



January 15, 2010

Anyone responsible for the spiritual and material goods of the Church is only a steward of others' gifts, and is ultimately responsible to the Lord. Saint Paul writes that stewards are required to be found trustworthy (1 Cor 4:2). As a faithful steward, the Roman Catholic Diocese of San Jose in California is committed to maintaining the highest standards of conduct and ethics. The mission of the Church requires no less.

To this end, the Diocese of San Jose has selected EthicsPoint to provide us with a confidential method to hear your suggestions, concerns or the report of misconduct. The hotline allows employees, volunteers, parishioners, vendors and other interested parties to make a confidential report of concerns regarding a wide range of suspected unethical behavior by trustees, officers, directors, employees, volunteers, staff, agents or contractors of the Diocese. Reports may be made anonymously. We want to hear from you about any concerns that you have regarding the mis-management of parish and school property, including cash and all other assets and any apparent disregard of policies pertaining to the proper management of these assets.

It is our hope that EthicsPoint will assist us to protect all people who interface with the Diocese through its parishes, schools and various departments, as we strive to be good stewards of as well as the financial and physical assets that have been entrusted to our care.

EthicsPoint accepts reports of financial misconduct through its website or its hotline telephone number 1-888-325-7863. EthicsPoint provides a complete report to diocesan leadership, who are tasked to review, give feedback and resolve the reported issues. Through this comprehensive, open and methodical report management system, the concerned individual, the experienced diocesan manager who investigates the reported issue, and the diocesan leadership team - view, communicate and follow up on the report. By sharing access to the report, its documentation and resolution, accountability increases at all locations for all people and furthers the Diocese of San Jose's ability to secure all that is entrusted to our care.

If you have any questions about EthicsPoint or reporting concerns, please contact Teresa Conville, DSJ Compliance and Parish Financial Services Director at 408-983-0241 or tconville@dsj.org.

Regards,
Robert Serventi,

Chief Financial Officer
Diocese of San Jose