

KNIGHTS OF COLUMBUS

SAFE ENVIRONMENT PROGRAM

A) Council Compliance

- 1) Councils are in 3 categories, Fully Compliant, Pending, & Noncompliant. Noncompliant councils may not hold any events, activities, or programs until they are no longer Noncompliant.
- 2) Required appointments by June 30th
 - a) Grand Knight
 - b) Program Director
 - c) Community Director
 - d) Family Director
 - e) Must have at least 3 men in 4 positions, CD & FD must be different men
 - f) All appointees must have a working personal unique email address
 - g) Any vacancy must be filled within 7 days (PD, CD, FD), or 30 days (GK)
 - h) The GK or GK-Elect is personally responsible for appointments
- 3) Completion of Requirements (30-45 days)
 - a) Voluntary Training vs. Required Training
 - b) 3 Training Modules, all must be completed
 - c) Background check consent forms must be signed and returned, then the bg check takes 2-6 weeks
 - d) GK & PD – Training only
 - e) CD & FD – Training and Background check
 - f) Upon completion of each training module and of background check, certificate issued good for three years

- g) If requirements are not completed by deadline, man is removed and position becomes vacant and must immediately be reappointed (PD, CD, FD) or reelected (GK) (a deadline extension is available from the Office of Youth Protection)
- h) The GK is personally responsible for Full Compliance by every appointee throughout the year

B) Event Compliance

- 1) All events, activities, and programs must be monitored at all times in compliance with the Safe Environment Program. The only exception is for events specified and enforced as “adults only” (no persons under 18 allowed to be present, either as guests, volunteers, employees, or visitors).
- 2) At all times means every minute from preparation and setup through cleanup and all times in between
- 3) There must be at least two monitors at all times that are certified trained and fully compliant
- 4) There must be at least one monitor at all times that is certified background checked and fully compliant (this person can be one of the monitors shown above)
- 5) Any event at which any person under 18 might be present (whether or not one is actually present) must be monitored as shown above.
- 6) Any event presented by or held in the name of the Knights of Columbus must comply with SEP requirements (this includes parish or other events stating that services are provided by the Knights of Columbus)
- 7) The GK is personally responsible for Full Compliance with these requirements at EVERY event, activity, or program.

C) Consequences of Noncompliance

Willful noncompliance or long term noncompliance may be addressed by the State Deputy by punishment levied against the council (suspension, forced merger, or revocation of charter), or the Grand Knight (removal from office), or both.