

ANNOUNCEMENTS AND REMINDERS

December 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. **Enhanced Literature Packing List on JW.ORG:** We are pleased to announce a jw.org enhancement that will allow packing list information to be viewed in three different ways: by requesting congregation, by package, or by item. This will help literature servants to receive, check-in, and distribute publications to the congregation that requested them. You may find this feature under Congregation > Request Literature > Shipment History. Each packing list view can either be printed or viewed online. Please share this information with the brothers who work with literature in your congregation.

2. **Public Talks:** In some congregations, few newly interested ones are present at the weekend meeting. In such cases, the speaker may adapt the public talk to encourage the publishers in the congregation.—See the *Teaching* brochure, study 18.

3. **Qualifications for Public Speakers:** At a future elders' meeting, the body of elders should review the list of public speakers in the congregation. Only *qualified* speakers who are approved by the body of elders should give public talks. (*sfl* chap. 20 par. 1) A qualified public speaker teaches effectively from the Scriptures, makes the practical value clear, and reaches the heart of his listeners. (Neh. 8:8; Luke 24:32) The body of elders may decide that an elder who cares for assignments on the midweek meeting does not qualify to give public talks. In some cases, an elder with limited abilities may be approved to give public talks in his congregation, but he would not qualify to be a visiting speaker. In such cases, he would modestly decline personal invitations to give talks in other congregations. The body of elders should use balance and good judgment as they prayerfully consider the abilities of each brother. All elders, including those who presently do not qualify for certain teaching privileges, should take the initiative to approach the auxiliary counselor and make good use of the *Teaching* brochure to improve their teaching skills.—1 Tim. 4:15, 16.

4. **Reporting Placements and Video Showings:** Beginning with the congregation's monthly field service report for January 2020, all literature placements (printed and electronic) and video showings will once again be reported to the branch office.

5. **Branch Relocation Project Newsletter:** Please print out edition 13 of the Branch Relocation Project newsletter in full colour, and inform the congregation using the announcement below. Please place on the noticeboard and remove the previous newsletter pictured below.



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FOR THE CONGREGATION

1. **Branch Relocation Project Newsletter:** We are happy to inform you that the final edition of the Branch Relocation Project newsletter will be placed on the noticeboard after the meeting. Included in it, you will see an aerial view of the site and two QR codes to scan that you will not want to miss!

2. **Used Circuit Vehicles:** Vehicles previously used by circuit overseers will now be made available for sale via the WTRResource.com website.

3. **Visiting Bethel:** As previously announced, tours will cease at the current London branch office on Friday, December 27, 2019, and will recommence at the new branch office location in Chelmsford from Monday, April 6, 2020. We are happy to announce that from Monday, December 16, 2019, it will be possible to book a tour at the new Chelmsford branch office using jw.org. You can find this new feature by going to jw.org>About Us>Office & Tours and then select Britain as the location. We are sure that you will find this feature useful as you plan to visit our new branch facilities.