

**POLICY STATEMENT  
FOR THE ADMINISTRATION AND OPERATION  
OF THE KIWANIS CLUB OF \_\_\_\_\_**

**IMPLEMENTATION OF CRIMINAL BACKGROUND INVESTIGATIONS**

1. The purpose of this policy is to establish a safe and secure environment for all children served and all members of the Kiwanis Club of \_\_\_\_\_.
2. The Kiwanis Club of \_\_\_\_\_ endorses and fully supports Policies No. 33 and 34 of the Texas-Oklahoma District (attached).
3. Every member of the Kiwanis Club of \_\_\_\_\_ shall submit to a Criminal Background Investigation (CBI) to be conducted by District resources according to District procedures.
4. The fee for CBI's will be paid for by the Kiwanis Club of \_\_\_\_\_ Service Fund, in recognition that events which involve youth under the age of 18 are service projects.
5. A member who refuses to submit to a CBI, or, who, after exhausting all appeals, does not pass the CBI will be considered by the Board of Directors of the Kiwanis Club of \_\_\_\_\_ as a person unqualified for membership, and shall be asked to resign.

**IMPLEMENTATION PROCESS**

1. All standing members as of 12/31/2008 shall submit a CBI application by 2/1/2009.
2. All new member applications shall include a CBI application as part of new membership requirements.
3. A CBI will be requested on the two year anniversary date of the last CBI for each member.