



The Episcopal Diocese of Oklahoma

Annual Report to the Bishop

The Constitutions and Canons of the Episcopal Church require , “...*Every Bishop, Presbyter, or Deacon whose report is not included in a parochial report shall also report on the exercise of such office, and if there has been none, the causes or reasons which have prevented the same.*” The Diocese of Oklahoma defines non-parochial clergy as those who are not employed on a stipendiary basis by a congregation within the Diocese of Oklahoma. A report is also required of non-canonical clergy who request to be licensed to officiate in the Diocese of Oklahoma.

Please complete and submit the following:

NAME (please print) _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE: _____ CELL PHONE: _____

EMAIL _____

Clergy Order () Deacon () Priest () Bishop

Safe Guarding God’s People and God’s Children Training

Certification of completion of sexual misconduct training must be on file in the diocesan office for you to exercise your ordained ministry in this diocese. **It is a diocesan requirement that this training be renewed every four (4) years.** If your certificate is **not** on file, please answer the following:

Have you completed the training? Yes () or No ()

If you checked yes, please forward a copy of your certificate(s) of training to the address above.

Did you exercise your ordained ministry during the year 20__? Yes () or No ()

- o If you answered yes, complete the “*Summary of Ministry*” information on the next page.
- o If you answered no, indicate the reason(s) which prevented you from exercising your ministry. (You do not need to complete the remainder of the form).

() I am retired.

() I had health issues which prevented me from exercising my ministry.

() Other (explain):

Summary of Ministry for Year 20__ in the Diocese of Oklahoma

- | | |
|--|---|
| <input type="checkbox"/> Celebration of Holy Communion | <input type="checkbox"/> Pastoral Counseling Sessions |
| <input type="checkbox"/> Assisting at Holy Communion | <input type="checkbox"/> Hospital Visits |
| <input type="checkbox"/> Morning and Evening Prayer Services | <input type="checkbox"/> Pastoral Visits |
| <input type="checkbox"/> Baptisms | <input type="checkbox"/> Other Services _____ |
| <input type="checkbox"/> Marriages | |
| <input type="checkbox"/> Burials | |

During the last year, I performed the following Ecclesiastical Acts that were NOT included in a Parish Register. If the Ecclesiastical Act has already been recorded in a parish register, check here () and do not repeat that information in the spaces below.

Baptisms: List name and date of birth of each person baptized and place and date of baptism.

Marriages: List names and dates of birth of each couple married and place and date of each marriage.

Burials: List name, date of birth, and date of death of each person buried and place and date of burial service and place and date of interment.

Officiating at other Services (Morning Prayer, Evening Prayer, etc.): Specify kind of service and list place and date of each.

Use Additional Pages if necessary.

Mail the completed form by to:
The Rt. Rev. Dr. Edward J. Konieczny
The Episcopal Diocese of Oklahoma
924 N. Robinson Avenue
Oklahoma City, OK 73102

Please direct questions to:
The Rev. Canon José McLoughlin
Telephone: 405-232-4820
Email: canonjose@epiok.org