

TESTIGOS CRISTIANOS DE JEHOVÁ

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January 10, 2011

TO ALL BODIES OF ELDERS

Re: Spiral binding of *Shepherding* textbook

Dear Brothers:

Since the release of the new *Shepherding* textbook, several elders have asked about the possibility of having their textbook spiral bound. There is no objection if an elder personally spiral binds or laminates his own textbook or does so for other elders. If he has another baptized brother who is not an elder do the work for him, the elder must watch while the work is being done. Outside companies, unbelievers, or sisters are not permitted to do this work. The material in the book is confidential, and confidentiality must be preserved.

Each elder should make the following notation next to the box on the title page of the *Shepherding* textbook: "See letter dated January 10, 2011, to all bodies of elders regarding spiral binding of this textbook."

Please be assured of our warm Christian love and best wishes.

Your brothers,

Testigos Cristianos de Jehová

cc: Traveling overseers

PS to secretary: This letter should be retained in the congregation permanent file of policy letters.