



GENERAL SECRETARY'S OFFICE | GARY HARTKE, GENERAL SECRETARY

Date: 30 January 2021
To: District Superintendents
Re: Annual Pastor's Report
From: Gary Hartke, General Secretary

This communication is to provide information about the two Annual Pastor's Report (APR) temporary rulings released by the Board of General Superintendents due to the impact of the COVID-19 pandemic. The rulings released in July 2020 and January 2021 are in response to the local churches in many world areas that have been unable to gather for public worship and/or discipleship. The two temporary rulings are:

TEMP07-2020-08: Annual Reporting

At this time, there is no requirement to record attendance, but we do recommend that district superintendents and pastors work together on accountability. Additionally, we ask all pastors to utilize the Annual Pastor's Report (APR), specifically to record membership and giving for the current period. However, for purposes of the APR 2019 attendance statistics may be utilized for the comparable months of 2020.

TEMP12-2020-01: APR For The COVID Year

Given the limitations of attendance during the pandemic, Annual Pastor's Reports will be exempted from reporting morning worship and discipleship attendance. The remainder of the report should be completed as required.

I am writing to provide more information regarding these temporary rulings and how the APR reporting for 2021 is changed.

1. If the APR has already been completed, there is no need to change what has been submitted.
2. For those yet to complete, when opening the Annual Pastor's Report (APR), the following fields will be populated with content from the 2020 APR reporting: **17, 20A, 21A, 22A, 23A, 24, and 24A**. This method provides satisfactory content for the areas exempt from reporting for 2021, as the APR cannot be completed with empty fields.
3. The populated field information can be changed; however, you are not requested to do so. Note that all fields must have a value entered in order to complete and submit the APR. Therefore, make sure that all fields have been completed.

Thank you for your help to share this information in support of our local churches.

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