ST. GABRIEL THE ARCHANGEL

VISITING SPEAKERS

POLICIES & PROCEDURES

May 11, 2021

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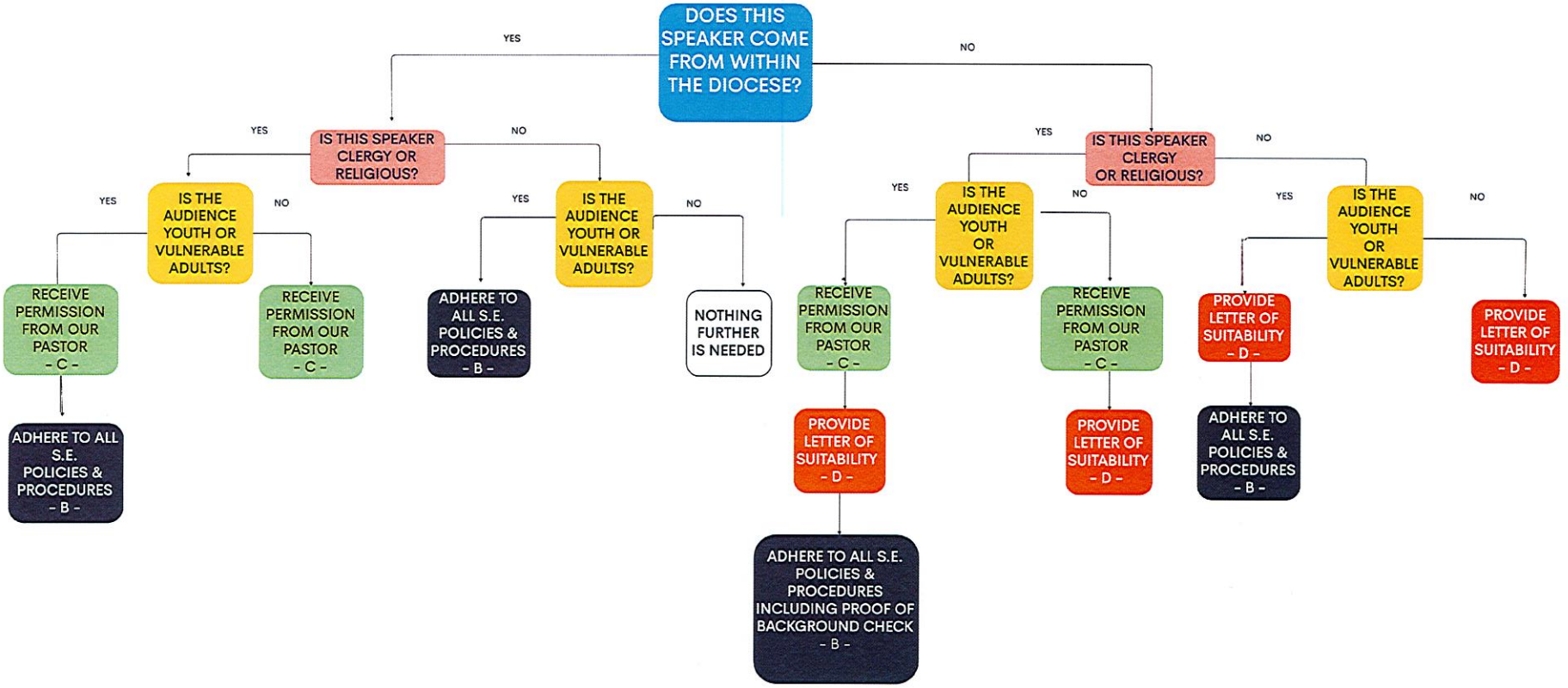
ST. GABRIEL GENERAL OVERVIEW

Please use this document as a guide when you are planning to bring in a speaker, presenter, or clergy to speak on Catholic doctrine, teaching, or traditions or to perform sacraments. It is important to note that you should vet the speaker prior to beginning this process to avoid any potential issues. Note that you should begin this process in advance due lengthy processing times in case a letter of suitability is required (it must be presented within 6 weeks of the event).

VISITING SPEAKERS WHEN PRESENTING ON CATHOLIC DOCTRINE, TEACHINGS, TRADITIONS



- A - Research and vet any speaker prior to beginning this process

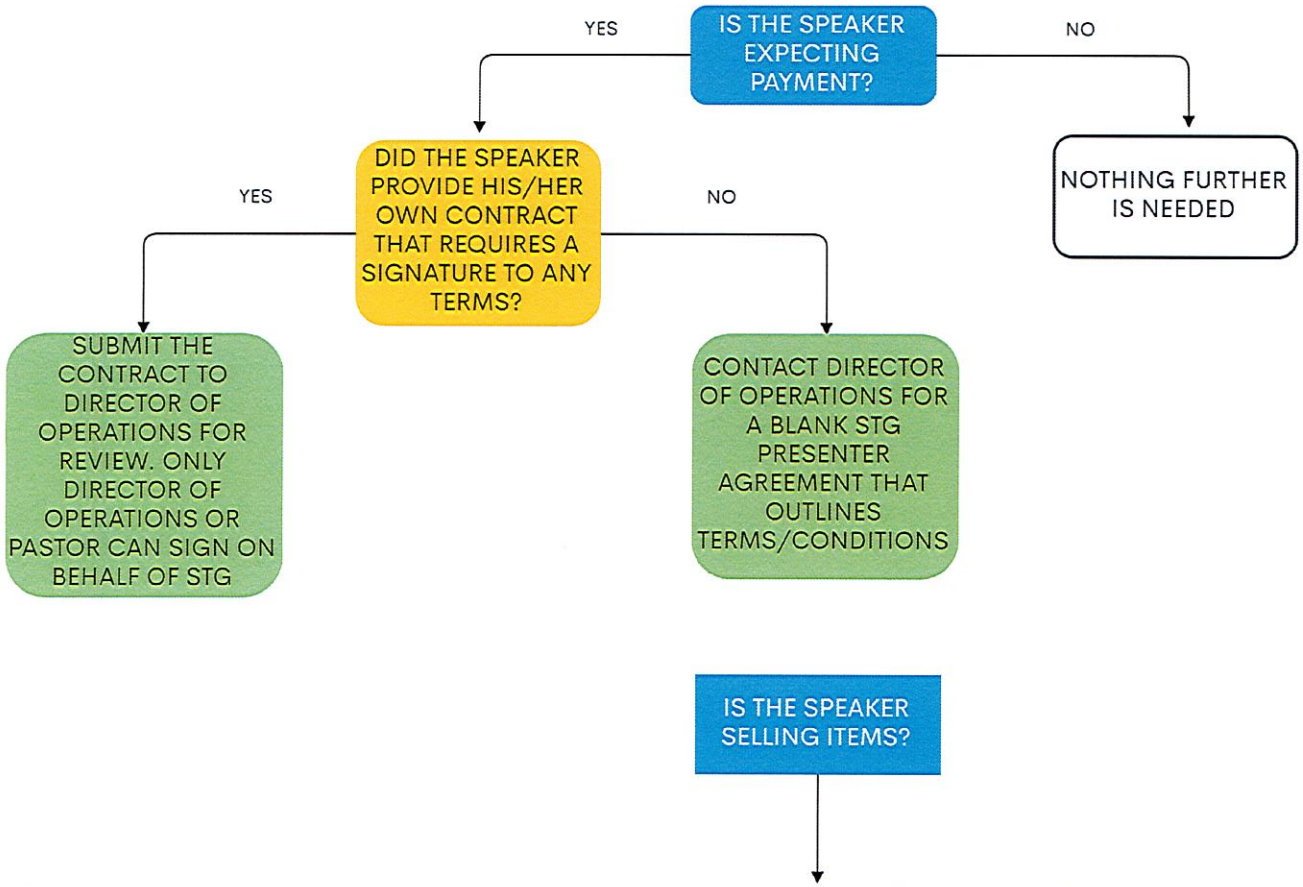
- B - You must adhere to safe environment policies; see www.stgabriel.org/safe-environment or Safe Environment Director (Susan Camella - scamella@stgabriel.org)

Note that if the speaker is not speaking on Catholic issues, but presenting to youth, you must still adhere to safe environment policies and procedures

- C - Contact Pastoral Assistant (Pam Criss at pcriss@stgabriel.org) for Pastor's permission

- D - Request that the speaker send you a letter of suitability within 6 weeks of the event. Forward that letter to Pastoral Assistant (Pam Criss at pcriss@stgabriel.org). Once it has been processed through the Diocese, you will receive confirmation from the Safe Environment Director (Susan Camella)

VISITING SPEAKER FINANCIAL PROCEDURES



If yes - inform him/her in writing in a speaker agreement, email or letter that all funds from the sales are to be collected and retained through his/her own accounting system and that no funds will be handled by St. Gabriel. They are responsible for collecting and remitting any sales tax as appropriate.

Visiting Speaker Requirements

In order to maintain our commitment to provide safe environments for the people we serve and to ensure that authentic Catholic teachings and tradition are respected, all pastors and leaders of organizations must adhere to the Diocesan policy on guest presenters.

All lay presenters (individuals, musicians, groups, etc.) that come from outside the Diocese of Dallas and are invited to speak on issues of Catholic doctrine, tradition, ritual, etc., must present a current (within six weeks of the event) letter of suitability from their pastor or Bishop. That document should be sent to the Safe Environment Office, along with the topic they will address, and date of event, prior to the event. If they are conducting a retreat or similar event for children or youth, they must also provide proof that they have a cleared criminal background check.

All clergy or religious that come from outside the Diocese of Dallas to speak must present a current (within six weeks of the event) affidavit of suitability from their Bishop or religious superior. That document should be sent to the Safe Environment Office, along with the topic and date of the event, prior to coming. If they are conducting a retreat or similar event for children or youth, adult parishioners with cleared criminal background checks must be present for the event.

The parish or school (entity) should execute a Performer / Presenter Agreement with a visiting speaker who expects any fee or other monetary consideration for his/her service. See www.cathdal.org/Policies for more information on the diocesan contract review policy).

Also, if clergy, religious or lay presenters have written material or CD's to sell, the seller should collect and keep his/her own funds. Presenters or performers are responsible for collecting and remitting any sales tax as appropriate.

Visiting Priests – Functioning in a Parish

The following guidelines represent the current policy of the Diocese of Dallas regarding a parish's utilization of priests, deacons or laity from outside the Diocese.

- A priest or deacon functioning for a **single event** (baptism, wedding, funeral, etc.) at a parish should provide a letter dated within six weeks of the event from his bishop/superior stating that he is a priest/deacon in good standing and *giving assurance that he is aware of no prior action or accusation which would be detrimental to pastoral ministry to the Christian faithful of all ages.*

- A priest, deacon or lay person who will conduct a **mission, retreat** or similar event where children or youth are present must provide proof that he has a cleared criminal background check, as well as a letter of endorsement from his bishop/superior. In addition the parish should complete the safe environment checklist for events sponsored by outside groups at a parish. (See Policy on Paying Foreign Retreat/Mission Leaders)

- Religious Priest – If a priest who is a member of a religious institute, but not domiciled in the Dallas Diocese, comes periodically to assist a confrere (a priest of the same religious institute), he must have an affidavit from his superior on file at the Pastoral Center and a religious worker visa, legal permanent residency card, or proof of citizenship.

POLICY ON INTERNATIONAL PRIEST VISITORS

Several priests have asked about the rules that apply when a foreign priest on a tourist visa (or other non-worker visa) comes into the Diocese of Dallas to visit family/friends or on his vacation. The following restriction is based on the federal laws enforced by the Department of Homeland Security and Immigration Services.

THE PRIEST MAY ONLY CELEBRATE A PRIVATE MASS OR CONCELEBRATE WITH A PRIEST ASSIGNED TO THE PARISH. He may not celebrate alone a regularly scheduled Mass that ordinarily would be done by a priest assigned to the parish. (Must present a letter of good standing from his Bishop/Religious Superior to the pastor dated within six weeks of the event.)

Celebrating Mass (or providing pastoral services) for parishioners is considered 'work' by Immigration laws and requires that the priest have a worker visa, green card or is a U.S. citizen. Further, such priest-visitors would not have the required criminal clearance and safe environment training that the Diocese of Dallas requires.

We ask the cooperation of all priests in our parishes to abide by these restrictions. Violations of the federal law not only could result in costly fines to the parish but also could jeopardize the diocese's ability to secure worker visas for the international priests being assigned to parishes.

If a visiting priest violates these restrictions and causes any harm or injury, liability insurance could be voided, and then the parish will be on its own to compensate individuals for any damage caused as well as possible defense costs.

If you have any questions, please contact the Chancellor's office at 214-379-2819.

ARCHDIOCESE OF DENVER

OFFICE OF THE ARCHBISHOP

January 25, 2021

Most Reverend Edward J. Burns
Bishop of Dallas
3725 Blackburn St.
Dallas, Texas 75219

Prot. N. 2021-0027 OC A

Dear Bishop Burns,

I am writing this letter in reference to Dr. Edward Sri, a Catholic theologian and layman domiciled in the Archdiocese of Denver. I have been informed that Dr. Sri has been invited to speak to the parishioners of St. Gabriel the Archangel in McKinney, Texas, Feb. 14–16, 2021.

Dr. Sri is the Vice President of Formation for the Fellowship of Catholic University Students, which he helped found with Curtis Martin. Prior to assuming his current role, Dr. Sri was a Professor of Theology at the Augustine Institute for over 10 years.

Dr. Sri holds a doctorate in Sacred Theology from the Pontifical University of St. Thomas in Rome and is a skilled teacher who excels at conveying the beauty and truth of the Catholic faith with genuine enthusiasm. The Archdiocese of Denver is blessed to have Dr. Sri teaching within its territory and continues to benefit from the formation he provides to the missionaries working for FOCUS.

In addition, I am able to make the following statements about Dr. Sri:

- He is a Catholic in full communion with the Church.
- Dr. Sri is a person of good moral character, integrity and reputation.
- He is current on our Safe Environment requirements and has passed a background check.
- I know of nothing that would in any way limit or disqualify him from speaking.

If you have any questions, please do not hesitate to contact me.

Sincerely yours in Christ,

David N. Uebbing

Mr. David N. Uebbing
Chancellor

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