



ARCHDIOCESE FOR THE MILITARY SERVICES, USA

Purposes and Procedures of the Review Board for the Protection of Minors

1. Membership

1.1 The Review Board (Board) shall be comprised of five members in full communion with the Church and appointed by the Archbishop. At the recommendation of the Board, and approval of the Archbishop, additional members may be added. The majority of the Review Board shall be laypersons not in the employ of the Archdiocese. At least one member must be a priest who is an experienced pastor.

1.2 Appointments shall be for terms of five years, which can be renewed and shall continue until a successor is appointed. An appointment can be terminated at the will of the Archbishop.

1.3 The Chairperson of the Board, or the Vice Chairperson in the Chairperson's absence, shall preside at meetings of the Board.

1.4 The Secretary of the Board shall be responsible for preparing the agenda for each Board meeting, minutes of each meeting, and written actions of the Board.

1.5 The Board shall elect from its membership one member to serve as Chairperson, one member to serve as Vice-Chairperson and one member to serve as Secretary, each for a one-year term.

2. Functions

2.1 The Board is a confidential consultative body to the Archbishop and in such capacity shall advise the Archbishop in his assessment of allegations of sexual abuse of minors by a priest or deacon and in his determination of the fitness for ministry and/or continued employment of any such persons alleged to be or have been involved in sexual abuse.

The Board may review and give advice to the Ordinary on all aspects of these cases, both retroactively and prospectively.

2.2 The Board shall review the Archdiocesan policies, programs and procedures for dealing with sexual abuse of minors.

3. Meetings

3.1 The Board shall meet annually in the final quarter of the year to review Archdiocesan policies, programs and procedures.

3.2 The Board shall meet as soon as practicable after receiving notice from the Archbishop of an allegation of sexual abuse of a minor.

3.3 The Chairperson of the Board or a majority of the Board may schedule further meetings as often as necessary to perform its duties.

3.4 The Chairperson shall schedule and give effective notice of any meeting of the Board.

4. Procedures

4.1 Additional Procedures. The Board may develop and adopt additional procedures to implement these *Purposes and Procedures* and carry out its duties so long as they are consistent with the provisions and intent of these *Purposes and Procedures*.

4.2 Quorum. A majority of the board members shall constitute a quorum and the concurrence of the majority of Board members shall be necessary for any determination or recommendation of the Board.

4.3 Canon Law. In every case, the processes provided in canon law must be observed and its various provisions considered.

5. Confidentiality:

All deliberations of the Board shall remain confidential in order to respect the dignity of the persons involved. All information received by the Board shall be considered confidential and shall not be revealed except to the Archdiocesan General Counsel, other

members of the Board, the Vicar General and the Archbishop, unless compelled by law. If it has been determined that a member has breached confidentiality, it shall constitute grounds for immediate dismissal of the member.

6. Amendment:

These Purposes and Procedures can be amended by a vote of three-quarters of the Board and subject to the approval of the Archbishop.

Approved by:

+ Timothy P. Broglio

(Most Rev.) Timothy P. Broglio, J.C.D.
Archbishop for the Military Services, USA

29 January 2009

Date