



THE DIOCESE OF HOUMA-THIBODAUX

OFFICE OF BISHOP SHELTON J. FABRE

DECREE OF PROMULGATION

To My Brother Priests, Deacons, and All Who Minister in Parochial Administration:

On June 4, 2017, I promulgated the **Plans of Hope** through which I establish and define the direction of our local Church of Houma-Thibodaux for the immediate future. Since then we, together as one diocese, have diligently and collaboratively engaged in the implementation of these Plans of Hope. At the core of the local Church are her individual parishes. Therefore, an important emphasis of our Plans of Hope is to promote harmony and a more effective collaboration among the parishes and between the parish and the offices of the diocesan curia. To facilitate this, we have undertaken an extensive revision of the *Manual of Policies and Guidelines for Parish Administration*.

The *Manual* was promulgated and revised by my predecessors, the Most Reverend Charles Michael Jarrell and Sam G. Jacobs in 1998 and 2007 respectively. Over the course of 13 years since its last update, numerous changes have and continue to affect the proper implementation of guidelines for pastoral ministry and administrative support.

It is for this reason that, invoking the guidance of the Holy Spirit and mindful of the need for discernment as you and I undertake this venture together, I have initiated the process of revising the *Manual* to better represent the needs of the times and to reflect more fully the desires of the clergy, religious and lay faithful as indicated in the Plans of Hope.

The task was divided into two parts: (a) the Pagella of Faculties for the Clergy and various particular policies governing the life and ministry of the Clergy of our diocese as granted by both the 1983 Code of Canon Law and particular law, and (b) the several policies that determine the various administrative functions within the Diocese of Houma-Thibodaux.

I am pleased to inform you that this undertaking has been completed in its entirety and is now ready to become a significant part of the particular laws of our diocese. Therefore, after due diligence given to the appropriate consultations with my various advisory bodies and having determined that nothing contradicts herein,



I, **Shelton J. Fabre**, *by the grace of God and the favor of the Apostolic See*, the Bishop of Houma-Thibodaux, and in accord with canons 375 and 381, §1 of the Code of Canon Law, **hereby promulgate the Manual of Policies for the Diocese of Houma-Thibodaux (Revised Edition, Year 2021)**. I vest all that is contained in it with my Episcopal authority and order its publication.

It is to be noted that this promulgation does not in any way affect or supersede the authority vested on two policies that will be included in the Manual, namely, the *Policy on the Retirement Age of Priests* and the *Policy on the Remuneration of Priests*, which I have already decreed for implementation on December 8, 2020 and December 23, 2020 respectively.

I acknowledge that this *Manual* will always be a work in progress and subjected to updates and revision as the needs arise. I, therefore, also decree that, upon my approval of these updates and revisions, these will also become particular law for our diocese, superseding any former part of this Manual they intend to replace.

Finally, I would like to express my sincerest gratitude to those who have committed their time and effort to ensuring the completion of this task, especially those from both the clergy and the lay faithful who provided timely expertise.

Anything to the contrary notwithstanding, I set my hand and my seal and order that the *Manual of Policies* becomes effective on May 1, 2021, the Memorial of St. Joseph the Worker, with its full implementation on May 24, 2021, the Solemnity of the Ascension of the Lord.

Given this 13th day of April, at the beginning of the solemn season of Easter, in the year of Our Lord two thousand and twenty one, at the Pastoral Center in Schriever, Louisiana.

Most Rev. Shelton J. Fabre
Bishop of Houma-Thibodaux

Very Rev. Jay Baker, MCL, JCL
Chancellor

