

SAMPLE REPORT. The church, volunteers, and dates below are fictional.

SAFE MINISTRY COMPLIANCE REPORT

Grace Community Church (SAMPLE DATA) | July 2026

Data as of 07/31/2026. Sources: status exports forwarded by the church office from Safe Gatherings (07/29), MinistrySafe (07/30) and Protect My Ministry (07/30); Checkr statuses and internal items from church records. Shepherd's Roster never logs into a screening or training vendor.

Volunteers on roster	Current on all items	Expiring within 60 days	Expired	Missing an item
24	18	3	2	1

Good standing means Expired and Missing are both zero. Everyone listed under Action needed is already in the reminder cycle described below.

By ministry area

Ministry Area	Volunteers	Current	Expiring soon	Expired	Missing
Nursery	5	4	0	0	1
Children's Church	7	6	1	0	0
Youth Group	5	3	1	1	0
Vans & Drivers	3	1	1	1	0
Check-in Desk	4	4	0	0	0
Total	24	18	3	2	1

Action needed this month

Volunteer	Ministry Area	Item	Status	Due / lapsed	Where it stands
Hank Morrow	Vans & Drivers	Background check	EXPIRED	07/30/2026	Lapsed 1 day. Director notified 07/31; the church has asked that he not be scheduled to drive until renewed.
Bill Straub	Youth Group	Abuse-prevention training	EXPIRED	07/08/2026	Lapsed 23 days. Escalated to youth director 07/22 after no response to 3 reminders.
Carol Maybury	Children's Church	Check and training	EXPIRING SOON	08/04/2026	Renewal started with Safe Gatherings 07/26; awaiting approval.
Doug Pemberton	Vans & Drivers	Check, training, driver form	EXPIRING SOON	09/14/2026	60-day reminder sent 07/16 from the church office address; driver form renews with check.
Pete Lindqvist	Youth Group	Check and training	EXPIRING SOON	09/25/2026	60-day reminder sent 07/27 with the Safe Gatherings renewal link.
Marcus Reed	Nursery	Abuse-prevention training	MISSING ITEM	not on file	New volunteer, check cleared 07/21 per the church's export. Training session booked for 09/12; not yet serving.

Activity log for July

Reminders sent from the church office mailbox: 5 (two 60-day, one 30-day, two follow-ups). Escalations to a ministry director: 2. Status exports forwarded by the church were reconciled against the serving roster on 07/15 and 07/29; one person no longer serving was flagged, and the church office asked Safe Gatherings to stop that person's renewal reminders. Self-audit: roster count matched the export counts on both runs.

This report states recorded certification status as of the date above. It does not assert that any individual is safe. All serving decisions remain with the church, which stays the responsible party under its own safeguarding policy. The church orders every background check and receives every report; this service holds statuses and expiration dates only, never report contents or Social Security numbers, and plays no part in any decision about a volunteer.

Prepared with AI assistance: agents compile this report from the church's forwarded exports, and a person reviews every report before it is sent.

Prepared by: Shepherd's Roster admin desk (reviewed before sending)

Reviewed by pastor/elder: _____