

## Policy for Permission for Speakers from Outside the Diocese of Green Bay

Bringing quality speakers into the Diocese of Green Bay furthers the mission of our Church. While it may be presumed that permission normally will be granted for a proposed speaker coming from outside the Diocese of Green Bay, it is valuable to have a review process for proposed speakers.

The decision to invite a speaker from outside the Diocese of Green Bay affects the Church of Green Bay. Because our decisions have implications for the Body of Christ, their presence among us is not a private matter. Thus, in the service of ecclesial communion, it is fitting to establish this process to seek permission for speakers who come from outside the Diocese of Green Bay.

This policy pertains to diocesan entities only, such as parishes or schools. It does not pertain to non-diocesan Catholic entities, such as St. Norbert College, Relevant Radio, etc.

It pertains only to speakers who are coming from outside the Diocese of Green Bay.

It pertains to speakers who are clergy, religious or laity, who speak on theological subjects or who have civil/political impact. It does not pertain to other speakers.

Any parish, school, or other diocesan entity is asked to complete the attached permission form and send it to the Chancellor *prior* to contacting the proposed speaker to make any arrangements for him or her to speak in the Diocese of Green Bay. Publicity for the event must not begin until the permission process is completed. Requests should be submitted at the earliest possible convenience. Allow up to one month for a response to the request, though it usually does not take this long.

*If the proposed speaker is a priest or deacon*, after a positive initial review, the Chancellor will inform the parish, school, or other diocesan entity that the proposed speaker may be contacted, and a letter of good standing from his Bishop or Religious Superior must be obtained and sent to the Chancellor. Such a letter of good standing is required *before* final permission for the speaker will be granted, to comply with safe environment requirements.

*If the proposed speaker will have regular contact with minors\**, after a positive initial review, the Chancellor will inform the parish, school, or other diocesan entity that the proposed speaker may be contacted, and evidence of a successful criminal background check and safe environment awareness training must be obtained and sent to the Chancellor. Such evidence is required *before* final permission for the speaker will be granted, to comply with safe environment requirements.

---

\* Regular contact is defined as one who has direct contact with minors and

- encounters said person(s) more than 4 times in a program year and/or
- acts as a chaperone on an overnight event and/or
- is the adult driver in a vehicle transporting said persons and/or
- spends an average of one or more hours a week in any given four week period with said persons and/or
- is not under the direct/immediate supervision of a parish/educational/catechetical employee.

The Chancellor will review the speaker's background in the following areas:

- Depending upon whether the proposed speaker is known, references may be contacted.
- For major speakers, experts in the field related to the topic of presentation will be consulted.
- Whether the person is in good standing and has fulfilled the Safe Environment requirements.
- Whether the speaker has manifested public opposition to the teaching of the Church.
- Whether the speaker has manifested behaviors and/or attitudes that may be divisive in nature. Additional consultation will be sought to address questions that may arise in this area.

Once the speaker's background has been cleared, the Chancellor will grant permission for the parish, school, etc. to contact the speaker and finalize the arrangements for the speaker to come to the Diocese of Green Bay.

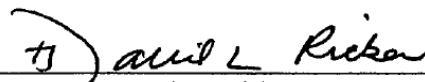
Because a person's status may change, especially with regard to safe environment concerns, permission for a speaker to come to the Diocese of Green Bay is valid for one year, unless revoked. Permission must be sought again for the speaker to return in subsequent years.

This permission does not imply an official endorsement of the speaker on the part of the diocese. It only implies that the above background review has been completed.

If permission is denied, recourse may be sought by contacting the Chancellor to request reconsideration. The Chancellor will ask to speak to the person requesting permission for the speaker, and he will consider thoughtfully and prayerfully the reasons given for reconsideration. If permission is still denied, recourse may then be sought by contacting the Diocesan Bishop.

I hereby promulgate this Policy for Permission for Speakers from Outside the Diocese of Green Bay as particular law for the Diocese of Green Bay, effective July 1, 2010.

Given at the Chancery, Green Bay, Wisconsin on May 20, 2010

  
\_\_\_\_\_  
Most Reverend David L. Ricken, DD, JCL  
Bishop of Green Bay

  
\_\_\_\_\_  
Chancellor

Speaker Permission Request Form

Please complete this form and send it to the Chancellor *prior* to contacting the proposed speaker to make arrangements for him or her to come to the Diocese of Green Bay.

Name of Parish, School, or Diocesan Entity sponsoring or hosting the proposed speaker:

Name, Address, and Phone of Contact person requesting speaker permission:

The name and contact information of the proposed speaker:

The date(s) and place where he or she will speak:

The topic the proposed speaker will address:

The intended audience for the proposed speaker/event:

Reasons for inviting this person to be a speaker (e.g., credentials, expertise, experience, gifts, etc.):