

**APPENDIX 7**  
**FORMS ACKNOWLEDGING RECEIPT**  
**AND READING OF THIS POLICY**

***Policy for the Safety of Children in***  
***Matters of Sexual Abuse, Revised 2016***  
**Diocese of Cleveland**  
**Acknowledgement Form**

I have received and carefully read a copy of this Diocesan Policy.

I understand that I am responsible for complying with the policy as stated.

I further understand that any questions regarding this Policy should be referred to the  
Diocesan Legal Office.

I also understand that the Diocese of Cleveland reserves the right to change, modify and/or  
revise any part of this policy at any time.

I participated in the mandatory in-service on the 2016 Revised Policy for the Safety of  
Children in Matters of Sexual Abuse and the Standards of Conduct on (date) \_\_\_\_\_

Signature \_\_\_\_\_

Name (Please print clearly) \_\_\_\_\_

Parish/Assignment \_\_\_\_\_

Position (or volunteer activity) \_\_\_\_\_

Date \_\_\_\_\_

**Please return this acknowledgment form to the parish/agency/organization in which you  
are working or volunteering.**

***Standards of Conduct for Ministry, Revised 2016***  
***Diocese of Cleveland***  
**Acknowledgment Form**

**Employees and Volunteers**

I have received a printed or electronic copy of the *Standards of Conduct for Ministry* (Revised, 2016). I have read and understand these *Standards of Conduct* and I agree to abide by them. I understand that a violation of these standards can result in disciplinary action, up to and including termination as an employee or volunteer and/or removal from ministry.

I participated in the mandatory in-service on the 2016 Revised Policy for the Safety of Children in Matters of Sexual Abuse and the Standards of Conduct on (date) \_\_\_\_\_.

Signature \_\_\_\_\_

Name (Please print clearly) \_\_\_\_\_

Parish/Assignment \_\_\_\_\_

Position (or volunteer activity) \_\_\_\_\_

Date \_\_\_\_\_

The signed *Standards of Conduct for Ministry* Acknowledgment Form shall be kept in employee personnel files at the agency/parish/school or in a general volunteer file at the agency/parish/school.