



MEMORANDUM

MEMO TO: ALL PARISHES
MEMO FROM: MR. JIM LONG, CHANCELLOR (TEMPORAL AFFAIRS)
DATE: MONDAY, DECEMBER 21ST, 2020
RE: OFFICE CLOSURE

To further contain the spread of COVID-19, the Ontario Government announced today a Province wide shutdown starting on Saturday, December 26th at 12:01am.

Therefore, starting on Saturday, December 26th all Parish offices must close until January 23rd, 2021. Essential staff (Clergy, accountants and maintenance staff) can continue to work at the office as long as proper COVID protocols are maintained. All other employees can continue to work but must do so remotely.

I will keep you informed as we move forward through this difficult process over the coming weeks.

Please stay safe and Merry Christmas.

Jim Long
Chancellor (Temporal Affairs)
Diocese of Hamilton