



**Diocese of Laredo  
Charter for the Protection of Children and Young People  
Confidential Notice of Concern**

Date of occurrence: \_\_\_\_\_ Time of occurrence: \_\_\_\_\_

Type of Concern: \_\_\_\_\_ Harassment \_\_\_\_\_ Exploitation \_\_\_\_\_ Policy violation with a minor  
 \_\_\_\_\_ Possible risk of abuse \_\_\_\_\_ Known or suspected abuse \_\_\_\_\_ Other Concern \_\_\_\_\_

Has this been reported to the Texas Department of Family and Protective Services? \_\_\_ Yes \_\_\_ No

If yes, Report # \_\_\_\_\_ Time/Date of Report: \_\_\_\_\_

If your concern of suspected abuse has not been reported, please call TDFPS at 1-800-252-5400

Describe the situation: (what happened, where it happened, who was involved, who was present, who was notified?) If reported to TDFPS, what are their recommendations or instructions?


Has this situation occurred previously? \_\_\_ Yes \_\_\_ No If so, when: \_\_\_\_\_

What action was taken? (how was the situation handled, who was involved, were police called?)


What is the follow-up plan? (does anyone else need to be notified, will the situation need monitoring, would you like a Diocesan representative to call you, will you answer questions from investigator?)


Submitted by: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Location and address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Vicar General or Chancellor

This confidential notice of concern should be submitted to:

- The pastor of the parish, or the principal of the Catholic School, and
- Rev. R. Anthony Mendoza, Vicar General; 1901 Corpus Christi St., Laredo, Texas 78043  
You may contact Fr. Anthony at (956) 727-2140 ext. 7872 or fax this notice to (956) 727-9904
- Melinda Sepulveda, Victim Assistance Coordinator; 1901 Corpus Christi St., Laredo, TX 78040 (956) 764-7842 Fax
- For additional information, please call (956) 727-2140 ext. 7825

The Diocese of Laredo appreciates your concern and willingness to partner with us in  
maintaining an environment that is free of abuse.