

**DIRECTORY OF THE  
OBLATE PROVINCE OF NATAL**

**FIRST EDITION**

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**DURBAN, KWAZULU-NATAL, SOUTH AFRICA**

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# **DIRECTORY OF THE PROVINCE OF NATAL (1995)**

## **INTRODUCTION**

Each province will develop and promulgate a Provincial Directory which determines specific applications of the Constitutions and Rules, and approved procedures. The text is submitted to the Superior General for approval. (R95)

As Oblates we share in the mission of Christ. We are co-operators with him through the call he addresses to each of us and through the evangelical vows which we live in response to his invitation.

The Directory outlines our way of animating the Oblate communities of the province in the service of our mission. The goal before us is the formation of apostolic communities in the service of Christ. The ideals presented to us in this Directory keep in focus the individual Oblate and therefore love, service and acceptance of one another are indispensable.

Fundamental to our missionary vocation is the discernment of God's will for each individual and for the community; and to this end consultation, sharing of responsibilities and mutual accountability are basic values which we cherish.

Those who are superiors have been chosen to serve the good of each individual and this is part of their mission. However, each Oblate is responsible for the mission of the community whether at the level of the district or the house. The Directory attempts to outline the responsibilities each one has for supporting the other and for the common mission which pays special attention to the poor and abandoned. In our situation this means a call to make real the reconciling power of Christ. Our communities, therefore, endeavour to live this reconciliation as an important way of proclaiming it. In a similar way this is spelled out in the way in which we share our resources, as outlined in the Financial Directory, and our common mission outlined in the Mission Directory. The Formation Directory outlines the structures and goals in forming Oblates, young and old, in the mission of Christ.

*Oblate community is an essential dimension of our vocation. The report of the young Oblates to the Chapter reminds us of that again. Community life is not only necessary for the mission; it is itself mission and at the same time it is a qualitative sign of the mission of the whole church.*

*(MTW par. 109)*

*We are convinced that our communities must be missionary by their very being and by the quality of our relationships. They must bear witness to the world of the power of the Gospel. By their prayer and through their suffering, older Oblates and those who are infirm share in the work of evangelization.*

*(MTW par. 124)*

*We fulfil our mission in and through the community to which we belong. Our communities, therefore, are apostolic in character. The Founder left us a legacy: "Among yourselves practice charity, charity, charity - and, outside, zeal for the salvation of souls." In fidelity to that testament, each member's zeal is sustained by the bonds of fraternal charity. By growing in unity of heart and mind, we bear witness before the world that Jesus lives in our midst and unites us in order to send us out to proclaim God's reign.*

*(C37)*

*A spirit of simplicity and joyfulness marks our communities. In sharing what we are and what we have with one another, we find acceptance and support. Each of us offers his friendship and places his God-given talents at the service of all. This enriches our spiritual life, our intellectual development and our apostolic activity.*

*In humility and with the strength of charity, we express our responsibility for each other in fraternal correction and forgiveness.*

*(C39)*

*The local community, whether house, residence or district, is established by the Provincial in Council, in accord with the norms of the Church's common law. These same norms will be respected should the community want to change its apostolic goals and especially in cases where we want to close a house or residence.*

*(C88)*

*(Cf Can. 608 and 609 par 1)*

## CHAPTER ONE: OBLATE COMMUNITIES

1. Each Oblate is a member of a community in which he finds support and to which he gives his commitment.

1. **PROVINCIAL COMMUNITY:**

2. The Province is an organic unity (C78) and is made up of the districts of: Durban, Inchanga, North Coast, Umvoti and Pietermaritzburg; the houses of formation: St Joseph's Scholasticate, Cedara and the Pre-Novitiate, Cleland.

2. **DISTRICT COMMUNITIES:**

3. The district community is a living cell of the Congregation. District communities are a way of supporting one another in our religious and apostolic life.
4. The chief animator of the district community is the superior who, together with his consultors is immediately responsible for the life of the district community. In this ministry he shares in the responsibility of the provincial superior.
5. The superior and his council form a team for the collegial animation of the district community and therefore they meet as often as necessary for the purpose of planning district meetings, evaluating district life and maintaining unity with the rest of the province.
6. Each district together with its superior meets once a year in order to plan ahead for the events of the community, especially for the regular programme of renewal and prayer; and, in particular, the timetable for the monthly recollection; this plan serves as a guide to the superior and his council in the animation of the district.
7. The tasks that fall within the competence of the district superior and his council are the following:
  - 7.1 the animation of a unity of heart and mind in the district chiefly through visiting the members regularly, organising the monthly recollection and other gatherings which bring the members together.
  - 7.2 looking to the individual needs of the members e.g. regular rest and recreation, spiritual renewal, authorising personal expenditure for clothing, library, health needs and holiday.
  - 7.3 co-ordinating the apostolic works within the district, i.e. sharing of resources and the direction of certain projects which give witness to our mission to the most abandoned.

- 7.4 taking personal responsibility for, or appointing someone to take responsibility for, transmitting information from the provincial office to the members of the district, e.g. notification of death or illness.
8. Minutes outlining the theme of each meeting and the general points covered in the sharings are kept in a file in the care of the district superior and copies are sent to the provincial office.
9. The district superior and other local superiors within the district are encouraged to co-operate as much as possible especially in co-ordinating the regular meetings of the various communities when matters of a common concern are considered.

*Each Community, whether a house or a district, will adopt a program of life and prayer best suited to its purpose and apostolate. Once set up, such a program is entrusted to the vigilance of the Superior; regular meetings will be held to praise and thank the Lord, to assess the community's life, to renew its spirit and strengthen its unity.*

C38.

### 3. **LOCAL HOUSES:**

10. The local houses in the province are: **St Joseph's Scholasticate** (Cedara), **Inchanga Parish**, and **Provincial House** (Congella, Durban).
11. In the spirit of C87 the members of these communities commit themselves to one another's growth in their Oblate calling, i.e. availability to God's work in the Church, especially in service of the most abandoned.
12. The daily rhythm of prayer is built around the celebration of the Eucharist and the Prayer of the Church. Sharing of one's faith and mutual accountability are important challenges to one's personal growth, and, if desirable, form part of the programme for recollection once a month.
13. Hospitality to Oblates, especially of the district, is an important service to the local community.
14. The animator of the local community is the superior, appointed by the provincial in council, and together with his consultants, he is immediately responsible for the life of the community, according to the goals outlined in par. 12 & 13. In this ministry he shares in the responsibility of the provincial superior.

15. The responsibilities of the superior and his council are as follows:
  - 15.1 the animation of a unity of heart and mind through his concern for each member and through meetings of the community.
  - 15.2 catering for the individual needs of the members e.g. regular rest and recreation, spiritual renewal, authorising expenditure for personal clothing, medical and holiday expenses.
  - 15.3 maintaining the community library and archives. (cf par. 114)
  - 15.4 the co-ordination of the apostolic works of the members, their holiday supplies and the sharing of resources.
  - 15.5 passing on information and directives from the provincial office to the members, and keeping the provincial informed of the situation of the community.
  - 15.6 authorising extraordinary expenditure of Oblate funds. (cf. Financial Directory)
16. The superior is assisted by a local treasurer appointed by the provincial in council (cf. C91). The local treasurer acts in consultation with the local superior. His tasks are listed in par. 94 and in the Financial Directory.
17. Minutes of meetings of the community are kept in a file in the care of the local superior and copies sent to the provincial office.
18. The local superior and the local district superior are encouraged to co-operate as much as possible especially in co-ordinating the apostolate of the Oblates within the common area and in co-ordinating the monthly day of recollection.

#### 4. **OBLATE RESIDENCES:**

19. The Oblate residences in the province are listed in Appendix 1.
20. The goal of the Oblate residence is to provide for the stable religious community life of their members and their apostolic co-operation.
21. The members of the residences are also members of the local district community.
22. The residence is directed by the director appointed by the provincial in council.
23. The director is assisted by a local treasurer appointed by the provincial in council.

24. The tasks of the director are as follows:
  - 24.1 the animation of a unity of heart and mind among the members of the residence.
  - 24.2 daily prayer programme of the residence.
  - 24.3 care for the individual needs of the members, viz. regular rest and recreation, spiritual renewal, material and health needs.
25. The director is directly responsible to the provincial superior in whose responsibility he shares towards the individual members of the residence.
26. The director co-operates with the district superior in all that is stated under par 6 and 7 above.
27. The director authorises extraordinary expenditure of Oblate funds. (cf. Financial Directory)

## CHAPTER TWO: STRUCTURES FOR THE ANIMATION OF COMMUNITY

28. The goal of these structures is the provision for consultation of the members of the province in the evaluation and planning of the community and the missionary life of the province. (cf. C103 and R107).

### 1. COMMUNITY GATHERINGS:

29. These gatherings are an expression of the brotherhood we share on the provincial or district or local level.

30. Eucharist: The celebration of Christ's Eucharistic presence is an important part of all Oblate gatherings whether in the celebration of the Mass or prolonged veneration of the blessed sacrament during which the scriptures and the CC&RR are proclaimed and meditated upon.

31. Setting time aside for one another is an important part of the Oblate gathering.

32. Gatherings on the provincial level are:

Feast of the Immaculate Conception - 8 December  
Thanksgiving for our Congregation and anniversary  
of its approbation - 17 February  
Jubilees celebrated by the whole province around  
the feasts of Blessed Eugene and Joseph Gerard  
Annual Retreat  
Annual Provincial Gathering  
Installation of provincial superior and council

33. The annual retreat is made over a week commencing on a Sunday evening and concluding on the following Friday midday; the main goal is personal and community renewal in our Oblate calling.

34. An Oblate only excuses himself from the annual retreat by the express permission of the provincial superior who in turn approves of the alternative plans to join a retreat in another province or to make a private retreat.

35. Gatherings on the district level are:

Monthly recollection day  
Mass for deceased Oblates in November  
Installation of district superior and council  
Jubilees of members of the district

36. The recollection day is the most important district gathering; the programme is divided equally between time for prayer and personal reflection, and time for sharing and encounter with one another.

37. A member should only excuse himself from the district gatherings with the express permission of the district superior.

38. In the local houses and residences the important gatherings are:

Daily prayer  
Meals  
Jubilees and birthdays  
Recreation

## 2. **PROVINCIAL COUNCIL**

39. The provincial superior is assisted by a council of six members appointed by the Superior General in council after consulting the province. (R103; cf. par. 126).

40. The provincial consultors share in the government of the province by their advice to the provincial and by their vote as required. (C101).

41. The provincial superior and his council work as a team for the animation of the province.

42. The provincial is bound to consult his council in the appointment of superiors and their consultors, the provincial and local treasurers, formation personnel, the admission of candidates to temporary and perpetual profession, admission to orders, the establishment of local and district communities and in the appointment of provincial committees. (cf. pages 176-180 of the CC&RR).

43. The tasks of the provincial councillors are as follows:

43.1 To represent the interests of the members of the province to the provincial and express the will of the provincial community to the provincial superior.

43.2 To assume responsibilities for different aspects of the provincial animation as assigned by the provincial in council, viz. ongoing formation portfolio, initial formation, finance, communication, justice and reconciliation, MAMI, pastoral planning, animation of local superiors, personnel planning and maintenance of personnel.

43.3 To represent the provincial superior in his absence as directed by the provincial himself.

43.4 To assume responsibility for the government of the province in the event of the provincial superior being incapacitated. In this situation the first councillor leads the council if a vicar provincial has not been appointed.

3. **COUNCIL OF SUPERIORS:**

44. The council of superiors provides for the maximum co-operation between superiors in their sharing in the responsibilities of the provincial superior.
45. The second goal of the council of superiors is to assist newly appointed superiors by giving them the opportunity to evaluate their leadership qualities and style, and an opportunity to familiarise themselves with the goals of the province set by the provincial council.
46. The council of superiors is convened bi-annually by the provincial superior:
  - 46.1 To evaluate the monthly recollection programmes;
  - 46.2 To consult on local apostolic projects of the districts or houses;
  - 46.3 To evaluate the community and religious life of the members;
  - 46.4 To plan on implementation of goals and resolutions set by the provincial council or provincial congress.
47. The members of the council of superiors are the following:
  - provincial superior
  - district superiors
  - house superiors
48. The status of the council of superiors in regard to the provincial superior is consultative and therefore its decisions and recommendations are subject to the approval of the provincial in council.

4. **PROVINCIAL CONGRESS:**

49. All members of the province are members of the provincial congress with the right to vote on issues presented by the congress.
50. The provincial superior may invite members sponsored by the province who are in first formation whether in temporary or final profession, but these do not have the vote.
51. The provincial in council calls a provincial congress when there are issues of importance on which to whole province need to be consulted.
52. The provincial in council appoints a congress committee of three members twelve months beforehand with the mandate to prepare the province for the congress.
53. In consultation with the provincial and his council the congress committee determines the place, date, agenda and animation of the congress.

54. The status of the congress is consultative and its recommendations are submitted to the provincial in council for ratification and implementation.
55. The tasks of the congress are the following:
  - 55.1 To consider the provincial's report on the state of the province;
  - 55.2 To debate in depth the issues on the agenda which concern the religious and apostolic life of the province;
  - 55.3 To determine the priorities of the province for the years ahead;
  - 55.4 To evaluate initial and ongoing formation programmes;
  - 55.5 To evaluate the missionary works of the province;
  - 55.6 To receive reports from the various committees in the province, e.g. vocations, justice and reconciliation.
56. The provincial gives serious consideration to the recommendations of the congress since they express the mind of the members of the province brought together for that purpose; the provincial invites the full and free participation of all present. (R107).
57. Following the congress, the provincial in council appoints committees for the execution of the congress recommendations, or, he assigns the recommendations to existing committees for implementation.

5. **EXTRA-ORDINARY PROVINCIAL COUNCIL:**

58. The provincial in council invites other members of the province to join him and his council once a year, or, more often if judged opportune, to discuss the missionary and apostolic life of the province. This is the Extra-ordinary Provincial Council (EPC). This meeting could be one of the two council of superiors meetings.
59. The ex-officio members of the EPC are the provincial, the members of the provincial council, all district and local superiors and directors of residence.
60. The goal of the EPC is the consultation of the members of the province on issues vital to the religious and apostolic life of the province. Therefore consultation of the house and district communities and the various provincial committees is essential as part of the preparation for the EPC.
61. The provincial in council appoints a committee to prepare for the EPC, to plan its agenda and animation. This committee is appointed from any of the ex-officio members of the EPC and works in consultation with the provincial and his council.

62. The provincial in council invites other members of the province whose contribution is desired and considered important because of the special ministries they fulfil in the province, or, because of their experience within the province.
63. The EPC receives the report of the provincial concerning the implementation of the recommendations of the previous EPC, thereafter it gives its full attention to the issues at hand. The EPC usually considers one particular issue and may propose the issue to be considered at the next EPC.
64. The status of the EPC in reference to the provincial superior is consultative and its recommendations are submitted to the provincial in council for ratification and implementation.

*The Provincial's responsibilities embrace both the specific mission of the Congregation within the province and the religious apostolic life of its communities and members. He has therefore, authority in regard to the members, houses and undertakings of the province, according to the Constitutions and Rules. He will make a visitation of the province at least every two years, meeting with individuals as well as with groups. He will maintain frequent contacts with local superiors, communities and their members, supporting them in their difficulties, discussing with them the province's life and ministry and the part each of them is to play in this life and ministry. (C94).*

*"In a certain sense, the activity of Provincial is more important than that of the Superior General. In fact, you are the ones who are in direct and immediate contact with the Congregation's men and works. Without you, a General can do practically nothing.*

*In your hands you hold the responsibility for the missionary commitments of your province and for each one of its members. You are responsible for the vocation apostolate and for the quality of formation. You have the responsibility for the community life, for the life of prayer, for the spiritual and human fulfilment of your province's members. And finally, as a help and support for these major responsibilities, you also have an administrative responsibility. The latter is inevitable in a Gospel group which is at the same time a Church institution.*

*You are not alone in carrying these various responsibilities. You must bear them together with your council, your provincial treasurer and all the members of you province. In the final analysis, however, these responsibilities rest mainly on your shoulders and your personal attitude will always bring a great deal of influence to bear in their regard."*

*The Missionary Oblate of Mary Immaculate: Addresses and written texts, 1975-1985 - Fernand Jette, OMI. (Pages 121-122)*

## **CHAPTER THREE: THE ANIMATORS OF OBLATE COMMUNITY IN THE PROVINCE**

### **1. PROVINCIAL SUPERIOR:**

65. The provincial superior is a major superior in the Congregation and is appointed by the Superior General in council after consulting the members of the province. He is appointed for a term of three years; he may be re-appointed for a second term and exceptionally for a third.  
(cf. C95).
66. The ministry of the provincial is full-time. It does not permit of any permanent appointment whether diocesan or parochial, so as to afford him maximum opportunity to be present to the members of the province. (R100).
67. The provincial plans with his council in the appointment of members of the province to assist him in his ministry, viz. Oblates qualified for their administrative, communication and inter-relational skills.
68. The provincial superior is responsible for:
- The religious and apostolic life of the members of the province and communities in the province;
  - Visiting the province in his official capacity at least every two years;
  - Meeting with individuals as well as with groups;
  - Frequent contact with local superiors and their communities;
  - Supporting them in their apostolate and especially in their difficulties;
  - Arbitrating and settling disputes between members themselves or with ecclesiastical authorities.
- (cf. C94)
69. The provincial superior has authority, by virtue of his office, over all the members of the province, the houses and other communities as well as the undertakings of the province. (cf. C94)
70. The provincial superior is responsible for the drawing up of contracts with the dioceses in which the Oblates work, for the assigning of personnel and their withdrawal, for obediences, for civil contracts e.g. the purchase of property.
71. The provincial superior consults the members concerned before giving new appointments and assignments, and informs the local superiors accordingly.

2. **VICAR PROVINCIAL:**

72. The provincial in council may appoint a permanent vicar provincial to assist him in the animation of the province. The vicar provincial is a major superior in the congregation. He is a priest, but need not be a member of the provincial council. In the latter instance the vicar provincial becomes a member of the council without the right to vote and he consults the council as does the provincial superior, and may not act without the consent of the council. (R101).
73. The provincial in council determines the area of competency of the vicar provincial, e.g. he may have responsibility with the provincial for the whole of the province, or, he may have a specific responsibility, viz. formation, personnel planning.
74. The term of the vicar provincial is determined by the provincial in council; he may be appointed permanently, or for a specified period of time, e.g. when the provincial superior is away.  
The term of the vicar provincial ends with the office of the provincial superior who appointed him, (R101), or when the provincial superior in council decides to terminate his appointment, or when his appointment expires.
75. The following is not within the jurisdiction of the vicar provincial:  
Appointment of superiors with their councils;  
Appointment of provincial and local treasurers;  
Admission of candidates to the pre-novitiate and the novitiate;  
Admission of candidates to temporary and final profession;  
Admission of candidates to orders;  
Erection of houses and districts or their suppression;  
Access to personal files.
76. The following is within the competence of the vicar provincial when he acts in the name of the provincial superior, when the latter is absent for a prolonged period:  
To convene the provincial council;  
To attend meetings of provincial committees as delegate of the provincial superior;  
To approve extra-ordinary expenditure of Oblate funds. (cf. Financial Directory);  
To approve overseas leave arrangements for an Oblate.
77. The following is in the ordinary competence of the vicar provincial:  
To visit Oblates individually and in their communities;  
To visit candidates in formation;  
To authorise extra-ordinary parish expenditure.  
(cf. Financial Directory)

3. **DISTRICT SUPERIOR:**

78. The district superior shares the ministry of the provincial superior to the Oblates of the district through regularly visiting them and animating them in their religious and apostolic lives.

79. The qualities sought in the district superior:

Sensitivity to personal needs;  
Compassion and understanding;  
Building unity of purpose;  
Example of religious and apostolic life;  
Delegation and responsibility.

80. The authority of the district superior is exercised through example and by inviting collaboration.

81. The district superior is appointed for a term of three years renewable for a second term and exceptionally for a third.

4. **HOUSE SUPERIOR:**

82. The superior of the local community shares the ministry of the provincial superior in caring for the individual Oblates and in animating them in their religious and apostolic lives.

83. The qualities sought in the local superior:

Sensitivity to personal needs;  
Compassion and understanding;  
Animation of a unity of purpose;  
Example of religious and apostolic life;  
Administration and co-ordination;  
Hospitality;  
Delegation and co-responsibility.

84. The authority of the superior is exercised in a spirit of service by making himself available to the members of the house and calling them to live the Constitutions and Rules. To this end he calls the community regularly to prayer and faith sharing, as well as meetings in which tasks and duties are planned, evaluated and assigned.

85. The superior of a house is appointed for a term of three years renewable for a second term and exceptionally for a third. (C90).

5. **DIRECTOR OF RESIDENCE:**

86. The director co-ordinates the religious life of the members of the residence and is also a member of the district community; his immediate superior is the district superior.

87. The qualities sought in the director of residence:

Sensitivity to personal needs;  
Administration and co-ordination;  
Hospitality.

88. The director of residence is appointed for a term of three years renewable for a second term and exceptionally for a third.

6. **PROVINCIAL TREASURER:**

89. The provincial treasurer is an Oblate appointed by the provincial in council, and his appointment is confirmed by the Superior General. His term of office lasts until another provincial treasurer is appointed by the provincial in council. Normally he should be replaced after 12 years. (R106).

90. The qualities sought in provincial treasurer:

Prudence in monetary/financial transactions;  
Co-operation with superiors;  
Accountability;  
Administration;  
Sense of justice.

91. The provincial treasurer is assisted by the Finance Committee, (R149), appointed by the provincial in council from among the members of the province who are competent in financial administration; one or two competent lay people are also appointed.

92. Tasks of the provincial treasurer:

Management of the resources of the province;  
Approval of the quarterly statements from the local treasurers;  
Financial report on the province every six months to the provincial in council;  
The annual budget.

*The provincial treasurer transacts ordinary matters of business, prepares the budget and makes periodic reports. For extra-ordinary acts he requires the permission of the provincial who obtains, when necessary, the consent of his council and of higher authorities.*

*He will be careful not to interfere in the local administration of property which belongs to each house. The provincial may, however, delegate him to assist local communities in financial matters. (R148).*

7. **THE LOCAL TREASURER:**

93. The local treasurer of a house or residence is appointed by the provincial in council for a period of three years after consultation with the local community.
94. Tasks of the local treasurer:
- The provision of sustentation;
  - The material and physical needs of the members;
  - The maintenance of Oblate property and furnishings;
  - The adequate insurance of Oblate property and vehicles;
  - The salaries and wages of workers in the house;
  - Compiling financial reports every quarter which are jointly signed by himself and the superior (director of residence).
95. Local Oblate funds: In each station the Oblate funds are administered by an Oblate (or two or more) appointed by the provincial; these funds are administered under the direction of the district superior, and the provincial treasurer is kept informed through quarterly returns.  
(cf. Financial Directory).

8. **THE PROVINCIAL SECRETARY/ADMINISTRATIVE ASSISTANT:**

96. The provincial in council may appoint an Oblate as permanent secretary, or part-time administrative assistant, to assist him in the administration of the province.
97. The provincial secretary/administrative assistant may be a member of the council; if, however, he is not a member of the council his relationship to the council is determined by the provincial in council, e.g. he may take part in council debates without the right to vote.
98. The provincial in council determines the area of competency of the provincial secretary/administrative assistant, viz. working under the direction of the provincial, keeping the minutes of the provincial council, organising the provincial's administrative staff, assisting the provincial in executing the resolutions of the council, communicating with the province, compiling the provincial newsletter and handling the provincial's correspondence.
99. The term of the provincial secretary/administrative assistant ends with that of the provincial who appointed him.

9. **VOCATIONS DIRECTOR:**

100. The vocations director co-ordinates the efforts of the members of the province in inviting others to become part of the Oblate missionary apostolate. Co-operation with other diocesan vocation workers is essential.

101. Qualities sought in the vocations director:

The ability to work with young people;  
A clear Oblate identity;  
Ability to challenge and invite;  
Openness to working with others;  
The capacity to animate youth retreats, workshops.

102. The vocations director is appointed by the provincial in council for a period of three years. His term may be renewed.

103. The vocations director is assisted by a vocations team appointed by the provincial in council.

10. **MAMI DIRECTOR:**

104. The director of the MAMI is responsible for the animation and organization at the provincial level of the Associates.  
(cf. Chapter 5 below).

105. Qualities sought in the MAMI director:

The ability to involve laity in Oblate life and mission;  
An enthusiasm for Oblate values and spirituality which he communicates to others;  
A spirit of co-operation and the ability to channel talent effectively;  
Organizational skills.

106. The MAMI director is appointed by the provincial in council for a period of three years, which can be renewed for further periods of three years.

107. The MAMI director is assisted by a committee of lay promoters to put into effect the goals of the Association (cf. par. 159) in accordance with its constitution approved by the provincial in council.

11. **DIRECTOR OF ONGOING FORMATION:**

108. The director of ongoing formation is responsible for planning seminars and study-days to assist the members of the province in further formation. He is also responsible for periodic reflection with the young priests and brothers during their first five years in the ministry.
109. The director of ongoing formation is appointed by the provincial in council for a period of three years.
110. He reports to the provincial council once a year on the activities of the past year and also presents a programme for the year ahead which is in accordance with the directives of the Formation Directory of the province.
111. He is assisted by the committee for ongoing formation which consists of two members appointed by the provincial in council.
112. The qualities sought in the director of ongoing formation:
- An understanding of human nature;
  - An affirmative nature;
  - Pastoral experience;
  - Experience of ongoing formation.
113. He is a member of the ongoing formation committee of the sub-region and he co-operates in the programmes of the sub-region.

12. **DIRECTOR OF OBLATE LIBRARIES AND ARCHIVES:**

114. The provincial appoints an Oblate who is familiar with Oblate writings and resources to maintain and update libraries in the Oblate houses and maintain the provincial archives.

## **CHAPTER FOUR: CONSULTATION FOR SUPERIORS (and Directors) AND THEIR APPOINTMENT**

### **1. CONSULTATION FOR PROVINCIAL SUPERIOR AND HIS APPOINTMENT**

115. A minimum of six months before the end of his term of office, the provincial superior consults with the General Councillor to arrange for a consultation of the province for the appointment of the provincial superior.  
(cf. par. 128 of Administrative Directory).
116. Once the provincial superior has been notified by the Secretary General concerning the consultation of the province, the provincial in council sets the following process in motion:
- 116.1 Communication with the province;
- 116.2 Appointment of consultation committee to oversee the process of consultation.
117. The consultation committee supervises the following process:
- 117.1 The meeting of the district and house communities for prayer and sharing on the needs of the province and discerning the qualities of leadership needed in the provincial to be appointed.
- 117.2 The gathering of the whole province to hear the reports from the district and house communities and to consult one another individually in a prayerful way on the candidates who can fulfil the ministry of provincial in the province.
- 117.3 The meeting of the province concludes with a straw vote in which all members nominate, secretly and freely, three candidates of their choice in order of priority.
- 117.4 The nominations are counted by the members of the consultation committee awarding three points to a candidate nominated in first place, two points for second place and one point for third place.
- 117.5 The candidates who receive the greatest number of points are asked to indicate whether they will accept nomination or not.
- 117.6 The gathering is informed of the results and are then handed the consultation letter of the Superior General which is filled in later, after further prayer and discernment on the part of each individual.

- 117.7 Those members of the province who are absent from the gathering also receive the consultation letter, and they are given a written record of the proceedings of the provincial gathering.
118. Each person of the province makes known his choice of candidates for the office of provincial individually, secretly and freely, through the consultation letter which is sent to the Superior General, or, as directed by the Secretary General.
119. The scholastics in temporary vows or finally professed, Brothers in temporary vows and other Oblates temporarily assigned to the province, also complete the consultation letter.
120. In due course the province is informed of the appointment (or re-appointment) of the provincial superior by the Superior General. The newly appointed provincial assumes office when his council has been appointed.
121. The provincial superior notifies the local ordinaries of the appointment of the provincial-elect.

*The nature of consultation is briefly defined in R.23 as "submitting advice and suggestions". It is evident that consultation is not voting in the strict sense; the difference lies in how the decision is made.*

*In voting in the strict sense the decision is made by the majority of voters. In consultation, or consultative vote, the decision is made by the superior, or the superior in council, or the superior and council acting as a college, or the General Chapter, as the case may be, taking into account the consultation.*

*The person/s having the authority to make the decision does/do not have the authority to change the law itself, whether Canon Law or the CC & RR. They cannot transfer, their authority to the persons consulted. Full respect for the consultation process demands that the superior consult and then make the decision according to law. Thus, if he appoints as superior the person who had the majority vote in the consultation, it is he in council who made the decision and not the majority who voted for the person appointed.*

*No particular mode of consultation is prescribed for any of the cases where consultation is required in the CC & RR, except that in appointing a provincial the consultation must be individual. Consequently, the form that the consultation takes is left to the superior who consults. He will be guided by the importance of the question at hand and the legitimate expectations of the Oblates to be consulted.*

*(Administrative Directory, par. 124 & 125,  
pages 32 & 33)*

2. **CONSULTATION FOR PROVINCIAL COUNCIL  
AND ITS APPOINTMENT:**

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122. Once the letter of the Superior General initiating the second phase of consultation has been received, the provincial authorises the consultation committee to proceed with the following process:
- 122.1 The district and house communities meet in their respective communities for prayer and sharing on the tasks of the provincial council and the qualities required in those who fulfil this office.
- 122.2 The whole province gathers to share the reports from the different communities and to consult one another in a prayerful and discerning way on which candidates can fulfil the ministry of provincial councillor.
- 122.3 At the conclusion of the gathering there is a straw vote in which each nominates four members whom he considers capable of fulfilling the task of provincial councillor i.e. representing the province to the provincial.
- 122.4 The nominations are counted, one point being awarded to each nominee without distinction of order of preference.
- 122.5 The gathering is informed of the results and the consultation letter is handed to each to be completed individually, secretly and freely, and sent to the Superior General, or, as directed by the Secretary General.
- 122.6 The candidates nominated are given the opportunity to indicate to the gathering whether they accept nomination or not.
- 122.7 The members of the province who are not present at the gathering also receive the consultation letter together with a written account of the provincial gathering.
123. Each person of the province makes known his nominations for the provincial council through the consultation letter which is filled-in secretly and freely, and sent to the Superior General, or, as directed by the Secretary General.
124. The scholastics in temporary vows or finally professed, Brothers in temporary vows and Oblates temporarily in the province are also consulted in the same way.
125. In due course the province is notified by the Secretary General concerning the appointment of the provincial council by the Superior General. The present provincial communicates the appointments to the province.

126. The new provincial, together with the newly appointed four members of the council, suggest two added men of their choice to be members of the council, for appointment by the Superior General in council. The total number of provincial consultors is six.

3. **INSTALLATION OF THE PROVINCIAL ADMINISTRATION:**

127. The provincial and the provincial-elect decide on the date and place for a meeting of their two administrations to confer on issues of mutual concern and to arrange for the day and place of the installation of the new administration.

128. The newly appointed provincial assumes full authority on the day of his installation when the document of appointment is read before the gathered community of the province by the delegate of the Superior General and he makes the profession of faith.

129. The following are the first tasks of the newly installed provincial superior:  
(cf. par. 144 of Administrative Directory)

129.1 Take up residence in the provincial house;

129.2 Meet with his council to appoint a vicar-provincial, a provincial treasurer, a provincial secretary/administrative assistant and to arrange for a prolonged meeting of the council for planning and goal setting.

*Before appointing a superior, the provincial will seek the views of the community concerned regarding the current situation and the qualities needed for leadership. He will invite suggestions about a suitable person for the office and consult the candidate chosen before making the appointment.*

*(R89; cf. R19)*

4. **CONSULTATION FOR AND APPOINTMENT OF  
A DISTRICT SUPERIOR:**

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130. When the district superior is about to complete his third year in office, the provincial superior initiates the following process:
- 130.1 A visitation of the individual Oblates of the district;
  - 130.2 A meeting with the district community for dialogue;
  - 130.3 The handing to each the consultation form which is to be completed individually and privately.
131. Scholastics on pastoral initiation in the district and other Oblates temporarily resident in the district are also consulted in the same way.
132. The process of dialogue in the district meeting is as follows:
- 132.1 The district gathers for prayer;
  - 132.2 The members share on the needs of the district and consider the qualities of leadership required;
  - 132.3 They consult one another one-to-one in a prayerful way so as to discern who is to be leader among them.
133. The provincial in council presents a report on the visitation of the district and studies the consultation letters returned from the district, before appointing in council the superior and his consultants.
134. It is exceptional that a district superior be appointed for a third consecutive term. (R92).

5. **CONSULTATION FOR AND APPOINTMENT OF  
A LOCAL HOUSE SUPERIOR:**

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135. The process is the same as that for district superior and council with the following exceptions:
- 135.1 Only in exceptional circumstances is a house superior appointed for a third consecutive term.  
(cf. C90 and R91);
  - 135.2 A local treasurer is appointed.

6. **APPOINTMENT OF DIRECTOR OF RESIDENCE:**

- 136. The provincial superior visits the residence to consult with the members of the residence on the appointment of the director and local treasurer.
- 137. The provincial in council reports on his visitation of the residence and appoints the director and local treasurer for a period of three years. (cf. R92).
- 138. There is no limit to the number of terms an Oblate may serve as director of residence.

7. **INSTALLATION OF SUPERIORS, DIRECTORS AND CONSULTORS:**

- 139. After appointing the superior/director, the provincial superior consults the community concerned setting a day and time for the installation of the superior/director (and his council).
- 140. The provincial superior or his delegate installs the local superior or director.
- 141. The community gathers for the liturgy of the Word during which the letter of appointment is read.
- 142. A superior appointed for the first time makes the profession of faith and commits himself to animate the community according to the Constitutions and Rules and the approved statutes, i.e. the Provincial Directory.

8. **APPOINTMENT OF PROVINCIAL TREASURER:**

- 143. The appointment of the provincial treasurer is one of the first acts of a new provincial administration.
- 144. The appointment is made by the provincial in council and ratified by the Superior General.

9. **OTHER APPOINTMENTS:**

- 145. The appointment of a local treasurer, as well as the appointment of committees to assist the religious and apostolic life of the members of the province, the appointment of the director of ongoing formation and of the MAMI, the vocations director and the finance committee are all made by the provincial in council.
- 146. The members to be appointed are consulted beforehand; their appointment, terms of reference and period of office are confirmed in writing.

10. **ELECTION OF DELEGATE AND ALTERNATE TO GENERAL CHAPTER:**

147. After receiving the notification from the Secretary General announcing the promulgation of the General Chapter, the provincial in council appoints an electoral officer and two assistants to supervise the election of the delegate and alternate to the General Chapter.
148. The provincial superior is ex-officio a member of the electoral committee.
149. The electoral officer requests the district and house superiors to convene their respective communities for the purpose of electing a delegate.
150. Each member of the province who is in final vows is eligible to vote and to be elected.
151. Since the provincial superior is not ex-officio a member of the General Chapter, he too is eligible for election.  
(Cf. C108 and R111).
152. Each Oblate votes individually and secretly using the required ballot form; thereafter the local superior collects the sealed ballots and sends them to the electoral officer.
153. The electoral officer convenes a meeting of the electoral committee for the purpose of opening the ballots and counting them.
154. A return of two-thirds of the ballots is required and on the first ballot the candidate who receives an absolute majority (i.e. 50% of the valid votes cast plus one) is elected. The same majority is required for election on the second ballot, if it becomes necessary. If a third ballot is required, electors may vote for the two candidates who received the highest number of votes in the second ballot, and in this instance a simple majority is required to be elected. (cf. C97)
155. In the instance that the first ballot is inconclusive, the electoral officer sets in motion the same process for the second ballot; in the event that the first ballot is conclusive, the electoral officer proceeds with the election of the alternate in the same way.
156. In the event that the second ballot for the Delegate is inconclusive, the electoral officer initiates the process for the third ballot and the person who is second choice will be considered as the Alternate.
157. The qualities sought in the Delegate and Alternate are the following:
  - 157.1 A commitment to the Congregation and its mission in the Church;
  - 157.2 A knowledge of the Congregation and the province;
  - 157.3 A commitment to the members of the provincial community.

**CHAPTER FIVE:       MISSIONARY ASSOCIATION OF MARY  
IMMACULATE:**

158. The local provincial director keeps contact with the Director General of the MAMI.
159. The primary goal of the Association is to encourage the participation of the laity in the apostolic mission and spirituality of the Oblates.
160. A committee consisting of the provincial director and lay promoters is responsible for the direction and development of the MAMI in the province.
161. Each district may choose an Oblate to foster the growth of the Association in the district and to liaise with the provincial director.
162. The provincial director may be assisted by a lay co-ordinator or secretary who will promote the Association on a voluntary or salaried basis. In the case of the latter, the provincial superior in council will approve of a contract with the co-ordinator concerned and governing his/her terms of service.
163. The provincial director together with his committee will ensure that the goals of the MAMI are achieved; that regular contact is kept with members; and that all funds subscribed by members or raised by the Association for the furtherance of Oblate work, are forwarded to the Province by the provincial treasurer.
164. Records of all funds received will be kept by the MAMI committee, and bank accounts opened in the name of the Association will bear the signature of both the provincial director and the provincial treasurer.

*In various places lay people feel called to participate directly in the Oblate mission, ministry and community. The terms of their association can be drawn up at the provincial level, in agreement with the General Administration.*

*Communities are invited to co-operate with the provincial director of the Missionary Association of Mary Immaculate in organising and animating groups which seek to share in Oblate spirituality and apostolate.*

*(R27 & 28)*

## CHAPTER SIX: MISCELLANEOUS

### 1. RECREATION AND LEAVE:

165. Each Oblate is entitled to one month's leave annually, however Oblates in the pastoral ministry are guided by the contracts with the respective dioceses for their leave arrangements. The parish car is at the disposal of the Oblate for his local leave.
166. The local-born Oblate may take leave of 90 days after ten years in the ministry and, thereafter, every five years. The first long leave could include places of significance to the Congregation e.g. Aix, and the General House. Subsequent long leave is planned in consultation with the provincial superior and according to a roster.
167. Oblates born outside of South Africa may take home-leave every three years for a period of 75 days. In the intervening years they are entitled to one month's leave annually. Allowances for overseas leave include an air ticket and spending money. (cf. Financial Directory).
168. Expenditure for recreation which exceeds the monthly pocket money allowance is submitted to the local superior for authorization. (cf. Financial Directory).

*The community will provide its members with opportunities for recreation, rest and relaxation. Important events in the Oblate family and in the life of the community members will be celebrated in a simple and cordial way. Communities will welcome any Oblates who come to visit. They will be especially hospitable to missionaries returning temporarily or permanently to their province of origin.*

(R25)

2. **SICKNESS AND RETIREMENT:**

169. The Congregation provides for the medical expenses of its members and each member keeps the local superior regularly informed as regards his medical needs.
170. Since the Agreements with the individual dioceses provide for medical expenses of the Oblates in the employ of the respective dioceses, Oblate pastors fulfil the conditions of the diocesan medical funds by making the necessary contributions from parish funds e.g. the annual collection for sick priests' fund; and by informing the provincial treasurer of his medical expenses at the end of each quarter so that the latter can claim the refund from the diocese. All medical receipts are presented with the Oblate quarterly returns.
171. When an Oblate is incapacitated temporarily or permanently by illness or advanced age, he is placed by the provincial superior in one of the communities of the province. Only for very exceptional reasons will an Oblate be permitted by the provincial to reside somewhere else.
172. The provincial council reviews from time to time the facilities available for sick and retired Oblates, so as to ensure that each is happy and able to offer his gifts through some form of ministry.
173. When an Oblate is dying, the provincial or his delegate communicates with the province and arranges for Oblates to be in constant attendance.

3. **THE OBLATE FUNERAL:**

174. On the death of an Oblate, the provincial or his delegate informs the province, through the district and other local superiors, and the Superior General. He also informs the next of kin of the Oblate, either personally (if possible), through another Oblate or through the local parish priest, and not just by telephone, especially for those overseas.
175. The celebration of entry into the new life on the occasion of an Oblate's funeral is simple and unostentatious in keeping with our particular way of life, no distinction being made because of office held. It is an occasion of giving thanks to God and a witness to ourselves and others of our faith in the resurrection.
176. The tombstone will be simple.
177. The celebrant of the funeral is normally the provincial and in his absence, his delegate.
178. The Oblate is normally buried, with the other Oblates of the province, at Cedara.
179. The Oblate's crucifix is kept in the provincial archives and is given to another on the occasion of his final profession.

*Each Oblate priest shall celebrate one Mass and each Brother attend Mass upon the death of the Superior General or of any member, novices included, of the province to which he belongs. It is recommended that this Mass be a community celebration.*

*Once each month every Oblate priest shall celebrate Mass, and each Brother attend Mass, for all deceased Oblates.*

*(Extract from Suffrages for the Deceased,  
Appendix in CC & RR.)*

## **CHAPTER SEVEN: CHANGES TO THE DIRECTORY:**

180. When changes to this Directory become necessary these are effected by consultation with the council of superiors and ratified by the provincial in council; thereupon the alterations are submitted to the Superior General for ratification before being accepted into the text.
181. The Financial Directory is reviewed annually by the provincial in council, especially in regard to the sums of money listed therein, and then ratified by the provincial in council.
182. The Mission Directory is reviewed either by the Provincial Congress or the Extraordinary Provincial Council and the statues therein ratified by the provincial in council.
183. The Formation Directory is reviewed regularly by the provincial formation committee and the statues therein ratified by the provincial in council.

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## **APPENDIX ONE**

In reference to paragraph 19, the **OBLATE RESIDENCES** in the province are the following:

Pre-Novitiate, Cleland, Pietermaritzburg  
Sabon House, Durban

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**DIRECTORY OF THE  
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