

This document is a compendium of the essential ethical and practical guidance that crosses multiple different ministries, duties and disciplines within the Diocese and its functions. Because it is impossible to compile a comprehensive list of specific acts constituting misconduct, employees and volunteers must use common sense, guided by the principles set forth above, to direct their behavior and to abide by the current policies of the Diocese. The major policies that guide the function and ethical performance of duties for all Diocesan personnel are as follows:

- Diocese of Gallup Policy and Procedure Manual*
- Diocese of Gallup Policy and Procedures for the Protection of Minors.*
- Social Media Policy for the Diocese of Gallup*
- Finance Directives and Finance Council Norms for Parishes and Organizations in the Diocese of Gallup*
- Conflict of Interest Policy for the Diocese of Gallup*
- Office of Catholic Schools Administrative Handbook*

By signing this I am stating that I have received a copy of the *Code of Ethics (Acknowledgement Form)*, I have read it, and understand it, and I agree to abide by it. I also am aware of the major Diocesan policies and my obligation to read and abide by any of the guidance in those documents which applies to my duties in my work and interaction with Diocese of Gallup and its personnel. I am aware that all of these policies are available on the Diocesan Webpage and I may obtain printed copies by request.

A violation of this *Code of Ethics* can result in disciplinary action up to and including removal from serving in programs and/or termination of employment. It may also result in a release of information to law enforcement officials, the church community and the public media. No right of privacy may be assumed in this circumstance.

Acknowledgment:

I have potential conflicts of interest with my Diocesan duties: (Please check)

NO

YES (please list on the lines below your signature.)

Please check one:

- Priest Deacon Religious Brother Employee
- Seminarian Deacon Candidate Religious Sister
- Volunteer

Date	Printed Last Name	Printed First Name	Signature
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Potential Conflicts of Interest: (Please specify any perceived conflict to include membership on nonprofit and for-profit boards (and your spouse), any for-profit businesses for which you or an immediate family member are an officer of director, or a majority shareholder and the name of your employer and any businesses you or a family member own.)

(use a separate page if needed)

To be kept on file at the Chancery for all Clergy of the Diocese, and employees of the Chancery plus other religious members who do not have an organization office in the Diocese. All others to be kept on file in local parish, mission, school or other agency.