

## Administration of the Sacraments in Parishes

Policy No. 453

**Policy Statement:** The ordinary minister of the sacraments in the parish church is the pastor.

Priests/deacons, including deacons appointed to a parish, are to seek permission from the pastor before celebrating the sacraments in the parish.

**Intent of Policy:**

- To respect the appointment and jurisdiction of the duly appointed pastor.
- To ensure the liceity and/or validity of the sacraments.

**Definition:**

Sacraments:

- Baptism
- Reconciliation
- Eucharist / Mass
  - First Communion
  - Anniversaries
  - Memorial Masses
- Marriage
- Funeral Mass

**Procedure:**

- a) Obtain permission from the pastor
  - Parishioners who wish to ask or invite a priest/deacon to celebrate a sacrament will consult with their pastor prior to extending the invitation.
  - A priest/deacon who has been asked or invited by parishioners to celebrate a sacrament will contact the pastor, inform him of the invitation and request permission to celebrate the sacrament.
- b) The pastor, after a conversation with the parishioners and/or the priest/deacon, will determine the most appropriate and pastoral response in each particular situation.
- c) The pastor will ensure requisite conditions for the priest/deacon have been met:
  - If residing in the Archdiocese  
The priest/deacon has the faculties of the Archdiocese.
  - If residing outside the Archdiocese  
The priest/deacon provides a recent testimonial of suitability from his Bishop or Religious Superior and submits the completed Appendix 453A Disclosure Form for Visiting Clergy to the pastor and the Office of the Chancellor.