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Diocese of Antigonish  
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October 16, 2015

**Re: Responsible Ministry Protocol**

Dear Priests, Deacons and Responsible Ministry Protocol Coordinators,

On behalf of our Diocese, I want to thank you for your assistance in implementing and maintaining the Responsible Ministry Protocol in our Parishes. Special thanks to Joyce MacSween for her role in overseeing this Protocol. Thanks also to those in parishes who continue to coordinate this Protocol. This year is a renewal year for anyone who completed a Criminal Record check and Vulnerable Persons record check in 2010.

We are requesting priests and deacons, staff and volunteers to renew their Criminal record check and Vulnerable Persons check before December 31<sup>st</sup>, 2015 and forward it to the Pastoral Center as per the protocol.

The Criminal record check and Vulnerable Persons record check is required for all priests and deacons and employees of the Diocese, as well as volunteers in high risk ministry positions such as:

- Anyone involved with children, children's choir director, youth or vulnerable adults, altar server coordinator, catechists
- Ministers of communion going to homes or nursing homes
- All volunteers involved in home or institutional visits
- Meals on wheels volunteers
- All volunteers connected with handling of money and having access to valuables and/or highly confidential information
- Collection counter, Money depositors, Treasurers of all parish committees
- Any position that requires having a key to the building

Your anticipated cooperation in this matter is greatly appreciated. Thanks again for your assistance in this matter. May the Lord continue to bless us as we attempt to create a community of care throughout our diocese.

Sincerely in Christ,

*† Brian J. Dunn*

† Brian Joseph Dunn  
Bishop of Antigonish