

Physical Spaces

Indoor

1. No indoor church services are permitted at this time.
2. No church building, permanent or temporary, including the parish hall, school classrooms, school and parish offices may be used for any worship service.

Outdoor

1. Provide sufficient on-site security to ensure maximum safety of parishioners during outdoor services; ushers should not serve in both capacities.
2. Designate an usher/volunteer to oversee a first aid kit, including sufficient bottles of water, should an emergency arise due to summer heat. Ensure that the usher/volunteer possesses a cell phone to Dial 911, should it be necessary.
3. Ensure outdoor attendees do not exceed 100 persons maximum at each service.
4. Use of parish parking lot is permitted only for the seating and spacing of congregants; attendees may not remain in vehicles while attending Mass nor receiving communion.
5. Provide outdoor water misting systems if possible; utilize either PVC piping or appropriate rubber hosing, which can be permanently affixed to building eaves. Do not affix misting systems to portable canopies, tents, Eazy-Ups, etc.
6. Maintain social distancing between all attendees of six (6) ft. minimum, except those that reside in the same household, by spacing chairs/seating six (6) ft. apart. If benches are used for seating, mark them as you would the church pews by taping seating areas six (6) ft. apart, ensuring all seating is stationed on flat surfaces.
7. Require face masks at all times, by all attendees, with the exception of those under two years of age and younger.
8. Ensure that sanitizing teams are in place and scheduled to sanitize chairs, tables, benches, or any other outdoor hard surface used during each outdoor service.
9. Allocate sufficient time between outdoor services for cleaning and disinfecting.
10. Mark the flow of traffic to the outdoor area, by taping or posting six (6) ft. spacings wherever possible by utilizing standing signage posts, tripods, or other stationary devices, including but not limited to safety cones, guard ropes, or colored safety tape.
11. Configure parking spaces to ensure six (6) ft. separation by closing or marking every other space.
12. Install outdoor portable restrooms, if possible; if not, ensure that interior building restrooms are closely monitored and thoroughly sanitized after each use.
13. Close all exterior drinking water fountains and any decorative outdoor water elements.

14. Install sun canopies, portable tents, Easy-Ups, or similar portable overhead protections; such enclosures must be open for full air circulation on at least two sides. Ensure that all installations are securely anchored.
15. Post signs in highly visible locations (e.g., entrances, exits, foyers) reminding congregants of social distancing requirements; incorporate non-slip yellow tape in areas where trip and falls may be an issue.
16. Post signs in all restrooms, including any portables used that describe proper handwashing, sanitizing, and personal hygiene practices.
17. No outdoor fans or air circulating devices are permitted.

Pastoral Directives

1. Schedule Masses during early morning or evening time periods, as much as possible.
2. Masses must be celebrated on church property; no off-site public gathering places, such as parks or community centers, may be used.
3. Create an outdoor worship space reflecting the reverence of the Mass.
4. Utilize portable crosses or crucifixes for placement at or near the altar; banners may also be incorporated.
5. Utilize lapel, ear or headset microphones, as necessary.
6. Select shortest route for entrance procession to altar; avoid processing down long center aisles or through congregant seating.
7. Do not use incense during the outdoor service.
8. Celebrants/Deacons must wear masks or face shields, continually, while presiding at Mass, including during the distribution of communion.
9. Require attendees to wear face masks at all times while in line for communion; masks may be removed prior to receiving the consecrated host in the hand.
10. Direct those receiving communion to step aside once they receive the consecrated host; consume the host; and then replace the mask.
11. Request attendees to use personal hand sanitizer before receiving communion.
12. Ensure disposable face masks are available for attendees, should they be needed.
13. Maintain the six (6) ft. physical separation between the celebrant and other ministers at the altar, as much as possible.
14. Refrain from using common vestments; direct priests and deacons to provide their own.

15. Permit instrumental music as congregants arrive, during communion, and the recessional; music may be provided by musicians or previously recorded and broadcasted electronically.
16. No cantors, choirs, or congregant singing of any kind is permitted at this time; however, previously recorded worship singing may be broadcasted.
17. Allow musical instruments, except woodwind or brass, which generate air particles.
18. No open flame candles are permitted outdoors; LED candles may be used.
19. Allow flowers to be placed at, not on the altar.
20. Avoid all physical contact during Mass; no handshake; no embracing; no kissing or blessings that touch any part of the body.
21. Ensure that ushers oversee management of the services, including but limited to the entrance and exiting of attendees, in accordance with social distancing requirements; directing attendees to seating as they arrive; guiding communicants as they await Holy Communion.
22. Do not use or distribute pamphlets, books, newspapers, brochures, hymnals, missalettes, prayer books, CD's, etc.; distribute church bulletins to attendees as they exit the service.
23. Open the Rite of the Mass, as follows: Greeting; Penitential Rite; Gloria; and the Collect, at the altar with the Missal placed on the altar itself. These Rites may also be said at the Presidential Chair with a stand placed there to support the Missal. The prayer after communion and final blessing may also be positioned in this way; in no case, should an altar server hold the Missal for these parts of the Mass.
24. Designate one lector for both the Readings and Psalm Refrain, to avoid different lectors having to use the outdoor podium and adjust the portable microphones.
25. Place sanitizing wipes near the microphone for use as necessary.
26. Keep Homilies as short as possible.
27. No dismissal of RCIA candidates/catechumens nor Liturgy of the Word for children is permitted, nor should children be invited to the altar at this time.
28. Do not pass collection baskets, prayer cards, or any other worship material during Mass; receptacles for offerings may be placed at strategic locations in the outdoor church area.
29. Omit Offertory processions at all Masses.
30. Place the host to be consumed by the celebrant in the center of the altar.
31. Place consecrated hosts for the deacon and the congregation in a separate, covered corporal at the far side of the altar; if possible, have hosts for the congregation consecrated and covered in a separate ciborium/plate to minimize handling.
32. Perform the Lavabo at the credence table or at the side of the altar; do not involve the server with the Lavabo at this time.

33. Invite the congregation to pray the "Our Father" together but requesting that hands be raised individually; hands may be held among household members only.
34. The deacon may elevate the chalice at the Doxology.
35. Omit the invitation: "Let us share the sign of peace".
36. Allow only the celebrant to receive from the chalice; a separate chalice must be used for a concelebrating priest.
37. Having received the body and blood of Christ, the celebrant should raise a host to the congregation and say: "The Body of Christ"; congregation will respond "Amen". This will replace what the communion distributor would normally say to each communicant.
38. Ensure that the EMHC (Extraordinary Minister of Holy Communion), priests, and deacons do not have any compromising health conditions; EMHCs, priests and deacons age 65 and over, should refrain from distributing communion, if possible.
39. EMHCs must sanitize their hands before distributing communion and immediately thereafter; masks must be worn during the distribution.
40. EMHCs need not say: "The Body of Christ" when distributing the hosts; individuals who come forward for a blessing must not be touched; however, the EMHC may raise their hand toward them as part of the blessing.
41. Ensure single lines, at all times, during communion, avoiding the need for two EMHCs to be positioned together. Celebrants/Deacons may distribute communion directly to the congregants, while they are seated, if spacing and distancing permits.
42. Distribute only the host during communion; no reception from the chalice will be permitted at this time.
43. Distribute communion only in the hand of the communicant; communion will not be distributed on the tongue at this time.
44. Presentation of children or acknowledgment of birthdays/anniversaries/appropriate special occasions may be done at the conclusion of Mass, by requesting that those recognized stand to be acknowledged.
45. Refrain from meeting and greeting parishioners after Mass, in order to avoid creating large groups or gatherings.
46. No community fellowship after services, including any hospitality is permitted at this time, in order to avoid group gatherings beyond the immediate household.
47. Direct ushers to dismiss rows one-by-one at the end of the liturgy; attendees should be informed during announcements that at the present time, there will not be an opportunity to return to the church, after Mass, for private prayer or devotions.
48. Assign an "on-site" monitor/coordinator to ensure that these sacramental guidelines are followed, and to ensure directives for Physical Spaces are carefully monitored.