



## RECOMMENDATIONS/PROCEDURES IN THE EVENT OF A DEACON'S DEATH

Advance planning for a funeral is a difficult but important task. Appendix VI is designed to assist in planning one's own funeral. The form should be completed by all deacons, and a copy filed with the Diaconate Office. A copy should be retained by the deacon's family. These funeral arrangements should be updated as circumstances change.

1. In the event of the death of a deacon, the pastor or a family member should notify the Diaconate Office at 708.366.8900.
2. The Diaconate Office will notify the archbishop, episcopal vicars, vicar general, *Catholic New World*, members of the deceased deacon's ordination class, vicariate diaconate coordinator and deanery deacon coordinator
3. The deanery diaconate coordinator (DDC) is responsible for the deanery in which the deceased deacon ministered will contact the members of the local deanery.
4. It is customary to be buried in the attire one wears at Eucharist. Therefore, it is fitting for the deacon to be vested in a casket with an alb and white stole. A white dalmatic can also be worn.
5. A Vigil Liturgy should be celebrated. It is recommended that this be presided over by a deacon from the parish, DDC or co-vicar as the family might wish. Eulogies should be given at this vigil service and not at Mass.
6. One or two deacons should assist at the funeral Mass (Liturgy of the Word and Liturgy of the Eucharist). The choice of the deacon or deacons to serve at the Mass should be made by the family.
7. The vicar, if a priest, will be present to concelebrate the funeral Mass of a deacon. If his schedule prevents this, the co-vicar, an associate director, or other delegate, will be present. Unless a bishop is present, the vicar or other delegate will do the final commendation.
8. The Diaconate community has a specific diaconate pall to be used for the funeral Mass. The vicar or his delegate will bring the pall to the parish and is responsible for returning it.
9. If the church's sacristy is small, an area should be designated for visiting clergy to vest and assemble.
10. The Book of Gospels should be carried in the procession to welcome the deacon's body by the deacon assisting at the funeral Mass. After the pall is placed over the casket, the



deacon will place the Book of the Gospels on the coffin as soon as it is in place before the altar. The Book of the Gospels will be removed when the body leaves the church.

11. The funeral director should be informed of the tradition that the casket is to be turned, so the foot of the casket is towards the assembly. This position recollects the fact that deacons face the assembly during Mass, while lay people face the altar. See number 823 of the Ceremonial of Bishops.
12. Deacons are requested to vest in an alb and the white archdiocesan stole, and sit together as a body. Seating for the wives and widows of the community should be reserved behind the deacons. Deacons should never be lectors or servers. **The Deacon of the Word should lead the Universal Prayer.**
13. Members of the diaconate community present at the funeral will be invited to come forward during the final commendation and stand near the casket. They will then precede the casket and the priest(s) in the recessional.
14. When the wife of a deacon dies, the DDC and members of her husband's ordination class will be notified, utilizing the notification procedure stated above. As with the death of a deacon, it is fruitful for a deacon of the family's choosing to preside at the vigil service and assist at Mass.
15. The Catholic Cemeteries of the Archdiocese of Chicago offers a discount to members of the diaconate community and their family members. Deacons are granted a 20-percent discount on a lot selection and 10-percent on the selection of crypts in a community mausoleum for themselves and their dependents. The interment fee will be waived for deacons only. A Chicago deacon is alternatively granted a 60-percent discount on a complete cemetery service package (a "CCS Package") or on an Optional Cemetery Service (an "OCS Package"). When the lot is acquired, it's required that the deacon or member of the deacon's family identifies themselves as a deacon or deacon's family member(s).