

GUIDELINES FOR SPEAKERS IN THE DIOCESE OF HONOLULU

RATIONALE

The rationale for establishing a diocesan-wide speaker guideline is based on canon law, which requires the Diocesan Bishop to defend the integrity and unity of the faith (Canon 386 par. 2). Since we can always expect diversity in today's Church, it is expected that good judgment be used in selecting a speaker. This affords sensitivity to the speaker as well as the intended audience. It is also a way of avoiding the withdrawal of an invitation with the subsequent problems attendant to such.

GUIDELINES

1. All speakers must be approved by the Vicar General before an invitation is extended. See Approval Request Form on page 3.
2. No individual or group will be provided space and opportunity to promote information and/or opinion that is contrary to Catholic belief and practice. Doing so would provide a platform for error and scandal.
3. No individual or group who has publicly promoted beliefs and/or practices contrary to defined Catholic teaching on faith or morals (as demonstrated through their public speaking, voting record, published works, etc.) will be allowed space and opportunity to advance such beliefs or practices, even if the individual or group is not being invited to speak on these beliefs and/or practices.
4. Any individual or group who has been invited to speak and is discovered to have demonstrated positions contrary to defined Catholic teaching will be disinvited to speak.
5. For Chaminade University of Honolulu and St. Francis Healthcare System the selection of speakers and the content of their presentations will be guided by the directives of their own Administrations, who will keep in mind the importance of the principles in these Guidelines.

SPEAKER QUALIFICATIONS

1. Be in good standing in the Catholic Church as verified in writing by
 - a. Priests and deacons – with their bishop as verified by their diocese.
 - b. Religious – with their religious congregation as verified by the major
 - c. Superior / Leadership.
 - d. Laity – as verified by their diocese or national Catholic organization.
 - e. Non-Catholic speakers must respect and support the philosophy and teachings of the Catholic Church.
2. Be competent/qualified in the subject in which they are speaking as verified by
 - a. Education.
 - b. Ministerial background.
 - c. References
 - d. Good feedback from their work in other dioceses.

3. Be aware of a responsibility to the local audience.
 - a. Culture.
 - b. Needs and reality of the people.
 - c. Overall program, plans, and processes in relationship to diocesan, regional, national and universal directives.
 - d. Goals and objectives of the event.

RESPONSIBILITY OF THE HOST

1. Verify the proposed speaker's good standing and competency before issuing an invitation.
2. Clarify the purpose and goals for the speaker.
3. For non-Catholic speakers, clarify Church teaching relevant to the topic, if applicable.
4. Verify insurance and visa information, if necessary, etc., for speakers coming from outside the country.
5. Clarify financial arrangements, including transportation and hospitality.
6. Provide a good learning environment (space, materials).
7. Arrange for media coverage/video-taping if appropriate.

These Guidelines are effective February 22, 2012.

+ Clarence Silva

APPROVED: _____
The Most Reverend Clarence Silva
Bishop of Honolulu

Date: February 22, 2012

Walter Yoshimitsu

Walter Yoshimitsu
Chancellor of the Diocese of Honolulu

Date: *2/27/12*

**Approval Request
Speakers in the Diocese of Honolulu Checklist**

For a speaker approval request to be considered for review by the Vicar General, the following documents **MUST** be submitted for each speaker:

1. Current resume or curriculum vitae.
2. Title and description of the presentation/workshop to be given.
3. Local contact information: name, telephone number, email and mailing addresses of sponsoring agency.
4. Letter of good standing – Not until speaker is approved.

Date request submitted:

1. Resume/Curriculum Vitae for:
2. References/Contacts Information:
3. Description of presentation/workshop:

4. Location(s) of Event:

5. Local Point of Contact:

6. Letter (s) of good standing for:

Approved

Not Approved

Comments:

Vicar General

Date