

Protocol for Readers and Extra-ordinary Ministers of Holy Communion (EMHC) at St. Andrew the Apostle Church, Lufkin, Texas

Readers

- If you cannot serve as scheduled, you need to find a substitute from the list sent with each schedule.
- Do not carry the Book of the Gospels in the entrance procession if a deacon is not present since only a deacon carries the Book of the Gospels in the entrance procession.
- The first reader should approach the altar, bows towards the altar while at the bottom of the steps, and then go to the ambo (lectern).
- Prior to beginning the first reading, say “A reading from the ...” (Do not say “The first reading is from the ...”)
- After finishing the first reading, say “The word of the Lord.” (Do not say “This is the word of the Lord.”)
- If the Psalm will be sung by the choir, the reader of the first reading should step back from the lectern and wait until the choir has finished the Psalm before returning to the pew. (Check with the choir before Mass.)
- If the Psalm is not sung by the choir, the first reader should pause several seconds after finishing the first reading before beginning to read the Psalm. (No introductory words precede the Psalm.) The reader may extend a hand to indicate when the people are to respond.
- When the Psalm is finished, the first reader goes to the bottom of the steps and waits for the second reader to meet him/her, and then both bow towards the altar. The second reader goes to the ambo (lectern) and the first reader goes to a pew.
- Prior to beginning the second reading, say “A reading from the ...”
- After finishing the second reading, say “The word of the Lord.”
- The Alleluia will then be sung by the choir and people, or by the people alone if there is no choir. The second reader reads or chants the Alleluia Verse. The Alleluia will then be sung again by the choir and people or by the people alone if there is no choir.
- Before the second reader leaves the ambo (lectern), the second reader places the Lectionary on the shelf of the ambo (lectern) so the deacon or priest does not have to move the Lectionary to make room for the Book of the Gospels, which he will read from.
- The second reader goes to the bottom of the steps, bows towards the altar, and then proceeds to a pew.
- The Prayer of the Faithful (petitions) are announced after the Profession of Faith (Creed) by a deacon, if present. If a deacon is not present, the second reader approaches the altar, bows toward the altar while at the bottom of the steps, and then goes to the ambo (lectern) as the Profession of Faith is being completed. After the priest introduces the Prayer of the Faithful (petitions), the second reader announces the petitions. Once the petitions are completed, the second reader waits for the priest to conclude the Prayer of the Faithful before the second reader goes to the bottom of the steps, bows towards the altar, and then proceeds to a pew.

EMHC

- If you cannot serve as scheduled, you need to find a substitute from the list sent with each schedule.
- After the start of the singing or reciting of the Lamb of God and the priest begins breaking of the Host (Fraction Rite), the EMHC’s should approach the altar and stand at the bottom of the steps.
- After the priest consumes some of the Precious Blood from the chalice, the EMHC’s go to the altar to receive Holy Communion.
- When distributing Holy Communion, the EMHC says “The Body of Christ” and holds up a host, while waiting for a response from the communicant or “The Blood of Christ” and holds up the chalice, while waiting for a response from the communicant. Wipe the chalice after each communicant receives.

- If someone approaches an EMHC and indicates they are not to receive Holy Communion (typically, their arms will be crossed on the chest), our bishop has instructed that the EMHC should say “Receive the Risen Lord Jesus into your heart.” You may extend your hand (nothing in it) towards the individual while you recite the prescribed words. (This is not a blessing.) Our bishop has instructed that the EMHC’s are not to touch individuals who are not receiving Holy Communion.
- After the distribution of Holy Communion has finished, if there is some Precious Blood left in your chalice, consume the remaining Precious Blood. If a deacon is present, give the chalice and purificator (cloth you wipe the chalice with) to the deacon. If a deacon is not present, put the chalice on the credence table on the corporal (square cloth with red cross on it) and put the pall (stiff cloth-covered square) over the top of the chalice.
- When the priest puts the ciborium in the tabernacle, closes the door, and bows, the EMHC’s should also face the tabernacle and bow towards the tabernacle.
- After bowing towards the tabernacle, the EMHC’s go to the bottom of the stairs in front of the altar, bow towards the altar, and then go to a pew.

May 25, 2009