



CATHOLIC ARCHDIOCESE  
OF MELBOURNE

## #14 UPDATE: GENERAL GUIDELINES

### **COVID-19 Implications for the Catholic Archdiocese of Melbourne** **Information Updated: Tuesday 4 August 5.00pm**

The following Guidelines are approved by Most Rev Peter A Comensoli, Archbishop of Melbourne, to assist Clergy and Faithful with questions pertaining to specific areas of liturgy and ministry in the Archdiocese of Melbourne during this time of the COVID-19 pandemic.

In response to the **latest directives announced by Government (2 and 3 August 2020)**, there is now an overarching guide for the use of face coverings across Victoria and two separate areas of General Directives depending on location:

- As of 11.59pm 2 August 2020, **everyone in Victoria** aged 12 years and over must wear a face covering when they leave home. This directive will apply to all areas of the Archdiocese for Masses and liturgies whether streamed or in person. If essential work is being undertaken in offices, masks must also be worn. Please carefully review the Liturgical Guidelines offered below.
- **General Directives STAGE 4** for local government areas designated as **'hot zones'** across metropolitan Melbourne (not including Mitchell Shire).
- **General Directives STAGE 3** for all areas of Victoria (now including Mitchell Shire)

**Under no circumstances should anyone awaiting test verification, including Clergy or Deacons, (even without presenting symptoms) attend a church or parish setting until a diagnosis is confirmed. Additionally, under no circumstances should anyone attend who is closely connected to people who are awaiting test results or who have tested positive.**

At all times consideration must be given to:  
**NUMBERS – DENSITY – HYGIENE**

## Stage 4 – Metropolitan Melbourne

'Metropolitan Melbourne' is made up of 31 local government areas. Stage 4 restrictions have been put in place for these areas and Parishes should check which Council area they come under. Please use the following link with your address to assist in determining your location: <https://knowyourcouncil.vic.gov.au/councils>

**MAP:** <https://www.dhhs.vic.gov.au/victorias-restriction-levels-covid-19>

**All Victorians over the age of 12 must wear a face covering whenever they leave their home, unless a medical exemption applies.**

**As of 11.59pm Sunday 2 August, 2020 and for a period of 6 weeks unless otherwise directed:**

- All places of worship including churches, adoration chapels and other church buildings used for public prayer and religious services. are to be closed.
- **WEDDINGS:** No weddings are permitted unless an application is made to the DHHS for an exemption on compassionate grounds. If compassionate reasons permit a marriage ceremony to proceed, then only 5 people are allowed, comprising of the couple, the two witnesses and the celebrant.
- **FUNERALS:** will be limited to 10 mourners plus the minimum number required to conduct the funeral.
- **BAPTISMS:** are to be postponed, unless there is an and grave pastoral need. (Can. 857; 860).
- **LIVESTREAMING:** a limit of 5 in total may be present, including the celebrant.
- **VISITATIONS:** home visitations are not permitted unless for grave reasons. Only Clergy (Priests and Deacons) may visit. All hygiene precautions must be adhered including the wearing of face coverings. Holy Communion is not to be given to anyone in their homes or care facilities, including the sick and homebound, except as Viaticum for the dying, which may be administered only by Priests and Deacons, and complying with all hygiene precautions and the protocols of the relevant hospitals or aged-care facilities (washing hands, etc.) as appropriate.
- **CURFEW:** A Curfew is in place from 8pm until 5am each day. You may leave home for the purposes of essential work only.
- **If you can work from home, you must do so.**

All requirements around hygiene and distancing must be met, along with the collection of contact details.

**Further information around workplaces will be provided.**

### **Stage 3 Restrictions – All Victoria (inc. Mitchell Shire)**

**All Victorians over the age of 12 must wear a face covering whenever they leave their home, unless a medical exemption applies.**

**As of 11.59pm Wednesday 5 August, 2020 and for a period of 6 weeks unless otherwise directed:**

- All places of worship including churches, adoration chapels and other church buildings used for public prayer and religious services. are to be closed.
- **WEDDINGS:** will be limited to 5 people, comprising of the couple, the two witnesses and the celebrant.
- **FUNERALS:** will be limited to 10 mourners plus the minimum number required to conduct the funeral.
- **BAPTISMS:** are to be postponed, unless there is an urgent and grave pastoral need. (Can. 857; 860).
- **LIVESTREAMING:** a limit 5 in total may be present, including the celebrant.
- **VISITATIONS:** home visitations are not permitted unless for grave reasons. Only Clergy (Priests and Deacons) may visit. All hygiene precautions must be adhered including the wearing of face coverings. Holy Communion is not to be given to anyone in their homes or care facilities, including the sick and homebound, except as Viaticum for the dying, which may be administered only by Priests and Deacons, and complying with all hygiene precautions and the protocols of the relevant hospitals or aged-care facilities (washing hands, etc.) as appropriate.
- **If you can work from home, you must do so.**

All requirements around hygiene and distancing must be met, along with the collection of contact details.

**Further information around workplaces will be provided.**

#### **GENERAL LITURGICAL GUIDELINES – Face coverings:**

These Liturgical Guidelines are intended to assist Clergy and faithful in the reverent and joyful celebration of Holy Mass while maintaining the health and safety precautions offered through health and government authorities. It is by carefully observing the directives and precautions outlined in this document that the celebration of Mass, even with the limitations of restrictions now in place can take place prudently. We look forward to gathering together with all our people to safely celebrate the Eucharistic Sacrifice, but in the meantime we will follow these guidelines with diligence, using common sense and respect for others.

If there are difficulties maintaining any of the following directives, then Masses should be suspended.

## **FACEMASKS and SANITISING**

### **Masses, Funerals, Weddings and Live-Streaming.**

- For Clergy: Masks should be worn as you enter for Mass. They may be removed during the celebration of Mass, but are to be placed back on for the distribution of Holy Communion and at the conclusion of Mass as you process out.
- All present in the worship space –including musicians, technicians for live streaming, and cleaners and musicians, **MUST** wear masks at all times as per the DHHS Guidelines.
- Sanitiser must be used regularly throughout the Liturgy and celebrants must visibly sanitise before and after the distribution of Holy Communion.
- Communicants must sanitise their hands before receiving Holy Communion.
- Masks must be available. If anyone does not have one, or there is not one available, they cannot participate or enter the church.
- All hygiene and distancing regulations must continue to be met as per the general guidelines below

### **LITURGY OF THE WORD**

- The reader may lower his/her mask for the readings. This applies as well for the Universal Prayer.
- This same direction is extended for a cantor (or singers where further number permit): when the cantor is singing, the mask may be lowered. It must be worn at all other times.

### **LITURGY OF THE EUCHARIST**

- The hosts to be consecrated for the faithful should be placed on a separate Paten (or Ciborium) to the Paten holding the host that the priest will consume.

### **HOLY COMMUNION**

*The following information is designed to allow for the distribution of Holy Communion at Mass in a safe manner for both ministers and communicants. All liturgical norms that govern the ordinary distribution of Holy Communion are observed in these norms, preserving the integrity of the celebration and distribution of the Eucharist.*

- All worshippers are to wear a face covering or mask throughout the celebration of Mass and the other Sacraments.
- Instructions on receiving Holy Communion should be given to communicants at the time of the Fraction Rite.
- A table with sanitiser should be made available for those receiving Holy Communion, who must sanitise before receiving.
- During the distribution of Communion, if the minister makes physical contact with the communicant, the minister will be required to sanitise his hand thoroughly. For such sanitisation to be possible, a table with hand sanitiser should also be placed in proximity to the minister distributing Communion.
- The Celebrant should direct congregants to receive Holy Communion in their hand by stretching out their arms with one hand flatly placed on top of the other,

then taking steps to the side to place the host on the tongue.

- In order to minimise the possibility of contact with droplets between the communicant and minister, the most acceptable way to accommodate the dialogue that occurs between them might be the following:
  - The minister is to wear his mask throughout.
  - The communicant comes forward to a point 1.5m metres from the minister, removes one side of their mask, and sanitises their hands at a sanitation station provided nearby.
  - The communicant then enters into dialogue with the minister: “Body of Christ”; “Amen.” from the 1.5 metre distance.
  - The communicant, stretching out their arms with one hand flatly placed on top of the other, receives the Blessed Sacrament then steps to the side to place the host on their tongue.
  - The communicant replaces their mask and returns to their seat.
  - If there is any contact with a communicant’s hand or breath, the Minister must sanitise before distributing Holy Communion to the next communicant.
  
- For the health and safety of all involved, it is exhorted that Holy Communion should only be taken in the hand during this stage of pandemic restrictions, and Clergy should not encourage otherwise. If a communicant presents to receive on the tongue, they must wait until all others who are receiving in the hand have done so. A minister must immediately sanitise his hand every time a communicant receives Holy Communion on the tongue, and before proceeding.

**PLEASE NOTE:** It is advised that when live-streaming, reception of Holy Communion is done off-screen/video.

**It is recommended that you keep informed through the Department of Health and Human Services website for daily updates.**

<b>Priests Daily Mass and obligations</b>	<ul style="list-style-type: none"> <li>• Daily Mass should be offered for all God’s people, the faithful in Melbourne, and the wider community.</li> </ul>
<b>Baptisms</b>	<ul style="list-style-type: none"> <li>• Baptisms are to be postponed, unless there is an and grave pastoral need. (Can. 857; 860).</li> <li>• In emergency situations priests and deacons must make themselves available for Baptism. In extreme circumstances any lay person can validly baptise using water and the Trinitarian formula. (Can 861 §2)</li> </ul>
<b>Weddings</b>	<ul style="list-style-type: none"> <li>• Where weddings are permitted, <b>up to 5 people</b> may attend a wedding which includes the couple, the celebrant and two witnesses;</li> </ul>

	<ul style="list-style-type: none"> <li>● CONTACT DETAILS are required for all attendees– and must include: First Name + Contact Number + date and time at which the person attended the place of worship;</li> <li>● Physical distancing and building capacity limits must be maintained at all times;</li> <li>● Hygiene precautions must be maintained throughout;</li> <li>● Doors must remain closed to prevent public access;</li> <li>● No lingering outside the church following the wedding;</li> <li>● Following a wedding, the church must be cleaned in accordance with the guidance on routine environmental cleaning and disinfection in the community, available at: <a href="https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-about-routine-environmental-cleaning-and-disinfection-in-the-community">https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-about-routine-environmental-cleaning-and-disinfection-in-the-community</a></li> </ul>
<b>Funerals</b>	<ul style="list-style-type: none"> <li>● <b>Up to 10 mourners</b> may attend funeral in a place of worship as well as the minimum number of people required for the funeral, including the members of the funeral company;</li> <li>● CONTACT DETAILS are required for all attendees– and must include: First Name + Contact Number + date and time at which the person attended the place of worship;</li> <li>● Physical distancing and building capacity limits must be maintained at all times;</li> <li>● Hygiene precautions must be maintained throughout;</li> <li>● Doors must remain closed to prevent public access.</li> <li>● No lingering outside the church following the funeral;</li> <li>● Following a funeral, the church must be cleaned in accordance with the guidance on routine environmental cleaning and disinfection in the community, available at: <a href="https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-about-routine-environmental-cleaning-and-disinfection-in-the-community">https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-about-routine-environmental-cleaning-and-disinfection-in-the-community</a></li> <li>● It will not be possible to organise any refreshments in the Parish hall or centre after the funeral is concluded.</li> <li>● Permission is granted to hold the funeral Liturgy in a funeral parlour, if the family so wish.</li> <li>● Families may wish to arrange a larger Memorial Mass at a later date, and after the public emergency and relevant social restrictions have passed.</li> </ul>
<b>Penance</b>	<ul style="list-style-type: none"> <li>● Only the First Rite of Penance (individual confession and absolution) can be celebrated, because of the restrictions on numbers. This must be undertaken on a personal requests basis and be undertaken meeting all hygiene and distancing requirements.</li> <li>● If there arises an urgent need to impart sacramental absolution to several people together out of grave necessity (eg. to a</li> </ul>

	<p>group of persons in a hospital setting who are dying from Coronavirus), then permission is to be sought from the Regional Vicar. The provisions of Can.961 and 962 are to be met and applied for validity.</p>
<p><b>Pastoral and Sacramental Visitation.</b></p> <p><b>Communion to, and Anointing of, the Sick</b></p>	<ul style="list-style-type: none"> <li>● It is important that the Sacrament of Anointing be available to those seriously ill and in danger of death, and may be given on request</li> <li>● Priests may offer Anointing to the sick and dying on request, and complying with the protocols of the relevant hospitals or aged-care facilities (washing hands, etc.)</li> <li>● Holy Communion is not to be given to anyone in their homes or care facilities, including the sick and homebound, except as Viaticum for the dying, which may be administered only by Priests and Deacons, and complying with all hygiene precautions and the protocols of the relevant hospitals or aged-care facilities (washing hands, etc.) as appropriate.</li> <li>● In general circumstances, if a Priest is requested to visit the home of a sick and dying person, he must take every precaution in relation to those who may be contagious.</li> <li>● As previously communicated, when Anointing the Sick, priests are given permission to lay on hands by holding them above, rather than upon the head, so as to avoid physical contact. The anointing is to be carried out by dipping a cotton wool ball, cotton bud into the bottle of Oil (do not use an Oil Stock).</li> <li>● Protective gloves could also be used, which can be disposed of appropriately after a single use. Anointing the head would be sufficient.</li> <li>● If <i>Viaticum</i> is to be administered, follow the guidelines below: <ul style="list-style-type: none"> <li>- Wash hands or use a hand sanitiser once you enter the home;</li> <li>- Avoid any physical contact with the person or family during the visit;</li> <li>- Use a hand sanitiser again before distributing Communion;</li> <li>- If the communicant usually receives Communion on the tongue, strongly encourage him or her, for your safety as well as his / hers, to receive Communion in the hand;</li> <li>- Wash or sanitise your hands after the visit;</li> <li>- Maintain optimum physical distance with everyone in the room, except the patient;</li> <li>- Do not offer comfort through any physical contact.</li> </ul> </li> <li>● It is encouraged that those Priests who are in a vulnerable age category or with health concerns contact a neighbouring Priest, their Regional Vicar, or Fr Dean Mathieson to discuss who might be available to support them.</li> <li>● Physical distancing to the extent possible, disinfecting hands before and after pastoral encounters, and other current measures must be applied at all times.</li> </ul>

<b>Ministering to a confirmed COVID-19 Patient</b>	<ul style="list-style-type: none"><li>• Health officials will be able to guide what is possible and permissible.</li></ul>
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