**Eucharistic Minister Protocol**

1. Before Mass

* Arrive 5 minutes early
* Obtain Crucifix necklace from the Sacristy
* Go to the back of church for procession

1. Procession

* Proceed in pairs in front of Father
* Turn and stand in single file on Joseph Statue side of Church (left)
* Bow when Father genuflects and move to your seat/pew

1. During Mass

* At the “Lamb of God” head to the altar (Joseph Statue side by ledge)
* Use hand sanitizer on the ledge
* Remain by ledge until Father has taken the cup. Then form a line behind the altar.
* After receiving Communion, you will be given the hosts or wine to distribute.
* Observe where Father and Deacon go and fill in the other positions.

1. Distributing Hosts (4 ministers)

* 2 at center aisle. (Father and EM)
* 1 EM on each side in middle of front pew facing center aisle.
* Distribute first to handicapped and musicians.

1. Distributing Wine (2)

* Stand in front of the first step at the far end. One on each side.
* EM on Joseph Statue side offer wine to altar servers.
* Distribute first to handicapped and musicians.

1. Finish Distribution – (Host)

* Center aisle EM/Clergy will return ciboria to the altar.
* Hand ciborium to the EM/Clergy in the center aisle or place it on the corporal at altar.

1. Finish Distribution – (Wine)

* Empty cup: Place purificator on top of cup (NOT in) and return the cup to the ledge.
* If wine remains: Turn towards altar – drink the wine and return purificator and cup to the ledge.
* Give the cup to another EM/Clergy if unable to consume the wine
* Do not put the cup down until contents have been emptied.

**Special Notes**

**When Distributing Host/Wine:**

* Hold the host up and look the communicant in the eyes and say “The Body of Christ”.
* Place the host on the hands or tongue.
* For the wine say “The Blood of Christ”.
* After the communicant has handed the chalice back, wipe the rim (inside and out) with a clean portion of the purificator and turn the chalice about 1/8 of a turn for the next communicant.
* Open and use the whole purificator for the wiping of the chalice.
* Bless babies, children and anyone else who comes up but is not receiving communion. Options include: making the sign of the cross on the forehead, placing your hand on their head saying “May God Bless You” or another appropriate blessing.

**Dropped Host/Spilled Wine:**

* Pick up host and hold it in your hand that is supporting the ciborium and eat the host before returning to the altar.
* Otherwise, inform and give host to Father/Deacon to consume.
* If wine is spilled, cover the area with the purificator, consume the remaining wine or follow the above protocol and inform Father/Deacon of the spill.

**Dipping Host in Wine:**

* If a communicant approaches with a host – take host and dip it into the wine and place host on communicant’s tongue.
* The communicant is not to dip the host.

**No Deacon:**

* The EM who has brought the ciboria to the altar should remain and return the hosts to the tabernacle.
* Lock the tabernacle, genuflect or bow, leave key in the lock and return to seat/pew.
* Extra EM needed if Deacon is absent.
* Wine may be eliminated for a time during flu season which will reduce the number of Eucharistic ministers needed for Mass.