

**OFFICE FOR DIVINE WORSHIP
JULY 2013**

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Dr. John A. Romeri, Director of Liturgical Music

Mrs. Mary Ann Johnson, Program Coordinator and Secretary

***Check the website of the Office for Divine Worship
for a complete listing of workshops and programs for 2012-2013***

YEAR OF FAITH

A **petition for the Prayer of the Faithful** for each Sunday of the *Year of Faith* can be found on the website for the Office for Divine Worship.

Also, see the archdiocesan website for the *Year of Faith* for easily down-loaded copies of the **Archdiocesan Prayer** for the *Year of Faith* and the **Litany** for the *Year of Faith*.

See the archdiocesan website for more information on the *Year of Faith*:

<http://archphila.org/yearoffaith/>

Also, check the website of the United States Conference of Catholic Bishops for additional information on the *Year of Faith*:

<http://www.usccb.org/beliefs-and-teachings/how-we-teach/new-evangelization/year-of-faith/index.cfm>

LITURGICAL CALENDAR ITEMS

SOME LITURGICAL CALENDAR ITEMS

Looking ahead...

**COMMEMORATION OF ALL THE FAITHFUL DEPARTED
(ALL SOULS DAY)**

Saturday, 2 November 2013

The Rite of Marriage during Mass cannot be celebrated on All Souls Day. However, it is possible to celebrate the Rite of Marriage outside Mass on All Souls Day.

CHRISTIAN INITIATION OF ADULTS

The Office for Divine Worship now has the responsibility for direction, guidance and support of pastors and those who collaborate with them in the formation of adults for Christian Initiation. Additional information on Christian Initiation for adults can be found on the website for the Office for Divine Worship, under the heading *Christian Initiation*.

PROTOCOL

FOR BUILDING NEW OR RENOVATING CHURCHES AND CHAPELS WITH PARTICULAR ATTENTION TO LITURGICAL REQUIREMENTS

Step One

The pastor of the parish church, or the person in charge of a chapel, contacts the Office for Divine Worship to obtain archdiocesan guidelines for the construction and renovation of churches and chapels.

Step Two

The Director of the Office for Divine Worship meets with the pastor of the parish church or the person in charge of a chapel and, if possible, the proposed architect, to review the application of the above-mentioned archdiocesan guidelines.

Step Three

Once the provisional architectural plan, including its liturgical requirements for a new or renovated church or chapel, is available, a meeting with the Director of the Office for Divine Worship is arranged by the pastor of the church, or the person in charge of the chapel, for its review.

Step Four

After the review of the provisional architectural plan, including its liturgical requirements, and with recommendations, if any, then it may be presented to the Archdiocesan Building Committee.

Step Five

When the Archdiocesan Building Committee has completed its review of the plan, then it proceeds to the College of Consultors for approval and finally to the Archbishop for his final approval.

PROTOCOL

FOR BUILDING NEW OR RENOVATING MUSIC SPACES IN CHURCHES AND CHAPELS WITH PARTICULAR ATTENTION TO THE MUSICAL INSTRUMENTS FOR THE CELEBRATION OF THE SACRED LITURGY

Step One

The pastor of the parish church, or the person in charge of a chapel, contacts the Office for Liturgical Music to obtain Archdiocesan Guidelines for the Music Spaces in the construction and renovation of churches and chapels.

Step Two

The Director of the Office for Liturgical Music meets with the pastor of the parish church or the person in charge of a chapel and, if possible, the proposed architect, to review the application of the above-mentioned archdiocesan guidelines.

Step Three

Once the provisional architectural plan is available, the pastor of the church or the person in charge of the chapel arranges a meeting with the Director of the Office for Liturgical Music for its review. The conclusions of this review become a constitutive part of the presentation to the Archdiocesan Building Committee of the larger construction or renovation project.

The Director of the Office for Liturgical Music should be consulted concerning the purchase or renovation of an organ, even apart from the construction or renovation of churches or chapels.

NORMS REGARDING COMMUNION SERVICES
IN THE ARCHDIOCESE OF PHILADELPHIA
WHEN DAILY MASS CANNOT BE CELEBRATED
October 1, 2010

Every priest knows the great privilege it is to celebrate Mass for the faithful on Sunday, as well as on a daily basis.

Legitimate occasions, however, arise when a priest cannot be available for daily Mass. These include times for priests to be away from the parish, such as retreat, workshop and vacation, as well as pressing pastoral needs and the weekly day-off. These occasions when daily Mass cannot be celebrated require a pastoral response for the benefit of both the priests and the faithful.

1. The cancellation of a daily Mass, when known in advance, should be well published for the faithful, together with the schedule of Masses at nearby locations.
2. If a parish has more than one daily Mass but, for the legitimate occasions listed above, must cancel one of these, then the faithful should be encouraged to participate, when possible, at another scheduled Mass, even outside the parish.
3. A priest may permit a Communion Service consisting of the Liturgy of the Word with the distribution of Holy Communion only when it is difficult for the faithful to participate at a scheduled Mass. A Communion Service is not to be scheduled on a regular basis; it is meant to be an exception.

4. When there is the need for a Communion Service, deacons and, in their absence, extraordinary ministers of Holy Communion, may be delegated by the priest for such a service. Deacons and extraordinary ministers of Holy Communion should be prepared in advance according to the proper liturgical rites.

5. When a daily Mass is cancelled, and another Mass or a Communion Service is not available, other laudable practices would include the Liturgy of the Hours, a Liturgy of the Word, adoration of the Most Blessed Sacrament, or the communal recitation of the rosary.

The theological and liturgical primacy of the reception of Holy Communion during Mass is rightly safeguarded when a Communion Service occurs only by way of exception.

EXTRAORDINARY MINISTERS OF HOLY COMMUNION

- All Extraordinary Ministers of Holy Communion are to have an appointment letter from the Archbishop.
- Pastors and chaplains are encouraged to send new Extraordinary Ministers of Holy Communion to the archdiocesan formation sessions. Current Extraordinary Ministers of Holy Communion are also welcome to these sessions.
- Pastors and chaplains are reminded to inform the Office for Divine Worship if they conduct their own formation and to send to this office their request for new Extraordinary Ministers of Holy Communion.
- Request forms can be found on the Office for Divine Worship website. Letters of Appointment from the Archbishop will then follow.
- Extraordinary Ministers of Holy Communion are appointed for a three-year term and for the place where they are commissioned. Terms may be renewed if agreeable to both the pastor/chaplain and the minister.
- *Pastors are reminded to conduct the commissioning of new Extraordinary Ministers of Holy Communion according to the rite found in the Book of Blessings, Chapter 63.*

*The Fall 2013 schedule of Archdiocesan Formation Sessions
for Extraordinary Ministers of Holy Communion
can be found on the website of the Office for Divine Worship.*

Register for these workshops directly online at the Office for Divine Worship website or call the Office for Divine Worship. Important information for the pastor/chaplain can be found online on the registration forms.

CELEBRATIONS OF MASS IN THE EXTRAORDINARY FORM
ARCHDIOCESAN SITES

Holy Trinity Church

6th and Spruce Streets
Philadelphia, PA 19106
215-923-7930

Missa Cantata: Sunday at Noon

Our Lady of Consolation

7051 Tulip Street
Philadelphia, PA 19135
215-333-0442

Low Mass: Sunday at 1:00 PM

Our Lady of Mount Carmel Chapel

Chapel of Holy Saviour Parish, Norristown
454 Fairfield Road
Plymouth Meeting, PA 19401
610-275-0958

Low Mass: Sunday 11:30 AM

ANNUAL EUCHARISTIC DEVOTION

The ritual book, *Holy Communion and Worship of the Eucharist outside Mass*, number 86, proposes:

In churches where the Eucharist is regularly reserved, it is recommended that solemn exposition of the Blessed Sacrament for an extended period of time should take place once a year, even though this period is not strictly continuous. In this way the local community may reflect more profoundly upon this mystery and adore Christ in the sacrament.

The Archdiocese of Philadelphia, dating from the time of the saintly Bishop John Neumann, has observed the tradition of the annual Forty Hours Devotion in our parishes and other institutions. Often the dates for the Annual Eucharistic Devotion center on the feast day of the parish or institution or the date of the dedication of the church or chapel. The Chancery Office maintains the calendar of the Forty Hours Devotion. To check on the dates or to adjust the dates for when your parish is scheduled for the Forty Hours Devotion, contact the Chancery Office.

ARCHIVES FOR OLD LITURGICAL BOOKS

Monsignor Francis Carbine began to collect old liturgical books for the Archdiocesan Archives. The Office for Divine Worship continues this fine effort of Monsignor

Carbine. If you have any old liturgical books that you think should be archived, please contact the Office for Divine Worship.

ANNUAL PILGRIMAGE TO THE NATIONAL SHRINE

*Save-the-Date for 2013 Year of Faith Archdiocesan Pilgrimage
All are welcome to participate*

Blessed Virgin Mary, the Star of the New Evangelization

Saturday, October 5, 2013
Basilica of the National Shrine of the Immaculate Conception
Washington, DC

Program *begins at noon* and includes confessions,
adoration of the Most Blessed Sacrament,
procession and crowning of the Blessed Virgin Mary,
the holy Rosary, and concludes with a *Solemn Mass at 3:00 PM.*

Archbishop Charles Chaput, celebrant and homilist