



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Higher Risk Category							
Bishop	Staff	✓	✓	✓	✓	✓	Eparchy
All Priests of Eparchy, Parishes and Missions	Staff	✓	✓	✓	✓	✓	Eparchy
All Sisters of Eparchy, Parishes and Missions	Staff	✓	✓	✓	✓	✓	Eparchy
All Religious Men and Women [<i>Brothers/Deacons/Novices/Students</i>] on Placement [Eparchy/Parish/Mission Position]	Staff or Trainee	✓	✓	✓	✓	✓	Eparchy
All Office Staffs of Eparchy [Eparchy Position]	Staff	✓	✓	✓	✓	✓	Eparchy
All Office Staffs of Parishes and Missions [Parish or Mission Positions]	Staff	✓	✓	✓	✓	✓	Parish or Mission
Custodians/Maintenance Staffs of Eparchy [Eparchy Position]	Staff	✓	✓	✓	✓	✓	Eparchy
Custodians/Maintenance Staffs of Parish and Missions [Parish or Mission Position]	Staff	✓	✓	✓	✓	✓	Parish or Mission
All Members of Safe Environment Committee of Eparchy of Mississauga [Eparchy Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
All Members of Safe Environment Committee of Parishes and Missions [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Kaikkarans/Secretaries/Trustees [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Religious Article Vendors of Eparchy office [Eparchy Positions]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Religious Article Vendors of Parishes or Mission [Parish or Positions]	Staff / Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director of Communication or Public Relations Officer [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Director & Associate Director of Catechism (Eparchy Position)	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Catechism Principal & Vice Principal [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Catechism Teachers, Assistants and Coordinators [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Mathruvedi [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Director & Associate Director of Pithruvedi [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Director & Associate Director of Jesus Kids [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinators of Jesus Kids [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Holy Childhood [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Holy Childhood [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of CML [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of CML [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Youth Apostolate [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Youth Apostolate [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Family Apostolate [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Family Apostolate [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Legion of	Staff /	✓	✓	✓	✓	✓	Eparchy



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Mary [Eparchy Position]	Volunteer						
Leader of Legion of Mary [Parish or Mission Position]	Volunteer		✓	✓	✓	✓	Parish or Mission
Director & Associate Director of Liturgy [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Director & Associate Dir. of Evangelization & Charismatic Renewal [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Director of Home Mission or General Program Coordinator [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Home Mission's Coordinator [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Home Mission's -Home Visitors [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director of Divine Academy [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Secretary of Divine Academy [Eparchy Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Divine Academy [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Director of Social Services [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Asst. Director of Social Services [Eparchy Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of New Immigrant Services [Eparchy/Parish/Mission Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of International Students Services [Eparchy/Parish/Mission Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Family and Child Services [Eparchy/Parish/Mission Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Seniors' Services [Eparchy/Parish/Mission Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Director of Shepherds of Faith [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Coordinator of Shepherds of Faith [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy
Marriage Bureau Director [Eparchy Position]	Staff / Volunteer	✓	✓	✓	✓	✓	Eparchy
Marriage Preparation Program Coordinator [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Choir Director [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Knights of Columbus (Grand Knight) [Parish	Volunteer	✓	✓	✓	✓	✓	Parish or



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
or Mission Position]							Mission
Prayer Group Coordinator [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Youth Minister or Animator/Coordinator [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Key (main) Handlers of the Church and Office Building [Eparchy Position]	Volunteer	✓	✓		✓	✓	Eparchy Position
Key (main) Handlers of the Church and Office Building [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Accountants/Trustees/Money Depositors [Eparchy Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy Position
Accountants/Trustees/Money Depositors [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Internal Auditors [Eparchy Position]	Volunteer	✓	✓	✓	✓	✓	Eparchy Position
Internal Auditors [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Altar Server Coordinator or Trainer [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Children's Mass Coordinator	Volunteer	✓	✓	✓	✓	✓	Parish or Mission



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Lectors Coordinator (for Children) [Parish or Mission]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Coordinator of Sacramental Preparation [Holy Communion / Confirmation] [Parish or Mission Position]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
Member of Sacramental Preparation Team* [Parish or Mission]	Volunteer	✓	✓	✓	✓	✓	Parish or Mission
GENERAL OR HIGH RISK CATEGORY							
Leader of Mathruvedi [Parish or Mission Position] *	Volunteer			✓	✓		Parish or Mission
Coordinators of Mathruvedi [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Leader of Pithruvedi [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Coordinator of Pithruvedi [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Student Leader of Jesus Kids [Parish or Mission Position]**	Volunteer			✓	✓		Parish or Mission
Student Leader of Holy Childhood [Parish or Mission Position]**	Volunteer			✓	✓		Parish or Mission



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Student Leader of CML [Parish or Mission Position]**	Volunteer			✓	✓		Parish or Mission
Coordinators of Legion of Mary [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Coordinator of Liturgy [Parish or Mission Position]	Volunteer			✓	✓		Parish or Mission
Coordinator of Evangelization & Charismatic Renewal [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Choir Member (Adult)*	Volunteer			✓	✓		Parish or Mission
Adoration Coordinator [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Altar Server [Child / Youth] [Parish or Mission Position]	Volunteer			✓	✓		Parish or Mission
Altar Server [Adult] [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Baptismal Preparation Coordinator [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Baptismal Preparation Team Member [Parish or Mission]*	Volunteer			✓	✓		Parish or Mission



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Collection Ushers	Volunteer			✓	✓		Parish or Mission
Communion Ministers	Volunteer			✓	✓		Parish or Mission
Lectors	Volunteer			✓	✓		Parish or Mission
Lectors Coordinator (for Adults)*	Volunteer			✓	✓		Parish or Mission
Liturgical Ushers or Coordinators [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission
Parish Council [Parish or Mission Position]	Volunteer			✓	✓		Parish or Mission
Pastoral Council [Eparchy Position]	Volunteer			✓	✓		Eparchy
Social Committee – All Positions [Parish or Mission]*	Volunteer			✓	✓		Parish or Mission
Wedding Coordinator [Parish or Mission Position]	Volunteer			✓	✓		Parish or Mission
Marriage Preparation Facilitators [Eparchy Position]	Volunteer			✓	✓		Eparchy
Bereavement Team Coordinator [Parish or Mission Position]*	Volunteer			✓	✓		Parish or Mission



EPARCHY OF MISSISSAUGA

For the Syro-Malabar Catholics in Canada

List of Eparchy/Parish Positions & Their Associated Risk Levels for Safe Environment Screening

Job Title/Volunteer Position	Staff or Volunteer Application	Police Records Check <small>(valid for 5 years)</small>	Vulnerable Sector Check <small>(valid for 5 years)</small>	Reference Checks or Waiver	Covenant of Care	Safe Environment Training <small>(valid for 5 years)</small>	Records Maintained by
Bereavement team Member [Parish or Mission Position*	Volunteer			✓	✓		Parish or Mission

Note:

* When children (without the accompaniment of a parent or guardian) or the vulnerable are involved, this ministry/volunteer position is HIGH RISK.

** When the volunteer position is in the age group of 13-18, and vulnerable are involved, it is in the best interest of the volunteer and the vulnerable children that he/she attend Safe Environment Training otherwise this ministry/volunteer position is HIGH RISK.