

Online Faculty System

Applying for a Temporary Minor Re-ordering

DAC Secretary

JAMES MILES

Work

There is no work associated with the DAC role within the Temporary Minor Re-ordering process on the Online Faculty System. The Archdeacon must seek the advice of the DAC or any of its members or officers that the Archdeacon sees fit. This process will need to be completed offline. The below email notifications are provided as per the legislation and for information and are meant to facilitate this offline advice should it be necessary.

Email Notifications

The following emails will be sent to the DAC secretary as part of the Temporary Minor Re-ordering application process

1. A temporary Minor Re-ordering application has been submitted
2. The Archdeacon returns the Temporary Minor Re-ordering application to Parish
3. The Archdeacon does not approve the Temporary Minor Re-ordering application
4. The Parish decides to apply for Full Faculty
5. The Archdeacon approves the Temporary Minor Re-ordering Licence
6. The Archdeacon modifies Form 9
7. The Archdeacon revokes Form 9
8. A reminder that the Licence expires in 6 months - 4 months to apply for Full Faculty
9. A reminder that the Licence expires in 3 months - 1 month to apply for Full Faculty
10. A reminder that the Licence expires in 2 months - Faculty can no longer be applied for
11. A reminder that the Licence expires in 1 month - Re-ordering should be restored to original
12. The Parish has submitted Form 10 to the Archdeacon
13. The Archdeacon confirms that the position has been restored or a Faculty application has begun