

Usher procedures upon getting to Mass

- 1. Decide who will be in the gathering space. That person grabs a radio and turns it on and sets the channel to 1 and adjusts the volume. He/she will stay in gathering space.**
- 2. Decide who will have the radio in back of church. That person grabs a radio, plugs in earphones, turns radio on, sets channel to 1, puts earphone on, clips radio on or carries it during Mass.**
- 3. Be sure to test communication between designated ushers to make sure radios are working.**
- 4. If Bad weather is forecast, follow additional procedures as described on separate sheet located in usher folder.**
- 5. After Mass return radios to chargers.**