

MEMORANDUM

TO: Pastors/Administrators

CC: All Priests

FROM: Msgr. Marc B. Caron
Vicar General and Moderator of the Curia

RE: COVID-19 Protocol changes, no. 2

DATE: June 1, 2021

Regarding Chancery operations:

As of June 1, all in-house chancery personnel will be expected to work in person, unless alternative arrangements have been approved. Chancery will be open according to its usual summer hours until Tuesday, September 6. Employees will resume business attire on June 1. The COVID-19 protocols which have been in place, i.e. face masks, social distancing, room limits, health checks at the beginning of the day, will continue until June 14 when they will no longer be required. Meetings with groups from the public will resume in the building on that date.

Regarding parish office operations:

The following are no longer required. They can be phased out completely anytime prior to July 1:

- Mandatory health checks at the beginning of the day. (Employees should be encouraged to monitor their own symptoms every day and not come to work when they are sick.)
- Face Masks (Any employee can choose to wear a mask for any reason. It is recommended that unvaccinated persons wear a mask. Employers should not inquire whether someone is vaccinated or unvaccinated without a legitimate business reason to do so. Employees who wear a mask and employees who choose not to wear a mask must be treated equally.)
- Physical distancing
- Maximum capacity room limits

The following may continue:

- Physical barriers, like plexiglass, for security reasons

Regarding food at parish events

Beginning today, parishes can serve food to the public on the property according to the usual ServeSafe standards. This includes, but is not limited to funeral lunches, coffee and donuts,

fundraising suppers, receptions, etc. Staff and volunteer who feel sick should not serve food at parish events.

Regarding Summer Faith Formation with Children and Youth Ministry Events

The Office of Life-Long Faith Formation will issue guidance shortly to govern summer activities with children and teens. That guidance will be based on the current State requirements for children, young people, and adults in schools and summer camps, whether indoors or outdoors. Further guidance will come out later about faith formation activities taking place in the fall.

Reminders and Clarification

- Anyone is always free to wear a mask. Some people will feel more comfortable wearing a mask. Others are not vaccinated and taking the advice to wear a mask. Some people can not be vaccinated for medical reasons and will want to wear a mask.
- It is recommended that unvaccinated persons wear a mask for their own protection. Parishes can post reminders to this effect, encouraging unvaccinated persons to choose to wear a mask.
- Parishes can continue to offer disaggregation space for those coming to Mass who prefer more socially-distanced seating. This socially-distanced seating could be set aside in the church instead if a parish prefers this arrangement.