



Celebrating the Sacrament of Confirmation with the Bishop

Introduction

1. "The office of Bishop as teacher, sanctifier, and Pastor of his Church shines forth most clearly in a liturgy that he celebrates with his people....Hence liturgical celebrations in which the Bishop presides manifest the mystery of the Church as that mystery involves Christ's presence; such celebrations, then, are not a mere display of ceremony....These gatherings should be occasions for the faithful to grow in their love for the entire Church and to heighten their desire to serve the Gospel and their neighbor" (*Ceremonial of Bishops*, pg. 20).
2. "For the Diocesan Bishop, the prime steward of the mysteries of God in the particular Church entrusted to his care, is the moderator, promoter, and guardian of the whole of liturgical life. In celebrations that take place with the Bishop presiding, and especially in the celebration of the Eucharist by the Bishop himself with the Presbyterate, the Deacons, and the people taking part, the mystery of the Church is manifest. Hence, solemn celebrations of Mass of this sort must be exemplary for the entire diocese" (*General Instruction of the Roman Missal*, 22).
3. The Bishop is assisted in his task as "the moderator, promoter and guardian of the whole of the liturgical life" by the Diocesan Office of Worship and the Bishop's Master of Ceremonies. The Bishop's Master of Ceremonies has the final say in the preparation and carrying out of any liturgical event involving the Bishop.
4. Simplicity is an important element in planning liturgies at which the Bishop is present. As the *CONSTITUTION ON THE SACRED LITURGY* states: "The Rites should be distinguished by a noble simplicity" (CSL, 34). All effort should be made that nothing unnecessarily adds to the length or complexity of a ceremony.
5. Music is an integral element in liturgy. It is important to remember, however, that it is one element. Excess music can detract from the liturgy and unnecessarily add to its length. For this reason, the entrance hymn should not be prolonged and, insofar as possible, timed to conclude when the Bishop reaches the presidential chair.

6. Silence, it should be remembered, is also an important element of the liturgy, wherever it is recommended.
7. Incense should normally be used unless the Master of Ceremonies indicates otherwise. If possible, one server should be assigned as thurifer with no other duties.
8. On days when ritual masses are permitted,¹ the ritual Mass for Confirmation, with its proper readings, may be used.
9. If the ritual Mass is not celebrated, one of the readings may be taken from those provided in the Lectionary for the ritual Mass for Confirmation.
10. On the days listed in numbers 1-4 of the Table of Liturgical Days,² the Mass of the day with its proper readings is celebrated.
11. A copy of the *Order for the Conferral of Confirmation with Mass* is also included at the end of this document³.

Preparation of Candidates and Sponsors

12. The candidates should be dressed in the following manner: Boys in collared shirt, slacks and tie. Girls in a modest dress. They should be responsible for making their forehead available for the anointing. This means they should have a hair style that leaves the forehead uncovered or they are responsible for pushing their hair aside.
13. The candidates **do not** wear name tags.
14. Confirmation stoles **are not** to be used. They are not an authentic part of the Catholic tradition since the stole is a liturgical garb distinct to a Bishop, Priest or Deacon.
15. Sponsors should be given an index size card with the candidate's confirmation name to show to the Bishop during the conferral of Confirmation.

Arrival and Preparation of the Bishop

16. The Bishop will arrive roughly half hour before the ceremony. A convenient parking space should be reserved for him.
17. The Bishop will vest in the Sacristy.
18. The Bishop will bring his own alb and chasuble. The Pastor should always wear a chasuble. Other concelebrating Priests may wear just an alb and stole if chasubles are not available for them. It is appropriate for a Deacon to wear a Dalmatic if one is available.

¹ Indicated in the ORDO by V2 or V3.

² A copy is provided on Page 9-10 of this document.

³ Cf. Pages 11-13.

19. The color of the vestments will usually be red, **unless** the day requires another color (such as a Solemnity, a Sunday of Advent, Lent and the Easter season, the days within the Octave of Easter, and a regular Sunday in Ordinary Time).
20. If the Church or sanctuary tends to be particularly warm, please make provisions for adequate ventilation in the sanctuary or even a small fan.
21. Provide a small bottle of drinking water for the Bishop.
22. A large pitcher of water, a large basin, a real lemon cut in half, a thick towel to cover his lap and one or two additional thick towels should be prepared for washing the Sacred Chrism off the Bishop's hands after the anointing.

Pre-liturgical Processions

23. The **liturgical procession** proper includes only those who are coming forward to enter the sanctuary. In the absence of a Deacon, it would also include a lay reader who may carry the *BOOK OF THE GOSPELS*. It does not include Extraordinary Ministers of the Holy Eucharist, those to be confirmed, graduates, etc. **The confirmation candidates** should enter the Church prior to the liturgical procession of ministers. They may either be seated before the liturgical procession or they may process in before the liturgical procession. This pre-liturgical procession, if needed, should be timed in such a way such that everyone is seated at least five minutes before the time Mass is scheduled to begin.

The Introductory Rites

24. **ENTRANCE PROCESSION.** The order of procession is: thurifer (if incense is used), the cross bearer, two candle bearers on either side of the cross if possible, other altar servers, if present, Deacon with the *BOOK OF THE GOSPELS*, concelebrating Priests, Pastor, the Master of Ceremonies, the Bishop, Deacon chaplain(s), if present, and miter and crozier bearers (if used).
25. **ENTRANCE HYMN.** The purpose of the entrance hymn is "to open the celebration, foster the unity of those who have been gathered, introduce their thoughts to the mystery of the liturgical time or festivity, and accompany the procession of the Priest and ministers" (GIRM, #47). As such the entrance hymn should come to a close as, or shortly after, the Bishop reaches the presidential chair.
26. **GESTURE OF REVERENCE.** If the tabernacle is located in the sanctuary, then the normal reverence upon reaching the entrance to the sanctuary is a genuflection. Those carrying the cross, candles and *BOOK OF THE GOSPELS* do not genuflect, but indicate a reverence by a simple bow of the head. Depending on the physical ability of the ministers present, it may be determined that a bow instead of a genuflection is called for even when the tabernacle is located in the sanctuary. This should be discussed and decided before the

entrance procession begins. If the tabernacle is not located in the sanctuary, then a profound bow to the altar is the appropriate sign of reverence.

27. **INCENSE.** If incense is used, during the incensation of the altar the Bishop will incense the altar by himself and prefers not to have any attendant.
28. **SPRINKLING RITE.** During the Easter season the Bishop will usually use the rite of blessing and sprinkling holy water. A Deacon, if present, or an altar server may carry the vessel of holy water for the Bishop, if the size of the aisles makes that feasible.
29. If the Church is large, the Bishop may be assisted in sprinkling the people by the pastor and/or other priests. Coordinate with the Master of Ceremonies about this before Mass begins.
30. The Pastor may speak very briefly after the Bishop greets the congregation, or may reserve his comments until after the Communion Prayer.
31. **GLORIA.** If the day requires a Gloria, it is to be sung. If the Ritual Mass of Confirmation is used, the Gloria is to be sung. If the Ritual Mass is not used and the day does not require a Gloria, one should not be added. Please check the ORDO.

The Liturgy of the Word

32. **READERS.** Reader(s) for the liturgy should only be chosen from among those who are already trained in this ministry and **should not** be drawn from among those who are being confirmed. If no Deacon is present, a reader reads the petitions for the Universal Prayer.
33. It is always preferable to sing the responsorial psalm.
34. During the singing of the Alleluia, all but the Bishop stand. If incense is used, the thurifer kneels before the Bishop so the Bishop may place incense in the thurible. For practical reasons, the thurifer may simply stand in front of the seated Bishop.
35. **GOSPEL.** If a Deacon is present, the Deacon may proclaim the gospel. If not, it is preferable that the Pastor proclaim the gospel.
36. The person who is to proclaim the gospel goes to the Bishop to receive his blessing. The Deacon or Priest bows profoundly to receive this blessing depending on their ability. He then proceeds to the Ambo to proclaim the gospel.
37. After the gospel is proclaimed, the Deacon or Priest brings the *BOOK OF THE GOSPELS* to the Bishop, so that he may reverence it, and then all sit.
38. **PRESENTATION OF THE CONFIRMATION CANDIDATES.** The Pastor or another Priest, Deacon or catechist presents the candidates for Confirmation in these words: "Bishop Parkes, I present to you the candidates of (*name of parish*) for the sacrament of Confirmation." The Bishop prefers that the candidates are **not** called individually by name.
39. The candidates then stand in place. Afterwards, they sit.

40. **HOMILY.** The Bishop will give the homily.
41. **RENEWAL OF BAPTISMAL PROMISES.** After the homily, all candidates will be invited to stand in place for the renewal of Baptismal Promises.
42. **LAYING ON OF HANDS.** The Bishop alone will raise his hands and pray for the invocation of the Holy Spirit, unless the concelebrating Priests will help with anointing. Then those helping would extend their hands but the Bishop alone speaks the words of introduction and prayer.
43. **ANOINTING WITH CHRISM.** The Bishop will receive his miter and crosier for the anointing. He will bring his own chrism, which a Deacon, Priest or server will hold for him.
44. Only the sponsor comes forward with the candidate. The candidate and sponsor will come forward to the Bishop in a single file line.
45. The sponsor will stand directly behind the candidate holding a card with the candidate's confirmation name on it in his or her left hand and places his or her right hand on the shoulder of the candidate.
46. They should stand close to the Bishop so that he can reach them easily with the chrism.
47. The Bishop will offer the sign of peace with a handshake only with the newly confirmed.
48. The anointing should be accompanied with music, either sung or instrumental.
49. After all candidates have been confirmed, the Bishop will wash his hands.
50. **THE BISHOP'S CLEAN UP.** He will need a pitcher of warm water, a basin, a real lemon cut in half, a thick towel to cover his lap and at least one thick towel to dry his hands. It is desirable to have extra towels on hand.
51. The pitcher and basin need to be ample enough to wash the Sacred Chrism off, they should not be so large and heavy that the servers cannot carry them.
52. The Bishop will use at least one half of the cut lemon to press his thumb and fingers in to remove the Sacred Chrism. The Master of Ceremonies will take care of pouring the water for the Bishop as he washes his hands.
53. While he is washing his hands, the Deacon, if present, or reader may move into place for the Universal Prayer.
54. Once the Bishop has finished washing his hands, any music should stop.
55. The water used for washing the Bishop's hands should be poured in the ground outside or in the sacarium. The lemon used should not be put in the trash, but put or buried in an appropriate place outside.
56. **THE UNIVERSAL PRAYER.** The Creed is not said as the renewal of Baptismal promises takes its place. After washing his hands, the Bishop will stand to introduce the Universal Prayer.

The Liturgy of the Eucharist

57. **OFFERTORY PROCESSION.** The gifts may be brought up in procession from among those who have been confirmed. If this is the case, they should go to the place of the procession immediately after they have been confirmed.
58. The cross bearer, if used, should go back to the place of the offertory procession when the Bishop is cleaning up after the anointing.
59. There should be someone at the place of the procession to make sure it is organized and begins at the proper time.
60. If Confirmation is celebrated at a normal weekend Mass, the offertory procession is to take place in a simple manner, with the cross bearer leading the procession, if this is the custom of the parish. Those presenting gifts walk down the center aisle into the sanctuary and directly to the Bishop at the presidential chair. The Bishop may opt to receive the gifts at the entrance to the sanctuary. The gifts may also be received by the Deacon(s) at the entrance to the sanctuary if the situation requires.
61. The Bishop prefers that only the bread and wine be brought up in the offertory procession in order to expedite the preparation of the gifts.
62. The procession should start as soon as the ushers have finished the collection from the congregation (if on a Sunday). This procession is not to wait until the collection has been bagged, sealed and put into a basket. Nothing else should be brought up in the offertory procession.
63. The music that accompanies the Offertory should not be prolonged. It should be timed to conclude as soon as or very shortly after the Bishop washes his hands.
64. It is left up to the parish custom whether additional chalices are filled before Mass, or if all the chalices are filled during the Offertory. The main chalice is always to be filled during the Offertory. If no Deacon is present, one of the concelebrating priests should prepare the main chalice.
65. Concelebrating Priests are to remain in their places until the Bishop finishes the prayer over the gifts. They may then come forward to the altar for the Preface.
66. If bells are used, the Bishop would like the bells to be rung only during the elevation of the Body of Christ and the elevation of the Blood of Christ, and be one sustained ring for each elevation.
67. **HOLY COMMUNION.** Communion is to be distributed in as timely a manner as possible. The Bishop will give communion to the Deacon(s). He will then proceed to the center aisle, usually with the Pastor. All the other concelebrants, Deacon(s) and, if needed, Extraordinary Ministers of the Holy Eucharist, should distribute the Eucharist to the rest of the congregation.
68. The Bishop does not want to give communion to all the newly confirmed by himself, while everyone else waits. The Pastor should assist him, and all other communion

stations should begin immediately. Please see that communion flows quickly and smoothly.

69. After he finishes distributing communion, the Bishop will return to the presidential chair to wash his hands with water.
70. Communion song(s) should be long enough to cover the time needed to distribute communion, wash the Bishop's hands and return the Blessed Sacrament to the tabernacle. After this a meditation song may be sung, but is not required. At the conclusion of the song(s) some time in silence will be observed by the Bishop.

The Concluding Rites

71. **ANNOUNCEMENTS.** If announcements must be made, they should be made following the Prayer after Communion.
72. It will be the pastor's responsibility to thank all those involved in the preparation of the newly confirmed and those involved in the liturgy.
73. The Bishop will give the final blessing.
74. If the solemn blessing is used, and a Deacon is present, he says "Bow down for the blessing."
75. If a Deacon is present, he will give the dismissal. If a Deacon is not present, the Bishop will dismiss.
76. The Bishop will kiss the altar and move to the front of the altar to stand facing it. The concelebrating Priests may stand on either side of him. All will bow together, turn around and process out.
77. Please note – the *BOOK OF THE GOSPELS* is never carried out in procession.
78. The Bishop will greet people at the door of the church, unless other arrangements have been agreed upon.
79. **PHOTOGRAPHY.** The Bishop is agreeable with pictures taken during the confirmation rite; however, this should be done with either a professional photographer or one (1) person designated from the parish. The Bishop's Master of Ceremony will communicate about this person's placement.
80. If the parish desires a group picture, then the parish needs to appoint someone to make sure it is planned, practiced and organized.
81. Once the Bishop has processed out, the newly confirmed should be moved into place immediately for a picture.
82. The Bishop will come back into the church for pictures.
83. The Bishop is willing to be available for one group picture and one picture with the newly confirmed.

84. If pictures will be taken in a place other than the church, the newly confirmed may walk out behind the liturgical procession.
85. If there are no pictures to be taken by the parish, then the newly confirmed should remain in the church for a picture with the Bishop for the purposes of posting on the Bishop's Facebook page. The parish coordinator should move them into place so they are ready for a picture when the Bishop returns to the Church.
86. Any group pictures for the purpose of posting on the Bishop's Facebook page will be handled by Fr. Carl Melchior, the Bishop's Master of Ceremonies. These are solely for the purposes of the use of the Bishop and the Master of Ceremonies will not be responsible for providing copies of them to the parish.
87. If there is a reception after the Mass and, if his time permits, the Bishop will stop by the reception.

If you have questions, please contact Fr. Carl Melchior, Bishop's Master of Ceremony, at CJM@dosp.org or call 727-345-3452 OR Doug Reatini, Director of Worship, at DJR@dosp.org or call 727-341-6828.

TABLE OF LITURGICAL DAYS ACCORDING TO THEIR ORDER OF PRECEDENCE

I

1	<ul style="list-style-type: none"> • Easter Triduum of the Lord's Passion and Resurrection
2	<ul style="list-style-type: none"> • Christmas, Epiphany, Ascension, and Pentecost • Sundays of Advent, Lent and the Easter season • Ash Wednesday • Weekdays of Holy Week from Monday to Thursday, inclusive • Days within the Octave of Easter
3	<ul style="list-style-type: none"> • Solemnities of the Lord, the Blessed Virgin Mary, and saints listed in the General Calendar • All Souls
4	<ul style="list-style-type: none"> • Proper Solemnities, namely: <ul style="list-style-type: none"> a. Solemnity of the principal patron of the place, that is, the city or state. b. Solemnity of the dedication of a particular church and the anniversary. c. Solemnity of the title, or of the founder, or of the principal patron of a religious order or congregation.

II

5	<ul style="list-style-type: none"> • Feasts of the Lord in the General Calendar
6	<ul style="list-style-type: none"> • Sundays of the Christmas season and Sundays in Ordinary Time
7	<ul style="list-style-type: none"> • Feasts of the Blessed Virgin Mary and of the saints in the General Calendar
8	<ul style="list-style-type: none"> • Proper feasts, namely: <ul style="list-style-type: none"> a. Feast of the principal patron of the diocese. b. Feast of the anniversary of the dedication of the cathedral. c. Feast of the principal patron of a region or province, or a country, or of a wider territory. d. Feast of the title, founder, or principle patron of an order or congregation and of a religious province, without prejudice to the directives in no. 4.

	<p>e. Other feasts proper to an individual church.</p> <p>f. Other feasts listed in the calendar of a diocese or of a religious order or congregation.</p>
9	<ul style="list-style-type: none"> • Weekdays of Advent from 17 December to 24 December, inclusive • Days within the Octave of Christmas • Weekdays of Lent

III

10	<ul style="list-style-type: none"> • Obligatory memorials in the General Calendar
11	<ul style="list-style-type: none"> • Proper obligatory memorials, namely: <ul style="list-style-type: none"> a. Memorial of a secondary patron of the place, diocese, region, or province, country or wider territory, or of an order or congregation and of a religious province. b. Obligatory memorials listed in the calendar of a diocese, or of an order or congregation.
12	<ul style="list-style-type: none"> • Optional memorials; but these may be celebrated even on the days listed in no. 9, in the special manner described by the General Instruction of the Roman Missal and of the <i>Liturgy of the Hours</i>. • In the same manner obligatory memorials may be celebrated as optional memorials if they happen to fall on the Lenten weekdays.
13	<ul style="list-style-type: none"> • Weekdays of Advent up to 16 December inclusive. • Weekdays of the Christmas season from 2 January until the Saturday after Epiphany. • Weekdays of the Easter season from Monday after the octave of Easter until the Saturday before Pentecost inclusive. • Weekdays in Ordinary Time.

THE ORDER FOR THE CONFERRAL OF CONFIRMATION WITHIN MASS⁴

READING OF GOSPEL

Presentation of the Candidates by the Pastor, another Priest, a Deacon or a Catechist

The Bishop gives the Homily

RENEWAL OF BAPTISMAL PROMISES – The Candidates Stand

Bishop: Do you renounce Satan,
and all his works and empty promises?

Candidates: I do.

Then the Bishop continues:

Bishop: Do you believe in God,
the Father almighty,
Creator of heaven and earth?

Candidates: I do.

Bishop: Do you believe in Jesus Christ, his only Son, our Lord,
who was born of the Virgin Mary,
suffered death and was buried,
rose again from the dead
and is seated at the right hand of the Father?

Candidates: I do.

⁴ Taken from *The Order of Confirmation*, the English translation according to the Typical Edition for use in the Dioceses of the United States of America, copyright © 2016, United States Conference of Catholic Bishops, Washington, DC. All rights reserved.

Bishop: Do you believe in the Holy Spirit,
the Lord, the giver of life,
who today through the Sacrament of Confirmation
is given to you in a special way
just as he was given to the Apostles
on the day of Pentecost?

Candidates: I do.

Bishop: Do you believe in the holy catholic Church,
the communion of saints,
the forgiveness of sins,
the resurrection of the body,
and life everlasting?

Candidates: I do.

Bishop: This is our faith. This is the faith of the Church.
We are proud to profess it in Christ Jesus our Lord.

All: Amen.

THE LAYING ON OF HANDS

Bishop: Dearly beloved,
let us pray to God the almighty Father,
for these, his adopted sons and daughters,
already born again to eternal life in Baptism,
that he will graciously pour out the Holy Spirit upon them
to confirm them with his abundant gifts,
and through his anointing
conform them more fully to Christ, the Son of God.

(All pray in silence for a short time)

25. Then the Bishop lays hands over all those to be confirmed (as do the Priests who are associated with him) by extending their hands over them. The Bishop alone says:

Bishop: Almighty God, Father of our Lord Jesus Christ,
who brought these your servants to new birth
by water and the Holy Spirit,
freeing them from sin:
send upon the, O Lord, the Holy Spirit, the Paraclete;
give them the spirit of wisdom and understanding,
the spirit of counsel and fortitude,
the spirit of knowledge and piety;
fill them with the spirit of the fear of the Lord.
Through Christ our Lord.

All: Amen.

THE ANOINTING WITH CHRISM

27. The Bishop dips the tip of the thumb of his right hand in the Chrism and, with the thumb, makes the Sign of the Cross on the forehead of the one to be confirmed, as he says:

Bishop: N., be sealed with the Gift of the Holy Spirit.

Confirmand: Amen.

Bishop: Peace be with you.

Confirmand: And with your spirit.

See the next page for a Confirmation Checklist

Confirmation with the Bishop – Checklist

LITURGICAL MINISTERS

- All ordained ministers (priests/deacons)
- Altar servers (cross/book/miter/crosier/extras)
- Cantor/Choir/Instrumentalists
- EMHCs (if needed)
- Readers (1-2) – *not the Confirmandi*
- Sacristan
- Ushers/Greeters
- Master of Ceremony (Worship Office)

VESTURE

(Color is determined by the day / season / ritual Mass)

- Albs for ordained
- Chasubles & stoles (priests)
- Dalmatics & stoles (deacons)
- Altar server robes

LITURGICAL BOOKS

- BOOK OF THE GOSPELS* (reading marked)
- LECTIONARY FOR MASS* (readings marked)
- ROMAN MISSAL* (set to the Mass)
- Ritual binder with intercessions
- Bishop's ritual (MC brings)

FOR THE CEREMONY

In the Church:

- Seating for Candidates & Sponsors
- Seating for Bishop & Deacon(s)
- Seating for concelebrating Priests
- Seating for altar servers & MC

In the Sacristy:

- Parish's Chrism (SC) stock available
- Cotton balls

FOR THE CEREMONY (Continue):

At the Gift Table:

- Carafe with wine for Preparation of Gifts
- Paten/ciborium with hosts for communion
- Medium (3") concelebration host

At the Credence Table:

- Basin/Bowl with 1 "real" lemon (cut in half)
- Pitcher of water for bishop's clean up
- Large towel for bishop's lap
- Hand towel(s) for bishop's clean up
- Lavabo set for Mass
- Small cruet of water [for Chalice preparation]
- Chalice(s) for concelebrants
- Chalices for assembly's communion
- Patens/ciboria for assembly's communion
- Purificators for the chalices
- Corporal(s)
- ROMAN MISSAL*
- Book stand (if available)

OTHER CONSIDERATIONS

- Extra intercessions at the ambo
- Processional cross
- Processional candles (optional)
- Bowls & whisk for sprinkling (optional)
- Thurible/Censer with stand (optional)
- Incense boat/bowl with spoon (optional)
- Charcoal & lighter (optional)
- Worship aids
- How many concelebrants will be present?
- Do you need to get more chasubles?
- Assignment of Communion stations

Questions? Call the Office of Worship at (727) 341-6828 or Fr. Carl Melchior at (727) 345-3452.