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**TO THE MEMBERS STAFF AND VOLUNTEERS OF THE INSTITUTE AT
ST. MARY OF THE ASSUMPTION PARISH AND SHRINE:**

Thank you for your ministry to the Institute for Christ the King Sovereign Priest!

As you may be aware, religious societies such as the Institute are required to maintain their own policies and procedures to assure the safety of children and vulnerable adults who participate in their ministries. This package contains a copy of the Institute's Code of Conduct, a reporting form (with instructions) to use if you observe a violation of its Code, and an acknowledgement that you have received a copy of the Code and intend to abide by it.

The Institute's Code of Conduct is quite similar to the policies that govern the safe environment practices of the Diocese of Syracuse. However, the dioceses throughout the United States have slight variations in their policies, while the Institute's Code of Conduct applies nationwide. For that reason, it is possible that there might be some variations between the Institute's Code and your diocesan requirements. To the extent that conflicts arise, the more restrictive policy applies.

I represent the Institute in matters pertaining to the implementation of its Code of Conduct. To the extent that these potential conflicts cause confusion or concern, I urge you to reach out to me directly by email or telephone at any time.

Cordially

Ellen Eisenlohr Dorn