



CANONS  
OF  
THE PROVINCE OF  
THE ANGLICAN CHURCH IN SOUTH EAST ASIA

Canons ecclesiastical passed by the Provincial Synod  
in June 1998 under Article VII(c) of the Provincial Constitution

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The Archbishopric  
The Province of the Anglican Church  
in South East Asia

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## **SECTION A**

# **THE ANGLICAN CHURCH IN THE PROVINCE OF SOUTH EAST ASIA**

### **The Anglican Church in South East Asia**

- 1 The Anglican Church in South East Asia, established as a Province (“the Province”) in the Anglican worldwide communion on 2 February 1996 according to the Constitution of The Province of The Anglican Church in South East Asia, belongs to the true and apostolic Church of Christ and we do ordain that no member of the Dioceses in the Province shall be at liberty to maintain or hold the contrary.

### **The Thirty-nine Articles of Religion**

- 2 The Thirty-nine Articles are agreeable to the Word of God and may be assented unto with good conscience by all members of the Dioceses in the Province.

### **The Book of Common Prayer**

- 3.1 The doctrine contained in the Book of Common Prayer and Administration of the Sacraments and other Rites and Ceremonies of the Church according to the Use of the Anglican Church in the Province is agreeable to the Word of God.
- 3.2 The form of God’s worship contained in the said Book, with such modifications as shall be approved by the House of Bishops of the Province, may be used by all members of the Dioceses in the Province with a good conscience.

## **The form and manner of making, ordaining, and consecrating of bishops, priests, and deacons**

- 4 The form and manner of making, ordaining, and consecrating of bishops, priests and deacons, annexed to the Book of Common Prayer and commonly known as the Ordinal, is not repugnant to the Word of God; and those who are so made, ordained, or consecrated bishops, priests, or deacons, according to the said Ordinal, are accepted and shall be accepted by all members of the Dioceses in the Province as duly made, ordained, or consecrated, and ought to be accounted, both by themselves and others, to be truly bishops, priests, or deacons.

## **The doctrine of the Church in the Province**

- 5 The doctrine of the Church in the Province is grounded in the Holy Scriptures and in such teachings of the ancient Fathers and Councils of the Church as are agreeable to the said Scriptures. In particular such doctrine is to be found in the Thirty-nine Articles of Religion, the Book of Common Prayer, and the Ordinal.

## **The Province and constituent dioceses**

- 6.1 The Province with the constituent dioceses is episcopally led and synodically governed. The Province is regulated by the provincial constitution and the constituent dioceses are regulated by their own constitutions. The relationship between the province and the constituent dioceses is governed by the provisions of the provincial constitution.
- 6.2 The House of Bishops is competent to interpret all matters concerning the preservation of the Church's doctrines, its life and worship.

6.3 Every Archbishop, diocesan bishop, assistant or suffragan bishop and archdeacon has the right to visit, at times and places limited by custom, the province, dioceses, or archdeaconry committed to his charge, in a more solemn manner, and in such visitation to perform all such acts as by custom assigned to his charge in that behalf for the edifying and well-governing of Christ's flock, that means may be taken thereby for the supply of such things as are lacking and the correction of such things as are amiss.

6.3.1 During the time of such visitation the jurisdiction of all inferior Ordinaries shall be suspended save in places which by custom are exempt.

## **The unity of the Church**

7.1 It is the duty of clergy and people to seek and maintain the unity for which our Lord prayed.

7.2 It is further the duty of the clergy and people to do their utmost not only to avoid occasions of strife but also to seek in penitence and brotherly charity to heal any divisions.



## **SECTION B**

### **DIVINE SERVICE AND THE ADMINISTRATION OF THE SACRAMENTS**

#### **Conformity of worship**

- 1 The following forms of service shall be authorised for use in the Province:
  - 1.1.1 the forms of service contained in the Book of Common Prayer;
  - 1.1.2 the forms of service currently in use in the constituent Dioceses; or
  - 1.1.3 the forms of service as may be approved by the House of Bishops.

#### **Discretion of minister in conduct of public prayer**

- 2.1 The minister may in his discretion make and use variations which are not of substantial importance in any form of service authorised by the Canon preceding.
- 2.2 All variations in forms of service and all forms of service used shall be reverent and seemly and shall be neither contrary to, nor indicative of any departure from, the doctrine of the Church of the Province in any essential matter.
- 2.3 If any question is raised concerning the observance of the provisions of the preceding two paragraphs, it may be referred to the Diocesan Bishop in order that he may give, in the first instance, such pastoral guidance or advice as he may think fit. If his guidance or advice is ignored, the Diocesan Bishop may issue a direction in writing to the Minister who, if he disagrees, may refer the matter to the House of Bishops. The

decision of the House of Bishops upon such a reference shall be final and obeyed by all parties concerned.

### **Sundays and other days of special observance**

- 3.1 The Lord's Day, commonly called Sunday, is to be celebrated as a weekly memorial of our Lord's resurrection and kept according to God's holy will and pleasure.
- 3.2 The forty days of Lent, particularly Ash Wednesday and the Monday to Saturday before Easter, ought to be specially observed.
- 3.3 Good Friday is to be observed by prayer with meditation on the death and passion of our Lord and Saviour Jesus Christ.

### **Vestures of ministers**

- 4 The direction of the diocesan bishop regarding the vesture of ministers during the time of divine service shall be obeyed.

### **Reverence in time of divine service**

- 5 All persons at divine service shall audibly with the minister say the General Confession, the Lord's Prayer, and the creed and shall stand at the saying or singing of the Canticles and the Creed and at the reading of the Holy Gospel, giving due reverence to the name of the Lord Jesus.

### **Services in church**

- 6 The diocesan bishop of a diocese may direct what services shall be held or shall not be required to be held in any church in the diocese which is not a parish church or in any church or in any building in the diocese.

## **Ministry of the Holy Communion**

- 7.1 No person shall consecrate and administer the holy sacraments of the Lord's Supper unless he shall have been ordained priest by episcopal ordination in accordance with the canonical provisions herein.
- 7.2 No person shall distribute the holy sacrament of the Lord's Supper to the people unless he shall have been ordained in accordance with the canonical provisions herein or unless he has been specially authorised to do so by his diocesan bishop.

## **Holy Communion in cathedral churches**

- 8 In every cathedral church the Holy Communion shall be celebrated on all Sundays and other Feast Days, on Ash Wednesday, and other days as often as may be convenient according to the customs of each church.

## **Receiving of Holy Communion**

- 9 It is the duty of all who have been confirmed to receive the Holy Communion regularly, and especially at the festivals of Christmas, Easter and Whitsun.

## **The admission to Holy Communion**

- 10 There shall be admitted to the Holy Communion:
  - 10.1.1 members of the Anglican Church in the Province of South East Asia who have been confirmed or who have been otherwise episcopally confirmed with unction or with the laying of hands;

- 10.1.2 baptised persons who are communicant members of other Churches which subscribe to the doctrine of the Holy Trinity, and who are in good standing in their own Church;
- 10.1.3 any other baptised persons authorised to be admitted by the diocesan bishop; and
- 10.1.4 any baptised person in immediate danger of death.

### **Notorious offenders not to be admitted to Holy Communion**

- 11 The minister shall refuse Holy Communion to any one in his cure who is in open and malicious contention with his neighbours, or other grave and open sin without repentance.

### **Sermons in parish churches/congregations**

- 12 In every parish church or congregation a sermon shall be preached at least once each Sunday, except for some reasonable cause approved by the diocesan bishop.

### **Holy baptism**

- 13 It is desirable that every minister having a cure of souls shall normally administer the sacrament of holy baptism on Sundays at public worship when the most number of people come together, that the congregation there present may witness the receiving of them that be newly baptised into Christ's Church, and be put in remembrance of their own profession made to God in their baptism.

### **Baptism of infants and godparents**

- 14.1 No minister shall refuse or, save for the purpose of preparing or instructing the parents or guardians or godparents, delay

to baptise any infant within his cure that is brought to the church to be baptised, provided the provisions relating to godparents are observed.

- 14.2 For every child to be baptised there shall not be fewer than two godparents, of whom at least one shall be of the opposite sex. A parent may be a godparent. No person shall be admitted to be a godparent who has not been baptised and confirmed. The minister may dispense with the requirement of confirmation in any case in which in his judgment need so require.

### **Baptism of adults**

- 15.1 When any person as is of riper years and able to answer for himself is to be baptised, the minister shall instruct such person, or cause him to be instructed, in the principles of the Christian religion, and exhort him so to prepare himself with prayers and fasting that he may receive his holy sacrament with repentance and faith.
- 15.2 Every person thus baptised shall be confirmed by the diocesan bishop or by a bishop appointed by the diocesan bishop so soon after his baptism as conveniently may be; that he may be admitted to the Holy Communion.

### **Teaching of the young**

- 16.1 Every minister shall take care that the children and young people within his cure are instructed in the doctrine, sacraments, and discipline of Christ, as the Lord has commanded and as they are set forth in the Holy Scriptures, in the Book of Common Prayer, and especially in the Church Catechism; and to this end he, or some godly and competent persons appointed by him, shall on Sundays or if need be at other convenient times diligently instruct and teach them in the same.

- 16.2 All parents and guardians shall take care that their children receive such instruction.

## **Confirmation**

- 17.1 The diocesan bishop of every diocese shall himself minister (or cause to be ministered by some other bishop lawfully deputed in his stead) the rite of confirmation throughout his diocese as often and in as many places as shall be convenient, laying his hands upon children and other persons who have been baptised and instructed in the Christian faith.
- 17.2 The minister shall present none to the diocesan bishop but such as are come to years of discretion and can say the Creed, the Lord's Prayer, and the Ten Commandments, and can also render an account of their faith according to the said Catechism.

## **Reception into the Church in the Province**

- 18 Any person desiring to be received into the Anglican Church in the Province, who has not been baptised or the validity of whose baptism can be held in question, shall be instructed and baptised and such baptism shall constitute the said person's reception into the Anglican Church in the Province. If any such person has been baptised but not episcopally confirmed and desires to be formally admitted into the Anglican Church in the Province he shall, after appropriate instruction, be received by the rite of confirmation, or, if he be not yet ready to be presented for confirmation, he shall be received by the parish priest with appropriate prayers.

## **The ministry of absolution**

- 19 It is the duty of baptised persons at all times to the best of their understanding to examine their lives by the rule of God's commandments. When they perceive themselves to have

offended by will, act, or omission they shall bewail of their own sinfulness and confess themselves to Almighty God, acknowledging their sins and seeking forgiveness, especially in the general Confessions of the congregation and in the absolution pronounced by the priest in the services of the Church.

## **Holy matrimony**

- 20.1 The Anglican Church in the Province affirms, according to the Lord's teaching, that marriage is in its nature a union permanent and life-long, for better for worse, till death them do part, of one man with one woman, to the exclusion of all others on either side, for the procreation and nurture of children, for the hallowing and right direction of the natural instincts and affections, and for the mutual society, help and comfort which the one ought to have of the other, both in prosperity and adversity.
- 20.2 The teaching of our Lord affirmed by the Anglican Church in the Province is expressed and maintained in the Form of Solemnisation of Matrimony contained in the Book of Common Prayer.
- 20.3 It shall be the duty of the minister, when application is made to him for matrimony to be solemnised in the church of which he is the minister, to explain to the man and the woman who desire to be married the Church's doctrine of marriage as herein set forth, and the need of God's grace in order that they may discharge aright their obligations as married persons.
- 20.4 Only Christians, one of whom must be an Anglican, may be married in an Anglican Church, unless a dispensation is by the Bishop.

## **Registration of baptisms, confirmations and marriages**

- 21 The minister shall record and enter the baptisms, confirmations and marriages in the appropriate register book.

## **SECTION C**

### **MINISTERS, THEIR ORDINATION, FUNCTION AND CHARGE**

#### **Holy orders in the Anglican Church in the Province**

- 1.1 The Anglican Church in the Province holds and teaches that from the Apostles' time there have been these orders in Christ's Church: bishops, priests, and deacons; and no man shall be accounted or taken to be a lawful bishop, priest, or deacon in the Anglican Church in the Province, or allowed to execute any of the said offices, except he be called, tried, examined, and admitted thereunto according to the Ordinal or any form of service alternative thereto for the time being in use or approved by the House of Bishops or has had formerly episcopal consecration or ordination in some Church whose orders are recognised and accepted by the Anglican Church in the Province.
- 1.2 No person who has been admitted to the order of bishop, priest or deacon can ever be divested of the character of his order, but a minister may either voluntarily relinquish the exercise of his orders in writing and use himself as a layman, or may by canonical process be deprived of the exercise of his orders or deposed finally therefrom.
- 1.3 According to ancient usage of the Anglican Church in the Province the clergy below the diocesan bishop who have received authority to minister in any diocese owe canonical obedience in all things lawful and honest to the diocesan bishop of the same, and the diocesan bishop of each diocese owes due allegiance to the Archbishop of the Province as his metropolitan.



## **The consecration of bishops**

- 2.1 No person shall be consecrated to the office of bishop by no fewer than three bishops present together and joining in the act of consecration, of whom one shall be the Archbishop of the Province or a bishop appointed to act on his behalf.
- 2.2 The consecration of a bishop shall take place upon some Sunday or Holy Day, unless the Archbishop of the Province, for weighty cause, shall appoint some other day.
- 2.3 No person shall be consecrated bishop except he shall be at least thirty years of age.

## **The ordination of priests and deacons**

- 3.1 Ordination of priests and deacons shall be in the cathedral church of the diocese, or other church or chapel at the discretion of the diocesan bishop.
- 3.2 One of the archdeacons, or his deputy, or such other persons as by ancient custom have the right so to do, shall present to the diocesan bishop every person who is ordained.
- 3.3 The priests taking part in an ordination shall together with the diocesan bishop lay their hands upon the head of every person who receives the order of priesthood.
- 3.4 No person shall be made deacon, except he be at least twenty-three years of age, unless he have a faculty from the Archbishop of the Province.
- 3.5 No person shall be ordained priest, except he be at least twenty-four years of age, unless being over the age of twenty-three he have a faculty from the Archbishop of the Province.
- 3.6 No person shall be ordained both deacon and priest upon one and the same day, unless he have a faculty from the Archbishop of the Province.

- 3.7 A deacon shall not be ordained to the priesthood for at least one year, unless the diocesan bishop shall find good cause for the contrary, so that trial may be made of his behaviour in the office of deacon before he be admitted to the order of priesthood. During a vacancy of the see, the power of the diocesan bishop under this paragraph shall be exercisable by the Archbishop of the Province.

### **The quality of such as are to be ordained deacons or priests**

- 4.1 Every diocesan bishop shall take care that he admit no person into holy orders but such as he knows either himself, or by sufficient testimony, to have been baptised and confirmed, to be sufficiently instructed in Holy Scriptures, and in the doctrine, discipline, and worship of the Anglican Church in the Province, and be of virtuous conversation and good repute and such as to be a wholesome example and pattern to the flock of Christ.
- 4.2 No person shall be admitted into holy orders who is suffering or who has suffered, from any physical or mental infirmity which in the opinion of the diocesan bishop will prevent him from ministering the word and sacraments or from performing the other duties of the minister's office.
- 4.3 Subject to the canon following, no person shall be admitted into holy orders who has re-married and, the other party to that marriage being alive, has a former spouse still living; or who is married to a person who has been previously married and whose former spouse is still living.
- 4.3.1 The Archbishop of the Province, on an application made to him by the diocesan bishop of a diocese on behalf of a person who by reason of the preceding canon could not otherwise be admitted into holy orders, may grant a faculty for the removal of the impediment imposed by that paragraph to the admission of that person into holy orders.

## **Examination for holy orders**

- 5 No diocesan bishop shall admit any person into holy orders, except such person on careful and diligent examination, wherein the diocesan bishop shall have called to his assistance the archdeacons and other ministers appointed for this purposes, be found to possess a sufficient knowledge of Holy Scriptures as set forth in the Thirty-nine Articles of Religion, the Book of Common Prayer, and the Ordinal: and to fulfil the requirements as to learning and other qualities which, subject to any directions given by the Provincial Synod, the diocesan bishop deems necessary for the office of deacon.

## **Ministers exercising their ministry**

- 6.1 Every minister shall exercise his ministry in accordance with the provisions herein.
- 6.2 A minister duly ordained priest or deacon may officiate in any place in a diocese only so long as he has a licence in writing issued by the diocesan bishop for that purpose.

## **Institution and induction**

- 7.1 No person shall be instituted as a vicar or rector before such time as he shall have been ordained priest by episcopal ordination.
- 7.2 The diocesan bishop, when he gives institution, shall read the words of institution from a written instrument having the episcopal seal appended thereto; and during the reading thereof the priest who is to be instituted shall kneel before the diocesan bishop.
- 7.3 The diocesan bishop, after giving institution to any priest, shall issue directions for induction to the archdeacon or other the person to whom induction belongs, who shall thereupon induct the said priest.

- 7.4 The archdeacon or other such person, when he makes the induction, shall take the priest who is to be inducted by the hand and lay it on a part of the church thereby passing possession of the temporalities thereof, at the same time reading the words of induction; after which the priest who has been inducted shall toll the bell to make his induction public and known to the people.

## **The licensing of ministers**

- 8.1 A licence, granted by the diocesan bishop under his hand to any minister to serve within his diocese may be a general licence to preach or otherwise to minister or a licence to perform some particular office.
- 8.2 The diocesan bishop of a diocese may by notice in writing revoke summarily, and without further process, any licence granted to any minister within his diocese for any cause which appears to him to be good and reasonable after having given the minister sufficient opportunity of showing reason to the contrary; and the notice shall notify the minister that he may, within twenty-eight days from the date on which he receives the notice, appeal to the Archbishop of the Province.

On such appeal the Archbishop or, if the Archbishop is the diocesan bishop who has revoked the licence, another diocesan bishop in the House of Bishop appointed by the Archbishop, shall hear the appeal.

After considering the appeal, or after receiving a report from the duly appointed diocesan bishop, the Archbishop may confirm, vary or cancel the revocation of the licence as he considers just and proper; and there shall be no appeal from the decision of the Archbishop.

## The Oaths of Obedience

- 9.1 Every person whose election to any bishopric is to be confirmed, or who is to be consecrated bishop or translated to any bishopric, shall first take the oath of due obedience to the Archbishop of the Province in the form and manner prescribed in and by the Ordinal.
- 9.2 Every person who is to be ordained priest or deacon, or to be instituted to any benefice or to be licensed to serve in any office in any place shall first take the Oath of Canonical Obedience to the diocesan bishop of the diocese by whom he is to be ordained, instituted, or licensed, in the presence of the said diocesan bishop or his commissary, and in the form following:

I, *A B*, do swear by Almighty God that I will pay true and canonical obedience to the Bishop of *C* and his successors in all things lawful and honest: So help me God.

## The Declaration of Assent

- 10.1 The Declaration of Assent to be made under any of these canons shall be in the form set out below:

### **PREFACE**

The Anglican Church in the Province of South East Asia is part of the One, Holy, Catholic and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian faith in its historic formularies, the Thirty-nine Articles of Religion, the Book of Common Prayer and the Ordering of Bishops, Priests and Deacons. In the declaration you are about to make will you affirm your loyalty to this inheritance of faith as your inspiration and guidance under God in bringing the grace and

truth of Christ to this generation and making Him known to those in your care?

## **DECLARATION OF ASSENT**

I, *A B*, do so affirm, and accordingly declare my belief in the faith which is revealed in the Holy Scriptures and set forth in the catholic creeds and to which the historic formularies of the Anglican Church in the Province of South East Asia bear witness; and in public prayer and administration of the sacraments, I will use only the forms of service which are authorised or allowed by Canon.

- 10.2 The preface which precedes the Declaration of Assent in the form set out above (with in each case such adaptations as are appropriate) shall be spoken by the Archbishop or diocesan bishop or commissary in whose presence the Declaration is to be made in accordance with the followings and shall be spoken by him before the making of the Declaration.
- 10.3 Every person who is to be consecrated diocesan bishop or assistant or suffragan bishop shall on the occasion of his consecration publicly and openly make the Declaration of Assent in the presence of the Archbishop of the Province by whom he is to be consecrated and of the congregation there assembled.
- 10.4 Every person who is to be ordained priest or deacon shall before ordination make the Declaration of Assent in the presence of the Archbishop of the Province or diocesan bishop by whom he is to be ordained.
- 10.5 Every person who is to be instituted or admitted to any benefice or licensed to any preachingship shall first make the Declaration of Assent in the presence of the diocesan bishop by whom he is to be instituted or licensed or his nominee.

- 10.6 Every person who is to be licensed to any curacy shall first make the Declaration of Assent in the presence of the diocesan bishop by whom he is to be licensed or of the bishop's commissary unless he has been ordained the same day and has made the Declaration.
- 10.7 Every Archbishop and bishop shall, on the occasion of his enthronement in the cathedral church of the Province or his diocese, and before he is enthroned, publicly and openly make the Declaration of Assent in the presence of the congregation there assembled.

Before the Archbishop or diocesan bishop makes the Declaration the preface which precedes the Declaration in the form set out above (with the appropriate adaptations) shall be spoken by the dean or, in his absence by one of the canons of the cathedral as the diocesan bishop may select.

## **The Archbishop of the Province**

- 11.1 The Archbishop of the Province has throughout his province at all times metropolitanical jurisdiction, as superintendent of all ecclesiastical matters therein, to correct and supply the defects of other bishops, and, during the time of his metropolitanical visitation, jurisdiction flowing automatically from the office he holds.
- 11.2 Such jurisdiction is exercised by the Archbishop himself, or by a commissary to whom authority in that behalf shall have been formally committed by the Archbishop.
- 11.3 The Archbishop is, within his province, the principal minister, and to him belongs the right to arrange for the confirmation by the House of Bishops of any person duly nominated to be a bishop in a diocese, of being the chief consecrator at the consecration of every bishop, of receiving such appeals as by these canons prescribed, and of holding metropolitanical visitations.

## **The diocesan bishops**

- 12.1 Every diocesan bishop is the chief pastor of all that are within his diocese, as well laity as clergy, and their father in God; it appertains to his office to teach and to uphold sound and wholesome doctrine, and to banish and drive away all erroneous and strange opinions; and, himself an example of righteous and godly living, it is his duty to set forward and maintain quietness, love, and peace among all men.
- 12.2 Every diocesan bishop has within his diocese jurisdiction which automatically flows from his office.
- 12.3 Such jurisdiction is exercised by the diocesan bishop himself, or by a commissary to whom authority in that behalf shall have been formally committed by the diocesan bishop concerned.
- 12.4 Every diocesan bishop is, within his diocese, the principal minister, and to him belongs the right of celebrating the rites of ordination and confirmation; of conducting, ordering, controlling, and authorising all services in churches, chapels, churchyards and consecrated burial grounds; of granting a faculty or licence for all major alterations, additions, removals or repairs of the same; of consecrating new churches and burial grounds; of instituting all vacant benefices; of admitting by licence to all other vacant ecclesiastical offices; of holding visitations to the end that he may get some good knowledge of the state, sufficiency, and ability of clergy and other persons whom he is to visit; of being president of the diocesan synod.
- 12.5 Where the assent of the diocesan is required to a resolution of the diocesan synod it shall not be lightly nor without grave cause be withheld.
- 12.6 Every diocesan bishop shall be faithful in admitting persons into holy orders and in celebrating the rite of confirmation as often and in as many places as shall be convenient, and shall provide, as much as in him lies, that in every place within his diocese there shall be sufficient priests to minister the word and sacraments to the people that are therein.



12.7 Every diocesan bishop shall correct and punish all such as be unquiet, disobedient, or criminous, within his diocese, according to such authority as he has by God's Word and is committed to him by ancient usages, custom and the provisions of the diocesan and provincial constitutions.

### **The assistant/suffragan bishops**

13.1 Every bishop, assistant or suffragan, shall endeavour himself faithfully to execute such things pertaining to the episcopal office as shall be delegated to him by the diocesan bishop of the diocese to whom he shall be assistant or suffragan.

13.2 Every bishop, assistant or suffragan, shall use, have, or execute only such jurisdiction or episcopal power or authority in any diocese as shall be licensed or limited to him to use, have, or execute by the diocesan bishop of the same.

### **The deans of cathedrals**

14.1 No person shall be capable of receiving the appointment of dean until he has been six years complete in priest's orders.

14.2 The dean of every cathedral and the canons of the same shall take preach the Word of God and diligently perform all the duties of their office, including those enjoined by the diocesan bishop in his visitation, and shall take care to preserve the ecclesiastical status and laudable customs of their cathedral.

14.3 The dean of every cathedral and the canons of the same together with the vicars choral and other ministers shall provide, as far as in them lies, that during the time of divine service in the cathedral all things be done with such reverence, care, and solemnity as shall honour and glorify Almighty God.

## **The archdeacons**

- 15.1 No person shall be capable of receiving the appointment of archdeacon until he has been six years complete in priest's orders.
- 15.2 Every archdeacon within his archdeaconry exercises the jurisdiction which automatically flows from his office.
- 15.3 Such jurisdiction is exercised by the archdeacon in person.
- 15.4 Every archdeacon shall within his archdeaconry carry out his duties under the diocesan bishop and shall assist the diocesan bishop in his pastoral care and office, and particularly he shall see that all such as hold any ecclesiastical office within the same perform their duties with diligence, and shall bring to the diocesan bishop's attention what calls for correction or merits praise.
- 15.5 Every archdeacon shall within his archdeaconry strive to hold yearly visitations; he shall also survey in person or by deputy all churches and chancels and give direction for the amendment of all defects in the walls, fabric, ornaments, and furniture of the same; and he shall also, on receiving the directions of the diocesan bishop, induct any priests who has been instituted to a church into possession of the temporalities of the same.

## **The deans other than cathedral deans and senior clergy**

- 16 The deans other than a cathedral dean and any other senior clergy appointed in a diocese to minister to a particular service ("collectively called "the senior clergy") shall report to the diocesan bishop any matter which it may be necessary or useful for the diocesan bishop to know, particularly any vacancy or inadequacy of any cure of souls and the progress of any missionary project.

## **Priests having a cure of souls**

- 17.1 Every priest having a cure of souls shall, except for some reasonable cause approved by the diocesan bishop, celebrate or cause to be celebrated, the Holy Communion on Sundays and on Ash Wednesday, and shall diligently administer the sacraments and other rites of the Church.
- 17.2 Every priest having a cure of souls shall, except for some reasonable cause approved by the diocesan bishop, preach, or cause to be preached, a sermon in his church at least once each Sunday.
- 17.3 He shall instruct the children, or cause them to be instructed, in the Christian faith; and shall use such opportunities of teaching or visiting in the schools within his cure as are open to him.
- 17.4 He shall carefully prepare, or cause to be prepared, all such as desire to be confirmed and, if satisfied of their fitness, shall present them to the diocesan bishop for confirmation.
- 17.5 He shall be diligent in visiting the members of his church, particularly those who are sick and infirm; and he shall provide opportunities whereby any of the members of his church may resort unto him for spiritual counsel and advice.
- 17.6 He and his parochial church council or church committee shall consult together on matters of general concern and importance to his parish or congregation.
- 17.7 If at any time he shall be unable to discharge his duties, he shall provide for his cure to be supplied by a priest licensed or otherwise approved by the diocesan bishop.

## **The manner of life of ministers**

- 18.1 Every bishop, priest, and deacon is under obligation, not being let by sickness or some other urgent cause, to say daily the Morning and Evening Prayer, either privately or openly; and to celebrate the Holy Communion or be present thereat, on all Sundays and other principal Feast Days. He is also to be diligent in daily prayer and intercession, in examination of his conscience, and in the study of the Holy Scriptures and such other studies as pertain to his ministerial duties.
- 18.2 A minister shall not give himself to such occupations, habits, or recreation as do not befit his sacred calling, or may be detrimental to the performance of the duties of his office, or tend to be a just cause of offence to others; and at all times he shall be diligent to frame and fashion his life and that of his family according to the doctrine of Christ, and to make himself and them, as much as in him lies, wholesome examples and patterns to the flock of Christ.

## **The dress of ministers**

- 19 The apparel of a diocesan bishop, priest or deacon shall be suitable to his office; and, save for purposes of recreation and other justifiable reasons, shall be such as to be a sign and mark of his holy calling and ministry as well to others as to those committed to his spiritual charge.

## **The occupations of ministers**

- 20 No minister holding ecclesiastical office shall engage in trade or any other occupation in such a manner as to affect the performance of the duties of his office except he have a licence so to do granted by the diocesan bishop.

## SECTION D

### THE ORDER OF DEACONESSES

#### The order of deaconesses

- 1.1 The order of deaconesses is an order of ministry in the Church in the Province to which women are admitted by prayer and the laying on of hands by the diocesan bishop.
- 1.2 It belongs to the office of a deaconess, in the place where she is licensed to serve and under the direction of the minister, to lead the people in public worship, to exercise pastoral care, to instruct the people in the Christian faith, and to prepare them for the reception of the sacraments.
- 1.3 A deaconess may be authorised and invited to say or sing Morning or Evening Prayer (save for the Absolution) and distribute the holy sacrament of the Lord's Supper to the people and to read the Epistle and the Gospel.
- 1.4 The diocesan bishop may also authorise a deaconess to perform any of the following duties at the invitation of the minister of a parish or an extra-parochial place:-
  - 1.4.1 to preach at divine service;
  - 1.4.2 to church women and, in the absence of the minister, to baptise;
  - 1.4.3 with the goodwill of the people responsible, to bury the dead or read the burial service before, at or after a cremation; and
  - 1.4.4 to publish banns of marriage at Morning and Evening Prayer on occasions on which a lay person is permitted by the law of the land so to do.
- 1.5 Deaconesses may accept membership of any lay assembly of the Anglican Church in the Province.

## The admission to the order of deaconesses

- 2.1 Every woman to be admitted to the order of deaconesses shall be at least twenty-three years of age, unless she have a faculty from the Archbishop of the Province, shall be baptised and confirmed, and shall satisfy the diocesan bishop that she is a regular communicant of the Anglican Church in the Province.
- 2.2 No woman shall be admitted to the order of deaconesses except she be found on examination, held by the diocesan bishop or by competent persons appointed by him for this purpose, to possess a sufficient knowledge of Holy Scriptures and of the doctrine, discipline, and worship of the Anglican Church in the Province.
- 2.3 No woman shall be admitted to the order of deaconesses who is suffering or who has suffered from any physical or mental infirmity which, in the opinion of the diocesan bishop, will prevent her from exercising the office of a deaconess.
- 2.4 Every woman who is to be admitted to the order of deaconesses shall, in the presence of the diocesan bishop by whom she is so admitted or of the diocesan bishop's commissary, make and subscribe the declaration set out below, the preface which precedes the Declaration of Assent prescribed in these canons having first been spoken by the diocesan bishop or commissary:

I, *A B*, do so affirm, and accordingly declare my belief in the faith which is revealed in the Holy Scriptures and set forth in the catholic creeds and to which the historic formularies of the Anglican Church in the Province bear witness; and in public prayer I will use only the forms of service which are authorised or allowed by Canon.

She shall also make the oath following:

I, *A B*, will give due obedience to the Bishop of *C* and his successors in all things lawful and honest: So help me God.

- 2.5 A woman shall be admitted to the order of deaconesses according to the form of service authorised by these canons.

### **The licensing of deaconesses**

- 3.1 No deaconess shall exercise her office in any diocese until she has been licensed so to do by the diocesan bishop thereof.
- 3.2 Every deaconess who is to be licensed to exercise her office in any place shall make and subscribe a declaration and take an oath in the form and manner prescribed for a deaconess before her admission to the order.
- 3.3 Every bishop, before licensing a deaconess to exercise her office in any place, shall satisfy himself that adequate provision has been made for her salary, for her insurance against sickness or accident, and for a provident fund on her retirement.
- 3.4 The diocesan bishop of a diocese may by notice in writing revoke summarily, and with further process, any licence granted to a deaconess within his diocese for any cause which appears to him to be good and reasonable, after having given her sufficient opportunity of showing reason to the contrary; and the notice shall notify the deaconess that she may, within twenty-eight days from the date on which she receives the notice, appeal to the Archbishop of the Province.

The Archbishop or if he is the diocesan bishop concerned the Archbishop shall appoint a diocesan bishop who is a member of the House of Bishops shall hear the appeal.

After hearing the appeal, or after receiving a report from the other duly appointed diocesan bishop, the Archbishop may confirm, vary or cancel the revocation of the licence as he considers just and proper; and there shall be no appeal from the decision of the Archbishop.

## **SECTION E**

### **THE LAY OFFICERS OF THE CHURCH**

#### **The churchwardens**

- 1.1 The churchwardens of parishes and districts shall be chosen in accordance with the constitutions of such parishes or districts.
- 1.2 The churchwardens shall discharge such duties as are by custom and under the constitution of the parish or district assigned to them; they shall be foremost in representing the laity and in co-operating with the incumbent; they shall use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote unity and peace among them. They shall also maintain order and decency in the church, especially during the time of divine service.

#### **The sidesmen or assistants to the churchwardens**

- 2.1 The sidesmen of the parish are nominated by the vicar or priest in charge, after consultation with his parochial church council or management committee.
- 2.2 No person whose name is not on the church electoral roll is eligible as a sidesman, but all persons whose names are on the roll are so eligible.
- 2.3 It shall be the duty of the sidesmen to promote the cause of true religion in the parish and to assist the churchwardens in the discharge of their duties in maintaining order and decency in the church, especially during the time of divine service.



## **Readers**

- 3.1 A lay person, whether man or woman, who is baptised and confirmed and who satisfies the diocesan bishop that he is a regular communicant of the Anglican Church of the Province may be admitted by the diocesan bishop to the office of reader in the Church and licensed by him to perform any duty or duties which may lawfully be performed by a reader according to the provisions of these canons.
- 3.2 It shall be lawful for a reader:
  - 3.2.1 to visit the sick, to read and pray with them, to teach in Sunday school and elsewhere, and generally to undertake such pastoral and educational work and to give such assistance to any minister as the diocesan bishop may direct;
  - 3.2.2 during the time of divine service to read Morning and Evening Prayer (save for the Absolution), to publish banns of marriage at Morning and Evening Prayer, to read the Word of God, to preach, to catechise the children, and to receive and present the offerings of the people; and
  - 3.2.3 to distribute the holy sacrament of the Lord's Supper to the people.
- 3.3 The diocesan bishop may also authorise a reader to bury the dead or read the burial service before, at or after a cremation but only, in each case, with the goodwill of the persons responsible and at the invitation of the minister of a parish or an extra-parochial place.

## **The nomination and admission of readers**

- 4.1 A candidate for the office of reader in a parish or district shall be nominated to the diocesan bishop by the minister of that parish or district.

- 4.2 The nominator in making such nomination shall also satisfy the diocesan bishop that the said person is of good life, sound in faith, a regular communicant, and well fitted for the work of a reader, and provide all such other information about the said person and the duties which it is desired that he should perform as the diocesan bishop may require.
- 4.3 No person shall be admitted to the office of reader in the Church except it be found on examination, held by the diocesan bishop or by competent persons appointed by the diocesan bishop for this purpose, that he possesses a sufficient knowledge of Holy Scriptures and of the doctrine and worship of the Anglican Church of the Province as set forth in the Book of Common Prayer, that he is able to read the services of the Church plainly, distinctly, audibly, and reverently, and that he is capable of both teaching and preaching.
- 4.4 The diocesan bishop shall give to the newly admitted reader a certificate of his admission to the office; and the admission shall not be repeated if the reader shall move to another diocese.

### **The licensing of readers**

- 5.1 No person who has been admitted to the office of reader shall exercise his office in any diocese until he has been licensed so to do by the diocesan bishop thereof.
- 5.2 The diocesan bishop may by notice in writing revoke summarily, and without further process, any licence granted to a reader within his diocese for any cause which appears to him to be good and reasonable, after having given the reader reasonable opportunity of showing reason to the contrary; and the notice shall notify the reader that he may, within twenty-eight days from the date on which he receives the notice, appeal to the Archbishop of the Province.

The Archbishop may hear the appeal himself or if he is the diocesan bishop concerned he shall appoint another diocesan bishop who is a member of the House of Bishops to hear the appeal in his place.

After hearing the appeal or after receiving a report from the duly appointed diocesan bishop, the Archbishop may confirm, vary or cancel the revocation of the licence as he considers just and proper, and there shall be no appeal from the decision of the Archbishop.

## **Lay workers**

6.1 A lay person, whether man or woman, who satisfies the diocesan bishop that he or she

6.1.1 is baptised and confirmed and a regular communicant of the Anglican Church of the Province;

6.1.2 has had the proper training; and

6.1.3 possesses the other necessary qualifications,

may be admitted by the diocesan bishop as a lay worker of the Church. A lay worker may perform the duties set out in these canons or any of them, if authorised to do so by licence or permission of the diocesan bishop of the diocese in which he or she is to serve.

6.2 A lay worker may in the place where he or she is licensed to serve, and under the direction of the minister, lead the people in public worship, exercise pastoral care, evangelise, instruct the people in the Christian faith, and prepare them for the reception of the sacraments.

6.3 The diocesan Bishop may authorise a lay worker to perform any of the following duties at the invitation of the minister of a parish or an extra-parochial place:

- 6.3.1 to say or sing Morning or Evening Prayer (save for the Absolution);
- 6.3.2 distribute the holy sacrament of the Lord's Supper to the people and to read the Epistle and the Gospel;
- 6.3.3 to preach at divine service;
- 6.3.4 to church women;
- 6.3.5 with the goodwill of the people responsible, to bury the dead or read the burial service before, at or after a cremation;
- 6.3.6 to publish banns of marriage at Morning or Evening Prayer in accordance with the law of the land.

### **The admission and licensing of lay workers**

- 7.1 A diocesan bishop shall give to every person admitted by him as a lay worker of the Church a certificate of admission as a lay worker, and the admission shall not be repeated if the person admitted thereafter moves to another diocese.
- 7.2 No person who has been admitted as a lay worker of the Church shall serve as such in any diocese unless he or she has a licence so to do from the diocesan bishop thereof.
- 7.3 Where any person is to be a stipendiary lay worker in any place in a diocese, the diocesan bishop shall not license that person as a lay worker unless he is satisfied that adequate provision has been made for his or her salary, appropriate insurance and a provident fund on retirement.
- 7.4 The diocesan bishop of a diocese may by notice in writing revoke summarily, and without further process, any licence granted to a lay worker within his diocese for any cause which appears to him to be good and reasonable, after having given

the lay worker sufficient opportunity of showing reason to the contrary; and the notice shall notify the lay worker that he or she may, within twenty-eight days from the date on which he receives the notice, appeal to the Archbishop of the Province.

The Archbishop may either hear the appeal himself or if he is the diocesan bishop concerned the Archbishop may appoint a diocesan bishop who is a member of the House of Bishops.

After hearing the appeal or having receiving a report from the duly appointed diocesan bishop, the Archbishop may confirm, vary or cancel the revocation of the licence as he considers just and proper; and there shall be no appeal from the decision of the Archbishop.

## **SECTION F**

### **THINGS APPERTAINING TO CHURCHES**

#### **The font**

- 1.1 In every church and chapel where baptism is to be administered, there shall be provided a decent font with a cover for the keeping clean thereof.
- 1.2 The font shall stand as near to the principal entrance as conveniently may be.
- 1.3 The font bowl shall only be used for the water at the administration of Holy Baptism and for no other purpose whatsoever.

#### **The holy table**

- 2.1 In every church or chapel a convenient and decent table, of wood, stone, or other suitable material, shall be provided for the celebration of the Holy Communion, and shall stand in the main body of the church or in the chancel where Morning and Evening Prayer are appointed to be said.
- 2.2 The table, as becomes the table of the Lord, shall be kept in a sufficient and seemly manner, and from time to time repaired, and shall be covered in the time of divine service with a covering of silk or other decent stuff, and with a fair white linen cloth at the time of the celebration of the Holy Communion.

## **The communion plate**

- 3.1 In every church and chapel there shall be provided, for the celebration of the Holy Communion, a chalice for the wine and a paten or other vessel for the bread, of gold, silver, or other suitable metal. There shall also be provided a bason for the reception of alms and other devotions of the people, and a convenient cruet or flagon for bringing the wine to the communion table.
- 3.2 It is the duty of the minister of every church or chapel to see that the communion plate is kept washed and clean, and ready for the celebration of the Holy Communion.

## **The communion linen**

- 4 In every parochial church and chapel there shall be provided and maintained a sufficient number of fair white linen cloths for the covering of the communion table and of the other fair linen cloths for the use of the priest during the celebration of Holy Communion.

## **The reading desk and pulpit**

- 5 In every church and chapel there shall be provided convenient desks for the reading of Prayers and God's Word, and, unless it be not required, a decent pulpit for the sermon, to be set at a convenient place; which place, in the case of any dispute, shall be determined by the diocesan bishop.

## **Seats in church**

- 6.1 In every church and chapel there shall be provided seats for the use of the parishioners and others who attend divine service.
- 6.2 In parish churches and chapels it belongs to the churchwardens, acting for this purpose as the officers of the diocesan bishop and subject to his directions, to allocate the seats amongst the parishioners and others in such manner as the service of God may be best celebrated in the church or chapel; saving the right of the minister to allocate seats in the chancel and the right of the diocesan bishop to give final directions in that regard.

## **Church bells**

- 7.1 In every church and chapel there shall be provided at least one bell or instrument to ring the people to divine service.
- 7.2 No bell shall be rung and no instrument shall be operated contrary to the instruction of the minister.

## **The Bible and the Book of Common Prayer**

- 8 In every church and chapel there shall be provided a Bible and a Book of Common Prayer.



## **The register books and their custody**

- 9.1 In every parish church and chapel where baptism is to be administered or matrimony solemnised there shall be provided register books of baptisms, banns, and marriage respectively.
- 9.2 Register books shall be provided, maintained, and kept in accordance with good and sound practice.
- 9.3 In every parish church and chapel there shall also be provided a register book of confirmations.

## **The register book of services**

- 10.1 A register book of services shall be provided in all churches and chapels.
- 10.2 In the said register book shall be recorded every service of public worship, together with the name of the officiating minister and of the preacher (if he be other than the officiating minister), the number of communicants, and the amount of any alms or other collection and, if desired, notes of significant events.

## **Provision of things appertaining to churches**

- 11 The things appertaining to churches and chapels, and the obligations thereof, and to the care and repair of churches, chapels and other buildings shall be provided and performed in the case of parochial churches, chapels and buildings by and at the charge of the parochial church council.

## **Churches not to be profaned**

- 12.1 The churchwardens and their assistants shall not suffer the church or chapel to be profaned by any meeting therein for temporal objects inconsistent with the sanctity of the place,

nor the bells to be rung or instrument to be operated contrary to the direction of the minister.

- 12.2 They shall not suffer any person so to behave in the church, church porch or at the grounds of the church during the time of divine services as to create disturbance. They shall also take care that nothing be done therein contrary to the canons, ancient custom and usages of the Anglican Church of the Province.
- 12.3 If any person be guilty of riotous, violent, or indecent behaviour in any church or chapel, whether in any time of divine service or not, or of disturbing, vexing, troubling, or mis-using any minister officiating therein, the said churchwardens and/or their assistants shall take care to restrain the offender and, if necessary, eject the offender from the church premises.

### **Plays, concerts, exhibitions of films and pictures in churches**

- 13.1 When any church or chapel is to be used for a play, concert, or exhibition of films or pictures, the minister shall take care that the words, music, and pictures are such as befit the House of God, are consonant with sound doctrine, and make for the edifying of the people.
- 13.2 No church or chapel is to be used for a play, concert, or exhibition of films or pictures without the permission of the minister who shall before giving permission ensure there will be sufficient compliance with regulations in force as to precautions against fire or other danger.

### **Record of the property of churches**

- 14 Every diocesan bishop shall cause to be taken a full note of all lands, goods and other possessions of the parochial churches and chapels therein to be compiled and kept by the minister and churchwardens in accordance with sound and prudent practice.