

Certificate of Clearance

After careful examination of the personal data and assessments and on the basis of my personal knowledge of _____ (name), born on _____, I truthfully make the following statements. I declare that this priest/deacon of our (arch)diocese/religious order¹ or this religious of our religious order has a good reputation. We recommend him/her for service in the (Arch)Diocese of _____.

Previous activities

Since the time of ordination as a deacon or the beginning of the novitiate, the named cleric or religious has carried out the following activities (e.g. chaplain in the parish of St. Peter in the city of ... from December 2011 to January 2014). Please enter all assignments, if necessary add them on a separate sheet. If this is not possible, please give reasons.

1. _____ in _____, from _____ to _____
2. _____ in _____, from _____ to _____
3. _____ in _____, from _____ to _____
4. _____ in _____, from _____ to _____
5. _____ in _____, from _____ to _____
6. _____ in _____, from _____ to _____

Further information

Please tick as appropriate. If it is not possible to answer "yes" to one or more of the points below, but the person named is still recommended for a ministry, please explain the reasons in detail.

1. I have been provided with a current (not older than 6 months) extended certificate of good conduct according to § 30 a BZRG (Act on the Central Criminal Register and the Educative Measures Register) or a European certificate of good conduct according to § 30 b BZRG for the person named above (not applicable for persons from a non-EU member state). The document does not contain any entries of a criminal offence mentioned in § 72 a para. 1 sentence 1, Social Code Book (SGB) VIII or § 75 para. 2 sentence 3, SGB XII. Yes No

¹ The term religious order here includes institutes of consecrated life and societies of apostolic life

2. I will ensure that an extended certificate of good conduct or European certificate of good conduct is obtained at least every five years and I will inform about any existing entries (not applicable for persons from a non-EU member state). Yes No

3. I am not aware of any breaches of duty (for clerics according to cc. 273-289 CIC, for religious only cc. 277,285,286,287,289 in connection with c. 672 CIC, religious priests additionally c. 279 § 2 CIC). Yes No

4. I am not aware of any acts or suspicion of acts according to No. 2 of the "Ordnung für den Umgang mit sexuellem Missbrauch Minderjähriger und schutz- oder hilfebedürftiger Erwachsener durch Kleriker und sonstige Beschäftigte im kirchlichen Dienst" ("Regulation for Dealing with Sexual Abuse of Minors and of Vulnerable Adults by Clergy and Other Church Staff") in the respective valid version of the diocese (or corresponding regulations outside the Federal Republic of Germany) committed by the named person. Yes No

5. I am not aware of any evidence of criminal offences or suspicion of criminal offences against him/her, either under secular or ecclesiastical law. Yes No

6. Neither his/her dealings with the faithful entrusted to him/her, nor his/her management of the financial resources have given cause to doubt his/her suitability. Yes No

7. I am not aware of any incidents that have ever called into question his/her suitability and sense of responsibility for pastoral/church ministry (e.g. mental illness, alcohol dependency, drug abuse). Yes No

8. He/she has not been in the past and is not to this day prevented in any way from exercising his/her ministry under disciplinary law and no canonical penalties have been imposed on him/her. Yes No

9. I am not aware of anything that prevents him/her from interacting and working with children, young people and adults in need of protection or assistance. Yes No

Only in the case of priests: Yes No

10 The priest _____ was granted the faculty of hearing confessions by _____ for an indefinite/limited period until _____, which has neither been revoked nor expired. Yes No

11. There is nothing to prevent the local Ordinary from granting the faculty of hearing confessions (cf. c. 971 CIC). Yes No

Place, Date

Signature

Local Ordinary/Higher Religious Superior