



Training Procedure for Adults

1. All priests, deacons, candidates for ordination, employees, and those volunteers who will have regular contact with children or young people in their volunteer responsibilities must complete the safe environment training program.
2. Adults (age 18 and over) must begin their safe environment training by completing the INITIAL Priest, Employee or Volunteer Training Module at the Catholic Mutual Group website (<https://fortwaynesouthbend.cmgconnect.org/>). The local SEC will provide new applicants with information as to how to access the site, register themselves, and begin training. There is a Safe Environment Flyer for this purpose. Additional training modules will be assigned to adults per the diocesan curriculum. The diocesan SEC will assist all priests, deacons, seminarians, candidates for the diaconate, chancery employees and any special cases in completing their safe environment training.
3. Young person employees and volunteers (under the age of 18 years) must complete the *Commitment to the Code of Conduct and Authorization*. Parents of the young person must sign this form. This two-page form replaces all previous training requirements for young person employees/volunteers.
4. Training must be completed before the employee/volunteer begins his/her responsibilities.