

# OFFICE FOR DIVINE WORSHIP

## JULY 2020

### Website for the Office for Divine Worship

Website: [www.odwphiladelphia.org](http://www.odwphiladelphia.org)

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### MOST CURRENT LITURGICAL DIRECTIVES WITH REGARD TO THE CORONAVIRUS PANDEMIC FOR THE ARCHDIOCESE OF PHILADELPHIA

Please see the website of the Office for Divine Worship,

<http://www.odwphiladelphia.org/home-page/news/>

for regular updates.

### LITURGICAL AND SPIRITUAL RESOURCES DURING THIS TIME OF THE CORONAVIRUS PANDEMIC

Please see the website of the Office for Divine Worship,

<http://www.odwphiladelphia.org/home-page/news/>

for regular updates.

## LITURGICAL and CIVIC CALENDAR ITEMS

### **THE PRAYER TO SAINT MICHAEL THE ARCHANGEL**

Many parishes and institutions within the Archdiocese have responded positively to pray the prayer to Saint Michael in conjunction with the celebration of Mass. You are reminded that this devotional prayer is to take place outside of Mass. It is not to be prayed as the concluding prayer of the Universal Prayer, or as part of the Communion Rite.

### **THE TIME FOR VIGIL MASSES AND ANTICIPATED MASSES**

The time for Vigil Masses and Anticipated Masses in the Archdiocese of Philadelphia is no earlier than 4:00 PM. This applies to Holy Days of Obligation as well, including Christmas.

### **THE MASS SCHEDULE FOR HOLY DAYS WHEN THE OBLIGATION IS SUSPENDED**

In the United States, there are three Holy Days, Solemnities, when the obligation to participate in Mass is suspended when the observance falls on a Monday or a Saturday—the Solemnity of Mary, the Holy Mother of God (January 1), the Solemnity of the Assumption of the Blessed Virgin Mary (August 15), and the Solemnity of All Saints (November 1). In these instances, the Mass schedule certainly can be modified. However, there should at least be the celebration of one Mass for the benefit of the faithful who desire to attend Mass.

### **SOLEMNITY OF THE ASSUMPTION OF THE BLESSED VIRGIN MARY**

**Saturday, August 15, 2020**

The Solemnity of the Assumption of the Blessed Virgin Mary is not observed as a holy day of obligation this year. The anticipated Mass on Saturday, August 15, 2020, is that of Twentieth Sunday in Ordinary Time for the pastoral benefit of the faithful.

**SAVE THE DATE**

### **THE EUCHARISTIC CONGRESS**

at the Cathedral Basilica of Saints Peter and Paul

October 9-10, 2020

Visit the website for more information:

<http://archphila.org/eucharistic-congress/>

**THE BIENNIAL ARCHDIOCESAN PILGRIMAGE**  
to the Basilica of the National Shrine of the Immaculate Conception  
will be on Saturday, October 16, 2021

**CHRISTIAN INITIATION OF ADULTS**

The Office for Divine Worship 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*.

**Full Initiation—Baptism, Confirmation and the first reception of Communion—apart from the Easter Vigil, outside the immediate danger of death, requires the permission of the Archbishop (see RCIA, no. 331).** Archbishop Perez delegates the Office for Divine Worship to give this permission. Please contact the Office for Divine Worship for such circumstances.

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**UPCOMING WORKSHOPS**

**WORKSHOPS FOR LITURGICAL MINISTERS**

*The calendar for 2020 workshops for liturgical ministers can be found on the website for the Office for Divine Worship. Register for these workshops at [worship@archphila.org](mailto:worship@archphila.org).*

***Lectors***

**Wednesday, October 28, 2020**

Saint Joseph Parish, Downingtown

7:00 to 9:00 PM in the Main Church

Please register at: [worship@archphila.org](mailto:worship@archphila.org)

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**Spanish Ministry Workshop**

**Saturday, November 14, 2020**

Cathedral Basilica of Saints Peter and Paul

9:30 AM to 12 Noon

18<sup>th</sup> Street and Benjamin Franklin Parkway

Philadelphia, PA 19103

Please register at: [worship@archphila.org](mailto:worship@archphila.org)

*If any parish or institution would like a workshop for liturgical ministers, especially Extraordinary Ministers of Holy Communion, please contact the Office for Divine Worship.*

## EXTRAORDINARY MINISTERS OF HOLY COMMUNION

- **All Extraordinary Ministers of Holy Communion are to have an appointment letter from the Archbishop.**
- Candidates are to be fully initiated practicing Catholics, high school graduates, validly married (if married), recognized for faith and devotion to the Holy Eucharist as well as for service in the parish/institution.
- 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 attend.
- Extraordinary Ministers of Holy Communion typically serve for three years. Pastors/chaplains may renew terms, if agreeable and in consultation with the minister.
- 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.
- All records of active Extraordinary Ministers of Holy Communion are maintained by the parish/institution.
- **Extraordinary Ministers of Holy Communion are commissioned after participation in a training session, according to the form found in the *Book of Blessings*, Chapter 63, "Order for the Commissioning of Extraordinary Ministers of Holy Communion."**
- Extraordinary Ministers of Holy Communion only serve in the parishes/institutions for which they are commissioned.

## 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 Divine Worship 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 Divine Worship or a representative 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 Divine Worship 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 Office for Divine Worship 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.

#### ANNUAL EUCHARISTIC DEVOTION PLANNING FOR 2020-2021

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. Please contact the Chancery Office to check on the dates or to adjust the dates for when your parish is scheduled for the Forty Hours Devotion.

#### LINKS TO HELPFUL INFORMATION

##### **FOR THE MOST RECENT NEWSLETTER FROM THE USCCB**

Individual issues of the Newsletter are posted online around the fifteenth of the month approximately three months after they have been released to subscribers.

For information on subscribing to the newsletter, visit:

<http://www.usccb.org/about/divine-worship/newsletter/>

##### **FOR PAST MONTHLY MAILINGS OF THE OFFICE FOR DIVINE WORSHIP visit:**

<http://www.odwphiladelphia.org/sacred-liturgy/monthly-mailings/>