

Dear Safe Environment Coordinator,

We are once again preparing for the annual Safe Environment Audit. The purpose of the audit is to verify that the Diocese of Gary is in compliance with the USCCB Charter, “Promise to Protect, Pledge to Heal.” Many of you focused so much of your time over the last year auditing your parish/school data in VIRTUS Online. Your efforts will prove valuable when you complete your audit forms as you should be able to rely on VIRTUS Online compliance reports for collecting and verifying your data.

It is important that all attached materials are read and forms are thoroughly completed. The Instructions and all Schedules are also available on the Diocese of Gary website at [dcgary.org](http://dcgary.org). Please complete the workbook in the appropriate format and submit it with all necessary signatures. This is the same workbook that was submitted last year.

Please collaborate with your parish Director of Religious Education, Youth Minister, School Principal and others in completing the report. It is important that these reports be returned to Kathy Lafakis at [klafakis@dcgary.org](mailto:klafakis@dcgary.org) on or before **Monday, June 5, 2023**.

Thank you for your prompt response and cooperation. Kelly Venegas and I will be working directly with the assigned auditors. If you have any questions, please contact me at (219)-769-9292 x280.

Blessings,  
Kathy Lafakis  
Safe Environment Coordinator