

# Catholic Charities Diocese of Palm Beach, Inc.

## Policy and Procedures Manual

No. of Policy 1003

**SUBJECT:** ORGANIZATIONAL NORMS BASED ON CATHOLIC SOCIAL TEACHING AND CATHOLIC CHARITIES USA CODE OF ETHICS

**POLICY:** All programs, policies and practices of Catholic Charities shall adhere to Catholic Social Teaching and the Code of Ethics of Catholic Charities USA.

### **PROCEDURES:**

- 1) As a member organization of Catholic Charities USA, the member agency agrees that:
  - a) All policies, programs, and practices shall support the sanctity and dignity of human life from the moment of its conception until death, the value and integrity of the human person, the sacredness of the union of man and woman in marriage, the value of people's social relationships to one another and to community, and the central role of the family in human life and in society.
  - b) It will reach out to help those who are suffering and shall adopt, in the allocation of limited resources, a preference for serving the neediest and the most vulnerable members of the community.
  - c) It will acknowledge and support the right of all people to set and pursue their own life goals, within the limits of the common good, whereby they can freely enter into participation with others in order to fulfill their common human potential and contribute to the building of a more humane community.
  - d) It will identify itself to the pluralistic community as a means by which the Church community seeks to fulfill its social mission. It will seek full support and participation of the people of God through representation on policy-making boards of directors and advisory committees, diocesan-wide development of parish-based social ministry, and involvement of volunteers in the programs of the agency.
  - e) It will collaborate with other individuals, groups, and social agencies on issues, policies, and programs which are compatible with a Christian value system, in the interest of achieving the fullest measure of charity and justice in all its policies, procedures, and practices, it will be faithful to biblical values, the social teaching of the Church and relevant sections of the code of Canon Law.

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- f) It will function faithfully within the mission and structures of the Diocese with proper respect for the role of the diocesan bishop.
  - g) It will assure conformity with relevant civil law in its governance, and at the same time it will hold itself free to seek peacefully to change oppressive civil laws.
- 2) All Board members, staff and volunteers shall agree to accept and conform to the Catholic Charities USA Code of Ethics.
- a) New staff and Board members shall be oriented to this Code of Ethics.
  - b) Clients who use the agency services will be helped to understand how the agency and its policies work with respect to protecting their privacy and their rights and responsibilities.

**AUTHORIZED DATE:** 01/11/01

**REVISED DATE:** 4/29/05