

Memorandum

To: Pastors

From: Eileen F. Puglisi

Date: March 14, 2011

Re: 1) New Audit Firm to Conduct Dallas Charter Compliance Audits
2) 2011-Safe Environment Performance Report

As many of you already may know, the *Stone Bridge Business Partners* of Rochester, New York has been selected by the USCCB to conduct the 2011 audits. The *Stone Bridge Business Partners* will replace the Gavin Group, Inc., team in conducting compliance audits in all dioceses.

In order to guarantee compliance with the USCCB Charter for the Protection of Children and Young People and the diocesan Child Protection policies, please complete the attached performance report forms. In 2011, the *Stone Bridge Business Partners* will conduct an on-site audit of the diocese. The audit will cover the period July 1, 2010-June 30, 2011.

The attached forms are being sent to you, at this time, so that you have a head start in collecting the necessary data. Since this is the fourth year that you have submitted this information, it is our expectation that the task has been computerized; therefore, you will only need to add new volunteers and new employees and delete those volunteers and employees who no longer serve at the parish. The completed forms should be a comprehensive list of all parish staff and volunteers for the period July 1, 2010-June 30, 2011.

Kindly return the completed performance report forms to the Office for the Protection of Children and Young People by July 1, 2011. Please feel free to call me, if you need help or clarification.

Thank you for your continued collaboration and dedication in creating a safer environment for children and young people in all parishes, schools and agencies throughout our diocese on Long Island.