

ANNOUNCEMENTS AND REMINDERS

May 2018

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. **Circuit Elders' Meetings:** Effective immediately, elders' meetings at circuit assemblies will be held only when matters arise that require a decision by the circuit elders. If a meeting is necessary, the assembly overseer will inform the elders prior to the assembly, clearly explaining what will be discussed so that they have the opportunity to prepare beforehand.

2. **Disaster Preparedness and Response:** Each year, you should use a local needs part to review with the congregation pertinent points from the January 6, 2012, letter to all bodies of elders regarding disaster preparedness and response. When doing so, you may also wish to refer to *Awake!* No. 5 2017.

3. **Kingdom Hall and Assembly Hall Construction Worldwide:** During the month of May, please arrange to review how your congregation has done in fulfilling its resolved donation to support Kingdom Hall and Assembly Hall construction worldwide. Take into consideration whether surplus funds have been building up over time. Carefully weigh the desire of your congregation to donate along with its financial circumstances. For example, there may have been a significant increase or decrease in the number of publishers in the congregation, or the local economic conditions may have significantly improved or deteriorated, thus affecting the amount that the congregation can reasonably contribute. If it would be appropriate to do so, the body of elders should recommend a reasonable adjustment to the congregation's resolved amount. If circumstances have not changed, the current resolution may remain in effect.

4. **Requesting Annual Items:** Each congregation should enter its own request for annual items for 2019 no later than **August 1, 2018**. The quantity requested from the branch office should reflect the actual quantity requested by publishers. When the literature servant receives requests for *Watchtower Library—2018*, he should inquire whether the publisher has already installed the 2016 or 2017 edition and is able to receive updates via the Internet. If so, it is not necessary to request the latest edition.

5. **Requesting Previous Issues of the Public Magazines:** Starting with the 2018 issues, previous issues of *Awake!* and the public edition of *The Watchtower* may be requested for use in the field ministry. If a subject is of particular interest in your congregation's territory, the service overseer may arrange for a modest supply of that issue to be requested using the "Special Requests" link under the heading "Request Periodicals" on the "Congregation" tab when logged in to jw.org.

6. **Literature Inventory:** Although most inventories have been received, we would like to provide the following reminders:

- **Language-Coordinating Congregation:** If there are two or more congregations of the same language in the Kingdom Hall literature group, the language-coordinating congregation is the one responsible for requesting and maintaining a common supply of stock items in that language. However, when there is only one congregation in a particular language in the literature group, the sole congregation is considered the language-coordinating congregation. Therefore, they are required to submit an inventory by March 15 and September 15.

- **Publications to Discard:** Please see the *List of Publications Approved for Discard* (S-60) now available on jw.org.
- ***Bible Teach* (bh) and *Teach Us* (bhs) Reminders:** The letter to all congregations of October 7, 2017, stated that “until supplies of the *Bible Teach* book are depleted, publishers should continue to offer it to interested persons who show appreciation for the Bible’s message.” The PS to the bodies of elders stated: “To make good use of remaining supplies of that book, the service overseer may choose to feature it in the congregation’s public witnessing activity. He may also direct well-qualified publishers to distribute copies of the book to institutions such as libraries, schools, universities, retirement communities, and nursing homes.”

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FOR THE CONGREGATION

1. **Annual Items:** Annual items for 2019 will be made available for download beginning in October of this year. Publishers who require hard copy editions may now request the following items: 2018 *Watchtower* and *Awake!* bound volume, *Examining the Scriptures Daily—2019*, *Watchtower Library—2018 Edition*, and the *Watch Tower Publications Index 2018*. Additionally, requests may be submitted for Braille editions of *Examining the Scriptures Daily*. Those who have already installed the 2016 or 2017 edition of *Watchtower Library* should consider whether the 2018 edition is needed. These previous editions allow those with Internet access to receive monthly updates to current publications and program features.

2. **Child Protection:** A document entitled *Jehovah’s Witnesses’ Scripturally Based Position on Child Protection* is available on jw.org. This document provides an explanation of our organization’s response to child abuse. Look under NEWSROOM > LEGAL DEVELOPMENTS > LEGAL RESOURCES.

3. **Meeting for Bethel Applicants at Conventions:** For many years, a meeting for those interested in Bethel service has been held in conjunction with conventions. For the 2018 “Be Courageous’!” convention, there will not be a Bethel meeting. However, since there continues to be a need for qualified brothers and sisters to apply for Bethel service, those who are desirous of expanding their theocratic service in this way are encouraged to obtain an application through the local body of elders.

4. **Watchtower ONLINE LIBRARY:** We are pleased to inform you that *Watchtower ONLINE LIBRARY (WOL)* in several major languages will now contain publications back to the year 1970 and issues of *The Watchtower* back to 1950. Previously, most publications that were released prior to 2000 were not available in *WOL*. Thus, in several major languages, *Watchtower Library* and *WOL* will now include the same publications. In other languages, *WOL* will include additional publications in the coming months.