

## Document Review List

### A. Organizational Structure and Oversight

New Hampshire Catholic Directory 2005 (242 pages)

### B. Screening of Church Personnel

1. St. Joseph's Database as of 7/15/05 (3 pages)
2. Camp Fatima faxed letter from BUNAC (1 page)
3. Camp Fatima faxed letter from CCUSA (1 page)
4. Camp Fatima letters from the Delegate regarding CRR results (1 page)
5. Delegate's CORI Request Form for MA criminal records requests (1 page)
6. Camp Fatima's Database as of 7/19/05 (3 pages)
7. Criminal Record Release Authorization Form (1 page)
8. Diocese of Manchester Screening Form (1 page)
9. Letter from SE Coordinator at Ste. Marie to the Heads of Ministries 11/04 (1 page)
10. Letter from SE Coordinator at Ste. Marie to the Heads of Ministries 6/15/05 (1 page)
11. Letter to Ste. Marie from D. Quinlan regarding CRR results (1 page)
12. Ste. Marie New Volunteer/Employee List (1 page)
13. Bishop Brady Employee Background Checklist 2004 (1 page)
14. Bishop Brady Volunteer Background Checklist (1 page)
15. Our Lady of Mercy Database as of 6/22/05 (7 pages)
16. Statistics per deanery received from E. Mongeau (6 pages)
17. Review of background screening folder by C. Heavisides (6 pages)
18. Email from D. Quinlan regarding KPMG's inquiry of priests and deacons (2 pages)

### C. Training of Church Personnel

1. Protecting God's Children Presentation on CD-rom
2. PGC distributed materials including instructions on how to register for VIRTUS (26 pages)
3. Pamphlet on *Talking with Your Children about Abuse*
4. Agreement for Consulting Services (3 pages)
5. Memo from J. Lundt to D. Quinlan regarding clarification of outside employment comment (1 page)
6. Flyer advertising PGC at Ste. Marie (1 page)
7. VIRTUS Online Registration Instructions from St. Marie (1 page)
8. Camp Fatima and Camp Bernadette Code of Conduct (1 page)
9. Camp Fatima orientation materials (12 pages)
10. Booklet containing the Policy and the Code (29 pages)
11. Camp Fatima Staff Handbook (39 pages)
12. PGC materials received from Camp Fatima (9 pages)
13. Camp Fatima Guide to Being a Great Camp Counselor (6 pages)

### D. Communication of Program

1. Booklet containing the Policy and the Code (29 pages)
2. Policies and Procedures for Teachers at Our Lady of Mercy (2 pages)
3. Policies and Procedures for Parents Sunday Evening Classroom (2 pages)
4. Parish Social Ministry Staff Meeting Minutes (14 pages)
5. Our Lady of Miraculous Medal Parish Bulletin
6. Ste. Marie Parish Bulletin
7. Ste. Marie Parish Directory (17 pages)

E. Documentation

1. Draft of Archive and Records Retention Policy (4 pages)
2. Records and Retention Schedules (15 pages)
3. Copies of letters from Priest A's personnel file (3 pages)

F. Auditing

Fax from NHAG of new reports of accusations for the ongoing audit (3 pages)