

The Mandate of the Advisory Committee for the Prevention and Management of Sexual Misconduct and Abuse

1. INTRODUCTION

- 1.1. The Roman Catholic Diocese of Calgary (the “**Diocese**”) upholds and promotes the values expressed in the Gospel of Jesus Christ and in the teachings and laws of the Catholic Church through the *Code of Pastoral Conduct and Accountability* (the “**Code**”). This means, among other things, that the Diocese deeply respects all persons and commits itself to the well-being of all persons. The Diocese is also deeply aware of the brokenness of human beings and the sinfulness of humanity which may stand in the way of the proclamation and living out of the Gospel.
- 1.2. In accordance with the *Policy and Procedures for the Prevention and Management of Sexual Misconduct and Abuse* (the “**Policy**”), an Advisory Committee for the Prevention and Management of Sexual Misconduct and Abuse (the “**Advisory Committee**”) will be established. This document, *The Mandate of the Advisory Committee for the Prevention and Management of Sexual Abuse* (the “**Mandate**”) sets out the Advisory Committee’s terms of reference, and uses the defined terms provided in the Policy.
- 1.3. The Diocese receives any allegation of sexual misconduct and/or abuse by clergy, religious, seminarians, candidates to the permanent diaconate, lay diocesan employees, and volunteers as a serious matter.
- 1.4. The Diocese is committed to:
 - 1.4.1. complying with the obligations of the Code of Canon Law, civil and criminal law as well as respecting the legal rights of those reporting, of their families, and of those accused;

- 1.4.2. promoting a greater awareness of the devastating effects of sexual misconduct and abuse, ensuring measures are in place to prevent them and the appropriate response of clergy, religious, seminarians, candidates to the permanent diaconate, lay diocesan employees, and volunteers to any reports of sexual abuse; and
- 1.4.3. supporting the spiritual and emotional well-being of those who have been affected by sexual misconducts and abuse – the victim, their families, and the parish, institution or agency where the incident(s) took place.

2. ADVISORY COMMITTEE PURPOSE

- 2.1. The Bishop will appoint the Advisory Committee to support the work of the Delegate and the Deputy Delegate in the response of the Diocese to incident reports received of sexual misconduct and/or abuse allegedly committed by clergy, religious, seminarians, candidates to the permanent diaconate, lay diocesan employees, and volunteers.
- 2.2. The Advisory Committee is mandated to review the preliminary investigation reports of the Bishop’s Delegate, examine the details of the cases, and provide written feedback to the Bishop.

3. ADVISORY COMMITTEE TERMS OF REFERENCE

- 3.1. The Advisory Committee’s role will be to:
 - 3.1.1. assist the Bishop’s Delegate and Deputy Delegate during the preliminary investigation as appropriate;
 - 3.1.2. review upon receipt of the incident report and the preliminary investigation report from the Bishop’s Delegate allegations of sexual misconduct and/or abuse and provide written feedback to the Bishop on the appropriate and necessary actions to be undertaken by the Diocese that are within its scope;
 - 3.1.3. develop recommendations regarding the pastoral response to all those impacted by the allegation – the victims-survivors, their families, those who have allegedly committed misconduct and/or abuse, those who have been falsely accused, parishes and communities, clergy, religious, and the faithful;
 - 3.1.4. advise the Bishop on the suitability of the accused for a return to ministry and/or employment in the Diocese after considering the above and reviewing the professional assessment reports of the forensic psychologist or psychiatrist;

- 3.1.5. review the diocesan response to allegations through consultation with a civil lawyer and a canonist; and
- 3.1.6. review the Policy and the files of reports of sexual misconduct and abuse as outlined in the Policy.

4. ADVISORY COMMITTEE MEMBERSHIP

- 4.1. The Advisory Committee members will be appointed by the Bishop for an initial term of three years, renewable for subsequent terms of one to three years.
- 4.2. The Advisory Committee will consist of at least seven people, with professional experience and competencies and may include a:
 - victim-survivor of sexual misconduct and/or abuse;
 - spiritual director;
 - priest;
 - health care professional;
 - social worker;
 - law enforcement professional;
 - communications professional;
 - canonist; and
 - lawyer.

5. COMMITTEE STRUCTURE

5.1. CHAIR

- 5.1.1. The Bishop will appoint a Committee Chair whose experience and expertise reflect one or more of the membership competencies.

5.2. VICE CHAIR

- 5.2.1. The Bishop will appoint a Committee Vice-Chair whose experience and expertise reflect one or more of the membership competencies.

5.3. EX OFFICIO MEMBERS

- 5.3.1. The Bishop's Delegate and Deputy Delegate are ex officio members and are not counted in the number of members serving on the Committee.

6. MEETING SCHEDULE

- 6.1. The Committee will meet at least twice per year to review all reports of sexual misconduct and/or abuse, advise the Bishop and his Delegate on current proceedings, monitor compliance with the Policy, and recommend any actions and/or amendments that may be necessary.

7. CONFIDENTIALITY

- 7.1. Minutes will be taken during the meeting and circulated to all members. The minutes are confidential and private. No member of the Committee will breach the confidentiality they are bound and agreed to, and any breach entails automatic dismissal from the Advisory Committee.