified to include a new appendix that establishes eligibility based on past criminal convictions. The background check authorization forms now have more inclusive language. The transportation policy has been augmented with a directive on determining who are unacceptable drivers for diocesan vehicles or activities based on prior driving record. Virtus foundational safe environment training may now be done on-line in exceptional circumstances. All persons taking Virtus - Protecting God's Children training will now be registered in the on-line program for each session for improved reports. New appendices were added for counseling of abused persons and the implementation directives for *Vos Estis Vox Mundi*, the Apostolic Letter by Pope Francis, addressing abuse by bishops.

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This revised document will be available on the Diocese of Gallup website. Please share the information with staff and volunteers for the changes that affect their areas of responsibility and activity. Your continued efforts to provide a safe environment for minors and other vulnerable persons are greatly appreciated. Please do not hesitate to contact Ms. Leslie Farrell in the Safe Environment Office or me if you have questions about these changes or other matters in this policy and its implementation.

Sincerely yours in Christ,

Dcn. Randolph Copeland
Chancellor
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