



GUIDELINES FOR EXTRAORDINARY MINISTERS OF HOLY COMMUNION

1. The correct liturgical term for lay ministers of Holy Communion is Extraordinary Minister of Holy Communion.
2. Extraordinary Ministers of Holy Communion are requested to dress in a manner that is appropriate to this special ministry; i.e., men in coat and tie - women in modest dresses and pantsuits. Please do not wear strapless shoes; i.e. clogs, etc.
3. Always sign in on the list in sacristy **15 minutes** before Mass. Please use this time to wash your hands if necessary. For Mass, sit with your family as close to the Sanctuary as possible to avoid delays.
4. Extraordinary Ministers of Holy Communion should show the greatest reverence for the Most Holy Eucharist by their demeanor, their attire, and the manner in which they handle the consecrated bread or wine.
5. Extraordinary Ministers of Holy Communion should serve in one capacity only (i.e., as Extraordinary Ministers of Holy Communion OR Lectors, etc.). In exercising his function, everyone, whether minister or layman, should do that and only that which belongs to him, so that in the liturgy the Church may be seen in its variety of orders and ministries. GIRM.58
6. Designation for service as an Extraordinary Minister of Holy Communion is valid only within the parish of appointment. Those who move in from another diocese and wish to function here need to be designated by the Archbishop of New Orleans.
7. Extraordinary Ministers of Holy Communion do not participate in the entrance procession. They should sit among the assembly and come from within it to perform their ministry.
8. If Extraordinary Ministers of Holy Communion are required by pastoral need, they approach the altar during the signing of the “Lamb of God”, purify their fingers in the ablution bowl and stand in their designated place. Only priests and deacons are allowed to take reserved ciboria out of the tabernacle. (Pg. 2 of 3, Note 1 & Pg.11 of 12, Note 2)
9. The priest celebrant can only be assisted by con-celebrating priests or deacons for distribution of consecrated host and wine into other sacred vessels. If it is not possible to accomplish this distribution in a reasonable time, the celebrant may call upon the assistance of other deacons or con-celebrating priests-but not upon Extraordinary Ministers of Holy Communion. (Pg. 4 of 6, Note 4)

10. Extraordinary Ministers of Holy Communion must receive Communion from an ordained priest or Deacon. (Pg. 3 of 6, Note 3) Extraordinary Ministers should come to the Altar immediately as the Priest is consuming the Precious Blood. Do Not Wait. Extraordinary Ministers will receive Holy Communion under both species only at the designated times when the congregation receives under both species.
11. The center aisle is reserved for priest and deacons that may be present. In the absence of deacons or concelebrating priest, one Extraordinary Minister may stand next to the priest.
12. The proper and only permissible form for distributing Holy Communion is to offer the consecrated bread by saying, "The Body of Christ" and to offer the consecrated wine by saying "The Blood of Christ". No other words or names should be added, and the formula should not be edited in any way. (Pg. 2 of 3, Note 1)
13. The blessing of children or infants may take place while distributing Communion. Extraordinary Ministers of Holy Communion may acknowledge infants and children with the words "May God be with you". (Pg. 2 of 3, Note 1).
14. Never bow or genuflect with a ciborium or chalice in hand. When you are finished distributing Communion, place your ciborium on the altar for the remaining Blessed Sacrament to be reserved by a priest or deacon only. The EMOHC may place the chalices on the credence table for purification to take place after Mass by the priest, deacon or acolyte. After distributing Communion, you may purify your fingers in the ablution bowl on the credence table (leave purificator on table). Return immediately to your place in the congregation.
15. Extraordinary Ministers of Holy Communion do not participate in the procession at the conclusion of Mass. (Pg. 3 of 3, Note 1)
16. Priests and Deacons are considered the Ordinary Ministers to purify the sacred vessels. They will purify the vessels after all Masses.