

DIOCESE OF NEW ULM

POLICY BULLETIN

November 9, 2015

Administration
Diocesan 13.1

**SEXUAL MISCONDUCT POLICY IN REGARDS TO ALL
EMPLOYEES AND VOLUNTEERS WHO ARE MINORS**

To the Clergy, Religious and People of the Diocese of New Ulm:

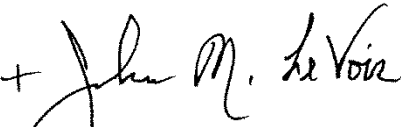
A. Employees Under the Age of 18 (Minors)

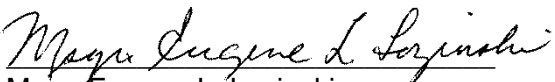
1. In all cases, the minors being offered and accepting employment in the diocese will be required to sign an acknowledgment of receipt and understanding, the Sexual Misconduct Policy of the Diocese of New Ulm (Administration-Policy 13), and the Code of Conduct for employees before beginning employment. Failure to do so may result in civil consequences, including, but not limited to fines, attorneys' costs, court fees, and damages.
2. Minors who have reached 16 years of age, who are being offered, and who are accepting employment are required to submit a consent form for a Minnesota Bureau of Apprehension Background Check (MN BCA). The employer will be notified of the background check outcome. Employment is not to begin prior to clearance has been received from the diocese.
3. Upon turning 18, the employee will be required to submit a Comprehensive Background Check Consent Form.
4. As an employee, the minor that is at least 16 years of age, is required to participate in the diocesan Safe Environment education and awareness training program required of the adult employee. This includes but is not limited to the live initial training session and the ongoing online assigned training.

B. Volunteers under the Age of 18 (Minors)

1. A minor may not be solely responsible for a group of minors. There must be an adult who is compliant with diocesan Safe Environment policies and procedures to supervise and oversee the activity/ministry. In other words, minors assisting in a volunteer capacity with other minors are to be continually supervised.
2. Minors that are assisting with a younger age group are expected to sign the Minor Code of Behavior. A parent/guardian is also required to sign the form. The location supervisor is to file the completed form

Yours in Christ,

+ 
The Most Reverend John M. LeVoir
Bishop of New Ulm


Msgr. Eugene L. Lozinski
Chancellor