



# The Diocese of Florida

## CERTIFICATE OF COMPLIANCE 2012

This document is to be completed by the Rector / Priest-in-Charge / Interim / Vicar of each Parish / Mission. This document due in the Diocesan Office by March 1<sup>st</sup> of each year along with other Diocesan Annual Report forms.

Administrative Head Name: \_\_\_\_\_

Church / Mission: \_\_\_\_\_

Address (with city): \_\_\_\_\_

### Please check appropriate boxes;

I certify that our vestry / mission board has adopted and will comply with the Diocesan recommendations stated in Policy for Safeguarding Training Programs both mandatory and Bishop's Recommendations. These recommendations are available on the website; Resources / Resources for Congregations / Safeguarding Program.

I certify that all persons - clergy, paid employees and volunteers - have received the necessary training for their responsibilities as listed in the Policy for Safeguarding Training Programs, and that documentation is in his/her locked personnel file.

I certify that all lay employees have had;

- A driver's license background check
- A state and local criminal background check

Either by the Diocese office or the individual church / mission and that documentation is in his/her locked personnel file or in the locked personnel file in the Diocesan office.

I certify that all new employees are certified in the Safeguarding programs within 30 days of employment

I certify all current employees / volunteers safeguarding certifications are renewed every 5 years.

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Signature

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Date