

INDEX TO LETTERS FOR BODIES OF ELDERS



January 6, 2017

© 2017
CHRISTIAN CONGREGATION OF JEHOVAH'S WITNESSES

Index to Letters for Bodies of Elders
English (S-22-E Us)

TABLE OF CONTENTS

<p>ACCOUNTS AND DONATIONS3</p> <p>APPOINTMENTS AND DELETIONS OF ELDERS AND MINISTERIAL SERVANTS.....3</p> <p>ASSEMBLIES AND CONVENTIONS3</p> <p>BAPTISM3</p> <p>BETHEL3</p> <p>BRANCH OFFICE, WHEN TO CONTACT3</p> <p>CHILD PROTECTION.....3</p> <p>CIRCUIT3</p> <p>CIRCUIT OVERSEER.....3</p> <p>CONFIDENTIALITY.....3</p> <p>CONGREGATION SERVICE COMMITTEE.....4</p> <p>COORDINATOR OF THE BODY OF ELDERS4</p> <p>CORRESPONDENCE.....4</p> <p>DISASTERS4</p> <p>FIELD MINISTRY4</p> <p>HOSPITAL LIAISON COMMITTEE.....4</p>	<p>INACTIVE ONES.....4</p> <p>JUDICIAL4</p> <p>JW.ORG4</p> <p>KINGDOM HALL4</p> <p>LEGAL...5</p> <p>LITERATURE5</p> <p>MEETINGS.....5</p> <p>PIONEERS.....5</p> <p>SECRETARY.....5</p> <p>SERVICE OVERSEER.....6</p> <p>SHEPHERDING6</p> <p><i>SHEPHERDING</i> TEXTBOOK6</p> <p>UNBAPTIZED PUBLISHERS6</p> <p>UNDOCUMENTED ALIENS.....6</p> <p>WEDDINGS.....6</p> <p>LETTERS REFERENCED IN <i>INDEX TO LETTERS FOR BODIES OF ELDERS</i>.....6</p>
--	---

INDEX TO LETTERS

ACCOUNTS AND DONATIONS

(For additional direction on congregation accounting, refer to *Instructions for Congregation Accounting* [S-27])
 electronic methods for donating to the worldwide work 7/8/13
 hospitality and travel expenses for public speakers 5/25/11
 Kingdom Hall operating expenses 11/1/16
 Kingdom Hall sign 7/17/14

APPOINTMENTS AND DELETIONS OF ELDERS AND MINISTERIAL SERVANTS

considering recommendations when a ministerial servant is substituting as a member of the Congregation Service Committee 7/11/14
 coordinator of the body of elders 7/13/14; 6/1/14
 former child abusers 8/1/16
 letters of introduction 7/13/14; 7/11/14
 pornography 4/10/12
 prison inmates 9/8/11
 process 7/13/14
 qualifications in connection with higher education 3/6/12
 qualifications in connection with permitting unbelieving relatives to live in fornication in a Christian's home 1/2/09
 showing consideration for those involved in theocratic projects 3/17/13; 11/7/08

ASSEMBLIES AND CONVENTIONS

(See also Access to Programs on JW Stream by Elders and Ministerial Servants [S-142] and Access to Programs on JW Stream by E-mail Invitation [S-143].)
 baptism of those who have communicable diseases 3/8/08
 convention arrangements 10/27/13
 homebound and isolated publishers 10/15/16
 interpretation, streaming, and recordings 10/15/16; 10/23/15
 music 5/26/15
 pioneer meeting in conjunction with circuit assembly 4/4/08
 prisons 9/8/11
 safety precautions when attending 8/3/13
 showing consideration for those involved in theocratic projects 8/25/14; 3/17/13; 11/7/08
 special needs 10/27/13
 use of electronic tablets 10/12/13
 visual aids 1/4/16

BAPTISM

prisons 9/8/11
 review of questions with candidates when number of elders is limited 7/11/14
 those who have communicable diseases 3/8/08

BETHEL

(For additional direction on visiting Bethel refer to annual letters and *Dress & Grooming for Visitors Touring Bethel*)
 contacting after regular office hours 9/5/15
 showing consideration for those temporarily working at 8/25/14; 3/17/13; 11/7/08
 rental vehicles for transporting congregation members to 3/31/14
 speaker, requesting for Kingdom Hall dedication 5/16/13

BRANCH OFFICE, WHEN TO CONTACT

academic surveys of religious communities 4/25/01
 after regular office hours 9/5/15
 appeal and judicial committees 7/11/14
 appeal of deletion as elder or ministerial servant 7/13/14
 child abuse 8/1/16
 electronic methods for donating to the worldwide work 7/8/13
 housing for former special full-time servants 3/26/14; 6/2/99
 legal issues (abuse of elderly or disabled, accidents, child custody, crimes, criminal investigations, lawsuits, reporting nonneutral activity, restraining orders, search warrants, subpoenas, suicides, witnessing difficulties) 11/6/14
 prisons 9/8/11
 requesting permission for publisher to tie in to meetings in another branch territory 5/25/15
 requesting recognition of foreign-language pregroup or group 10/23/15
 requesting to move where there is a need for publishers in another language 11/27/13
 10/23/15

CHILD PROTECTION

8/1/16

CIRCUIT

housing accommodations for former special full-time servants 6/2/99

CIRCUIT OVERSEER

(See also *Information Needed for Visit of Circuit Overseer* [S-61].)
 accommodations and financial matters 1/5/17; 3/26/14; 6/2/99
Application to Attend the School for Kingdom Evangelizers (G-8) 6/2/14
 appointment and deletion of elders and ministerial servants 7/13/14
 child abuse 8/1/16
 disasters 1/6/12
 Kingdom Hall dedications 5/16/13
 pioneer meetings 4/4/08
 role when number of elders is limited 7/11/14

CONFIDENTIALITY

branch office after-hours contact numbers 9/5/15
 congregation file 1/6/17; 7/11/14
 judicial matters 1/6/17; 11/6/14
 legal issues 11/6/14
 review of questions with baptism candidates 7/11/14
Shepherding textbook 3/16/15; 10/7/10
 supplier arrangements 7/12/14
 use of jw.org 7/12/14
 use of online storage services for congregation documents 12/17/12
 wireless communication 11/6/14

CONGREGATION SERVICE COMMITTEE

Application to Attend the School for Kingdom Evangelizers (G-8)

6/2/14	
approval of Kingdom Hall answering machine message	11/1/16
assisting inactive	5/23/10
auxiliary pioneers	1/21/13
letters of introduction	1/6/17; 7/13/14; 7/11/14
ministerial servants substituting as members of	7/11/14
pioneers not meeting hour requirement	8/25/14
recommendation for publishers requesting to move where there is a need in another language	11/27/13
requesting permission for publisher to tie in to meetings in another branch territory	5/25/15
role	10/27/13
use of jw.org	7/12/14

COORDINATOR OF THE BODY OF ELDERS

age requirement	6/1/14
appointment	7/13/14
handling correspondence from branch office	7/12/14; 9/7/11
review of circuit overseer's accommodations	1/5/17
use of jw.org	7/12/14

CORRESPONDENCE

from branch office	1/6/17; 7/12/14
letters of introduction	1/6/17; 7/13/14; 7/11/14
use of jw.org	7/12/14
use of online storage services for congregation documents	12/17/12
with prison inmates	9/8/11

DISASTERS

(See also *Key Facts About the Global Assistance Arrangement [TO-57].*)

preparedness and response	1/6/12
---------------------------	--------

FIELD MINISTRY

auxiliary pioneers	1/21/13
child abusers	8/1/16
field service groups	8/2/08
foreign-language	10/24/15; 10/23/15
legal issues (accidents, attempts to interfere with, courtesy telephone notifications, "No Trespassing" signs, etc.)	11/6/14
limited activity because of other theocratic assignments	8/25/14; 3/17/13; 11/7/08
moving to where there is a need for publishers in another language	11/27/13
prisons	9/8/11
<i>Purple Triangles</i> video	1/15/92
reporting field service activity	1/6/17; 11/7/08
regular pioneers	8/25/14
placements	10/20/15
those involved in theocratic projects	3/17/13
review of questions with those desiring to be unbaptized	
publisher when number of elders is limited	7/11/14
witnessing in public places	7/15/14

HOSPITAL LIAISON COMMITTEE

(See also *Guidelines for Supporting Those With Medical Needs [S-139]*)

arrangements for those who must travel to care for special medical needs	12/11/11
children in school—use of secular emergency information card	8/1/91
discussion	1/3/06
local needs parts	12/8/07
showing consideration for those involved in theocratic projects	8/25/14; 3/17/13; 11/7/08

INACTIVE ONES

assisting	5/23/10
<i>Congregation's Publisher Record (S-21)</i> cards	1/6/17
letters of introduction	1/6/17

JUDICIAL

child abuse	8/1/16
confidentiality	1/6/17; 11/6/14
deletion of elders and ministerial servants	7/13/14
deletion of regular pioneers	8/25/14
disassociations	1/6/17
expressions regarding nonneutral activity	11/6/14
files	1/6/17
legal issues	11/6/14; 8/1/16
permitting unbelieving relatives to live in fornication in a Christian's home	1/2/09
<i>porneia</i> and Scriptural freedom to remarry	3/6/12; 10/12/10
pornography	4/10/12
prison inmates	9/8/11
restrictions	1/6/17
unbaptized publishers	1/6/17
when number of elders is limited	7/11/14

JW.ORG

(For additional direction on jw.org, refer to *jw.org Roles [S-135]* form)

displaying logo at Kingdom Hall	7/17/14
use of	7/12/14
viewing JW Broadcasting monthly programs	11/7/14

KINGDOM HALL

(For additional direction on congregation organizational documents, refer to the *Congregation Organizational Documents Work Sheet [S-128]*. For additional direction on reporting accidents and property damage, refer to *Key Facts About the Global Assistance Arrangement [TO-57].*)

accidents	8/3/13
apartment	1/5/17; 3/26/14; 6/2/99
conferencing systems	5/25/15
congregation file	1/6/17; 7/11/14
congregation organizational documents	5/20/12
construction and financing	9/4/08
dedications	5/16/13
disasters	1/6/12
displaying jw.org logo at	7/17/14
electronic displays	12/18/13

foreign-language congregations, groups, and pregroups 10/23/15
 music 12/24/16; 5/26/15
 property 3/26/14
 safety 8/3/13
 supplier arrangements 7/12/14
 use of electronic tablets 10/12/13
 using and maintaining (cleaning, expenses, incidents, inspections, Internet service, Kingdom Hall Operating Committee, maintenance, major renovation/new construction, meeting times, ownership, phone answering system, rented facilities, safety, security, upgrades/minor renovation, video equipment) 12/24/16; 11/1/16; 2/14/16
 use of equipment and tools at construction sites 12/2/07
 viewing JW Broadcasting monthly programs 11/7/14
 weddings 4/1/07
 yeartext 12/24/16

LEGAL

(For additional direction regarding congregation organizational documents, refer to the *Congregation Organizational Documents Work Sheet* [S-128]. For additional direction on reporting accidents at and property damage to the Kingdom Hall, refer to *Key Facts About the Global Assistance Arrangement* [TO-57].)

abuse of elderly or disabled, accidents, child custody, confidentiality, crimes, criminal investigations, disruptive individuals, lawsuits, reporting nonneutral activity, restraining orders, search warrants, subpoenas, suicides, witnessing difficulties 11/6/14
 child protection 8/1/16
 citizenship 10/3/08; 9/8/08; 4/1/07
 congregation organizational documents 5/20/12
 donations
 acknowledgment letters 1/6/07
 charitable programs 11/7/06; 4/2/03
 electronic methods for donating to the worldwide work 7/8/13
 property 3/26/14
 Kingdom Hall
 jw.org sign 7/17/14
 maintenance concerns 11/1/16
 proof of ordination 10/12/10
 rental vehicles for transporting congregation members 3/31/14
 Selective Service registration 4/21/89
 tax matters
 exemption 6/2/99; 12/14/87
 IRS Form 1099-INT 12/7/96
 IRS Form 1099-MISC 12/7/96
 undocumented aliens 10/3/08; 9/8/08; 4/1/07
 use of congregation property 3/26/14
 use of equipment and tools at Kingdom Hall and Assembly Hall construction sites 12/2/07
 witnessing in public places 7/15/14

LITERATURE

(For additional direction on requesting literature, refer to *Literature and Magazine Request Guidelines* [S-56].)

foreign-language 10/23/15
 placements 10/20/15

prisons 9/8/11
 use of jw.org 7/12/14
 witnessing in public places 7/15/14

MEETINGS

(For additional direction on the Life and Ministry Meeting, refer to *Instructions for Our Christian Life and Ministry Meeting* [S-38].)

body of elders
 considering recommendations when a ministerial servant is substituting as a member of the Congregation Service Committee 7/11/14
 local needs parts 12/8/07
 report on pioneer meetings with circuit overseers 4/4/08
 conferencing systems 5/25/15
 Congregation Bible Study 2/7/14
 congregation meeting times 11/1/16; 10/23/15; 8/2/08
 disruptive individuals 11/6/14
 foreign-language 10/23/15; 2/7/14
 homebound and isolated publishers 5/25/15
 interpretation, streaming, and recordings 10/23/15; 5/25/15; 2/7/14
 Kingdom Hall dedications 5/16/13
 local needs parts 12/8/07
 Memorial
 foreign-language pregroups and groups 10/23/15
 yearly encouragement for inactive to attend 5/23/10
 music 12/24/16; 10/23/15; 5/26/15
 pioneer meetings with circuit overseers 1/21/13; 4/4/08
 prisons 9/8/11
 public talk 5/25/11
 safety 8/3/13
 sign-language interpretation 10/19/12
 use of electronic tablets 10/12/13
 video equipment 12/24/16; 11/1/16; 1/4/16
 viewing JW Broadcasting monthly programs 11/7/14
 visual aids 1/4/16
 Watchtower Study 2/7/14; 4/22/12
 wireless microphones and confidentiality 11/6/14

PIONEERS

auxiliary pioneers 1/21/13
 regular pioneers 8/25/14
 letters of introduction 1/6/17
 meetings with circuit overseers 4/4/08
 prison 9/8/11
 qualifications in connection with
 higher education 3/6/12
 permitting unbelieving relatives to live in fornication in a Christian's home 1/2/09
 pornography 4/10/12

SECRETARY

appointment and deletion of regular pioneers 8/25/14
 congregation file 1/6/17; 7/11/14
Congregation's Publisher Record (S-21) cards 1/6/17; 8/25/14; 3/17/13; 11/7/08
 conventions 10/27/13
 field service reports 1/6/17; 3/17/13; 11/7/08

handling correspondence from branch office 1/6/17; 7/12/14
 hour credits for pioneers 8/25/14; 9/8/11
 letters of introduction 1/6/17
 list of publisher contact information 1/6/12

SERVICE OVERSEER

foreign-language field 10/23/15
 pioneer meetings with circuit overseers 4/4/08
 witnessing in public places 7/15/14

SHEPHERDING

field service groups 2/2/14; 8/2/08
 inactive ones 5/23/10
 those facing issues with pornography 4/10/12
 those learning another language 10/24/15; 10/23/15

SHEPHERDING TEXTBOOK

adjustments and notations
 title page 3/16/15; 10/7/10
 chap. 2 par. 11 6/1/14
 chap. 2 par. 13 7/13/14
 chap. 2 par. 16 1/6/17
 chap. 2 par. 23 2/2/14
 chap. 2 par. 25 4/22/12
 chap. 3 par. 6 7/13/14
 chap. 3 par. 10 4/10/12
 chap. 3 pars. 11-14 7/13/14
 chap. 3 par. 15 4/10/12; 3/6/12
 chap. 3 par. 20 8/1/16
 chap. 3 pars. 23, 25-29 7/13/14
 chap. 4 par. 6 2/2/14
 chap. 5 par. 5 3/6/12
 chap. 5 par. 10 8/1/16

chap. 5 par. 13 (Spanish) 12/16/10
 chap. 5 par. 14 4/10/12
 chap. 5 pars. 39, 62 1/6/17
 chap. 6 pars. 1-2 (Spanish) 12/16/10
 chap. 7 par. 20 8/1/16
 chap. 7 pars. 21, 34 1/6/17
 chap. 8 pars. 10, 13, 18 6/26/14
 chap. 9 par. 2 1/6/17
 chap. 9 par. 3 11/6/14
 chap. 10 par. 2 8/1/16
 chap. 11 par. 13 1/6/17
 chap. 12 pars. 4, 9 10/12/10
 chap. 12 par. 13 (Spanish) 12/16/10
 chap. 12 par. 17 1/6/17
 chap. 12 par. 18 8/1/16
 chap. 12 pars. 20-21 8/1/16
 chap. 12 par. 24 1/6/12
 confidentiality 3/16/15; 10/7/10

UNBAPTIZED PUBLISHERS

letters of introduction 1/6/17
 review of questions when number of elders is limited 7/11/14
 wrongdoing by 1/6/17

UNDOCUMENTED ALIENS

10/3/08; 9/8/08; 4/1/07

WEDDINGS

proof of ordination 10/12/10
 Scriptural freedom to remarry 10/12/10
 use of Kingdom Hall 4/1/07

LETTERS REFERENCED IN INDEX TO LETTERS FOR BODIES OF ELDERS

12/14/87 Re: IRS Form 1023 for tax exemption
 4/21/89 Re: Selective Service registration
 8/1/91 Re: School emergency information cards and blood transfusions
 1/15/92 Re: *Purple Triangles* video
 12/7/96 Re: Issuance of Forms 1099-MISC and 1099-INT
 6/2/99 Re: Housing accommodations for former special full-time servants
 4/25/01 Re: Answering academic surveys of religious communities
 4/2/03 Re: eScrip
 1/3/06 Re: Hospital Liaison Committees
 11/7/06 Re: Charitable donation programs

1/6/07 Re: Contribution acknowledgment letters
 4/1/07 Re: Undocumented aliens
 12/2/07 Re: Use of equipment and tools at Kingdom Hall and Assembly Hall construction sites
 12/8/07 Re: Local needs parts

 3/8/08 Re: Baptizing individuals who have communicable diseases
 4/4/08 Re: Pioneer meetings with traveling overseers
 8/2/08 Re: Adjustments to congregation meeting schedule
 9/4/08 Re: Funds on deposit and Kingdom Hall loans
 9/8/08 Re: Questions concerning immigration or naturalization
 10/3/08 Re: Communication with immigration agencies
 11/7/08 Re: Field service reports

 1/2/09 Re: Christian parents permitting unbelieving relatives to live in fornication in their home

 5/23/10 Re: Assisting inactive ones
 10/7/10 Re: Spiral binding of *Shepherding* textbook
 10/12/10 Re: Wedding procedures and Scriptural freedom to remarry
 12/16/10 Re: Corrections in Spanish edition of *Shepherding* textbook

 5/25/11 Re: Public speakers
 9/8/11 Re: Prison witnessing
 12/11/11 Re: Arrangements for those who must travel to care for special medical needs

 1/6/12 Re: Disaster preparedness and response
 3/6/12 Re: Reminders from Kingdom Ministry School held during 2011 service year
 4/10/12 Re: Pornography
 4/22/12 Re: Reading scriptures at the *Watchtower* Study
 5/20/12 Re: Congregation organizational documents
 10/19/12 Re: Sign-language interpretation
 12/17/12 Re: Use of online storage services for congregation documents

 1/21/13 Re: Thirty-hour quota for auxiliary pioneering
 3/17/13 Re: Showing consideration for those involved in theocratic projects
 5/16/13 Re: Kingdom Hall dedications
 7/8/13 Re: Electronic methods for donating to the worldwide work
 8/3/13 Re: Safety precautions when attending spiritual programs
 10/12/13 Re: Use of electronic tablets
 10/27/13 Re: Convention arrangements
 11/27/13 Re: Moving to where there is a need for publishers in another language
 12/18/13 Re: Electronic displays in Kingdom Halls

 2/2/14 Re: *Shepherding*
 2/7/14 Re: Use of organization's audio recordings when no qualified readers available
 3/26/14 Re: Use of congregation property
 3/31/14 Re: Rental vehicles
 6/1/14 Re: Coordinator of the body of elders
 6/2/14 Re: School for Kingdom Evangelizers
 6/26/14 Re: *Notification of Disfellowshipping or Disassociation*
 7/11/14 Re: Use of ministerial servants where the number of elders is limited

7/12/14 Re: Use of jw.org
 7/13/14 Re: Appointment and deletions of elders and ministerial servants
 7/15/14 Re: Witnessing in public places
 7/17/14 Re: Displaying jw.org logo on Assembly Halls and Kingdom Halls
 8/25/14 Re: Regular pioneers
 11/6/14 Re: Procedures when legal issues are involved
 11/7/14 Re: Arrangements to view JW Broadcasting monthly programs

3/16/15 Re: *Shepherding* textbook in digital format
 5/25/15 Re: Guidelines for congregation meeting conferencing systems
 5/26/15 Re: Music at theocratic events
 9/5/15 Re: Contacting the branch office after regular office hours
 10/20/15 Re: Making wise use of printed magazines
 10/23/15 Re: Foreign-language field
 10/24/15 Re: Publishers learning another language to advance the good news

1/4/16 Re: Use of visual aids
 2/14/16 Re: Biennial assessments performed by maintenance trainers
 8/1/16 Re: Protecting minors from abuse
 10/15/16 Re: Provision for publishers to view recordings of assembly and convention programs online
 11/1/16 Re: Using and maintaining Kingdom Halls
 11/2/16 Re: Kingdom Hall Maintenance Program
 12/16/16 Re: Adding Builder Assistant Users to Congregation jw.org Domains
 12/24/16 Re: Use of *JW Library* for media playback at congregation meetings

1/5/17 Re: Circuit overseer accommodations and financial matters
 1/6/17 Re: Congregation correspondence and filing