Catholic Diocese of Peoria Archives Office Collection Policy

The purpose of the Archives of the Diocese is to collect, preserve, and make available for research the official records of the Diocese and those ancillary records which reflect the work of the Catholic Church within the Diocese. Official diocesan records are defined as all recorded information, regardless of media type or characteristic, made or received and maintained by an agency, institution or office pursuant to its legal obligations or in the transaction of its business.

The official agencies, institutions, and offices constitute the core collection of the Archives. Offices are the administrative units designed to assist the Bishop in the administration of the agencies and institutions and are considered those administrative units which perform specific functions and maintain an operational relationship to the Bishop. The parish schools within the diocese are considered an official organ of the diocese.

Those ancillary records of individuals and organizations engaged in work which is reflective of the work of the Catholic Church in the Diocese constitute the additional collections of the Archives.

Dated this 7th day of September, 2004.

Most Reverend Daniel R. Jenky, C.S.C.

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Bishop of Peoria