Dear Volunteer,

Bishop Burbidge promulgated an updated *Code of Conduct* (CoC) on February 1, 2022. The CoC update was necessary to include updates in civil law, canon law, and Church documents that relate to child protection.

The updated CoC requires all clergy, employees, and volunteers with substantial contact with minors to ***acknowledge that they have received a copy***. Attached to this email is a copy of the CoC and an acknowledgement page. This acknowledgement page requires you to provide basic identifying information and an electronic signature. It does not require a specialized program – just Adobe reader which is free and may be downloaded on any computer or mobile device.

Once you have completed the document, please hit “Submit” and it will automatically attach to an email with the proper email addresses already loaded in the address section. We encourage you to send it as an encrypted email if this makes you more comfortable. Instructions to encrypt an email may be found in the help section of your email program.

You are required to complete this acknowledgement by May 1, 2022. Thank you for your assistance.

Sincerely,

Parish/School Liaison