

**Hong Kong Sheng Kung Hui  
Safeguarding Policy  
Staff Self-Declaration Form**

(CONFIDENTIAL WHEN COMPLETED)

Note: All applicants for paid posts must complete this form and return it to the Vicar (priest-in-charge) or his/her delegate of the parish in a sealed envelope.

I solemnly declare that I have

- NEVER abused a child or a vulnerable adult;
- NEVER been warned or cautioned in relation to any inappropriate conduct towards a child or vulnerable adult;
- NEVER been accused in relation to any inappropriate conduct towards a child or vulnerable adult;
- NEVER been convicted in a court of law of any inappropriate conduct towards a child or vulnerable adult; and
- NEVER been convicted in a court of law of any sexual criminal offence.

*(Please cross out any UNTRUE statement(s).)*

I hereby give my consent to the church for contacting the church(es), parish(es) or organization(s) set out below (if any) so as to obtain necessary information about myself:

*(To be filled in by a candidate who has worked with children or vulnerable adults in another church(es) or parish(es) or any other organization(s) within the past five years).*

Name of establishment	Contact person	Capacity	Contact number

*(Please continue on additional sheet(s) if necessary.)*

**CONFIDENTIAL**

I confirm that the following persons have agreed to be contacted to vouch for my suitability to care for and work with children or vulnerable adults:

***Referee 1***

Name \_\_\_\_\_

Contact number \_\_\_\_\_ Email address \_\_\_\_\_

***Referee 2***

Name \_\_\_\_\_

Contact number \_\_\_\_\_ Email address \_\_\_\_\_

I confirm that the information contained on this form is true and accurate. After I have been appointed, I agree to inform the church if I am charged, cautioned or convicted of any offence that may affect my suitability to continue to work with children or vulnerable adults.

I understand that if I withhold any relevant information, or present false or inaccurate information in this declaration, the church reserves the right to terminate my employment or appointment, as the case may be, with immediate effect.

**Full name (as on identity document)**

(English) \_\_\_\_\_ (Chinese) \_\_\_\_\_

**Parish** \_\_\_\_\_ **Contact number** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_