

## ANNOUNCEMENTS AND REMINDERS

October 2019

*Coordinator of the body of elders:* The announcements and reminders **for the congregation** should be read at the next midweek meeting and thereafter posted on the information board for one month.

### FOR THE ELDERS ONLY

1. **Annual Meeting Release:** This publication is a special-request item. Thus, a supply should not be kept in the congregation's inventory. Rather, it should be requested in harmony with paragraph 5 of *Literature Request and Inventory Guidelines* (S-56). Please keep accurate records so that each publisher who requested a book receives a copy. The mnemonic *nwtstyl* or the item number 5144 should be used when requesting this item.

2. **Instructions for Our Christian Life and Ministry Meeting (S-38):** Beginning the week of January 6, 2020, the *Life and Ministry Meeting Answer Sheet* will be discontinued so that the chairman can focus on points that will benefit the congregation the most. Additionally, since some Bible reading assignments are shorter and others are longer, the Life and Ministry Meeting overseer should take into account the abilities of the students when making these assignments. Finally, please note that the timing of the Congregation Bible Study has been adjusted to 30 minutes *or less*. After the assigned material for the week has been thoroughly covered, there is no need to prolong the study.

3. **Applicants for Special and International Conventions:** We continue to receive reports that some Congregation Service Committees approve applications for delegates who have serious health problems, are unable to stand or walk for long periods, require the use of a wheelchair, or have other mobility issues. This poses serious challenges for the host branch and sometimes results in a delegate needing emergency medical care. Convention travel and activities require a reasonable measure of mobility and good stamina. The service committee is responsible to (1) carefully review the *Instructions for Applying to Attend Special and International Conventions* (CO-151) outlining the spiritual and physical requirements for applicants and (2) use good judgment before approving an application for a prospective delegate.

4. **Kingdom Ministry School:** A new document entitled *Kingdom Ministry School Program for Congregation Elders (kms-pgme)* has been posted in the "Forms" section of [jw.org](http://jw.org). In addition to the titles of the parts, important information is provided regarding your attendance at the school.

5. **Walk on Your Way in Safety Video:** This video has been prepared to remind all publishers of the need to promote safety. It should be played the week of November 11, 2019, during the 15-minute local needs part. In due course, the video will be made available to elders in the "Event Media" section of [jw.org](http://jw.org) when logged in. The video is approximately 11 minutes in length. The remaining time should be used to review the video with the following questions: (1) According to Acts 17:28, why should safety be a priority in our lives? (2) How do the dramatizations teach that safety is a reflection of our spirituality and an expression of love for Jehovah and our brothers? (3) In what ways can we show that safety is a lifestyle affecting all we do? Mention examples that apply locally.

6. **Revised Shepherd Book:** We are pleased to inform you that a revised version of the *Shepherd* book will soon be posted on [jw.org](http://jw.org). Please be aware that revisions to the text in the JW PUB and EPUB versions of *Shepherd* may affect the location of highlights, notes, and bookmarks made by the user in the previous version. For example, in the JW PUB version, where a paragraph has been deleted or a new paragraph has been inserted, any highlighting, notes, or bookmarks on subse-

quent paragraphs within the associated chapter will appear in the wrong paragraph. Elders who have a printed copy of the January 2019 version of *Shepherd* should not request another printed copy of *Shepherd* at this time. *Shepherd* contains clarified direction on the topics listed below:

#### **Chapter 8**

- Par. 1: Length of time one must be baptized before being recommended as ministerial servant

#### **Chapter 9**

- Pars. 11-14: Hour credit and special consideration for pioneers invited to share in certain theocratic assignments. Previous paragraph 15 deleted.

#### **Chapter 10**

- Par. 1: Preparation for visit of circuit overseer. New paragraph 1 inserted.

#### **Chapter 11**

- Par. 1: Newly baptized publishers providing copies of their durable power of attorney (DPA) cards to others
- Par. 2: Offering assistance to parents and pregnant sisters, including use of *Information for Expectant Mothers* (S-401). This new item is now available in the “Forms” section of [jw.org](http://jw.org).

#### **Chapter 14**

- Pars. 20-21: Contacting the Service Department when a committee agrees to reinstate one disfellowshipped for child abuse

#### **Chapter 20**

- Par. 20: Use of visual aids by speakers at sign-language meetings
- Par. 22: Playing Kingdom songs before and after congregation meetings

#### **Chapter 21**

- Par. 13: Wording of contracts for use of rented facilities

#### **Chapter 22**

- Par. 5: Letters of introduction for publishers who regularly move away to live at a second residence
- Par. 11: Congregation file categories. While the congregation will no longer maintain a file of copies of *completed* DPA cards, a publisher may give a copy to whomever he wishes. Any copies of completed DPA cards in the congregation file should be destroyed or returned to the publishers.
- Pars. 29-30: Bethel/construction applications. Paragraphs inserted.

#### **Chapter 23**

- Par. 17: Setting up literature displays at schools
- Par. 21: Handling matters when a householder insists that no further visits be made to his home

#### **Chapter 24**

- The terms “foreign-language field,” “foreign-language group,” and “foreign-language pregroups” have been changed to “multilanguage field,” “group,” and “pregroup.”
- Par. 7: Compliance with data-protection laws when covering the territory
- Par. 27: Attending assemblies held in the language of a pregroup or group

#### **Chapter 27**

- Par. 5: Use of visual aids during wedding and funeral talks

7. **New “Review Applications” Feature:** The Congregation Service Committee should now review and process various applications on [my.jw.org](http://my.jw.org) using the new “Review Applications” feature. These applications include those for regular pioneering, Bethel service, theocratic construction projects, and the School for Kingdom Evangelizers. Applications entered online by the publishers may also be viewed by the body of elders. (*sfl* 2:3.10) The “Review Applications” feature may be accessed at [my.jw.org](http://my.jw.org) under CONGREGATION ELDER > REVIEW APPLICATIONS. Addition-

ally, revised *Instructions to Access “My Profile” and “My Applications”* on JW.ORG and *Congregation Persons JW.ORG Feature—Instructions for Congregation Secretaries* are available in the “Documents” section of apps.jw.org. We encourage the Congregation Service Committee, and especially the secretary and those assisting him, to be familiar with these documents. These adjustments will be reflected in a future revision of the *Shepherd* book.

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### FOR THE CONGREGATION

1. **Annual Meeting Release:** Brothers who attended the annual meeting of the Watch Tower Bible and Tract Society of Pennsylvania held on Saturday, October 5, 2019, were thrilled to learn of the production of a printed edition of the *New World Translation of the Holy Scriptures* (Study Edition) in English. The 896-page book contains study material from the digital edition for the Bible books of Matthew through Acts. A copy may be requested from the literature servant by any publisher who desires to receive one. However, please note that priority is being given to printing Bibles for languages that have recently completed or revised the *New World Translation*. Therefore, it may be one year or more before requests can be filled. In the meantime, all publishers are encouraged to continue to make good use of the electronic edition. Congregations will be informed in the usual manner when this publication may be requested in languages other than English.

2. **Instructions for Our Christian Life and Ministry Meeting (S-38):** In November 2019, revised *Instructions for Our Christian Life and Ministry Meeting* will be posted on [jw.org](http://jw.org) and in *JW Library*. Beginning the week of January 6, 2020, the opening comments of the Life and Ministry Meeting chairman will be reduced to one minute, and the Digging for Spiritual Gems section of the meeting will be increased to ten minutes. As a help for the ministry, the sample conversations in the *Life and Ministry Meeting Workbook* will include the feature “Find This Scripture in the Teaching Toolbox.” Students may decide whether or not to use this feature in their assignments.

3. **Support for Amazon Alexa and Google Assistant:** As announced at the annual meeting, you can now play selected content from [jw.org](http://jw.org) on devices enabled for Amazon Alexa or Google Assistant. Voice recognition is available for English, French, German, Italian, Japanese, and Spanish. For more information on how to use voice commands to play content from [jw.org](http://jw.org), see “Use the JW.ORG Skill for Amazon Alexa” or “Use the JW.ORG Action for Google Assistant” in the online help section of [jw.org](http://jw.org).

4. **New “My Applications” Feature:** We are pleased to announce that a new feature called “My Applications” now allows publishers to submit applications online. These applications include those for regular pioneering, Bethel service, theocratic construction projects, and the School for Kingdom Evangelizers. Exemplary, baptized publishers who are interested in submitting such applications should log in to [my.jw.org](http://my.jw.org) and access the “My Applications” feature. This online feature will now be the primary way of submitting these applications. If you would like assistance or if you need to create a login account, please approach your congregation secretary.