



APPENDIX B

INDIVIDUAL ACKNOWLEDGEMENT & RECEIPT OF POLICY

All Non-Clergy Level 2 Leaders *

I hereby acknowledge that I have received a copy of the SAFEGUARDING OUR PEOPLE policy and the individual church addendum to this policy (optional), and I recognize that this document is intended for CLERGY, EMPLOYEES, AND VOLUNTEERS in the GULF ATLANTIC DIOCESE OF THE ANGLICAN CHURCH IN NORTH AMERICA, and that it was adopted by the Bishop and Diocesan Council, April 2024. I understand and commit myself to its content.

I certify that I have completed the necessary diocesan approved training outlined in this policy.

Signature

Date

Print Name

Position

Parish/Church/Congregation

City

*** This receipt must be signed by all Level 2 Leaders** (this includes clergy, those seeking ordination or transfer, employees, vestry, and Youth Volunteers; Level 2 Leaders are individuals who have some authority over others). **Note:** Clergy and diocesan leadership will complete this form online. **Level 1 Leaders** must serve alongside a screened, trained Level 2 Leader at all times. (Level 1 Leaders are volunteers who do not serve regularly, or they do not have any supervisory capacity over others; Level 1 Leaders should not have physical access to children/youth while serving). It is recommended that Level 1 Volunteers complete training whenever possible. These files will be reviewed as part of the annual review as described in Canon XV Section 4.

All churches, congregations, and fellowships will maintain documentation for all Level 2 Leaders. These files will be reviewed as part of the annual review as described in Canon XV Section 4. This document serves as acknowledgement of Receipt of Policies for the duration of employment or service.