

NAME LIST POLICY

INTRODUCTION

The name list of the Diocese of Spokane is a valuable asset. It is the shared property of the Diocese and the parishes of the Diocese. The value of the list is partly based on the shared confidence of those involved in maintaining the list that the privacy of the people of the Catholic community is maintained.

At the same time, this list is used by the Church in the proper carrying out its ministry. The use has a ministerial function and should be used for the sake of the Gospel and the building of the Catholic community of the Diocese. This policy seeks to maintain a balance between these two realities.

GENERAL POLICY

1. The general computerized list of Catholic households is not made available to anyone without written authorization by the Bishop.
2. Standing permission to use this general list is granted only to the ACA effort and the *Inland Register* mailings.

PARISH LIST

3. The individual parish list is available to the parish itself. A pastor's written permission is required for release of the parish list to any other entity.
4. Holy Cross Cemetery has received permission from the Bishop to use lists from the parishes in metropolitan Spokane.

SUB LISTS

6. Sub lists within the general list (e.g., priests, deacons, principals, and other parish, council, and committee members) may be used by the various offices of the Catholic Pastoral Center in the normal course of their ministry.
7. The sub lists may be made available to other Catholic entities who are engaged in ministry within the Diocese of Spokane for normal use in the continuation of their ministry.
8. Other uses of the sub lists must be approved by the Moderator of the Curia in writing and a clear statement of the proposed use must be submitted to him at the time that the list is requested.
9. No commercial use of the parish list or the sub lists will be approved.
10. All questions relating to the implementation of this policy will be resolved by the Moderator of the Curia.

(Approved by Most Rev. William Skylstad, 7/13/1989)

(Revised and Approved by Most Rev. William Skylstad 5/1/2010)