



GUIDELINES FOR EUCHARISTIC MINISTERS (EM)

Serving as EZ as 1, 2, 3, 4

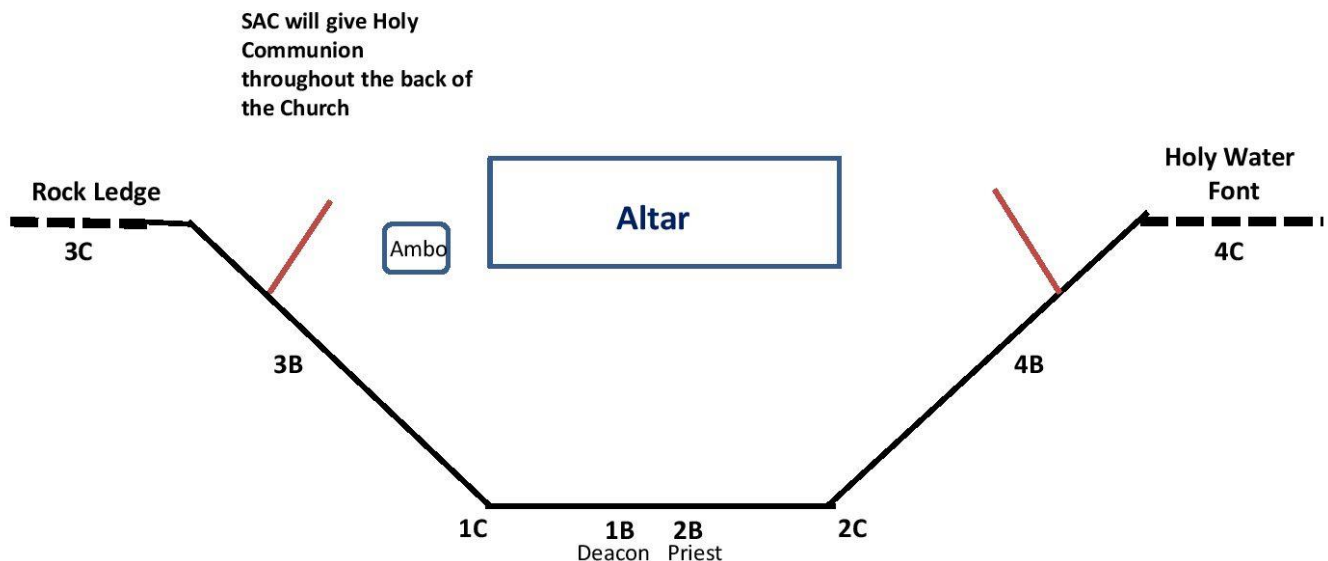
1. Attend training OR watch the video at <https://stpiuscda.org/liturgical-ministries>
2. Read these Guidelines
3. Watch liturgical ministers at your next Mass
4. Learn how to access the MSP scheduling software via website!

UPON ARRIVAL AT CHURCH:

- Plan to be present at least 20 minutes prior to the start of Mass to check in and coordinate with other ministers.
- Check in with the Sacristan, sign the sign-in sheet, verifying you are signing in on the correct Mass, get your minister's medallion, and **verify your ministry location for the Mass**. (See pictures in the narthex.)

PROCEDURES DURING MASS (Sacristan & EMs):

- During “the Lamb of God” approach the sanctuary.
- Sanitize hands using one of the hand sanitizers attached to the two front pews.
- Line up in front below the steps of the altar—1 and 3 positions to the left of the Sacristan and 2 and 4 positions to the right of the Sacristan. Bread & Cup positions do not need to be in a particular order.
- Immediately after Father drinks from the chalice, **all bow together**. Then, proceed to move to both sides of the altar.
- Each minister will receive Communion from Father or from the Deacon. **Immediately** after the Cup Ministers have received the host, **he/she needs to step forward**. This identifies you as a Cup Minister.
- Father or the Deacon will give a paten/bowl to each of the Bread Ministers and cups to the Cup Ministers.



- All ministers proceed to their assigned positions and distribute Holy Communion.

NOTES WHILE SERVING:

Bread Ministers:

- Per Bishop Peter, lay people cannot give a Trinitarian Blessing. Without touching the person requesting a blessing, just say, “May God Bless You” or some similar wording.
- If you expect to run short on the Body of Christ, **attempt to make contact with the Sacristan**, who will assist you.
- If your line is done and you have Precious Body remaining, you may assist in another line being careful not to disrupt the flow, or give your patten/bowl to another minister if they have run out.
- **Dropped host--** You may get the Sacristan’s attention who will assist; or
 - Just reach down and pick it up and consume it.
 - If you do not want to consume it, hold it in your hand and, give it to the Deacon, Priest or Sacristan for proper disposal after everyone is served.

Cup Ministers:



After each person has received the Precious Blood, the minister should wipe the rim of the chalice (inside and outside) with the purificator. **The proper use of the purificator is to not unfold** the purificator all the way. Place the purificator between your index & middle finger. Starting with the top end of the purificator, wipe the cup lip. Move the purificator in your hand to move it up just a little. Once the next person has received the Precious Blood, wipe the rim of the cup inside and out with the purificator. With each person keep moving the purificator up in your hand until you get to the bottom. Turn the purificator over, repeat doing the same thing. Once that side is used, open the purificator and go down the third side. Following this method, you will never wipe the cup with the same spot on the purificator.

- If your line is finished first, you may help out with another line.
- If the Blood of Christ is spilled, do not panic! Place your purificator over the spill and protect the area so no one walks on it or through it.
- Alert the Sacristan or if the Sacristan is distributing Communion, alert one of the off duty Sacristans (or Deacon’s wife if present). That person will bring you another purificator so you can step forward or to the side and continue to serve.

AFTER COMMUNION:

- Bread Ministers: Proceed to the altar, handing your paten/bowl to Father or the Deacon or placing it on the corporal on the altar.
- Cup Ministers: Reverently consume any remaining Precious Blood at the bottom of the steps in your position while facing the altar or place your cup on the Altar for the Priest or Deacon to consume and purify.
- **Return to your seats immediately after completing your tasks**, walking down the steps and bowing reverently facing the altar then to their seat. Do not wait.

OTHER NOTES:

- It should be remembered that all movements must be carried out with dignity and reverence. Liturgical movements are never hurried.
- Be as prayerful and joy filled as possible as you distribute the Body and Blood of Christ.

AFTER MASS

4B and Sacristan

- After the last music song ends, remove sacred vessels from stone ledge, including the tabernacle key: Using the tray, take everything back to the Sacristy for washing. If they do not fit on the tray, make two trips.
- Wash the Sacred Vessels.
 - Father's Chalice (or another Chalice) almost always contains water with particles of host. Dump its contents down the sink in sacristy, rinse, then it can be washed.
 - Wash the small gold patens, glassware and pitcher with hot water and one small drop of liquid soap. **Do not immerse** the large gold dish, and Chalices in water. Gently clean the inside with a soft cloth dipped in the soapy water used to clean the other vessels. Rinse the inside and dry with a soft cloth. Place all in the cupboard to the left of the sink. There is a picture inside to door of the cupboard to help you with the placement of all sacred vessels.
 - Put the tabernacle key in the cupboard to the left of the inserted pin board, after the 5:00 P.M. Mass, the last morning Mass on Sunday, and the 6:00 P.M. Sunday evening Mass.

Questions may be directed to:

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