

# Child Protection Requirements For New Employees and Volunteers

## New Employees

1. Background check
2. *Standards of Conduct*
3. *Called to Protect*

## Volunteers

1. Background check
2. *Standards of Conduct*
3. *Called to Protect* (required for those volunteers working with minors 4 or more times a year).

## How do you get started?

1. Log on to a high-speed internet connection and go to <https://www.archdpdx.org/cpo>.
2. Click on the link to Armatus courses.
3. Enter your user name (login) and password.
4. Click submit.
5. Choose the course title *Standards of Conduct*

## How do I find my login and Password?

Your user name is the first initial of your first name and your full last name. For example: Robert Smith's user name would be rsmith, or Sasha Hayes-Jones user name would be shayes-jones.

Your password is the four numerical digits of your birthday, followed by your state abbreviation. For example, if Jane Arnold lives in Oregon and her birthday is March 26, her password would be 0326or.

For locations, dates and times of classes, please contact your parish or school representative or go to [archdpdx.org/cpo](https://www.archdpdx.org/cpo)