

## PAGELLA OF FACULTIES

### IV. Recording Baptism

- A. The following baptismal information should be legibly recorded: a) the child's name; b) the place and date of birth; c) the date of baptism; d) the parents' names, including the mother's maiden name; e) the sponsors' names; and f) the name of the minister of baptism.
- B. The sponsors must be practicing Catholics (cf. canon 874 for other requirements for sponsorship). Only one sponsor is required; if there are two, one of each sex is to be employed (canon 873) and both names are to be recorded.
- C. A baptized person who belongs to a non-Catholic ecclesial community may not be admitted except as a witness to baptism and together with a Catholic sponsor (canon 874, #2). The non-Catholic's name should be recorded and identified as a witness.
- D. When those already baptized have been received into full communion with the Catholic Church, all the above information is to be obtained and recorded in the baptismal register, with the date of reception into full communion and the name of the sponsor for reception recorded in the "Remarks."
- E. In recording the baptism of a child of a single parent, all the above information is to be recorded, with this exception: only the mother's name is recorded, with the space for the father's name remaining blank or marked "unknown." (The father's name may be recorded ONLY if a legal document witnessing to his paternity is obtained, e.g., a birth certificate indicating the natural father or a letter written and signed by the natural father and witnessed by the priest. This legal document must be kept with the baptismal information.)
- F. When a child is adopted, the National Conference of Catholic Bishops, in accord with the prescriptions of canon 887, #3, hereby decrees that baptism shall be postponed until after the child has been placed with the adopting parent(s), except in extraordinary circumstances such as danger of death. This is with the understanding that the postponement will be for a relatively short time only.
  - 1. For children baptized after their adoption is finalized, the following information shall be entered in the register: a) the Christian name of the child as designated by the adoptive parent(s); b) the name of the adoptive parent(s); c) the date and place of birth; d) the names of the sponsors selected by the adoptive parent(s); e) the place and date of the baptism; and f) the name of the minister performing the baptism.

A notation shall also be made in the register stating simply that the child is adopted. Baptismal certificates issued by the parish for adopted children will be no different than other baptismal certificates. The notation of adoption in the baptismal register shall not be entered on the baptismal certificate.

2. For children baptized before their adoption was finalized, the following notations shall be added to the baptismal register, but only after the adoption has been finalized and with due regard for the civil law of the jurisdiction: a) parentheses shall be placed around the names of the natural parents; b) the name(s) of the adoptive parents(s) shall then be added; c) the child's former surname shall also be parenthesized and the new surname added; and d) a notation shall be made that the child was adopted.

Baptismal certificates issued by the parish for these individuals shall give only the name(s) of the adoptive parent(s), the child's new legal surname, the date and place of baptism, and the name of the minister who conferred the sacrament. The name(s) of the sponsor(s) shall not be given, and the notation of adoption in the register shall not be entered on the baptismal certificate.

For future ease in reference after the adoption has been finalized, a baptismal entry for the adopted child can be made in the baptismal register of the adoptive parents' parish, citing the date and location of the original baptismal record, and listing only the name of the adoptive parents, and the date and place of birth.

Parish personnel having access to parish registers have an obligation not to disclose to any person any information which would identify or reveal, directly or indirectly, the fact that a person was adopted.

January 1999

National Conference of Catholic Bishops  
United States of America

DECREE OF PROMULGATION

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On November 18, 1998, the Latin Rite *de iure* members of the National Conference of Catholic Bishops approved complementary legislation for canon 877§3 of the Code of Canon Law for the Latin Rite dioceses of the United States.

The action was granted *recognitio* by the Congregation for Bishops in accord with article 82 of the Apostolic Constitution *Pastor Bonus* and issued by Decree of the Congregation for Bishops signed by His Excellency Most Reverend Giovanni Battista Re, Prefect, and His Excellency Most Reverend Franciscus Monterisi, Secretary, and dated September 30, 2000.

*The National Conference of Catholic Bishops, in accord with the prescriptions of canon 877§3, hereby decrees that:*

*(I) For children baptized after their adoption is finalized, the following information shall be entered in the register:*

- a) the Christian name(s) of the child as designated by the adoptive parent(s);*
- b) the name(s) of the adoptive parent(s);*
- c) the date and place of birth;*
- d) the names of the sponsors selected by the adoptive parent(s);*
- e) the place and date of the baptism;*
- f) the name of the minister performing the baptism.; and*
- g) the fact of adoption but not the names of the natural parents.*

*Baptismal certificates issued by the parish for adopted children will be no different from other baptismal certificates. No mention of the fact of adoption shall be made on the baptismal certificate.*

*(II) For children baptized before their adoption is finalized, the following notations shall be added to the baptismal register, but only after the adoption has been finalized and with due regard for the civil law of the jurisdiction:*

- a) parentheses shall be placed around the names of the natural parents;*
- b) the name(s) of the adoptive parent(s) shall then be added;*

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- c) *the child's former surname shall also be parenthesized and the new surname added; and*
- d) *a notation shall be made that the child was legally adopted.*

*Baptismal certificates issued by the parish for these individuals shall give only the name(s) of the adoptive parent(s), the child's new legal surname, the date and place of baptism, and the name of the minister who conferred the sacrament. The name(s) of the sponsor(s) shall not be given, and no mention of the fact of adoption shall be made on the baptismal certificate.*

*For future ease in reference, and to afford what may often be the only possibility of reference after the adoption has been finalized, a baptismal entry for the adopted child can be made in the baptismal register of the adoptive parents' parish, citing the date and location of the original baptismal record, and listing only the name of the adoptive parents, and the date and place of birth.*

*Parish personnel having access to parish registers have an obligation not to disclose to any person any information which would identify or reveal, directly or indirectly, the fact that a person was adopted.*

As President of the National Conference of Catholic Bishops, I hereby decree that the effective date of this decree for all the Latin Rite dioceses in the United States will be December 1, 2000.

Given at the offices of the National Conference of Catholic Bishops in Washington, DC, on October 20, 2000.



Most Reverend Joseph A. Fiorenza  
Bishop Of Galveston-Houston  
President, NCCB



Reverend Monsignor Dennis M. Schnurr  
General Secretary