



Archdiocese of Bangalore
CIRCULAR



St. Francis Xavier
Patron of Archdiocese
Pray for Us

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No. 156 A

MAY 2017

Dear Rev. Fathers / Sisters / Brothers / Lay Faithful,

1. A WORD OF THANKS AND WELCOME

During these months, many Religious Priests, Brothers and Sisters working in our Archdiocese move out on transfers. They have worked in our parishes; taught in our schools; served in hospitals and healthcare centers caring for the sick and dying; advocated for the poor – bringing the Gospel message of hope to them. We are happy to know that all of them have rendered their dedicated and valuable services to us in the Archdiocese. Hence, on behalf of all of you, I wish to express my sincere thanks to them for their charity and faith, the contribution of their holiness and their service in this local Church. May God sustain them in his peace and give them strength to continue his mission in their new places.

It is also with great joy, I accord a very warm welcome to the religious priests, brothers and sisters who have been assigned to work in our Archdiocese. We wish them comfortable stay and successful ministry here.

My sincere advice to all the religious priests, brothers, sisters who have been assigned to do their ministries in the Archdiocesan parishes and institutions is that they should learn the local language, tradition and culture, and also other languages that are needed for their effective and fruitful pastoral ministries. We should bear in mind that we are called to serve God's people by making ourselves available for them and work tirelessly for their spiritual and temporal wellbeing.

The Archdiocese has organized an Orientation Programme for the Archdiocesan Clergy and the Religious Priests who have been newly appointed as Parish Priests and Assistant Parish Priests on Wednesday, 5th of July from 10.00 a.m. to 01.00 p.m. at Paalanaa Bhavana (Archdiocesan Pastoral Centre). The participation in this programme is compulsory.

At this programme, the required Pastoral Guidelines will be given to them. The Participants are expected to bring the *Pastoral Handbook* for the programme for immediate reference. The *Revised Pastoral Handbook* is available at the Archdiocesan Finance Office.

2. FACULTY CARDS FOR THE PRIESTS

A "Faculty Card" is issued to all the priests of the Archdiocese and also to the religious priests working in the Archdiocesan parishes and institutions. May I request **the new comers** to submit their applications to my Secretary by providing the necessary information, such as their full names, dates of birth and ordination along with their recent stamp size photograph taken in their cassocks. The Faculty Cards can be collected after five days of submitting the applications.

All other Priests who are neither the Archdiocesan Clergy nor those working in our parishes and institutions should pay Rs. 100/- for the Faculty Card. And the applications for such priests should come to me from their concerned Superiors. It is advisable that they carry the Faculty Cards with them when they go to any church or institution in the Archdiocese to celebrate Mass and/or administer the Sacraments.

The Parish Priests and Heads of the Institutions are also strictly warned not to allow any priests who are unknown to them to celebrate Mass and/or administer the Sacraments in their parishes/ institutions without first seeing '*The Celebrant*' (the Faculty Card) issued by me.

3. FIVE NEW PRIESTS AND FIVE DEACONS FOR THE ARCHDIOCESE

It is indeed a blessing that we have five new priests ordained for the Archdiocese this year on 11.05.2017. They are

1. Rev. Fr. Alban Zeo G. (St. Anthony's Church, Kavalbyrasandra)
2. Rev. Fr. Arokia Doss G. (Ss. Peter & Paul Church, Rayapuram)
3. Rev. Fr. Divya Yesu Balan (St. Joseph's Church, Briand Square)
4. Rev. Fr. John Paul (Holy Ghost Church, Richard's Town)
5. Rev. Fr. Vivian Richards S. (Infant Jesus Shrine, Viveknagar)

We consider these ordained ministers as blessings of God to the Archdiocese. We congratulate them and also assure them of our prayers that they may do their diaconal ministries joyfully for the glory of God and for the service of his people.

This year the Archdiocese we are also blessed with the following five Deacons who were ordained on 10-05-2017:

1. *Bro. Clement Deep S. (Sacred Heart Church, Richmond Road)*
2. *Bro. Emmanuel A. (St. Ignatius Church, Begur)*
3. *Bro. Hadlee Vimal S. (St. Anthony's Church, New Guddadahalli)*
4. *Bro. Maxmillian S. (Sacred Heart, Richmond Road)*
5. *Bro. Vivian Juan Mariaraj S. (St. John the Evangelist Church, J.C. Nagar)*

While congratulating them on your behalf, I wish them fruitful ministries in the Archdiocese. May they continue to sustain the same zeal and dedication in the years to come. I thank their Parents, Parish Priests, Vocation Promoters, Formators and all those who were instrumental in helping them to reach the Altar of God. I cordially welcome them into our presbyterate and pray that the Eternal High Priest may grant them the grace and spirit of perseverance, and the joy of serving his People of God.

4. DOCUMENTS, RECORDS AND FILES FOR SCRUTINY

All the out-going parish priests/ heads of the institutions are required to invite the Chancellor, the Financial Administrator and the Legal, Rent and Property Administrator to examine the documents and the movable properties to be handed over to the in-coming parish priests and heads of the institutions at least 10 days before handing over charge. The out-going parish priests and heads of institutions should fix this date in consultation with the Chancellor, the Financial Administrator and the Legal, Rent & Property Administrator. They should also invite the Dean of the respective deanery for continuity and coordination. All the documents, registers, accounts (audited) etc. are to be kept up-to-date and the inventory of the movable properties to be kept ready for verification.

(Refer Pastoral Handbook 2nd Edition Page No. 212, Point No. 3.4)

5. POINTS TO BE KEPT IN MIND BY THE PRIEST WHO IS ON TRANSFER

1. A priest on transfer should hand over charge on the date specified with due respect to the incoming priest.
2. Once the get-ready intimation is received by the priest on transfer, no changes should be done in the parish or institution without the written permission of the Archbishop.
3. In the last year of the term (6th year) no work has to be undertaken, which cannot be completed before the transfer time.
4. While going on transfer the priests should not keep any loan and/or bills pending without clearing them.
5. No money or items from the church/presbytery can be donated or transferred to any parish or institution without the express written permission of the Archbishop.
6. He should hand over charge to the incoming priest with all the documents mentioned below together with the inventory and accounts physically checked. The incoming priest should verify all the documents, accounts and inventory, and satisfy himself before taking charge and signing the documents. He must not complain later that some of the documents/things are not available and/or kept by the previous parish priest/head of the institution.

7. No appointments or salary changes to be done after the transfers are announced, if done it will not be valid.
8. After handing over and taking charge of the parish/institution, the keys of the Presbytery/Institution should not be handed over to anybody other than the new incumbent or the Asst. Parish Priest.

Registers, Accounts, Inventory, Investments and Census

- a. The registers should be kept up-to-date, especially the books of accounts and registers, such as Baptism, Holy Communion, Confirmation, Marriages, Funerals, Salaries, Mass Intentions, Bination / Trination Masses, Inventory duly entered in a register separately, of the Church, Presbytery and Kitchen, etc.
- b. The files of the parish should be kept up-to-date, especially those containing the property documents. All original documents should be kept in the Archdiocesan Archives and certified Xerox copies at the Parish.
- c. Every Parish Priest/Priest-in-charge of Institution should try to furnish/enhance the inventory of the parish church and parochial house. He should not dispose of or give/take away any of items when he is due for transfer and/or after receiving the transfer order.
- d. All the SB/Current Accounts should be operated by the Parish Priest and the Archbishop of Bangalore on either or survivor basis. All FDs, Bonds, Cash Certificates, Investments – should be operated by the Parish Priest and the Archbishop of Bangalore Jointly (i.e. the signatures of both are required together for any operation). This is necessary not to control but to keep up the continuity of the original intention of the investments. If the investments and the Bank Accounts are not operated as mentioned above, necessary action is to be taken in this regard before the transfer takes place.
- e.
 - i. The list of legacy Masses, if any, indicating clearly where to find the money for these should be kept up-to-date always.
 - ii. Complete the audit for the financial year;
 - iii. Comply with the returns to be filed in all the forms, such as Income Tax, Registrar of the Societies, etc. Please consult the auditor to get the proper dates for filing these returns;
 - iv. In case of any projects, the periodical/completion reports etc., should be sent without fail;
 - v. Arrears/dues such as electricity, telephone, water, tax etc. should be paid before the transfer takes place.

(Refer Pastoral Handbook 2nd Edition Page No. 209 to 211, Point No. 3.3. & 3.3.1.)

6. TRANSFERS AND APPOINTMENTS – 2017

Considering the pastoral needs of the Archdiocese, the following changes have been made in the transfers and appointments of priests. I am pleased to announce the following transfers and appointments that will take effect from the dates indicated below:

i. Parish Priests/Heads of the Institution

Sl. No.	Name	From	To	To take charge on	Installed by
1.	Fr. Terence Mathew	Parish Priest St. Theresa's Church J.C. Road	Parish Priest and Manager and Correspondent Our Lady of Lourdes Church /Educational Institution Tumkur	18-06-2017	Very Rev. Fr. David Joseph – Dean & Rev. Fr. John Rose ABE, Secretary
2.	Fr. Pradeep Kumar Z	Parish Priest Our Lady of Lourdes Church, Tumkur	Parish Priest Infant Jesus Church Moodalapalya	15-06-2017	Very Rev. Fr. Alexander Daniel, ofm, cap. Dean
3.	Fr. Devadass D	Administrator, Legal, Rent & Property and Manager & Correspondent of St. Aloysius Higher Primary School	Parish Priest St. Thomas Church Kanakanagara Continues as the Administrator – Legal, Rent & Property, Archives at Archbishop's House	19-06-2017	Very Rev. Fr. Michael Antony – Dean
4.	Fr. Prem Arokianathan G.	Parish Priest Our Lady of Rosary Church Venkata	Parish Priest and Manager & Correspondent Assumption Church/ Educational Institution Rajajinagar	17-06-2017	Very Rev. Fr. T. Bernard Dean and Rev. Fr. John Rose ABE, Secretary

Sl. No.	Name	From	To	To take charge on	Installed by
5.	Fr. Joseph Menezes	Parish Priest and Manager & Correspondent, Assumption Church/Educational Institution Rajajinagar	Rector-cum-Parish Priest Infant Jesus Shrine Parish Viveknagar	15-06-2017	Very Rev. Fr. Norman Bernard – Dean
6.	Fr. Alphonse Bhaskar R	Parish Priest St. John Paul II Church Channasandra	Parish Priest and Manager & Correspondent, St. Theresa's Church J.C. Road/ Lourdes School Cubbonpet	16-06-2017	Very Rev. Fr. Sagayanathan A. Dean and Rev. Fr. John Rose ABE, Secretary
7.	Fr. Adolf Washington	Clergy Home	Parish Priest St. John Paul II Church Channasandra	18-06-2017	Very Rev Fr. L. Arulappa Dean
8.	Fr. Arul Raj Sampath J	Parish Priest St. Anthony's Church Basavanapura	M.Th Studies in Youth Ministry at Viswadeep; and Socius at St. John Paul II Church Channasandra		
9.	Fr. Kiran Kumar B.	Asst. Parish Priest Our Lady of Victories Church Champion Reefs	Parish Priest St. Anthony's Church Basavanapura	20-06-2017	Very Rev. Fr. B. Amaldass, ofm Dean

SI. No.	Name	From	To	To take charge on	Installed by
10.	Fr. Balaraj J.	Rector-cum-Parish Priest Infant Jesus Shrine Viveknagar	Parish Priest Holy Rosary Church Venkatala	18-06-2017	Msgr. S. Jayanathan, Vicar General
11.	Fr. Francis Christopher A.	Parish Priest and Manager & Correspondent of St. Jame's Church/Educational Institution Mariannapalya	Parish Priest and Manager & Correspondent of The Immaculate Conception Church St. Philomena's High School Railway Colony Assists in Legal, Rent, Property Office at Archbishop's House	20-06-2017	Very Rev. Fr. A. Sagayanathan Dean and Rev. Fr. John Rose ABE, Secretary
12.	Fr. Peter Edwin J.	Parish Priest and Manager & Correspondent of The Immaculate Conception Church St. Philomena's High School Railway Colony	Parish Priest and Manager & Correspondent of St. Jame's Church St. Jame's Educational Institution	17.06.2017	Very Rev. Fr. Michael Antony – Dean Rev. Fr. John Rose ABE, Secretary

Sl. No.	Name	From	To	To take charge on	Installed by
13.	Fr. Amal Raj Crispin	Parish Priest and Manager & Correspondent, St. Sebastian's Church/ Educational Institution Coromandal	Parish Priest Our Lady of Vailankanni Church Yelahanka New Town	16-06-2017	Very Rev Fr. Prem Arokianathan G. Dean
14.	Fr. Justin Durai Raj	On Leave	Parish Priest and Manager & Correspondent St. Sebastian's Church/ Educational Institution Coromandal	18-06-2017	Very Rev. Fr. John Anthony – Dean and Rev. Fr. John Rose ABE, Secretary
15.	Fr. Arun Balaraj A	Asst. Parish Priest Ascension Church Da Costa Layout	Parish Priest St. Theresa's Church Theresapura	17-06-2017	Very Rev. Fr. Mariappa Gregory Dean
16.	Fr. Maria Louis C.	Parish Priest St. Theresa's Church Theresapura	Parish Priest and Manager & Correspondent St. Rita's Church/ Educational Institution Kanakapura	18-06-2017	Msgr. C. Francis Vicar General and Rev. Fr. John Rose ABE, Secretary
17.	Fr. Mariappa Gregory	Parish Priest and Manager & Correspondent St. Rita's Church/ Educational Institution Kanakapura	Parish Priest and Manager & Correspondent Immaculate Conception Church/ Educational Institution, Doresanipalya	19-06-2017	Very Rev. Fr. B. Amaldass, ofm Dean and Rev. Fr. John Rose ABE, Secretary

Sl. No.	Name	From	To	To take charge on	Installed by
18.	Fr. Lourdu Xavier Santhosh	Parish Priest and Manager & Correspondent Immaculate Conception Church/Educational Institution Doresanipalya	Parish Priest St. Anthony's Church Kodathi	20-06-2017	Very Rev. Fr. B. Amaldass, ofm Dean
19.	Fr. Sagaya Arokiadass A.	Parish Priest Mother of Mines Church Oorgaum	Parish Priest Our Lady of Compassion Church, Mulabagilu	18.06.2017	Very Rev. Fr. Aloysius Kuzhuppilli, msfs Dean
20.	Fr. Arokiadoss J.	Parish Priest Our Lady of Compassion Church Mulabagilu	Parish Priest Mother of Mines Church Oorgaum	19.06.2017	Very Rev. Fr. John Anthony Dean
21.	Fr. Shanth Kumar J.	Asst. Parish Priest St. Francis Xavier's Cathedral & Asst. Secretary, ABE	Manager and Correspondent Christ the King Public School Malleswaram; Continues as the Secretary ABE; and Renders assistance in the Pastoral Ministry at Christ the King Church, Malleshwaram Pursues B.Ed Studies Residence at: Christ the King Church Presbytery	10-06-2017	Very Rev. Fr. John Rose Secretary, ABE

Sl. No.	Name	From	To	To take charge on	Installed by
22.	Fr. Joseph Naveen Kumar	Designate Director BMSSS	Director, BMSSSS; Editor – TABOR VANI and Renders assistance in the Pastoral Ministry at St. John the Evangelist Church J.C. Nagar	19-06-2017	His Grace the Archbishop
23.	Fr. Therese Babu E.	Parish Priest St. Anthony's Church Kodathi	Parish Priest St. Theresa's Church Dommasandra (New Parish) [Near Kodathi] Assists in Legal, Rent, Property Office at Archbishop's House	29.06.2017	His Grace the Archbishop

ii. Assistant Parish Priests

Sl. No.	Name	Ordained on	Designation	To take charge on
1.	Fr. Arun Santhosh M.	Asst. Director Bhakthi Bhavan Da Costa Layout	Higher Studies (MSc) in Counselling (Montfort College); and Asst. Parish Priest, Resurrection Church Indiranagar	10-06-2017
2.	Fr. Christopher Gerord White	Asst. Financial Administrator	Continues as Asst. Financial Administrator; Deputed to do C.A. Studies; and Renders assistance in the Pastoral Ministry at St. Jude's Church R. T. Nagar	
3.	Fr. Vincent Kiran Kumar A.	Asst. Parish Priest St. Mary's Minor Basilica Church Shivajinagar	Asst. Parish Priest Our Lady of Victories Church Champion Reefs, KGF	10.06.2017
4.	Fr. Vinay Pradeep S.	Asst. Parish Priest Infant Jesus Church Viveknagar	Asst. Parish Priest St. Theresa's Church Robertsonpet, KGF	10.06.2017
5.	Fr. Viven John Monis	Asst. Parish Priest Sacred Heart Church Richmond Road	Asst. Rector Bhakthi Bhavan	10-06-2017
6.	Fr. Anthony Swamy	Asst. Parish Priest St. Theresa's Church Robertsonpet	Asst. Parish Priest Sacred Heart Church Richmond Road	10-06-2017

Sl. No.	Name	Ordained on	Designation	To take charge on
7.	Fr. Prashanth Prem Kumar B.	Asst. Parish Priest Resurrection Church Indiranagar	Asst. Parish Priest St. Francis Xavier's Cathedral	10-06-2017
8.	Fr. Robin Joseph Kennedy	Asst. Parish Priest St. Anthony's Church T.C. Palya	Asst. Parish Priest Ascension Church Da Costa Layout	10-06-2017

iii. New Priests

Sl. No.	Name	Ordained on	Designation	To take charge on
1.	Fr. Arokia Dass G.	St. Mary's Minor Basilica Shivajinagar	Asst. Parish Priest	10-06-2017
2.	Fr. Divya Yesu Balan S.	St. Anthony's Church T.C. Palya	Asst. Parish Priest	10-06-2017
3.	Fr. Vivian Richards S.	Resurrection Church Indiranagar	Asst. Parish Priest	10-06-2017
4.	Fr. John Paul	St. Joseph Church Briand Square	Asst. Parish Priest	10-06-2017
5.	Fr. Alban Zeo G.	Infant Jesus Church Viveknagar	Asst. Parish Priest	10-06-2017

iv. Religious Priests

Sl. No.	Name	From	To	To take charge on	Installed by
1.	Fr. Charles Enakius scj	St. Joseph's Church Adigondanahalli	Parish Priest	07.05.2017	V. Rev. Fr. Sahaya Raj Dean
2.	Fr. Sebastian Ampattukzhivil, ssp	St. Paul's Church Nagasandra	Asst. Parish Priest	14.05.2017	
3.	Fr. Arokiaswamy Aruldass, cpps	St. Paul the Hermit Church V. Naganahalli Continues as the Secretary, Archdiocesan Minority Commission	Parish Priest	15.06.2017	V. Rev. Fr. Michael Antony Dean
4.	Fr. Ratchagadoss Francis, sdb	St. Joseph's Church Susaipalyam	Parish Priest	24.05.2017	V. Rev. Fr. John Anthony Dean
5.	Fr. Manohar Josly Noronha, sac	St. Vincent Pallotti Church, Banaswadi	Parish Priest	01.06.2017	V. Rev. Fr. A.S. Anthony Swamy – Dean
6.	Fr. Soundar M. sac	St. Vincent Pallotti Church, Banaswadi	Asst. Parish Priest	01.06.2017	
7.	Fr. Franklin Kulandai Yesu, msc	Our Lady of the Sacred Heart Church Bellandur Gate	Asst. Parish Priest	01.06.2017	
8.	Fr. Valentine Anthony Raj, cmf	St. Jude's Church Karahalli	Parish Priest	01.06.2017	V. Rev. Fr. Prem Arokianathan G.

Sl. No.	Name	From	To	To take charge on	Installed by
9.	Fr. Naveen Rodrigues, op	Kannur Church (New Parish) Substation of Hegde Nagar	Priest-in-charge	09.07.2017	His Grace the Archbishop
10.	Fr. C. Jeya Seelam, hgn	Our Lady of Lourdes Church, White Field	Asst. Parish Priest	10.06 2017	
11.	Fr. P. Johnson Sacretees, hgn	St. Patrick's Church Brigade Road	Asst. Parish Priest	10.06 2017	
12.	Fr. Francis, msc	Our Lady of Lourdes Church Halasuru	Asst. Parish Priest	10.06 2017	
13.	Fr. Arockia Prabhakar, smm	Nativity Church Vidyaranyapura	Asst. Parish Priest	10.06 2017	
14.	Fr. Arol Raj, ISch	St. Anthony's Church Kaval Byrasandra	Asst. Parish Priest	10.06 2017	
15.	Fr. Don Bosco, ISch	St. Francis Xavier's Cathedral Cleveland Town	Asst. Parish Priest	10.06 2017	

v. Regents' Postings

This year, there are eight regents posted at different places to gain some pastoral experience. As required, a seminarian, after completing his philosophy course, is expected to do his regency before pursuing his theological studies. This pastoral experience is a very important for priestly formation. Hence, they should do this ministry very faithfully and diligently, and equip themselves with fluency the languages that are used in our Archdiocese to be more effective in the pastoral ministry.

(Refer Pastoral Hand book 2nd Edition Page No. 209, Point no 3.2.8)

We wish the following candidates a fruitful Regency:

Sl. No.	Name	Parish	Posted to
1.	Balraj J.	Ss. Peter & Paul Church, Rayapuram	St. Mary's Orphanage Da Costa Layout Weekend Ministry St. Jude's Church, Naganapalya
2.	Benjamin Christopher J.	Holy Trinity Church, Sahakar Nagar	Archbishop's House Weekend Ministry St. Francis Xavier's Cathedral Cleveland Town
3.	Maria Anthony M.	St. Anthony's Church, T.C. Palya	St. Patrick's Orphanage Weekend Ministry St. Patrick's Church, Brigade Road
4.	Richard Stanley T.R.	St. Francis Xavier's Cathedral Cleveland Town	Paalanaa Bhavana Weekend Ministry St. John the Evangelist Church J.C. Nagar

Sl. No.	Name	Parish	Posted to
5.	Maurinus Robin R.	Holy Ghost Church Richard's Town	St. Germain's Institutions Weekend Ministry St. Joseph's Church Lingarajapuram
6.	Terry Prakash Xavier	St. Francis de Sales Church Hebbagodi	St. Michael's Church Shanthinagar
7.	George Sudeep Paul	Infant Jesus Shrine Church Viveknagar	Bhakti Bhavan Weekend Ministry Ascension Church Da Costa Layout
8.	Jerome D.	St. Michael's Church Shanthinagar	St. Aloysius Hostel Weekend Ministry Good Shepherd Church Murphy Town

7. TRANSFERS AND THEREAFTER

a. *My earnest appeal to all those Parish Priests who will take charge of the parishes:*

- To visit all the families in the parish and to update the Parish Census/ Family Records.
- To go through all the registers and documents and familiarize themselves with them.
- To see if the accounts are audited and all returns are filed; if not to do the needful within the stipulated time.
- To study the property/land documents in detail and to personally visit those sites.
- To get all the bank accounts operable and to keep updating constantly.
- To get into the habit of writing the accounts daily.
- To consult their predecessors in case of any doubt.

If there are any difficulties in this regard, they are requested to contact the Chancellor/Financial Administrator/Administrator of legal-rent-property.

b. *Any new projects or major changes*

Before initiating any new project or works/changes in the parish/institution, please refer and seek the advice of the Archbishop. Once you obtain the written permission from the Archbishop, let the project or works be made known to the Parish Assembly / Parish Pastoral Council and Finance Committee. It is advisable to involve the parishioners in the planning and implementation of those approved projects to avoid unnecessary misunderstanding, complication and accusation.

c. *Transparency and Accountability*

The cash book has to be signed at the end of every month by the Parish Priest and Finance Committee Secretary. Before signing, let him go through all the bills, vouchers and receipts. Please ensure transparency and impeccable accountability, in order to uphold the highest traditions of the Church exemplified by Pope Francis. Let the finance committee go through the accounts periodically.

If these instructions are not followed and the admonitions are neglected, there could be a scope for misunderstanding, doubts and confusion in the minds of the people. The minutes of finance committee should be sent to the Archbishop for approval. Since monies belong to the Archdiocese/Parish/Institution, we are only the stewards and trustees. I strongly recommend to you to be very careful in initiating and carrying out the projects in the parishes or institutions.

Likewise, the ABE institutions are expected to maintain the accounts and keep them open to the ABE the officials and auditors.

8. ACCOMMODATION AND EMPLOYMENT FOR PRIESTS' RELATIVES IN THE PARISH PRESBYTERY AND INSTITUTIONS

At the Meeting of the College of Consultors held on 29th May, 2015, the topic of '**Relations staying in the Priests' House (Presbytery)**' was discussed as there have been many complaints from the parishioners and others. The norm of the Archdiocese is very clearly mentioned in the Pastoral Hand Book: "***It is strictly forbidden to accommodate relatives and personal friends (lay people) in the presbytery***" (PH Ch. 2.14.5). Hence, Priests working in the parish, including religious, are requested not to entertain / accommodate any of their relations in the Parish House.

Likewise, it was also observed by the Members of the College of Consultors that in a few of our parish churches / houses/ institutions, '**Relations of the priests are employed in the parish or given assignment to take care of the Parish Halls, Decorations, Catering etc.**' As regards this point also the Pastoral Hand Book clearly states: "***Normally not more than two persons from the same family or close relatives should be employed in the same institution***"; and "***No relatives of the priests should be employed in the same institution where he is working***" (PH Ch. 18.2.6 and 18.2.7). Therefore, all the Priests (Archdiocesan and the Religious working in our parishes and institutions) are hereby requested to take note of these directives and to follow them strictly.

It has been observed that some boys & girls are getting accommodated in the presbytery sometimes minors and sometimes adults bringing in criticism and disturbance in the Parishes and institutions. Nobody should be accommodated/ entertain permanently or a longer time.

9. DECREE GRANTING PLENARY INDULGENCE DURING THE CENTENNIAL OF THE APPARITIONS OF FATIMA

As we are all well aware, this year we celebrate the Centennial of the Apparitions of our Blessed Mother to the three shepherd children at Fatima, Portugal, where she appeared once each month from 13th May until 13th October, 1917.

In my last Circular, I have given the details of the Apparitions and also the programmes to be conducted for a fruitful celebration of the Fatima Centenary in our Parishes/ Chapels/ Institutions/Houses/Diocese as proposed by the World Apostolate of Fatima, an International Association of the faithful approved by the Holy See.

On this historical and holy event, His Holiness Pope Francis mandated a Jubilee Year is granted, with the inherent plenary indulgence, from the 27th of November 2016 till the 26th of November 2017.

Hence, it is with great Joy, I have issued a Decree granting Plenary Indulgence to the faithful who visit the three shrines that are mentioned in the Decree. **(Please see the Annexure)**

As announced earlier, on Saturday, 13th May, I blessed the Statue of Our Lady of Fatima at St. Mary's Basilica, Shivajinagar, and we offered a Solemn Holy Mass and at the end of the Mass we also Consecrated the entire Archdiocese and the Karnataka State to Our Lady of Fatima.

I request the Priests, Religious and Lay Faithful to come in large numbers to St. Mary's Shrine Basilica to participate in this special event and to receive the blessings of God through the powerful intercession of Mother Mary. Let us also organize various programmes in our Parishes and Institutions to promote Marian Spirituality according to the wishes of His Holiness Pope Francis and to the guidelines given by The World Apostolate of Fatima.

11. INFORMATION

i. Retreat for priests involved Charismatic Preaching

The Karnataka Catholic Charismatic Movement is organizing 4day retreat from 24th to 28th July 2017 at Shanthi Sadana, Kengeri, Bengaluru. The retreat will be preached by Most Rev. Robert Miranda, Bishop of Gulbarga, Most Rev. Francis Serrao, Bishop of Shimoga, Most Rev. Lawrence Mukkuzhy, Bishop of Belthangady and Rev. Fr. Jose Vettiakal, VC., Director, Logos Retreat Centre. Those who are interested, please contact Mr. Michael Noronha, Mob: 9449048547, E-mail: noronha.m@gmail.com

ii. Prayer for Rain

We are all aware of the drought situation all over India. Lots of people are suffering due to the shortage of potable water. Only God is our hope who can send us rain! Although the situation is not that worst in our region, it is a time for us to show solidarity with the suffering brothers and sisters of our nation. Therefore, I kindly request you all to offer special prayers so that God may bless us with sufficient rain, for scripture says, "again he prayed, and the heavens gave rain, and the earth produced its crops (James 5:18). Please include a prayer for rain in the prayers of the faithful during mass on Sundays. In this regard, I encourage Parish Priests to organize prayers in the parishes by gathering faithful for the recitation of Rosary or the adoration of the Blessed Sacrament. I request all the Parish Priests, Heads of the Religious Communities and Institutions to organize prayer services for rain, especially during the coming weeks.

iii. House Blessings

Blessing of houses during Easter week is an important activity in the life of a Parish and it gives the priests and faithful an opportunity for intense interaction

with members of the family. I remind all the Parish Priests to organize and conduct well the house blessing within the Easter season itself.

iv. Confirmations

It is the serious pastoral responsibility of the Parish priests to see to it that the sacrament of Confirmation is regularly celebrated in their parishes and that children are duly prepared to receive this sacrament in a worthy and fruitful manner.

v. Blessing of the New Church at Adigondanahalli

The newly built St Joseph's Church at Adigondanahalli was blessed and opened by Archbishop, on 1st May, 2017. We offer our hearty congratulations to the Parish Priest and we thank the donors and the parishioners for their generous contribution and help.

vi. Annual Parish feasts

Annual Parish Feasts are round the corner in good many parishes of our Archdiocese. Parish feasts are occasions for families and relatives to meet and greet each other, come together and share a fellowship festive meal. It is also an occasion to promote parish unity and family spirit and grow more in spiritual strength and grace. I appreciate the good will of patrons and generous donors in the parishes for their contribution to make these parish feasts devotional, joyous and attractive. While we celebrate these feasts with our parish community, let us not forget the least of our brothers and sisters in the parishes who may not afford to celebrate the feast and I wish that they be given due assistance either through parish charity or through St Vincent De Paul Society.

vii. Identity card for all the Archdiocesan Priests

We have made photo identity cards for all the Archdiocesan Priests, and those who are yet to collect their ID Cards are requested to contact my Secretary, Rev. Fr. Panneer Selva Kumar, and submit the details required.

viii. Sacerdotal Silver Jubilee

Rev. Fr. John Anthony and Rev. Fr. Uday Kumar Stanislaus celebrated the Silver Jubilee of their Priestly Ordination on 7th May, 2017. At present, they are serving at St. Theresa's Church, Robertsonpet and St. Joseph's Church, Briand Square, respectively.

Let me, on behalf of all of you, congratulate Rev. Fr. John Anthony and Rev. Fr. Uday Kumar Stanislaus on this happy occasion of their Sacerdotal Silver Jubilee, and also thank them for their services to the Archdiocese. Our prayerful wishes will accompany them in their priestly ministry in our Archdiocese in the years to come. *Ad Multos Annos.*

ix. Death of Rev. Fr. P. Balaiah

With profound grief, I condole the death of our beloved **Rev. Fr. Puthota Balaiah**, a Senior Priest of our Archdiocese who died on Saturday, 8th April at 10.55 a.m. at Clergy Home, Bengaluru.

Fr. P. Balaiah was born on 24th November 1933 at Kilacherry, Madras. His parents were the late Mr. Anthya and the late Bagiamma who had two children, and they joyfully offered them to the service of God. His Religious sister, Sr. Emilda (A Charles Borromeo Sister) passed away last year. Fr. Balaiah did his initial studies in Loyola College, Madras. And after his studies, he opted to become a priest for the Archdiocese of Bangalore. Since he was a studious and dynamic student, he was sent to the Papal Seminary, Poona, for his philosophy and theology courses. After completion of his priestly studies, he was ordained a priest on 21st November 1964 at Kilacherry, Madras, by the Most Rev. Dr. Carvallo, the then Auxiliary Bishop of Madras, Mylapore.

Fr. Balaiah had a special gift to develop the Shrines, which he did at Our Lady of Good Health Basilica, Shivajinagar; Mother of Mines Shrine, K.G.F. and, very specially, the Infant Jesus Shrine, Vivikenagar. Due to his meticulous planning and hard work, the Infant Jesus Shrine at Viveknagar became a world famous Shrine that draws thousands of devotees every day.

Although he was confronted with many problems, he was courageous and determined with perseverance to solve those problems with courage and equanimity. By nature, he was a very quiet and reserved person. But he was known for his strictness, and innovative and practical ideas. He produced the movie: *Kuzhandai Yesu* to spread the message of Jesus Christ to all, especially to non-Christians, through Mass Media.

Fr. Balaiah also worked in Schools. When he was at Viveknagar, he had started the Bala Yesu Vidyalaya. He served the Archdiocese under various other capacities such as: a Member of the Priests' Senate, College of Consultors and the Archdiocesan Board of Education, Wherever he was posted, he willingly accepted his appointment and took initiatives in developing the Parishes / Institutions by putting up buildings and upgrading the infra-structure.

Although he had some health problems, he was calm and serene, and never ever complained about it. This morning he also participated in the Eucharistic Celebration. And, within a few hours after the Eucharistic Celebration, he suddenly experienced a seriously chest pain and breathed his last at 10.55 a.m. at the Clergy Home where he resided.

I never expected his end would come so soon. He died as he lived. He was a lover of the poor and the down-trodden. Whoever approached him in their needs and difficulties, he never sent them back with empty hands. Because of his dedicated and selfless service, he had won the hearts of the faithful and received their appreciation and gratitude. He was a gentle and simple priest, and also a man of prayer. It is a well-known fact that he had a great devotion to Mother Mary and Infant Jesus, and put forth his best efforts to spread these devotions in his parishes and in the Archdiocese.

In the death of Fr. Balaiah, we have lost a very senior priest of our Archdiocese. We shall continue to gratefully remember his valuable services to the Archdiocese and also pray for the repose of his soul.

On behalf of all of you, I express my heartfelt sympathies to his relatives and friends. May the Lord grant them the strength to bear this irreparable loss.

The Funeral Mass and Burial Service were conducted at Sacred Heart Church and the Priests' Cemetery, Richmond Road, Bengaluru on 10th April 2017 at 10.30 a.m.

All the Priests of the Archdiocese of Bangalore are requested to offer 3 Masses for the repose of the soul of Rev. Fr. Balaiah. May his soul rest in peace.

x. Training Program for the Extraordinary Ministers of Holy Communion

We have several Extraordinary Ministers of Holy Communion in our different parishes of the Archdiocese. Presently these ministers are either brothers from the Seminaries or Religious Sisters. In the Consultors' Meeting, held in March, 2017, we have discussed the need for proper training and commissioning of these ministers. Sensing the need to train these Extraordinary Ministers of Holy Communion in our Archdiocese, I have asked Fr. Xavier E. Manavath, CMF, Episcopal Vicar for Religious and the Liturgical Commission of the Archdiocese to organize training program towards this purpose in close co-ordination with the Deans. This training program will be conducted at the Deanery Level, preferably on Saturday or Sunday afternoons beginning from June 2017. I would request the Deans to facilitate the organization of these training program at the deanery level for all the Extraordinary Ministers of Holy communion from the different parishes of the Deanery. Kindly also arrange for the commissioning of these ministers in a proper liturgical celebration.

12. WORDS OF APPRECIATION AND GRATITUDE

Dear Fathers who are under transfer, I thank you sincerely for your kind understanding and full cooperation in taking up responsibilities and places assigned to you. I sincerely appreciate your good will and cooperation, and I also thank each one of you for your dedicated and selfless service at your present places of priestly ministry. I take this occasion to wish you every success and God's abundant blessings in your new pastoral responsibilities. Please keep all the records and accounts in order, and up to date before handing over the charge to your successors.

With every good wish and God's blessings,

Yours sincerely,



✠ **Bernard Moras**
Archbishop of Bangalore

ANNEXURE – 1

JUBILEE YEAR OF FATIMA

DECREE

GRANTING PLENARY INDULGENCE

In order to celebrate with dignity the centennial of the Apparitions of Fatima by mandate of Pope Francis, a Jubilee Year is granted with the inherent plenary indulgence from 27th of November 2016 till 26th of November 2017.

I hereby grant the plenary indulgence of the Jubilee:

- a) To the faithful who visit **the Sanctuaries of Fatima at St. Mary's Shrine Basilica, Shivajinagar; and Our Lady of Fatima Church, Jalahalli; and Our Lady of Fatima Church, Hoskote**, on pilgrimage and devotedly participate in some celebration or prayer in honour of the Virgin Mary, pray the 'Our Father', recite the symbol of the faith (Creed) and invoke Our Lady of Fatima;
- b) To the pious faithful who visit with devotion an image of Our Lady of Fatima, solemnly displayed to public veneration in any temple, oratory or adequate place on the anniversary days of the apparitions (the 13th of each month, from May to October 2017), and who devotedly participate there in some celebration or prayer in honour of the Virgin Mary, pray the 'Our Father', recite the symbol of the faith (Creed) and invoke Our Lady of Fatima;
- c) To the faithful who, due to their age, illness or another serious cause are hindered of moving, if repented of all their sins and with the firm intention to carry out, as soon as it will be possible to them, the three conditions indicated below, in front of a small image of Our Lady of Fatima, on the days of the apparitions, joining spiritually the jubilee celebrations, offering with confidence to the merciful God through Mary their prayers and pains, or the sacrifices of their own life.

In order to obtain plenary indulgences, the faithful who are truly repentant and filled with charity must fulfill the following ritual conditions: sacramental confession, Eucharistic communion and prayer for the intentions of the Holy Father.

The provisions of this Decree are to take effect on 13th May, 2017, all things to the contrary notwithstanding.

Given at the Archbishop's Office

May 10, 2017



Most Rev. Dr. Bernard Moras
Metropolitan Archbishop of Bangalore





Very Rev. Fr. A.S. Anthony Swamy
Chancellor
