



Christian Congregation of Jehovah's Witnesses

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September 2, 2016

TO ALL BODIES OF ELDERS

Re: Update to Adjustments to Kingdom Hall Maintenance Procedures

Dear Brothers,

This letter is to give you an update to the November 3, 2015, letter in which we referred to “*some adjustments that have been made with respect to the maintenance inspection and its procedures for our Kingdom Halls.*” The principles in that letter still hold as we seek to implement the new procedures for maintenance of all theocratic facilities.

That letter also mentioned that “*the two-year visits by assigned skilled LDC volunteers will continue*” and that “*the visit will ensure that the congregations are actively doing all they can to keep the halls in good repair. A new form, Facility Condition Survey (DC-96), will be used by the skilled LDC volunteers to report the condition of the hall to the branch office. Elders will be trained to use the new form to carry out their own inspections within the year so that they can be familiar with their responsibility in performing appropriate preventive maintenance as well.*”

In view of the above we are now in the process of conducting a *branch-wide survey* to assess the needs of *all* the Kingdom Halls in our territory using the form mentioned above. This will allow us to best see how to manage all the minor and/or major renovation works that these facilities may require based on the survey mentioned above.

At this time therefore, we will ask you to *suspend all new* correspondence you may have with respect to requests for *renovations, upgrades, additions and new installations on all Kingdom Halls.* Such requests will now only be justified by the surveys that will be carried out by the appointed LDC volunteers who will be scheduled to pay visits to your hall. You will, *however*, go ahead and do any repairs on *light fixtures, leaking toilet cisterns, roof leaks, and things similar to these.* Also, if LDC is currently already assisting you or corresponding with you regarding your Kingdom Hall or meeting place, they will continue to do so until your needs are met.

We will however, **no doubt be willing to receive any correspondence** from you if the matter has to do with an *emergency* directly related to the *structure, safety or security* of the building that now serves as your meeting place, be it a Kingdom Hall or otherwise. Efforts will then be made to attend to that immediately.

We will contact you *as soon as* the survey on your meeting place is finally scheduled as well as the brother(s) who will be handling it. In the meantime, please continue to do whatever you can to keep your meeting places safe and secure.

We thank you brothers and sincerely encourage you to remain zealous in taking care of the Lord's belongings and in supporting true worship. We send our love and the best of every wish.

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

c: All Circuit Overseers

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