

Marist Sisters

**“I have come
so that they may have life,
and have it to the full!”**

(John 10:10)



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**“Congregational Guidelines for
the Safeguarding of Children
and for Dealing with Allegations
of Sexual/Physical abuse of
Minors and Vulnerable Adults”**

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PART ONE

Preamble

Guidelines: These Guidelines, “*Congregational Guidelines for the Safeguarding Children and for Dealing with Allegations of Sexual/Physical Abuse of Minors and Vulnerable Adults*” are written for the guidance of Marist Sisters and for the information of those people with whom and among whom they minister.

Various behaviours will call for different responses. Responses to non-compliance will also vary, from loving support, to formal and even legal procedures depending on the nature and severity of the particular issue.

Aim: The aims of this document are

- to support Marist Sisters and others who work or minister on behalf of them in their effort to live dedicated and committed lives;
- to provide Guidelines so that all reasonable measures are taken to ensure that the risks of harm to the individual’s welfare are minimised;

Objectives: Our objectives are

- to encourage Marist Sisters in their vocation as witnesses of the reign of God through lives of respect, service, integrity and selfless love;
- to support Marist Sisters in their concern to protect children and adults from all abuses of power, including physical/sexual abuse/misconduct.

Structure: Each section of this document sets a context and is followed by a set of key procedures; it is not intended to be an exhaustive list.

The use of the word ‘abuse’ in this document covers not only ‘physical abuse’ but ‘sexual’ abuse, including exploitation, harassment or misconduct depending on the circumstances. Any action taken will be appropriate to the offence.

Obligation: Marist Sisters have a serious obligation to comply with these Guidelines. They must familiarize themselves with the contents of this document and abide by them.

Evaluation: These Guidelines and procedures are effective from their date of promulgation.

They will be reviewed at each Plenary General Council meeting held between General Chapters.

An independent professional with experience in this area may be asked to make suggestions or give advice regarding an even more effective set of Guidelines in the future.

Unit Guidelines:
It is envisaged that following the promulgation of these General Guidelines, **Unit Guidelines** will be developed.

For the sake of this document, the “Unit Leader or her delegate” has been designated to carry out most procedures.

The Unit Leader or her delegate will be supported by and work with her Council/leadership team and advisory group.

This Policy: This policy applies to all members of the Congregation of Marist Sisters, and volunteers and employees working with them. Any allegation or concern about abuse **must** be responded to. Safeguarding and promoting the welfare of children and vulnerable adults is the concern of all although individual roles in the process may be different.

Introduction

The Marist Sisters fully recognise their responsibilities for safeguarding children and vulnerable adults from sexual/physical abuse. These Guidelines have been drawn up by the General Leadership of the Marist Sisters in collaboration with each level of governance within the Congregation so as to deal with allegations made of sexual/physical abuse of minors and vulnerable adults. Ultimately, the responsibility for adequate protection of those among whom we live and work belongs to the Congregational Leader; it is also the concern of each Sister.

Recent years have witnessed a highly increased awareness in society of the various forms of sexual/physical abuse and their affects on the victim. Marist Sisters have an obligation to be knowledgeable in these matters, to eliminate the possibility of abuse occurring among those entrusted to their care and to follow faithfully the National/Diocesan protocols and procedures responding to complaints of abuse. Therefore the Marist Sisters categorically state that any sexual/physical abuse of minors or vulnerable adults is unacceptable. To this end the Congregation recognises its duty to provide education and to develop Guidelines and procedures for dealing with allegations if and when they occur.

The Marist Sisters recognize the dignity and rights of all children and vulnerable adults and are committed to their protection from abuse. Physical/sexual abuse is not only harmful but is also a serious breach of trust. This calls for the Congregation to respond with compassion and justice towards all those persons involved. Marist Sisters will strive to do all in their power to create a safe environment for children and vulnerable adults in order to secure their protection and enable their full participation in life.

The moral and spiritual health of the Congregation, Church and human society depends on morally and spiritually healthy men and women who have learned to integrate the gift of sexuality with all the other gifts God gives them for the building up of the Reign of God.

Therefore,

- The development and implementation of these Guidelines has as its end the responsible conduct of all our membership, the protection of the vulnerable, appropriate assistance for those who have been hurt, the proper care of those who have offended and the respect for the integrity of the Congregation and Church.
- Marist Sisters are bound by National/Diocesan Protocols for Religious and will follow those principles and procedures.
- These Guidelines need to be taken together with the policies or guidelines of any institution in which a Marist Sister may minister.

- These Guidelines make allowance for the legislation of the country where the Congregation resides, in particular regarding what pertains to the obligation of notifying civil authorities.
- The Guidelines are intended to assist the Congregation by creating the framework for an accountability that emphasizes both love and compassion for the victim and fairness to the accused.
- At the same time, it is recognized that the existence of particular circumstances may necessitate action different from that stated in the Guidelines. Support for such action will be well documented at the appropriate level of leadership.
- These Guidelines support the belief that all children, young people and vulnerable adults, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to be safeguarded from abuse.
- For the purposes of these Guidelines physical/sexual abuse are addressed together. They are all obviously contrary to the doctrines, moral teaching and canon law of the Catholic Church.
- In every situation of suspected abuse the Congregational Leader will be kept informed.

To Whom do these Guidelines Apply?

These Guidelines apply to

- all pre-candidates, candidates, novices and professed members of the Marist Sisters,
- all volunteers and employees of the Marist Sisters in their various ministries across the Congregation.

They do not apply to

- anyone who has offended after being dispensed from vows.

Any gaps in a candidate's application form (be they lay staff or prospective Candidates for religious life) will be carefully explored and investigated.

The Designated Person

In each Unit, a **Designated Person(s)** will respond to and deal with allegations and suspicions of abuse in close collaboration with the Unit Leader.

- The designated person will receive training for this role and keep updated through in-service courses.
- The designated person and her contact details will be listed in the Unit Guidelines.
- If there is a designated person associated with a Diocese where the Sisters are living, this person will also be named in Unit Guidelines.

PART TWO

I. Prevention

Congregational Leaders along with all those responsible for initial formation have specific responsibility for the formation of future Marist Sisters. Great importance needs to be given to the proper discernment of vocations as well as to a healthy human and spiritual formation of candidates.

In an effort to prevent abuse the Marist Sisters will engage in education and on-going formation of their members including assistance in psychosexual as well as spiritual, emotional, intellectual and ministerial development, the appropriate use of personal power and the observance of ministry and relational boundaries.

- In order to participate in the larger society's efforts to prevent abuse, they will educate themselves about indicators, definitions, and physical and emotional consequences of abuse and neglect as well as the reporting obligations of the states/civil jurisdictions in which they reside.
- The Marist Sisters will continually be active in raising awareness of child/vulnerable adult protection issues and of equipping themselves with the necessary skills needed to keep those among whom they live and work safe.
- Marist Sisters who have been physically/sexually abused as children or as adults are encouraged to receive professional help. The Congregation will provide support for any Sister who has been a victim of abuse. The privacy of the Sister will be observed.
- If a Marist Sister is aware herself, or if another member of the Congregation is aware, that a Sister is suffering from a psychosexual disorder or has any tendency which might lead to sexual abuse of another, the Sister or other member will make it known to the appropriate Leader who will take the steps necessary for the protection of possible victims and will assist the Sister in obtaining appropriate help.
- A Sister with suspected psychosexual disorder will be directed to have a full psychological assessment and to follow through with an appropriate treatment plan:
 - Prudence may dictate that she will be removed from her current local community and place of ministry.
 - If this is so, the Unit Leader will assist her in seeking leave from or terminating her ministry.
 - In decisions about the Sister's future, the Unit Leader will take into consideration the evaluation and recommendations of mental health professionals, with attention to prevention and safety of all.

Marist Sisters and Safe Recruitment.

- All potential candidates to the Marist Sisters will be assessed regarding family background and psychosexual development by a qualified psychologist or psycho therapist with training in the psycho sexual field. Appreciation of chastity, celibacy and skills for living them in healthy ways will be emphasized in formation programmes.
- Where they are employers the Marist Sisters will check if actual or potential employees/volunteers have a record of criminal offences against children and vulnerable adults and if they are suitable to work with these groups.
- Particular attention is to be given to the exchange of relevant information in regard to candidates, novices or temporary/finally professed members who transfer to and from other Congregations.

II. Reporting

Anyone, one of the Sisters or a member of the public, who receives a complaint of physical/sexual abuse by a member of the Marist Sisters, must treat the complaint with extreme sensitivity. It is a duty to exercise both compassion for the person who feels harmed and justice towards the rights of the person accused. The complaint, in and of itself, whether true or untrue, needs to be dealt with as soon as possible.

In fairness to all concerned, respect for the person's privacy will be observed as far as possible. However, as the case proceeds this cannot be assured as Congregational procedures need to be followed.

When Receiving a Complaint

- Marist Sisters will adhere to **State and National Laws** with regard to reporting abuse of minors and vulnerable adults. Support for such action will be well documented.
- A register of **each complaint received and the action taken** will be carefully kept by the appropriate Leader.
- **If the Sister is the designated person:**

When receiving the complaint the Sister will

- listen carefully and assure the person that a response will be made.
- not ask any unnecessary questions or give an opinion.
- always take the alleged abuse seriously and will reassure the person who has spoken to her that they have done the right thing in bringing this information forward.
- will explain to the person what action will now be taken.
- will make a full written report of what has been said as soon as possible and not delay in passing on the information to the appropriate Leader.

If the Sister is not the Designated person:

When receiving the complaint the Sister will

- contact the Unit Leader or the appropriate designated person as soon as possible.

The Unit Leader will contact the Designated person without delay so that procedures can be initiated.

- The accused Sister will be invited to respond to the accusation in the presence of designated persons who will provide a safe and confidential atmosphere for her. If the Sister wishes, she may be accompanied by a support person(s) of her choice. Legally, she is not obliged to incriminate herself by admitting the offence.
- Only a **designated spokesperson** will handle public statements in the name of the Congregation. This person may be the Unit Leader or a Sister, or a lay person appointed by the Unit Leader.

- If an accusation of physical/sexual abuse by a Sister becomes public, her local community and others affected will be given appropriate support by the Congregation.

When Making a Complaint

- Any Marist Sister, volunteer or employee who has reasonable cause to believe that a child or adult has been subjected to physical/sexual abuse by a member of the Congregation or other volunteer or employee, must immediately report such knowledge to the Unit Leader who in turn initiates the appropriate procedure.
- A person complaining of physical/sexual abuse or other crime should always be advised of his or her right to report the crime to law enforcement officers. If they wish to do so they will be supported by Marist Sisters. The Marist Sisters will co-operate with any investigation by law enforcement officers.
- If events are recent, it is very important to encourage reporting to law enforcement and to provide support throughout the process so as to prevent further offending.

III. Procedures

Each case of possible abuse is unique. The order in which the procedures occur and their implementation may vary according to particular circumstances. In setting forth these Guidelines, the Marist Sisters describe procedures which have as their purpose the compassionate pursuit of justice. These are intended to impart a care for all people involved not only the alleged victim and alleged abuser, but also the communities of which they are a part. While care will be taken to avoid endangering anyone's good name during the process there can be no promises of privacy.

If abuse has occurred, the Marist Sisters will make available the most appropriate form of assistance and pastoral care for all involved. If appropriate, attempts to provide any related therapeutic assistance that the complainant may require, as determined by an independent licensed mental health professional will be made. Provision of such assistance is a part of the pastoral process and not a judgement of the person accused.

The Marist Sisters will proceed with respect for the truth, for civil law, canon law, and the legislation of the Congregation as expressed in Constitutions, General Statutes, Congregational Directories and these Congregational Guidelines. Inquiries into allegations will be conducted with sensitivity, and regard for the rights and reputations of all. The Marist Sisters commit themselves to finding just solutions in each situation.

In addressing these matters the Marist Sisters will abide by the National/Diocesan Protocols and procedures of the country where the alleged abuse has taken place. Where there are no such protocols, the following procedures will apply:

- When Reports or complaints of alleged abuse have been received by the Unit Leader, or her delegate, she will proceed to deal with the issue in accordance with the Congregational Guidelines. She, or her delegate, will listen to the complainant in order to understand what is being alleged and what action the person desires. If pastoral care of the complainant indicates that it would serve the person better, the Unit Leader may ask a representative to meet with the complainant.

- If a Marist Sister, volunteer or employee is reported to be or has been engaged in physical/sexual abuse, the Unit Leader will be informed immediately and will call a Unit Leadership meeting with her Council to arrange for an investigation into the matter.
- The Unit Leader may, at this or any later time, convene a group to serve in an **advisory** capacity to her. This group may include persons knowledgeable in such areas as law, psychology, pastoral care, or communications. Confidentiality will be maintained to the extent possible. The Unit Leader will seek advice from both civil and canon lawyers.
- The appropriate law requiring **mandated reporting** will be followed where it exists. Where the law does not exist, mandatory reporting will be seriously considered.
- With the advice of her **advisory group**, interviews with both parties will be arranged so that details of alleged incidents can be elicited from the accuser and the Sister concerned. Individuals with competent interviewing skills will be appointed by the Unit Leader to carry out the interviews at the earliest possible convenience. Reports from these interviews will be submitted to the Unit Leader who will discuss findings with lawyers as appropriate.
- The accused will be approached in openness and fairness. She will be afforded legal, psychological and spiritual resources to deal with the allegation. It is her right to invite a support person to accompany her. The Unit Leader, or her delegate, in the presence of at least one other person, will inform the Sister of the accusation and remind her that:
 - these Guidelines will determine the Congregation's response to the complaint.
 - the Sister will be accompanied and assisted in obtaining psychological and spiritual assistance.
 - companioning her and seeking the truth and a just response are very important but the Sister accused of the alleged incident needs to know that conversation with her religious superiors is not privileged and could be discoverable in any legal proceeding.
 - the Unit Leader will provide her with a list of defence lawyers whenever the Unit Leader with her team and the Sister deem it necessary or appropriate.
 - the defence lawyer will no doubt advise her of the Sister's rights and of the implications of communications with others, including the Unit Leader, civil authorities, employers, the media, and those involved in the accusation.
 - In the case of volunteers or employees, the Unit Leader will enquire about her obligations regarding the employment of lawyers as legislation may differ from country to country
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PART THREE

I. If the Charge is Substantiated

If, resulting from the interviews and without further inquiry, the fact of abuse by a Sister, employee or volunteer is indicated, the Congregation will offer appropriate pastoral

assistance to the victim. This may include an assessment by an independent psychologist, counselling and other possible helps.

- Should a financial settlement be considered it will be carried out under legal guidance and in the interests of justice for all concerned in the hope of bringing a conclusion to the case. Church legal policies with regard to appropriate pastoral responses in the country where the accusation is made will be taken into consideration.
- The Congregation will provide appropriate pastoral assistance to the offending Sister, employee or volunteer. Attention will be given to protecting the rights of potential or actual victims and to the protection of the accused person's rights and reputation. If a Sister, she will be expected to comply with any restrictions or directions regarding ministry or local community.
- In the case of a Sister refusing to comply with restrictions in ministry, refusing treatment, or continuing abusive behaviours, then, the Unit Leader may initiate processes of separation from the Congregation as her refusal may jeopardise the safeguarding of children and vulnerable adults, the mission, and reputation of the Congregation.
- The Congregation will ensure the pastoral care of the communities which have been affected.

II. If Legal Procedures are Involved

- If inquiry reveals that there is a reasonable basis to the charge and the accuser uses legal recourse, the Unit Leader will inform the local Bishop and comply with any reporting requirements which may apply. The Congregation will cooperate with all legal requirements if a charge or case progresses.
- If proximity to the complainant or potential harm are issues, the Unit Leader will assist the Sister in seeking leave from or terminating her ministry and will ensure appropriate living arrangements. Those involved will be attentive to the protection of the rights of victims as well as the protection of the Sister's rights and reputation.
- If there is a reasonable basis to the charge and it is recommended by an independent, licensed psychologist, the complainant will be offered short-term psychological counselling and pastoral care during the period of the proceedings.
- Should the case become public, the Unit Leader will ensure that accurate information is shared with the Congregation and with appropriate members of the public as necessary. Within the constraints of respect for privacy of individuals involved, the Congregation will deal as openly as possible with the broader community. The Unit Leader or her delegate or appointed lay person will be the **sole spokesperson** to respond to media inquiries. This needs to be respected by local communities.
- Recognising that many people are affected by abuse and also by the allegation of abuse, the pastoral care of communities which have been affected by the alleged accusation will be undertaken. These include parish, school, other ministerial communities, families and local communities.

III. If, through the Legal Procedures, the Claim is Substantiated

- The Congregation will respond to the victim with appropriate support and protection.
- The accused Sister will be directed to enter into a treatment program appropriate to the findings of her psychological assessment.
- The Sister may be subject to possible sanction of criminal or civil law. She will be offered appropriate support as she complies with these sanctions.
- In decisions about ministry for the Sister, the Unit Leader will take into consideration the evaluation and recommendations of mental health professionals, with primary attention to prevention and the safety of all. The Sister will be expected to comply with restrictions or directions attached to ministry or local community and be under supervision by a person appointed by the Unit Leader.
- The Congregation desires to continue to companion the Sister as she moves forward with her life. If, however, the Sister refuses to comply with restrictions in ministry, refuses treatment, or continues abusive behaviours, then, the Unit Leader may initiate processes of separation from the Congregation as her refusals may jeopardise the safeguarding of children and vulnerable adults, the mission and reputation of the Congregation.

IV. If Allegations are Unsubstantiated or Disproved

- If, at any point in the preceding processes, the allegations of physical/sexual abuse of another are deemed unsubstantiated or disproved, the Congregation will offer the Sister the pastoral care, including psychological counselling, she may need.
- If it seems prudent or the Sister desires it, the Unit Leader will assist her in terminating her ministry and/or moving to a new local community or transfer to another Unit.
- The Congregation will do all in its power to maintain/restore her good name and her integration into full community life and ministry.

V. Follow Up Care for Victims

- The Marist Sisters will work with relevant agencies where necessary to help make available care and support for all those harmed by physical/sexual abuse by Congregational members.
- Victims will be assisted to find human and material resources that might help them on their journey to healing.

*“Attentive to the cry of the poor
And the demands of social justice,
we shall be concerned about
the needs and rights of those who suffer.*

*In conformity with the teaching of the Church,
we shall work
to promote justice and charity,
which are an integral part
of the Gospel message.”*

(Marist Sisters Constitutions No. 24)

PART FOUR

GLOSSARY

Abuse:

any conduct of a sexual nature that is inconsistent with the integrity of the relationship between a Sister and those who are in her pastoral care;

any intentional acts by a Sister with responsibility for a child or young person causing significant physical injury, or other behaviour which causes serious physical pain or mental anguish without any legitimate disciplinary purpose as judged by the standards of the time when the behaviour occurred.

Accused:

the person against whom a complaint of sexual or physical abuse is made.

Accuser:

the person claiming knowledge of sexual or physical abuse. The accuser may or may not be the alleged victim.

Children and Young People:

those persons under 18 years of age

Complainant:

the person who has alleged abuse against the Sister. In most, but not all, cases the complainant will also be the person against whom it is alleged that the abuse was directed

Congregation:

is the term used to describe the Marist Sisters' canonical authority, either directly or as delegated to dealing with a particular stage of any proceedings e.g. Congregational Leader, Unit Leader, Community Leader or their delegates.

Minor:

a person under the age of 18

Offender:

A person who has admitted physical/sexual abuse or has had it proved against her/him

Paedophilia:

Paedophilia is a form of sexual abuse. It involves sexual feelings and or activity with prepubescent children (generally 13 years or younger). Over a period of at least six months the offender has recurrent, intense, sexually arousing fantasies, sexual urges or behaviours involving sexual activity with a prepubescent child. The fantasies, sexual urges or behaviours interfere with social, occupational or other important areas of functioning.

Pastoral Care:

The work involved or the situation which exists when one person has responsibility for the wellbeing of another or for a faith community of which the complainant is, or was, a part. It includes the provision of spiritual advice and support, education, counselling, medical care, and assistance in times of need.

Physical Abuse:

is the deliberate physical injury to a child, or the wilful neglectful failure to prevent physical injury or suffering. This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, inappropriate confinement to a room or a cot, inappropriate use of drugs to control behaviour.

Sexual Exploitation:

is a betrayal of trust in a pastoral or community relationship by the development, or the attempted development, of a sexual or romantic relationship between an individual and a person with whom there is such a pastoral or community relationship.

Sexual exploitation includes activity such as intercourse, kissing, touching of breasts or genitals, during the course of a counselling relationship, verbal suggestions of sexual involvement or sexually demeaning comments by any individual. The imbalance of power between the religious and person in a pastoral or community relationship undermines the validity of consent or apparent consent.

Sexual Harassment:

includes, but is not limited to, sexually oriented humour or language, questions or comments about sexual behaviour or preference, unwelcome or undesired physical contact, inappropriate comments about clothing or physical appearance, or repeated requests for social engagements, in a situation where there is an employment relationship, a colleague relationship, or any trust relationship between persons involved.

Sexual Misconduct:

is any conduct of a sexual nature that is inconsistent with our state in life but which does not necessarily involve an abuse of power or status e.g. with a freely consenting adult.

Sexual Abuse:

is any conduct of a sexual nature that is inconsistent with our state in life which involves an abuse of power or status e.g. a sexual relationship between an adult and a child or young person.

Substantiated charge or claim:

is the term used when supporting a charge or claim with proof or evidence.

Victim:

is the term used to identify the person who has allegedly been subjected to sexual or physical abuse.

Vulnerable Adult:

generally is one who by means of some physical, mental, psychological or other impairment is not capable of giving consent or from protecting themselves from abuse or exploitation

Step-by-Step Procedures

A. If a Complaint is received	<i>See pages 5, 6, 7, 8, 9</i>
You <u>ARE</u> the Designated person	Listen carefully, give assurances, treat with sensitivity, do not ask unnecessary questions or give an opinion, take the accusation seriously

	<p>Explain what action will now be taken</p> <p>Make a full written report of what has been said</p> <p>Pass information on to Unit Leader</p> <p>Respect the privacy of those concerned</p>
You are <u>NOT</u> the Designated Person	<p>Listen carefully, treat with sensitivity, do not ask unnecessary questions or give an opinion, take the accusation seriously</p> <p>Reassure the person that the information will be passed on and the necessary steps taken</p> <p>Pass the information on immediately to the Unit Leader or her delegate</p> <p>Respect the privacy of all concerned</p>
You are the Unit Leader or her delegate	<p>Listen or send delegate to complainant: ascertain exact nature of what happened and action accuser wishes to take</p> <p>Inform Unit Leader who will inform Congregational Leader</p> <p>Record the complaint and action taken</p> <p>Call a Unit Leadership meeting to decide course of action</p> <p>Convene advisory group if there is one, civil and canon lawyers if necessary</p> <p>Hold separate interviews for both accuser and the accused, invite them to respond to the accusation in presence of designated/and support persons</p> <p>If the action is a crime, advise the person that law enforcement may be involved if the accuser decides to do so Offer legal, spiritual and psychological resources Ensure pastoral support throughout the process for all involved: the accused, the accuser, the victim, the community</p> <p>Inform Designated Spokesperson if accusation is public, discuss and prepare what is to be said publically</p> <p>Ensure you follow National/Diocesan Protocols and laws of the country surrounding reporting including informing the Bishop.</p>
B. If the Charge is Substantiated	<i>See page 9</i>

	<p>Offer appropriate pastoral assistance to the victim and accused Any Settlement to be discussed with legal guidance</p> <p>Ensure the protection of rights of reputation of victims both actual and potential and the person concerned.</p> <p>Impose restrictions/directions regarding ministry/local community</p> <p>Refusal to comply by a Sister, possible initiation of separation process</p> <p>Ensure pastoral care of communities</p>
C. If Legal Procedures are Involved	<i>See pages 9, 10, 12</i>
	<p>Inform local Bishop</p> <p>Comply with Reporting requirements</p> <p>Comply with all legal requirements</p> <p>Assist Sister to take leave from ministry and ensure living arrangements</p> <p>Ensure victim's and Sister's rights protected</p> <p>Offer complainant short-term psychological counseling and pastoral care if needed</p> <p>If public, Designated Spokesperson only involved with media Ensure pastoral care of communities, school, families, etc</p>
D. If Through Legal Procedures, the claim is Substantiated	<i>See page 10</i>
	<p>Victim will be given appropriate support and protection</p> <p>Accused directed to enter treatment programme according to psychological assessment</p> <p>In case of sanction of criminal or civil law (prison), supported while complying</p>

	<p>Accused to comply with ministry and community restrictions and to be supervised by appointee of Unit Leader</p> <p>If Sister does not comply Unit Leader may initiate separation process</p>
<p>E. If Allegations are Unsubstantiated or Disproved</p>	<p><i>See pages 10, 11</i></p>
	<p>Offer the Sister pastoral care, psychological counseling as needed</p> <p>Offer, if necessary to terminate ministry and move to new local community or Unit</p> <p>Work towards the restoration/maintenance of Sister's good name and integration into life</p>

