

THE DIOCESE OF BRIDGEPORT SAFE ENVIRONMENT HANDBOOK

Executive Summary for Independent Contractors, Tenants & Vendors

NAME OF COMPANY: _____

As a **Contract Employee, Tenant or Vendor** routinely on Diocesan Premises, I promise to strictly follow the rules and guidelines in this Code of Conduct as a condition of routine services I provide within The Diocese of Bridgeport

As an Independent Contractor, Tenant or Vendor, I will:

- Clear a criminal background check.
- Ensure that every adult I assign to work on Diocesan premises has successfully cleared a criminal background check.
- Attend a designated awareness training that teaches adults about the warning signs of child sexual abuse and how to prevent it.
- Avoid situations where I am alone with minors on Church property
- Report suspected abuse of a minor to the pastor, the Victim Assistance Coordinator, and DCF
- Cooperate within the requirements of the law in any investigation of abuse
- Conduct myself in accordance with the Safe Environment Policies of the Diocese of Bridgeport.
- Avoid making comments about the physical attractiveness of minors who are on the premises.

As an Independent Contractor, Tenant or Vendor, I will not:

- Use, possess, or be under the influence of alcohol or illegal drugs at any time while working on Diocesan premises.
- Touch a minor and/or youth in a sexual or other inappropriate manner
- Use profanity in the presence of minors
- Place any employee or volunteer of the company on Diocesan premises who has been convicted of a crime against children or a sex crime.

I understand that all employees or volunteers that I assign to work on diocesan premises are required to successfully clear a criminal background check at my company's expense. I understand that depending on the specific nature of my work or position on diocesan premises, I may also be required to attend a designated Safe Environment training and sign an Acknowledgement of Receipt for the Safe Environment Handbook.

Name: _____ Signature: _____ Date: _____
(Please Print Clearly)

***Please sign and return original to:** The Diocese of Bridgeport Office of Safe Environment 238 Jewett Avenue Bridgeport, Connecticut, 06606.

Please send a copy to the locations where you provide services in the Diocese