

ANNUAL COUNCIL

October 10 to 16, 2013

ANNUAL COUNCIL OF THE

GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 10, 2013, 6:00 p.m.

PRESENT

Ruben Abreu, Cesario Acevedo del Villar, Gabriel E Acevedo Hidalgo, Adedeji Adeleke, Onaolapo Ajibade, Harrington S Akombwa, Emile S Akono, Viktor Alyeksyeyenko, John R Amirthavasagam, Audrey E Andersson, Yasuki Aoki, Stanley E Arco, Jouko K Aromäki, Jonas Arrais, Raquel C Arrais, Francisco Artavia Donas, Adwoa S Asamoah-Addo, Leonardo R Asoy, Valère G Assembe Minyono, Delbert W Baker, Aho N Baliki, Abel Anak J Bana,

Austin W Banda, Rosa T Banks, Eric Jean-Bruno A Barbe, Leonino Barbosa Santiago, Lisa M Beardsley-Hardy, Matthew A Bediako, Strike M Ben, Guillermo E Biaggi, Dedrick L Blue, Rodney G Brady, Everett E Brown, Jeffrey O Brown, G Alexander Bryant, Brent B Burdick, Hesron R Byilingiro, Lael O Caesar, Jesus Calvo Manso, Agapito J Catane Jr, Mario E Ceballos, Mario G Cesano, Shirley Chang, Nikolay Chekelek, Carl P Chin, Micah Choga,

Gordon E Christo, Daniel Chuunga, Donovan Cleary, G S Robert Clive, Lowell C Cooper, Jose H Cortes, Gary R Councill, Richard Daly, Gladys Rosette C Daniel, Jose C de Lima, Domingos J de Souza, Marlon de Souza Lopes, Vara P Deepati, Kenneth A Denslow, Michael A Ditta, Kwabena Donkor, Cheryl Doss, Paul H Douglas, Karnik Doukmetzian, Jonathan M Duffy, Mansfield Edwards, Tomas I Espinoza, Franco Evangelisti di Ivo,

G Thomas Evans, Larry R Evans, Howard F Faigao, Sergie B Ferrer, Shirley Fleming, Cesar A Flores, Robert S Folkenberg Jr, Maria M Fraser, Ambroise Fumakwa Mfumu, Agustin Galicia, Elisha R Ganta, Ever G Garcia Arroyo, Carlos U Gill Krug, Stefan Giuliani, James M Golay, Doris M Gothard, Christian M Grassl, John Graz, Abel J Guaiaguaia, Alberto C Gulfan Jr, Stephen R Guptill, Alexander Gusakov, Jerome Habimana, Göran Hansen,

Fred G Hardinge, Elie Henry, King-Yi Eugene Hsu, Willie E Hucks II, Julian Huesca Murillo, Teodor Hutanu, Chibuike I Ikegwuonu, Myron A Iseminger, Daniel R Jackson, Ramesh Y Jadhav, Peter Januska, Frandy Jeanty, Leonard A Johnson, Mark A Johnson, Ephraim Kabaija,

13-56

October 10, 2013, evening
GCC Annual Council

John B Kakembo, Ignacio L Kalbermatter, Svetlana Kara, Gerry D Karst, Magabaditsane B Kemoabe, Bradley R Kemp, Anthony R Kent, Hudson E Kibuuka, Dae Sung Kim,

Donald G King, Luis A King, Joshua K Kirui, Olive Kisile Mikuo, William M Knott, Linda Mei Lin Koh, Erton C Kohler, Igor Krasilnikov, Derris Krause, Gary D Krause, Volodymyr A Krupskyi, Jonathan Kuntaraf, Kathleen K Kuntaraf, Selladurai Kurumurthy, Reidar J Kvinge, Robert E Kyte, Ezras Lakra, Peter N Landless, Samuel A Larmie, Daniel Latchman, Jairyong Lee, Myun Ju Lee, Young Ja Lee-Nam, Mike M Lekic,

Godwin K Lekundayo, Robert E Lemon, Thomas L Lemon, Tankiso L Letseli, Aira Licite, Eber Liessi, Mauricio P Lima, Marlinton S Lopes, Leonel Lozano, Guenther Machel, Nephthali J Manez, Emmanuel S Manu, Solomon Maphosa, Grewinda R Marak, Alemu H Maruta, Alban Matohiti, Gabriel E Maurer, Geoffrey G Mbwana, Richard E McEdward, Tesfalem H Meles, Saustin S Mfuno, Armando Miranda, Hiskia I Missah,

Moises M Moacir da Silva, Joshua W Mok, Andrei M Moldovanu, Cyril Monthero, Perpetua Moodley, Larry R Moore, Marcella J Morales, Derek J Morris, Musyoka P Muasya, Girimoio P Muchanga, Ekkehardt F Mueller, Robert S Muhune, Thomas Muller, Marlene J Müller Bulich, Zlatko Musija, Pardon K Mwansa, Johannes Naether, Ron Nelson, G T Ng, Steven B Ngussa, Doyle R Nick, Mario Nino, James R Nix, Jethron Nsabiayemye,

Goodwell Nthani, Jerome Nziguheba, Abimael Obando, Barry D Oliver, Elaine Oliver, Ronald W Oliver, Wilbert H Oliver, Daisy J Orion, Kenneth W Osborn, Moisei I Ostrovski, Rubin R Ott, Brempong Owusu-Antwi, Owolabi A Oyeleke, Abel Pacheco, Manuel Pacheco, Janet R Page, Julio A Palacio, Edgar C Palacios Silva, Ventsislav S Panayotov, Frenslly R Panneflek, Orville D Parchment, Ruth E Parish, Sungwook Park, Mikulas Pavlik,

Delbert B Pearman, Joseph S Peranginangin, Aldo J Perez Reyes, Magdiel E Perez Schulz, Violeta Piturlea, Timothy L Poirier, Juan R Prestol, Stoy E Proctor Jr, Roman Prodanyuk, Erika F Puni, Leonardo D Rahming, Marvie P Ramirez, Orlando E Ramos Giles, Adan H Ramos Lagos, John Rathinaraj, Edgar J Redondo Ramirez, Robert Rema, Rick Remmers, Moises Reyna, Leigh R Rice, António Rodrigues, Josney D Rodriguez,

José A Rodríguez Muniz, Gersom Roesler, Guy F Roger, Vladimir P Romanov, Blasious M Ruguri, Wilfredo Ruiz, Michael L Ryan, Owen C Ryan, Roy E Ryan, Dawna R Sackmann, Noldy Sakul, Fawaz S Saleem, Saw Samuel, Jose Carlos Sanchez Ruiz, Elias Sarmiento, Lawrence E Schalk, Benjamin D Schoun, Luis A Schulz, Alexander Schwarz, Yovan Selvamony, Yuliya Shayunussova, Masumi Shimada, Frank M Sikazwe, Helder R Silva,

Ella S Simmons, Dennis R Slusher, Heather-Dawn K Small, Geovani Souto de Queiroz, Mathias T St Pierre, Chester G Stanley, Artur A Stele, Akeri Suzuki, Joel Swanson, Ian W

Sweeney, Tibor Szilvasi, Abelino Tamay, Lawrence P Tanabose, Zhan Taranyuk, John H Thomas, Brad Thorp, Kandus Thorp, Ariel J Tielves Perez, Kern P Tobias, Chi Yuen J Tong, Louis R Torres, Tomas Torres de Dios, Antonio O Tostes, Glenn Townend, Djordje Trajkovski,

Homer W Trecartin, David Trim, Saw M Tun, Bassey E Udoh, Filiberto M Verduzco-Avila, Bruno R Vertallier, Alfonso S Villarta Aldwin, J Raymond Wahlen II, Nathaniel M Walemba, Gilbert Wari, Dave Weigley, Evelyn J Will, Measapogu Wilson, Ted N C Wilson, Harald Wollan, Aloysius P Woniyouwu, Lori T Yingling, Gilmar Zahn, Norbert G Zens, Valdis Zilgalvis, Vincent Zirimwabagabo

OPENING

Ella S Simmons, General Vice President of the General Conference, welcomed the attendees to the 2013 Annual Council.

Opening prayer was offered by Magdiel E Perez Schulz, Secretary of the South American Division.

CALL TO ORDER

G T Ng, Secretary of the General Conference, read Bylaws, Article XIII, Section 2. a., which states the constitutional provisions for convening the Annual Council.

“Sec. 2. a. A meeting of the General Conference Executive Committee, known as the Annual Council, shall be held annually for the purpose of considering budget requests and making appropriations, for the transaction of other business, and the adoption of policies that may be necessary in the operation of the worldwide work.”

A letter of invitation dated July 1, 2013 was sent to all General Conference Executive Committee members and special invitees to attend the 2013 Annual Council held at the General Conference world headquarters in Silver Spring, Maryland.

The approximately 476 people invited to attend are made up of members and invitees (325 General Conference Executive Committee members and 151 invitees). The names are listed on pages K-M in your agenda notebook. As of 5:50 p.m., approximately 246 attendees were registered.

13-58

October 10, 2013, evening
GCC Annual Council

Bylaws, Article XIII, Sec. 4., states: “Any fifteen members of the General Conference Executive Committee, including an officer of the General Conference, shall constitute a quorum of the Executive Committee for the disposition of routine items, and shall be empowered to transact business that is in harmony with the general plans outlined by the Executive Committee. A quorum of forty members is required for the disposition of nonroutine items such as major financial decisions, the dismissal of elected and appointed employees, and the election of presidents of divisions and of general vice presidents.”

G T Ng then indicated to the Chair that because there are more than 40 attendees present, the delegates eagerly await her call to order of the first business meeting of the 2013 Annual Council.

Having met all the requirements to hold an Annual Council of the General Conference, Ella S Simmons then declared the 2013 Annual Council open for transacting the business of the Church as outlined in the agenda.

MISSION STATEMENT OF THE SEVENTH-DAY ADVENTIST CHURCH

G T Ng read the Mission Statement of the Seventh-day Adventist Church.

VOTED, To reaffirm the Mission Statement of the Seventh-day Adventist Church, which reads as follows:

A 05 Mission Statement of the Seventh-day Adventist Church

A 05 05 Our Mission—The mission of the Seventh-day Adventist Church is to make disciples of all people, communicating the everlasting gospel in the context of the three angels’ messages of Revelation 14:6-12, leading them to accept Jesus as personal Savior and unite with His remnant Church, discipling them to serve Him as Lord, and preparing them for His soon return.

A 05 10 Our Method—We pursue this mission under the guidance and through the empowerment of the Holy Spirit through:

1. Preaching—Accepting Christ’s commission (Matt 28:18-20), we proclaim to all the world in these last days the everlasting gospel of God’s love, most fully revealed in His Son’s life, ministry, atoning death, resurrection, and high priestly ministry. Recognizing the Bible to be God’s infallible revelation of His will, we present its full message, including the second advent

of Christ and the continuing authority of His Ten Commandment law with its reminder of the seventh-day Sabbath.

2. Teaching—Acknowledging that development of mind and character is essential to God’s redemptive plan, we promote the growth of a mature understanding of and relationship to God, His Word, and the created universe.

3. Healing—Affirming the biblical principles of the well-being of the whole person, we make the preservation of health and the healing of the sick a priority and through our ministry to the poor and oppressed, cooperate with the Creator in His compassionate work of restoration.

4. Discipling—Affirming the continued spiritual growth and development of all members, we nurture the newly converted, instruct them in righteous living, train them for effective witness, and encourage their responsive obedience to God’s will.

A 05 15 Our Vision—In harmony with the great prophecies of the Scriptures, we see as the climax of God’s plan the restoration of all His creation to full harmony with His perfect will and righteousness.

13AC to GTN

DAILY PROGRAM

VOTED, To adopt the daily program of the 2013 Annual Council, as follows:

THURSDAY PROGRAM

October 10, 2013

4:30-6:00 pm	Registration
6:00 pm	Annual Council Opening
6:15-8:30 pm	LEAD Conference

FRIDAY PROGRAM

October 11, 2013

7:30-8:00 am	Registration
8:00-9:00 am	Devotional

13-60
October 10, 2013, evening
GCC Annual Council

9:00-12:00 pm	LEAD Conference
6:30-8:30 pm	Council on Evangelism and Witness

S A B B A T H P R O G R A M

October 12, 2013

8:15 am	Prayer Time
9:30 am	Sabbath School
10:50 am	Divine Service, Ted N C Wilson
12:30 pm	Lunch

D A I L Y P R O G R A M

October 13, 2013

7:00-7:45 am	Steering Committee (Executive Dining Room)
7:15-7:45 am	Prayer Time
8:00-9:00 am	Devotional
9:00-12:00 pm	Council on Evangelism and Witness

LUNCH

1:15-2:00 pm	Nominating Committee
2:00-5:30 pm	Business Meeting

October 14-16, 2013

7:00-7:45 am	Steering Committee (Executive Dining Room)
7:15-7:45 am	Prayer Time
8:00-9:00 am	Devotional

9:00-12:00 pm

Business Meeting

LUNCH

2:00-5:30 pm

Business Meeting

SEC/ADCOM/13AC to MAI

132-13G ANNUAL COUNCIL 2013—STANDING COMMITTEES

VOTED, To approve standing committees for the 2013 Annual Council, as follows:

NOMINATING

Ted N C Wilson, Chair

G T Ng, Secretary

Members: Harrington S Akombwa, Niels-Erik A Andreassen, Delbert W Baker, Rosa T Banks, Guillermo E Biaggi, Noelle M Bosdedore, Carl P Chin, Lowell C Cooper, Richard Daly, George O Egwakhe, G Thomas Evans, Robert S Folkenberg Jr, Agustin Galicia, Alberto C Gulfan Jr, Richard H Hart, Elie Henry, Teodor Hutanu, Jannus O Hutapea, Myron A Iseminger, Daniel R Jackson, Brad Kemp, Josephine Mikombe Kinkobo, Linda Mei Lin Koh,

Erton C Kohler, Jonathan Kuntaraf, Ezras Lakra, Samuel A Larmie, Jairyong Lee, Israel Leito, Robert E Lemon, G R Marak Sr, Alemu H Maruta, Geoffrey G Mbwana, Armando Miranda, Perpetua Moodley, Pardon K Mwansa, Goodwell Nthani, Barry D Oliver, Rubin R Ott, Frenslly R Pannefle, Orville D Parchment, Leslie N Pollard, Juan R Prestol, John Rathinaraj, Paul S Ratsara, Blasious M Ruguri, Michael L Ryan, Benjamin D Schoun, Ella S Simmons,

Artur A Stele, Abelino Tamay, Lawrence P Tanabose, Brad Thorp, Memory Tun, Bruno R Vertallier, J Raymond Wahlen II, Gilbert Wari, Bertil Wiklander

STEERING

Ted N C Wilson, Chair

Myron A Iseminger, Secretary

Members: Delbert W Baker, Rosa T Banks, G Alexander Bryant, Sheri Clemmer, Lowell C Cooper, Karnik Doukmetzian, George O Egwakhe, G Thomas Evans, Agustin Galicia, Daniel R Jackson, Gary D Krause, Robert E Lemon, Geoffrey G Mbwana, Armando Miranda,

13-62

October 10, 2013, evening
GCC Annual Council

Pardon K Mwansa, G T Ng, Daisy J F Orion, Orville D Parchment, Karen J Porter, Juan R Prestol, Michael L Ryan, Roy E Ryan, Benjamin D Schoun, Ella S Simmons, Artur A Stele, John H Thomas, J Raymond Wahlen II, Harald Wollan.

13AC to GTN

ADOPTION OF AGENDA

VOTED, To adopt the agenda as listed in the agenda notebook, and two additional items, Council on Evangelism and Witness and the General Conference Auditing Service Annual Report.

Following the business session, the LEAD Conference commenced.

Ella S Simmons, Chair
G T Ng, Secretary
Myron A Iseminger, Editorial Secretary
Karen J Porter, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 11, 2013, 8:00 a.m.

Prayer was offered by Solomon Maphosa, Secretary of the Southern Africa-Indian Ocean Division.

Delbert W Baker, chair, called to order the second session of the 2013 Annual Council.

DEVOTIONAL

The devotional message entitled, "The Reality Gap," was presented by Don Jernigan, President and Chief Executive Officer of Adventist Health System.

Following the devotional, the LEAD Conference continued.

Delbert W Baker, Chair
Rosa T Banks, Secretary
Myron A Iseminger, Editorial Secretary
Karen J Porter, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 11, 2013, 6:45 p.m.

Geoffrey G Mbwana, chair, called to order the third session of the 2013 Annual Council.

COUNCIL ON EVANGELISM AND WITNESS

At 7:00 p.m. Armando Miranda, General Vice President, led the congregation in a season of prayer, joining the 7-7-7 initiative of praying at 7:00 a.m., 7:00 p.m., 7 days a week.

Armando Miranda led in the *Revived by His Word* Bible reading for the day of Psalm 65.

The message of Righteousness by Faith was given to the Seventh-day Adventist Church 125 years ago. To celebrate this milestone, one presentation was given by Artur A Stele, General Vice President, focusing on Righteousness by Faith in the Old Testament, and a second presentation by Lael Caesar, Associate Editor of the *Adventist Review*, focusing on Righteousness by Faith in the New Testament.

Shawn Brace, a pastor from the Northern New England Conference (NAD), and A Ganoune Diop, Associate Director of Public Affairs and Religious Liberty, gave testimonies of how Righteousness by Faith has impacted and transformed their lives.

A report on the Mission to the Cities initiative was introduced via video by Mark A Finley.

Robert Costa, Associate Secretary of the Ministerial Association, reported on NY13 where approximately 320 people from around the world participated in a School of Evangelism. A comprehensive evangelism approach was used across the city to reach the people of New York City. More than 400 churches joined the NY13 initiative using Christ's method of serving the community and sharing the gospel.

Donald G King, President of the Atlantic Union Conference (NAD), Daniel Honore, President of the Northeastern Conference (NAD), and Jose H Cortes, President of the New Jersey Conference (NAD), shared how New York City was impacted by Mission to the Cities. It has galvanized all ministries of the church into action, and the momentum is continuing. In the Atlantic Union Conference over 4,087 persons have accepted Jesus as their Savior, and plans for numerous follow-up programs will continue throughout 2014.

13-66

October 11, 2013, evening
GCC Annual Council

Heidi Santiago, a young adult Bible worker involved in NY13, was interviewed by Jerry N Page. Santiago was involved in the School of Evangelism and has been teaching classes in local churches on how to give Bible studies and lead people to Jesus. She shared that church members are on fire and that God is working mightily in New York City.

Geoffrey G Mbwana asked all attendees to silently read pages 50-52 of *Steps to Christ*. The reading was followed by closing remarks and prayer by Ted N C Wilson, President of the General Conference.

Geoffrey G Mbwana, Chair
G Alexander Bryant, Secretary
Myron A Iseminger, Editorial Secretary
Karen J Porter, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 13, 2013, 8:00 a.m.

DEVOTIONAL

The devotional message entitled “Celebrating Life in Recovery” was presented by Cheri Peters of True Step Ministries.

Armando Miranda, chair, called to order the fourth session of the 2013 Annual Council.

Prayer was offered by Agustin Galicia, Associate Secretary of the General Conference.

COUNCIL ON EVANGELISM AND WITNESS

Revival and Reformation

Jerry N Page, Secretary of the Ministerial Association, and Richard E McEdward, Director of Global Mission Centers, shared a video about outreach, particularly to the ethnic Chinese, in Jakarta, Indonesia and interviewed Arlaine Djim and Arlene Taragon, two of the outreach center directors.

Prayer was offered by Richard E McEdward.

Jerry N Page introduced the materials included in the Revived by His Word packet, such as the Bible study handbook, “Revived by God’s Word.”

Armando Miranda, General Vice President, announced that the next 10 Days of Prayer will be January 8-18, 2013. Jackie Smith, Communication Director for the Ministerial Association, introduced the 10 Days of Prayer website, tendaysofprayer.org and announced that the Hope Channel will be airing videos during that time.

Andre D Brink, Associate Director of Communication, presented some of the media available for Revival and Reformation, including a Facebook page, and future Biblical videos being made in Morocco.

13-68

October 13, 20123, a.m.
GCC Annual Council

Mission to the Cities—Creative Methods

Delbert W Baker, General Vice President, introduced the section on creative evangelism and ways in which groups are creatively doing evangelism in different areas of the world. He enumerated three principles – contextualize (1 Cor 9:19, 20, 22); think (Ev 95); and resonate.

Derek J Morris and Anthony R Kent, Associate Secretaries of the Ministerial Association, discussed comprehensive evangelism, “Ministry in Motion.” Anthony R Kent described an initiative in Australia that encourages members to go door to door to give out 9-volt batteries for fire alarms.

Janet R Page, Associate Secretary of the Ministerial Association, and Raenela Kaligathe, the “Cross Trainer” Director for the Central California Conference (NAD), shared what is happening with young people. Youth Rush, a literature ministries program, trains young people to study the Bible and sell books door to door to reach their communities.

Jairyong Lee, President of the Northern Asia-Pacific Division, and Masumi Shimada, President of the Japan Union Conference (NSD), reported on evangelism in Tokyo City, saying that they have been encouraged since Tokyo13. The most powerful secret for change in Tokyo is prayer.

Daniel R Jackson, President of the North American Division said that we are beginning to see winds of change in the North American Division. Ivan L Williams Sr., Ministerial Secretary of the North American Division, described an initiative which includes a free health clinic before the evening evangelistic meeting. Next year new initiatives start in Indianapolis and the San Francisco/Oakland area. G Earl Knight, President of the Greater New York Conference (NAD), reported that Hurricane Sandy gave an opportunity to open community centers to reach out, feed people, share clothes, share generators and then NY13 reached their souls. Effective outreach in cities involves touching people’s lives.

Bertil A Wiklander, President of the Trans-European Division, and Rafaat Kamal, Field Secretary and Adventist Mission Director for the Trans-European Division, shared that their division has a fund for creative and innovative evangelism. The people on the ground know the best way to reach the people. One new initiative for young people is Heroes, a game for iPhones. In the first 10 weeks it has gained more than 10,000 players. The Sabbath Sofa project invites people in the city center to sit when they are tired, introducing the concept of Sabbath rest to the public.

Delbert W Baker, General Vice President, shared Ellen G White’s “Beehive Dream” to inspire creativity. Dwain N Esmond, Vice President of the Review and Herald, introduced “The

Blue Print,” based on Beehive principles for use in today’s cities, which Geoffrey G Mbwana, General Vice President, used in his evangelism in the Euro-Asia Division.

Jeffrey O Brown, President of the Bermuda Conference (NAD), told the story of a retired bus driver who waves at commuters in Hamilton, saying “God Loves You and So Do I”, who has become an institution in that city. When he was absent due to illness people missed him, and local businessmen put up a bronze statue of him.

Barry D Oliver, President of the South Pacific Division introduced Joanne Davies, Public Relations executive and member of the Adventist Ministry Governing Committee, who shared a resource, “Beyond,” to help make evangelism more effective by combining public and personal evangelism in order to retain people in the churches.

Michael L Ryan, General Vice President, introduced Jairyong Lee, President of the Northern Asia-Pacific Division, Robert S Folkenberg Jr., President of the Chinese Union Mission (NSD), and Daniel Jiao, Secretary of the Chinese Union Mission (NSD). Jairyong Lee thanked the world church for its interest in and prayers for China. Last year the reorganization of the Chinese Union Mission was voted and Robert S Folkenberg, Jr. was elected Union President and Daniel Jiao was elected Executive Secretary. The Chinese Union Mission is the single largest union in the world with 1.35 billion people and geographically almost as large as the United States. There are more than 400,000 church members in the union.

Robert S Folkenberg Jr. showed a video focusing on the history of the church in China.

Daniel Jiao reported that 1 in 5 people in the world are in China. He highlighted some of the needs and challenges of the area—an atheist government with strong centralized control over religion, growing openness and freedom from the Church, people still being detained, church unorganized, not disorganized. Mother churches look after smaller churches, similar to conferences. Challenges include lack of transparency and accountability (nondenominationality in China), some local leaders who become despotic; financial islands that breed control and “kingdoms;” large un-entered areas with little coordination to align resources; lack of unity—factionalism; growing materialism and humanism; growing gap between rich and poor; more difficulty for evangelism and church growth. Opportunities include rapid changes leading to people searching for help and hope and dissatisfaction with materialism.

Robert S Folkenberg Jr. said that there are great opportunities for growth but not enough people to help. There are 83 cities in China with a population of more than one million and in 40 of those there are less than 200 members. He made several suggestions about how the world church could help. For instance, teams from Adventist medical facilities could come and do training; churches and conferences could adopt a church to help church planting or fund a Global

13-70

October 13, 20123, a.m.

GCC Annual Council

Mission Pioneer team. There are 127 church planting teams in China but more needs to be done now as land prices are increasing.

Ted NC Wilson, President of the General Conference, made an appeal to earnestly pray for the work of the Church in China and gave a summary emphasizing the work of the Church and how God is blessing the efforts worldwide despite the challenges.

Prayer was offered by Aniel Barbe, President of the Indian Ocean Union Mission (SID).

Prayer was requested for those mourning the death of Denise Ratsara; for the Chinese Union Mission, and the Middle East and North Africa Union Mission; for all the difficult places in the world to reach, countries and governments around the world facing unusual challenges; and for the situation in the United States today.

Armando Miranda, Chair
Agustin Galicia, Secretary
Myron A Iseminger, Editorial Secretary
Wendy Trim, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 13, 2013, 2:00 p.m.

Ted N C Wilson, chair, called to order the fifth session of the 2013 Annual Council.

Prayer was offered by Jonathan M Duffy, President of the Adventist Development and Relief Agency.

NomCom13AC/13AC to GTN

NOMINATING COMMITTEE REPORT

VOTED, To approve the following report of the Nominating Committee:

TRANS-EUROPEAN DIVISION

Treasurer

Nenad Jepuranovic

Prayer was led by Melody Mason, a Laymember from the North American Division.

Prayer was requested for all the presidents of divisions, unions, conferences, missions and institutions as they lead the church in their respective fields of responsibility.

ADVENTIST CHURCH MANAGEMENT SYSTEM

Sherri Ingram-Hudgins, Director of Seventh-day Adventist Membership Software, reported on the progress of the Seventh-day Adventist Membership Software, a global membership system. This system will result in financial savings, accurate and real-time membership statistics, improved pastoral care and retention, and better identification of evangelistic needs.

13-72

October 13, 2013, p.m.
GCC Annual Council

ADVENTIST VOLUNTEER SERVICES

John H Thomas, Associate Secretary of the General Conference, presented a video highlighting the methods and benefits of using volunteers.

INSTITUTE OF WORLD MISSION

Cheryl Doss, Director of the Institute of World Mission, presented a video describing the program offered at Mission Institute for the children of families going out as missionaries.

SEC/13AC TO GTN

SECRETARY'S REPORT

GT Ng, Secretary of the General Conference, reported that as of December 31, 2012, the world membership stands at 17,881,491. More than 1.1 million people joined the Seventh-day Adventist faith community. On average, 3052 people joined the church per day, or 127 per hour, or 2 per minute. Every 4 hours, a new congregation was organized. Every day, 6 new congregations were added. Every month, 180 new congregations joined the Adventist world fellowship. Every year, 2170 new congregations proudly united with the sisterhood of Adventist churches and companies.

The growth rate 10 years ago was around 4 percent. The best growth rate was in 2006 reaching almost 5 percent. The growth rate took a dip in 2008 to 1.67 percent and 2009 to 2.43 percent, probably because of membership audits which corrected unreported deaths, apostasy, and missing. In 2012, the membership growth rate was 2.3 percent.

In 2012, we had 74,299 churches and 67,669 companies. Taken together, we had 141,968 churches and companies in the world. Aside from organized churches and companies, we had many informal worship groups that have not been included in the regular statistics.

The size of an average congregation in the world church was 126 members. There were about 5.2 congregations per pastor and 652 members per pastor. There were roughly between 40 and 45 accessions per pastor in 2012. There were 395 non-believers for every Seventh-day Adventist. For every million population there were 2,526 Seventh-day Adventist believers.

ADVENTIST MISSION

Gary D Krause, Associate Secretary of the General Conference and Director of Adventist Mission, presented a video describing some of the initiatives of the Adventist Mission including Centers of Influence, the *Mission 360* Magazine, and Mission to the Cities.

David Trim, Director of Archives, Statistics and Research, and Richard E McEdward, Director of Global Mission Centers, presented some of the data collected over the last two years on the status of the Church in the world's cities. There are 403 cities in the world with a population of one million or more, 236 of which are in the 10/40 Window, and among the poorest. The data shows that the comparison of members per one million of the population is lower in the cities than the general world trend.

Gerson Santos, Director of the Global Mission Urban Center, responded to the report by David Trim and Richard E McEdward, declaring that Mission to the Cities can no longer be called an option but a commanding call. The work cannot be done at a distance; we need committed followers to live and work in the cities and we need funding. The two most valuable tools for Mission to the Cities are church planting and Life Hope Centers.

VOTED, To accept the Secretary's Report.

CONFLICT OF INTEREST

Karnik Doukmetzian, General Counsel for the General Conference, gave a PowerPoint presentation on General Conference *Working Policy* E 85, explaining the definition of conflict of interest and what constitutes a conflict of interest. Doukmetzian reminded the General Conference Executive Committee members to keep themselves apprised of the terms in the General Conference *Working Policy*, E 85 Conflict of Interest and/or Commitment.

ADCOM/GCDO13AC/13AC to RTB-15GCS

138-13GS EASTERN NIGERIA UNION MISSION—NEW UNION
CONFERENCE

RECOMMENDED, To grant union conference status to the Eastern Nigeria Union Mission in the West-Central Africa Division, effective no later than December 31, 2013.

13-74

October 13, 2013, p.m.
GCC Annual Council

ADCOM/GCDO13AC/13AC to RTB-15GCS

139-13GS NORTHERN NIGERIA UNION MISSION—NEW
UNION CONFERENCE

RECOMMENDED, To grant union conference status to the Northern Nigeria Union Mission in the West-Central Africa Division, effective no later than December 31, 2013.

WAD/ADCOM/13AC to RTB

131-13G SAHEL UNION MISSION AND WEST AFRICAN UNION
MISSION—REORGANIZATION

VOTED, That due to geographical proximity, the Gambia Mission Station, which is in the West African Union Mission, be ceded to the Western Sahel Union Mission, while Guinea Mission Station, which is in Sahel Union Mission, be ceded to the West African Union Mission.

THE GREAT CONTROVERSY PROJECT CLOSING CEREMONY

Delbert W Baker, General Vice President, thanked everyone involved in *The Great Controversy* Project. He then gave a presentation telling some stories about the project and introduced a family from Brazil whose lives were transformed by *The Great Controversy* Project.

Prayer was offered by Howard F Faigao, Director of Publishing Ministries.

James R Nix, Director of the Ellen G White Estate, gave some historical background about the book, *The Great Controversy*.

Orville D Parchment, Assistant to the President, described how *The Great Controversy* Project gained support from the employees in the General Conference complex.

The Triadelphia Quartet offered a musical number.

Wilmar Hirle, Associate Director of Publishing Ministries, described how *The Great Controversy* Project was started. The presidents of the publishing houses were recognized for efforts made to have the books printed. The division and union presidents were also recognized for their support in distributing the books.

13-75
October 13, 2013, p.m.
GCC Annual Council

A short video about the project was shown.

A presentation of flowers was made to Ted N C and Nancy Wilson for the encouragement received to move on with the project.

Ted N C Wilson thanked all those who made the project possible.

The audience was asked to circle the auditorium as they sang. Prayer was offered by the three executive officers of the General Conference, Ted N C Wilson, President, G T Ng, Secretary, and Robert E Lemon, Treasurer.

Ted N C Wilson, Chair
Gary D Krause, Secretary
Myron A Iseminger, Editorial Secretary
Wendy Trim, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 14, 2013, 8:00 a.m.

DEVOTIONAL

The devotional message entitled, "Revival and the Prophetic Truth: A Case for the 'Missing Jesus'," was presented by Theodore Levterov, Assistant Professor of Religion and Theological Studies at Loma Linda University.

Michael L Ryan, chair, called to order the sixth session of the 2013 Annual Council.

Prayer was offered by Gerry D Karst, Retired General Vice President of the General Conference.

HOPE CHANNEL, INC CONSTITUENCY MEETING

At 9:15 a.m., the Hope Channel, Inc. Constituency meeting was convened, after which the business session of the General Conference Executive Committee was reconvened.

TRE/SP&B13AC/13AC to JRP

10/40 WINDOW FUND

VOTED, To approve the following from the 10/40 Window Fund:

1. \$300,000 for a Girls' Hostel in Pakistan
2. \$400,000 for the Yangon Adventist International School in Myanmar
3. \$570,000 for the second phase of the MORE Project
4. \$4,000,000 for the Middle East and North Africa Union Mission Media Center

13-78

October 14, 2013, a.m.

GCC Annual Council

TRE/SP&B13AC/13AC to JRP

UNUSUAL OPPORTUNITIES FUND

VOTED, To approve \$500,000 to establish a Center of Influence in the country of Brunei from the Unusual Opportunities Fund.

TRE/SP&B13AC/13AC to JRP

2013 SUPPLEMENTAL APPROPRIATIONS

VOTED, To approve \$500,000 to replace lost income in the Chinese Union Mission from the 2013 Supplemental Budget Funds.

TRE/SP&B13AC/13AC to JRP-ADCOM

HOPE CHANNEL—EXTRAORDINARY TITHE

VOTED, To approve \$8,000,000 for Hope Channel broadcasting contracts from the Extraordinary Tithe fund for the extension of satellite broadcasting contracts by Hope Channel. (This item will be considered at a future General Conference Administrative Committee meeting.)

TRE/SP&B13AC/13AC to REL

GENERAL CONFERENCE APPROPRIATIONS REVIEW TEAM—
RECOMMENDATION

VOTED, To request, through the Treasurer, that General Conference executive officers appoint a General Conference Appropriations Review Team with the responsibility to prepare a recommendation regarding General Conference appropriation patterns, including the General Conference cap and interdivision employee resources, for the next quinquennium (2016 to 2020 budget cycles). The recommendations should be based on an analysis of the financial health of each division and the General Conference institutions, the mission challenges and resource potential faced by each, and the expected resources available to the General Conference.

TRE/13AC to REL

GENERAL CONFERENCE SESSION OFFERING - 2015

VOTED, To assign the 2015 General Conference Session offering to be used by the young people of the church (age 25 and younger) for their outreach and evangelism. The decisions as to its use will be made by committees established by each division and the Middle East and North Africa Union Mission, with at least 75 percent of the members on each committee being 25 years of age or younger. Divisions and Middle East and North Africa Union Mission will receive back two-thirds of the offerings taken within their territory, and the remaining one-third along with the remaining offerings taken at the General Conference Session and special donations, will be divided between the 14 entities. Details of the guidelines will be prepared by the General Conference with input from the Youth Ministries department, Children's Ministries department, Adventist Mission, Presidential, Secretariat and Treasury.

TRE/13AC to REL

TREASURER'S REPORT

“It is good to give thanks to the LORD and to sing praises to Your name, O Most High.”
Psalm 92:1 NASB

ONE YEAR NEARER

It hardly seems possible that it has been a year since the last Annual Council, and we are one year nearer to the Lord's return. During that period approximately 124 million people have been born and 62 million have died. We have added to the church by baptism or profession of faith approximately 1.2 million. The challenge seems impossible but we know that “with God all things are possible.” The final movements will be rapid ones.

The tens of millions of copies of *The Great Controversy* that have been distributed, both in print and electronic form, over the last two years will challenge many individuals to consider their eternal destiny. The focusing on work in the big cities is giving renewed emphasis to an area that the servant of the Lord, Ellen G White, stressed must be done before the Lord returns.

13-80

October 14, 2013, a.m.

GCC Annual Council

ECONOMIC SITUATION

Although we are not experiencing the great turmoil in the world economies that we saw a few years ago, there is still great uncertainty as to the strength and duration of the recovery. Governments are still pumping money into their economies to try to prop up the recovery. Currency markets are uncertain of the future and exchange rates may have a major effect on the finances of the Church over the next few years. The stock markets have performed well, but bonds and fixed income instruments have suffered because of the expected rise in interest rates. There are no secure places to get any meaningful returns on investments without considerable risk.

In spite of all these items, the Lord continues to bless His Church and provide the funds needed to finish the work.

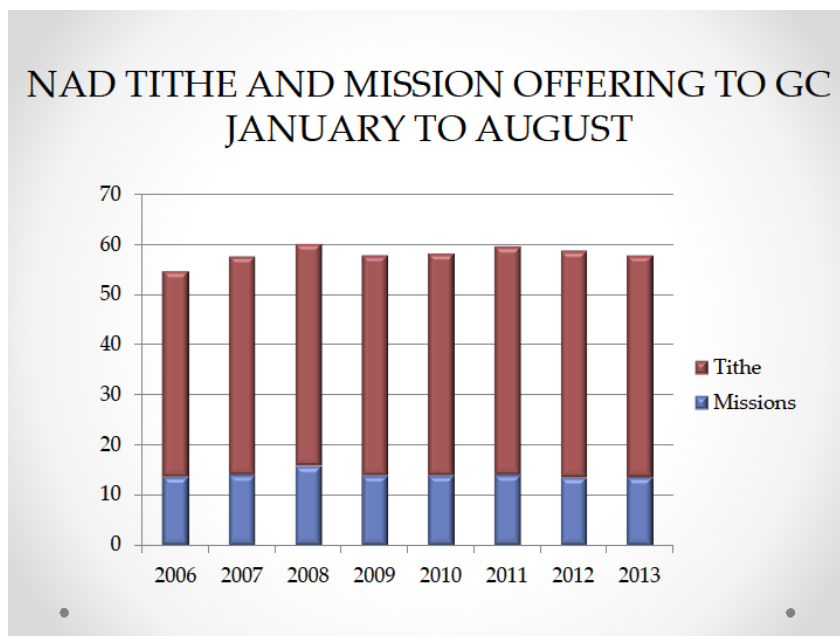
TITHE AND OFFERINGS

North American Division

Through August 31, 2013 the North American Division is showing an increase in tithe of 5.1 percent over the same period in 2012, but there were 35 Sabbaths in 2013 as compared to 34 Sabbaths through August in 2012. When accounting for that difference, the increase is approximately 2.1 percent. As part of the phase-in of the tithe percentage decrease from the North American Division to the General Conference, we will see one-half-of-one percent in each of 2013 and 2014. If there were no change in the total tithe in the North American Division this year, the decrease in tithe to the General Conference budget would be 6.25 percent or approximately US\$4.67 million. If the 2.1 percent increase in tithe to date holds for the rest of 2013, the net decrease to the tithe to the General Conference from the North American Division will be approximately 4.15 percent or US\$3.10 million as compared to 2012.

The General Conference's financial statement for August 2013 shows US\$44.3 million in tithe from the North American Division as compared to US\$45.3 million for the same period in 2012. This is not down as much at this point because of the extra week but will adjust by the end of the year.

World Mission offerings in the North American Division through August 2012 were US\$13.7 million as compared to US\$13.6 million last year, which is a 1 percent increase, but when adjusted for the extra week ends up as a 1.9 percent decrease.



Divisions Other than the North American Division

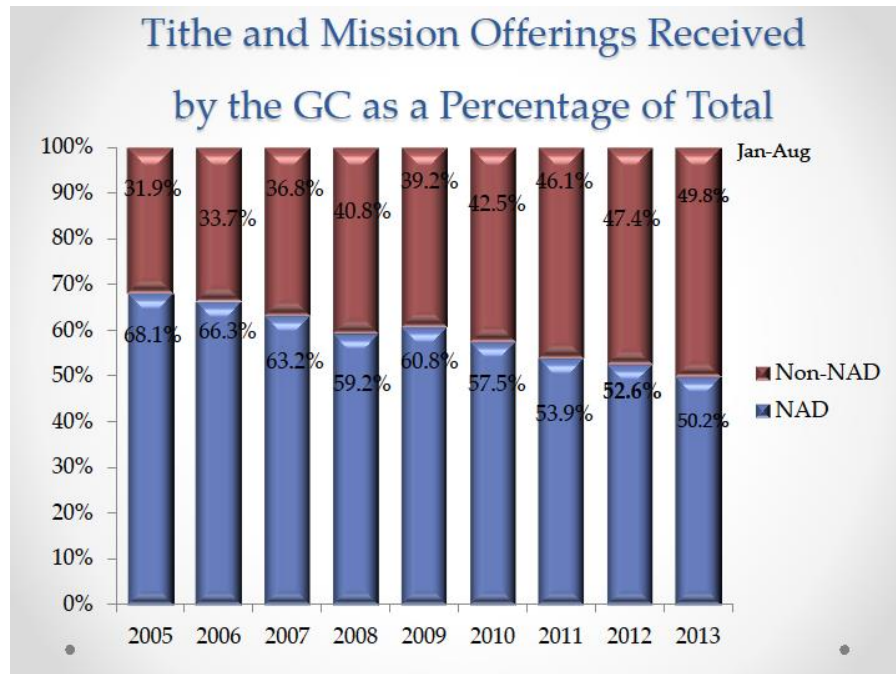
The tithe received by the General Conference through August 2013 from divisions other than the North American Division was US\$19.0 million, which is an increase of US\$0.8 million or 3.9 percent over the same period in the previous year. The Mission offerings, from divisions other than the North American Division, for the same period totaled US\$39.3 million, a decrease of US\$0.7 million or 1.7 percent. It is harder to evaluate the changes in tithe and offering from the divisions outside of the North American Division as the exchange rates to the US dollar fluctuate during the year and vary depending on the currency. There has been some strengthening of the US dollar against some of the major currencies which has netted fewer dollars to the General Conference budget.

GROWING PORTION OF GENERAL CONFERENCE BUDGET COMING FROM OUTSIDE NORTH AMERICA

As the graph below shows, there is an increasing portion of the General Conference budget coming from the mission offerings and tithe from outside the North American Division. The North American Division is providing 7.5 percent of gross tithe in 2013 as compared to 2 percent from the other divisions. That will decrease to 6.0 percent over the next few years. The North American Division still carries the heaviest burden in funding the World Budget of the General Conference. But the budget is being affected more and more by exchange rate changes

due to the growth portion of funds coming from other parts of the world in both tithe and mission offerings.

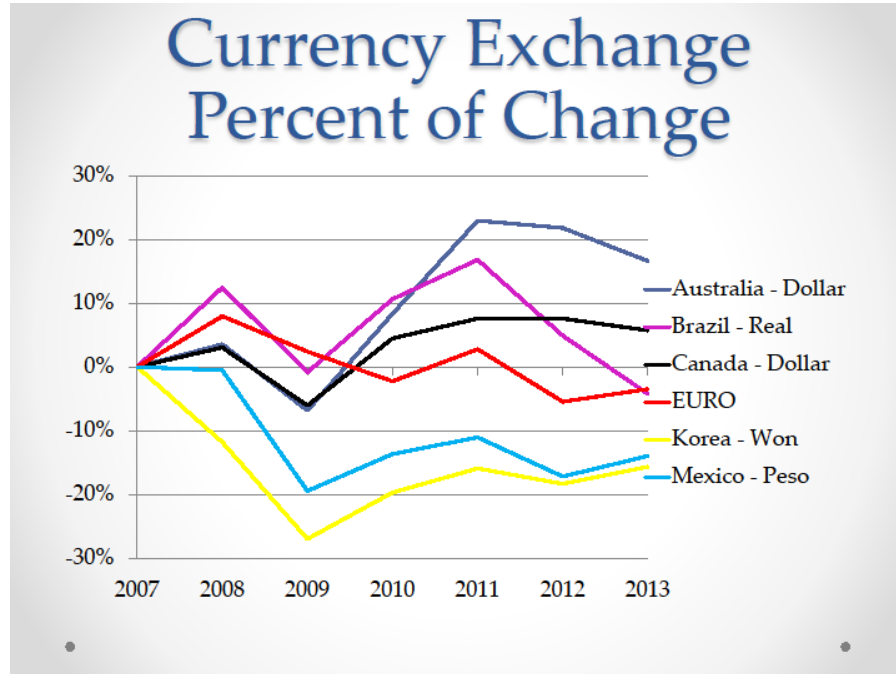
The graph below also shows the shift in the percentage of funds coming to the General Conference's World Budget from areas outside of the North American Division.



CURRENCY FLUCTUATIONS

There has been strengthening of the US dollar against some of the currencies that have a major effect on the tithe and offerings received by the General Conference. The graph below shows those percentage changes when using 2007 as a baseline. Where the line goes up, it means the US dollar weakened against the other currency thus providing more US dollars for the World Budget. Where it goes down, it means the amount of US dollars has strengthened against that currency meaning the same number of units of local currency provide fewer US dollars.

From the graph you can see that even with increases in tithe and offerings in local currencies, when converted into US dollars the increase may be far less or even a decrease.



FINANCIAL MARKETS

The roller coaster ride of the financial markets has been incredible over the past few years. The S&P 500 Index from February through the first of October is up 12 percent. We are thankful for that but have relatively small amounts of General Conference funds in equities. The General Conference has a very conservative investment policy for its funds. Although there is a need to earn appropriate returns on the funds held for various projects, most of the funds are in fixed income investments, with only around 5 percent in the equity market from the regular operating fund. We don't know where the markets will end the year or where interest rates will go. The extremely low interest rates have helped older bonds with high yields to increase in value which helped our balance sheet in 2012, but much of this has disappeared in 2013. Last year at this point we had an unrealized gain of US\$2.1 million on investments as compared with unrealized losses this year of US\$2.7 million. Most of the fixed income investments are of short duration, and when held to maturity do not actually suffer losses, but the fluctuating market interest rates have an affect on their book value at any given point in time. We just praise the Lord that things are as stable as they are and that we can always count on His goodness.

13-84

October 14, 2013, a.m.
GCC Annual Council



GENERAL CONFERENCE TOTAL REVENUE

With all the various components in title and offerings—the change of title percentage from the North American Division, fluctuating exchange rates, the unrealized gains and losses in investments, and other income revenue, the total revenue to the General Conference through August 2013 is US\$4.4 million less than the same period last year. The US\$4.8 million change in market value of investments is the largest component of the change.

GENERAL CONFERENCE OPERATING

The August 31, 2013 Operating Fund Statement shows an increase, but there are a number of items which are not accrued in this interim statement. They are summarized on the Summary of General Conference Statement prepared by Verland Erntson, our controller. With all the expected adjustments, and assuming no major changes in the economic situation, and the faithfulness of God's children for the remainder of the year, we would hope to end the year with about a break even or slight gain from regular operations. But we may have a substantial decrease in total fund balance because of having made Supplemental Appropriations from the working capital over 100 percent at the time of Spring Meetings. That is to be expected when we appropriate allocated or restricted funds.

2014 BUDGET

The 2014 budget anticipates an increase of approximately 2 percent in appropriations to the field. It also reflects the fifth year of a five-year implementation of the realignment of appropriations from the Appropriations Commission. The budget also reflects a decrease from 7.5 percent to 7.0 percent in tithe from the North American Division to the General Conference in 2013. This is in keeping with the action taken at the April 2011 Spring Meetings to recommend a reduction from 8 percent to 6 percent in the tithe percentage from the North American Division to be phased in over eight years. The divisions other than the North American Division provide 2 percent of tithe to the General Conference.

FINISHING THE WORK

In the book *Maranatha*, page 261, we find the following quotes from Ellen G White:

“‘And this gospel of the kingdom shall be preached in all the world for a witness unto all nations; and then shall the end come.’—Matt 24:14

“The solemn, sacred message of warning must be proclaimed in the most difficult fields and in the most sinful cities, in every place where the light of the great threefold gospel message has not yet dawned. Everyone is to hear the last call to the marriage supper of the Lamb. From town to town, from city to city, from country to country, the message of present truth is to be proclaimed, not with outward display, but in the power of the Spirit.”—Mar 261

Let us all work together to help finish the work but let us never forget that it is not by our work or power that the work will be finished.

“Not by might, nor by power, but by my spirit, saith the LORD of hosts.”—Zech 4:6

TRE/13AC to REL

TREASURER’S REPORT

VOTED, To record receipt of the Treasurer’s report, as presented.

13-86

October 14, 2013, a.m.
GCC Annual Council

THEOLOGY OF ORDINATION STUDY COMMITTEE—UPDATE

Artur A Stele, General Vice President of the General Conference, gave an update from the Theology of Ordination Study Committee. The division Biblical Research Institutes will be presenting papers at the next meeting of the Theology of Ordination Study Committee in January 2014.

David Trim, Director of Archives, Statistics, and Research, shared the website, www.adventistarchives.org/ordination, where papers discussed by this committee and other papers and information relating to ordination are available online.

NURTURE AND RETENTION SUMMIT

Artur A Stele, General Vice President of the General Conference, and David Trim, Director of Archives, Statistics, and Research, shared information regarding the Nurture and Retention Summit to be held November 18-20, 2013 and the importance of reclaiming lost church members.

ELECTRONIC AGENDAS

Ted N C Wilson shared the plan of the General Conference to begin providing paperless agendas. This will be a process where printed agendas will gradually be phased out.

THE ONE DAY CHURCH

Ted N C Wilson shared information regarding the benefits of the One Day Church buildings. There are now One Day Schools, One Day Hospitals, and One Day Greenhouses. These buildings have been a blessing to many congregations.

PUBLISHING MINISTRIES

Ted N C Wilson encouraged everyone to carry and distribute the Church's literature.

150th ANNIVERSARY OF THE GENERAL CONFERENCE

Ted N C Wilson encouraged individuals to use the 150th anniversary of the General Conference as a tool to help people understand how they can be part of the outreach of the Church and to preserve our identity as Seventh-day Adventists.

David Trim, Director of Archives, Statistics, and Research, shared how various divisions and entities used the anniversary theme, "United for Mission."

RELIGIOUS LIBERTY EMPHASIS

Ted N C Wilson shared that we should support our Public Affairs and Religious Liberty department. He also warned individuals to be careful about being involved in government and ecumenical activities.

EVANGELISM AND READING GOD'S WORD

Ted N C Wilson encouraged individuals to be involved in evangelism. He emphasized the importance of reading God's Word publicly in our churches.

SUMMIT ON THE SEVENTH-DAY ADVENTIST RESPONSE TO ALTERNATIVE SEXUAL PRACTICES

Ted N C Wilson talked about the upcoming Summit on the Seventh-day Adventist Response to Alternative Sexual Practices scheduled in March 2014 in Cape Town, South Africa. He emphasized that this conference will not be changing the Church's stance on homosexuality. The conference will be focused on educating members on how to deal with the challenges that arise from this issue.

GENERAL CONFERENCE AUDITING SERVICE REPORT

Paul H Douglas, Director of General Conference Auditing Service, gave a report which focused on providing learning opportunities for every level within their organization with the goal of becoming people of excellence.

VOTED, To accept the report of General Conference Auditing Service.

13-88

October 14, 2013, a.m.

GCC Annual Council

Prayer was offered by Kevin J Lang, Chief Financial Officer at Loma Linda University.

Michael L Ryan, Chair

John H Thomas, Secretary

Myron A Iseminger, Editorial Secretary

Tamara K Boward, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 14, 2013, 2:00 p.m.

Artur A Stele, chair, opened the seventh session of the 2013 Annual Council.

Prayer was offered by Alexander F Schwarz, President of the Trans-Caucasus Union Mission (ESD).

COMPREHENSIVE HEALTH EVANGELISM

Mark A Finley, Assistant to the President for Evangelism, together with Peter N Landless, Director of Health Ministries, and Jerry N Page, Secretary of the Ministerial Association, shared the importance of the Seventh-day Adventist health message, the focus on health evangelism, and the initiatives being recommended by the Comprehensive Health Ministries study group, broken down into three phases.

Leigh R Rice, President of the Papua New Guinea Union Mission (SPD) reported on the results of this program in Papua New Guinea.

HM/MIN/13SM/13AC to DWB(DIV)

127-13G CHRIST'S METHOD ALONE: COMPREHENSIVE
HEALTH MINISTRY

VOTED, To record receipt of the document "Christ's Method Alone: Comprehensive Health Ministry" which reads as follows:

"And Jesus went about all the cities and villages, teaching in their synagogues, and preaching the gospel of the kingdom, and healing every sickness and every disease among the people."—Matt 9:35

Jesus calls every member of His Church to embrace His mission of loving service for others. As His people meet the physical, mental, social, and spiritual needs of their communities in His Name, His character is powerfully revealed. Our commitment to and love for Jesus compels us to follow in His footsteps of compassionate ministry. Ellen G White succinctly summarizes the Savior's selfless service in these words.

13-90

October 14, 2013, p.m.
GCC Annual Council

“There is need of coming close to the people by personal effort. If less time were given to sermonizing, and more time were spent in personal ministry, greater results would be seen. The poor are to be relieved, the sick cared for, the sorrowing and the bereaved comforted, the ignorant instructed, the inexperienced counseled. We are to weep with those that weep, and rejoice with those that rejoice. Accompanied by the power of persuasion, the power of prayer, the power of the love of God, this work will not, cannot, be without fruit.”—MH 143

The purpose of the comprehensive health ministry study group is to develop strategies to foster a renewed interest in what the Seventh-day Adventist Church historically has called, “Medical Missionary Work” and to develop creative models, methods and materials on “Christ’s methods” evangelism. The study group includes church employees and lay people, administrators and field workers, health professionals and educators and representatives from supporting ministries and church entities. In the last twelve months a medical missionary study group has met on three separate occasions for one or two days. Most recently (March 4-7, 2013) representatives from the General Conference Health Ministries department, the General Conference Ministerial Association, and the world divisions met at the world headquarters to restudy Christ’s methods, share ideas, listen to reports, strategize, vision, and pray together. The focus of the meetings was on developing a far reaching comprehensive health ministry strategy involving each church member and church entity. The study group voted to pass on the initiatives below for consideration to the President’s Council (April 8, 2013) and the Spring Meeting in Battle Creek, Michigan (April 14, 15, 2013).

COMPREHENSIVE HEALTH MINISTRY INITIATIVES A STEPWISE PLAN IN THREE MAJOR PHASES

Phase 1—January 2014 to 2015—Re-enforcing the Importance of Comprehensive Health Ministry for church leadership and membership.

This phase will include articles in Seventh-day Adventist periodicals and magazines, the Missionary book of the year for 2014-2015, the 2014 Week of Prayer Readings, Hope Channel Health Productions, Adventist News Network segments, presentations to various leadership groups, and the promotion of Ministry of Healing and other Spirit of Prophecy books on health and healing. It will also include exploring possibilities of more fully integrating comprehensive health evangelism and Christ’s methods of outreach into our theological and health professionals’ educational curriculums, producing a series of TV specials for Seventh-day Adventist media outlets and use in local churches on Christ’s methods alone and consulting with *Ministry Magazine* on a special issue focusing on Comprehensive Health Ministry.

Phase 2—2015 to 2016—Equipping for Comprehensive Health Ministry

In this phase we will concentrate on the development of resources and creative methods to reach the community through a variety of Comprehensive Health approaches as well as offering in harmony with world divisions, Comprehensive Health Ministry workshops for administrators, pastors, health ministry directors and personnel as well as lay leaders. These three to five day workshops will blend inspiration and practical instruction. The Bible and Spirit of Prophecy foundation for Health Ministry will be presented along with multiple resources for and successful models of health ministry. We will also explore the possibilities of a coordinated International Health Outreach Week in all Seventh-day Adventist Churches and Institutions in 2015 as a “Gift to the Community.”

Phase 3—2016 to 2020—Reaching the Community through Health Ministry

In this phase each Seventh-day Adventist church will be encouraged to develop a wholistic approach to meet the physical, mental, emotional and spiritual needs of their communities through multiple forms of comprehensive health ministry. Imagine what might happen if tens of thousands of Seventh-day Adventist churches worldwide were inspired with a new vision of ministry and reached out in the name of Jesus to touch their communities with Jesus love. What if our churches became centers of redemptive grace with members equipped to serve meeting needs everywhere in Jesus name? What would happen if Seventh-day Adventist’s worldwide modeled the healing ministry of Christ with attitudes of unselfish service?

The members of the comprehensive health ministry study group prayerfully submit that as the loving ministry of Christ permeates “Mission to the Cities” the result will be “the setting in operation of a mighty movement such as we have not yet witnessed.”—MM 304. When hundreds of thousands of Seventh-day Adventists minister to their neighbors in Jesus name, the earth will be “lightened with the glory of God,” His character of love will be revealed to a waiting world and a watching universe and our Lord will return.

RECOGNITION OF OUTSTANDING SERVICE

Peter N Landless, Director of Health Ministries, invited Kathleen Kuntaraf, Associate Director of the Health Ministries department, and Oscar and Eugenia Giordano, Directors of the HIV-Aids International Ministry in Africa, onto the platform where Ted N C Wilson, President of the General Conference, and Geoffrey G Mbwana and Delbert W Baker, General Vice Presidents of the General Conference, presented them with an award in appreciation of their medical service, spirit, ideals, efficiency, mentoring and love.

13-92
October 14, 2013, p.m.
GCC Annual Council

TRE/13AC to REL

GENERAL CONFERENCE WORLD BUDGET—2014

VOTED, To approve the 2014 General Conference World Budget, as presented. (See pages 96-111.)

REVIEW AND HERALD PUBLISHING ASSOCIATION REPORT

Mark Thomas, President of the Review and Herald Publishing Association, reported that the Review and Herald Publishing Association is being reshaped by the administration to meet today's challenges. This summer they celebrated the 30th anniversary of the move to Hagerstown, Maryland. They have provided "Ministries to the Cities" and "The Blueprint" in association with the Urban Evangelism program. Two books will be published in 2015 in association with Health Ministries—*Living Life to the Max* and *Draw Me Healthy*, a book and application software (app) for children. Digital devotional books for 2014 will be available as both electronic-books (e-books) and audio books. Level 3 fiber optics are being installed to give unlimited bandwidth around the world. "The Ellen G White Encyclopedia" is being published this year.

VOTED, To accept the report of the Review and Herald Publishing Association.

Delbert W Baker, General Vice President of the General Conference, offered a prayer for the Review and Herald Publishing Association.

PRE/PreC/GCDO13AC/13AC to MAF

142-13G REAPING GOD'S HARVEST—A GLOBAL EVANGELISTIC INITIATIVE

Jesus, the Lord of the harvest, invites us to unite with Him in reaping His harvest. Our Lord repeatedly uses the symbolism of the ripening harvest to describe the work of God's grace on human hearts. Addressing His disciples in the unpromising territory of Samaria, Jesus asked this intriguing question then gave His own answer. "Do you not say there are still four months and then comes the harvest? Behold, I say to you, lift up your eyes and look at the fields, for they are already white for the harvest." (John 4:35) Jesus saw what His closest followers did not see. Where they saw immense challenges and insurmountable difficulties, Jesus saw people, upon whose hearts the Holy Spirit was working, ripe for the harvest. Commenting on this experience

Ellen G White makes this insightful observation, “The disciples saw nothing in Samaria to indicate that it was an encouraging field. Their thoughts were fixed upon a great work to be done in the future. They did not see that right around them was a harvest to be gathered.” (DA 195) God has a harvest ready to be reaped. His Spirit is working upon hearts all around us.

Recognizing that the Lord of the Harvest, calls the church to reap His harvest, the Seventh-day Adventist Church has especially emphasized evangelistic proclamation in the months leading up to a General Conference Session. This evangelistic emphasis is often the culmination of comprehensive community and evangelistic outreaches throughout the quinquennium. “Reaping God’s Harvest” is the proposed General Conference evangelistic initiative as part of Tell the World and Mission to the Cities. During 2013 and 2014 world divisions, and their unions are conducting multi-faceted, comprehensive evangelistic outreach approaches in some of the world’s major cities. Local conferences, missions, and churches are developing visionary plans to reach their communities for Christ. This new initiative, “Reaping God’s Harvest,” is the final reaping component of Mission to the Cities before the General Conference Session in San Antonio, Texas. It could include the following specific elements:

1. Scheduling two worldwide days of prayer and fasting. The first will be conducted on July 5, 2014 and the second on January 3, 2015. Each of these days of prayer and fasting will focus specifically on winning people to Christ and His truth. Members will be encouraged to especially pray for family members, neighbors, friends and working associates.
2. Appealing to every church member to lead someone to Christ from July 2014 to June 2015.
3. Emphasizing evangelistic reaping events in every Seventh-day Adventist Church worldwide sometime between July 2014 and June 2015. The July 2014 start date for “Reaping God’s Harvest” works best for most divisions but there are those divisions who will plan to launch “Reaping God’s Harvest” in January 2014. The beginning dates can be somewhat flexible. Where public campaigns are not possible, home groups could also give an intentional focus to leading participants to a decision for Christ during this time.
4. Encouraging all Seventh-day Adventist Church employees to be actively involved in some form of evangelistic outreach between July 2014 and June of 2015.
5. Encouraging all of our institutions to be actively involved in some form of evangelistic outreach during the target period and especially encouraging our schools to conduct Weeks of Prayer where appeals are made and organize baptismal classes for students who make decisions.

13-94

October 14, 2013, p.m.
GCC Annual Council

6. Encouraging our publishing houses to print a Christ-centered doctrinal book appropriate for their respective divisions to use in evangelistic outreach.

7. Designating June 20, 2015 as a worldwide baptism day with the goal of adding one hundred thousand believers that day to the membership of the Seventh-day Adventist Church. This worldwide baptism could be linked via satellite and phone links worldwide.

8. Concluding the 2015 General Conference Session in San Antonio, Texas with an international baptism service.

Robert Costa described some of the practical materials, particularly free illustrated sermons, available digitally. *Fulfilling God's End-Time Mission*, a book by Mark and Ernestine Finley, was distributed.

VOTED, To accept Reaping God's Harvest as a major evangelistic initiative leading up to the General Conference Session in 2015.

WORKING POLICY 201

G T Ng, Secretary of the General Conference, and a team of individuals from General Conference Secretariat and other departments used informative presentations on Section B of the General Conference *Working Policy*, focusing particularly on organizational and procedural concepts, denominational organization and governance documents.

Lowell C Cooper, General Vice President, spoke on the relationship between church organization and governance documents.

Karnik Doukmetzian, General Counsel, spoke about the legal structure of the Church. Much of the denomination's activity is accomplished through its status as an unincorporated entity. However, it also exists in an environment that obliges it to have "legal personality" along with its privileges and responsibilities.

Lowell C Cooper went on to explain Section D of *Working Policy*, Model Constitutions and Operating Policies. The constitution describes the identity of the organization and the bylaws describe the function.

David Trim, Director of Archives, Statistics and Research, handed out a questionnaire and showed the delegates the very first *Working Policy*, next to the current one.

13-95
October 14, 2013, p.m.
GCC Annual Council

Ted N C Wilson gave his closing remarks, emphasizing Lowell C Cooper's statement that the *Working Policy* is the result of unity, not the cause of it.

Prayer was offered by Cheryl Doss, Director of the Institute of World Mission.

Artur A Steele, Chair
Harald Wollan, Secretary
Myron A Iseminger, Editorial Secretary
Wendy Trim, Recording Secretary

General Conference of Seventh-day Adventists 2014 Appropriations Budget

	2013			2014		
	Tithe	Non-Tithe	Total	Tithe	Non-Tithe	Total
Summary:						
Income						
Function 01000 - Tithe	94,563,374	0	94,563,374	96,874,737	0	96,874,737
Unrestricted Offerings	0	72,769,509	72,769,509	0	75,554,351	75,554,351
Unrestricted Donations	0	600,000	600,000	0	700,000	700,000
Unrestricted Investment Earnings	0	2,200,000	2,200,000	0	2,200,000	2,200,000
Miscellaneous Income	0	130,000	130,000	0	140,000	140,000
	94,563,374	75,699,509	170,262,883	96,874,737	78,594,351	175,469,088
Additional Funds						
Transfers to / from Other Functions	28,800,000	(28,800,000)	0	28,800,000	(28,800,000)	0
Additional Tithe	23,348,068	(23,348,068)	0	26,681,932	(26,681,932)	0
Blocked Currency	0	0	0	0	0	0
Recovery Blocked Currency	0	4,000,000	4,000,000	0	4,000,000	4,000,000
	0	0	0	0	0	0
	146,711,442	27,551,441	174,262,883	152,356,669	27,112,419	179,469,088
Trfs to Allocated Functions						
I. Office Operating	44,036,903	0	44,036,903	46,247,183	0	46,247,183
II. GC Administered Funds	13,076,783	1,000,000	14,076,783	13,588,661	1,000,000	14,588,661
III. IDE Funding	28,457,730	0	28,457,730	29,312,779	0	29,312,779
IV. Appropriations	55,353,609	24,799,116	80,152,725	57,043,401	24,312,948	81,356,349
V. Special Funding	5,786,417	1,752,325	7,538,742	6,164,645	1,799,471	7,964,116
	146,711,442	27,551,441	174,262,883	152,356,669	27,112,419	179,469,088
Net						
Beginning Balance	0	0	0	0	0	0
Ending Balance	0	0	0	0	0	0

To Annual Council

General Conference of Seventh-day Adventists
 2014 Appropriations Budget
 Tithe

	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
Unallocated Income				
Function 01000 - Tithe				
612100 TITHE - MISCELLANEOUS	230,181	15,000	50,000	35,000
612500/10/99 TITHE - IDE AFPR	873,605	865,000	865,000	0
616100 TITHE - DIVISION (2.0%)	27,580,691	25,922,473	27,594,161	1,671,688
616105 TITHE - NAD (8.0%) (7.5%) (7.0%)	74,612,087	67,929,111	65,285,576	(2,643,535)
616300 TITHE - DIVISION ACCRUED	0	0	100,000	100,000
616430 TITHE - DIVISION-BLOCKED	(1,082,654)	(1,000,000)	(1,000,000)	0
616440 TITHE - DIVISION-BLOCKED	0	0	0	0
616600 TITHE - NSD (AUDIT ADJUST)	518,823	631,790	0	(631,790)
616700 TITHE - RET ADJ (0.30%)	(2,573,972)	(2,500,000)	(2,500,000)	0
617010 TITHE - MENA PERCENTAGES	52,627	50,000	50,000	50,000
617020 TITHE - ISRAEL FIELD PERCENTAGES	58,616	30,000	30,000	30,000
TITHE - INCREASE	0	2,700,000	2,700,000	0
TITHE - ADJUSTMENT-NAD PHASE IN	0	0	3,700,000	3,700,000
TITHE - Recovery Blocked Currency	0	0	0	0
	<u>100,270,003</u>	<u>94,563,374</u>	<u>96,874,737</u>	<u>2,311,363</u>
TITHE - ADDITIONAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
BLOCKED CURRENCY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Additional Funds				
619001 ADDITIONAL TITHE TO GCC	39,800,000	28,800,000	28,800,000	0
619005 NON-TITHE - APPROPRIATION	(39,800,000)	(28,800,000)	(28,800,000)	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

To Annual Council

General Conference of Seventh-day Adventists
2014 Appropriations Budget
Non-Tithe

	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
Unallocated Income				
Function 05000 - Non-Tithe				
Unrestricted Offerings				
631100 WORLD MISSION FUND - OS	60,177,883	55,668,135	60,177,883	4,509,748
631190 WMF - OS - TRF TO RSTR'D FNCTNS	(5,462,640)	(3,500,000)	(4,000,000)	(500,000)
631300 WMF - OVERSEAS ACCRUED	0	1,500,000	0	(1,500,000)
631630 WMF - OS BLOCKED	(2,851,373)	(2,500,000)	(2,500,000)	0
631640 WMF - OS BLOCKED	0	0	0	0
	<u>51,863,870</u>	<u>51,168,135</u>	<u>53,677,883</u>	<u>2,509,748</u>
631105 WORLD MSN FUND - NAD	22,776,468	22,951,374	22,776,468	(174,906)
631195 WMF - NAD - TRF TO RSTR'D FNCTNS	(2,414,467)	(2,100,000)	(2,000,000)	100,000
	<u>20,362,001</u>	<u>20,851,374</u>	<u>20,776,468</u>	<u>(74,906)</u>
631805 World Mission Offering	1,111,549	750,000	1,100,000	350,000
	<u>73,337,420</u>	<u>72,769,509</u>	<u>75,554,351</u>	<u>2,784,842</u>
TITHE - Recovery Blocked Currency	0	0	0	0
Unrestricted Donations				
638002 MISC DONATIONS	631,212	200,000	250,000	50,000
638005 MISSIONS UNSPECIFIED	440,092	400,000	450,000	50,000
	<u>1,071,303</u>	<u>600,000</u>	<u>700,000</u>	<u>100,000</u>
Unrestricted Investment Earnings				
711002 INTEREST AND DIVIDENDS	2,621,171	2,200,000	2,200,000	0
712001 CAPITAL GAINS INCOME (LOSS)	56,597	0	0	0
715001 UNREALIZED APPRECIATION OF INVEST	3,421,786	0	0	0
	<u>6,099,554</u>	<u>2,200,000</u>	<u>2,200,000</u>	<u>0</u>

To Annual Council

**General Conference of Seventh-day Adventists
 2014 Appropriations Budget
 Non-Tithe**

		Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
		<i>To Annual Council</i>			
Unallocated Income					
Function 05000 - Non-Tithe					
Miscellaneous Income					
677111	LEASE INCOME-SW/BELL	22,281	15,000	20,000	5,000
678002	MISCELLANEOUS NON-TITHE INC	406,293	40,000	100,000	60,000
678150	ROYALTIES	24,888	75,000	20,000	(55,000)
720001	MATURED TRUSTSWILLS	996,571	0	0	0
		<u>1,450,033</u>	<u>130,000</u>	<u>140,000</u>	<u>10,000</u>
TITHE - ADDITIONAL					
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
BLOCKED CURRENCY					
631730	BLOCKED CURRENCY	4,006,317	4,000,000	4,000,000	0
Transfers to / from Other Functions					
01000	Offerings for Exchange - From Other Functions	0	23,348,068	26,681,932	3,333,864
05000	Offerings Exchanged - To Other Functions	0	(23,348,068)	(26,681,932)	(3,333,864)
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**General Conference of Seventh-day Adventists
2014 Appropriations Budget
Tithe**

	Actual 2012	Budget 2013	Budget 2014	To Annual Council Increase (Decrease)
I. Office Operating				
GC OFFICE OPERATING CAP	40,789,250	44,036,903	46,247,183	2,210,280
APPLIED TO WORLD BUDGET	150,000	0	0	0
Net In House Budget Funding	40,639,250	44,036,903	46,247,183	2,210,280
II. GC Administered Funds				
11042 ADVENTIST REVIEW ON LINE	25,000	25,000	25,000	0
11048 AR ADVENTIST WORLD (See Page 9)	5,500,000	5,500,000	5,500,000	0
11426 PREACH (Outreach to non-Adventist ministers)	0	0	120,000	120,000
11462 ELECTRONIC RESOURCES FOR SABBAATH SCHOOL	99,000	99,000	99,000	0
11466 OMA MISSION QUARTERLY	305,887	200,000	200,000	0
11481 MINISTRIES COMMITTEE-GROWING DISCIPLES	50,000	50,000	50,000	0
41051 INTERNATIONAL BIBLE CONFERENCE	62,500	62,500	62,500	0
41102 GIEN - Global Internet Evangelism Network	45,000	45,000	45,000	0
41224 FAITH AND SCIENCE COUNCIL	100,040	100,000	100,000	0
51098 BLKD CURR EXPENDITURES	0	20,000	20,000	0
51105 WORLD BUDGET MSC	92,541	86,466	110,057	23,591
51175 ELMSHAVEN REPAIRS	20,000	20,000	20,000	0
51180 ELMSHAVEN SUPERVISION ASSIST	8,000	8,000	8,000	0
51682 CEV - GLOBAL EVANG	100,000	100,000	100,000	0
51682 EVANGELISM-CENTER OF GLOBAL EVANGELISM	50,000	50,000	50,000	0
51740 DEPARTMENTAL SPECIAL PROJECTS	543,910	550,000	550,000	0
52260 ADVENTIST MISSION	1,362,076	939,107	1,246,818	307,711
61050 ANNUAL COUNCIL TRAVEL	610,040	610,000	610,000	0
61130 ASTR - Research and Evaluation	252,459	253,893	328,404	74,511
61250 GC SESSION	1,400,000	1,400,000	1,400,000	0
61500 OFFERINGS PROMOTION-ADVENTIST MISSION	200,000	200,000	200,000	0
61683 PRE VIDEO PRODUCTION	320,000	320,000	320,000	0
61685 OFF OF GLOBAL SOFTWARE AND TECHNOLOGY	313,531	417,334	424,920	7,586
61693 INTERNET DEVELOPMENT	125,000	187,500	250,000	62,500
61729 SPRING MEETING	151,431	130,000	130,000	0
61750 COUNCIL ON EVANGELISM AND WITNESS	425,000	425,000	425,000	0
61752 GC COMMISSIONS	150,000	240,000	200,000	(40,000)
61755 LEADERSHIP TRAINING	100,040	100,000	100,000	0
61759 COUNCIL ON INTERCHURCH/FAITH RELATIONS	45,000	45,000	45,000	0
61760 STRATEGIC PLANNING	25,000	25,000	25,000	0
61781 MSC TRAVEL (WRLD BDGT)	50,000	140,000	100,000	(40,000)
61796 SDA ACCOUNTING SOFTWARE	1,408,628	0	0	0
61796 PAYROLL SOFTWARE SUPPORT - SAD	220,000	220,000	220,000	0
Sub-Total GC Administered Funds - Tithe	14,160,084	12,568,800	13,084,699	515,899

**General Conference of Seventh-day Adventists
 2014 Appropriations Budget**

	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
				<i>To Annual Council</i>
II. GC Administered Funds -Tithe				
Overhead Subsidy	0	507,983	503,962	(4,021)
Sub-Total GC Administered Funds - Tithe	<u>14,160,084</u>	<u>13,076,783</u>	<u>13,588,661</u>	<u>511,878</u>
II. GC Administered Funds - Non-Tithe				
51100 CONTINGENCY	575,000	1,000,000	1,000,000	0
61603 OGC SPECIAL COUNSEL/LITIGATION	0	0	0	0
Total GC Admin Funds Non-Tithe	<u>575,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>0</u>
Total GC Administered Funds	<u><u>14,735,084</u></u>	<u><u>14,076,783</u></u>	<u><u>14,588,661</u></u>	<u><u>511,878</u></u>

**General Conference of Seventh-day Adventists
2014 Appropriations Budget
Tithe**

	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)	To Annual Council
III. IDE Funding					
IDE FUNDING	<u>25,631,125</u>	<u>28,457,730</u>	<u>29,312,779</u>	<u>855,049</u>	
IV. Appropriations:					
Separate Board Units - Tithe					
11050 APPROPRIATIONS TO AWR	356,633	363,766	371,041	7,275	
41215 GEOSCIENCE RESEARCH INSTITUTE	1,075,718	1,124,278	1,173,144	48,866	
41920 WHITE ESTATE	1,653,524	1,696,255	1,690,943	(5,312)	
41920 WHITE ESTATE	37,500	37,500	37,500	0	
41935 WHT RESEARCH CTRS/BRANCHES	678,505	650,212	756,372	106,160	
51101 WAGE FACTOR CONTINGENCY	0	0	0	0	
61172 GCAS - GC DIV/INST IN NAD	340,000	340,000	340,000	0	
61179 GCAS - PHASE IN CONTINGENCY	631,790	631,790	0	(631,790)	
61179 GCAS - NEW BUDGETS	500,000	500,000	0	(500,000)	
6117079 GCAS - APPROPRIATION	<u>10,158,999</u>	<u>11,210,621</u>	<u>12,047,459</u>	<u>836,838</u>	
Sub-Total Separate Board Units - Tithe	<u>15,432,669</u>	<u>16,554,422</u>	<u>16,416,459</u>	<u>(137,963)</u>	

**General Conference of Seventh-day Adventists
 2014 Appropriations Budget
 Tithe**

		To Annual Council			
Appropriations: (Cont'd)		Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
Divisions - Tithe					
52026 APPROPRIATIONS, TITHE OPERATING					
838ECD	ECD - EAST-CENTRAL AFRICA DIV	3,264,890	3,285,588	3,351,300	65,712
838ESD	EASTERN EUROPE FIN AFFAIRS COM	1,360,160	1,507,363	1,657,510	150,147
	EEFAC - Alternative Office	220,000	224,400	228,888	4,488
		<u>1,580,160</u>	<u>1,731,763</u>	<u>1,886,398</u>	
838EUD	EUD - EURO-AFRICA DIVISION	832,521	883,678	901,352	17,674
838IAD	IAD - INTER-AMERICAN DIVISION	636,720	499,454	359,443	(140,011)
838NAD	NAD - NORTH AMERICAN DIVISION	62,563	63,814	65,090	1,276
838NSD	NSD - NORTHERN ASIA-PACIFIC DIV	1,769,005	1,904,385	2,042,473	138,088
838SAD	SAD - SOUTH AMERICAN DIVISION	1,456,158	1,285,281	1,110,987	(174,294)
838SADW	SATELITE TELEVISION - WHAST	306,481	312,611	318,863	6,252
		<u>1,762,639</u>	<u>1,597,892</u>	<u>1,429,850</u>	
838SID	SID - SOUTHERN AFRICA-INDIAN OCEAN	3,057,759	3,053,914	3,114,992	61,078
838SPD	SPD - SOUTH PACIFIC DIVISION	1,070,983	1,092,403	1,114,251	21,848
838SSD	SSD - SOUTHERN ASIA PACIFIC DIV	2,347,678	2,490,351	2,540,158	49,807
838SUD	SOUTHERN ASIA DIV (GENCOSUD)	2,021,347	2,186,774	2,355,509	168,735
838TED	TED - TRANS-EUROPEAN DIVISION	2,162,167	2,404,853	2,532,638	127,785
838WAD	WAD - WEST-CENTRAL AFRICA DIV	2,474,795	2,589,291	2,771,077	181,786
838ZIF	IF - ISRAELI FIELD	43,977	171,357	174,784	3,427
838ZMENA	MENA Union (Was GMEU)	1,439,122	1,592,904	1,749,762	156,858
		<u>24,526,326</u>	<u>25,548,421</u>	<u>26,389,077</u>	<u>840,656</u>
Total Appropriations - 52026					
41250	HIV AIDS	54,631	55,724	102,738	47,014
52012	ADVENTIST HERITAGE MINISTRIES	122,793	127,029	129,280	2,251
52035	APPROPS. EXCESS LIAB INSURANCE	818,297	649,210	662,194	12,984
52036	HPL INSURANCE RESERVE FUND	1,485,120	1,514,822	1,545,118	30,296
52765	APPROPRIATIONS TO TED	1,150,000	1,150,000	1,150,000	0
52792	1040 WINDOW APPROPRIATIONS	1,459,257	1,575,942	1,694,961	119,019
52792	1040 WINDOW APPROPRIATIONS	1,240,536	1,702,666	2,188,531	485,865
		<u>30,856,960</u>	<u>32,323,814</u>	<u>33,861,899</u>	<u>1,538,085</u>
Sub-Total Divisions - Tithe					

**General Conference of Seventh-day Adventists
2014 Appropriations Budget
Tithe**

IV. Appropriations: (Cont'd)	Actual 2012	Budget 2013	Budget 2014	To Annual Council	
				Increase (Decrease)	
General Church Programs - Tithe					
11090 EV ANGELISM - STAFF	133,000	233,000	233,000	0	
22264 GRADUATE SCHOLARSHIPS-AIAS/AUA	0	0	0	0	
22265 GRADUATE SCHOLARSHIPS	100,000	100,000	100,000	0	
Sub-Total General Church Programs - Tithe	233,000	333,000	333,000	0	
Subsidies to Publications - Tithe					
11047 AR ADV WORLD CONTINGENCY	340,465	350,000	350,000	0	
11424 MINISTRY MAG (FRENCH)	0	26,050	26,350	300	
11425 MINISTRY MAG (ENGLISH)	457,910	389,947	399,790	9,843	
11565 EDUCATION AMICUS	102,965	166,111	168,433	2,322	
21175 EDU JAE ENGLISH EDITION	106,080	108,202	110,366	2,164	
21176 EDU JAE INTL EDITION	21,216	21,640	22,073	433	
22810 SDA PERIODICAL INDEX	6,895	7,033	7,174	141	
32880 SPIRIT OF PROPHECY BOOKS	397,800	405,756	413,871	8,115	
Sub-Total Subsidies to Publications - Tithe	1,433,331	1,474,739	1,498,057	23,318	

**General Conference of Seventh-day Adventists
 2014 Appropriations Budget
 Tithe**

To Annual Council

IV. Appropriations: (Cont'd)	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
Institutions - Tithe				
11015 ADRA	207,293	211,439	215,668	4,229
11017 AIAS OPERATING	349,202	418,686	489,560	70,874
21035 ANDREWS UNIV OPERATING APPROP SEMINARY:				
REGULAR	1,262,424	1,287,672	1,313,425	25,753
FAC REPLACE-SEMINARY	80,189	81,793	83,429	1,636
AU GENERAL OPERATING	69,309	70,696	72,109	1,414
INST FOR PREVENT OF ADDICTION	145,856	148,773	151,748	2,975
GUJ/GIA OPERATING	244,287	336,673	430,906	94,233
	<u>1,802,065</u>	<u>1,925,606</u>	<u>2,051,617</u>	
21080 CHRISTIAN RECORD SERVICES (Recurring)	50,500	76,510	103,040	26,530
21345 GUJ/GIA OPERATING	0	0	0	0
21455 LLU OPERATING	1,897,444	1,935,393	1,974,101	38,708
41485 IHFA INTL HEALTH FOOD ASSN	0	0	0	0
41657 PARL LIBERTY MAGAZINE	100,000	100,000	100,000	0
51480 ADVENTIST UNIVERSITY OF AFRICA	0	0	0	0
Sub-Total Institutions - Tithe	<u>4,406,504</u>	<u>4,667,634</u>	<u>4,933,986</u>	<u>266,352</u>
Total Appropriations - Tithe	<u>52,362,464</u>	<u>55,353,609</u>	<u>57,043,401</u>	<u>1,689,792</u>

**General Conference of Seventh-day Adventists
2014 Appropriations Budget
Non-Tithe**

IV. Appropriations: Divisions - Non-Tithe				To Annual Council	
	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)	
52027 APPROPRIATIONS, NON-TITHE OPERATING:					
838ECD EAST CENTRAL AFRICA DIV HIV-AIDS OFFICE	1,439,231 33,435	1,488,016 34,104	1,497,376 34,786	29,360 682	
	<u>1,472,666</u>	<u>1,502,120</u>	<u>1,532,162</u>		
838ESD EASTERN EUROPE FIN AFFAIRS COM	277,396	282,944	288,603	5,659	
838EUD EURO-AFRICA DIVISION	401,552	409,583	417,775	8,192	
838IAD INTER-AMERICAN DIVISION	1,087,666	1,109,419	1,131,607	22,188	
838NAD NORTH AMERICAN DIVISION	206,040	210,161	214,364	4,203	
838NSD NORTHERN ASIA - PA CFC DIV	183,999	187,679	191,433	3,754	
838SAD SOUTH AMERICAN DIVISION	1,067,765	1,089,120	1,110,902	21,782	
838SID SO AFRICA INDIAN OCEAN HIV-AIDS OFFICE	1,082,830 33,435	1,104,487 34,104	1,126,577 34,786	22,090 682	
	<u>1,116,265</u>	<u>1,138,591</u>	<u>1,161,363</u>		
838SFD SOUTH PACIFIC DIVISION	827,781	844,337	861,224	16,887	
838SSD SOUTHERN ASIA - PA CFC DIV	1,006,429	1,026,568	1,047,089	20,531	
838SUD SOUTHERN ASIA DIV (GENCOSUD)	979,860	999,457	1,019,446	19,989	
838TED TRANS-EUROPEAN DIV	797,190	813,134	829,397	16,263	
838WAD WEST-CENTRAL AFRICA HIV-AIDS OFFICE	1,116,885 22,289	1,139,223 22,795	1,162,007 23,190	22,784 455	
	<u>1,139,174</u>	<u>1,161,958</u>	<u>1,185,197</u>		
838ZMENA MENA UNION (Was GMEU)	<u>658,468</u>	<u>671,637</u>	<u>685,070</u>	<u>13,433</u>	
Sub-Total Divisions - Non-Tithe		<u>11,222,251</u>	<u>11,446,698</u>	<u>228,934</u>	

* These Divisions had their appropriations reduced by \$65,000 to meet the \$140,000 requirement for AUA. GC now pays the full approp to AUA

**General Conference of Seventh-day Adventists
 2014 Appropriations Budget
 Non-Tithe**

	Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
To Annual Council				
IV. Appropriations: (Cont'd)				
Donations Non-Tithe:				
51140 DONATIONS	39,500	60,000	60,000	0
Institutions - Non-Tithe				
11015 A DRA - RENT	743,997	486,749	435,307	(51,442)
11017 AIIAS OPERATING	635,603	648,315	661,281	12,966
11050 AWR HEADQUARTERS - RENT	91,568	65,688	60,608	(5,080)
21035 ANDREWS UNIV OPERATING				
GRADUATE SCHOOL	2,484,579	2,534,271	2,584,956	50,685
GU/GIA RENTAL	180,000	0	0	0
GU/GIA OPERATING APPROP	213,867	218,144	222,507	4,363
	<u>2,878,446</u>	<u>2,752,415</u>	<u>2,807,463</u>	
21455 LLU OPERATING				
GENERAL	6,770,243	5,905,648	5,023,761	(881,887)
GRADUATE BIOLOGY	469,740	554,135	640,218	86,083
	<u>7,239,983</u>	<u>6,459,783</u>	<u>5,663,979</u>	
21560 OU OPERATING	1,211,573	1,235,804	1,260,520	24,716
51480 ADVENTIST UNIV OF AFRICA: GC	591,754	1,011,632	1,094,365	82,733
61708 HOPE CHANNEL OVERHEAD	450,000	632,032	593,793	(38,239)
Sub-Total Institutions	<u>13,842,924</u>	<u>13,292,418</u>	<u>12,577,316</u>	<u>(715,102)</u>
Total Appropriations Non-Tithe	<u>25,104,675</u>	<u>24,799,116</u>	<u>24,312,948</u>	<u>(486,168)</u>
Grand Total Approp Tithe & Non-Tithe	<u>77,467,139</u>	<u>80,152,725</u>	<u>81,356,349</u>	<u>1,203,624</u>

**General Conference of Seventh-day Adventists
2014 Appropriations Budget**

V. Special Funding - Tithe		Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)	To Annual Council
Institutional Programs - Tithe						
11050	AMR HEADQUARTERS	1,630,793	1,732,909	1,830,067	97,158	
61708	HOPE CHANNEL	7,345,110	4,053,508	4,334,578	281,070	
Total Special Funding - Tithe		<u>8,975,903</u>	<u>5,786,417</u>	<u>6,164,645</u>	<u>378,228</u>	
V. Special Funding - Non-Tithe						
Division Programs - Non-Tithe						
52030	Appropriations, Special:					
838EOD	ECD - EAST-CENTRAL AFRICA DIVISION	61,296	62,522	63,772	1,250	
838ESD	EASTERN EUROPE FIN AFFAIRS COM	100,303	102,309	104,355	2,046	
838EUD	EUD - EURO-AFRICA DIVISION	0	0	0	0	
838IAD	IAD - INTER-AMERICAN DIVISION	83,586	85,256	86,963	1,705	
838NAD	NAD - NORTH AMERICAN DIVISION	10,000	0	10,000	10,000	
838NSD	NSD - NORTHERN ASIA PACIFIC DIV UNENTERED TERRITORIES	55,724 50,151	56,838 51,154	57,975 52,177	1,137 1,023	
838SAD	SAD - SOUTH AMERICAN DIVISION	78,014	79,574	81,165	1,591	
838SADW	SOUTH AMERICAN DIV WHA ST	66,868	68,205	69,569	1,364	
		<u>105,875</u>	<u>107,992</u>	<u>110,152</u>		
		<u>144,882</u>	<u>147,779</u>	<u>150,734</u>		
838SID	SID - SOUTHERN AFRICA-INDIAN OCEAN DIV	55,724	56,838	57,975	1,137	
838SPD	SPD - SOUTH PACIFIC DIVISION	55,724	56,838	57,975	1,137	
838SSD	SSD - SOUTHERN ASIA PACIFIC DIVISION	55,724	56,838	57,975	1,137	
838SUD	SOUTHERN ASIA DIVISION (GENCOSUD)	105,875	107,993	110,153	2,160	
838TED	TED - TRANS-EUROPEAN DIVISION	789,461	193,250	197,115	3,865	
838WAD	WAD - WEST-CENTRAL AFRICA DIVISION	61,296	62,522	63,772	1,250	
Sub-total Division Programs		<u>1,629,746</u>	<u>1,040,139</u>	<u>1,070,941</u>	<u>30,802</u>	

General Conference of Seventh-day Adventists
2014 Appropriations Budget
Non-Tithe

To Annual Council

V. Special Funding (Cont'd)		Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)
Institutional Programs - Non-Tithe					
11011	838NAD APPROPRIATIONS TO NAD CHAPLAINCY MINISTRIES	39,007	39,787	40,583	796
11018	838AIAS APPROPRIATIONS TO AIAS	33,435	34,104	34,786	682
11050	838AWR APPROPRIATIONS TO AWR	133,737	136,412	139,140	2,728
AU SPECIALS:					
21040	838AU APPROPRIATIONS TO ANDREWS UNIV	55,724	56,838	57,975	1,137
834251	GRAD SCHOOL & SEM LIB BOOKS	139,310	142,096	144,938	2,842
838GU	APPROPRIATIONS TO GU/GIA	263,574	268,845	274,222	5,377
		<u>458,608</u>	<u>467,779</u>	<u>477,135</u>	
61708	HOPE CHANNEL OPERATION	33,435	34,104	36,886	2,782
Sub-Total Institutional Programs		<u>698,222</u>	<u>712,186</u>	<u>728,530</u>	<u>16,344</u>
Total Special Funding - Non-Tithe		<u>2,327,968</u>	<u>1,752,325</u>	<u>1,799,471</u>	<u>47,146</u>
Grand Total Special Funding		<u>11,303,871</u>	<u>7,538,742</u>	<u>7,964,116</u>	<u>425,374</u>

General Conference of Seventh-day Adventists
2014 Appropriations Budget
Non-Tithe

To Annual Council

		Actual 2012	Budget 2013	Budget 2014	Increase (Decrease)	2010 Investment Amount
VI. Appropriations (Not included in summary)						
Restricted Funds						
52028	APPROPRIATIONS					1,000,000
838ECD	APPROPRIATIONS TO ECD	131,049	130,517	129,377	(1,140)	12.94%
838ESD	EASTERN EUROPE FIN AFFAIRS COM	49,470	54,923	57,622	2,699	5.76%
838EUD	APPROPRIATIONS TO EUD	68,885	35,256	34,948	(308)	3.49%
838IAD	APPROPRIATIONS TO IAD	53,046	43,859	39,502	(4,357)	3.95%
838NAD	APPROPRIATIONS TO NAD	0	7,469	7,404	(65)	0.74%
838NSD	APPROPRIATIONS TO NSD	52,441	57,032	59,183	2,151	5.92%
838SAD	APPROPRIATIONS TO SAD	77,088	64,728	58,864	(5,864)	5.89%
838SID	APPROPRIATIONS TO SID	119,967	114,292	113,294	(998)	11.33%
838SPD	APPROPRIATIONS TO SPD	53,736	52,797	52,336	(461)	5.23%
838SSD	APPROPRIATIONS TO SSD	95,142	95,874	95,037	(837)	9.50%
838SUD	APPROPRIATIONS TO SUD	81,398	86,860	89,413	2,553	8.94%
838TED	APPROPRIATIONS TO TED	113,731	87,725	89,070	1,345	8.91%
838WAD	APPROPRIATIONS TO WAD	100,438	102,263	104,813	2,550	10.48%
838ZGMEU	APPROPRIATIONS TO GMEU	0	61,734	64,506	2,772	6.45%
838ZIF	APPROPRIATIONS TO IF	0	4,671	4,631	(40)	0.46%
Total Restricted Funds		<u>996,391</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>0</u>	<u>0</u>

Divisions who can make adjustments within their budgets with out these funds are encouraged to release their allocations of this appropriation to the GC 10/40 Window Fund

13-112

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 15, 2013, 8:00 a.m.

DEVOTIONAL

The devotional message entitled, "Creation: The Ultimate Truth for Our Prophetic Message," was presented by Williams S Costa Jr, Director of Communication at the General Conference.

COM/ADCOM/13AC to BDS

CREATION VIDEO

The video, "The Creation—The Earth is a Witness," was shown. Appreciation was expressed to Henry Stober and others involved in the making of the film. Representatives from the General Conference departments shared what they are doing to promote a focus on Creation.

MISSIONARY BOOK 2014

The 2014 missionary book on Creation was presented by Howard F Faigao, Director of Publishing Ministries, and Wilmar Hirle, Associate Director of Publishing Ministries. Dale E Galusha, President of the Pacific Press Publishing Association was recognized for his work on this project.

A prayer of dedication for the Creation Project was offered by Ted N C Wilson, President of the General Conference.

Lowell C Cooper, chair, called to order the eighth session of the 2013 Annual Council.

13-114

October 15, 2013, a.m.

GCC Annual Council

PUBLIC AFFAIRS AND RELIGIOUS LIBERTY REPORT

John Graz, Director of Public Affairs and Religious Liberty, reported on the work and activities of the Public Affairs and Religious Liberty department from the past year, including the International Religious Liberty Association (IRLA) World Congress and the Religious Liberty Award Dinner.

An update was given on the case of Antonio Monteiro and Bruno Amah, who are in prison in Togo. A new campaign encouraging them will begin in December 2013.

An update was also provided on the case of Sajjad Masih who, despite no evidence, has been sentenced to life in prison in Pakistan for blasphemy.

A new committee, Defense of Members Persecuted for Religious Reasons Committee, was appointed recently by the General Conference Administrative Committee. The number of cases of church members who are persecuted for religious reasons is growing, and it is expected that it will continue to grow. An appropriate committee is needed to investigate these situations and to take appropriate actions, in cooperation with local/union/division church organizations.

The Public Affairs and Religious Liberty department needs well-trained ambassadors from local churches to their unions. National Religious Liberty Associations also need to be started wherever possible. A training manual for church ambassadors will be ready for translation in December 2013.

VOTED, To receive the Public Affairs and Religious Liberty report.

AM/GCMB/13AC to MLR

143-13G IT'S TIME—THE URGENCY OF URBAN MISSION:
PLANS FOR MISSION TO THE CITIES

VOTED, To adopt the document, "It's Time—The Urgency of Urban Mission: Plans for Mission to the Cities," which reads as follows:

IT'S TIME—THE URGENCY OF URBAN MISSION:
PLANS FOR MISSION TO THE CITIES

WHERE ARE WE NOW?

The mission of the Seventh-day Adventist Church is to make disciples of Jesus Christ among all people, communicating the everlasting gospel in the context of the Three Angels' Messages of Revelation 14. And in many parts of the world, Seventh-day Adventists have made significant advances toward that goal. However:

1. For the first time in human history, more than half of the global population now lives in urban areas. By 2050 it is expected that 70 percent of the world will live in cities.
2. There are more than 500 cities with a population of 1 million or more, 236 of which are in the 10/40 Window.
3. These 500 cities of 1 million or more:
 - a. Have an average of one Seventh-day Adventist congregation for every 89,000 people.
 - b. Include 100 cities where there is less than 1 Seventh-day Adventist for every 20,000 people.
 - c. Include 45 cities with fewer than 10 Seventh-day Adventists.
 - d. Include 43 cities without even 1 Seventh-day Adventist congregation.

These figures place a sobering challenge before the church, but they should also help us see the tremendous opportunities lying just before us.

Through the years, the church has given considerable attention to the work in cities and has often experienced God's blessing in establishing its presence there. But it is clear that the volume and pace of ministry in densely populated environments has not kept pace with the global movement towards urbanization. At times the size and complexity and the perceived negative influence of cities on spiritual life have made some people hesitant to fully engage in mission within cities.

And yet, we are continually reminded that Jesus said, "And this gospel of the kingdom will be preached in all the world as a witness to all the nations, and then the end will come." (Matt 24:14, NKJV).

13-116

October 15, 2013, a.m.

GCC Annual Council

Ellen G White wrote in 1912, “As the rays of the sun penetrate to the remotest corners of the globe, so God designs that the light of the gospel shall extend to every soul upon the earth...His kingdom will not come until the good tidings of His grace shall have been carried to all the earth.” (IHP 340, RH Nov 14, 1912).

The cities of today are much larger and far more complex than those described in the Bible. However, God clearly loved the people of the cities—even those who were seen to be hostile to His people (see Jonah 4:11). On multiple occasions Jesus demonstrated compassion for the cities (Matt 9:35-36). He wept over the city of Jerusalem (Luke 19:41). He ministered to people in a comprehensive manner, which dealt with the whole person—spiritual, social, physical, and mental (Matt 4:23). The book of Acts in describing the spread of the gospel indicates that most, if not all, of the church planting efforts took place in cities (Acts 2:5, 8:5, 9:38, 11:19, etc.).

WHERE DO WE WANT TO BE?

In September/October 2013, church leaders from around the world met together for the It’s Time: Urban Mission Conference. After several days of reviewing data, discussing ideas, and spending much time in prayer, these leaders adopted the following vision and goal for special emphasis through the next quinquennium:

The Vision

That every city will have an influential Adventist presence actively engaged in a comprehensive mission, using Christ’s method of ministry.

The Goal

To engage the collective resources of the global Church in establishing a Seventh-day Adventist presence and needs-based ministry in cities of 1 million or more that have no Adventist congregation and, in all other cities of 1 million or more, to improve the ratio of members and worshipping groups to population.

And further, to ensure that divisions and their organizations, including local churches, give higher priority to the growing challenge of urban mission in their territory.

The Church draws its inspiration for mission from the teaching and counsel of Jesus. It must also look to Him for its model of ministry—a comprehensive ministry that addressed the wide-ranging needs of the people around Him. Ellen G White writes: “Christ’s method alone will give true success in reaching the people. The Saviour mingled with men as one who desired their

good. He showed His sympathy for them, ministered to their needs, and won their confidence. Then He bade them, ‘Follow Me.’” (MH 143).

Well over a century ago, Ellen G White appealed to Church leadership to give special attention to the large cities of the world. “The work in the cities is the essential work for this time. When the cities are worked as God would have them, the result will be the setting in operation of a mighty movement such as we have not yet witnessed.” (MTC 10).

She wrote more about working in the cities than about leaving them. She comments that some members should move out but others should be carefully selected and sent into the cities to minister to the people. Major institutions should be established outside of the cities, but churches, primary schools, day care centers, restaurants, clinics, etc should be located in the cities.

Some will live outside the city and work inside, others will need to live full-time in the city. Ellen G White recommends that outposts—places of physical and spiritual refreshing—should be provided for those living in the cities. These centers may include lifestyle health centers and training schools.¹

It’s time to refocus our attention on reaching out to the billions who live in the massive urban areas of the world.

HOW WILL WE GET THERE?

Processes

In order to accomplish this goal, these resources and procedural steps have been identified:

1. That every division,² in consultation with its unions, conferences, and missions will accelerate and strengthen its current Mission to the Cities strategy by:
 - a. Determining the comparative level of mission challenge among the cities of 1 million or more in their territories (by the 2014 Annual Council).³

¹ For further study, a new compilation of Ellen G White’s writings has been prepared by the White Estate. It is called *Ministry to the Cities*.

² Whenever “division” is used it is understood to include Middle East and North Africa Union Mission.

³ In areas where there are few or no cities of 1 million or more, plans may focus on smaller cities along with making plans to assist those areas of the world where there are many cities of 1 million or more.

13-118

October 15, 2013, a.m.

GCC Annual Council

b. Adopting initial time-based goals and mission implementation plans for cities of 1 million or more with no Adventist presence (by the 2014 Annual Council).

c. Adopting initial time-based goals and plans to improve the ratios of population to disciples and worshiping groups in cities of 1 million or more with an established Adventist presence (by the 2014 Annual Council).

2. That General Conference, division, union, conference and mission administrations will have created and begun an effective communication strategy to inform and inspire the whole church for involvement in Mission to the Cities—its challenge, vision, and goals (by the 2014 Annual Council).

3. That General Conference and division administrations will annually identify additional resources for use in cities that present the greatest level of urban mission challenge globally (by Annual Council each year, beginning in 2014).

4. That unions, conferences, and mission administrations will annually identify additional resources for use in cities that present the greatest level of urban mission challenge in their territories (beginning of the 2014 year-end meetings).

5. That the General Conference, in consultation with divisions, will help facilitate cross-division support and sponsorship for ministry in at least 100 of the most unentered cities of 1 million or more.

Resources

The following resources have been identified as having special relevance for the work in the large urban areas of the world:

1. **Spiritual:** Ellen G White says, “A revival of true godliness among us is the greatest and most urgent of all our needs. To seek this should be our first work.” (1SM 121). Without the mighty power of the Holy Spirit the task is impossible (Zech 4:6). The immense challenge of reaching the cities calls for a united body of Christ to seek the power of the Holy Spirit through prayer, Bible study, and service.

2. **Human Resources:** The Bible clearly calls every believer to a life of selfless serving, sacrificial giving, and active sharing of Christ’s love. The Apostle Paul instructs the early believers to use their spiritual gifts in faithful service as living witnesses. Every disciple of Jesus is called to be a partner in advancing His mission. The task of reaching the people of large urban areas will never be finished if we rely solely on pastors and professional evangelists.

Preparing people for comprehensive ministry in the cities will require careful attention to the following:

- a. Involving church members in planning for, and engaging in, urban mission and providing a supportive environment for their creative initiatives.
- b. Equipping church members to use their spiritual gifts in wholistic urban ministry, and helping to establish practical outlets for member-based ministry in every city through small groups, churches, and centers of influence.
- c. Carefully selecting and preparing people in urban areas to become involved with their community in avenues of needs-based ministry.
- d. Recruiting, training, and placing church planters to establish worshipping and witnessing groups in the least-reached people groups of each city.
- e. Encouraging each department and institution, at every level, to focus attention on processes, training, and resources for work in cities.
- f. Developing leaders for the church in the cities through academic and experienced-based programs with emphasis in cross-cultural training and understanding principles of sharing faith with those who come from other world religions.

3. Financial Resources: Responding to the challenge of urban evangelism will require careful and prayerful prioritization of the church's resources. It also calls for sacrificial sharing of means by church entities and members.

Further, in order to stimulate urban mission everywhere each division is requested to encourage its field units and church membership to participate in a range of mission activity such as the following:

- a. Identifying and developing ways of reaching the least-reached people groups within each city.
- b. Participating in community services
- c. Encouraging personal witnessing
- d. Embracing comprehensive health ministry
- e. Developing integrated media evangelism

13-120

October 15, 2013, a.m.

GCC Annual Council

- f. Empowering, equipping, and inspiring disciples for mission
- g. Establishing centers of influence
- h. Enhancing small group ministries
- i. Distributing literature
- j. Conducting public evangelism
- k. Developing relationships with public authorities

HOW WILL WE KNOW WHAT IS BEING DONE?

Because the Bible encourages good stewardship and accountability, and in order to learn from experience, it is essential that our work in the cities has a careful plan of evaluation and accountability.

Such evaluation and accountability will be based on the shared goals defined above and will include:

1. A twice-yearly reporting and assessment system that informs the Church about urban mission objectives, activities, and progress.
2. Regular quantitative and qualitative evaluations of goals and processes.

WHO IS RESPONSIBLE?

The responsibility for sharing the good news rests with all who are disciples of Jesus. Primary responsibility for planning, implementation, and evaluation rests with the leaders of the church at each level. The General Conference Office of Adventist Mission will assist the world Church in this special focus on urban mission by coordinating with division leaders, General Conference departments and institutions.

HOW CAN I BE INVOLVED?

In order to reach the cities, the commitment and involvement of every member, church, and organization is needed.

Imagine the impact if millions of Seventh-day Adventists answered God's call to mission and if every church entity aligned itself with the goal to reach the billions in the cities around the world.

What if Seventh-day Adventists:

1. Planted 10,000 new worship and ministry groups in cities of 1 million or more.
2. Initiated wholistic ministry in at least 100 of the most unentered cities of 1 million or more.
3. Established at least 5,000 centers of influence including, one in every city of 1 million or more.
4. Distributed 1 billion pieces of literature focused on urban areas.
5. Involved 2 million members in some form of health ministry in cities.
6. Involved Seventh-day Adventist churches in community service ministries in every city.

What if, in the 100 cities presenting the greatest mission challenge, the Church:

1. Placed 2,000 Global Mission pioneers.
2. Initiated ministry in the major media types and languages used.
3. Established early learning centers or primary schools.
4. Trained 2,000 people in the major languages of these cities.
5. Developed a plan to start or strengthen Adventist Development and Relief Agency (ADRA) and church-based community service work.
6. Developed and maintained a database of at least 25,000 potential workers in order to respond to the rapidly changing opportunities that are developing in these cities.
7. Analyzed and reconfigured staffing requirements, at every administrative unit, to make available personnel and resources.
8. Encouraged and supported the development of creative new ministries.

13-122

October 15, 2013, a.m.

GCC Annual Council

As Seventh-day Adventists consider the world's vast cities, we are inspired by our Lord's passion for souls and by our pioneers' boldness in going "into all the world." We are moved by the billions of people living in large urban areas who have never heard of Jesus. We acknowledge that it is time that the Three Angels' Messages be proclaimed in all the big cities of the world. We dedicate ourselves to be active partners with Jesus Christ and His instruments for this immense task.

We recognize that this mission is challenging—but no more than the risk and challenge encountered by the apostles, the early church, and the Adventist pioneers.

We have a vital task to carry out, and we resolve to proclaim the message of the kingdom in every metropolis on earth—no matter the cost.

As Church leaders, we commit ourselves to supporting the full use of the God-given talents of every church member in this pressing task, and we urge all Seventh-day Adventists to find ways to share Jesus in large urban areas. We encourage each member to ask God if He is calling him/her to minister in one of the great cities of the world. We ask church members and leaders at every level to prayerfully consider what they could do to support workers in large cities through prayer and giving.

The vision of a world that does not know Jesus compels us to make every possible sacrifice to cooperate with the mission of Jesus to reach His precious children in the cities.

"The great work of the gospel is not to close with less manifestation of the power of God than marked its opening," writes Ellen G White. "The prophecies which were fulfilled in the outpouring of the former rain at the opening of the gospel are again to be fulfilled in the latter rain at its close." (GC 611).

Our Lord's commission in Matthew 24 and John's prophetic vision in Revelation 14 are the heartbeat and hope of Seventh-day Adventists, and they urgently call us to recognize—it's time!

NY13

Ted N C Wilson, President of the General Conference, shared a video which showed the success of the NY13 initiative in New York City. Committee members were challenged to continue ministering to the cities.

13-123
October 15, 2013, a.m.
GCC Annual Council

Prayer was offered by Ted N C Wilson.

CHRISTIAN RECORD SERVICES, INC MEMBER MEETING

At 11:48 a.m., Christian Record Services, Inc member meeting was convened, after which the business session of the General Conference Executive Committee was reconvened.

Prayer was offered by Rick Remmers, President of the Chesapeake Conference (NAD).

Lowell C Cooper, Chair
Rosa T Banks, Secretary
Myron A Iseminger, Editorial Secretary
Tamara K Boward, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 15, 2013, 2:00 p.m.

Benjamin D Schoun, chair, opened the ninth session of the 2013 Annual Council.

Prayer was offered by Tamas Z Ocsai, President of the Hungarian Union Conference (TED).

SOUTHERN ASIA DIVISION VIDEO REPORT

The Southern Asia Division presented a video report on the activities happening within their territories.

VOTED, To accept the report of the Southern Asia Division.

LOMA LINDA UNIVERSITY MEDICAL CENTER REPORT

Richard H Hart, President of Loma Linda University Medical Center (LLUMC), gave an update on how LLUMC connects with the world. Because of the numerous entities within the Medical Center, they have adopted an all-inclusive name of Loma Linda University Health.

He shared the activities of the Global Health Institute (GHI) which provides service opportunities for staff, faculty and students. GHI also coordinates the global initiatives for all Loma Linda University schools and hospitals. GHI has developed Strategic Interest Sites for the 300 to 400 students involved in International Mission Service. A program at the Pan African Academy of Christian Surgeons was initiated to train African surgeons.

GHI continues to support the Deferred Mission appointment program which has 50 medical students and 10 dental students. It also administers the Global Service Award program for students in other disciplines who wish to serve overseas.

Assistance is also being provided for physicians, nurses and other health professionals in the academic health science programs at Adventist universities who wish to enrich their knowledge in their field but upgrading is not available in their field. Loma Linda Medical Center allows them to observe techniques in their respective fields.

13-126
October 15, 2013, p.m.
GCC Annual Council

Loma Linda Health has also developed a series of Massive Open Online Courses (MOOCs) to promote health topics from an Adventist perspective.

VOTED, To accept and record the report from Loma Linda University Medical Center.

WHO ARE WE AND WHY ARE WE HERE?

Ted N C Wilson explained that every Spring Meeting and Annual Council the program will include ten minutes of exploring “Who Are We, and Why Are We Here?”

Clifford R Goldstein described that for him, the only rational, and logical conclusion after reading The Great Controversy, was that Ellen G White was divinely inspired and that we have a unique message.

VOTED, To record the presentation by Clifford R Goldstein exploring “Who Are We, and Why Are We Here?”

MESSAGE, MISSION, AND UNITY OF THE CHURCH

Angel M Rodriguez, retired Director of the Biblical Research Institute, presented a new book, *Message, Mission and Unity of the Church* to Ted N C Wilson and a copy was given to each member of the General Conference Executive Committee. This book explores Seventh-day Adventist Ecclesiology.

FUNDAMENTAL BELIEFS OF SEVENTH-DAY ADVENTISTS

Artur A Stele, General Vice President of the General Conference, introduced the purpose, the Terms of Reference of the Fundamental of Beliefs Review Committee, as well as the process in reviewing the Fundamental Beliefs. The Committee also determined whether the wording is clear. Stele also explained the process of how suggestions were considered. Most of the changes made were using gender inclusive language. He further asked the divisions to review the proposed changes and send their suggestions by June 2014 so suggestions can be incorporated into the document that will be presented at the 2014 Annual Council.

William Knott, Editor of the *Adventist Review*, read each section and Angel M Rodriguez, retired Director of the Biblical Research Institute, described what changes had been made.

13-127
October 15, 2013, p.m.
GCC Annual Council

ADCOM/ADCOM/PREXAD/GCDO13AC/13AC to AAS-BRI(DIV)+ADCOM+GCDO14AC+14AC+15GCS

133-13GS FUNDAMENTAL BELIEFS OF SEVENTH-DAY ADVENTISTS - AMENDMENT

RECOMMENDED, To amend the Fundamental Beliefs of Seventh-day Adventists, to read as follows:

Fundamental Beliefs of Seventh-day Adventists

Seventh-day Adventists accept the Bible as their only creed and hold certain fundamental beliefs to be the teaching of the Holy Scriptures. These beliefs, as set forth here, constitute the church's understanding and expression of the teaching of Scripture. Revision of these statements may be expected at a General Conference Session when the church is led by the Holy Spirit to a fuller understanding of Bible truth or finds better language in which to express the teachings of God's Holy Word.

1. The Holy Scriptures

The Holy Scriptures, Old and New Testaments, are the written Word of God, given by divine inspiration through holy ~~men~~ **persons** of God who spoke and wrote as they were moved by the Holy Spirit. In this Word, God has committed to ~~man~~ **humanity** the knowledge necessary for salvation. The Holy Scriptures are **the final authority and** the infallible revelation of His will. They are the standard of character, the test of experience, the authoritative revealer of doctrines, and the trustworthy record of God's acts in history. (Ps. 119:105; Prov 30:5, 6; Isa. 8:20; John 17:17; 1 Thess. 2:13; 2 Tim. 3:16, 17; Heb. 4:12; 2 Peter 1:20, 21.) (~~2 Peter 1:20, 21; 2 Tim. 3:16, 17; Ps. 119:105; Prov. 30:5, 6; Isa. 8:20; John 17:17; 1 Thess. 2:13; Heb. 4:12.~~)

Comment [TKB1]: Inclusive language

Comment [TKB2]: Inclusive language

Comment [TKB3]: This addition aims to make explicit the principle of *sola scriptura*.

2. The Trinity

There is one God: Father, Son, and Holy Spirit, a unity of three coeternal Persons. God is immortal, all-powerful, all-knowing, above all, and ever present. He is infinite and beyond human comprehension, yet known through His self-revelation. He is forever worthy of worship, adoration, and service by the whole creation. (Gen. 1:26; Deut. 6:4; Isa. 6:8; Matt. 28:19; 2 Cor. 1:21, 22; 13:14; Eph. 4:4-6; 1 Peter 1:2.) (~~Deut. 6:4; Matt. 28:19; 2 Cor. 13:14; Eph. 4:4-6; 1 Peter 1:2; 1 Tim. 1:17; Rev. 14:7.~~)

13-128
October 15, 2013, p.m.
GCC Annual Council

3. The Father

God the eternal Father is the Creator, Source, Sustainer, and Sovereign of all creation. He is just and holy, merciful and gracious, slow to anger, and abounding in steadfast love and faithfulness. The qualities and powers exhibited in the Son and the Holy Spirit are also revelations of the Father. (Gen. 1:1; Exod. 34:6, 7; Deut. 4:35; Ps. 110:1, 4; John 3:16; 14:9; 1 Cor. 15:28; 1 Tim. 1:17; 1 John 4:8; Rev. 4:11.) Rev. 4:11; 1 Cor. 15:28; John 3:16; 1 John 4:8; 1 Tim. 1:17; Ex. 34:6, 7; John 14:9.)

4. The Son

God the eternal Son became incarnate in Jesus Christ. Through Him all things were created, the character of God is revealed, the salvation of humanity is accomplished, and the world is judged. Forever truly God, He became also truly human, man, Jesus the Christ. He was conceived of the Holy Spirit and born of the virgin Mary. He lived and experienced temptation as a human being, but perfectly exemplified the righteousness and love of God. By His miracles He manifested God's power and was attested as God's promised Messiah. He suffered and died voluntarily on the cross for our sins and in our place, was raised from the dead, and ascended to minister in the heavenly sanctuary in our behalf. He will come again in glory for the final deliverance of His people and the restoration of all things. (Isa. 53:4-6; Dan. 9:25-27; Luke 1:35; John 1:1-3, 14; 5:22; 10:30; 14:1-3, 9; Rom. 6:23; 1 Cor. 15:3, 4; 2 Cor. 3:18; 5:17-19; Phil. 2:5-11; Col. 1:15-19; Heb. 2:9-18; Heb. 8:1, 2.) (~~John 1:1-3, 14; Col. 1:15-19; John 10:30; 14:9; Rom. 6:23; 2 Cor. 5:17-19; John 5:22; Luke 1:35; Phil. 2:5-11; Heb. 2:9-18; 1 Cor. 15:3, 4; Heb. 8:1, 2; John 14:13.~~)

Comment [TKB4]: Inclusive language

5. The Holy Spirit

God the eternal Spirit was active with the Father and the Son in Creation, incarnation, and redemption. He inspired the writers of Scripture. He filled Christ's life with power. He draws and convicts human beings; and those who respond He renews and transforms into the image of God. Sent by the Father and the Son to be always with His children, He extends spiritual gifts to the church, empowers it to bear witness to Christ, and in harmony with the Scriptures leads it into all truth. (Gen. 1:1, 2; 2 Sam. 23:2; Ps. 51:11; Isa. 61:1; Luke 1:35; 4:18; John 14:16-18, 26; 15:26; 16:7-13; Acts 1:8; 5:3; 10:38; 1 Cor. 12:7-11; 2 Cor. 3:18; 2 Peter 1:21.) (~~Gen. 1:1, 2; Luke 1:35; 4:18; Acts 10:38; 2 Peter 1:21; 2 Cor. 3:18; Eph. 4:11, 12; Acts 1:8; John 14:16-18, 26; 15:26, 27; 16:7-13.~~)

6. Creation

God is Creator of all things, and has revealed in Scripture the authentic and historical account of His creative activity. In ~~six days~~ a recent six-day creation the Lord made "the heavens

Comment [TKB5]: This may be the best place to incorporate the historicity of the narrative. We can explore other possibilities, but the impression we have is that if we place it somewhere else within the Statement, we may have to elaborate on it.

Comment [TKB6]: This is the best place to introduce the idea of a recent creation.

and the earth, the sea and all that is in them” and rested on the seventh day. ~~“the heaven and the earth” and all living things upon the earth, and rested on the seventh day of that first week.~~ Thus He established the Sabbath as a perpetual memorial of His creative work performed and completed during six literal days that together with the Sabbath constituted a week as we experience it today. ~~completed creative work.~~ The first man and woman were made in the image of God as the crowning work of Creation, given dominion over the world, and charged with responsibility to care for it. When the world was finished it was “very good,” declaring the glory of God. (Gen. 1:2; Ex. 20:8-11; Ps. 19:1-6; 33:6, 9; 104; Isa. 45:12; Acts 17:24; Col. 1:16; Heb. 11:3; Rev. 10:6; 14:7.) ~~(Gen. 1; 2; Ex. 20:8-11; Ps. 19:1-6; 33:6, 9; 104; Heb. 11:3.)~~

7. The Nature of Humanity ~~Man~~

Man and woman were made in the image of God with individuality, the power and freedom to think and to do. Though created free beings, each is an indivisible unity of body, mind, and spirit, dependent upon God for life and breath and all else. When our first parents disobeyed God, they denied their dependence upon Him and fell from their high position under God. The image of God in them was marred and they became subject to death. Their descendants share this fallen nature and its consequences. They are born with weaknesses and tendencies to evil. But God in Christ reconciled the world to Himself and by His Spirit restores in penitent mortals the image of their Maker. Created for the glory of God, they are called to love Him and one another, and to care for their environment. (Gen. 1:26-28; 2:7, 15; 3; Ps. 8:4-8; 51:5, 10; 58:3; Jer. 17:9; Acts 17:24-28; Rom. 5:12-17; 2 Cor. 5:19, 20; Eph. 2:3; 1 John 4:7, 8, 11, 20.) ~~(Gen. 1:26-28; 2:7; Ps. 8:4-8; Acts 17:24-28; Gen. 3; Ps. 51:5; Rom. 5:12-17; 2 Cor. 5:19, 20; Ps. 51:10; 1 John 4:7, 8, 11, 20; Gen. 2:15.)~~

8. The Great Controversy

All humanity is now involved in a great controversy between Christ and Satan regarding the character of God, His law, and His sovereignty over the universe. This conflict originated in heaven when a created being, endowed with freedom of choice, in self-exaltation became Satan, God’s adversary, and led into rebellion a portion of the angels. He introduced the spirit of rebellion into this world when he led Adam and Eve into sin. This human sin resulted in the distortion of the image of God in humanity, the disordering of the created world, and its eventual devastation at the time of the worldwide flood, as presented in the historical account of Genesis 1-11. ~~Observed by the whole creation, this world became the arena of the universal conflict, out of which the God of love will ultimately be vindicated. To assist His people in this controversy, Christ sends the Holy Spirit and the loyal angels to guide, protect, and sustain them in the way of salvation. (Gen. 3; 6-8; Job 1:6-12; Isa. 14:12-14; Ezek. 28:12-18; Rom. 1:19-32; 5:12-21; 8:19-22; 1 Cor. 4:9; Heb. 1:14; 1 Peter 5:8; 2 Peter 3:6; Rev. 12:4-9.) (Rev. 12:4-9; Isa. 14:12-14; Eze. 28:12-18; Gen. 3; Rom. 1:19-32; 5:12-21; 8:19-22; Gen. 6-8; 2 Peter 3:6; 1 Cor. 4:9; Heb. 1:14.)~~

Comment [TKB7]: The quote is not from Genesis 1:1, but from Exodus 20:11. The reason is that terminology used in Exodus seems to restrict the creative act to what took place during the six days of creation and is not necessarily dealing with the creation of the cosmos. The Bible makes clear that during the creation of the earth, other intelligent beings already existed in the cosmos (Job 38:7). We also believe that sin originated in heaven among the angels before the creation of humans. Therefore our creation statement should reflect this biblical information without developing it. By quoting Exodus instead of Genesis, we leave open the possibility that Genesis 1:1 is dealing with the creation of the cosmos and the creation week is about life on the planet.

Comment [TKB8]: This is already included in the biblical quotation from Exodus.

Comment [TKB9]: We retain the verb “completed” to indicate that the biblical creation account is not describing a still ongoing process.

Comment [TKB10]: The question of a real week is considered to be important, but it is difficult to find a proper place for it and to express it in language that is clear and that does not add too much to the text.

Comment [TKB11]: Inclusive language

Comment [TKB12]: There are a couple of reasons for placing this sentence here. First, this is the only place in the Statement of Fundamental Beliefs in which the flood is mentioned; second, the phrase “worldwide flood” is the equivalent of the originally suggested reading (“and that the flood was global in nature”); and third, Statement #8 takes us back to creation and the fall making it possible to make a reference to Genesis 1-11 and not only to chapters dealing with the flood.

9. The Life, Death, and Resurrection of Christ

In Christ's life of perfect obedience to God's will, His suffering, death, and resurrection, God provided the only means of atonement for human sin, so that those who by faith accept this atonement may have eternal life, and the whole creation may better understand the infinite and holy love of the Creator. This perfect atonement vindicates the righteousness of God's law and the graciousness of His character; for it both condemns our sin and provides for our forgiveness. The death of Christ is substitutionary and expiatory, reconciling and transforming. The bodily resurrection of Christ proclaims God's triumph over the forces of evil, and for those who accept the atonement assures their final victory over sin and death. It declares the Lordship of Jesus Christ, before whom every knee in heaven and on earth will bow. (Gen. 3:15; Ps. 22:1; Isa. 53; John 3:16; 14:30; Rom. 1:4; 3:25; 4:25; 8:3, 4; 1 Cor. 15:3, 4, 20-22; 2 Cor. 5:14, 15, 19-21; Phil. 2:6-11; Col. 2:15; 1 Peter 2:21, 22; 1 John 2:2; 4:10.) (John 3:16; Isa. 53; 1 Peter 2:21, 22; 1 Cor. 15:3, 4, 20-22; 2 Cor. 5:14, 15, 19-21; Rom. 1:4; 3:25; 4:25; 8:3, 4; 1 John 2:2; 4:10; Col. 2:15; Phil. 2:6-11.)

Comment [TKB13]: This makes explicit what is already implicit in the statement.

10. The Experience of Salvation

In infinite love and mercy God made Christ, who knew no sin, to be sin for us, so that in Him we might be made the righteousness of God. Led by the Holy Spirit we sense our need, acknowledge our sinfulness, repent of our transgressions, and exercise faith in Jesus as Saviour and Lord, Lord and Christ, as Substitute and Example. This faith, which receives salvation, faith which receives salvation comes through the divine power of the Word and is the gift of God's grace. Through Christ we are justified, adopted as God's sons and daughters, and delivered from the lordship of sin. Through the Spirit we are born again and sanctified; the Spirit renews our minds, writes God's law of love in our hearts, and we are given the power to live a holy life. Abiding in Him we become partakers of the divine nature and have the assurance of salvation now and in the judgment. (Gen. 3:15; Isa. 45:22; 53; Jer. 31:31-34; Ezek. 33:11; 36:25-27; Hab. 2:4; Mark 9:23, 24; John 3:3-8, 16; 16:8; Rom. 3:21-26; 8:1-4, 14-17; 5:6-10; 10:17; 12:2; 2 Cor. 5:17-21; Gal. 1:4; 3:13, 14, 26; 4:4-7; Eph. 2:4-10; Col. 1:13, 14; Titus 3:3-7; Heb. 8:7-12; 1 Peter 1:23; 2:21, 22; 2 Peter 1:3, 4; Rev. 13:8.) (2 Cor. 5:17-21; John 3:16; Gal. 1:4; 4:4-7; Titus 3:3-7; John 16:8; Gal. 3:13, 14; 1 Peter 2:21, 22; Rom. 10:17; Luke 17:5; Mark 9:23, 24; Eph. 2:5-10; Rom. 3:21-26; Col. 1:13, 14; Rom. 8:14-17; Gal. 3:26; John 3:3-8; 1 Peter 1:23; Rom. 12:2; Heb. 8:7-12; Eze. 36:25-27; 2 Peter 1:3, 4; Rom. 8:1-4; 5:6-10.)

Comment [TKB14]: The reason for using the title "Christ" is not clear. The connection between the two Christological titles and the final clause in the sentence ("as Substitute and Example") also needs clarification. The suggested changes resolve both items.

Comment [TKB15]: Proper English punctuation.

11. Growing in Christ

By His death on the cross Jesus triumphed over the forces of evil. He who subjugated the demonic spirits during His earthly ministry has broken their power and made certain their ultimate doom. Jesus' victory gives us victory over the evil forces that still seek to control us, as

we walk with Him in peace, joy, and assurance of His love. Now the Holy Spirit dwells within us and empowers us. Continually committed to Jesus as our Saviour and Lord, we are set free from the burden of our past deeds. No longer do we live in the darkness, fear of evil powers, ignorance, and meaninglessness of our former way of life. In this new freedom in Jesus, we are called to grow into the likeness of His character, communing with Him daily in prayer, feeding on His Word, meditating on it and on His providence, singing His praises, gathering together for worship, and participating in the mission of the Church. We are also called to follow Christ's example by compassionately ministering to the physical, mental, social, emotional, and spiritual needs of humanity. As we give ourselves in loving service to those around us and in witnessing to His salvation, His constant presence with us through the Spirit transforms every moment and every task into a spiritual experience. (1 Chron. 29:11; Ps. 1:1, 2; 23:4; 77:11, 12; Matt. 20:25-28; 25:31-46; Luke 10:17-20; John 20:21; Rom. 8:38, 39; 2 Cor. 3:17, 18; Gal. 5:22-25; Eph. 5:19, 20; 6:12-18; Phil. 3:7-14; Col. 1:13, 14; 2:6, 14, 15; 1 Thess. 5:16-18, 23; Heb. 10:25; James 1:27; 2 Peter 2:9; 3:18; 1 John 4:4.) (Ps. 1:1, 2; 23:4; 77:11, 12; Col. 1:13, 14; 2:6, 14, 15; Luke 10:17-20; Eph. 5:19, 20; 6:12-18; 1 Thess. 5:23; 2 Peter 2:9; 3:18; 2 Cor. 3:17, 18; Phil. 3:7-14; 1 Thess. 5:16-18; Matt. 20:25-28; John 20:21; Gal. 5:22-25; Rom. 8:38, 39; 1 John 4:4; Heb. 10:25.)

Comment [TKB16]: This addition summarizes a genuine Seventh-day Adventist concern for service to suffering human beings that is not emphasized in the Statement of Fundamental Beliefs and will make it unnecessary to add a new statement of faith on Christian Social Responsibility.

12. The Church

The church is the community of believers who confess Jesus Christ as Lord and Saviour. In continuity with the people of God in Old Testament times, we are called out from the world; and we join together for worship, for fellowship, for instruction in the Word, for the celebration of the Lord's Supper, for service to humanity, all mankind, and for the worldwide proclamation of the gospel. The church derives its authority from Christ, who is the incarnate Word revealed in the Scriptures, ~~Word, and from the Scriptures, which are the written Word.~~ The church is God's family; adopted by Him as children, its members live on the basis of the new covenant. The church is the body of Christ, a community of faith of which Christ Himself is the Head. The church is the bride for whom Christ died that He might sanctify and cleanse her. At His return in triumph, He will present her to Himself a glorious church, the faithful of all the ages, the purchase of His blood, not having spot or wrinkle, but holy and without blemish. (Gen. 12:1-3; Exod. 19:3-7; Matt. 16:13-20; 18:18; 28:19, 20; Acts 2:38-42; 7:38; 1 Cor. 1:2; Eph. 1:22, 23; 2:19-22; 3:8-11; 5:23-27; Col. 1:17, 18; 1 Peter 2:9.) (Gen. 12:3; Acts 7:38; Eph. 4:11-15; 3:8-11; Matt. 28:19, 20; 16:13-20; 18:18; Eph. 2:19-22; 1:22, 23; 5:23-27; Col. 1:17, 18.)

Comment [TKB17]: Inclusive language

Comment [TKB18]: The sentence implies that there are two sources of authority for the Church, namely Christ and the Scripture. But what we know about Christ is what the Scripture says or has revealed to us. The revision seeks to clarify this point.

Comment [TKB19]: This clause is now redundant.

13. The Remnant and Its Mission

The universal church is composed of all who truly believe in Christ, but in the last days, a time of widespread apostasy, a remnant has been called out to keep the commandments of God and the faith of Jesus. This remnant announces the arrival of the judgment hour, proclaims salvation through Christ, and heralds the approach of His second advent. This proclamation is

13-132

October 15, 2013, p.m.

GCC Annual Council

symbolized by the three angels of Revelation 14; it coincides with the work of judgment in heaven and results in a work of repentance and reform on earth. Every believer is called to have a personal part in this worldwide witness. (Dan. 7:9-14; Isa. 1:9; 11:11; Jer. 23:3; Mic. 2:12; 2 Cor. 5:10; 1 Peter 1:16-19; 4:17; 2 Peter 3:10-14; Jude 3, 14; Rev. 12:17; 14:6-12; 18:1-4.) (~~Rev. 12:17; 14:6-12; 18:1-4; 2 Cor. 5:10; Jude 3, 14; 1 Peter 1:16-19; 2 Peter 3:10-14; Rev. 21:1-14.~~)

14. Unity in the Body of Christ

The church is one body with many members, called from every nation, kindred, tongue, and people. In Christ we are a new creation; distinctions of race, culture, learning, and nationality, and differences between high and low, rich and poor, male and female, must not be divisive among us. We are all equal in Christ, who by one Spirit has bonded us into one fellowship with Him and with one another; we are to serve and be served without partiality or reservation. Through the revelation of Jesus Christ in the Scriptures we share the same faith and hope, and reach out in one witness to all. This unity has its source in the oneness of the triune God, who has adopted us as His children. (Ps. 133:1; Matt. 28:19, 20; John 17:20-23; Acts 17:26, 27; Rom. 12:4, 5; 1 Cor. 12:12-14; 2 Cor. 5:16, 17; Gal. 3:27-29; Eph. 2:13-16; 4:3-6, 11-16; Col. 3:10-15.) (~~Rom. 12:4, 5; 1 Cor. 12:12-14; Matt. 28:19, 20; Ps. 133:1; 2 Cor. 5:16, 17; Acts 17:26, 27; Gal. 3:27, 29; Col. 3:10-15; Eph. 4:14-16; 4:1-6; John 17:20-23.~~)

15. Baptism

By baptism we confess our faith in the death and resurrection of Jesus Christ, and testify of our death to sin and of our purpose to walk in newness of life. Thus we acknowledge Christ as Lord and Saviour, become His people, and are received as members by His church. Baptism is a symbol of our union with Christ, the forgiveness of our sins, and our reception of the Holy Spirit. It is by immersion in water and is contingent on an affirmation of faith in Jesus and evidence of repentance of sin. It follows instruction in the Holy Scriptures and acceptance of their teachings. (Matt. 28:19, 20; Acts 2:38; 16:30-33; 22:16; Rom. 6:1-6; Gal. 3:27; Col. 2:12, 13.) (~~Rom. 6:1-6; Col. 2:12, 13; Acts 16:30-33; 22:16; 2:38; Matt. 28:19, 20.~~)

16. The Lord's Supper

The Lord's Supper is a participation in the emblems of the body and blood of Jesus as an expression of faith in Him, our Lord and Saviour. In this experience of communion Christ is present to meet and strengthen His people. As we partake, we joyfully proclaim the Lord's death until He comes again. Preparation for the Supper includes self-examination, repentance, and confession. The Master ordained the service of foot-washing to signify renewed cleansing, to express a willingness to serve one another in Christlike humility, and to unite our hearts in love. The communion service is open to all believing Christians. (Matt. 26:17-30; John 6:48-63; 13:1-

17: 1 Cor. 10:16, 17; 11:23-30; Rev. 3:20.) (1 Cor. 10:16, 17; 11:23-30; Matt. 6:17-30; Rev. 3:20; John 6:48-63; 13:1-17.)

17. Spiritual Gifts and Ministries

God bestows upon all members of His church in every age spiritual gifts ~~which~~ that each member is to employ in loving ministry for the common good of the church and of humanity. Given by the agency of the Holy Spirit, who apportions to each member as He wills, the gifts provide all abilities and ministries needed by the church to fulfill its divinely ordained functions. According to the Scriptures, these gifts include such ministries as faith, healing, prophecy, proclamation, teaching, administration, reconciliation, compassion, and self-sacrificing service and charity for the help and encouragement of people. Some members are called of God and endowed by the Spirit for functions recognized by the church in pastoral, evangelistic, ~~apostolic,~~ administrative, and teaching ministries particularly needed to equip the members for service, to build up the church to spiritual maturity, and to foster unity of the faith and knowledge of God. When members employ these spiritual gifts as faithful stewards of God's varied grace, the church is protected from the destructive influence of false doctrine, grows with a growth that is from God, and is built up in faith and love. (Acts 6:1-7; Rom. 12:4-8; 1 Cor. 12:7-11, 27, 28; Eph. 4:8, 11-16; 1 Tim. 3:1-13; 1 Peter 4:10, 11.) (Rom. 12:4-8; 1 Cor. 12:9-11, 27, 28; Eph. 4:8, 11-16; Acts 6:1-7; 1 Tim. 3:1-13; 1 Peter 4:10, 11.))

Comment [TKB20]: Editorial change based on English usage.

Comment [TKB21]: If this term is retained, it would need to be clearly defined or it could be misunderstood.

18. The Gift of Prophecy

One of the gifts of the Holy Spirit is prophecy. This gift is an identifying mark of the remnant church and was manifested in the ministry of Ellen G. White. As the Lord's messenger, her writings are a continuing and authoritative source of truth ~~which~~ that provide for the church comfort, guidance, instruction, and correction. They also make clear that the Bible is the standard by which all teaching and experience must be tested. (Num. 12:6; 2 Chron. 20:20; Amos 3:7; Joel 2:28, 29; Acts 2:14-21; Heb. 1:1-3; Rev. 12:17; 19:10; 22:8, 9.) (Joel 2:28, 29; Acts 2:14-21; Heb. 1:1-3; Rev. 12:17; 19:10.))

Comment [TKB22]: Editorial change based on English usage.

19. The Law of God

The great principles of God's law are embodied in the Ten Commandments and exemplified in the life of Christ. They express God's love, will, and purposes concerning human conduct and relationships and are binding upon all people in every age. These precepts are the basis of God's covenant with His people and the standard in God's judgment. Through the agency of the Holy Spirit they point out sin and awaken a sense of need for a Saviour. Salvation is all of grace and not of works, but its ~~fruitage~~ fruit is obedience to the Commandments. This obedience develops Christian character and results in a sense of well-being. It is an evidence of our love for the Lord and our concern for our fellow human beings. ~~men.~~ The obedience of faith

Comment [TKB23]: Upgrading language

Comment [TKB24]: Inclusive language

13-134
October 15, 2013, p.m.
GCC Annual Council

demonstrates the power of Christ to transform lives, and therefore strengthens Christian witness. (Exod. 20:1-17; Deut. 28:1-14; Ps. 19:7-14; 40:7, 8; Matt. 5:17-20; 22:36-40; John 14:15; 15:7-10; Rom. 8:3, 4; Eph. 2:8-10; Heb. 8:8-10; 1 John 2:3; 5:3; Rev. 12:17; 14:12.) (~~Ex. 20:1-17; Ps. 40:7, 8; Matt. 22:36-40; Deut. 28:1-14; Matt. 5:17-20; Heb. 8:8-10; John 15:7-10; Eph. 2:8-10; 1 John 5:3; Rom. 8:3, 4; Ps. 19:7-14.~~)

20. The Sabbath

The ~~beneficent~~ **gracious** Creator, after the six days of Creation, rested on the seventh day and instituted the Sabbath for all people as a memorial of Creation. The fourth commandment of God's unchangeable law requires the observance of this seventh-day Sabbath as the day of rest, worship, and ministry in harmony with the teaching and practice of Jesus, the Lord of the Sabbath. The Sabbath is a day of delightful communion with God and one another. It is a symbol of our redemption in Christ, a sign of our sanctification, a token of our allegiance, and a foretaste of our eternal future in God's kingdom. The Sabbath is God's perpetual sign of His eternal covenant between Him and His people. Joyful observance of this holy time from evening to evening, sunset to sunset, is a celebration of God's creative and redemptive acts. (Gen. 2:1-3; Exod. 20:8-11; 31:13-17; Lev. 23:32; Deut. 5:12-15; Isa. 56:5, 6; 58:13, 14; Ezek. 20:12, 20; Matt. 12:1-12; Mark 1:32; Luke 4:16; Heb. 4:1-11.) (~~Gen. 2:1-3; Ex. 20:8-11; Luke 4:16; Isa. 56:5, 6; 58:13, 14; Matt. 12:1-12; Ex. 31:13-17; Eze. 20:12, 20; Deut. 5:12-15; Heb. 4:1-11; Lev. 23:32; Mark 1:32.~~)

Comment [TKB25]: Upgrading language

21. Stewardship

We are God's stewards, entrusted by Him with time and opportunities, abilities and possessions, and the blessings of the earth and its resources. We are responsible to Him for their proper use. We acknowledge God's ownership by faithful service to Him and our fellow **human beings**, ~~men~~, and by returning ~~tithes~~ **tithe** and giving offerings for the proclamation of His gospel and the support and growth of His church. Stewardship is a privilege given to us by God for nurture in love and the victory over selfishness and covetousness. The steward rejoices in the blessings that come to others as a result of his faithfulness. (Gen. 1:26-28; 2:15; 1 Chron. 29:14; Haggai 1:3-11; Mal. 3:8-12; Matt. 23:23; Rom. 15:26, 27; 1 Cor. 9:9-14; 2 Cor. 8:1-15; 9:7.) (~~Gen. 1:26-28; 2:15; 1 Chron. 29:14; Haggai 1:3-11; Mal. 3:8-12; 1 Cor. 9:9-14; Matt. 23:23; 2 Cor. 8:1-15; Rom. 15:26, 27.~~)

Comment [TKB26]: Inclusive language

Comment [TKB27]: The plural "tithes" could be read as including the second tithe.

22. Christian Behavior

We are called to be a godly people who think, feel, and act in harmony with the principles of heaven. For the Spirit to recreate in us the character of our Lord we involve ourselves only in those things ~~which that~~ will produce Christlike purity, health, and joy in our lives. This means that our amusement and entertainment should meet the highest standards of

Comment [TKB28]: Editorial change based on English usage.

Christian taste and beauty. While recognizing cultural differences, our dress is to be simple, modest, and neat, befitting those whose true beauty does not consist of outward adornment but in the imperishable ornament of a gentle and quiet spirit. It also means that because our bodies are the temples of the Holy Spirit, we are to care for them intelligently. Along with adequate exercise and rest, we are to adopt the most healthful diet possible and abstain from the unclean foods identified in the Scriptures. Since alcoholic beverages, tobacco, and the irresponsible use of drugs and narcotics are harmful to our bodies, we are to abstain from them as well. Instead, we are to engage in whatever brings our thoughts and bodies into the discipline of Christ, who desires our wholesomeness, joy, and goodness. (Gen. 7:2; Lev. 11:1-47; Rom. 12:1, 2; 1 Cor. 6:19, 20; 10:31; 2 Cor. 10:5; 6:14-7:1; Eph. 5:1-21; Phil. 4:8; 1 Tim. 2:9, 10; 1 Peter 3:1-4; 1 John 2:6; 3 John 2.) (~~Rom. 12:1, 2; 1 John 2:6; Eph. 5:1-21; Phil. 4:8; 2 Cor. 10:5; 6:14-7:1; 1 Peter 3:1-4; 1 Cor. 6:19, 20; 10:31; Lev. 11:1-47; 3 John 2.~~)

23. Marriage and the Family

Marriage was divinely established in Eden and affirmed by Jesus to be a lifelong union between a man and a woman in loving companionship. For the Christian a marriage commitment is to God as well as to the spouse, and should be entered into only between a man and woman partners who share a common faith. Mutual love, honor, respect, and responsibility are the fabric of this relationship, which is to reflect the love, sanctity, closeness, and permanence of the relationship between Christ and His church. Regarding divorce, Jesus taught that the person who divorces a spouse, except for fornication, and marries another, commits adultery. Although some family relationships may fall short of the ideal, marriage partners a man and a woman who fully commit themselves to each other in Christ through marriage may achieve loving unity through the guidance of the Spirit and the nurture of the church. God blesses the family and intends that its members shall assist each other toward complete maturity. Parents are to bring up their children to love and obey the Lord. By their example and their words they are to teach them that Christ is a loving, tender, and caring counselor loving disciplinarian, ever tender and caring, who wants them to become members of His body, the family of God. Increasing family closeness is one of the earmarks of the final gospel message. (Gen. 2:18-25; Exod. 20:12; Deut. 6:5-9; Prov. 22:6; Mal. 4:5, 6; Matt. 5:31, 32; 19:3-9; Mark 10:11, 12; John 2:1-11; 1 Cor. 7:10, 11; 2 Cor. 6:14; Eph. 5:21-33; 6:1-4.) (~~Gen. 2:18-25; Matt. 19:3-9; John 2:1-11; 2 Cor. 6:14; Eph. 5:21-33; Matt. 5:31, 32; Mark 10:11, 12; Luke 16:18; 1 Cor. 7:10, 11; Ex. 20:12; Eph. 6:1-4; Deut. 6:5-9; Prov. 22:6; Mal. 4:5, 6.~~)

24. Christ's Ministry in the Heavenly Sanctuary

There is a sanctuary in heaven, the true tabernacle which that the Lord set up and not humans, man. In it Christ ministers on our behalf, making available to believers the benefits of His atoning sacrifice offered once for all on the cross. He was inaugurated as our great High Priest and began His intercessory ministry at the time of His ascension, which was symbolized

Comment [TKB29]: The term "partners" and the phrase "marriage partners" could be misused by those promoting homosexuality. The revision removes any ambiguity.

Comment [TKB30]: The term "partners" and the phrase "marriage partners" could be misused by those promoting homosexuality. The revision removes any ambiguity.

Comment [TKB31]: The phrase "through marriage" reintroduced the term "marriage" deleted from the previous line.

Comment [TKB32]: The English term "disciplinarian" has undergone some change in meaning, giving to the sentence a negative tone. The additions aim at correcting this.

Comment [TKB33]: Editorial change based on English usage.

Comment [TKB34]: Inclusive language

13-136

October 15, 2013, p.m.
GCC Annual Council

by the work of the high priest in the holy place of the earthly sanctuary. ~~ascension.~~ In 1844, at the end of the prophetic period of 2300 days, He entered the second and last phase of His atoning ministry, which was symbolized by the work of the high priest in the most holy place of the earthly sanctuary. ~~ministry.~~ It is a work of investigative judgment which is part of the ultimate disposition of all sin, typified by the cleansing of the ancient Hebrew sanctuary on the Day of Atonement. In that typical service the sanctuary was cleansed with the blood of animal sacrifices, but the heavenly things are purified with the perfect sacrifice of the blood of Jesus. The investigative judgment reveals to heavenly intelligences who among the dead are asleep in Christ and therefore, in Him, are deemed worthy to have part in the first resurrection. It also makes manifest who among the living are abiding in Christ, keeping the commandments of God and the faith of Jesus, and in Him, therefore, are ready for translation into His everlasting kingdom. This judgment vindicates the justice of God in saving those who believe in Jesus. It declares that those who have remained loyal to God shall receive the kingdom. The completion of this ministry of Christ will mark the close of human probation before the Second Advent. (Lev. 16; Num. 14:34; Ezek. 4:6; Dan. 7:9-27; 8:13, 14; 9:24-27; Heb. 1:3; 2:16, 17; 4:14-16; 8:1-5; 9:11-28; 10:19-22; Rev. 8:3-5; 11:19; 14:6, 7; 20:12; 14:12; 22:11, 12.) (~~Heb. 8:1-5; 4:14-16; 9:11-28; 10:19-22; 1:3; 2:16, 17; Dan. 7:9-27; 8:13, 14; 9:24-27; Num. 14:34; Eze. 4:6; Lev. 16; Rev. 14:6, 7; 20:12; 14:12; 22:12.~~)

Comment [TKB35]: The statement does not mention the typological significance of the work of the high priest in the holy and most holy places of the earthly sanctuary. These additions make the connections clear.

Comment [TKB36]: The statement does not mention the typological significance of the work of the high priest in the holy and most holy places of the earthly sanctuary. These additions make the connections clear.

25. The Second Coming of Christ

The second coming of Christ is the blessed hope of the church, the grand climax of the gospel. The Saviour's coming will be literal, personal, visible, and worldwide. When He returns, the righteous dead will be resurrected, and together with the righteous living will be glorified and taken to heaven, but the unrighteous will die. The almost complete fulfillment of most lines of prophecy, together with the present condition of the world, indicates that Christ is coming soon. ~~Christ's coming is imminent.~~ The time of that event has not been revealed, and we are therefore exhorted to be ready at all times. (Matt. 24; Mark 13; Luke 21; John 14:1-3; Acts 1:9-11; 1 Cor. 15:51-54; 1 Thess. 4:13-18; 5:1-6; 2 Thess. 1:7-10; 2:8; 2 Tim. 3:1-5; Titus 2:13; Heb. 9:28; Rev. 1:7; 14:14-20; 19:11-21.) (~~Titus 2:13; Heb. 9:28; John 14:1-3; Acts 1:9-11; Matt. 24:14; Rev. 1:7; Matt. 24:43, 44; 1 Thess. 4:13-18; 1 Cor. 15:51-54; 2 Thess. 1:7-10; 2:8; Rev. 14:14-20; 19:11-21; Matt. 24; Mark 13; Luke 21; 2 Tim. 3:1-5; 1 Thess. 5:1-6.~~)

Comment [TKB37]: It is better to use the biblical term "soon."

26. Death and Resurrection

The wages of sin is death. But God, who alone is immortal, will grant eternal life to His redeemed. Until that day death is an unconscious state for all people. When Christ, who is our life, appears, the resurrected righteous and the living righteous will be glorified and caught up to meet their Lord. The second resurrection, the resurrection of the unrighteous, will take place a thousand years later. (Job 19:25-27; Ps. 146:3, 4; Eccl. 9:5, 6; Dan. 12:2, 13; Isa. 25:8; John 5:28, 29; 11:11-14; Rom. 6:23; 16; 1 Cor. 15:51-54; Col. 3:4; 1 Thess. 4:13-17; 1

13-137
October 15, 2013, p.m.
GCC Annual Council

Tim. 6:15; Rev. 20:1-10.) (~~Rom. 6:23; 1 Tim. 6:15, 16; Eccl. 9:5, 6; Ps. 146:3, 4; John 11:11-14; Col. 3:4; 1 Cor. 15:51-54; 1 Thess. 4:13-17; John 5:28, 29; Rev. 20:1-10.)~~)

27. The Millennium and the End of Sin

The millennium is the thousand-year reign of Christ with His saints in heaven between the first and second resurrections. During this time the wicked dead will be judged; the earth will be utterly desolate, without living human inhabitants, but occupied by Satan and his angels. At its close Christ with His saints and the Holy City will descend from heaven to earth. The unrighteous dead will then be resurrected, and with Satan and his angels will surround the city; but fire from God will consume them and cleanse the earth. The universe will thus be freed of sin and sinners forever. (Jer. 4:23-26; Ezek. 28:18, 19; Mal. 4:1; 1 Cor. 6:2, 3; Rev. 20; 21:1-5.) (~~Rev. 20; 1 Cor. 6:2, 3; Jer. 4:23-26; Rev. 21:1-5; Mal. 4:1; Eze. 28:18, 19.)~~)

28. The New Earth

On the new earth, in which righteousness dwells, God will provide an eternal home for the redeemed and a perfect environment for everlasting life, love, joy, and learning in His presence. For here God Himself will dwell with His people, and suffering and death will have passed away. The great controversy will be ended, and sin will be no more. All things, animate and inanimate, will declare that God is love; and He shall reign forever. Amen. (Isa. 35; 65:17-25; Matt. 5:5; 2 Peter 3:13; Rev. 11:15; 21:1-7; 22:1-5.) (~~2 Peter 3:13; Isa. 35; 65:17-25; Matt. 5:5; Rev. 21:1-7; 22:1-5; 11:15.)~~)

Prayer was offered by Jairyong Lee, President of the Northern Asia-Pacific Division, for the people affected by today's earthquake in the Philippines.

HEALTH MINISTRIES REPORT

Peter N Landless, Director of Health Ministries, and the Health Ministries team reported on some of the initiatives in which they have been involved including health training for pastors, teachers and health professionals around the world; the historic Comprehensive Health Ministry advisory at the General Conference in March; co-sponsoring the sixth International Vegetarian Congress, held February 2013 at Loma Linda University; the release by the General Conference Nutrition Council of "My Vegetarian Plate" in February 2013; "Youth Alive," a comprehensive drug prevention program; European Health Conference in Prague; assisting with the opening of two new medical schools over the last two years in Nigeria and Peru, with a third opening soon in the Philippines.

13-138
October 15, 2013, p.m.
GCC Annual Council

Appreciation was expressed for the leadership of retired director, Allan R Handysides as well as for the support of Ted N C Wilson, President of the General Conference and Delbert W Baker, General Vice President of the General Conference.

VOTED, To receive the report of the Health Ministries department.

INSTITUTE FOR THE PREVENTION OF ADDICTION

Katia Reinert, Director of Health Ministries for the North American Division, reported that the Institute for the Prevention of Addiction conducts research on cases of substance abuse, attempts to identify the factors that protect youth from addictions, and evaluates prevention and treatment programs that are designed to deal with addictions. The research is translated to develop training materials in several languages to help prevent and aid in the recovery from addictions.

PUBLISHING MINISTRIES REPORT

Delbert W Baker expressed appreciation on behalf of Howard F Faigao for the support and encouragement he received on the loss of his wife Ana.

Howard F Faigao, Director of Publishing Ministries, showed a short video report on some of the initiatives and challenges of the Adventist publishing work around the world.

He then presented a copy of the devotional book *Encountering God's Grace* to each member of the committee.

VOTED, To receive the report of Publishing Ministries.

ADVENTIST DEVELOPMENT AND RELIEF AGENCY MEMBER MEETING

An Adventist Development and Relief Agency member meeting was convened, after which the business session of the General Conference Executive Committee was reconvened.

13-139
October 15, 2013, p.m.
GCC Annual Council

ADVENTIST DEVELOPMENT AND RELIEF AGENCY REPORT

Jonathan Duffy, Director of Adventist Development and Relief Agency, emphasized in his report that ADRA is a global humanitarian organization of the Seventh-day Adventist Church that demonstrates God's love and compassion. It adopts a community-level approach to address the unique needs of those they serve. A recent initiative looks at how they can partner with local churches to train and resource them to work in the community. They are also planning a symposium on how to practically blend evangelism and community service.

ADRA works in a number of key sectors—food security, health, emergency management, economic growth, education, crosscutting sectors. In 2012 ADRA helped more than 12.5 million people in more than 100 countries and raised nearly \$250,000,000.

PolRev&Dev/PolRev&Dev/ADCOM/PreC/GCDO13AC to MAI-13AC(DIV)

244-13G MODEL CONSTITUTIONS AND OPERATING POLICIES - POLICY AMENDMENT

Lowell C Cooper, General Vice President of the General Conference, briefly explained proposed changes to the General Conference *Working Policy*, Section D, Model Constitutions and Operating Policies. He asked that the members look at the changes overnight and an action be taken on Wednesday.

ARCHIVES, STATISTICS, AND RESEARCH SURVEY REPORT

David Trim, Director of Archives, Statistics, and Research reported on the global research his office has undertaken over the last two years. There were five major research projects: pastors were asked about their experience in ministry; church members and current students/recent graduates were asked about spiritual-life practices; ex-Adventists were asked about experiences that led them to leave the church; and church members were asked about tithing and stewardship practices. Survey results indicated that secularization has become a challenge. Further, there is not much focus on nurturing and discipling members.

Prayer was offered by Musyoka Paul Muasya, President of the Kenya Union Mission (ECD).

13-140
October 15, 2013, p.m.
GCC Annual Council

Benjamin Schoun, Chair
G Alexander Bryant, Secretary
Myron A Iseminger, Editorial Secretary
Wendy Trim, Recording Secretary

ANNUAL COUNCIL OF THE
GENERAL CONFERENCE EXECUTIVE COMMITTEE

October 16, 2013, 8:00 a.m.

DEVOTIONAL

The devotional message entitled, "Changing Trajectories: It Takes a Special Church," was presented by Kiti Freier Randall, Associate Professor of Psychology at Loma Linda University.

Pardon K Mwansa, chair, called to order the tenth session of the 2013 Annual Council.

Prayer was offered by Somer A George, Laymember from the North American Division.

Prayer was requested for the United States government.

NEW ADVENTIST.ORG WEBSITE

Garrett Caldwell, Associate Director of Communication, recognized the Communication department team and others involved in redesigning the Adventist.org website. He shared an overview of the new site, including the strategic plan for the site to reach individuals who are seeking a church.

Klaus Popa, Inter-European Division, shared the goal of creating a similar look for our entity websites around the world. The benefit of this would be increased security and more effective evangelism.

VOTED, To accept the report regarding the new Adventist.org website.

13-142

October 16, 2013, a.m.

GCC Annual Council

PRE/PreC/GCDO13AC/13AC to LCC(DIV)

141-13G GOVERNING BOARD AUTONOMY, INDEPENDENCE,
AND ACCOUNTABILITY IN COLLEGES AND
UNIVERSITIES—GUIDELINES

VOTED, To adopt the statement, “Governing Board Autonomy, Independence, and Accountability in Colleges and Universities—Guidelines, and recommend its use as guidelines and orientation for boards of trustees/governors in denominational institutions, which reads as follows:

1. Purpose

The purpose of this statement is to provide trustees and constituencies with information and guidelines concerning the role of governing boards in Seventh-day Adventist colleges and universities. The document describes how governing boards of trustees practice self-governance and function autonomously within the framework of:

- a. Fiduciary obligations of trustees
- b. Educational objectives of the institution and the Seventh-day Adventist Church
- c. Denominational policies regarding higher education
- d. Board accountability to multiple interest groups

Autonomy and independence in this context refer to the freedom and responsibility of governing boards and constituencies to govern an institution in light of its mission and identity and to do so without external interference. Trustee independence, a term widely used in the context of governance, differs from board independence. In order to reduce misunderstanding of these terms this document presents a definition for trustee independence and how it relates to the larger topic of board independence.

The Seventh-day Adventist Church has established institutions of higher education in many countries. Political, social and regulatory environments differ considerably. In responding to the particular obligations of governments or regulatory bodies the constituencies and boards of trustees (variously called councils or board of governors) of denominational institutions will maintain the ethos and quality that makes Seventh-day Adventist education a distinctive contribution to society.

2. Underlying Principles

Governance of denominational institutions is built upon several underlying principles and assumptions including:

a. **Trust**—Denominational organizations that establish educational institutions entrust a constituency with the responsibility for providing quality education within a distinctive Seventh-day Adventist ethos and mission. Governing boards of trustees function as stewards of the institution and, on behalf of the Church, strive to meet all their fiduciary obligations in delivering excellence in education.

b. **Autonomy and Responsibility**—Governing boards recognize that while they have an obligation to demonstrate self-governance in regard to institutional direction, all Seventh-day Adventist colleges and universities are part of a network of educational institutions committed to the preservation and transmission of specific identifying values in education. A governing board also works collaboratively and creatively with external agencies to provide uniquely Seventh-day Adventist education within the social and regulatory environment of the institution.

c. **Integrity**—Constituencies and governing boards recognize their obligations to act with integrity and transparency, to comply with legal and regulatory standards, and to appropriately manage conflicts of interest.

d. **Mission**—Constituencies and governing boards recognize the importance of focusing on the specific educational and mission goals of the institutions they serve while proactively embracing the denominational purposes and goals for education.

3. Definition of Board Independence in Seventh-day Adventist Educational System

The discovery and transmission of knowledge is an essential part of the Church's mission. Educational institutions therefore represent an expression of the Church in action. The Board of Trustees, established in harmony with relevant institutional governance documents¹, is the group responsible for linking the educational focus of the institution with the interests, mission and educational objectives of the Church.

Board independence emanates from the constituency's confidence and expectation that the board, relying upon its own processes and commitments to quality education and to the Seventh-day Adventist Church, will ensure that the operations of the institution serve the educational mission of the Church and provide practical benefit to the community and the world.

¹ Articles and Bylaws, Government Charter, etc.

Governing boards earn and maintain the respect and trust of their constituencies by demonstrating accountability to:

- a. Quality in student learning outcomes
- b. Denominational identity in education
- c. Professional standards adopted by regulatory agencies
- d. The needs of society
- e. Commitments expressed to students, donors and other benefactors
- f. Agreed strategic direction and fiscal policy

Constituencies of educational institutions protect and preserve board independence by the election of boards of trustees with competency-based membership, by respecting the board's authority to govern the affairs of the institution between constituency meetings without interference, and by holding the board accountable through reports provided to periodic constituency meetings.

4. Definition of Trustee Independence

Trustee independence is a specific term in governance to describe a trustee's relationship to the institution. It is not required that all trustees meet the conditions for trustee independence as described below. However, regulatory and/or funding agencies may require a certain proportion of the board membership to qualify as independent trustees. Local jurisdictions may have specific standards for trustee independence. Generally the term refers to persons who 1) are not employed by the institution, 2) receive no compensation, other than modest stipends, from the institution, 3) receive no non-economic benefit from the institution, 4) have no immediate family members employed by, or conducting business with, the institution.

Whether or not a trustee qualifies under the requirements for an "independent trustee" all trustees are required to complete the institution's Conflict of Interest and/or Commitment declaration and to remain in compliance with its conditions.

5. Practices and Procedures Respecting Board Independence

The following list of best practices contributes to but does not necessarily guarantee that a board functions within the definition of independence outlined above. Ultimately, the test of independence is whether or not the board demonstrates its ability to make decisions in the best

interest of the institution and its role in denominational structure and, in doing so, is free from the influence or control of persons or parties with competing or divided loyalties.

a. The organization's Articles and Bylaws clearly identify the institution's relationship with the Seventh-day Adventist Church and its commitment to furthering the mission and values of the Seventh-day Adventist Church within an educational context.

b. The organization's Articles and Bylaws clearly define the constituency of the institution, the frequency of constituency meetings, the role of the constituency in amending the constitution and bylaws, and the method of appointment of trustees/board members.

c. Persons selected for membership² on the board of trustees are capable of reflecting Seventh-day Adventist Church interests in education.

d. The governing board has a competency-based membership appropriate to the level and scope of education offered and the nature of any institution-related business enterprise. Board membership includes gender and ethnic diversity in order to represent the constituency being served. Trustees are informed regarding their fiduciary obligations and participate in continuing education concerning governance.

e. The organization's Bylaws define the authority of the board with respect to the removal of individual trustees and the process for selection of new trustees to fill any board vacancies.

f. A majority of the trustees shall qualify as "independent" trustees. (See paragraph 4. above.)

g. The board of trustees is granted, by governance documents, full authority to govern the institution in harmony with established denominational working policies.

h. The board serves as the policy-making body for the institution. In particular, the board subscribes to the denominational policy on academic freedom³, defends the principles of academic freedom in the interest of advancing knowledge, and rigorously follows due process in the protection of faculty, staff, and students.

² General Conference *Working Policy* FE 20 10: Subject to applicable civil laws and regulations, members of the governing boards of Seventh-day Adventist colleges and universities shall be members of the Seventh-day Adventist Church in regular standing. Others may serve in advisory capacities.

³ "A Statement on Theological and Academic Freedom and Accountability" can be found at www.adventist.org/beliefs/statements/main-stat36.html

i. The board demonstrates its trustee role by consistently making policy and operational decisions in reference to the institution's mission as an expression of the Seventh-day Adventist Church's purpose in operating educational institutions.

j. The Bylaws of the institution empower the board with authority to retain, evaluate, and discharge the administrator(s) of the institution.

k. The board has a published conflict of interest and/or commitment policy, including disabling guidelines, and adheres to a transparent process of conflict of interest disclosures. The board manages and documents situations where conflict of interest may be present.

l. The board governs as a body. Although vigorous discussion and dissent is welcome in the journey to a decision, once the decision is made all trustees respect it as the decision of the group.

m. The board empowers committees to address focused attention on various aspects of the board's responsibilities. However, no committee is given so much authority as to subvert the authority of the board. Board committee charges require the committee to report in sufficient detail to the board so that all trustees are well informed and statutorily-required items are addressed by the entire board for final determination.

n. The board has a process for contemporaneous documentation of its decisions.

o. The board demonstrates commitment to ethical conduct on the part of all trustees and, between constituency meetings, holds trustees accountable for always acting in the best interests of the institution, including the preservation of confidentiality on matters so identified by the board.

6. Powers of Related Entities

Boards of trustees govern their institutions as part of the Seventh-day Adventist Church and thus carry very significant responsibility for knowing and assuring that institutional strategies/policies/practices are consistent with established denominational policy and mission purposes. Seventh-day Adventist members and organizational units recognize the need for the board to function autonomously, as outlined in this document, and will therefore respect the protocols for communication concerning the institution and its leadership.

7. External Influences on the Board of Trustees.

Governing boards are expected to be responsive to the interests of many stakeholders including governments, regulatory bodies, faculty, students, donors and alumni. Boards must demonstrate the ability to engage in active dialogue with these stakeholders without compromising their fiduciary obligations to the institution and its educational mission.

ASTR/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

264-13G *SEVENTH-DAY ADVENTIST YEARBOOK* -
NEW POLICY

VOTED, To adopt a new policy GC BA 80, *Seventh-day Adventist Yearbook*, to read as follows:

BA 80 Seventh-day Adventist Yearbook

BA 80 05 Seventh-day Adventist Yearbook—The General Conference shall each year publish a directory of the organizational units and institutions that comprise the Seventh-day Adventist Church.

BA 80 10 Content of the Yearbook—The *Seventh-day Adventist Yearbook* is primarily intended to identify the many and varied organizations, other than local churches/congregations, through which the Church advances its mission. It shall include the following:

1. The current statement of Fundamental Beliefs of Seventh-day Adventists (see FE 65 15).
2. All entities as follows:
 - a. Denominational organizational units, i.e., the General Conference and its divisions, all union conferences/missions, unions of churches, local conferences/missions/fields, and any attached regions/stations.
 - b. All denominationally operated secondary and postsecondary institutions accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (see FE 20 35, paragraph 8.)
 - c. All healthcare institutions whose governance meets the criteria set out in the Plan of Operation for Health Care Institutions (see FH 25 10)

13-148

October 16, 2013, a.m.

GCC Annual Council

d. Other institutions, services, organizations and corporations that are wholly owned or controlled by denominational organizational units.

e. Other institutions and corporations with not less than a majority of their corporate membership, constituency, or shareholders composed either of entities (or their designated officers) described under paragraphs a. through d. above, or of persons who are directors, trustees, officers, employees, or members of executive committees or operating boards of organizations described under paragraphs a. through d., above.

f. Other organizations, whose inclusion or exclusion from the *Seventh-day Adventist Yearbook* is under question because of the types of activities involved, or because they do not fit the specific terms of paragraphs a. through d. above, shall have the matter decided by the General Conference officers in consultation with the respective division officers and the Office of General Counsel.

3. Leadership personnel: officers, associate officers, departmental directors and associate departmental directors of denominational organizational units, and all executive officers employed by institutions, services, and corporations listed in the *Seventh-day Adventist Yearbook*.

4. All credentialed employees.

BA 80 15 Data Collection—All denominational entities shall cooperate with the General Conference in collecting information for the *Seventh-day Adventist Yearbook*. Divisions, in consultation with the General Conference, shall be able to nominate information that shall not be made publicly available.

PolRev&Dev/PolRev&Dev/ADCOM/PreC/GCDO13AC/13AC to MAI(DIV)

244-13G MODEL CONSTITUTIONS AND OPERATING POLICIES -
POLICY AMENDMENT

VOTED, To amend GC D, Model Constitutions and Operating Policies, which reads as follows:

D MODEL CONSTITUTIONS AND OPERATING POLICIES*

D 05 Seventh-day Adventist Church Organization - No change

D 10 ~~Model~~ Union Conference Model Constitution and Bylaws

D 10 05 Union Conference Constitution and Bylaws—This model constitution shall be followed by all union conferences. Those sections of the model bylaws that appear in bold print are essential to the unity of the Church worldwide, and shall be included in the bylaws as adopted by each union conference. Other sections of the model bylaws may be modified as set out in Bylaw Article XII, provided they continue to be in full harmony with the provisions of this model. Amendments to the ~~Model~~ Union Conference Model Constitution and Bylaws shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that Committee.

**CONSTITUTION OF THE UNION CONFERENCE
OF SEVENTH-DAY ADVENTISTS**

Article I—Name

The name of this organization shall be ~~known as the~~ _____ Union Conference of Seventh-day Adventists, hereinafter referred to as the union or union conference.

Article II—Purpose

The purpose of this union conference is to facilitate the proclamation of the everlasting gospel in the context of the three angels' messages of Revelation 14:6-12 to all peoples within its territory, leading them to accept Jesus as personal Savior and to unite with His Church, and nurturing them in preparation for His soon return.

Article III—Relationships

The _____ Union Conference of Seventh-day Adventists is part of the _____ Division of the General Conference of Seventh-day Adventists, a world Church organization; and all purposes, policies, and procedures of this union conference shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. The _____ Union Conference is a member unit of the global Seventh-day Adventist Church and is located in the territory of the _____ Division of the General Conference of Seventh-day Adventists. The

* It should be noted in this chapter that other terminology is used in some geographical areas for organizational units such as fields, sections, regions, or delegations.

13-150

October 16, 2013, a.m.

GCC Annual Council

purposes, policies, and procedures of this union conference shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. This union conference shall pursue the mission of the Seventh-day Adventist Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

Article ~~IV~~—Geographic Territory ~~IV~~—Territory

The territory of this union conference shall consist of _____.

Article ~~V~~—Membership/Constituency ~~V~~—Membership

The ~~membership~~ membership/constituency of this union conference shall consist of such local conferences/missions/fields as have been or shall be organized in any part of the geographic territory under its jurisdiction and formally approved for membership by vote of the delegates at any ~~regularly scheduled~~ regular or special constituency meeting.

Article VI—Bylaws

The ~~voters~~ members of this union conference, acting in and through a constituency meeting, ~~conference~~ may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the constitution.

Article VII—Dissolution and Disposition of Assets

This union conference may be dissolved only by a two-thirds majority vote of the delegates present and voting at any constituency meeting.

In the event of the dissolution of this union ~~conference,~~ conference and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article VIII—Amendments

~~This~~ **The bolded text of this** constitution shall not be amended except to conform to the ~~model~~ union conference model constitution when it is amended by action of the General Conference Executive Committee at an Annual Council. ~~This union conference shall amend its constitution from time to time at regularly called constituency meetings, any such changes to conform to the model union conference constitution. The union~~ Such

amendments shall be adopted into the union's constitution by a simple majority vote (unless local law requires a higher majority) of delegates present and voting a union conference constituency meeting. This union may amend the unbolded text of the constitution from time to time, at a union conference constituency meeting, provided any such changes are in harmony with the spirit and intent of the model constitution. Such amendments shall require an affirmative vote of two-thirds (2/3) of the delegates present and voting. The union constituency meeting and/or the union conference executive committee may recommend to the General Conference through the _____ Division of the General Conference of Seventh-day Adventists, amendments to the model constitution.

BYLAWS OF THE _____ UNION CONFERENCE
OF SEVENTH-DAY ADVENTISTS

Article I—Principal Office

The principal office for the transaction of the business of the _____ Union Conference is fixed and located at _____, _____. In an emergency, the executive committee may change the location of the principal office on a temporary basis.

~~The principal office for the transaction of the business of the _____ Union Conference is fixed and located at _____, _____. The executive committee may in an emergency change the location of the principal office on a temporary basis.~~

Article II—Membership/Constituency Meetings ~~II—Constituency Meetings~~

Sec. 1. Regular Meeting: This union conference shall hold a regular ~~quinquennial~~ quinquennial constituency meeting at such time and place as the executive committee of the union conference shall designate. In the event that the union executive committee fails to call a regular constituency meeting with the quinquennial period, the _____ Division Executive Committee may give notice for such a meeting and designate the time and place. Notice of the time and place of the meeting of the delegates representing the members shall be given by

a. A notice printed in the official publication of the union conference at least four weeks before the date of the session, or

b. A method approved by the _____ Union Conference Executive Committee, provided all member units receive notice with sufficient time to select delegates.
~~Committee.~~

13-152

October 16, 2013, a.m.

GCC Annual Council

c. A method approved by the _____ Division Executive Committee in the event of inaction or non-compliance by the _____ Union Executive Committee.

Sec. 2. Special Meeting: a. The executive committee of this union conference shall call a special constituency meeting ~~at a time and place it deems proper~~ when:

- 1) It is voted by the executive committee, or
- 2) It is voted by the delegates at any constituency meeting, or
- 3) It is requested by _____ percent of the executive committees of the conferences/missions/fields within the union conference, or
- 4) It is voted by the _____ Division Committee or the General Conference Executive Committee.

The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.

b. ~~The division committee or General Conference Executive Committee may call a special constituency meeting of the union conference. In the absence of a timely response by the union executive committee to paragraphs 2) through 4) in Sec. 2. a. above, the _____ Division Executive Committee or General Conference Executive Committee may call a special constituency meeting of the union conference and designate the time and place for such a meeting.~~

c. The agenda for special constituency meetings shall be included in the notice of the meeting. ~~The agenda for special constituency meetings shall be included in the notice of the meeting.~~

d. Notice as to the time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings. ~~The time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.~~

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this union conference shall serve as chair and the secretary of this union shall serve as secretary for constituency meetings. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the constituency meeting may be called to order

by the ranking division officer present. The first item of business shall be the election of a chair *pro tem*, selected from the delegates present at the meeting. When the election of a president has been completed, the new or re-elected president, if present at the constituency meeting, shall replace the chair *pro tem*.

In a similar manner, arrangements may be made for a secretary *pro tem* if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting. When election of a secretary has been completed, the new or re-elected secretary, if present at the constituency meeting, shall replace the secretary *pro tem*.

A person who is not reelected at a constituency meeting does not thereby lose delegate status at the current constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting shall include the election/appointment of personnel for various positions (see Sec. 10. and 11. below), the receipt of reports from the president, secretary, treasurer (report based on audited statements), departmental directors, and the auditor. The constituency meeting shall endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

Sec. 5. ~~Sec. 3.~~ Quorum: At least _____ percent of the delegates authorized hereinafter under Section 1. of Article III must be present at the opening of any regular or special constituency meeting to constitute a quorum for the transaction of business. Once the meeting is declared open, the delegates remaining present shall constitute a quorum.

Sec. 6. ~~Sec. 4.~~ Proxy Voting: All delegates must be present in person at any constituency meeting in order to be eligible to vote. There shall be no voting by proxy.

Sec. 7. ~~Sec. 5.~~ Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this union conference shall be entitled to one vote on each question to be decided by the body. ~~vote~~. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the union conference in which they have been designated to represent a local conference/mission/field, institution, the Division or the General Conference of Seventh-day Adventists.

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority pertaining to all rules and procedures for constituency meetings not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. ~~Sec. 6.~~ Election/Appointment and Term of Office: a. Elections: Union conference All officers and members of the executive committee who are not ex officio members shall be elected by the delegates at the regular meeting of the union conference **constituency. ~~constituency and shall hold their offices until the next regular meeting of the union conference constituency, unless they resign or are removed from office, for cause, by the executive committee/a special constituency meeting.~~ The election/appointment** **The election** of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, if not determined by the delegates at the union conference constituency meeting, shall be referred to the executive committee. **Other positions to be filled by election may include the chief administrator(s) and board members of union institutions if and as required by the governance documents and structure for each entity.**

b. Term of Office: Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situations where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Sec. 11. ~~Sec. 7.~~ Appointment Election of Local Mission/Field Officers: Officers and Term of Office: a. Elections: The presidents, secretaries, and treasurers/chief financial officer of local missions/fields within the territory of this union conference shall be **appointed elected** by the union conference in regular **session or by the executive committee between sessions. ~~session, and shall hold their offices until a midterm meeting of the union executive committee, unless they resign or are removed from office, for cause, by the union conference executive committee or a special constituency meeting.~~ Those appointed at a midterm meeting shall hold their offices until the next regular session of the union conference, unless they resign or are removed from office, for cause, by the union conference executive committee or a special constituency meeting.**

b. Term of Office: Local mission/field officers elected at the constituency meeting normally serve until a midterm meeting of the union executive committee, unless they resign, voluntary retire, retire in situations where a mandatory retirement age policy is in effect, or are removed from office, for cause, by the union conference executive committee or by a special constituency meeting.

(Note: Section 11 above is applicable to union conferences in whose territory there is a local mission.) ~~(Note: Section 7 above is applicable to union conferences in whose territory there is a local mission.)~~

Article III—Representation at Constituency Meetings

Sec. 1. Regular Delegates—Each member organization shall be represented at union conference constituency meetings by duly appointed delegates as follows:

a. Each local conference/mission/field shall be entitled to one delegate without regard to conference/mission/field membership and one additional delegate for each _____ church members or major fraction thereof.

b. Such delegate shall be chosen, by the respective local conference/mission/field executive committees, from among those who hold membership in a duly organized local church within the respective conference/mission/field or from among those who are employees of the member organization.

c. The delegation from each conference/mission/field, if comprised of three or more individuals, shall include representation from laity, pastors, and/or other frontline employees of the respective conference/mission/field and include persons of both genders.

Sec. 2. Delegates at Large—Delegates at large to a union conference constituency meeting consist of:

a. The current members of the executive committee of this union conference.

b. Such other persons from the union conference staff, institutions owned and operated by the union, and local conferences/missions/fields, as may be recommended by the union conference executive committee and accepted by the delegates in the constituency meeting. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.

c. Members of the General Conference and _____ Division executive committees, who may be present at any constituency meeting of this union conference. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.

13-156

October 16, 2013, a.m.

GCC Annual Council

Sec. 3. Church Membership Requirement: All delegates appointed to represent the members of this union conference at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.

~~Sec. 1. Representation: a. Regular Delegates—Each member organization shall be represented at union conference constituency meetings by duly accredited delegates as follows:~~

~~1) Each local conference/mission/field shall be entitled to one delegate without regard to conference/mission/field membership and one additional delegate for each _____ church members or major fraction thereof.~~

~~2) Such delegates shall be chosen by the respective local conference/mission/field executive committees.~~

~~b. Delegates at large—In addition, delegates at large shall participate in the union conference constituency meetings as follows:~~

~~1) The individual members of the executive committee of this union conference.~~

~~2) Members of the General Conference and division executive committees, who may be present at any constituency meeting of this union conference. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.~~

~~3) Such other persons from the union conference staff, denominational institutions owned and operated by the union, and local conferences/missions/fields, as may be recommended by the union conference executive committee and accepted by the delegates in session. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.~~

~~Sec. 2. Church Membership Requirement: All delegates appointed to represent the members of this union conference at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.~~

Article IV—Constituency Meeting Committees IV—Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve

constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each union conference constituency meeting the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. An organizing committee for each constituency meeting shall be appointed. It shall consist of _____ representatives from each local conference/mission/field, _____ representatives from the health care system/institution(s) serving the union, one representative from each of the union conference-operated institutions, and the president of the _____ Division, or his designee, who shall serve as chair.

b. The members of the organizing committee shall be appointed by their respective ~~delegates~~ delegate groups as the first item of business at each regularly scheduled constituency meeting.

c. The organizing committee shall nominate and **the constituency shall elect:**

- 1) **A nominating committee**
- 2) **A constitution and bylaws committee**
- 3) Other committees as may be necessary.

Sec. 2. Nominating Committee: The nominating committee shall consist of at least _____ and not more than _____ members, including the president of the _____ Division, or his designee, who shall serve as chair.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article II, Sec. 10. and 11. in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members for the union executive committee and for the boards of union institutions whose bylaws indicate that board members for the entity are elected at a union constituency meeting.

Sec. 3. Standing Constitution and Bylaws Committee: The standing constitution and bylaws committee shall include an officer of the _____ Division, and shall be chaired by the secretary of the _____ Union Conference, or his/her designee. This committee shall function between the regularly scheduled sessions of the constituency and shall submit its reports and detailed recommendations through the executive committee to the next regular constituency meeting.

Article V—Executive Committee

Sec. 1. Membership of Executive Committee: The executive committee of the _____ Union Conference of Seventh-day Adventists shall be elected at its regularly scheduled constituency meeting and shall consist of not more than _____ members. The president, secretary, treasurer/chief financial officer, vice president(s), the chief administrator of each union conference institution, and the presidents of constituent conferences/missions/fields shall be members ex officio of the executive committee. The remaining membership shall include laypersons, departmental directors, pastors, or other denominational employees. The officers of the _____ Division and of the General Conference of Seventh-day Adventists are members ex officio of the union conference executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

(Note: A union constituency may indicate in its bylaws the minimum percentage of laypersons on the union executive committee.)

Sec. 2. Delegated Authority: The executive committee of this union conference, unless replaced at a special constituency meeting, conference is delegated the authority to act on behalf of the constituents between regular sessions, including the authority to elect or remove for cause, ~~officers, directors of departments/services, board and committee members.~~ persons who have been elected at a union constituency meeting, including officers of the union conference or local missions, directors of departments/services, members of boards and committees whose election or appointment is a result of a constituency meeting or executive committee meeting action and to fill, for the remaining

portion of the term, any vacancies thus created. The removal of those named under Article VI, Sec. 1. shall require the affirmative vote of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present.

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

a. To fill for the current term any vacancies that may occur by death, resignation or otherwise, in its boards, committees, departments, or in offices which have been filled by union conference election. **If a new president is to be elected, the president of the _____ Division, or his designee, shall serve as chair of the executive committee.**

b. To appoint committees, such as an administrative committee, with their terms of reference.

c. To employ such personnel as may be necessary to execute its work effectively.

d. To grant and withdraw credentials and licenses. ~~The withdrawal of credentials or the removal of those named under Article V, Section 1. of these bylaws shall~~ require the consent of two-thirds of the members of the executive committee.

Sec. 4. Regular Meetings: The executive committee may schedule regular meetings at such times and places as it may select.

Sec. 5. Special Meetings: Special meetings of the executive committee may be called at any time or place by the president or, in his absence, by the secretary. In response to the written request of a majority of the members of the executive committee a special meeting shall also be called by the secretary.

Sec. 6. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 7. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

13-160

October 16, 2013, a.m.

GCC Annual Council

Sec. 8. Sec. 6. Quorum: _____ members of the executive ~~committee~~ committee, **including the chair or vice-chair**, shall constitute a quorum.

Article VI—Officers

Sec. 1. Executive Officers: The executive officers of this union conference shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer. **It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the division executive committee, by the constituency in session, and/or the union executive committee.** These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

a. **President:** The president, who shall be an ordained minister of experience, is the first officer and shall report to the executive committee of the union conference in consultation with the secretary and the treasurer/chief financial officer. He shall act as chair of constituency meetings and the executive committee and serve in the general interests of the union conference as the constituency and the executive committee shall determine. In his leadership he shall adhere to the policies of the _____ Division and of the General Conference of Seventh-day Adventists, work in harmony with the _____ Division executive committee, and in close counsel with the division officers.

b. **Secretary:** The secretary, associated with the president as an executive officer, shall serve under the direction of the executive committee and shall act as vice-chair of the executive committee. The secretary shall report to the executive committee of the union conference after consultation with the president. It shall be the duty of the secretary to keep the minutes of the union conference constituency meetings and of the executive committee meetings; to furnish copies of these minutes to all members of the executive committee and to the division officers. The secretary shall also be responsible for providing information as may be requested by the president or by the executive committee; and shall perform such other duties as usually pertain to the office.

c. **Treasurer/Chief Financial Officer:** The treasurer/chief financial officer, associated with the president as an executive officer, shall serve under the direction of the executive committee. The treasurer/chief financial officer shall report to the executive committee of the union conference after consultation with the president. The treasurer/chief financial officer shall be responsible for providing financial leadership to the organization which will include, but shall not be limited to, receiving, safeguarding, and disbursing all funds in harmony with the actions of the executive committee, for remitting all required funds to the division/General Conference in harmony with the _____

Division policy, and for providing financial information to the president and to the executive committee. The treasurer/chief financial officer shall also be responsible for furnishing copies of the financial statements to the _____ Division officers.

Sec. 2. Other Officers: Other individuals may serve as officers of the union conference, such as vice president, associate secretary, and associate treasurer.

Article VII—Directors of Departments/Associations/Services

Sec. 1. Advisory Role: The directors of departments/associations/services of this union conference shall work under the direction of the executive committee of the union conference and the president and shall serve in an advisory relationship to the field.

Sec. 2. Departments/Services Structure: Union conference departments/services shall be organized in harmony with the departmental/service structure of the General Conference, but shall not necessarily duplicate the departments/services in the division or the General Conference.

Article VIII—Other Organizations

Sec. 1. Unincorporated Organizations: The _____ Union Conference may carry on its ministry through unincorporated subsidiary organizations. Constituency meetings of such organizations shall be held in conjunction with the regularly scheduled constituency meetings of the union conference.

Sec. 2. Corporations: The _____ Union Conference may form corporate bodies provided it obtains prior approval of the _____ Division. Membership meetings and elections of boards of directors shall be held as provided by articles and bylaws of the corporations and in harmony with applicable laws.

Article IX—Finance

Sec. 1. Tithes and Offerings: The church funds managed by this union conference shall consist of such tithe, including direct tithe, as it shall be assigned by policy and as received from the local conferences/missions/fields within its territory, and such gifts, legacies, bequests, devises, appropriations, reverted funds, and other donations as may be made to it.

Sec. 2. Policies: The portion of the tithe which is reserved for this union conference, as specified by policy, and all other funds shall be used in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists;

13-162

October 16, 2013, a.m.

GCC Annual Council

and in the case of donations their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithes are shared with the division on fixed percentages as set by the division executive committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee.

Sec. 3. Bank Accounts: The funds of this union conference shall be safeguarded in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists. Moneys shall be deposited in the name of the _____ Union Conference of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the executive committee shall designate, and shall be withdrawn only by persons authorized by resolution of the executive committee.

Sec. 4. Financial Statements: The _____ Union Conference shall regularly prepare statements of income and fund balances and shall be responsible for the filing of copies of the annual financial statement with the _____ Division and the General Conference of Seventh-day Adventists and, to the extent required by law, with any branch of local or national government.

Article X—Budget, Salary Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Union Conference shall prepare an annual budget in harmony with the policies of the _____ Division of the General Conference of Seventh-day Adventists.

Sec. 2. Salary Employee Compensation and Expense Review: The executive committee shall appoint an employee compensation and expense review committee whose tasks are outlined in General Conference Working Policy. ~~The executive committee shall constitute an employee remuneration committee to review annually the salary and expense of all the employees of this union conference and set salary rates for the subsequent year.~~

Sec. 3. Independent Audit: ~~All accounting records~~ A financial audit of this union conference shall be ~~audited~~ conducted at least annually by an auditor chosen in harmony with General Conference Working Policy; ~~designated by the General Conference Auditing Service~~; and the records of this union conference or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

Article XI—Indemnification

Sec. 1. To the extent permitted by law, this union conference shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or

completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the union conference executive committee or an officer, employee, or agent of the union conference against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the union conference, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.

Sec. 2. This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer or department director may be entitled.

(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.) ~~(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)~~

Article XII—Amendments

Amendment, Revision and Repeal: The bylaws of this union conference which are essential to the unity of the Church worldwide, and are designated in bold print shall be amended or revised from time to time in order to comply with changes to the Model Union Conference Constitution and Bylaws as voted by the General Conference Executive Committee in its annual meetings. Such amendments or revisions shall be approved by a ~~two-thirds majority vote~~ **simple majority vote (unless local law requires a higher majority)** of the delegates present and voting at any duly called constituency meeting of the union conference. Other sections of the bylaws may be amended, revised, or repealed, ~~in like manner,~~ **by an affirmative vote of two-thirds (2/3) of those present and voting,** provided such changes are in harmony with the spirit of the Model Union Conference ~~Model~~ Constitution and Bylaws, and have been processed through the union conference executive committee. Notice of any proposed changes to the ~~Constitution and~~ Bylaws of this union conference shall be given specifically in conjunction with the publication of notice for the ~~constituency meeting. session.~~

The constituency or the union conference executive committee may recommend to the General Conference through the _____ Division of the General Conference of Seventh-day Adventists amendments to the ~~Model~~ Union Conference **Model Bylaws.** ~~Constitution and Bylaws.~~

13-164

October 16, 2013, a.m.

GCC Annual Council

D 15 ~~Model~~ Union Mission Model Operating Policy

D 15 05 Union Mission—The following ~~Model~~ Union Mission Model Operating Policy shall be followed as closely as possible by all union missions. Those sections of the model operating policy that appear in bold print are essential to the unity of the Church worldwide and shall be included in the operating policy for each union mission. Other sections of the model operating policy may be modified as set out in Article XIV, provided they continue to be in full harmony with the provisions of this model. Any modifications needed to meet specific conditions in a union mission shall be submitted to the respective division committee for consideration. Amendments to the ~~Model~~ Union Mission Model Operating Policy shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that Committee.

Operating Policy of the _____ Union Mission of Seventh-day Adventists

Article I—Name

The name of this organization shall be the _____ Union Mission of Seventh-day Adventists, hereinafter referred to as the union or union mission. This organization, which is a subsidiary of the _____ Division of the General Conference of Seventh-day Adventists, shall be known as the _____ Union Mission of Seventh-day Adventists, hereinafter referred to as the union mission.

Article II—Purpose

The purpose of this union mission is to facilitate the proclamation of the everlasting gospel in the context of the three angels' messages of Revelation 14:6-12 to all peoples within its territory, leading them to accept Jesus as personal Savior and to unite with His Church, and nurturing them in preparation for His soon return.

Article III—Relationships

The _____ Union Mission is a member unit of the global Seventh-day Adventist Church and is located in the territory of the _____ Division of the General Conference of Seventh-day Adventists. The purposes, policies, and procedures of this union mission shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. This union mission shall pursue the mission of the Seventh-day Adventist Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

Article ~~IV~~—Geographic Territory ~~III~~—Territory

The territory of this union mission shall consist of _____.

Article ~~V~~—Membership/Constituency ~~IV~~—Membership

The membership of this union mission shall consist of such ~~conferences and local missions/fields~~ local conferences/missions/fields as have been or shall be organized in any part of the territory served by the union and which have been formally approved for membership by vote of the delegates at any union mission constituency meeting. ~~under its jurisdiction and received into fellowship by vote of the delegates assembled in a union mission session.~~

Article VI—Principal Office

The principal office for the transaction of the business of the _____ Union Mission is fixed and located at _____, _____. The executive committee of the _____ Division may change the location of the principal office.

Article ~~VII~~—Membership/Constituency Meetings ~~V~~—Sessions

Sec. 1. Regular Sessions: Meetings: This union mission shall hold regular ~~quinquennial sessions~~ quinquennial constituency meetings at such time and place as the executive committee shall designate. In the event that the executive committee fails to call a regular constituency meeting within the quinquennial period the _____ Division Executive Committee may give notice for such a meeting and designate the time and place. Notice of the time and place for the meeting shall be given by written notice sent to the presidents of local conference and missions/fields at least thirty days before the date of the session. ~~designate, by written notice sent to the presidents of local conferences and missions/fields at least thirty days before the date of the session.~~

Sec. 2. ~~Session Business:~~ The regular business of the session will be to receive reports of the president, secretary, treasurer/chief financial officer (based on audited statements), departmental directors, and the auditor's reports, and to ~~approve self-reliance plans for the union mission, which should contain specific, detailed incremental plans for moving the union mission toward union conference status. It shall develop such policies for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.~~

Sec. 2. Special Meeting: a. The executive committee shall call a special constituency meeting when:

13-166

October 16, 2013, a.m.

GCC Annual Council

- 1) It is voted by the executive committee, or
- 2) It is voted by the delegates at any constituency meeting, or
- 3) It is requested by _____ percent of the executive committees of the conferences/missions/fields within the union conference, or
- 4) It is voted by the _____ Division Executive Committee or the General Conference Executive Committee.

The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.

b. In the absence of a timely response by the union executive committee to paragraphs 2) through 4) in Sec. 2. a. above the _____ Division Executive Committee or the General Conference Executive Committee may call a special constituency meeting of the union conference and designate the time and place for such a meeting.

c. The agenda for special constituency meetings shall be included in the notice of the meeting.

d. The time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this union mission shall serve as chair and the secretary of this union shall serve as secretary for constituency meetings of this union. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the ranking division officer present shall serve as chair for the meeting.

In a similar manner, arrangements may be made for a secretary pro tem if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting will include the election/appointment of personnel for various positions (see Sec. 10. and 11. below.), the receipt of reports from the president, secretary, treasurer/chief financial

officer (report based on audited statements), departmental directors, and the auditor. In addition, the constituency meeting shall review/create plans for moving the union mission toward union conference status. It shall also endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

~~Sec. 3. Appointments/Elections: This union mission in session shall appoint the presidents, secretaries, and treasurers/chief financial officers of the local missions/fields within its territory. These shall hold their offices until a midterm meeting of the union executive committee unless they resign or are removed from office, for cause, by the union executive committee or a special constituency meeting. Those appointed at a midterm meeting shall hold their offices until the next regular session of the union mission, unless they resign or are removed from office, for cause, by the union mission executive committee or a special constituency meeting. This union mission in session shall also elect the departmental directors of the union, elective members of the union committee and the members of union institutional boards where the union constituency in session also serves as a constituency for union institutions.~~

~~Sec. 4. Special Sessions: The executive committee may call a special session at such time and place as it deems proper by a like notice, and the transactions of such sessions shall have the same force as those of the regular sessions. The division may also call a special session of the union mission.~~

~~Sec. 5. Temporary Committees: Previous to each session of this union mission the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.~~

~~Sec. 6. Organizing Committee: An organizing committee for each constituency meeting shall nominate a nominating committee and such other committees as may be needed for the session, with nominees subject to the approval of the constituency delegates. The organizing committee shall consist of representatives from each local conference/mission/field, each union mission operated institution, and the president of the _____ Division, or his designee, who shall serve as chair.~~

~~Sec. 7. Nominating Committee: The nominating committee shall consist of _____ members, including the president of the _____ Division, or his designee, who shall serve as chair.~~

~~Sec. 8. Voting: The voting on all matters of business shall be by viva voce vote unless otherwise demanded by a majority of the delegates present. Only those delegates who are present in person at any constituency meeting shall be eligible to vote. There shall be no voting by proxy.~~

13-168

October 16, 2013, a.m.

GCC Annual Council

Sec. 5. Quorum: At least _____ percent of the delegates authorized hereinafter under Sec. 1. and 2. Of Article VIII must be present at the opening of any regular or special constituency meeting to constitute a quorum for the transaction of business. Once the meeting is declared open, the delegates remaining shall constitute a quorum.

Sec. 6. Proxy Voting: All delegates must be present in person at any constituency meeting in order to be eligible to vote. There shall be no voting by proxy.

Sec. 7. Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this union mission shall be entitled to one vote on each question to be decided by the body. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the union in which they have been designated to represent a local conference/mission/field, institution, the Division, or the General Conference of Seventh-day Adventists.

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority for constituency meetings pertaining to all rules and procedures not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. Elections/Appointments and Term of Office: a. **Elections:** The presidents, secretaries, and treasurer/chief financial officers of local missions/fields within the territory of this union mission shall be elected by the union constituency meeting. The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, if not determined by the delegates at the union constituency meeting, shall be referred to the executive committee for appointment. The union constituency meeting shall also elect the members (other than ex officio) of the union committee and, where required by the governance documents of union institutions, the chief administrator(s) and board members of such entities.

b. **Term of Office:** Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situation where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Sec. 11. Election of Local Mission/Field Officers and Term of Office: a: Elections:
The presidents, secretaries, and treasurers/chief financial officers of local missions/fields within the territory of this union conference shall be elected by the union conference in regular session.

b. Term of Office: Local mission/field officers elected at the constituency meeting normally serve until a midterm meeting of the union executive committee, unless they resign, voluntarily retire, retire in situations where a mandatory retirement age policy is in effect, or are removed from office, for cause, by the union executive committee or by a special constituency meeting.

(Note: Sec. 11. above is applicable to union missions in whose territory there is a local mission.)

Article VI—Representation

~~Sec. 1. Delegates at large: Delegates at large to a union mission session shall be:~~

- ~~a. The members of the executive committee of this union mission~~**
- ~~b. Members of the General Conference and _____ Division committees who may be present at any session of this union mission. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for~~**
- ~~c. Such other persons from the union mission staff, denominational institutions owned and operated by the union, and local conferences/missions/fields, as may be recommended by the union mission executive committee and accepted by the delegates in session. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.~~**

~~Sec. 2. Regular Delegates: Regular delegates to a union mission session shall be:~~

- ~~a. Such delegates as shall be duly accredited by the local conferences and missions/fields, on the following basis:~~**

~~Each local conference or mission/field shall be entitled to one delegate without regard to conference/mission/field membership and one additional delegate for each _____ church members or major fraction thereof. Such delegates shall be chosen by the respective local committees.~~

13-170

October 16, 2013, a.m.

GCC Annual Council

~~b. Delegates representing unorganized mission fields as appointed by the executive committee of the union mission.~~

~~Sec. 3. All delegates appointed to represent the members of this union mission at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.~~

Article VIII—Representation at Constituency Meetings

Sec. 1. Regular Delegates—Each member organization shall be represented at union constituency meetings by duly appointed delegates as follows:

a. Each local conference or mission/field shall be entitled to one delegate without regard to conference/mission/field membership and one additional delegate for each _____ church members or major fraction thereof.

b. Such delegates shall be chosen by the respective local executive committees from among those who hold membership in a duly organized local church within the respective conference/mission field.

c. The delegation from each conference/mission/field if comprised of three or more individuals shall include representation from laity, pastors, and/or other frontline employees of the respective conference/mission/field and include persons of both genders.

Sec 2. Delegates at large: Delegates at large to a union mission constituency meeting shall be:

a. The current members of the executive committee of this union

b. Such other persons from the union mission staff, institutions owned and operated by the union, institutions operated by the division and located within the union territory, and local conferences/missions/fields, as may be recommended by the union mission executive committee and accepted by the delegates in the constituency meeting. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.

c. Members of the General Conference and _____ Division committees, who may be present at any constituency meeting of this union mission. The

number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.

Sec. 3. Church Membership Requirement: All delegates appointed to represent the members of this union mission at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.

Article IX—Constituency Meeting Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each constituency meeting of this union mission, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. An organizing committee for each constituency meeting shall be appointed. It shall consist of _____ representative(s) from each local conference/mission/field, _____ representative(s) from each union mission-operated institution or division-operated institution located in this union territory, and the president of the _____ Division, or his designee, who shall serve as chair.

b. The members of the organizing committee shall be appointed by their respective delegates as one of the first item of business at each regularly scheduled constituency meeting.

c. The organizing committee shall nominate and the constituency shall elect:

- 1) A nominating committee.**
- 2) Other committees as may be necessary.**

Sec. 2. Nominating Committee: The nominating committee shall consist of _____ members, including the president of the _____ Division, or his designee, who shall serve as chair.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article VII, Sec. 10. and 11. in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members for the union executive committee and for the boards of union institutions whose bylaws indicate that board members for the entity are elected at a union constituency meeting.

Article ~~X~~—Executive Committee VII—Executive Committee

Sec. 1. Membership of Executive Committee: The executive committee of the _____ Union Mission shall consist of not more than _____ members, the actual number to be determined by the _____ Division Committee. The union president, the union secretary and treasurer/chief financial officer, presidents of local conferences, and the presidents of local conferences/missions/fields missions/fields shall be members ex officio, the other members being elected at the union constituency meeting. regular session. The officers of the _____ Division and of the General Conference of Seventh-day Adventists are members ex officio of the union mission executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

Sec. 2. ~~During the intervals between sessions of this union mission, the executive committee shall have administrative power,~~ with authority to appoint committees, such as an administrative committee, with their terms of reference, to grant and withdraw credentials and licenses, and to fill for the current term any vacancies that may occur by death, resignation, or otherwise in its boards, committees, departments, or in offices which have been filled by union election. ~~The offices of union president, secretary, and treasurer/chief financial officer are always filled by action of the division executive committee.~~ The withdrawal of credentials or filling of vacancies on the union mission executive committee shall require the consent, written or otherwise, of two thirds of the members of the executive committee.

~~Sec. 3. The executive committee, including the president, shall be empowered to transact such executive business as is in harmony with the general policies outlined by the division committee. Five members of the union committee, including the president, shall constitute a quorum.~~

Sec. 2. Delegated Authority: The executive committee of this union mission is delegated the authority to act on behalf of the constituents between constituency meetings, including the authority to remove, for cause, persons who have been elected at a union constituency meeting including: officers of local missions/fields; directors of departments/services; chief administrators of institutions; and board/committee members whose election or appointment is a result of constituency meetings or executive committee action; and to fill, for the remaining portion of the term, any vacancies thus created.

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

a. To fill for the current term any vacancies that may occur by death, resignation, or otherwise, in its boards, committees, departments, or in offices which have been filled by union mission constituency meeting election.

b. To appoint committees, such as an administrative committee, with their terms of reference.

c. To employ such personnel as may be necessary to execute its work effectively.

d. To grant and withdraw credentials and licenses. The withdrawal of credentials shall require the affirmative vote of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present.

~~Sec. 4. Meetings of the executive committee may be called at any time or place by the president, or in his absence by the acting chair appointed by the union committee. If the president is absent from the field and no acting chair has been appointed, such a meeting may be called by the secretary upon the written request of any five members of the executive committee.~~

Sec. 4. Meetings of the executive committee may be called at any time or place by the president, or in his absence by the acting chair appointed by the union committee. If the president is absent from the field and no acting chair has been appointed, such a meeting may be called by the secretary upon the written request of any five members, or twenty-five percent (whichever is more), of the executive committee.

13-174

October 16, 2013, a.m.

GCC Annual Council

Sec. 5. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 6. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 7. Quorum: Unless otherwise required in the Operating Policy, members, including the president, of the union of executive committee shall constitute a quorum.

Article VIII—Officers XI—Officers and Their Duties

Sec. 1. Executive Officers: The executive officers of this union mission shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/ chief financial officer may be one individual known as the secretary-treasurer. It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the division executive committee, by the constituency and/or the union executive committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

The union mission executive officers shall be appointed by the division yearend meeting/council, and shall hold office for the period of _____ years or until their successors are appointed and enter upon their duties. Vacancies in such offices shall be filled by action of the division executive committee.

a. **President: The president, who shall be an ordained minister of experience, is the first officer and shall report to the union ~~mission~~ executive committee in consultation with the secretary and the treasurer/chief financial officer. He shall act as chair of constituency meetings and of the union ~~mission~~ executive committee and serve in the general interests of the union mission as the constituency and the executive committee shall determine. In his leadership he shall adhere to the policies of the _____ Division and of the General Conference of Seventh-day Adventists, work in harmony with the division executive committee, and in close counsel with the division officers.**

When a union president is to be absent from the field for prolonged periods of time, the union committee shall be authorized, in counsel with the division officers, to appoint an individual to act as chair during such absences.

b. Secretary: The secretary, associated with the president as an executive officer, shall serve under the direction of the executive committee and shall act as vice-chair of the executive committee. The secretary shall report to the executive committee of the union mission after consultation with the president. It shall be the duty of the secretary to keep the minutes of the union ~~mission sessions~~ constituency meetings and of the executive committee meetings, and to furnish copies of such to all members of the executive committee and to the officers of the _____ Division. The secretary shall also be responsible for providing information as may be requested by the president or by the union or division committee; and shall perform such other duties as pertain to the office.

c. Treasurer/Chief Financial Officer: The treasurer/chief financial officer, associated with the president as an executive officer, shall serve under the direction of the executive committee. The treasurer/chief financial officer shall report to the executive committee of the union mission after consultation with the president. The treasurer/chief financial officer shall be responsible for providing financial leadership to the organization which will include, but shall not be limited to, receiving, safeguarding and disbursing all funds in harmony with the actions of the executive committee, for remitting all required funds to the division/General Conference in harmony with the _____ Division policy, and for providing financial information to the president and to the executive committee. The treasurer/chief financial officer shall also be responsible for furnishing copies of the financial statements to the _____ Division officers.

Sec. 2. Other Officers: Other individuals may serve as officers of the union mission, such as associate secretary and associate treasurer.

~~Article IX—Departments, Incorporations, and Agents~~

~~Sec. 1.~~ Such departments as are usual in the General Conference may be created by this union mission as the development of the work requires. **Directors of departments shall work under the direction of the executive committee of the union mission and the president and shall serve in an advisory relationship to the field.**

~~Sec. 2.~~ At each regular session of this union mission, the delegates shall nominate or elect such trustees of all corporate bodies connected with this organization as may be required by the statutory laws governing each.

~~Sec. 3. This union mission shall employ such committees, secretaries, treasurers/chief financial officers, agents, ministers, pioneering employees, and other persons, and shall make such distribution of its employees as may be necessary to execute its work effectively.~~

Article XII—Directors of Departments/Associations/Services

Sec. 1. Advisory Role: The directors of departments/associations/services of this union mission shall work under the direction of the executive committee and the president shall serve in an advisory relationship to the field.

Sec. 2. Departments/Services Structure: Union mission departments, associations, and services shall be organized in harmony with the department, associations, and service structure of the General Conference but shall not necessarily duplicate the departments, associations, and services at the _____ Division or the General Conference of Seventh-day Adventists.

Article XIII—Other Organizations

Sec. 1. Unincorporated Organizations: The _____ Union Mission may carry on its ministry through unincorporated subsidiary organizations. Constituency meetings of such organizations shall be held in conjunction with the regularly scheduled constituency meetings of this union.

Sec. 2. Corporations: The _____ Union Mission may form corporate bodies provided it obtains prior approval of the _____ Division. Membership meetings and elections of boards of directors shall be held as provided by articles and bylaws of the corporations and in harmony with applicable laws.

Article ~~XIV—Finance~~ X—Finance

Sec. 1. Tithes and Offerings: The church funds managed by this union mission shall be:

a. Such portion of tithe as it shall be assigned by policy and receive from its respective conferences/missions/fields

b. Appropriations from the _____ Division or the General Conference of Seventh-day Adventists

c. Special donations and ~~funds~~ funds, legacies, gifts, devises and bequests made to it

d. The assigned portion of tithe from churches not directly under the local fields of the union

~~Sec. 2. The executive committee of this union mission shall annually submit to the _____ Division appropriate statements of income and fund balances and an estimate of the operating expenses and receipts for the ensuing year for all organizations within its territory.~~

Sec. 2. Policies: ~~Sec. 3.~~ The portion of tithe which is reserved for this union mission, as specified by policy, and all other funds shall be used in harmony with the policies of the _____ Division of the General Conference; and in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithe is shared with the division on fixed percentages as set by the division executive committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee. This union mission shall pass on to the _____ Division the specified tithe percentage, retirement fund percentages as may be decided by the division committee, and all mission offerings.

Sec 3. Bank Accounts: The funds of this union mission shall be safeguarded in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists. ~~Sec. 4.~~ Moneys shall be deposited in the name of the _____ Union Mission of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the executive committee shall designate, and shall be withdrawn only by persons authorized by resolution of the executive committee.

Sec. 4. Financial Statements: The _____ Union Mission shall regularly prepare statements of income and fund balances and shall be responsible for the filing of copies of the annual financial statement with the _____ Division and the General Conference of Seventh-day Adventists and, to the extent required by law, with any branch of local or national government.

~~Sec. 5. Major trust funds belonging to this union mission shall be deposited with the division until needed to fulfill the purpose for which they were raised.~~

Sec. 5. Major trust funds belonging to this union mission shall be deposited with the division until needed to fulfill the purpose for which they were raised.

Article XI—Salary Review and Audit

~~The union committee acting with an officer of the division, or one or more representatives appointed by the division committee, shall annually review the salary and~~

13-178

October 16, 2013, a.m.

GCC Annual Council

expense of all union employees, it being understood that the salary and expense of the officers of the union are reviewed by the division committee.

~~All accounting records of this union mission shall be audited at least annually by an auditor designated by the General Conference Auditing Service; and the records of the union mission or any of its subsidiary agencies, or institutions shall at all times be open to said auditor.~~

Article XV—Budget, Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Union Mission shall prepare an annual budget in harmony with the policies of the _____ Division of the General Conference of Seventh-day Adventists.

Sec. 2. Employee Compensation and Expense Review: The executive committee shall appoint an employee compensation review committee, including a division officer or one or more representatives appointed by the division committee. The tasks of this committee are outlined in General Conference Working Policy.

Sec. 3. Independent Audit: All accounting records of this union mission shall be audited at least annually by an auditor chosen in harmony with General Conference Working Policy; and the records of this union mission or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

Article XII—Indemnification

~~Sec. 1. To the extent permitted by law, this union mission shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the union mission executive committee or an officer, employee, or agent of the union mission against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the union mission, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.~~

~~Sec. 2. This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer, or departmental director may be entitled.~~

~~(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)~~

Article ~~XIII—Dissolution~~ XVI—Dissolution and Disposition of Assets

This union mission may be dissolved only by action of the division executive committee.

In the event of the dissolution of this union ~~mission~~, mission and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article XVII—Indemnification

Sec. 1. To the extent permitted by law, this union mission shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the union mission executive committee or an officer, employee, or agent of the union mission against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the union mission, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.

Sec. 2. This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer, or departmental director may be entitled.

(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)

Article XVIII—Amendments ~~XIV—Amendments~~

At any annual meeting of the _____ Division Executive Committee or at a Division Council this operating policy may be amended by a majority vote (unless local law requires a higher majority), ~~vote~~, provided that such amendments shall not be inconsistent with the Constitution of the General Conference and the working policy of the _____ Division of the General Conference of Seventh-day Adventists, and with the spirit of the ~~Model Union Mission~~ Model Operating Policy. However, those portions of this Operating

13-180

October 16, 2013, a.m.

GCC Annual Council

Policy which are essential to the unity of the Church worldwide and are designated in bold print shall only be amended or revised from time to time by the _____ Division Executive Committee ~~by a two-thirds majority vote~~ by a simple majority vote (unless local law requires a higher majority) in order to comply with changes to the ~~Model~~ Union Mission Model Operating Policy as voted by the General Conference Executive Committee in its annual meetings.

D 17 ~~Model~~ Union of Churches Model Constitution and Bylaws

D 17 05 Union of Churches Constitution and Bylaws—This model constitution shall be followed by all unions of churches with conference status. Those sections of the model bylaws that appear in bold print are essential to the unity of the Church worldwide, and shall be included in the bylaws as adopted by each union of churches. Other sections of the model bylaws may be modified as set out in Bylaw Article XII, provided they continue to be in full harmony with the provisions of this model. Where specific cases require modification to material in bold print, final approval for such modifications to any material in bold print must be studied and approved by the General Conference Administrative Committee after receiving a recommendation from the division executive committee and the Office of General Counsel.

Amendments to the ~~Model~~ Union of Churches Model Constitution and Bylaws shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that Committee.

**CONSTITUTION OF THE _____ UNION OF CHURCHES
OF SEVENTH-DAY ADVENTISTS**

Article I—Name

The name of this organization shall be ~~known~~ as the _____ Union of Churches of Seventh-day Adventists, hereinafter referred to as the union of churches.

Article II—Purpose - No change

Article III—Relationships

The _____ Union of Churches of Seventh-day Adventists is part of the _____ Division of the General Conference of Seventh-day Adventists, a world Church organization; and all purposes, policies, and procedures of this union of churches shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. The _____ Union of Churches is a member unit of the _____ Division of the General Conference of Seventh-day

Adventists. The purposes, policies, and procedures of this union of churches shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. This union of churches shall pursue the mission of the Seventh-day Adventist Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

Article ~~IV~~—Geographic Territory ~~IV~~—Territory

The territory of this union of churches shall consist of _____.

Article ~~V~~—Membership/Constituency ~~V~~—Membership

~~The membership membership/constituency of this union of churches shall consist of such local churches as have been or shall be organized in any part of the geographic territory under its jurisdiction and formally approved for membership by vote of the delegates at any regular or special constituency meeting, have been accepted into the sisterhood of churches during a session of the constituency.~~

Article VI—Bylaws

~~The constituency session of this union of churches may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the constitution. The members of this union of churches, acting in and through a union constituency meeting, may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the constitution or with the current union of churches model constitution and bylaws approved by the Executive Committee of the General Conference of Seventh-day Adventists.~~

Article VII—Dissolution and Disposition of Assets

This union of churches may be dissolved only by a two-thirds majority vote of the delegates present and voting at any constituency meeting.

In the event of the dissolution of this union of ~~churches~~, churches and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article VIII—Amendments

This constitution shall not be amended except to conform to the model union of churches constitution when it is amended by action of the General Conference Executive Committee at an Annual Council.

The bolded text of this constitution shall not be amended except to conform to the union of churches model constitution when it is amended by action of the General Conference Executive Committee at an Annual Council. Such amendments shall be adopted into the union's constitution by a simple majority vote (unless local law requires a higher majority) of delegates present and voting at a union conference constituency meeting. This union may amend the unbolded text of the constitution from time to time at a union constituency meeting provided any such changes are in harmony with the spirit and intent of the model constitution. Such amendments shall require an affirmative vote of two-thirds (2/3) of the delegates present and voting. The union constituency meeting and/or the union executive committee may recommend to the General Conference through the _____ Division of the General Conference of Seventh-day Adventists, amendments to the model constitution.

~~This union of churches shall amend its constitution from time to time at regularly called constituency meetings, any such changes to conform to the model union of churches constitution. The executive committee of the union of churches may recommend to the General Conference through the _____ Division of the General Conference of Seventh-day Adventists, amendments to the model constitution.~~

BYLAWS OF THE _____ UNION OF CHURCHES OF SEVENTH-DAY ADVENTISTS

Article I—Principal Office

~~The principal office for the transaction of the business of the _____ Union of Churches is fixed and located at _____, _____, herein after referred to as the union of churches. The executive committee may in an emergency change the location of the principal office on a temporary basis.~~

The principal office for the transaction of the business of the _____ Union of Churches is fixed and located at _____, _____. The executive committee may in an emergency change the location of the principal office on a temporary basis.

Article II—Membership/Constituency Meetings II—Constituency Meetings

Sec. 1. Regular Meeting: This union of churches shall hold a regular ~~quinquennial~~ quinquennial constituency meeting at such time and place as the executive committee of the union of churches shall designate. In the event that the union executive committee fails to call a regular constituency meeting with the quinquennial period, the _____ Division Executive Committee, or General Conference Executive Committee in the case of unions directly attached to the General Conference, may give notice for such a meeting and designate the time and place. Notice of the time and place of the meeting of the delegates representing the members shall be given by

- a. A notice printed in the official publication of the - No change
- b. A method approved by the _____ Union of Churches Executive Committee, provided all member units receive notice with sufficient time to select delegates. Committee.
- c. A method approved by the _____ Division Executive Committee in the event of inaction or non-compliance by the _____ Union of Churches Executive Committee.

Sec. 2. Special Meeting: a. ~~The executive committee of this union of churches shall call a special constituency meeting at a time and place it deems proper~~ when:

- 1) It is voted by the executive - No change
- 2) It is voted by the delegates at any constituency - No change
- 3) At least fifty percent of the constituent - No change
- 4) It is voted by the _____ Division - No change

The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.

b. ~~The division committee or General Conference Executive Committee may call a special constituency meeting of the union of churches. In the absence of a timely response by the union executive committee to paragraphs 2) through 4) in Sec. 2. a. above,~~ the _____ Division Executive Committee or General Conference Executive

13-184

October 16, 2013, a.m.

GCC Annual Council

Committee may call a special constituency meeting of the union of churches and designate the time and place for such a meeting.

~~e. The agenda for special constituency meetings shall be included in the notice of the meeting.~~

c. The agenda for special constituency meetings shall be included in the notice of the meeting.

~~d. The time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.~~

d. Notice as to the time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this union of churches shall serve as chair and the secretary of this union shall serve as secretary for constituency meetings of this union. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the constituency meeting may be called to order by the ranking division officer present. The first item of business shall be the election of a chair *pro tem*, selected from the delegates present at the meeting. When the election of a president has been completed, the new or re-elected president, if present at the constituency meeting, shall replace the chair *pro tem*.

In a similar manner, arrangements may be made for a secretary *pro tem* if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting. When election of a secretary has been completed, the new or re-elected secretary, if present at the constituency meeting, shall replace the secretary *pro tem*.

A person who is not reelected at a constituency meeting does not thereby lose delegate status at the current constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting shall include the election/appointment of personnel for various positions (see Sec. 10. and 11. below), the receipt of reports from the president, secretary, treasurer (report based on audited statements), departmental directors, and the auditor. The constituency meeting shall endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

Sec. 5. Sec. 3. Quorum: At least _____ percent of the delegates - No change

Sec. 6. Sec. 4. Proxy Voting: All delegates must be present at any - No change

Sec. 7. Sec. 5. Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this union of churches shall be entitled to one vote on each ~~proposed motion~~ question to be decided by the body. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the union of churches in which they have been designated to represent a local church, institution, the Division or the General Conference of Seventh-day Adventists. ~~churches.~~

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority pertaining to all rules and procedures for constituency meetings not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. Sec. 6. Election/Appointment and Term of Office: a. Elections: All union of churches officers and members of the executive committee who are not ex officio members shall be elected by the delegates at the regular meeting of the union of churches constituency. ~~constituency and shall hold their offices until the next regular meeting of the union of churches constituency, unless they resign or are removed from office, for cause, by the executive committee/a special constituency meeting.~~ The election/appointment The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, if not determined by the delegates at the union of churches constituency meeting, shall be referred to the executive committee for appointment. Other positions to be filled by election may include the chief administrator(s) and board members of union institutions if and as required by the governance documents and structure for each entity. ~~committee.~~

b. Term of Office: Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situations where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Article III—Representation

Sec. 1. Regular Delegates: Member organizations of this union shall be represented at union constituency meetings by duly appointed delegates as follows:

a. Each local church shall be entitled to one delegate without regard to membership and one additional delegate for each _____ church members or major fraction thereof.

b. Such delegates shall be chosen by the respective local church business meeting, from among those who hold membership in that local church.

c. The delegation from each local church, if comprised of three or more individuals, shall include persons of both genders.

Sec. 2. Delegates at Large: Delegates at large to a union constituency meeting include:

a. The current members of the executive committee of this union of churches.

b. Such other persons from the union of churches staff, denominational institutions owned and operated by the union, as may be recommended by the union executive committee and accepted by the delegates in the constituency meeting. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.

c. Members of the General Conference and _____ Division executive committees, who may be present at any constituency meeting of this union. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.

Sec. 3. Church Membership Requirement: All delegates appointed to represent the members of this union at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.

Sec. 1. Representation: a. Regular Delegates—Each local church shall be represented at union of churches constituency meetings by duly accredited delegates as follows:

1) Each local church shall be entitled to one delegate without regard to membership and one additional delegate for each _____ church members or major fraction thereof.

2) Such delegates shall be chosen by the local churches. This may take place during a business meeting of the church where the proposal of a nominating committee is considered and voted upon, or may be delegated by the business meeting to the church board.

b. **Delegates at large—In addition, delegates at large shall participate in the union of churches constituency meetings as follows:**

1) The individual members of the executive committee of this union of churches.

2) **Members of the General Conference and division executive committees, who may be present at any constituency meeting of this union of churches. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.**

3) Such other persons from the union of churches staff, denominational entities owned and operated by the union of churches, as may be recommended by the union of churches executive committee and accepted by the delegates in session. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.

~~Sec. 2. Church Membership Requirement: All delegates appointed to represent the members of this union of churches at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.~~

Article IV—Constituency Session Committees IV—Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

13-188

October 16, 2013, a.m.

GCC Annual Council

Prior to each union of churches constituency meeting, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. An organizing committee of at least _____ persons for each constituency meeting shall be appointed. It shall consist of _____ representative(s) from each member church in the union of churches, _____ representative(s) from each union or division-operated institution located in the union's territory. ~~representatives from the member churches in the union of churches. The selection method should ensure that the members of this organizing committee represent various geographical regions and, where relevant, the major cultural interests represented in the union of churches.~~ The organizing committee will be chaired by the president of the _____ Division, or his designee.

b. The members of the organizing committee shall be appointed by their respective church or institutional delegations as one of the first items item of business at each regularly scheduled constituency meeting. If a church or institution is entitled to only one delegate at the session, that person shall serve as a member of the organizing committee.

c. The organizing committee shall nominate - No change

Sec. 2. Nominating Committee: The nominating committee shall consist of at least _____ and not more than _____ members, including the president of the _____ Division, or his designee, who shall serve as chair.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article II, Sec. 10. in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members for the union executive committee and for the boards of union institutions whose bylaws indicate that board members for the entity are elected at a union constituency meeting.

Sec. 3. Standing Constitution and Bylaws Committee - No change

Article V—Executive Committee

Sec. 1. Membership of Executive Committee: The executive committee of the _____ Union of Churches of Seventh-day Adventists shall be elected at its regularly scheduled constituency meeting and shall consist of not more than _____ members. The president, secretary, treasurer/chief financial officer, vice president(s), and the chief administrator of each union of churches institution, shall be members ex officio of the executive committee. The remaining membership shall include laypersons, departmental directors, pastors, or other denominational employees. The officers of the _____ Division and of the General Conference of Seventh-day Adventists are members ex officio of the union of churches executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

(Note: The union constituency may indicate in its bylaws the minimum percentage of laypersons on the union executive committee.)

Sec. 2. Delegated Authority: The executive committee of this union of churches churches, unless replaced at a special constituency meeting, is delegated the authority to act on behalf of the constituents between regular sessions, including the authority to elect or remove for cause, persons who have been elected at a union constituency meeting, including officers directors of departments/services, members of boards and committees whose election or appointment is a result of a constituency meeting or executive committee meeting action and to fill, for the remaining portion of the term, any vacancies thus created. The removal of those named under Article II, Sec. 10. shall require the affirmative vote of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present. ~~officers, directors of departments/services, board and committee members.~~

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

a. To fill for the current term any vacancies that may occur by death, resignation or otherwise, in its boards, committees, departments, or in offices which have been filled by union constituency meeting election. ~~departments.~~ **If a new president is to be elected, the president of the _____ Division, or his designee, shall serve as chair of the executive committee.**

13-190

October 16, 2013, a.m.

GCC Annual Council

- b. To appoint committees, such as an administrative - No change
- c. To employ such personnel as may be necessary to - No change
- d. To grant and withdraw credentials and licenses. The withdrawal of credentials ~~or the removal of those named under Article V, Section 1. of these bylaws~~ shall require the consent of two-thirds of the members of the executive committee.

Sec. 4. Regular Meetings: The executive committee may schedule - No change

Sec. 5. Special Meetings: Special meetings of the executive committee - No change

Sec. 6. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 7. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 8. Sec. 6. Quorum: _____ members of the executive committee - No change

Article VI—Officers

Sec. 1. Executive Officers: The executive officers of this union of churches shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer.

It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the division executive committee, the constituency and/or the union of churches executive committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

- a. **President:** The president, who shall be an ordained - No change
- b. **Secretary:** The secretary, associated with the president - No change
- c. **Treasurer/Chief Financial Officer:** The treasurer/chief - No change

Sec. 2. Other Officers: Other individuals may serve as officers of the - No change

Article VII—Directors of Departments/Associations/Services - No change

Article VIII—Other Organizations - No change

Article IX—Finance - No change

Article X—Budget, Salary Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Union of Churches shall prepare - No change

Sec. 2. Salary Employee Compensation and Expense Review: The executive committee shall constitute an employee compensation remuneration review committee whose tasks are outlined in General Conference *Working Policy*.

Sec. 3. Independent Audit: All accounting records of this - No change

Article XI—Indemnification - No change

Article XII—Amendments

Amendment, Revision and Repeal: The bylaws of this union of churches which are essential to the unity of the Church worldwide, and are designated in bold print shall be amended or revised from time to time in order to comply with changes to the Model Union of Churches Constitution and Bylaws as voted by the General Conference Executive Committee. Such amendments or revisions shall be approved by a simple majority vote (unless local law requires a higher majority) of the delegates present and voting at any duly called constituency meeting of the union of churches. Other sections of the bylaws may be amended, revised, or repealed, by a two-thirds majority vote, provided such changes are in harmony with the spirit of the Model Union of Churches Constitution and Bylaws, and have been processed through the union of churches executive committee. Notice of any proposed changes to the Constitution and Bylaws of this union of churches shall be given specifically in conjunction with the publication of notice for the constituency meeting.
~~session.~~

The constituency or a union of churches executive committee may recommend to the General Conference through the _____ Division of the General Conference of Seventh-day Adventists amendments to the Model Union of Churches Model Constitution and Bylaws.

13-192

October 16, 2013, a.m.

GCC Annual Council

D 19 ~~Model~~ Union of Churches Model Operating Policy

D 19 05 Union of Churches—The following ~~Model~~ Union of Churches Model Operating Policy shall be followed as closely as possible by all unions of churches with mission status. Those sections of the model operating policy that appear in bold print are essential to the unity of the Church worldwide and shall be included in the operating policy for each union of churches with mission status. Other sections of the model operating policy may be modified as set out in Article XIV, provided they continue to be in full harmony with the provisions of this model. Any modifications needed to meet specific conditions in a union of churches shall be submitted to the respective division committee for consideration. Where specific cases require modification to material in bold print, final approval for such modifications to any material in bold print must be studied and approved by the General Conference Administrative Committee after receiving a recommendation from the division executive committee and the Office of General Counsel.

Amendments to the ~~Model~~ Union of Churches Model Operating Policy shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that Committee.

**Operating Policy of the _____ Union of Churches
of Seventh-day Adventists**

Article I—Name

~~This organization, which operates within the _____ Division of the General Conference of Seventh-day Adventists, organization shall be known as the _____ Union of Churches of Seventh-day Adventists, hereinafter referred to as the union of churches.~~

Article II—Purpose - No change

Article III—Relationships

The _____ Union of Churches is a member unit of the global Seventh-day Adventist Church and is located in the territory of the _____ Division of the General Conference of Seventh-day Adventists. The purposes, policies, and procedures of this union of churches shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. This union of churches shall pursue the mission of the Seventh-day Adventist Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

Article ~~IV~~—Geographic Territory ~~III~~—Territory

The territory of this union of churches shall consist of _____.

Article ~~V~~—Membership/Constituency ~~IV~~—Membership

The ~~membership~~ membership/constituency of this union of churches shall consist of such churches as have been or shall be organized in any part of the territory under its jurisdiction and received into ~~fellowship~~ membership by vote of the delegates assembled in a union of churches constituency session.

Article VI—Principal Office

The principal office for the transaction of the business of the _____ Union of Churches is fixed and located at _____, _____. The executive committee of the _____ Division may change the location of the principal office.

Article ~~VII~~—Membership/Constituency Meetings ~~V~~—Sessions

Sec. 1. Regular Meetings: Sessions: This union of churches shall hold regular ~~quinquennial sessions~~ quinquennial constituency meetings at such time and place as the executive committee shall ~~designate~~, by written notice sent to all churches and companies at least thirty days before the date of the session. designate. In the event that the union executive committee fails to call a regular constituency meeting with the quinquennial period, the _____ Division Executive Committee, or General Conference Executive Committee in the case of unions directly attached to the General Conference, may give notice for such a meeting and designate the time and place. Notice of the time and place for the meeting shall be given by written notice sent to the member churches at least thirty days before the date of the session.

Sec. 2. ~~Session Business~~: The regular business of the session will be to receive reports of the president, secretary, treasurer/chief financial officer (based on audited statements), departmental directors, and the auditor's reports, and to approve self reliance plans for the union of churches, which should contain specific, detailed incremental plans for moving the union of churches toward conference status. It shall develop such policies for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

Sec. 2. Special Meeting: a. The executive committee of this conference shall call a special constituency meeting, at a time and place it deems proper when:

- 1) It is voted by the executive committee, or
- 2) It is voted by the delegates at any constituency meeting, or
- 3) It is requested by the _____ Division Executive Committee or the General Conference Executive Committee.

The date for such a meeting in response to paragraph 3) above, shall not be more than 90 days from the date when the actions described in paragraphs 3) above are communicated to the officers/executive committee of the union.

b. In the absence of a timely response by the union executive committee to paragraphs 2) and 3) in Sec. 2. a. above, the _____ Division Executive Committee or the General Conference Executive Committee may call a special constituency meeting of the union and designate the time and place for such a meeting.

c. The agenda for special constituency meetings shall be included in the notice of the meeting.

d. Notice regarding the time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this union shall serve as chair and the secretary of this union shall serve as secretary for constituency meetings of this union. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the ranking division officer present shall serve as chair for the meeting.

In a similar manner, arrangements may be made for a secretary *pro tem* if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting shall include the election/appointment of personnel for various positions (see Sec. 10. below), the receipt of reports from the president, secretary, treasurer/chief financial officer (report based on audited statements), departmental directors, and the auditor. In addition, the constituency meeting shall review/create plans for moving the union of churches with mission status toward union of churches with conference status. It shall also endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

~~Sec. 3. Session Elections: This union of churches in session shall elect the departmental directors of the union of churches, and the elective members of the union of churches executive committee, and the members of union of churches institutional boards where the union of churches constituency in session also serves as a constituency for union of churches institutions, who shall hold their offices for the quinquennium period of _____ years or until their successors are elected and enter upon their duties.~~

~~Sec. 4. Special Sessions: The executive committee may call a special session at such time and place as it deems proper by a like notice, and the transactions of such sessions shall have the same force as those of the regular sessions. The division executive committee may also call a special session of the union of churches.~~

~~Sec. 5. Temporary Committees: Previous to each session of this union of churches the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.~~

~~Sec. 6. Organizing Committee: An organizing committee for each constituency meeting shall nominate a nominating committee and such other committees as may be needed for the session, with nominees subject to the approval of the constituency delegates. The organizing committee shall consist of representatives from each church and each union of churches operated institution, and the president of the _____ Division, or his designee, who shall serve as chair.~~

~~Sec. 7. Nominating Committee: The nominating committee shall consist of _____ members, including the president of the _____ Division, or his designee, who shall serve as chair.~~

~~Sec. 8. Voting: The voting on all matters of business shall be by viva voce unless otherwise demanded by a majority of the delegates present. Only those delegates who are present in person at any constituency meeting shall be eligible to vote. There shall be no voting by proxy.~~

~~Sec. 5. Quorum: At least _____ percent of the delegates authorized hereinafter under Sec. 1. and 2. Of Article VIII must be present at the opening of any regular or special constituency meeting to constitute a quorum for the transaction of business. Once the meeting is declared open, the delegates remaining shall constitute a quorum.~~

~~Sec. 6. Proxy Voting: All delegates must be present in person at any constituency meeting in order to be eligible to vote. There shall be no voting by proxy.~~

13-196

October 16, 2013, a.m.

GCC Annual Council

Sec. 7. Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this union of churches shall be entitled to one vote on each question to be decided by the body. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the union in which they have been designated to represent a church or institution.

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority for constituency meetings pertaining to all rules and procedures not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. Elections/Appointments and Term of Office: **a. Elections:** The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, if not determined by the delegates at the union constituency meeting, shall be referred to the executive committee for appointment. The union constituency meeting shall also elect the members (other than ex officio) of the union committee and, where required by the governance documents of union institutions, the chief administrator(s) and board members of such entities.

b. Term of Office: Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situation where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Article VIII—Representation VI—Representation

Sec. 1. Regular Delegates: Member organizations of this union shall be represented at union constituency meetings by duly appointed delegates as follows:

a. Each local church shall be entitled to one delegate without regard to total church membership and one additional delegate for each _____ church members or major fraction thereof.

b. Such delegates shall be chosen, by the respective local church business meeting, from among those who hold membership in that local church.

c. The delegation from each local church, if comprised of three or more individuals, shall include persons of both genders.

Sec. 2. Delegates at Large: Delegates at large to a union constituency meeting include:

a. The current members of the executive committee of this union of churches.

b. Such other persons from the union of churches staff, denominational institutions owned and operated by the union/division/General Conference, as may be recommended by the union executive committee and accepted by the delegates in the constituency meeting. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove.

c. Members of the General Conference and _____ Division executive committees, who may be present at any constituency meeting of this union. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.

Sec. 3. Church Membership Requirement: All delegates appointed to represent the members of this union at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.

~~**Sec. 1. Regular Delegates: Regular delegates to a union of churches session shall be such delegates as shall be duly accredited by the organized churches of the union of churches, on the basis of one for each local organized church, and one additional for each _____ members or major fraction thereof.**~~

~~**Sec. 2. Delegates at large: Delegates at large to a union of churches session shall be:**~~

~~**a. The members of the executive committee of this union of churches**~~

~~**b. Members of the General Conference and _____ Division Committees who may be present at any session of this union of churches. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.**~~

~~**c. Such other persons from the union of churches staff, denominational institutions owned and operated by the union of churches as may be recommended by the**~~

13-198

October 16, 2013, a.m.

GCC Annual Council

~~union of churches executive committee and accepted by the delegates in session. The number of such delegates shall not exceed ten percent of the total number of regular delegates provided for hereinabove~~

~~d. All ordained and licensed ministers, those holding commissioned minister credentials, those holding missionary credentials, and those holding commissioned ministry of teaching credentials from the union of churches~~

~~e. Such other persons as may be recommended by the executive committee, and accepted by the delegates in session.~~

~~Sec. 3. All delegates appointed to represent the members of this union of churches at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.~~

Article IV—Constituency Session Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each union of churches constituency meeting, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. An organizing committee for each constituency meeting shall be appointed. It shall consist of _____ representative(s) from each member church in the union of churches, _____ representative(s) from each union/division/General Conference-operated institution located in the union's territory. The organizing committee will be chaired by the president of the _____ Division, or his designee.

b. The members of the organizing committee shall be appointed by their respective church or institutional delegations as one of the first items of business at each regularly scheduled constituency meeting. If a church or institution is entitled to only one delegate at the session, that person shall serve as a member of the organizing committee.

elect: c. The organizing committee shall nominate and the constituency shall

- 1) A nominating committee
- 2) A constitution and bylaws committee
- 3) Other committees as may be necessary

Sec. 2. Nominating Committee: The nominating committee shall consist of at least and not more than _____ members, including the president of the Division, or his designee, who shall serve as chair.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article II, Sec. 10., in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members for the union executive committee and for the boards of union institutions whose bylaws indicate that board members for the entity are elected at a union constituency meeting.

Sec. 3. Standing Constitution and Bylaws Committee: The standing constitution and bylaws committee shall include an officer of the _____ Division, and shall be chaired by the secretary of the _____ Union of Churches, or his/her designee. This committee shall function between the regularly scheduled sessions of the constituency and shall submit its reports and detailed recommendations through the executive committee to the next regular constituency meeting.

Article ~~X~~—Executive Committee VII—~~Executive Committee~~

Sec. 1. The executive committee shall consist of not more than _____ members, the number to be determined by the _____ Division Committee. Membership of Executive Committee: The executive committee of the _____ Union of Churches of Seventh-day Adventists shall be elected at its regularly scheduled constituency meeting and shall consist of not more than _____ members. The union of churches president, the

13-200

October 16, 2013, a.m.

GCC Annual Council

union of churches secretary and treasurer/chief financial officer, shall be members ex officio, the other members being elected at the union of churches regular session. The officers of the _____ Division and of the General Conference of Seventh-day Adventists are members ex officio of the union of churches executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

(Note: The division may indicate in this operating policy the minimum percentage of laypersons on the union executive committee.)

~~Sec. 2. During the intervals between sessions of this union of churches, the executive committee shall have administrative power, with authority to appoint committees, such as an administrative committee, with their terms of reference, to grant and withdraw credentials and licenses, and to fill for the current term any vacancies that may occur by death, resignation, or otherwise in its boards, committees, departments, or in offices which have been filled by union of churches election. The offices of union of churches president, secretary, and treasurer/chief financial officer are always filled by action of the division executive committee. The withdrawal of credentials or filling of vacancies on the union of churches executive committee shall require the consent, written or otherwise, of two thirds of the members of the executive committee.~~

Sec. 2. Delegated Authority: The executive committee of this union of churches, unless replaced at a special constituency meeting, is delegated the authority to act on behalf of the constituents between regular sessions, including the authority to remove for cause, persons who have been elected at a union constituency meeting, including directors of departments/services, members of boards and committees whose election or appointment is a result of a constituency meeting or executive committee meeting action and to fill, for the remaining portion of the term, any vacancies thus created. (The offices of union of churches president, secretary, and treasurer/chief financial officer are always filled by action of the division executive committee.) The removal of those named under Article VII, Sec. 10., shall require the affirmative vote of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present.

~~Sec. 3. The executive committee, including the president, shall be empowered to transact such executive business as is in harmony with the general policies outlined by the division committee. _____ members of the union of churches committee, including the president, shall constitute a quorum.~~

~~Sec. 4. Meetings of the executive committee may be called at any time or place by the president, or in his absence by the acting chair appointed by the union of churches committee. If~~

~~the president is absent from the field and no acting chair has been appointed, such a meeting may be called by the secretary upon the written request of any _____ members of the executive committee.~~

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

a. To fill for the current term any vacancies that may occur by death, resignation or otherwise, in its boards, committees, departments, or in offices which have been filled by union constituency meeting election.

b. To appoint committees, such as an administrative committee, with their terms of reference.

c. To employ such personnel as may be necessary to execute its work effectively.

d. To grant and withdraw credentials and licenses. The withdrawal of credentials shall require the consent of two-thirds (2/3) of the members of the executive committee.

Sec. 4. Regular Meetings: The executive committee may schedule regular meetings at such times and places as it may select.

Sec. 5. Special Meetings: Special meetings of the executive committee may be called at any time or place by the president or, in his absence, by the secretary. In response to the written request of a majority of the members of the executive committee a special meeting shall also be called by the secretary.

Sec. 6. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 7. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 8. Quorum: _____ members of the executive committee shall constitute a quorum.

13-202

October 16, 2013, a.m.

GCC Annual Council

Article VIII—Officers XI—Officers and Their Duties

Sec. 1. Executive Officers: The executive officers of this union of churches shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer. **It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by ~~the constituency~~ the division executive committee, the constituency, and/or the union of churches executive committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.**

The union of churches executive officers shall be appointed by the division executive committee ~~year-end meeting/council,~~ and shall hold office ~~for the quinquennial period~~ until their successors are appointed and enter upon their duties. Vacancies in such offices shall be filled by action of the division executive committee.

a. **President:** The president, who shall be an ordained minister of experience, is the first officer and shall report to the union of churches executive committee in consultation with the secretary and the treasurer/chief financial officer. He shall act as chair of constituency meetings and of the union of churches executive committee and serve in the general interests of the union of churches as the constituency and the executive committee shall determine. In his leadership he shall adhere to the policies of the _____ Division and of the General Conference of Seventh-day Adventists, work in harmony with the division executive committee, and in close counsel with the division officers.

~~When a union of churches president is to be absent from the field for prolonged periods of time, the union of churches committee shall be authorized, in counsel with the division officers, to appoint an individual to act as chair during such absences.~~

b. **Secretary:** The secretary, associated with the president - No change

c. **Treasurer/Chief Financial Officer:** The treasurer/chief - No change

Sec. 2. Other Officers: Other individuals may serve as officers of the - No change

Article IX—Departments, Incorporations, and Agents

~~Sec. 1. Such departments as are usual in the General Conference and/or division may be created by this union of churches as the development of the work requires. **Directors of departments shall work under the direction of the executive committee of the union of churches and the president and shall serve in an advisory relationship to the field.**~~

~~Sec. 2. At each regular session of this union of churches, the delegates shall nominate or elect such trustees of all corporate bodies connected with this organization as may be required by the statutory laws governing each.~~

~~Sec. 3. This union of churches shall employ such committees, secretaries, treasurers/chief financial officers, agents, ministers, pioneering employees, and other persons, and shall make such distribution of its employees as may be necessary to execute its work effectively.~~

Article XII—Directors of Departments/Associations/Services

Sec. 1. Advisory Role: The directors of departments/associations/services of this union of churches shall work under the direction of the executive committee and the president and shall serve in an advisory relationship to the field.

Sec. 2. Departments/Services Structure: Departments/Services of unions of churches shall reflect the needs of its territory and shall take into consideration such services that may be provided by the division and the General Conference.

Article XIII—Other Organizations

Sec. 1. Unincorporated Organizations: The _____ Union of Churches may carry on its ministry through unincorporated subsidiary organizations. Constituency meetings of such organizations shall be held in conjunction with the regularly scheduled constituency meetings of the union of churches.

Sec. 2. Corporations: The _____ Union of Churches may form corporate bodies provided it obtains prior approval of the _____ Division. Membership meetings and elections of boards of directors shall be held as provided by articles and bylaws of the corporations and in harmony with applicable laws.

Article ~~XIV~~—Finance ~~X~~—Finance

Sec. 1. Tithes and Offerings: The church funds managed by this union of churches shall consist of such tithe, including direct tithe, as it shall be assigned by policy and as received from the local churches within its territory, and such gifts, legacies, bequests, devises, appropriations, reverted funds, and other donations as may be made to it.

Sec. 2. Policies: The portion of tithe which is reserved for this union of churches, as specified by policy, and all other funds shall be used in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists; and in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithe is shared with the division on fixed percentages as set by the division executive committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee.

Sec 3. Bank Accounts: The funds of this union of churches shall be safeguarded in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists. Moneys shall be deposited in the name of the _____ Union of Churches of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the executive committee shall designate, and shall be withdrawn only by persons authorized by resolution of the executive committee.

Sec. 4. Financial Statements: The _____ Union of Churches shall regularly prepare statements of income and fund balances and shall be responsible for the filing of copies of the annual financial statement with the _____ Division and the General Conference of Seventh-day Adventists and, to the extent required by law, with any branch of local or national government.

Sec. 5. Major trust funds belonging to this union of churches shall be deposited with the division until needed to fulfill the purpose for which they were raised.

Sec. 1. The church funds managed by this union of churches shall be:

- a. Such portion of tithe as it shall be assigned by policy and receive from its respective churches and companies**
- b. Appropriations from the _____ Division or the General Conference of Seventh-day Adventists**
- e. Special donations and funds**

~~Sec. 2. The executive committee of this union of churches shall annually submit to the _____ Division appropriate statements of income and fund balances and an estimate of the operating expenses and receipts for the ensuing year for all organizations within its territory.~~

~~Sec. 3. The portion of tithe which is reserved for this union of churches, as specified by policy, and all other funds shall be used in harmony with the policies of the _____ Division of the General Conference; and in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithe is shared with the division on fixed percentages as set by the division executive committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee. This union mission of churches shall pass on to the _____ Division the specified tithe percentage, retirement fund percentages as may be decided by the division committee, and all mission offerings.~~

~~Sec. 4. Moneys shall be deposited in the name of the _____ Union of Churches of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the executive committee shall designate, and shall be withdrawn only by persons authorized by resolution of the executive committee.~~

~~Sec. 5. Major trust funds belonging to this union of churches shall be deposited with the division until needed to fulfill the purpose for which they were raised.~~

Article XI—Salary Review and Audit

~~The union of churches committee acting with an officer of the division, or one or more representatives appointed by the division committee, shall annually review the salary and expense of all union of churches employees, it being understood that the salary and expense of the officers of the union of churches are reviewed by the division committee.~~

~~All accounting records of this union of churches shall be audited at least annually by an auditor from the General Conference Auditing Service or one selected in harmony with division policy; and the records of the union of churches or any of its subsidiary agencies, or institutions shall at all times be open to said auditor.~~

Article XV—Budget, Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Union of Churches shall prepare an annual budget in harmony with the policies of the _____ Division of the General Conference of Seventh-day Adventists.

13-206

October 16, 2013, a.m.

GCC Annual Council

Sec. 2. Employee Compensation and Expense Review: The executive committee shall appoint an employee compensation review committee, including a division officer or one or more representatives appointed by the division committee. The tasks of this committee are outlined in General Conference Working Policy.

Sec. 3. Independent Audit: All accounting records of this union of churches shall be audited at least annually by an auditor chosen in harmony with General Conference Working Policy; and the records of this union of churches or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

Article ~~XII~~—Indemnification XVI—Indemnification - No change

Article ~~XIII~~—Dissolution XVII—Dissolution and Disposition of Assets

This union of churches may be dissolved only by action of the division executive committee.

In the event of the dissolution of this union of ~~churches~~, churches and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article XIV—Amendments

At any annual meeting of the _____ Division Executive Committee or at a Division Council this operating policy may be amended by a majority vote, provided that such amendments shall not be inconsistent with the Constitution of the General Conference and the working policy of the _____ Division of the General Conference of Seventh-day Adventists, and with the spirit of the ~~Model~~ Union of Churches Model Operating Policy. However, those portions of this operating policy which are essential to the unity of the Church worldwide and are designated in bold print shall only be amended or revised from time to time by the _____ Division Executive Committee by a simple majority vote in order to comply with changes to the ~~Model~~ Union of Churches Model Operating Policy as voted by the General Conference Executive Committee in its annual meetings.

D 20 ~~Model~~ Local Conference Model Constitution and Bylaws

D 20 05 Local Conference Constitution and Bylaws—This model constitution shall be followed by all local conferences. Those sections of the model bylaws that appear in bold print

are essential to the unity of the Church worldwide, and shall be included in the bylaws as adopted by each local conference. Other sections of the model bylaws may be modified as set out in Bylaw Article XII, provided they continue to be in full harmony with the provisions of this model. Where specific cases require modification to material in bold print, final approval for such modifications to any material in bold print must be studied and approved by the General Conference Administrative Committee after receiving a recommendation from the division executive committee and the Office of General Counsel.

Amendments to the ~~Model Union of Churches Operating Policy~~ Local Conference Model Constitution shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that Committee.

CONSTITUTION OF THE _____ CONFERENCE OF SEVENTH-DAY ADVENTISTS

Article I—Name - No change

Article II—Purpose - No change

Article III—Relationships

~~The _____ Conference of Seventh-day Adventists is a part of the _____ Union Conference/Union Mission of Seventh-day Adventists, which in turn is a part of the _____ Division of the General Conference of Seventh-day Adventists, a world church organization; and all purposes, policies and procedures of this conference shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. The _____ Conference is a member unit of the _____ Union Conference/Mission of the Seventh-day Adventist Church and is located in the territory of the _____ Division of the General Conference of Seventh-day Adventists. This conference shall pursue the mission of the Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.~~

Article IV—Geographic Territory ~~IV—Territory~~

The territory of this conference shall consist of _____ .

Article ~~V—Membership/Constituency~~ V—Membership

The ~~membership~~ membership/constituency of this conference shall consist of such churches as have been or shall be properly organized in any part of the geographic

13-208

October 16, 2013, a.m.

GCC Annual Council

territory under its jurisdiction and formally approved for membership by vote of the delegates at any ~~regularly scheduled~~ regular or special constituency meeting.

Article VI—Bylaws

~~The voters of this conference may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the constitution. The members of this conference, acting in and through a conference constituency meeting, may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the constitution or with the current local conference model constitution and bylaws approved by the Executive Committee of the General Conference of Seventh-day Adventists.~~

Article VII—Dissolution and Disposition of Assets

This conference may be dissolved only by a two-thirds majority vote of the delegates present and voting at any constituency meeting.

In the event of the dissolution of this ~~conference~~, conference and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article VIII—Amendments

~~This~~ The bolded text of this constitution shall not be amended except to conform to the ~~model local conference~~ model constitution when it is amended by action of the General Conference Executive Committee at an Annual Council. ~~This conference shall amend its constitution from time to time at regularly called constituency meetings, any such changes to conform to the model local conference constitution. Such amendments shall be adopted into the conference constitution by a simple majority vote (unless local law requires a higher majority) of delegates present and voting at a conference constituency meeting. This conference may amend the unbolded text of the constitution from time to time at a conference constituency meeting provided any such changes are in harmony with the spirit and intent of the model constitution. Such amendments shall require an affirmative vote of two-thirds (2/3) of the delegates present and voting. The conference executive committee may recommend to the General Conference, through the _____ Union Conference/Union Mission and the _____ Division of the General Conference of Seventh-day Adventists, amendments to the model constitution.~~

**BYLAWS OF THE _____ CONFERENCE
OF SEVENTH-DAY ADVENTISTS**

Article I—Principal Office

~~The principal office for the transaction of the business of the _____ Conference is fixed and located at _____, _____. The executive committee may in an emergency change the location of the principal office on a temporary basis.~~

The principal office for the transaction of the business of the _____ Conference is fixed and located at _____, _____. The executive committee may in an emergency change the location of the principal office on a temporary basis.

Article II—Constituency Meetings

Sec. 1. Regular Meeting: This conference shall hold a regular _____ (biennial, triennial, quadrennial, or quinquennial) constituency meeting at such time and place as the executive committee of the conference shall designate. In the event that the executive committee fails to call a regular constituency meeting within the quinquennial period, the _____ Union Executive Committee may give notice for such a meeting and designate the time and place. Notice of the time and place of the meeting of the delegates representing the members shall be given by

a. A notice printed in the official publication of the _____ Union Mission/Union Conference at least four weeks before the date of the session, or

b. A method approved by the _____ Conference Executive Committee, provided all member units receive notice with sufficient time to select delegates. ~~Committee.~~

c. A method approved by the _____ Union Executive Committee in the event of inaction or non-compliance by the _____ Conference Executive Committee.

Sec. 2. Special Meeting: a. The executive committee of this conference shall call a special constituency meeting, ~~at a time and place it deems proper~~ meeting when:

- 1) It is voted by the executive - No change
- 2) It is voted by the delegates at any constituency - No change
- 3) It is requested by _____ percent of the - No change

13-210

October 16, 2013, a.m.

GCC Annual Council

- 4) It is voted by the union committee, division - No change

The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.

b. ~~The union committee or the division committee may call a special constituency meeting of the conference. In the absence of a timely response by the executive committee to paragraphs 2) through 4) in Sec. 2. a. above the~~ Union Executive Committee or Division Executive Committee may call a special constituency meeting of the union conference and designate the time and place for such a meeting.

e. ~~The agenda for special constituency meetings shall be included in the notice of the meeting.~~

c. The agenda for special constituency meetings shall be included in the notice of the meeting.

d. ~~The time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.~~

d. Notice as to the time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this conference shall serve as chair and the secretary of this conference shall serve as secretary for constituency meetings of the conference. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the constituency meeting may be called to order by the ranking union officer present. The first item of business shall be the election of a chair *pro tem*, selected from the delegates present at the meeting. When the election of a president has been completed, the new or re-elected president, if present at the constituency meeting, shall replace the chair *pro tem*.

In a similar manner, arrangements may be made for a secretary *pro tem* if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting. When election of a secretary has been completed, the new or re-elected secretary, if present at the constituency meeting, shall replace the secretary *pro tem*.

A person who is not reelected a constituency meeting does not thereby lose delegate status at the current constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting shall include the election/appointment of personnel for various positions (see Sec. 10. below), the receipt of reports from the president, secretary, treasurer (report based on audited statements), departmental directors, and the auditor. The constituency meeting shall endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

Sec. 5. Sec. 3. Quorum: At least _____ percent of the delegates - No change

Sec. 6. Sec. 4. Proxy Voting: All delegates must be present - No change

Sec. 7. Sec. 5. Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this conference shall be entitled to one vote on each question to be decided by the body. ~~vote.~~ The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the conference in which they have been designated to represent a local church, an institution, the _____ Union Conference, the _____ Division or the General Conference of Seventh-day Adventists.

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority pertaining to all rules and procedures for constituency meetings not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. Sec. 6. Election/Appointment and Term of Office: a. Election: All officers and members of the executive committee who are not ex officio members shall be elected by the delegates at the regular meeting of the conference ~~constituency and shall hold their offices until the next regular meeting of the conference constituency, unless they resign or are removed from office, for cause, by the executive committee/a special constituency meeting.~~ constituency. The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, if not determined by the delegates at the conference constituency meeting, shall be referred to the executive committee for appointment. committee.

13-212

October 16, 2013, a.m.

GCC Annual Council

b. Term of Office: Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situations where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Article III—Representation

Sec. 1. The delegates at any constituency meeting of this conference shall be regular delegates and delegates at large.

a. **Regular Delegates: All delegates duly accredited by any one of the organized churches of the conference. Each church shall be entitled to one delegate for the organization and one additional delegate for each _____ members or major fraction thereof and who hold membership in the local church which accredits them. Such delegates shall be chosen by the business meeting of the respective local church.**

b. **Delegates at large:**

4) All members of the executive committee of the _____
Conference.

**1) All members of the executive committee of the _____
Conference.**

2) All members of the executive committee - No change

3) All employees holding credentials or ministerial - No change

4) **Members of the ~~General Conference~~ Division Executive Committee who may be present at any constituency meeting of this conference. The number of such delegates representing the ~~General Conference of Seventh-day Adventists~~ Division shall not exceed ten percent of the total number of delegates otherwise provided for.**

5) **Such other persons as may be recommended - No change**

Sec. 2. All delegates appointed to represent the members of this - No change

Article IV—Constituency Meeting Committees IV—Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each conference constituency meeting, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. The organizing committee shall be constituted as follows: Each church represented at the constituency meeting shall choose, or empower its delegation to choose, one member plus one additional member for each _____ members or a major fraction thereof. In addition, the at-large delegates to the constituency meeting shall select _____ persons from the at-large delegate group to serve on the organizing committee.

b. Members of the organizing committee shall be chosen at or prior to the constituency meeting.

c. If the organizing committee is to meet prior to the constituency meeting, the time and place of the meeting shall be given in the official notice of the meeting.

~~b. d.~~ The chair of the organizing committee shall be the - No change

~~e. e.~~ The organizing committee shall nominate and - No change

~~d. Members of the organizing committee shall be chosen at or prior to the constituency meeting.~~

~~e. If the organizing committee is to meet prior to the constituency meeting, the time and place of the meeting shall be given in the official notice of the meeting.~~

Sec. 2. Nominating Committee: The nominating committee shall consist of at least _____ and not more than _____ members, including the president of the _____ Union Mission/Conference, or his designee, who shall serve as the chair. The

13-214

October 16, 2013, a.m.

GCC Annual Council

membership of the committee shall be balanced, as nearly as possible, between denominational workers and laypersons representing various segments of the work and territories of the conference.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article II, Sec. 10. in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members for the executive committee and for the boards of conference institutions whose bylaws indicate that board members for the entity are elected at a conference constituency meeting.

Sec. 3. Standing Constitution and Bylaws Committee - No change

~~**Sec. 4. Voting:** The election of officers and the voting on all other matters of business shall be by viva voce unless otherwise determined by a majority vote of the delegates present.~~

Article V—Executive Committee

Sec. 1. Membership: The executive committee of the _____ Conference of ~~Seventh-day Adventists~~ shall be elected at its regularly scheduled constituency meeting and shall consist of not more than _____ members. The president, secretary, treasurer/chief financial officer, and vice president(s) of the conference shall be members ex officio of the executive committee. The membership of the committee may include at least one departmental director and one institutional representative with **the remaining membership balanced as nearly as possible between laypersons and pastors or other denominational employees** from various sections of the conference. **The officers of the _____ Union Mission/Conference, of the _____ Division and of the General Conference of Seventh-day Adventists are members ex officio of the local conference executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.**

(Note: A constituency may indicate in its bylaws the minimum percentage of laypersons on the executive committee.)

Sec. 2. Delegated Authority: The executive committee of this conference conference, unless replaced at a special constituency session, is delegated the authority to act on behalf of the constituents between regular sessions, including the authority to elect or remove for cause persons who have been elected at a union constituency meeting, including officers of the conference, directors of departments/services, members of boards and committees whose election or appointment is a result of a constituency meeting or executive committee meeting action and to fill, for the remaining portion of the term, any vacancies thus created. The removal of those named under Article VI, Sec. 1., shall require the affirmative vote of two-thirds (2/3) of those voting at an executive committee meeting where a majority of members is present. ~~officers, directors of departments/services, board and committee members.~~

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

- a. To fill for the current term any vacancies that may - No change
- b. To appoint committees, such as an administrative - No change
- c. To employ ministers, secretaries, teachers, and other - No change
- d. To grant and withdraw credentials and licenses. The withdrawal of credentials ~~or the removal of those named under Article V, Section 1. of these bylaws~~ shall require the consent of two-thirds of the members of the executive committee.

Sec. 4. Regular Meetings: The executive committee may schedule - No change

Sec. 5. Special Meetings: Special meetings of the executive committee - No change

Sec. 6. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 7. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 8. Sec. 6. Quorum: _____ members of the executive - No change

Article VI—Officers

Sec. 1. Executive Officers: The executive officers of this conference shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer. **It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the union executive committee, the constituency, constituency and/or the conference executive committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.**

- a. **President: The president, who shall be an ordained** - No change
- b. **Secretary: The secretary, associated with the president** - No change
- c. **Treasurer/Chief Financial Officer: The treasurer/chief** - No change

Sec. 2. Other Officers: Other individuals may serve as officers of the - No change

Article VII—Directors of Departments/Associations/Services - No change

Article VIII—Other Organizations - No change

Article IX—Finance

Sec. 1. Tithes and Offerings: The church funds managed by this - No change

Sec. 2. Policies: The portion of the tithe which is reserved for - No change

Sec. 3. Bank Accounts: The funds of this conference shall be - No change

Sec. 4. Financial Statements: The _____ Conference shall prepare annually regularly appropriate statements of income and fund balances and shall be responsible for the filing of any financial information directly with the _____ Union and the _____ Division of the General Conference of Seventh-day Adventists and, to the extent required by law, with any branch of local or national government.

Article X—Budget, Salary Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Conference shall prepare - No change

Sec. 2. Salary Employee Compensation and Expense Review: The executive committee shall appoint an employee compensation review committee whose tasks are outlined in General Conference Working Policy. ~~The executive committee shall constitute an employee remuneration committee to review annually the salary and expense of all the employees and set salary rates for the subsequent year.~~

Sec. 3. Independent Audit: All accounting records of this conference shall be audited at least annually by an auditor ~~designated by the General Conference Auditing Service;~~ chosen in harmony with General Conference Working Policy and the records of this conference or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

Article XI—Indemnification - No change

Article XII—Amendments

Amendment, Revision, and Repeal: The bylaws of this conference which are essential to the unity of the Church worldwide, and are designated in bold print shall be amended or revised from time to time in order to comply with changes to the ~~Model~~ Local Conference Model Constitution and Bylaws as voted by the General Conference Executive Committee in its annual meetings. Such amendments or revisions shall be approved by a ~~two-thirds majority vote~~ simple majority vote (unless local law requires a higher majority) of the delegates present and voting at any duly called constituency meeting of the local conference. Other sections of the bylaws may be amended, revised, or repealed, ~~in like manner,~~ by an affirmative vote of two-thirds (2/3) of those present and voting, provided such changes are in harmony with the spirit of the ~~Model~~ Local Conference Model Constitution and Bylaws, and have been processed through the conference executive committee. Notice of any proposed changes to the ~~constitution and~~ bylaws of this conference shall be given specifically in conjunction with the publication of notice for the session.

The constituency or the conference executive committee may recommend to the General Conference through the _____ Union Mission/Union Conference and the _____ Division of the General Conference of Seventh-day Adventists amendments to the ~~Model~~ Local Conference Model Constitution and Bylaws.

13-218
October 16, 2013, a.m.
GCC Annual Council

D 25 ~~Model~~ Local Mission Model Operating Policy

D 25 05 Local Mission/Field—The following ~~Model~~ Local Mission/Field Model Operating Policy shall be followed as closely as possible by all local missions/fields. Those sections of the model operating policy that appear in bold print are essential to the unity of the Church worldwide and shall be included in the operating policy for each local mission/field. Other sections of the model operating policy may be modified as set out in Article XIV, provided they continue to be in full harmony with the provisions of this model. Any other modifications needed to meet specific conditions in a local mission or field shall be submitted to the respective division committee for consideration. Where specific cases require modification to material in bold print, final approval for such modifications to any material in bold print must be studied and approved by the General Conference Administrative Committee after receiving a recommendation from the division executive committee and the Office of General Counsel.

Amendments to the ~~Model~~ Local Mission/Field Model Operating Policy shall be made by action of the Executive Committee of the General Conference of Seventh-day Adventists at any Annual Council of that committee.

**Operating Policy of the _____ Mission/Field
of Seventh-day Adventists**

Article I—Name

~~This organization, which is a subsidiary of the _____ Union Mission/Union Conference of Seventh-day Adventists, organization shall be known as the _____ Mission/Field of Seventh-day Adventists, hereinafter referred to as the mission/field.~~

Article II—Purpose - No change

Article III—Relationships

The _____ Mission/Field is a member unit of the _____ Union and is located in the territory of the _____ Division of the General Conference of Seventh-day Adventists. The purposes, policies, and procedures of this mission/field shall be in harmony with the working policies and procedures of the _____ Division and the General Conference of Seventh-day Adventists. This mission/field shall pursue the mission of the Seventh-day Adventist Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

Article IV—Geographic Territory ~~III—Territory~~ - No change

Article ~~V—Membership/Constituency~~ IV—Membership

The ~~membership~~ membership/constituency of this mission/field shall consist of such churches as have been or shall be properly organized in any part of the territory ~~under its jurisdiction~~ served by the mission/field and accepted by vote of the delegates assembled at any mission/field constituency session. ~~in a mission/field session.~~

Article VI—Principal Office

The principal office for the transaction of the business of the Mission/Field is fixed and located at _____, _____. The executive committee of the _____ Union may change the location of the principal office.

Article VII—Membership/Constituency Meetings ~~V—Sessions~~

Sec. 1. Regular Meetings: Sessions: This mission/field shall hold regular sessions quinquennial constituency meetings at such time and place as the mission/field committee in counsel with the officers of the union mission/union conference shall ~~designate by written notice sent to all churches and companies at least thirty days prior to the session.~~ designate. In the event that the executive committee fails to call a regular constituency meeting within the quinquennial period, the _____ Union Executive Committee may give notice for such a meeting and designate the time and place. Notice of the time and place for the meeting shall be given by written notice and sent to the presidents of member churches at least thirty days before the date of the session.

~~Sec. 2. Session Business:~~ The regular business of the session will be to receive reports of the president, secretary, treasurer/chief financial officer (based on audited statements), departmental directors, and the auditor's reports, and to approve self-reliance plans for the local mission/field, which should contain specific, detailed incremental plans for moving the local mission/field toward local conference status.

~~Sec. 3. Session Elections:~~ This mission/field in session shall elect the departmental directors of the mission/field, and the elective members of the mission/field executive committee, who shall hold their offices for the period of _____ years or until their successors are elected and enter upon their duties.

Sec. 2. Special Meeting: a. The executive committee shall call a special constituency meeting when:

- 1) It is voted by the executive committee, or**

13-220

October 16, 2013, a.m.

GCC Annual Council

2) It is voted by the delegates at any constituency meeting, or

3) It is requested by _____ percent of the churches through their church boards, or

4) It is voted by the _____ Union Executive Committee or the Division Conference Executive Committee.

The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.

b. In the absence of a timely response by the executive committee to paragraphs 2) through 4) in Sec. 2. a. above, the _____ Union Executive Committee or the Division Executive Committee may call a special constituency meeting of the mission/field and designate the time and place for such a meeting.

c. The agenda for special constituency meetings shall be included in the notice of the meeting.

d. The time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.

Sec. 3. Chair and Secretary for Constituency Meetings: The president of this mission/field shall serve as chair and the secretary of this mission/field shall serve as secretary for constituency meetings of this mission/field. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the ranking union officer present shall serve as chair for the meeting.

In a similar manner, arrangements may be made for a secretary *pro tem* if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting.

Sec. 4. Regular Meeting Business: The business of the regular constituency meeting will include the election/appointment of personnel for various positions (see Sec. 10. below), the receipt of reports from the president, secretary, treasurer/chief financial officer (report based on audited statements), departmental directors, and the auditor. In addition, the constituency meeting shall review/create plans for moving the mission/field toward

conference status. It shall also endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the _____ Division.

~~Sec. 4. Special Sessions: The mission/field committee may, upon approval of the union committee, call a special session at such time and place as it may deem proper by a like notice, and the transactions of such sessions shall have the same force as those of the regular sessions. The union may also call a special session of the mission/field.~~

~~Sec. 5. Temporary Committees: Previous to each session of the mission/field the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work of the session.~~

~~Sec. 6. Organizing Committee: An organizing committee for each constituency meeting shall nominate a nominating committee and such other committees as may be needed for the session, with nominees subject to the approval of the constituency delegates. The organizing committee shall consist of representatives from each church and each mission/field operated institution, and the president of the _____ Union, or his designee, who shall serve as chair.~~

~~Sec. 7. Nominating Committee: The nominating committee shall consist of _____ members, including the president of the _____ Union, or his designee, who shall serve as chair.~~

~~Sec. 8. Voting: The voting on all matters of business shall be by viva voce unless otherwise demanded by a majority of the delegates present. Only those delegates who are present in person at any constituency meeting shall be eligible to vote. There shall be no voting by proxy.~~

Sec. 5. Quorum: At least _____ percent of the delegates authorized hereinafter under Sec. 1. and 2. Of Article VI must be present at the opening of any regular or special constituency meeting to constitute a quorum for the transaction of business. Once the meeting is declared open, the delegates remaining shall constitute a quorum.

Sec. 6. Proxy Voting: All delegates must be present in person at any constituency meeting in order to be eligible to vote. There shall be no voting by proxy.

Sec. 7. Voting Rights of the Delegates: Each delegate appointed to act on behalf of the members of this mission/field shall be entitled to one vote on each question to be decided by the body. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the mission/field in which

13-222

October 16, 2013, a.m.

GCC Annual Council

they have been designated to represent a local church, institution, the Union, the Division, or the General Conference of Seventh-day Adventists.

Sec. 8. Voting: The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership.

Sec. 9. Parliamentary Authority: The parliamentary authority for constituency meetings pertaining to all rules and procedures not covered by its bylaws shall be based on those published in the *General Conference Rules of Order* unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 10. Elections/Appointments and Term of Office: a. Elections: The presidents, secretaries, and treasurer/chief financial officers of this mission/field shall be elected by the union constituency/executive committee rather than by the session of this mission/field. The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers, is normally done during the constituency session. If personnel for available positions are not all elected during the session, their appointment shall be referred to the executive committee. The constituency meeting shall also elect the members (other than ex officio) of the mission/field committee and, where required by the governance documents of local mission/field institutions, the chief administrator(s) and board members of such entities.

b. Term of Office: Persons elected at the constituency meeting and those appointed by the executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situation where a mandatory retirement age policy is in effect, or removal from office, for cause, by the executive committee or a special constituency meeting.

Article VIII—Representation VI—Representation

Sec. 1. Regular Delegates: Regular delegates to a mission/field session shall be such delegates as shall be duly accredited by the organized churches of the mission/field, on the basis of one for each local organized church, and one additional for each _____ members or major fraction thereof. Such delegates shall be chosen by action of the business meeting of each respective local church.

Sec. 2. Delegates at large: Delegates at large to a mission/field session - No change

Sec. 3. All delegates appointed to represent the members of this - No change

Article IX—Constituency Meeting Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each constituency meeting of this mission/field, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

Committees that facilitate the business of the session include:

Sec. 1. Organizing Committee: a. An organizing committee shall be constituted as follows: Each church represented at the constituency meeting shall choose, or empower its delegation to choose, one member plus one additional member for each _____ members or a major fraction thereof. In addition, the at-large delegates to the constituency meeting shall select _____ persons from the at-large delegate group to serve on the organizing committee.

b. Members of the organizing committee shall be chosen at or prior to the constituency meeting.

c. If the organizing committee is to meet prior to the constituency meeting, the time and place of the meeting shall be given in the official notice of the meeting.

d. **The chair of the organizing committee shall be the president of the Union or his designee.**

e. **The organizing committee shall nominate and the constituency shall elect:**

1) **A nominating committee.**

2) Other committees as may be necessary.

13-224

October 16, 2013, a.m.

GCC Annual Council

Sec. 2. Nominating Committee: The nominating committee shall consist of members, including the president of the _____ Union, or his designee, who shall serve as chair.

a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.

b. Persons holding elective office, as outlined in Article V, Sec. 10. in the current term shall not be eligible to serve on the Nominating Committee.

c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions has been made.

d. The Nominating Committee shall also nominate members, other than ex officio members, for the mission/field executive committee and for the boards of mission/field institutions whose bylaws indicate that board members for the entity are elected at a mission/field constituency meeting.

Article X—Executive Committee VII—Executive Committee

Sec. 1. The mission/field executive committee, of which the president shall be the chair and the secretary/secretary-treasurer shall be the secretary, shall consist of from five to fifteen members, as determined by the union conference/union mission executive committee. The mission/field president, secretary, and treasurer/chief financial officer shall be ex officio members of the executive committee. The officers of the _____ Union Mission/Union Conference, the _____ Division, and the General Conference of Seventh-day Adventists are members ex officio of the mission/field executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

~~Sec. 2. During the intervals between sessions of this mission/field, the mission/field committee shall have administrative power, with authority to employ personnel that may be necessary to execute its work effectively, to grant and withdraw such licenses as are within its power, and to fill all vacancies occurring by death, resignation, or otherwise, in offices which have been filled by local mission/field election. The above actions shall require the consent by vote of two-thirds of the members of the committee and the concurrence of the officers of the union mission/union conference. The mission/field committee may also appoint committees, such as an administrative committee, with their terms of reference.~~

~~Sec. 3. Any _____ members of the mission/field committee, including the president, shall be empowered to transact such mission/field business as is in harmony with the general plans outlined by the committee, but the concurrence of _____ members shall be necessary to pass any measure. (The union conference/union mission shall determine the numbers on the basis of the size of the mission/field committee.)~~

Sec. 2. Delegated Authority: The executive committee of this mission/field is delegated the authority to act on behalf of the constituents between constituency meetings, including the authority to remove, for cause, persons who have been elected at a mission/field constituency meeting including: directors of departments/services; chief administrators of institutions; and board/committee members whose election or appointment is a result of a constituency meeting or executive committee meeting action; and to fill, for the remaining portion of the term, any vacancies thus created.

Sec. 3. Administrative Authority: The executive committee shall have full administrative authority:

a. To fill for the current term any vacancies that may occur by death, resignation, or otherwise, in its boards, committees, departments, or in offices which have been filled by mission/field constituency meeting election.

b. To appoint committees, such as an administrative committee, with their terms of reference.

c. To employ such personnel as may be necessary to execute its work effectively.

d. To grant and withdraw credentials and licenses. The withdrawal of credentials shall require the consent of two-thirds of those voting at an executive committee meeting where a majority of members is present.

Sec. 4. Meetings of the mission/field committee may be called at any time - No change

Sec. 5. Attendance at Meetings: Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 6. Notice of Meetings: Notice as to time and place, and any other requirements under these bylaws, shall be provided to all members in a reasonable manner at least 48

13-226

October 16, 2013, a.m.

GCC Annual Council

hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 7. Quorum: Unless otherwise required in the Operating Policy, _____ members, including the president, of the executive committee, shall constitute a quorum.

Article ~~VIII~~—Officers XI—Officers and Their Duties

Sec. 1. Executive Officers: The executive officers of this mission/field shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer. **It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the constituency and/or the mission/field executive committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.**

The executive officers of this mission/field shall be appointed by the union at the time of its ~~sessions and~~ sessions, or by the union executive committee between union sessions. The executive officers shall be members of the local mission/field committee. Vacancies in such offices shall be filled by action of the union executive committee.

a. **President:** The president, who shall be an ordained minister of experience, is the first officer and shall report to the ~~mission/field~~ executive committee in consultation with the secretary and the treasurer/chief financial officer. He shall act as chair of constituency meetings and of the ~~mission/field~~ executive committee and serve in the general interests of the mission/field as the constituency and the mission/field committee shall determine. In his leadership he shall adhere to the policies of the _____ Union, the _____ Division and of the General Conference of Seventh-day Adventists, work in harmony with the union committee, and in close counsel with the union officers. When a local mission/field president is to be absent from the field for prolonged periods of time, the mission/field committee shall be authorized, in counsel with the union officers, to appoint an individual to act as chair during such absence.

b. **Secretary:** The secretary, associated with the president as an executive officer, shall serve under the direction of the ~~mission/field~~ executive committee and shall act as vice-chair of the ~~mission/field~~ executive committee. The secretary shall report to the mission/field committee after consultation with the president. It shall be the duty of the secretary to keep the minutes of the ~~mission/field~~ constituency sessions and of the ~~mission/field~~ executive committee and to furnish copies of such to all members of the ~~mission/field~~ executive committee and to the officers of the _____ Union

Mission/Union Conference. The secretary shall also be responsible for providing information as may be requested by the president or the union and local mission committees, and shall perform such other duties as pertain to the office.

c. **Treasurer/Chief Financial Officer:** The treasurer/chief financial officer, associated with the president as an executive officer, shall serve under the direction of the ~~mission/field~~ executive committee. The treasurer/chief financial officer shall report to the ~~mission/field~~ executive committee after consultation with the president. The treasurer/chief financial officer shall be responsible for providing financial leadership to the organization which will include, but shall not be limited to, receiving, safeguarding, and disbursing all funds in harmony with the actions of the executive committee, for remitting all required funds to the union/division/General Conference in harmony with the _____ Division policy, and for providing financial information to the president and to the executive committee. The treasurer/chief financial officer shall also be responsible for furnishing copies of the financial statements to the _____ Union officers.

Sec. 2. Other Officers: Other individuals may serve as officers of the - No change

Article IX—Departments

Such departments as are usual in the General Conference may be created by this mission/field as the development of the work requires. ~~Directors of departments shall work under the direction of the mission/field committee and the president and shall serve in an advisory relationship to the field.~~

Article XII—Directors of Departments/Associations/Services

Sec. 1. Advisory Role: The directors of departments/associations/services of this mission/field shall work under the direction of the executive committee and the president and shall serve in an advisory relationship to the field.

Sec. 2. Departments/Services Structure: Mission/Field departments, associations, and services shall be organized in harmony with the department, association, service structure of the General Conference, but shall not necessarily duplicate the departments, associations, and services of the _____ Union or the Division.

Article ~~XIII—Finance~~ X—Finanee

Sec. 1. Tithes and Offerings: The church funds managed by this mission/field shall be:

13-228

October 16, 2013, a.m.

GCC Annual Council

- a. **Such portion of tithe as it shall be assigned by policy and** - No change
- b. Appropriations from the _____ Union Mission/Union - No change
- c. Special donations.

~~Sec. 2. The mission/field committee shall annually submit to the executive committee of the _____ Union Mission/Union Conference appropriate statements of income and fund balances and an estimate of its operating expenses and receipts for the ensuing year.~~

~~Sec. 3. Sec. 2. Policies:~~ The portion of tithe which is reserved for this mission/field, as specified by policy, and all other funds shall be used in harmony with the policies of the _____ Division of the General Conference; and in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithe is shared with the union and division on fixed percentages as set by the division executive committee and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee. This mission/field shall pass on monthly to the _____ Union Mission/Union Conference the specified tithe percentage, all mission/field offerings, and such other funds as may be called for by the policies of the union and division organizations.

~~Sec. 4. Sec. 3. Bank Accounts:~~ The funds of this mission/field shall be safeguarded in harmony with the financial policies of the _____ Division of the General Conference of Seventh-day Adventists. Moneys shall be deposited in the name of the _____ Mission/Field of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the mission/field committee shall designate, and shall be withdrawn only by persons authorized by resolution of the mission/field committee.

~~Sec. 4. Financial Statements: The _____ Mission/Field shall regularly prepare statements of income and fund balances and shall be responsible for the filing of copies of the annual financial statement with the _____ Union, and the Division and, to the extent required by law, with any branch of local or national government.~~

~~Article XI—Wages and Audits~~

~~The fixing of wages within this mission/field shall be carried out in harmony with the policies fixed by the _____ Division.~~

~~All accounting records of this mission/field shall be audited at least annually by an auditor designated by the General Conference Auditing Service; and the records of this~~

~~mission/field or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.~~

Article XIV—Budget, Employee Compensation Review, and Financial Audit

Sec. 1. Budget: The _____ Mission/Field shall prepare an annual budget in harmony with the policies of the _____ Division of the General Conference of Seventh-day Adventists.

Sec. 2. Employee Compensation and Expense Review: The executive committee shall appoint an employee compensation and expense review committee, including a union officer or one or more representatives appointed by the union committee. The tasks of this committee are outlined in General Conference *Working Policy*.

Sec. 3. Independent Audit: A financial audit of this mission/field shall be conducted at least annually by an auditor chosen in harmony with General Conference *Working Policy*; and the records of this mission/field or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

Article XII—Indemnification

~~**Sec. 1.** To the extent permitted by law, this mission/field shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the mission/field executive committee or an officer, employee, or agent of the mission/field against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the mission/field, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.~~

~~**Sec. 2.** This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer or department director may be entitled.~~

~~(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)~~

Article XIII—Dissolution XV—Dissolution and Disposition of Assets - No change

This mission/field may be dissolved only by action of the union executive committee.

13-230

October 16, 2013, a.m.

GCC Annual Council

In the event of the dissolution of this ~~mission/field~~, mission/field and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the _____ Division of the General Conference of Seventh-day Adventists.

Article XVI—Indemnification

Sec. 1. To the extent permitted by law, this mission/field shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the mission/field executive committee or an officer, employee, or agent of the mission/field against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the mission/field, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.

Sec. 2. This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer or department director may be entitled.

(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)

Article XVII—Amendments XIV—Amendments

At any annual meeting of the _____ Union Mission/Union Conference Executive Committee, this operating policy may be amended by a majority vote, provided that such amendments shall not be inconsistent with the Constitution of the General Conference and the working policy of the _____ Division of the General Conference of Seventh-day Adventists, and with the spirit of the ~~Model~~ Local Mission/Field **Model** Operating Policy. However, those portions of this operating policy which are essential to the unity of the Church worldwide and are designated in bold print shall only be amended or revised from time to time by the _____ Union Mission/Union Conference Executive Committee ~~by a two-thirds majority vote~~, in order to comply with changes to the ~~Model~~ Local Mission/Field **Model** Operating Policy as voted by the General Conference Executive Committee in its annual meetings.

ACM/PolRev&Dev/ADCOM/SecC /GCDO13AC/13AC to MAI(DIV)

249-13G PERMANENT RETURNEES/CHAPLAINS (CREDENTIALS
AND LICENSES—METHOD OF ISSUING) - POLICY
AMENDMENT

VOTED, To amend GC E 10 55, Permanent Returnees/Chaplains (Credentials and Licenses—Method of Issuing), to read as follows:

E 10 55 Permanent Returnees/Chaplains—By the General Conference for one year to permanently returned interdivision employees and ~~retired military~~ endorsed chaplains who have not been employed by any conference or institution and whose current papers do not cover a period of one year, provided they are in good standing.

ACM/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

250-13G TO EMPLOYEES (CREDENTIALS AND LICENSES—
METHOD OF ISSUING) - POLICY AMENDMENT

VOTED, To amend GC E 10 80, To Employees (Credentials and Licenses—Method of Issuing), to read as follows:

E 10 80 To Employees—Credentials/Licenses shall be issued only to full-time denominational employees and to those under the supervision of conferences/missions/fields or denominationally owned institutions. They shall expire when denominational employment is terminated. In special cases a credential/license may be issued to a nondenominationally employed individual while serving the Church under the supervision of a denominational organization; e.g., Adventist Chaplaincy Ministries for a chaplain. ~~organization.~~

ACM/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

251-13G CHAPLAINS (CREDENTIALS AND LICENSES—
METHOD OF ISSUING) - POLICY AMENDMENT

VOTED, To amend GC E 10 90, Chaplains (Credentials and Licenses—Method of Issuing), to read as follows:

E 10 90 Chaplains—Seventh-day Adventist chaplains are first and foremost Seventh-day Adventist clergy who are called to express their spiritual gifts in special ministries. As clergy,

13-232

October 16, 2013, a.m.

GCC Annual Council

they are granted credentials by a conference, union, or division (see FA 30 for additional guidance).

1. Employment in Denominational Organizations—Denominational - No change
2. Employment in Nondenominational Organizations—A Seventh-day Adventist minister who seeks employment as a Seventh-day Adventist chaplain in a nondenominational organization is entitled to have his/her credential continued during that employment, subject to his/her meeting established requirements for retaining credentials. Individuals without a current license or credential must meet the qualifications for a credential/ license as a prerequisite for ecclesiastical endorsement. These credentials/licenses shall normally be issued by the local conference/mission/field in whose territory the chaplain serves. A conference/mission/field organization which issues a credential/license to a ~~nondenominationally employed Seventh-day Adventist chaplain~~ Seventh-day Adventist minister, who is employed as a chaplain in a nondenominational institution or organization, shall register such credential with the office of the division Adventist Chaplaincy Ministries director.

HR/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

257-13G RETIREMENT OF ELECTED EMPLOYEES - POLICY
AMENDMENT

VOTED, To amend GC E 55, Retirement of Elected Employees, to read as follows:

E 55 Retirement of Elected Employees Removal from Elected Office

If during the term for which an employee was elected, such employee is unable to fully discharge his/her work responsibilities, the executive committee of the employing body or appointing entity shall have the authority to effect separation of employment of such employee before expiration of the term for which he/she was elected. ~~some condition of health develops that prevents the discharging of his/her duties efficiently, the employing body, after due consultation with physicians, and with the approval of the responsible higher organizations, shall have the authority to effect retirement of such employee before expiration of the term for which he/she was elected.~~

HR/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

258-13G EMPLOYEES RELEASED FROM GENERAL CONFERENCE
RESPONSIBILITIES - POLICY AMENDMENT

VOTED, To amend GC E 65, Employees Released from General Conference Responsibilities, to read as follows:

E 65 Employees Released From General Conference Responsibilities

Elected members of the General Conference staff ~~who, because of tenure of office or other reasons;~~ who, are not continued in their service but who can be recommended for other employment, may be assisted in securing further denominational employment under the provisions of the policy for Placing Permanently Returned Interdivision Employees. (See Q 50.)

HR/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

259-13G RESPONSIBILITY FOR SERVICE RECORDS - POLICY
AMENDMENT

VOTED, To amend GC E 70 15, Responsibility for Service Records, to read as follows:

E 70 15 Responsibility for Service Records—Responsibility for keeping the service records is as follows:

1. Interdivision Employees—Assistant Secretary, General Conference - No change
2. General Conference ~~and North American Division~~ Staff—Director of Human Resources ~~Resource Services~~ for headquarters staff.
3. Division (including division personnel and interdivision employees)—Secretary.
4. Union or Local Conference/Mission/Field—Secretary.
5. Primary (Elementary) and Secondary Church School - No change
6. Secondary School (Academy)—Principal.
7. College and University—President/Personnel Director.

13-234

October 16, 2013, a.m.

GCC Annual Council

8. Health Care Institution—Administrator/Manager or Personnel Director.
9. Publishing House—President/Manager or Personnel Director.
10. Other institutions not included above—Chief Administrative - No change

HR/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

260-13G SERVICE RECORD FORMATS - POLICY AMENDMENT

VOTED, To amend GC E 70 20, Service Record Formats, to read as follows:

E 70 20 Service Record Formats—Each denominational organization shall maintain service records for all its employees in either manual or automated format as follows:

1. Manual Systems—The manual system consists of maintaining - No change
2. Automated System—The automated system consists of maintaining the service record in a computerized form.
 - a. Information to be Recorded—A list of the standard - No change
 - b. Standard Format—All computerized service record - No change
 - c. Annual Service Entries Report—The individual authorized - No change
 - d. Annual Service Corrections Report—The ~~personnel~~ human resources director of the organization shall prepare by January 31 of each year a report of all corrections made to the service records during the preceding year. Each page of this report shall be hand signed and dated by two officers, one of whom shall be the officer responsible for service records, except in the case of permanently bound printouts, which need only be hand signed and dated on the last page. In harmony with the provisions of BA 70, Retention and Safeguarding of Records, this report shall be stored in the organization's records center in a secure and permanent file.
 - e. Microfiching or Microfilming of Printouts—Where - No change
 - f. Biennial Copy to the Employee—Each employee shall be - No change
 - g. Annual Schedule for Transmissions—Each organization - No change

ACM/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

252-13G SUPPORTING DOCUMENTATION FOR SERVICE
RECORDS - POLICY AMENDMENT

VOTED, To amend GC E 70 35, Supporting Documentation for Service Records, to read as follows:

E 70 35 Supporting Documentation for Service Records—1. Regular Denominational Employees - No change

2. Literature Evangelists - No change

3. Christian Record Field Representatives - No change

4. Chaplains—The division Adventist Chaplaincy Ministries Director will be responsible for keeping current a history of ministry assignments for each duly endorsed chaplain serving in a non-denominational institution or organization. If the chaplain re-enters denominational employment, Adventist Chaplaincy Ministries will forward a copy of the ministry assignment history to the new employer.

ACM/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

248-13G ADVENTIST CHAPLAINCY MINISTRIES—DEPARTMENTAL
POLICIES - POLICY AMENDMENT

VOTED, To amend GC FA, Adventist Chaplaincy Ministries—Departmental Policies, to read as follows:

FA ADVENTIST CHAPLAINCY MINISTRIES—DEPARTMENTAL POLICIES

FA 05 Purpose - No change

FA 10 Desired Outcome

Adventist Chaplaincy Ministries (ACM) envisions the following:

1. A network of ACM directors with denominational ecclesiastical endorsement and a minimum of five years' experience as chaplains, and function where needed at various Church organizational levels;

13-236

October 16, 2013, a.m.

GCC Annual Council

2. Outreach of the Church extended in reaching the unreached for - No change
3. Opportunities identified, established, coordinated, promoted, and ~~supportive of~~ supported by the various expressions of chaplaincy ministries in each division of the world field;
4. All Adventist clergy designated as “chaplain” in full compliance - No change
5. Each division with established accredited graduate educational training programs for chaplaincies and a Clinical Pastoral Adventist Education center;
6. A continuous flow of trained chaplains from entry to supervisory levels in the ~~chaplaincies is maintained;~~ chaplaincies; and
7. Pastoral care and religious support ~~ensured~~ provided specifically for Adventists serving in military forces and law enforcement agencies.

FA 15 Services and Resources

FA 15 05 Functions—Adventist Chaplaincy Ministries (ACM) performs essential services and provides the following key resources for the world ~~field;~~ field. ~~It provides:~~

1. Strategic planning for ACM concerns and interests; ~~Consultation and liaison activities;~~
2. Standards and policies for Adventist chaplaincies; ~~Strategic planning for ACM concerns and interests;~~
3. Ecclesiastical endorsement of chaplains and certification of training centers and programs for chaplains; ~~Integration and accountability of chaplains with the denomination;~~
4. Accountability of chaplains and integration with the denomination; ~~Standards and policies for Adventist chaplaincies;~~
5. Resources and training for chaplaincy ministries; ~~Ecclesiastical endorsement of chaplains and certification of training centers and programs for chaplains;~~
6. Consultation and liaison activities; ~~Resources and training for chaplaincy ministries;~~

7. Advocacy and credible public relations, professional publications, and educational materials; relations; and

8. Pastoral care and religious support for church members serving in the militaries.

FA 15 10 Training Programs—Each division is responsible for providing educational and training programs for chaplaincy ministry at an Adventist seminary or university. Clinical Pastoral Education (CPE) is recommended for all pastors and required for certain chaplaincies, especially health care, healthcare, which is done in conjunction with academic preparation. ~~Clinical Pastoral Education requires cooperation between a school and a hospital.~~ It is preferable for Adventist chaplains to be trained in Adventist hospitals and schools. Standards for chaplains are determined by a collaboration of Adventist Chaplaincy Ministries (ACM), General Conference Education and Health Ministries departments, Education Department, and the Ministerial Association. These standards are established through the following:

1. Accredited courses of study that meet academic standards for - No change
2. Adventist Clinical Pastoral Care Education (ACPCE) centers that - No change
3. Board Certification for those chaplains who have completed - No change

Additional requirements, guidance, and information are provided in the Standard Operating Procedure and is available on request from ACM.

FA 20 Operations

FA 20 05 Staffing—Adventist Chaplaincy Ministries is administered by a director and associate director(s) as needed and budgeted. The director and associate director(s) are elected on the basis of their expertise and experience in leading and caring for chaplains and their ministries. Adventist Chaplaincy Ministries directors are expected to have duly granted denominational ecclesiastical endorsement and a minimum of five years' employment as a full-time chaplain. The director, associate director(s), and staff will provide direction, promote opportunities for chaplaincies, and collaborate with church leaders to engage chaplains in the overall mission of the Church. ~~the responsibilities encompassed by the work of the department.~~ ~~In their leadership, the director, associate director(s), and staff will provide a clear sense of direction which anticipates ministry opportunities now and in the future while unifying the efforts of leaders at other levels of the Church involved in Adventist chaplaincy ministries.~~

FA 20 10 Administration—1. Overview—Operationally and administratively, the department, through its director, is responsible to the president and his advisors for promoting plans and work outlined by the General Conference Executive Committee. A president's advisor

13-238

October 16, 2013, a.m.

GCC Annual Council

meets regularly with the staff to listen, to give guidance, and to empower the staff to meet present and anticipated ministry opportunities. ~~A unified Adventist Chaplaincy Ministries (ACM) department serves both the General Conference and the North American Division.~~ The General Conference ACM Committee oversees departmental work and promotes ~~gives special attention to promoting~~ Adventist Chaplaincy Ministries within each division of the Church.

2. General Conference Adventist Chaplaincy Ministries Committee—a.

Responsibilities—All aspects of ACM come under the jurisdiction of the - No change

b. Executive Committee—General Conference ACM Committee members in residence at the General Conference office serve as the executive committee which carries on the work of the General Conference ACM Committee between meetings of the full membership. Department operations are governed by the ACM Manual of Standard Operating Procedures, which is ~~revised~~ approved by the General Conference ACM Committee or executive committee. ~~committee, as needed.~~ The Standard Operating Procedure is available on request from ACM.

FA 20 15 World Advisories—A departmental world advisory is normally - No change

FA 20 20 Division Adventist Chaplaincy Ministries Departments—1. Administration—
Division Adventist Chaplaincy Ministries (ACM) departments administer ACM - No change

2. Responsibilities—Divisions have the following unique responsibilities for the ACM program:

- a. Identify opportunities and assess requirements for - No change
- b. Include a chapter on ACM in their working policy.
- c. Establish an ACM Committee, define its terms of - No change
- d. Establish standards for ecclesiastical endorsement of - No change
- e. Designate an accredited Seventh-day Adventist university - No change
- f. Designate a hospital located near the Adventist university - No change
- g. Delegate authority for certification and ecclesiastical - No change
- h. Authorize credentials for chaplains whose official duties - No change

i. Develop National Service Organizations on the appropriate conference levels that will provide pastoral care and religious support to support Adventists serving in their national military forces and law enforcement agencies. ~~forces.~~

j. Conduct annual training programs specifically for - No change

k. Develop a systematic training program for lay caregivers - No change

FA 25 Employment of Adventist Chaplains - No change

FA 30 Ecclesiastical Endorsement

All chaplains are pastors, though not all pastors are called to be chaplains. To become a chaplain, pastors must have advanced training, pastoral experience verified by current credentials, and ecclesiastical endorsement. Ecclesiastical endorsement from the Seventh-day Adventist Church is granted only to Adventist clergy. It is required to work as an Adventist chaplain in a denominational institution or to represent the Church as a chaplain in any public organization.

FA 30 05 Requirements—Ecclesiastical endorsement is the Church's affirmation that a person is seeking or serving in chaplaincy and has presented evidence of their calling and training for that ministry. An applicant must:

1. ~~Be a licensed minister~~ Hold a ministerial license or a commissioned ministry credential in regular standing in the Seventh-day Adventist Church, with a minimum of two years of pastoral experience (post-graduation), or proven equivalency as determined by the Adventist Chaplaincy Ministries Committee;
2. Complete appropriate training for the specialized ministry, and have the essential, defined pastoral experience as required;
3. Have placement or be seeking placement in an approved ministry setting; and
4. Continue to maintain accountability with the Church.

FA 30 10 Categories—The Seventh-day Adventist Church grants ecclesiastical endorsement in the following categories: supervisory chaplain (healthcare only), chaplain (all specialized ministries), associate chaplain (healthcare only), and Clinical Pastoral Education (CPE) supervisor-in-training (healthcare only). Clergy who volunteer their services as chaplains must meet all the requirements and professional standards for ecclesiastical endorsement and/or other certifications required of employed chaplain. ~~certifications.~~

13-240

October 16, 2013, a.m.

GCC Annual Council

FA 30 15 Application Process—Divisions establish an application - No change

FA 30 20 Ecclesiastical Endorsement and Conference Issued Credentials—Ecclesiastical endorsements can be granted, amended, or revoked only by vote of the Adventist Chaplaincy Ministries (ACM) Committee. In certain circumstances, authority is granted to the ACM director to administer certain aspects of the process as shown in the Standard Operating Procedure. Ministerial credentials authorize a qualified Adventist church member to perform the basic functions of the pastoral office, and are issued by the ~~Secretariat of a local or union conference~~ secretariat of a division, union, or local conference within whose territory the clergy person works or will work. Ecclesiastical endorsement from ACM builds on that foundation and certifies that the pastor-applicant is also prepared for specialized ministry in one of the chaplaincies.

FA 30 25 Retention of Ecclesiastical Endorsement—In order to maintain - No change

FA 30 30 Non-clergy Volunteers—Ecclesiastical endorsement is not - No change

FA 35 Accreditation and Certification

FA 35 05 Definitions—Accreditation verifies that a specified - No change

FA 35 10 Programs for Certification—In conjunction with higher - No change

FA 35 14 Adventist Chaplaincy Ministries Institute—Adventist Chaplaincy Ministries Institute (ACMI) serves the world Church by fostering professional training and continuing education for Adventist clergy and chaplains. ACMI training programs are developed and established in collaboration with administration, the Education and Health Ministries departments, and the Ministerial Association. This integrated approach offers an array of educational opportunities in specialized ministry for denominational, private, and public organizations, such as:

1. Degrees in chaplaincy ministry at denominational universities.
2. Clinical Pastoral Education (CPE) at Adventist Clinical Pastoral Care Education training centers.
3. Continuing education units and hours.
4. Adventist Chaplaincy Ministries-sponsored chaplain association training conferences, seminars, and webinars for chaplains.

~~FA 35 15 Certification Board of Professional Adventist Chaplaincies—The General Conference Certification Board of Professional Adventist Chaplaincies (CBPAC) is a subcommittee of the Adventist Chaplaincy Ministries (ACM) Committee and serves as the certifying agency for division chaplaincy programs and training, and performs the following functions:~~

- ~~1. Conducts periodic evaluations of ecclesiastical endorsement standards and procedures, and certifies they are operating in accordance with policy and to standards.~~
- ~~2. Reviews professional chaplaincy training programs to ensure they meet academic standards and are adequately preparing students to meet requirements for employment in denominational and public chaplaincies.~~
- ~~3. Certifies Adventist Clinical Pastoral Care Education centers for adherence to standards.~~
- ~~4. Certifies other specialty training programs are meeting standards contextual to each division.~~

~~The CBPAC gives the denomination professional standing and competence that meets or exceeds worldwide norms of professionalism, educational training, and ethical code. It oversees, approves, and certifies that denominational chaplaincy and training programs operate to standards, and that an Adventist chaplain who has satisfactorily completed required training for a specialized field of chaplaincy demonstrates professional excellence as a chaplain.~~

~~A director from General Conference ACM serves on Adventist educational accreditation boards to review curriculum and programs that are designed to train students for the chaplaincy. Through CBPAC, the ACM department reviews division ecclesiastical endorsement program standards and chaplaincy training programs.~~

FA 35 20 Governance—Adventist Chaplaincy Ministries Institute (ACMI) is a subordinate element of the General Conference Adventist Chaplaincy Ministries (ACM) department governed by an Administrative Council chaired by the ACM director. Terms of reference and membership for the ACMI Administrative Council are recommended by the General Conference ACM Committee to the General Conference Administrative Committee (ADCOM) for approval. ACMI operates in accordance with the ACMI Manual, Adventist Chaplaincy Certification, SDA-CPE Accreditation Standards and SDA-CPE Curriculum. Those documents are available on request from ACM.

13-242

October 16, 2013, a.m.

GCC Annual Council

FA 35 25 Functions—Throughout the world, a wide variety of cultures, legal requirements, and professional standards create considerable differences in chaplaincies. Church divisions comprise a varying number of nations. Within those divisions, frequent crossings occur between national and ecclesiastical boundaries. Adventist Chaplaincy Ministries Institute (ACMI) establishes a denominational standard of excellence that defines acceptable levels of professional skills for endorsed Adventist chaplains. ACMI also provides the following functions:

1. Board certification of endorsed Adventist chaplains;
2. Board certification of Seventh-day Adventist Clinical Pastoral Education supervisor-trainers;
3. Accreditation of Seventh-day Adventist Clinical Pastoral Care Education training centers;
4. Partnerships with Adventist academic institutions; and
5. Standards for professional continuing education units or hours.

FA 35 30 Certification Board of Professional Adventist Chaplaincies—The General Conference Certification Board of Professional Adventist Chaplaincies (CBPAC) is a subcommittee of the Adventist Chaplaincy Ministries Institute (ACMI) and serves as the certifying agency for division chaplaincy programs and training, and performs the following functions:

1. Conducts periodic evaluations of ecclesiastical endorsement standards and procedures, and certifies they are operating in accordance with these standards of policy.
2. Reviews professional chaplaincy training programs to ensure they meet academic standards and are adequately preparing students to meet requirements for employment in denominational and public chaplaincies.
3. Certifies Adventist Clinical Pastoral Education centers for adherence to standards.
4. Certifies other specialty training programs are meeting standards contextual to each division.

The CBPAC gives the denomination professional standing and competence that meets or exceeds worldwide norms of professionalism, educational training, and ethical code. It oversees, approves, and certifies that denominational chaplaincy and training programs operate to

standards, and that an Adventist chaplain who has satisfactorily completed required training for a specialized field of chaplaincy demonstrates professional excellence as a chaplain.

A director from General Conference Adventist Chaplaincy Ministries (ACM) serves on Adventist educational accreditation boards to review curriculum and programs that are designed to train students for the chaplaincy. Through CBPAC, ACM reviews division ecclesiastical endorsement program standards and chaplaincy training programs.

FA 40 Adventist Ministry to College and University Students (AMiCUS)

Adventist Ministry to College and University Students (AMiCUS) is a collaborative ministry of three departments: Adventist Chaplaincy Ministries (ACM), Education, and Youth Ministries. The General Conference Administrative Committee approves the membership and terms of reference of AMiCUS. Under the leadership of a general vice president, AMiCUS develops and promotes initiatives designed to meet the religious and spiritual needs of Adventist students on non-Adventist campuses.

In cooperation with leaders at various church levels, AMiCUS endeavors to (1) strengthen the faith commitment of students to Seventh-day Adventist beliefs and mission, (2) prepare students to deal with the intellectual challenges that arise in a secular environment, (3) develop the leadership abilities of students, (4) provide students with opportunities for Christian fellowship, and (5) train students for outreach, service, and witness on the campus, in the community, and in the world at large.

The AMiCUS Committee cooperates with the Adventist Volunteer Center and Adventist Mission by encouraging the involvement of Adventist students as volunteers. It also engages the support of the Public Affairs and Religious Liberty department in order to obtain, at the regional level, Sabbath exemptions for class assignments and examinations for Seventh-day Adventist students.

FA 40 05 Responsibilities—The Adventist Ministry to College and University Students (AMiCUS) ~~AMiCUS~~-Committee coordinates this global ministry and, in consultation with leaders in the world divisions, seeks to:

1. Organize associations of Adventist students ~~in~~ on public campuses.
2. Publish and distribute *College and University Dialogue*, a handbook, and other materials that support ~~this~~ campus ministry.
3. Develop an annual budget to carry out its international - No change

13-244

October 16, 2013, a.m.

GCC Annual Council

FA 40 10 Role of the World Divisions—Each division shall establish an Adventist Ministry to College and University Students (AMiCUS) Committee and assign an officer as chair with ~~assigns one or two qualified department directors~~ the responsibility of leading in the ministry to Adventist students on public college and university campuses. With support from the AMiCUS Committee at the General Conference and in coordination with union leaders in their territory, divisions seek to:

1. Foster the organization and activities of Adventist student - No change
2. Hold regional meetings for these - No change
3. Budget funds for the free distribution of *Dialogue* and other - No change
4. Offer specialized training for campus chaplains and pastors - No change
5. Train students for outreach, service, and evangelism on their - No change
6. Promote the involvement of Seventh-day Adventist university - No change
7. Connect these students with students attending - No change
8. Assist local leaders in establishing and maintaining good - No change
9. Engage the services of the Public Affairs and Religious Liberty - No change
10. Provide coordination and guidance for this ministry to their - No change

FA 40 15 Role of Adventist Chaplaincy Ministries - No change

FA 45 ~~World~~ National Service Organization ~~Organization~~⁴

FA 45 05 ~~World~~ National Service Organization—The ~~World~~ National Service Organization (NSO) is the official military relations office of the Seventh-day Adventist Church. Its primary mission is to provide pastoral care and religious resources to support the spiritual well-being of Seventh-day Adventists serving in the military forces and law enforcement agencies around the world.

FA 45 10 Functions—The ~~World~~ National Service Organization (WSO) (NSO) is an integral element of Adventist Chaplaincy Ministries (ACM). ~~World Service Organization~~ NSO

⁴ ~~National Service Organizations serve similarly at a national rather than world level.~~

fulfills a fundamental mission of ACM to ensure pastoral care and religious support is available for Adventists serving in military forces and law enforcement agencies. ~~World Service Organization~~ NSO performs the following functions:

1. Develops policies and programs pertaining to military and public - No change
2. Develops and implements programs that will assist Adventists in - No change
3. Prepares and circulates current information and publications - No change
4. Assists Adventist military-related⁵ and law enforcement personnel - No change
5. Develops and maintains effective working relationships with - No change
6. Obtains official recognition for alternate service for those who - No change
7. Encourages active involvement by Adventist military-related personnel in a local church or Adventist Military Chapel Worship Groups (AMCWG). (~~AMWG~~).
8. Promotes and conducts periodic religious retreats for Adventists - No change
9. Provides a publication for Adventists serving in national military - No change
10. Maintains a database of Adventist personnel in military-related - No change
11. Promotes a periodic offering for ACM/NSO. ~~ACM/WSO~~.
12. Recognizes the service of Adventist veterans and engages their - No change

SEC/PolRev&Dev/IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

206-13G FAMILY ADOPTED DIVISION COUNTRY (DEFINITION
OF TERMS) - POLICY AMENDMENT

VOTED, To amend GC M 15 20, Family Adopted Division Country, to read as follows:

M 15 20 Family Adopted Division Country—Where an interdivision employee and spouse have base division countries which are different, they shall choose a family adopted

⁵ ¹ Military-related includes the following groups: citizens who hold military identification cards (active duty, reserve components), civilian, defense employees, government contractors working overseas, and family members of all these groups.

13-246

October 16, 2013, a.m.

GCC Annual Council

division country. (See E 15 45.) The family adopted division country shall be the base division country of either the interdivision appointee or spouse. This is a one-time choice for any continuous period of interdivision service and may not be changed unless there is a change in citizenship or a loss of resident status. Family adopted division country determines the following:

1. The division country for appointee/annual leave/permanent return travel, freight, and related allowances as follows (does not involve remuneration rates):

- a. Visits to parents/children. (See N 05 25, ~~P 45 25~~, P 34 10, and Q 10 20.)
- b. Medical allowance rates and policies.
- c. Freight shipments.
- ~~d. Baggage allowance.~~

2. The division country for application of educational - No change

3. The division for application of the Return of a Deceased - No change

~~4. The location for attendance at an Institute of World Mission.~~

~~5.~~ 4. The division country for application of Child - No change

~~6. The division for application of Annual Leaves—Parents and Children Serving in Different Divisions.~~

~~7.~~ 5. The division country for application of Financial Settlement With Interdivision Employees and Their Children Who Elect Not to Return to the Base Division or Family Adopted Division, where applicable. (Salary would still be based on base division country for the individual involved.) (See Q 40.)

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

217-13G GENERAL CONFERENCE RESPONSIBILITY
(INTERDIVISION EMPLOYEE BUDGET CODE PLAN) -
POLICY AMENDMENT

VOTED, To amend GC M 20 25, Baggage Allowance (Baggage Allowance, Interdivision Appointees), to read as follows:

M 20 25 General Conference Responsibility—Codes 1, 2, 3, and 6 Budgets (In the case of Code 4 budgets*, these responsibilities are handled by the employing organization.)—1. All expenses of appointment, annual leave, and permanent return periods - No change

2. Base country deposits and expatriate allowances - No change
3. Compensation for loss of income by the - No change
4. Travel to the Mission Institute, base division country salary during the Institute when attended before ~~departure, departure, and annual leave salary top-up (if applicable) if attended at the time of annual leave within 12 months after departure.~~ (Institute costs including per diem, housing, tuition, child care, etc, are an expense of the base division.) (See N 15 35.)
5. Educational allowances for secondary school- and - No change
6. General educational indebtedness - No change
7. Fifty percent reimbursement for doctoral - No change
8. Fifty percent medical/dental/optometrical appointee - No change
9. Fifty percent residency training program - No change
10. Fifty percent assistance for educational indebtedness to nurses - No change

* Code 4 Budgets. The employing organization in the host division is to bear the full cost of employing individuals on Code 4 budgets. To help reduce the expense to the employing organization, the General Conference will be responsible for 50 percent of the cost of loan amortization for interdivision employees with doctoral degrees. The base division, or in the case of North American Division-based individuals, the General Conference, will also bear the cost of permanent return assistance beyond three months.

Code 5 Budgets. In general, the employment of individuals on Code 5 budgets would not be a General Conference expense. In order to allow more opportunity for employment of spouses and to provide for their retirement income in the base division country, the General Conference bears the cost of the contributions to the base division country retirement plan and the base division country national insurance/social security for spouses of interdivision employees on Code 1, 2, 3, and 6 budgets, and the employing organization in the host division bears the cost for such contributions for spouses of interdivision employees on Code 4 budgets.

13-248

October 16, 2013, a.m.

GCC Annual Council

11. Approved language study when taken in the host or base - No change
12. National insurance/social security tax equalization for - No change
13. Health evaluations whether taken in the base or host - No change
14. Workers' compensation insurance and long-term disability - No change
15. Contributions to the base division country retirement - No change
16. Employer's share of base division country national - No change
17. Assistance on duplicate national - No change
18. Extended interdivision service - No change
19. Permanent return salary or salary subsidy based on policies of the - No change
20. Retirement - No change

IPRS/PolRev&Dev/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

218-13G TRANSFER TO ANNUAL LEAVE (EXPENSES OF
INTERDIVISION EMPLOYEES TRANSFERRED
BETWEEN DIVISIONS) - POLICY AMENDMENT

VOTED, To amend GC M 65 10, Transfer to Annual Leave, (Expenses of Interdivision Employees Transferred Between Divisions) to read as follows:

M 65 10 Transfer at Annual Leave—1. When an interdivision employee is transferred by call to another division, and the transfer is made at the time of a regularly scheduled annual leave, the following provisions shall apply:

- a. Travel expense for the interdivision employee and the family - No change
- b. Local salary during annual leave shall continue to be paid by the host division/local employer until the cut-off date provided by General Conference International Personnel Resources and Services (IPRS). ~~Salary during annual leave shall be at the higher of the base division country rate or the host division country rate of the host division where the interdivision employee has been serving.~~

Expatriate allowance, base country deposit, and annual leave salary top-up, if applicable, shall continue during annual leave, based on the rate of the host division country where the interdivision employee has been serving. ~~The local salary paid by the employing organization in the host division country, which is discontinued at the time of departure, shall, during annual leave, be added to the annual leave salary top-up. All costs for expatriate allowance, base country deposit, annual leave salary top-up, and local salary at the previous host division country or base division country rate~~ The costs for expatriate allowance, base country deposit, and annual leave salary top-up are borne by the General Conference if the employee was serving on a Code 1, 2, 3, or 6 budget, or by the employing organization in the previous host division if the employee was on a Code 4 budget.

c. Annual leave extensions, if approved, are paid at the host - No change

d. The interdivision employee receives regular outfitting and freight allowances on the same basis as for an appointee. The freight allowance may be used for shipments from the place of current interdivision employment, as well as from the base division country, provided the total cost does not exceed what would normally be paid for the ~~entire shipment~~ authorized weight to be sent from the place of current interdivision employment. Any shipment expense incurred beyond this shall be ~~borne by the responsibility of~~ borne by the responsibility of the interdivision employee. ~~These expenses~~ The cost of these allowances are borne by the General Conference if the individuals are being called to serve on Code 1, 2, 3, or 6 budgets, and by the employing organization in the new host division for those on Code 4 budgets.

e. Accrued postgraduate/continuing education allowance at - No change

IWM/IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

232-13G SEVENTH-DAY ADVENTIST INSTITUTE OF WORLD
MISSION - POLICY AMENDMENT

VOTED, To amend GC N 15, Seventh-day Adventist Institute of World Mission, to read as follows:

N 15 Seventh-day Adventist Institute of World Mission

N 15 05 Purpose—The Institute of World Mission is located within the General Conference Secretariat. The Institute of World Mission fulfills the following functions in collaboration with General Conference International Personnel Resources and Services (IPRS) under the oversight of the Mission Board Strategy and Funding Committee: Mission, under the

13-250

October 16, 2013, a.m.

GCC Annual Council

~~direction of the General Conference Secretariat and in collaboration with other General Conference offices:~~

1. Holds regularly scheduled Mission Institutes to prepare for effective service interdivision employees, volunteers, and others interested in cross-cultural mission.

2. Assists in providing an on-going “flow of care” for interdivision employee and volunteer families to enhance their service and long-term commitment to the mission of the Church.

3. Provides mission training resources and cross-cultural training seminars for church administrators, educators, pastors, and members.

4. Conducts research beneficial to the missionary program of the Church.

5. Assists in cultivating mission vision in the world Church.

~~1. Clarifies, reviews, and reaffirms the meaning of mission in the Church today for interdivision employees and volunteers and explains their role in the fulfillment of that mission.~~

~~2. Conducts regular training programs and prepares appropriate training materials to accomplish the above.~~

~~3. Acquaints interdivision employees and volunteers with the conditions and challenges they may meet in their respective locations and prepares and equips them to relate to these conditions and challenges in a tactful and Christ-like manner.~~

~~4. Informs interdivision employees and volunteers regarding general policies and procedures under which they will serve.~~

~~5. Informs interdivision employees, volunteers, and world leaders regarding current issues and strategies in mission and how to relate to them successfully.~~

~~6. Acquaints local leaders with some of the special challenges they may face in dealing with employees coming from many different cultures and backgrounds, and familiarizes them with ways in which they can deal with these challenges in a tactful and Christ-like manner.~~

~~7. Assists in providing an on-going “flow of care” for interdivision employee and volunteer families that will nurture and affirm them and enhance their service as well as their long-term relationship with the Church.~~

8. ~~Assists in developing and maintaining mission consciousness in the world Church.~~

9. ~~Develops leaders with intercultural leadership skills who can effectively deal with the global identity and needs of the Church with sensitivity, while at the same time giving attention to local needs.~~

10. ~~Conducts research activities which can prove to be beneficial to the missionary program of the Church.~~

11. ~~Provides cross-cultural training for church employees, volunteers, and others from church-related organizations which may choose to receive training at the Institute of World Missions Sessions. (See T-55.)~~

~~N 15-10 Operation—1. The Seventh-day Adventist Institute of World Mission was established by the General Conference in April 1966. The General Conference Executive Committee has assigned responsibility for the operation of the Institute to Andrews University, which administers it through an Administrative Council appointed by the Andrews University Board of Trustees. The Secretary of the General Conference is the chair of the Administrative Council, and the Director of the Institute of World Mission is the secretary.~~

~~2. The Institute is managed by an executive committee of the Administrative Council which is also appointed by the Andrews University Board of Trustees. The President of Andrews University is the chair of the Executive Committee, and the Director of the Institute is the secretary.~~

~~N 15-15 Frequency—Sessions of the Institute are conducted as frequently as needed. Curriculum and scheduling are planned in close cooperation with the General Conference Secretariat.~~

~~N 15-20 Location—Sessions of the Institute are most frequently conducted on the campus of Andrews University but may be conducted in other locations approved by the Council.~~

~~N 15-25 Division Institutes—Divisions may be authorized to conduct and/or establish Institutes of World Mission for interdivision employees who are appointed by them, provided the following conditions are met:~~

~~1. The location, length, and curriculum shall be approved by the Administrative Council of the Institute of World Mission.~~

13-252

October 16, 2013, a.m.

GCC Annual Council

~~2. The teaching staff shall include personnel from the Institute of World Mission at Andrews University and/or the General Conference.~~

N 15 30 Attendance—1. All appointees to interdivision service shall - No change

2. Employees in interdivision service who have not attended an Institute are required to do so ~~in connection with an annual leave~~ with the approval of their host division, the base division, and the General Conference International Personnel Resources and Services (IPRS). ~~Services~~. The time spent in attendance at the Institute shall be in addition to the regular annual leave period.

3. Spouses and children of appointees/interdivision employees - No change

4. Divisions are encouraged to arrange attendance at the Institute - No change

N 15 35 Financial Arrangements—1. The General Conference shall be - No change

2. If Institute attendance is in connection with an annual leave, the salary for the period of the Institute shall be at the host division country rate (local salary, expatriate allowance, and base country deposit). ~~deposit), except if it is taken in connection with the first annual leave after arrival in the host division country, in which case the host division country rate may be topped up to the equivalent of the base division country rate.~~ The expense of the local salary, expatriate allowance, and base country deposit during attendance at the Institute is borne by the same organizations which are responsible for the interdivision employees in the host division country. ~~The salary top up to base division country rate, if applicable, is a General Conference expense for those on Code 1, 2, 3, and 6 budgets, and an expense of the employing organizations in the host country for those on Code 4 budgets.~~ Locally employed spouses assigned to Code 5 budgets are not eligible for salary during the Institute but might qualify for compensation for lost income during the new appointee period as outlined in paragraph 3. below.

3. Compensation for loss of income during the time of attendance at - No change

4. A spouse who discontinues denominational employment in order - No change

5. Travel expense and expenses relating to attendance at the - No change

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

247-13G REIMBURSEMENT OF EXPENSE FOR DOCTORAL
DEGREES - POLICY AMENDMENT

VOTED, To amend GC N 25 15, Reimbursement of Expense for Doctoral Degrees, to read as follows:

N 25 15 Reimbursement of Expense for Doctoral Degrees—When a prospective appointee is to serve as a faculty member of an institution of advanced education and has completed work on a doctoral degree within the past 36 months, either at his/her own expense or by having only a portion paid by the denomination, he/she may receive, with agreement of the General Conference and the calling division, financial reimbursement on the following basis:

1. Actual educational expense (tuition, books, and required fees) paid towards getting the doctoral degree, the total amount reimbursed not to exceed 70 percent of the annual remuneration factor of the area in which the study was taken, in effect at the time ~~of the implementation of the agreement.~~ the call to interdivision service is voted. If some of the expense was borne by the denomination, the reimbursement is limited to actual educational expense (tuition, books, and required fees) not reimbursed.
2. This reimbursement shall be made in annual payments - No change
3. The expense of providing these reimbursements shall be met - No change
4. An individual receiving benefits under this policy who has unamortized service obligations shall receive assistance up to the equivalent of 70 percent of the annual remuneration factor of the area in which the study was taken, in effect at the time ~~of the implementation of the agreement.~~ the call to interdivision service is voted. This total shall include any other educational assistance which might be allowed in connection with an appointment to interdivision service.
5. Interdivision appointees who have earned doctoral - No change
6. When the doctoral degree is a Doctor of Ministry degree - No change
7. Provisions of this policy differ from the other educational debt - No change
8. An interdivision appointee or spouse who is working on a doctoral degree at the time of appointment, and who intends to continue with the degree, should make sure that there is a clear understanding, in writing, with the host division and the General Conference Mission Personnel Processing Committee as to time and financial arrangements, including clarification as

13-254

October 16, 2013, a.m.

GCC Annual Council

to whether provisions of this policy will apply upon completion of the degree. The annual remuneration factor of the area in which the study was taken, in effect at the time the interdivision call was voted, shall apply in the calculation of the benefit. There is no entitlement to reimbursement under this policy without prior agreement. Also, unless approved in advance, there is no entitlement to reimbursement for degrees commenced while in interdivision service.

9. All reimbursements under this policy and all commitments - No change
10. The amortization period for those receiving assistance - No change
11. Those receiving assistance under this policy who move - No change
12. Those receiving assistance under this policy are not eligible - No change

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

204-13G EXISTING SERVICE INDEBTEDNESS (FINANCIAL ASSISTANCE ON INDEBTEDNESS, INTERDIVISION APPOINTEES) - POLICY AMENDMENT

VOTED, To amend GC N 25 30, Existing Service Indebtedness (Financial Assistance on Indebtedness, Interdivision Appointees), to read as follows:

- N 25 30 Existing Service Indebtedness—1. Provision—When a prospective - No change
2. Amortization Period—The time period within which the - No change
 3. General Conference Assistance—Provided the General Conference is not already granting a debt reduction grant under N 25 05, and provided the total General Conference allowances do not exceed US\$6,000, it shall allow ~~US\$1,000~~ US\$1,200 for each year of interdivision service completed over the period remaining on the original contract.
 4. Unamortized Indebtedness—If for any reason the interdivision - No change

IPRS/PolRev&Dev /ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

253-13G FREIGHT ALLOWANCE (INTERDIVISION EMPLOYEES) -
POLICY AMENDMENT

VOTED, To amend GC N 50, Freight Allowance (Interdivision Employees), which reads as follows:

N 50 ~~Freight Allowance~~ Shipment of Household Goods

In order to provide some of the familiarity and comfort of home while in interdivision service, the interdivision employee is offered, at denominational expense, the possibility of a shipment of household goods to the location of service.

~~Where practicable, the calling division shall provide denominationally owned homes with necessary furniture and equipment in order to avoid heavy freight expenses when moving interdivision families.~~

~~The General Conference Mission Personnel Processing Committee, in consultation with the calling division, shall determine whether an appointee is given Class A or Class B freight allowance according to the definitions under N 50 05 and N 50 10.~~

N 50 04 Standard Shipments—General Conference International Personnel Resources and Services (IPRS) shall arrange for the shipment as well as transit insurance (N 50 30) of the household goods of the interdivision employee from the place of residence in the base division to the new location in the host division. The following is provided:

1. Door-to-door service including transportation, handling, packing, crating as necessary, and one point of pick up.

2. A 20 foot container (6 meter) not subject to policy weight limits.

3. Motor vehicles may be included in the container subject to the following conditions:

a. Prior consultation with the host division, and

b. The interdivision employee shall bear the expense of all costs associated with the vehicle, including but not limited to framing or decking needed to protect the vehicle, charges for loading of the motor vehicle, preparation for shipment of the motor vehicle, and export documentation, insurance, and customs charges, inland freight, and destination charges.

13-256

October 16, 2013, a.m.

GCC Annual Council

c. Requests for exceptions shall be addressed to the Mission Personnel Processing Committee.

~~N 50 05 Class A—Appointees assigned to locations where they must supply major items of furniture receive a Class A freight allowance.~~

N 50 09 Alternative Methods of Shipments—The decision to use an alternate method of shipment shall be made by General Conference International Personnel Resources and Services (IPRS), typically on the basis of relative size and routing. Because the shipping charges would be based on the volume or weight, the authorized weights listed in N 50 20 shall apply. If there are savings over what it would have cost to ship the authorized weight, the interdivision employee shall be entitled to an underweight freight settlement as outlined in N 50 40, paragraph 2.

1. Less Than Container Load Shipments (LCL)—May be considered for small shipments in high-traffic shipping lanes.

2. Air Freight Shipments—May be considered when air is the least expensive method or ground transportation is not viable.

~~N 50 10 Class B—Appointees assigned to locations where living quarters are equipped with essential heavy furniture, including that required for living room, dining room, bedrooms, and kitchen, receive a Class B freight allowance.~~

~~N 50 15 Freight, Insurance, and Customs Charges—The denomination shall cover the expense on the appointee's freight shipment based on the provisions of N 50 20 to N 50 45. The denominationally borne expenses shall be borne by the General Conference if the appointees are called on Code 1, 2, 3, or 6 budgets, or by the employing organization in the host division for those on Code 4 budgets.~~

N 50 20 Authorized Weights—1. The following weight allowances apply only to air freight or LCL shipments and are the basis for the unused or underweight freight settlements. The denomination shall cover cartage, handling, and necessary packing and crating charges on the authorized weight of household goods and personal effects—not including automobiles, articles for sale in a foreign country, or articles carried for others—from the appointee's home to the place of appointment in the host division country. The net weight allowed is as follows:

The denomination shall cover the costs on the authorized weight of household goods and personal effects—not including automobiles, articles for sale in a foreign country, or articles carried for others—from the appointee's home to the place of appointment in the host division country.

The net weight allowed is determined by the housing class as provided by the calling organization (see O 05, paragraph 1.) as follows:

a. ~~For individuals appointed for a full term (see O 03 20):~~

Class A		
Appointee	4,000 lbs	1,818 kg
Spouse	2,000 lbs	909 kg
Each dependent child accompanying the appointee*	750 lbs	341 kg
Class B		
Appointee	2,000 lbs	909 kg
Spouse	1,000 lbs	455 kg
Each dependent child accompanying the appointee*	500 lbs	227 kg

The above allowances include the weight of goods as packed but not the weight of liftvans or air freight containers in which the goods are shipped. When only gross-weight figures are available on surface shipments, 25 percent of the total weight will be deducted from the gross weight in calculating the amount of over- or underweight. When shipments are sent by air freight and the gross weights only are available, 8 percent of the total will be deducted from the gross weight in calculating the amount of over- or underweight.

~~The above schedule shall also apply to appointees who previously served as interdivision employees and took a permanent return.~~

b. ~~For individuals appointed for less than a full term (see O 03 20):~~

Class A		
Appointee	56 lbs	(25 kg) per month
Spouse	28 lbs	(13 kg) per month
Each dependent child accompanying the appointee*	10 lbs	(5 kg) per month
Class B		
Appointee	28 lbs	(13 kg) per month
Spouse	14 lbs	(6 kg) per month
Each dependent child accompanying the appointee*	7 lbs	(3 kg) per month

* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 34 50.)

13-258

October 16, 2013, a.m.

GCC Annual Council

e. ~~The above allowances are on net authorized weights (the weight of goods in cardboard boxes but not including the weight of wooden crates, steel drums, or container). When only gross weight figures are available on surface, noncontainerized, shipments because the household goods and personal effects are packed and crated, 33 1/3 percent of the total weight will be deducted from the gross weight in calculating the net weight figure. When shipments are sent by air freight and the gross weights only are available, 8 percent of the total will be deducted from the gross weight in calculating the net weight figure.~~

2. Cubic Foot/Cubic Meter Equivalents—When freight ~~weights~~ measurements are not available in pounds or kilograms but are given in cubic feet or cubic meters, the ~~net~~ weights are computed at the rate of ~~nine~~ 7.5 pounds to the cubic foot or 144 kilograms per cubic meter (1 cubic meter equals 35.3 cubic feet and 1 kilogram equals 2.2 pounds).

3. Special Weight Allowance—When an individual is appointed to interdivision service on Class A freight (~~N 50 05~~), ~~especially in the interior, (O 05, paragraph 1.)~~, where no household furniture or equipment is provided by the organization and is not available for purchase at reasonable prices in the host division country, the appointee's freight allowance may be increased by 1,000 pounds or 455 kilograms.

~~The above increased freight allowances are only to be~~ special weight allowance is only granted by action of the ~~General Conference~~ Mission Personnel Processing Committee. ~~Committee upon recommendation of the host division involved.~~

4. Excess Weight—When an interdivision appointee has a freight - No change

~~N 50 25 Customs Charges—The denomination shall bear the expense for customs charges actually paid on the authorized weight allowed on household goods, computers, and personal effects. ~~effects actually shipped, not including automobiles, motoreycles, mopeds, electronic and photographic equipment costing more than US\$1,000 each, articles intended for sale in a foreign country, or articles carried for other persons. Interpretation and implementation of this policy shall be determined by each host division, in consultation with the General Conference International Personnel Resources and Services, recognizing the need for exceptions or additions to the list outlined above. The provisions of this clause shall apply to shipments for the initial appointment and permanent return only. In making settlement when the interdivision employee has more than the authorized weight, customs duty paid will be prorated on the same basis as freight.~~~~

1. However, the interdivision employee shall be responsible for customs charges pertaining to:

a. Automobiles, motorcycles, mopeds, and electronic and photographic equipment costing more than USD 1,000 each,

b. Articles intended for sale, or

c. Articles carried for other persons.

2. Fines/penalties or other costs related to shipping items that are classified by relevant authorities as prohibited or restricted will be a personal expense.

3. If an LCL or air freight shipment exceeds the authorized weight, the interdivision employee may bear some personal responsibility for the customs charges on the overweight portion of household goods and personal effects.

Interpretation and implementation of this policy shall be determined by General Conference Interdivision Personnel Resources and Services (IPRS), in consultation with each host division, recognizing the need for exceptions or additions to the list outlined above.

N 50 30 Insurance—The responsibility of the denomination for insurance on interdivision employees' freight shipments is limited to ~~US\$75,000.~~ USD 75,000. Additional coverage beyond ~~these maximums can~~ this maximum amount may be obtained at personal expense, but is at the expense of the interdivision employee. Coverage should be based on the actual replacement value of goods shipped and not simply on the maximum value allowed.

1. ~~The base division treasury, or in the case of North American Division-based individuals, the General Conference International Personnel Resources and Services (IPRS), Services,~~ shall be responsible to assure that both all risk marine insurance and war risk insurance are secured. The insurance should be at the replacement value ~~value, including shipping costs,~~ of the goods allowed in N 50 20, paragraph 1.

2. Transit insurance coverage of household goods and personal items ceases upon delivery to the residence of the interdivision employee. Therefore, the interdivision employee is responsible for obtaining householder's insurance prior to delivery, if desired, to avoid lack of coverage (see O 05, paragraph 3.). Immediately upon arrival in the host division country, the interdivision employee should take care to cover by insurance the risk of loss of household goods, personal equipment, and supplies, through disasters such as fire, theft, and windstorm. In most cases, insurance is available through the host division (from Adventist Risk Management) which covers loss of household goods even in the event of war, riot, or civil strife. In the unusual event where all the available insurance coverages have been taken, but there is limited or no coverage available for losses from war, riot, or civil strife, the interdivision employee may be assisted in bearing the uncovered loss of essential goods and supplies. However, the organization

13-260

October 16, 2013, a.m.

GCC Annual Council

~~cannot be held accountable to give financial assistance where the loss involves unusually costly items or personal effects ordinarily considered luxuries or nonessentials, such as expensive electric organs, short wave radio equipment, valuable hobby collections, and similar items.~~

~~Consideration will not normally be given to any cases where coverage was available but the interdivision employee chose not to take the coverage or took coverage for less than the value of the goods, including transportation costs to ship replacement items to the host division country, in case of a loss.~~

~~N 50 35 Freight Shipments—Most new appointee shipments are large enough that using the container van method of shipment is the most economical. Occasionally conditions in the countries involved make it impractical or inadvisable to ship by container van. In such cases the goods are shipped by air or in rare cases, by less than container load (LCL.). The base division treasury (or the General Conference International Personnel Resources and Services) normally arranges for the shipment and works in close cooperation with the host division and the General Conference to find the best method for shipment. In cases involving LCL (unless it is the least expensive method for the shipment involved) approval must be obtained from the General Conference International Personnel Resources and Services before shipment.~~

~~1. Container Van Shipments—If conditions in the countries involved make it practical to use a 20-foot (6-meter) container van, the following provisions shall apply:~~

~~a. The appointee freight allowance will be a full container van with no weight restriction.~~

~~b. There will be no unused freight settlement paid to the interdivision employee regardless of weight shipped.~~

~~c. Motor vehicles may be included in the container van upon the following conditions:~~

~~1) Prior approval of the host division, and~~

~~2) The interdivision employee shall bear the expense of any framing needed to protect the vehicle from damage by goods being shipped in the container van, charges for loading of the motor vehicle, preparation for shipment of the motor vehicle, insurance and customs charges, inland freight, and destination charges.~~

~~d. Customs charges and the cost of shipping articles for sale in the host division country and articles carried for others shall be considered the personal expense of the interdivision employee sending the shipment.~~

e. ~~When goods are being shipped by container van and an interdivision employee is going under Class A freight and thus has a weight allowance which may approach or exceed the limits of a 20 foot (6 meter) container van, the employing organization may, at its cost for the larger shipment, allow a 40 foot (12 meter) container van provided the reason for the larger container van is not for the shipment of a vehicle. If it is needed for the inclusion of a vehicle, the additional cost still remains personal.~~

2. ~~Less Than Container Load Shipments—When goods are shipped by LCL, where the shipping charges are based on the volume or weight of goods shipped, the weights as listed in N 50 20 shall strictly apply. If there are savings over what it would have cost to ship the full authorized weight, the interdivision employee shall be entitled to an unused freight settlement as outlined in N 50 40.~~

3. ~~Air Freight Shipments—Air freight shipments normally fall into one of the following two categories:~~

a. ~~Full shipments sent by air because air is the least expensive method or because there is no viable ground transportation available. In such cases the normal unused freight settlements as outlined in N 50 40 apply.~~

b. ~~Small shipments which are as inexpensive to send by air as they would be to send by surface, due to minimum handling charges for surface shipments which can make them relatively expensive per pound/ kilogram on very small shipments. In such cases the regular unused freight settlements as outlined in N 50 40 apply.~~

N 50 40 Unused Freight—The unused freight allowance Freight Settlements—A freight settlement is based on a sharing of any savings in shipment costs, and in principle applies only where there are actual savings. ~~With the standard use of container vans, the denomination realizes little or no savings. Therefore, the following shall apply for underweight freight settlements:~~ Therefore, the following shall apply:

1. ~~Where~~ If an interdivision employee chooses not to send a shipment, an ~~underweight~~ unused freight settlement shall be allowed at the following rates:

a. Class A - US\$1.00 per pound (US\$2.20 per kilogram) ~~of underweight~~

b. Class B - US\$1.50 per pound (US\$3.30 per kilogram) ~~of underweight~~

13-262

October 16, 2013, a.m.

GCC Annual Council

c. ~~Underweight~~ Any freight settlement for shipments transported less than 1,000 miles (1,600 kilometers) by land will be settled at 50 percent of the rates in paragraphs a. and b. above.

2. ~~An air freight shipment where~~ If an LCL or air freight shipment for an interdivision employee ships less than the is charged at less weight than is authorized in N 50 20, an underweight freight settlement shall be allowed at the rates in paragraph 1. above. The underweight calculation shall be based on the difference between the chargeable weight and authorized weight, provided the total cost of the shipment and underweight settlement does not exceed the cost of shipping a dedicated container.

3. In the event that the weight shipped by surface is higher than the authorized weight, but LCL is still less costly than a dedicated container, the interdivision employee shall not be required to reimburse shipment expenses for the overweight portion.

4. In the event that the net weight shipped by air exceeds the authorized weight, the interdivision employee shall be responsible for the additional cost.

3. ~~On a case by case basis, the General Conference Mission Personnel Processing Committee will address any requests for exceptions.~~

N 50 45 Expense ~~Reports—Appointees Reports—Arrangements for shipment of goods are normally made by the base division treasury or, on behalf of North American Division-based individuals, the General Conference International Personnel Resources and Services. Appointees are not authorized to arrange for the shipment of their goods to the host division country unless specifically instructed to do so by~~ General Conference International Personnel Resources and Services (IPRS). If the interdivision employee is requested to arrange for the shipment of his/her household goods, a detailed statement itemizing the actual amount paid for each shipment-related expense, supported by receipts and a bill of lading, must be submitted. Full reimbursement may not be possible without adequate documentation. those responsible in treasury. If requested to arrange for the shipment of goods, interdivision appointees are to make carefully detailed statements of the actual amount paid for each item and class of expense, including freight and packing on goods, insurance, customs charges, if any, etc. Receipts should be obtained from the companies concerned for the charges paid and, in the case of freight, the receipt should show the weight of the shipment and the rates charged. These receipts should be attached to the expense reports submitted by interdivision appointees to the base division treasury or, in the case of North American Division-based individuals, the General Conference International Personnel Resources and Services.

N 50 50 Responsibility for Cost—The denominationally-borne expenses shall be the responsibility of the General Conference for appointees on Code 1, 2, 3, or 6 budgets, or by the employing organization in the host division for those on Code 4 budgets.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

219-13G BAGGAGE ALLOWANCE (BAGGAGE ALLOWANCE,
INTERDIVISION APPOINTEES) - POLICY AMENDMENT

VOTED, To amend GC N 55 05, Baggage Allowance (Baggage Allowance, Interdivision Appointees), to read as follows:

N 55 05 Baggage Allowance—1. When interdivision appointees proceed to the host division country by air they shall be granted a baggage allowance of ~~US\$200~~ USD 300 each, for appointee and spouse, and ~~US\$100~~ USD 150 for each eligible dependent child*. ~~child* when the airlines allow two pieces of luggage of 70 pounds (32 kilograms) per ticket.~~

~~The baggage allowance shall be US\$300 each, for appointee and spouse, and US\$150 for each eligible dependent child* when passengers are limited to one or two pieces of luggage of 44/50 pounds (20/23 kilograms).~~

2. ~~When interdivision appointees attend the Institute of World Mission while en route to the host division, and are limited to one or two pieces of luggage of 44/50 pounds (20/23 kilograms) for a portion of the onward flight, they shall receive the higher rate of US\$300/\$150.~~

Only one baggage allowance is paid in relation to appointee travel, even if it includes travel to ~~an Institute of World Mission~~ Mission Institute outside the appointee's base division and return to the base division before proceeding to the host division country.

3. Those authorized to drive to the host division country, rather than fly, will be granted baggage allowance of ~~US\$200~~ USD 200 each, for appointee and spouse, and ~~US\$100~~ USD 100 for each eligible dependent child*.

4. The baggage allowance is available to assist with providing - No change

* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 34 20.)

13-264
October 16, 2013, a.m.
GCC Annual Council

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

254-13G ALLOWANCES, REMUNERATION, AND BENEFITS
(SPECIAL TERM APPOINTMENTS) - POLICY AMENDMENT

VOTED, To amend GC N 80 15, Allowances, Remuneration, and Benefits (Special Term Appointments), which reads as follows:

N 80 15 Allowances, Remuneration, and Benefits—1. Allowances, remuneration, and benefits in connection with special terms shall be calculated as follows:

Pre-embarkation benefits:

Mission Institute	As for regular appointees
Medical examination	100% of cost
Outfitting allowance	Prorated on basis of full term but not less than 33 1/3% <u>40%</u> of that granted to regular appointees on similar appointment
Salary	Prorated on basis of full term but not less than the equivalent of ten days' salary
Travel	Maximum of two destinations

International travel:

Baggage allowance	As for regular appointees
Freight allowance	Prorated on basis of full term but not less than 33 1/3% <u>40%</u> of that granted to regular appointees on similar appointment
Hotel	As for regular appointees
Per diem	As for regular appointees
Ticket costs	As for regular appointees

While in host division country:

Amortization of educational debt	As for regular interdivision employees
Educational assistance for children	As for regular interdivision employees
Health care expense	As for regular interdivision employees

Insurance coverage	As for regular interdivision employees
Salary (local salary, base country deposit expatriate allowance)	As for regular interdivision employees
Annual Leave:	As for regular interdivision employees
Permanent Return benefits:	
Rehabilitation allowance	Prorated for months served up to outfitting allowance received under appointment
Baggage allowance	As for regular interdivision employees
Freight allowance	After Two Years of Continuous Interdivision Service Since Appointment—100 percent of the voted appointee freight allowance. allowance for the country involved. (See N 50 20.)
	After Less Than Two Years of Continuous Interdivision Service Since Appointment—Actual authorized weight that was shipped at time of appointment. Any unused freight would be settled at 1/24 of the <u>authorized weight (N 50 20) underweight settlement</u> for each month served on an interdivision basis. <u>No underweight freight settlement is provided.</u>
Salary continuation	Based on period of service as for regular interdivision employees
Extended interdivision	Applicable to those who have

13-266
October 16, 2013, a.m.
GCC Annual Council

service allowance

accumulated at least six years
of qualifying interdivision
service

2. In cases where an interdivision employee continues to serve - No change
3. In cases where an interdivision employee continues to serve - No change

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

255-13G PROVISION FOR HOUSING (INTERDIVISION
EMPLOYEES IN THE FIELD) - POLICY AMENDMENT

VOTED, To amend GC O 05, Provision for Housing (Interdivision Employees in the Field), which reads as follows:

O 05 Provision for Housing

Typically, the division, union, or local employing organization provides housing for interdivision employees. These homes may be denominationally owned or rented by the organization.

1. Housing Classification—Unfurnished housing is designated as Class A, and the appointee must supply major items of furniture. Furnished housing is designated as Class B, and living quarters are equipped with essential heavy furniture, including that required for living room, dining room, bedrooms, and kitchen.

The calling (host) division, in consultation with General Conference International Personnel Resources and Services (IPRS), shall determine whether to provide Class A or Class B housing at the time the call is extended.

2. Rent—The interdivision employee shall pay rent to the denominational organization through payroll deductions. The rental charge is based on a percentage of the combined local salary and expatriate allowance and is set by the host division. Typically around 10 percent, the rental charge may vary, depending on whether the housing provided is furnished or unfurnished.

3. Householder's Insurance—Transit insurance coverage of household goods and personal items ceases upon delivery to the residence of the interdivision employee. Therefore, the interdivision employee is responsible for obtaining householder's insurance if desired.

a. It is recommended that the interdivision employee should insure against the risk of loss of household goods, personal equipment, and supplies through disasters such as fire, theft, and windstorm. In most cases, insurance is available through the host division (from Adventist Risk Management) that covers loss of household goods even in the event of war, riot, or civil strife.

b. In the unusual event where all available insurance coverages have been taken but there is limited or no coverage available for losses from war, riot, or civil strife, the interdivision employee may be assisted in bearing the uncovered loss of essential goods and supplies. However, the organization cannot be held accountable to give financial assistance where the loss involves unusually costly items or personal effects ordinarily considered luxuries or nonessentials, such as expensive musical instruments, audio-visual equipment, valuable hobby collections, and similar items.

c. Consideration will not normally be given to any cases where coverage was available but the interdivision employee chose not to take the coverage or took coverage for less than the value of the goods, including transportation costs to ship replacement items to the host division country, in case of a loss.

In some countries, the local remuneration package includes provision for housing expenses and the interdivision employee is responsible for his/her own housing arrangements. In other countries, a separately itemized rental subsidy may be provided. In either case, interdivision employees should consult closely with their employing organizations to be sure they understand the financial arrangements.

All costs related to housing are the responsibility of the local employer or host division except for those on Code 3 budgets, which are the responsibility of the General Conference.

~~In mission field assignments, the division, union, or local employing organization provides denominationally owned housing for interdivision employees or rents housing to meet their needs. In such cases, the interdivision employee pays rent to the denominational organization through payroll deductions, set at approximately 10 percent of the combined local salary and expatriate allowance. The rent charge may vary slightly, depending on whether the housing is furnished or unfurnished. If furnished, the appointee is provided a Class B freight allowance (N 50 20); and if unfurnished, the appointee is provided a Class A freight allowance (N 50 20).~~

~~In some countries interdivision employees are provided a housing allowance in the local remuneration package and are responsible for their own housing arrangements. In other countries, a rental subsidy may be provided.~~

13-268

October 16, 2013, a.m.

GCC Annual Council

~~In situations where interdivision employees are expected to rent or purchase their own housing, they should consult closely with their employing organizations to be sure they understand the financial arrangements and do not secure housing beyond what they can afford based on the housing provisions in effect.~~

~~The local employer or host division is responsible for providing housing, a homeowner's allowance package, or rental subsidy for interdivision employees on Code 1, 2, 4, or 6 budgets, and the General Conference is responsible for those on Code 3 budgets.~~

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

220-13G STUDENTS ELIGIBLE FOR TUITION ASSISTANCE
(INTERDIVISION EMPLOYEES IN THE FIELD) - POLICY
AMENDMENT

VOTED, To amend GC O 45, Students Eligible for Tuition Assistance (Interdivision Employees in the Field), to read as follows:

O 45 Students Eligible for Tuition Assistance

~~O 45 05 Students Eligible for Tuition Assistance—1. Dependents of interdivision employees may qualify for tuition assistance. For the purpose of the tuition assistance policies, a dependent is a child who is: In order for a child of an interdivision employee to be eligible for tuition assistance, the student must be:~~

~~a. Born to, or legally adopted by, the interdivision employee and/or spouse or is a stepchild by marriage receiving more than 50 percent of support from the new family unit; and An unmarried dependent of the interdivision employee.~~

~~b. Unmarried; and Less than twenty-four years of age unless the student has given compulsory military service, served as an Adventist volunteer, or has a valid documented medical reason acceptable to the General Conference Mission Personnel Processing Committee.~~

~~c. Less than 24 years of age. See O 60 05, paragraph 2. for certain conditions that may be considered to extend this age limit; or If already 22 years of age, still a student at or below college/university level as defined in O 40 20.~~

~~d. Already 22 years of age and still a student at or below college/university level as defined in O 40 20. Born to, or legally adopted by, the interdivision employee and/or~~

~~spouse or is a stepchild by marriage receiving more than 50 percent of support from the new family unit.~~

2. In order to qualify for tuition assistance, a dependent child whose parents have divorced must be: ~~Students in a divorce and remarriage situation must be:~~

- a. Under the custody of a ~~divorced~~ the interdivision employee, or
- b. Under the custody of the ex-spouse of the interdivision - No change

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

221-13G EDUCATION ALLOWANCE FOR ELEMENTARY
SCHOOL-AGE CHILDREN (INTERDIVISION EMPLOYEES
IN THE FIELD) - POLICY AMENDMENT

VOTED, To amend GC O 50, Education Allowance for Elementary School-Age Children (Interdivision Employees in the Field), to read as follows:

O 50 Education Allowance for Elementary School-Age Children

O 50 05 Education Allowance for Elementary School-Age Children—The educational allowance for elementary school-age children ~~in the host division~~ is governed by the policies of the host division without regard to where the child is living. ~~division.~~ The division may apply the same policies as for local employees in the host division country or may develop special policies taking into consideration unique challenges faced by interdivision employees with elementary school-age children.

The expense of the elementary school educational allowance ~~for children in the host division~~ is borne by the host division or local employing organization for interdivision employees on Code 1, 2, 4, and 6 budgets, and by the General Conference for those on Code 3 budgets.

13-270

October 16, 2013, a.m.

GCC Annual Council

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

222-13G EDUCATION ALLOWANCE FOR SECONDARY
SCHOOL-AGE CHILDREN (INTERDIVISION EMPLOYEES
IN THE FIELD) - POLICY AMENDMENT

VOTED, To amend GC O 55, Education Allowance for Secondary School-Age Children (Interdivision Employees in the Field), to read as follows:

O 55 Education Allowance for Secondary School-Age Children

~~O 55 05 Education Allowance for Secondary School-Age Children—As a general rule, children of interdivision employees needing secondary education shall be encouraged to attend Children—Interdivision employees are encouraged to send their children to the nearest Seventh-day Adventist secondary school or their division designated school. In host divisions where the local or designated school does not meet a student's needs because of differences in language or educational systems, or other factors, the interdivision employee may choose to send the student to a Seventh-day Adventist secondary school within the base division country. However, inter-division employees may choose to send their secondary school-age children to school in the host division or to where they would have been allowed to send their children in the base division if they were denominationally employed in their base division country. In addition, interdivision employees may send their children to a third division, but the educational allowance is limited to the higher of what it would have been in their host division or where they would have been allowed to send them in the base division if they were denominationally employed in their base division country.~~

~~The educational allowance policy allows for interdivision employees to send their secondary school-age children to school in the host division or to where they would have been allowed to send their children in the base division if they were denominationally employed in their base division country. It also allows for sending their children to a third division, but the educational allowance is limited to the higher of what it would have been in their host division or where they would have been allowed to send them in the base division if they were denominationally employed in their base division country.~~

Scholarship grants to interdivision employees with children in secondary schools shall be paid to the educational institutions on behalf of the interdivision employees.

~~O 55 10 Studying in Base Division Country—1. Country (or Family Adopted Division Country Where Applicable)—1. Attending Seventh-day Adventist Secondary Schools—~~ Educational allowance for attending Seventh-day Adventist secondary schools shall be at the higher of paragraphs a. or b. below:

a. The full cost of tuition, room and board (when living in the school's dormitory), and required fees (not including books or book rental), less a personal share to be borne by the parent(s) or the student. The personal share per student is to be the lesser of the following:

1) One and three quarters of a month's host division country combined local salary and expatriate allowance. This is calculated based on the 100 percent rate for local salary and expatriate allowance for the host division country using the rates in effect July 1 of each year for the entire school year. ~~year of all school years starting after July 1.~~

2) Forty percent of the tuition, room and board - No change

b. The educational allowance a local employee in the - No change

2. Attending Non-Seventh-day Adventist Secondary Schools - No change

3. Trips to Visit Parent(s)—Secondary school-age children studying in the base division are allowed reimbursement for the cost of one visit per year to visit parent(s) in the host division country. However, ~~two trips are~~ a second trip is allowed if the student is ~~returning~~ traveling to the host division country with the parent(s) in connection with annual leave for at least 30 days in connection with the summer or long school break. (There is no extra provision for a parent to accompany, at denominational expense, a student on his/her trip to school. If it is felt necessary, it is at the personal expense of the parent, or the parent(s) may attempt to arrange their annual leave at the appropriate time.)

This policy covers the cost of the ticket based on the most economical fare available. No baggage allowance, travel per diem, or layover expenses are included. Local travel to and from airports is also at personal expense ~~unless it is more than~~ up to the first 100 miles (160 kilometers) each way.

4. Non-dormitory Arrangements—There may be rare instances where the child cannot stay in the dormitory or the parent(s) wish to make arrangements for the child to remain with friends or relatives while attending secondary school. A special allowance may be granted if the child is studying in the base division and is not living in the dormitory or with a parent and has to pay for, or assist with, the cost of room and board. The allowance is based on 45 percent of what room and board would cost at a Seventh-day Adventist secondary boarding school in the base division country. Where countries either have several Seventh-day Adventist secondary boarding schools, or none at all, ~~the~~ General Conference International Personnel Resources and Services (IPRS) shall work with the divisions concerned to determine the appropriate rates.

13-272

October 16, 2013, a.m.

GCC Annual Council

This allowance applies whether the child is attending a Seventh-day Adventist or a non-Seventh-day Adventist secondary school. ~~school and may be paid even in cases where no educational allowance is being paid toward tuition.~~ This allowance is paid directly to the parent(s) and not to the individuals providing the accommodations. All arrangements are the responsibility of the parent(s).

5. Distance Education—Students who remain in the base division and take full-time secondary schooling through distance education programs, or students enrolled in regular school programs who find it necessary to take some summer courses or other courses during the school year through distance education, shall receive educational allowance at the rate of 75 percent of the cost of tuition, required fees, airmail postage, and fees charged by the educational institution for electronic transmission/reception of assignments. Assistance for room and board shall be granted on the same basis as provided under O 55 10, paragraph 4.

For students enrolled in a full-time distance education program offered by a non-Adventist school, the assistance shall be granted only if the base division country would grant educational allowance to local employees to enroll in the same school. ~~Assistance for room and board shall be granted on the same basis as provided under O 55 10, paragraph 4.~~

O 55 15 Studying in the Host Division—It is not possible to have a policy which takes into account all the varying circumstances and is fair and acceptable in all countries. (The host divisions are to provide the General Conference International Personnel Resources and Services with copies of their policies and any updates, when voted, and identify which policies apply to which host division countries.) Because of these widely varying circumstances, the host division shall decide, on a country-by-country basis, which of the following three options applies to all interdivision employees serving within that country:

1. Local Educational Allowance ~~Policy~~—The Policy—Under this option, the host division shall designate the same policies and educational allowances that apply either to local employees or to intradivision employees serving in the host division country.

2. General Conference Education Allowance ~~Policy~~—The Policy—If this option is selected by the host division, it must be adopted in its entirety. The following General Conference approved educational allowance policy gives details of allowances for children of interdivision employees attending secondary school in the host division:

a. Attending a Seventh-day Adventist Secondary School in the Host Division.

1) The full cost of tuition, room and board - No change

2) Secondary school-age children studying in the host division are allowed reimbursement for the cost of one round trip per year to boarding schools, or local travel allowance as set by the host division where excessive local commuting expenses are involved. (There is no extra provision for a parent to accompany, at denominational expense, a student on his/her trip to school.)

This policy covers the cost of the ticket based on the most direct and economical route ~~fare~~ available. No baggage allowance, travel per diem, or layover costs are included. Local travel to and from the airports is also at personal expense ~~unless it is more than~~ up to the first 100 miles (160 kilometers) each way.

In unusual cases where there is a designated host division school, or where the school system has three major school breaks with no satisfactory provision for caring for the students, the ~~General Conference~~ Mission Personnel Processing Committee may authorize a second trip per year.

b. Attending Non-Seventh-day Adventist Local International - No change

c. ~~Correspondence School—Students~~ Distance Education—Students who proceed to the host division country and take full-time secondary schooling by correspondence, or students enrolled in regular school programs who find it necessary to take some summer courses or other courses during the school year by correspondence, shall receive educational allowance at the rate of 75 percent of the cost of tuition, required fees, airmail postage, and fees charged by the educational institution for electronic transmission/ reception of assignments.

3. Special Host Division Interdivision Employee Educational Allowance Policy— The host division may develop its own special Interdivision Employee Educational Allowance policy (which may contain elements of the General Conference and/or local education policies) and have it accepted by the ~~General Conference~~ Mission Personnel Processing Committee, so long as the provisions do not exceed those outlined in paragraph 2. above.

O 55 20 Studying in a Third Division Country or in a Base Division Country not Provided for Under O 55 10 or O 55 15 - No change

13-274

October 16, 2013, a.m.

GCC Annual Council

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

223-13G EDUCATION ALLOWANCE FOR COLLEGE/UNIVERSITY-AGE CHILDREN (INTERDIVISION EMPLOYEES IN THE FIELD) - POLICY AMENDMENT

VOTED, To amend GC O 60, Education Allowance for College/University-Age Children (Interdivision Employees in the Field), to read as follows:

O 60 Education Allowance for College/University-Age Children

O 60 05 Education Allowance for College/University-Age Children—Scholarship grants shall be paid to the educational institution on behalf of interdivision employees whose child/children attends college/university, on the following conditions:

1. Assistance shall be granted until an undergraduate course of studies - No change
2. The student receiving assistance must be an unmarried dependent child of an interdivision employee and must attend a denominational college/university or training school, except in fields where the denomination does not provide senior college/university facilities. The child shall be less than twenty-four years of age unless the student has given compulsory military service, served as an Adventist volunteer, or has a valid documented medical reason acceptable to ~~the General Conference~~ Mission Personnel Processing Committee. Under these extenuating circumstances, the student may add one year to the maximum eligible age for each year that his/her studies were delayed for the above reasons, to a maximum of three years, or the time needed to complete the number of semester/quarters allowed by policy, whichever is less. ~~additional years.~~ Assistance shall be given only for the period the student is actually attending school.

3. Summer Classes and Credit by Exam - No change

O 60 10 Studying in Base Division ~~Country~~—1. Attending Country (or Family Adopted Division Country Where Applicable)—1. Attending a Seventh-day Adventist College or University—An educational allowance for attending a Seventh-day Adventist college or university shall be at the higher of paragraphs a. or b. below:

- a. 75 percent of tuition, room and board - No change
- b. The educational allowance that a local employee - No change

2. Attending a Non-Seventh-day Adventist College or University—An educational allowance for attending a non-Seventh-day Adventist college or university in the base division shall only be granted in the following circumstances:

a. If the base division country would grant an educational - No change

b. Where a division does not provide any educational allowance at the college/university level, and an interdivision employee sending a child/children home to a non-Seventh-day Adventist college or university would be disadvantaged because of a much lower salary as an interdivision employee than that of local employees in the base division country, a scholarship grant as in paragraph 1. above may be granted for attendance at public universities (most of which charge no tuition). If no public university is available, General Conference International Personnel Resources and Services (IPRS), in consultation with the base division, may grant assistance for attending a private school. ~~assistance may be granted at a private school if recommended by the base division and approved by the General Conference Mission Personnel Processing Committee.~~

3. Distance Education—Students who remain in the base division - No change

4. Relationship of Merit Scholarships to Educational Allowance - No change

5. Non-dormitory Arrangements—There may be rare instances where the child cannot stay in the dormitory or the parent(s) wish to make arrangements for the child to remain with friends or relatives or on their own while attending a college or university. A special allowance may be granted if the child is studying in the base division and is not living in the dormitory or with a parent and has to pay for or assist with the costs of room and board. The allowance is based on 45 percent of what room and board would cost at a Seventh-day Adventist college or university in the base division country. Where countries either have several Seventh-day Adventist colleges or universities, or none at all, ~~the~~ General Conference International Personnel Resources and Services shall work with the divisions concerned to determine the appropriate amounts.

This allowance applies whether attending a Seventh-day Adventist or non-Seventh-day Adventist college or university. ~~university and may be paid even in cases where no educational allowance is being paid toward tuition.~~ This allowance is paid directly to the parent(s) and not to the individuals providing the accommodations. All arrangements are the responsibility of the parent(s).

A student living in an on-campus apartment is considered a non-dorm student unless it has been required by the school due to overcrowding or other unique situations. The allowance is

13-276

October 16, 2013, a.m.

GCC Annual Council

based on 45 percent of the average cost of room and board at Seventh-day Adventist colleges/universities in the base division country.

6. College/University children may be granted travel assistance to visit parents only under the provisions of P 34 10. Travel as provided in O 65.

O 60 15 Studying in Host Division—It is not possible to have a policy which takes into account all these circumstances and is fair and acceptable in all countries. (The host divisions are to provide the General Conference International Personnel Resources and Services (IPRS) with copies of their policies and any updates, when voted, and identify which policies apply to which host division countries.) Because of these widely varying circumstances, the host division shall decide on a country-by-country basis which of the following three options applies to all interdivision employees serving within that country:

1. Local Educational Allowance Policy—The same policies and - No change

2. General Conference Educational Allowance ~~Policy~~ Policy—If this option is selected by the host division, it must be adopted in its entirety. The following General Conference approved educational allowance policy for children of interdivision employees attending a college or university in the host division:

a. 75 percent of tuition, room and board (when living in the school's dormitory), and required fees (exclusive of books and book rentals). For non-dormitory students away from home and paying or contributing toward the cost of the room and board, the allowance is 45 percent. In schools that charge on a per item basis for board rather than a flat fee, the average cost of board, as determined by each school, shall be used for calculation of the educational allowance.

b. Educational allowance for attending a - No change

c. ~~Correspondence School—Students~~ Distance Education—Students who remain in the host division country and take full-time college or university work by correspondence, or students enrolled in regular school programs who find it necessary to take some summer courses or other courses during the school year by correspondence, shall receive an educational allowance at the rate of 75 percent of the cost of tuition, required fees, airmail postage, and fees charged by the educational institution for electronic transmission/reception of assignments.

d. Relationship of Merit Scholarships to Educational Allowance - No change

3. Special Host Division Interdivision Employee Educational Allowance Policy—The host division may develop its own special Interdivision Employee Educational Allowance policy (which may contain elements of the General Conference and/or local education policies) and have it accepted by the ~~General Conference~~ Mission Personnel Processing Committee, so long as the provisions do not exceed those outlined in ~~paragraph 1.~~ paragraphs 1. and 2. above.

O 60 20 Studying in a Third Division Country or in a Base Division Country not Provided for Under O 60 10 or O 60 15—A parent(s) may choose to send the child/children to a Seventh-day Adventist college or university in a third division country or to a country not provided for under O 60 10 or O 60 15. Such decisions are acceptable, but are personal decisions and are not to result in additional expense to the denomination in the form of educational allowance, travel to school, annual leave or permanent return travel, or medical expense.

1. For a child/children studying in a division country other than provided for in O 60 10 or O 60 15, the assistance granted, including cost of travel to and from the third division country and any extra medical insurance required, shall be limited to the higher of what would have been granted for attending school in the interdivision employee's host division under O 60 15 or base division under O 60 10. Where countries either have several Seventh-day Adventist colleges or universities or none at all, the General Conference International Personnel Resources and Services (IPRS) shall work with the divisions concerned to determine the appropriate amount of assistance.

2. When granting permanent return travel for the college/university-age child, the amount shall be calculated based on what it would have cost to send him/her to the base division country. In calculating annual leave ~~travel for the family, travel,~~ the child's location in the third division country does not constitute an authorized travel point nor are there any annual leave travel provisions for the child.

3. When a child is sent to study in a third division country where the medical costs are higher than they would be in the base or host division country, the interdivision employee must arrange for medical insurance through the school or another locally available insurance provider. Seventy-five percent (75 percent) of the premium cost of this insurance shall be the expense of the General Conference, but the remainder is a personal expense. either through the school or as may be required by the host division. ~~The cost of this additional insurance is a personal expense but can be considered along with the cost of room, board, tuition, required fees, and travel under paragraph 1. above when applying the educational allowance.~~

4. School systems vary in different countries. In some countries the study of ~~medicine and dentistry~~ medicine, dentistry, etc starts immediately following secondary school. The tuition for such educational programs is normally much higher than for other college/university-level programs. But in other countries, ~~medicine and dentistry~~ these degrees

13-278

October 16, 2013, a.m.

GCC Annual Council

follow completion of a an undergraduate college/university-level program with a major in biology, chemistry, or some other field. The college/university-level work, although registered as for example premedicine or predentistry, is no different than for any other major at the college/university-level. The student is not taking medicine or dentistry but only a set of college/university-level courses that will meet the prerequisites for medicine or dentistry. Because of this, and because there is no difference in tuition in premedicine and predentistry at the college/university-level, reimbursement of educational allowance when attending school in a third division will be based on the equivalent undergraduate college/university-level nonprofessional degree in the base or host division and not on what it would cost to study medicine, dentistry, etc. ~~medicine or dentistry.~~

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

224-13G TUITION DISCOUNTS TO STUDENTS FROM DIVISIONS
OTHER THAN THE NORTH AMERICAN DIVISION
(INTERDIVISION EMPLOYEES IN THE FIELD) - POLICY
AMENDMENT

VOTED, To amend GC O 70, Tuition Discounts to Students from Divisions Other Than the North American Division (Interdivision Employees in the Field), to read as follows:

O 70 Tuition Discounts to Students From Divisions Other
Than the North American Division

When any division other than the North American Division sends its employees or their dependent children ~~children, including dependents of interdivision employees not based in the North American Division,~~ to attend colleges or universities in the North American Division and makes financial payments from denominational funds on behalf of such students directly to the institution concerned, the college or university is encouraged to match dollar for dollar with the sending division, up to 25 percent of undergraduate tuition. This provision also applies to dependents of interdivision employees not based in the North American Division.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

225-13G ANNUAL LEAVE TRAVEL ARRANGEMENTS -
POLICY AMENDMENT

VOTED, To amend GC P 24 05, Annual Leave Travel Arrangements, to read as follows:

P 24 05 Annual Leave Travel Arrangements—Policy allows for annual leave travel by the most direct and economical route and means to visit parents and children living in the base division or family adopted division, where applicable. In most situations, the interdivision family is provided with annual leave tickets which take them to the authorized destination points. (See P 34 10.) There may be occasions, however, when other arrangements may better meet the family's needs and still enable the interdivision family to spend time with parents and children during annual leave. The following annual leave ticket purchase and travel arrangements are intended to give as much flexibility as possible without increasing costs to the denomination or departing from the goal of getting the interdivision family together with parents and children:

1. Interdivision employees should plan well in advance for annual - No change
2. The host division, at the time of voting an annual leave, shall - No change
3. The interdivision employee should indicate his/her desires - No change
4. Tickets and/or quotes are to be based on the most direct and - No change
5. There is no provision in this policy for cash settlements or - No change
6. The use of vouchers or frequent flyer miles for purchase of - No change
7. If an interdivision employee chooses, for personal reasons, to - No change
8. Travel-related expenses include the following
 - a. Transportation to and from airports (taxi, shuttle, bus, train, tolls, mileage, etc)
 - b. Airport exit taxes and terminal fees
 - c. One night's hotel expense or day room each way at a reasonably priced hotel if travel time* amounts to 24 hours or more. The interdivision employee must submit a copy of the actual ticket itinerary for tickets purchased by the organization or a copy of the itinerary for the quote used to determine the authorized amount.
9. Travel-related expenses listed in paragraph 8. above are not reportable when incurred in a third division.

* Travel time includes required waiting time at the airport before departure to the scheduled arrival time at the airport.

13-280

October 16, 2013, a.m.

GCC Annual Council

10. There is no per diem during annual leave.

~~8.~~ 11. The interdivision employee is responsible for notifying the host - No change

IPRS/PolRev&Dev/ADCOM/SecC/Tre/GCDO13AC/13AC to MAI(DIV)

226-13G TIME GRANTED FOR REGULAR ANNUAL LEAVE -
POLICY AMENDMENT

VOTED, To amend GC P 29 15, Time Granted for Regular Annual Leave, to read as follows:

P 29 15 Time Granted for Regular Annual Leave—1. Interdivision employees working on a full-time basis shall be granted ~~the equivalent of 36 calendar days of annual leave per calendar year (30 days for leave plus 6 days for travel), inclusive of work days and weekends,~~ annual leave time, as specified in paragraphs 2. and 3. below, without regard to the years of denominational service in recognition of the unique circumstances regarding interdivision employees.

2. Annual Leave Days (Four-Day Work Week)—Interdivision employees employed on a four-day work week shall be granted 17 work days ~~days, plus 6 days for travel,~~ as their annual leave.

3. Annual Leave Days (Five-Day Work Week)—Interdivision employees employed on a five-day work week shall be granted 21 work days ~~days, plus 6 days for travel,~~ as their annual leave.

4. Annual Leave Travel Days—Six calendar days are granted for interdivision employee travel in connection with the denominationally paid trip, according to the provisions of P 34 05. These travel days cannot be carried over to the subsequent year.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

245-13G CARRY-OVER TIME (ANNUAL LEAVE BENEFITS—TIME) -
POLICY AMENDMENT

VOTED, To amend GC P 29 40, Carry-over Time (Annual Leave Benefits—Time), to read as follows:

P 29 40 Carry-over Time—Unused annual leave time may be carried over from one year to the next if approved in advance by the host division and provided the annual leave certification has been completed on a timely basis. Carry-over time may not normally exceed ~~14 calendar days inclusive of work days and weekends (8 8 work days in the case of a four-day work week or 10 work days in the case of a five-day work week. week).~~ Unused annual leave time in excess of this provision shall not be carried over to the subsequent year.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

227-13G BAGGAGE ALLOWANCE (ANNUAL LEAVE BENEFITS—
FINANCIAL) - POLICY AMENDMENT

VOTED, To amend GC P 34 20, Baggage Allowance (Annual Leave Benefits—
Financial), to read as follows:

P 34 20 Baggage Allowance—Baggage allowance is provided one way when returning to the host division country by air as follows:

1. When the interdivision family returns to the host division country by air, they shall be granted a baggage allowance of ~~US\$300~~ USD 450 each, for interdivision employee and spouse, and ~~US\$150~~ USD 225 for each eligible dependent child ^{*}. ~~child* when the airlines allow two pieces of luggage of 70 pounds (32 kilograms). The baggage allowance shall be US\$450 each, for interdivision employee and spouse, and US\$225 for each eligible dependent child* for interdivision families when passengers are limited to one or two pieces of luggage of 44/50 pounds (20/23 kilograms).~~

2. ~~When individuals attend the Mission Institute while en route to the host division country, and are limited to one or two pieces of luggage of 44/50 pounds (20/23 kilograms) for a portion of the onward flight, they shall receive the higher rate of US\$450/\$225. Only one baggage allowance is paid in relation to annual leave travel even if it includes travel to a Mission Institute outside the interdivision employee's base division and return to the base division before returning to the host division.~~

* With a physician's statement confirming pregnancy, the appointee allowances (outfitting freight and appointee baggage) for the unborn child shall be granted at the time of annual leave. (See P 34 50.)

~~* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 34 50.)~~

13-282

October 16, 2013, a.m.

GCC Annual Council

3. Those authorized to drive to the host division country, rather than fly, shall be granted baggage allowance of ~~US\$200~~ USD 200 each, for interdivision employee and spouse, and ~~US\$100~~ USD 100 for each eligible dependent child*.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

228-13G ANNUAL LEAVE SALARY TOP-UP (ANNUAL LEAVE BENEFITS—FINANCIAL) - POLICY AMENDMENT

VOTED, To amend GC P 34 30, Baggage Allowance (Annual Leave Benefits—Financial), to read as follows:

P 34 30 Annual Leave Salary Top-Up—1. During annual leave the - No change

2. Where the base division country salary is higher, an annual leave - No change

3. The annual leave salary top-up is considered an accrued benefit - No change

4. Annual leave top-up does not apply to:

a. Annual leave extensions for attendance at Mission ~~Institute~~, ~~Institute~~, except if taken in connection with the first annual leave as provided for in N 15 35, paragraph 2.

b. Annual leave extensions for medical reasons, except in unusual circumstances involving prolonged stays outside the host division, in which case the ~~General Conference~~ Mission Personnel Processing Committee may approve a salary top-up to what the annual leave salary would be upon the voted request by the host division.

c. Annual leave extensions for - No change

d. Annual leave extensions for any other reason, unless - No change

5. The ~~base division, or in the case of North American Division based individuals~~ the General Conference International Personnel Resources and Services (IPRS) shall calculate and pay the top-up salary.

6. The expense of the annual leave salary top-up for the regular - No change

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

229-13G AUTOMOBILE INSURANCE AND DEPRECIATION
(ANNUAL LEAVE BENEFITS—FINANCIAL) - POLICY
DELETION

VOTED, To delete GC P 34 45, Automobile Insurance and Depreciation (Annual Leave Benefits—Financial), which reads as follows:

P 34 45 Automobile Insurance and Depreciation—1. Interdivision employees who own an automobile during annual leave, and who are entitled to automobile insurance and depreciation under the policies of the host division country, shall receive automobile insurance and depreciation in the base division country on the same basis as while serving in the host division country.

2. Interdivision employees who are receiving annual leave salary at the host division country rate continue to receive automobile insurance and depreciation under the host division country policies during annual leave and not under the base division country policies.

3. If interdivision employees are receiving the base division country salary (salary top-up) during annual leave, and the automobile insurance and depreciation to which they would be entitled under base division country policies is higher than what they are receiving in the host division country during annual leave, they may report the difference to the base division treasury for reimbursement.

4. Unless the automobile insurance and depreciation are included in a package plan paid to interdivision employees, regardless of whether or not they own an automobile, an interdivision employee must own an automobile during annual leave to qualify for insurance and depreciation. There is no duplicate automobile depreciation paid due to ownership of an automobile in both the host and base divisions.

5. The remuneration factor for allowances in the North American Division includes an amount for automobile insurance and depreciation. North American Division-based interdivision employees on annual leave and receiving the base division country salary (salary top-up) do not qualify for automobile insurance and depreciation in the host division during annual leave. The North American Division remuneration factor includes 1.33 percent for automobile insurance and 7.33 percent for automobile depreciation. If the amount a North American Division-based interdivision employee receives in the remuneration factor is less than he/she would receive under the host division country automobile insurance and depreciation policy, he/she may report the difference to the General Conference International Personnel Resources and Services for reimbursement.

13-284
October 16, 2013, a.m.
GCC Annual Council

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

246-13G SPECIAL ANNUAL LEAVE - POLICY AMENDMENT

VOTED, To amend GC P 39 05, Special Annual Leave, to read as follows:

P 39 05 Special Annual Leave—1. Designated Areas—The territories - No change

~~2. Length of Special Annual Leave—The special annual leave cycle is 51 calendar days inclusive of work days, weekends, and travel.~~

~~3. 2. Special Annual Leave Days (Four-Day Work Week)—Interdivision employees employed on a four-day work week shall be granted 26 work days days, plus 6 days for travel, as their annual leave.~~

~~4. 3. Special Annual Leave Days (Five-Day Work Week)—Interdivision employees employed on a five-day work week shall be granted 32 work days days, plus 6 days for travel, as their annual leave.~~

4. Annual Leave Travel Days—Six calendar days are granted for interdivision employee travel when taking the denominationally-paid annual leave trip provided for in P 34 05. These travel days cannot be carried over to the subsequent year.

5. Carry-over Time—Unused annual leave time may be carried over from one year to the next if approved in advance by the host division and provided the annual leave certification has been completed on a timely basis. Carry-over time may not normally exceed ~~21 calendar days inclusive of work days and weekends (12~~ 12 work days in the case of a four-day work week or 15 work days in the case of a five-day work ~~week. week).~~ Unused annual leave time in excess of this provision shall not be carried over to the subsequent year.

IPRS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

230-13G INTERDIVISION PERMANENT RETURNS - POLICY
AMENDMENT

VOTED, To amend GC Q, Interdivision Permanent Returns, to read as follows:

Q INTERDIVISION PERMANENT RETURNS*

Q 05 Permanent Return Arrangements

Permanent return is the discontinuance from interdivision employment whether or not the person(s) granted permanent return actually returns to the base division. There are many factors involved in a decision to effect the permanent return of interdivision employees. Such a decision may be at the initiative of the interdivision employee or of the employing organization. Although there are occasions when unusual and unforeseen circumstances dictate otherwise, it is generally expected that a decision regarding permanent return will be recorded and communicated to all parties concerned well in advance of the actual date of permanent return.

Q 05 04 Procedure for Requesting Permanent Return—1. The interdivision employee should contact their local employer to request permanent return, indicate their requested date of permanent return and submit a permanent return form.

2. The host division secretariat will process approval and date of permanent return (see Q 05 14).

3. The interdivision employee should notify General Conference International Personnel Resources and Services (IPRS), with a copy to the host division treasury if a shipment is needed.

4. The interdivision employee should work with the host division treasurer or employing organization's human resources department to secure air tickets in advance.

5. The interdivision employee should work with the host division treasury to clear any personal accounts with the local employing organizations and/or the division prior to the time of permanent return. Permanent return allowances are not issued until financial clearance is given.

6. The interdivision employee should, upon arrival in the base division at the time of permanent return, contact the secretariat and treasury of the division, or in the case of North American Division-based individuals, General Conference International Personnel Resources and Services (IPRS).

Q 05 05 Approval for Permanent Return—At the time of accepting an appointment, or at the time of requesting annual leave, an interdivision employee agrees to serve the employing organization for a given period of time. This agreement is accepted in good faith by both

* It should be noted in this chapter that other terminology is used in some geographical areas for organizational units such as fields, sections, regions, or delegations.

~~interdivision employee and employer. It is recognized that situations may arise which render it impossible or inadvisable for the interdivision employee to remain in service until the end of the period agreed upon. The following policies define the procedures and arrangements that apply to discontinuing interdivision service.~~

~~Permanent return signifies discontinuance from interdivision employment whether or not the person(s) granted permanent return actually returns to the base division. There are many factors involved in a decision to effect the permanent return of interdivision employees. Such a decision may be at the initiative of the interdivision employee or of the employing organization. Although there are occasions when unusual and unforeseen circumstances dictate otherwise, it is generally expected that a decision regarding permanent return will be recorded and communicated to all parties concerned well in advance of the actual date of permanent return.~~

Q 05 10 Permanent Return by Decision of the Interdivision Employee—An Permanent Return Decision—1. Permanent Return by Decision of the Interdivision Employee—An interdivision employee, after due consideration of personal and organizational needs, may request permanent return from the local employing organization, which will forward the request to the host division secretariat. employer. Such a request is to be forwarded to the host division secretariat through the local employing organization. The request should indicate the approximate date when the interdivision employee wishes to discontinue interdivision employment. Wherever possible, the The request should be submitted at least four months in advance of the permanent return date in order to provide sufficient time for the employer to find a suitable replacement.

2. Permanent Return by Decision of the Employer—The local employing organization, in consultation with the host division, may decide for various reasons to recommend the permanent return of an interdivision employee. Such a recommendation shall be forwarded to the host division secretariat through the normal organizational channels. The local employing organization shall also notify the interdivision employee at the time of forwarding such a recommendation to the host division. Wherever possible, the recommendation for the permanent return of an interdivision employee should be made several months in advance of the permanent return date in order to provide the interdivision employee with sufficient time to make plans for the future.

3. Permanent Return by Call for New Employment—An interdivision employee may receive an offer for new employment that is not interdivision service. The interdivision employee would follow the process as described in paragraph 1. above for requesting permanent return. Refer to O 25 20 for clarification regarding costs for shipment and allowances.

Q 05 14 Date of Permanent Return—The host division secretariat, after appropriate consultation, shall determine the date on which the permanent return shall be effective. The host

division secretariat shall forward the recommendation to General Conference International Personnel Resources and Services (IPRS) for final approval.

1. Annual Leave Changed to Permanent Return by Interdivision Employee—When an interdivision employee who has returned to the base division, or family adopted division where applicable, on annual leave decides, without prior notice, to remain in the base division, or family adopted division where applicable, the date for permanent return shall be determined as follows:

a. If an interdivision employee on annual leave decides on his/her own initiative and for personal reasons to remain permanently in the base division, or family adopted division where applicable, the beginning date of the annual leave shall become the date of permanent return.

b. If an interdivision employee on annual leave is obliged to request a permanent return for health or other extenuating circumstances, the date for permanent return shall normally be when notification is given by the interdivision employee that a permanent return is necessary.

c. Return to the Host Division to Pack Household Goods—When an annual leave is changed to a permanent return, only one member of the family will be authorized to return to the host division country at denominational expense in order to pack household goods, unless otherwise approved by the General Conference Mission Personnel Processing Committee.

2. Annual Leave Changed to Permanent Return by Host Division—a. Embarrassment and sorrow are sometimes brought to interdivision employees who return to the base division, or family adopted division where applicable, on annual leave and then later are informed that they are not expected to return to the host division country. Therefore, the host division should study its need for interdivision employees and, before the interdivision employees are voted an annual leave, determine whether they should be asked to take an annual leave and return for further service or be voted a permanent return. The process for termination is outlined in Q 39. In the case of permanent return of interdivision employees who do not look to continued denominational employment, a clear understanding as to termination of financial support should be reached between the host division, the base division, or in the case of North American Division-based individuals, General Conference International Personnel Resources and Services, and the interdivision employees concerned.

b. In the case of a permanent return initiated by recommendation of the host division, the permanent return date shall normally be determined by the General Conference Mission Personnel Processing Committee.

13-288

October 16, 2013, a.m.

GCC Annual Council

c. Return to the Host Division to Pack Household Goods—When an annual leave is changed to a permanent return, only one member of the family will be authorized to return to the host division country at denominational expense in order to pack household goods, unless otherwise approved by the General Conference Mission Personnel Processing Committee.

~~Q 05 15 Permanent Return by Decision of the Employer—The local employing organization, in consultation with the host division, may decide for various reasons to recommend the permanent return of an interdivision employee. Such a recommendation shall be forwarded to the host division secretariat through the normal organizational channels. The local employing organization shall also notify the interdivision employee at the time of forwarding such a recommendation to the host division. Wherever possible, the recommendation for the permanent return of an interdivision employee should be made several months in advance of the permanent return date in order to provide the interdivision employee with sufficient time to make plans for the future.~~

~~Q 05 20 Date of Permanent Return—If the host division approves the recommendation for permanent return, the host division secretariat shall forward the recommendation to the General Conference International Personnel Resources and Services for final approval. The host division secretariat, after appropriate consultation, shall determine the date on which the permanent return shall be effective.~~

~~Q 05 25 Permanent Return Arrangements—Arrangements for permanent return shall be made, according to policy, in consultation with the host division treasury office.~~

Q 10 Permanent Return Packing, Destination, and Travel Arrangements
of Interdivision Employees—General Provisions

Q 10 04 Time Allowed for Packing and Departure Preparations—The interdivision employee shall be eligible, at the host division's discretion, for up to two week off with salary to prepare for departure. (This is not additional vacation time but is for packing, shutting off utilities, selling vehicles, and various belongings, etc.) In unusual circumstances, where the permanent return is unexpected, or the housing situation requires, the employing organization may allow additional time.

~~Q 10 05 Children Preceding Parent(s)—1. When an interdivision employee(s) decides to send his/her children to the base division country or family adopted division, where applicable, on a permanent return basis, whether for educational or other purposes, such a request for return shall be processed in the regular way by action of the host division committee and the General Conference Mission Personnel Processing Committee.~~

2. ~~College/university age children (see O 40 20) sent to the base division or to a third division to continue education should normally be granted a permanent return at that time. The children's rehabilitation and freight allowances shall be made available to the parent(s) when the permanent returns of the college/university age children are voted. College/university age children studying outside the host division are not entitled to annual leave allowances, or travel with the parent(s) in the base division or in the family adopted division, where applicable, at denominational expense at annual leave time, even if they have not been voted permanent return. (See P 09 30.) Unmarried children who remain in the division where the parent(s) is serving should normally be voted permanent return when they reach their 22nd birthday or when they have completed their college/university education, whichever comes later. Children who marry, or children who have reached the age of 22 years, unless they are full-time students and still qualify as dependents in harmony with O 60 05, are not entitled to continued benefits as dependents of interdivision employees. They are no longer eligible for medical allowance, educational allowance, or annual leave benefits. However, they may be eligible for permanent return benefits under the provisions of Q 20 15 or Q 45 10 if previous settlement has not been made.~~

3. ~~Children authorized to attend secondary school in the base division or in the family adopted division, where applicable, normally are not voted permanent return.~~

4. ~~When children are voted permanent return they shall be authorized to have their permanent return health evaluations. (See Q 35.)~~

Q 10 10 Permanent Return Destination—In addition to visits to family as provided in Q 10 20, Q 10 19, a permanently returned interdivision employee is provided transportation, as well as the shipment of authorized freight, to any one of the following destinations:

1. The location in the base division to which the interdivision employee has been called to labor, or
2. The former location in the base division or the home of the ~~parents~~, parents or children, if the interdivision employee has not been placed before arriving in the base division, or
3. Such other destination as may be authorized by General Conference International Personnel Resources and Services (IPRS), ~~the host division in consultation with the base division and approved by the General Conference Mission Personnel Processing Committee.~~

Q 10 14 Permanent Return Travel Arrangements—The following policy on permanent return ticket purchase and travel arrangements is intended to give as much flexibility as possible without increasing costs to the denomination or departing from principle of connecting the interdivision family together with parents and children.

13-290

October 16, 2013, a.m.

GCC Annual Council

1. Interdivision Employee Responsibilities—a. The interdivision employee shall notify the employer of impending permanent return at least four months in advance (Q 05 10) so that travel arrangements and purchase of tickets can be completed at least three months in advance of permanent return.

b. The interdivision employee shall confirm travel plans, including the exact dates and itinerary requested, with the host division treasury or employing organization's human resources department.

c. If, because of special circumstances, the interdivision employee requests a cash settlement, they will be responsible for the details as described in Q 10 19, paragraph 4.

2. Host Division Responsibilities—a. The host division, at the time of voting a permanent return, shall determine and record on the permanent return form the authorized and final destination points.

b. The host division shall pay salary through the day before the day of departure, or the day otherwise determined to be the final day of in-field employment.

c. The host division is responsible for notifying General Conference International Personnel Resources and Services (IPRS) of the last day of in-field salary (this is to include time allowed for departure preparations, if applicable). When failure to provide timely information results in overpayment of base country deposit, and/or expatriate allowances if applicable, the host division employer may be held responsible for the overpayment.

d. Host division treasury, or human resource departments of code 4 employing organizations, shall work with the interdivision employee to arrange the itinerary and purchase tickets for the interdivision employee. Multiple quotes should be obtained from the host division's travel agency or local travel agencies in the interdivision employee's host division country.

Q 10 15 Salary Arrangements—1. Disconnection in the Host Division—The host division shall pay salary through the day before the day of departure, except as outlined in paragraph 2. below. The interdivision employee shall be eligible for up to two weeks off with salary to prepare for departure. In unusual circumstances, where the permanent return is unexpected, the employing organization may allow additional time.

2. Interdivision Employees Not Proceeding Directly Home on Permanent Return—If an interdivision employee chooses to take extra time in the host division or on the way home to do personal visiting, such time shall be part of the one half month (fifteen calendar days) allowed

~~for visitation in the base division country or family adopted division, where applicable. In such cases, the interdivision employee has made himself/herself unavailable for immediate employment in the base division and shall normally receive only the one half month (fifteen calendar days) of salary until he/she makes himself/herself available for employment or enters a training program. Salary in the host division country shall continue beyond the last day of work for up to two weeks in preparation for departure. In such cases the host division shall notify the General Conference International Personnel Resources and Services (IPRS) and the base division treasury of the situation and the date through which host division country salary was paid.~~

3. ~~Retirement Situations—Those taking permanent return for retirement purposes are not penalized for taking extra time in returning to the base division.~~

4. ~~Permanent Return Salary—Permanent return salary is paid at the base division country rate except as provided for in Q 45 05.~~

Q 10 19 Guidelines for Purchasing Tickets—1. Tickets and/or quotes are to be based on the most economical fares available on regularly scheduled airlines and should include use of advance booking rates, senior discounts, and any other discount fares available. For travel within the host division, add-on or other coupons may be available when purchased outside the country in connection with the main ticket.

2. Tickets should normally be purchased to include all the stops the interdivision family plans to make in the base division, or family adopted division where applicable, as it usually costs less than buying a ticket to the first stop in the base division, or family adopted division where applicable, and then purchasing separate tickets in the base division, or family adopted division where applicable, for the other stops. For family visitation, the following shall apply:

a. A permanently returned interdivision employee, who has served for at least 12 months since the beginning of their most recent paid segment of annual leave, is allowed travel expense for up to two authorized points to visit parents and children in the base division, or family adopted division if applicable, in accordance with the authorized points as outlined in P 34 10 and P 34 15.

b. If it has been 12 months or less, permanent return travel shall normally only be allowed to a single destination point in the base division for the purpose of family visitation.

c. If it has been six months or less, only travel to the final destination point will be provided; no visitation destination points will be provided. Travel to visit family and onward to the place of employment or permanent location shall be by the most direct route.

13-292

October 16, 2013, a.m.

GCC Annual Council

3. The preference is for the organization to purchase the tickets, even when extra travel or less than the most direct routing is involved. In such cases the interdivision employee is charged the difference between the most direct and economical route to visit all the authorized points, and the routing desired. This way, the comparisons are made by the same travel agency based on fare structures in effect at the same time, and the comparison is usually more valid. In cases where the interdivision family will not be traveling to all the authorized destination points, or where the arrangements are complicated, a cash settlement as outlined below may be the best option.

4. Cash Settlements—Cash settlements are not recommended for permanent return travel because of tax implications in some countries, but where the host division feels a cash settlement is the best option for dealing with an interdivision family's permanent return travel, it may be approved under the following conditions:

a. The reimbursement shall be 80 percent of the quoted price for one way travel to authorized points of visitation in the base division if applicable, and to find the final destination point in the interdivision employees' base division country.

b. Points of authorized visitation are included in the quote only when the interdivision family will actually be spending time with the parent(s) or child(ren) during the actual permanent return travel. The parents or children may all come to one point for a family reunion or may come individually to where the interdivision family is, but all must get together at some point for the authorized points to qualify in calculation of the fare quotes.

c. The fare quotes must be based on the most direct and economical route as per Q 10 19, paragraph 1.

d. The fare quotes are to be based on rates normally available with at least thirty days' advance notice, even if there are less than thirty days before departure. Cash settlements are not available based on fare quotes with less than thirty days' advance bookings.

e. The quotes shall be based on fares for the dates of expected departure and shall only include stops at authorized destination points under P 34 10.

f. Divisions are not authorized to make cash settlements with interdivision employees based on fare quotes without approval from General Conference International Personnel Resources and Services (IPRS). The General Conference reserves the right to secure its own quotes on any tickets purchased or quotes used for settlements with interdivision employees.

g. Interdivision employees who receive cash settlements should seek counsel from the host division before purchasing charter or other specialized, limited refund, limited change tickets. They need to keep in mind that there may be risks to such discounted tickets in case of changes in plans due to illness, visa problems, etc. The expense for ticket changes or other losses will be a personal expense to the interdivision employee.

h. The interdivision employee is responsible for notifying the host division of exact travel dates and making sure that, if required, travel medical insurance is taken out for the full period of time involved.

~~Q 10 20 Visits to Family—A permanently returned interdivision employee who has completed a term of service and served for 11 months since the most recent annual leave, or arrival in the host division country, is allowed travel expense to visit parents and children in the base division in accordance with the authorized points as outlined in P 34 10. If it has been less than 11 months since the most recent annual leave or arrival in the host division country, permanent return travel shall normally only be allowed to a single point in the base division for the purpose of family visitation. In either case, travel to visit family and onward to the place of permanent employment or permanent location shall be by the most direct route.~~

Q 10 24 Stopover Allowance—1. When airline schedules require interdivision employees and their families who are going on permanent return to spend 24 hours or more in traveling time, including required waiting time in airports, in order to travel between approved destination points, the following may be reported for reimbursement (based on the most direct route or route included in the quote for determining denominationally borne cost and not on actual travel chosen by the interdivision employee, if different):

a.	<u>One day's per diem at the following rates:</u>		
	<u>Interdivision employee</u>	=	<u>USD 25.00</u>
	<u>Interdivision spouse</u>	=	<u>USD 12.50</u>
	<u>Each dependent child</u>	=	<u>USD 12.50</u>
	<u>Fully entertained - per person</u>	=	<u>USD 6.00</u>

(If travel time amounts to more than 24 hours, but does not include prolonged airport stays where meals, not provided by the airlines, need to be purchased, the fully entertained rates should be claimed.)

b. One night's hotel expense or a day room at a reasonably priced hotel upon presentation of the actual hotel bill.

2. As the organization processing the claim for this allowance is often different from the organization which purchased or arranged for the ticket purchase or settlement, the

13-294

October 16, 2013, a.m.

GCC Annual Council

interdivision employee must submit a copy of the actual ticket itinerary for tickets purchased by the organization, or a copy of the itinerary for the quote used, as documentation when claiming this allowance. Unlike other allowances which may be paid based on entitlement, whether or not claimed by the interdivision employee, this allowance is only paid if claimed by the interdivision employee, as some may prefer not to be paid per diem if they did not incur any expenses. This item is normally reported to the base division for permanent return travel.

~~Q 10 25 Contacting Base Division or Family Adopted Division—An interdivision employee returning permanently to the base division or family adopted division, where applicable, shall upon arrival contact the secretariat and the treasury of the division, or in the case of North American Division-based individuals, and the General Conference International Personnel Resources and Services.~~

Q 10 29 Driving vs Flying—Occasionally interdivision employees may request to drive rather than fly to their authorized destinations. Approval may be granted by the host division in consultation with General Conference International Personnel Resources and Services (IPRS). The amount allowed for reimbursement will be the lower of either the cost of flying or applicable driving expenses. In addition, they will receive the baggage allowances per Q 14 10.

Applicable driving expenses include mileage or kilometric rates approved for the countries involved, tolls, ferry costs, transit insurance, if required, per diem, and hotel costs normally allowed in connection with the number of miles of kilometers traveled by the most direct route. When the division sends the charges to the General Conference, a copy of the authorized travel quotes will be required along with the receipts.

~~Q 10 30 Annual Leave Changed to Permanent Return by Interdivision Employee—When an interdivision employee who has returned to the base division or family adopted division, where applicable, on an annual leave basis decides, without prior notice, to remain in the base division or family adopted division, where applicable, any annual leave benefits received will be offset against the permanent return benefits provided by policy, as follows:~~

~~1. If an interdivision employee on annual leave decides on his/her own initiative and for personal reasons to remain permanently in the base division or family adopted division, where applicable, the date for calculating salary assistance or final settlement shall be the beginning date of the annual leave, or as otherwise determined by the General Conference Mission Personnel Processing Committee.~~

~~2. If an interdivision employee on annual leave is obliged to request a permanent return for health or other extenuating circumstances, the date for calculating salary assistance or final settlement shall normally be the date the decision was made by the interdivision employee to take a permanent return.~~

Q 10 34 Permanent Return Travel Expenses—Permanent return travel expenses, including the stopover allowance, shall be borne by the General Conference for interdivision employees on Code 1, 2, 3, or 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.

~~Q 10 35 Annual Leave Changed to Permanent Return by Host Division—1. Embarrassment and sorrow are sometimes brought to interdivision employees who return to the base division or family adopted division, where applicable, on annual leave and then later are informed that they are not expected to return to the host division country. Therefore, the host division should study its need for interdivision employees and, before the interdivision employees are voted an annual leave, determine whether they should be asked to take an annual leave and return for further service or be voted a permanent return. Divisions should counsel with the General Conference International Personnel Resources and Services relative to termination of interdivision service or permanent return of interdivision employees called by the General Conference Mission Personnel Processing Committee, so that there may be good understanding and cooperation between the base division and the host division in the delicate matter of dealing with interdivision employees abroad and after their return. In the case of permanent return of interdivision employees who do not look to continued denominational employment, a clear understanding as to termination of financial support should be reached between the host division, the base division, or in the case of North American Division-based individuals, the General Conference International Personnel Resources and Services, and the interdivision employees concerned.~~

~~2. In the case of a permanent return initiated by recommendation of the host division, the date for calculating salary assistance or final settlement shall normally be the date of the General Conference Mission Personnel Processing Committee action authorizing the permanent return.~~

~~Q 10 40 Return to the Host Division to Pack Household Goods—When it becomes necessary for an interdivision employee whose annual leave is changed to a permanent return (see Q 10 30 and Q 10 35) to return to the host division country in order to pack household goods, only one member of the family will be authorized to return to the host division country at denominational expense, unless otherwise approved by the General Conference Mission Personnel Processing Committee.~~

Q 14 Permanent Return Allowances

When interdivision employees proceed on permanent return and have served two or more years, the following allowances will apply (For interdivision employees who have served less than two years, please see Q 14 30. For interdivision employees who have received a call to new

13-296

October 16, 2013, a.m.

GCC Annual Council

employment in a non-interdivision assignment, see Q 14 35. For interdivision employees who have been terminated, see Q 39.):

Q 14 05 Responsibility for Cost—The expense of the permanent return allowances shall be borne, unless specifically noted otherwise below, by the General Conference for interdivision employees serving on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.

Q 14 10 Baggage Allowance—When interdivision employees proceed on permanent return, whether flying or driving, they shall be granted a baggage allowance of US\$300 each, for interdivision employee and spouse, and US\$150 for each eligible dependent child*.

Q 14 15 Personal Effects Baggage Insurance—Limited insurance coverage is provided at denominational expense on personal baggage for permanent return travel and is arranged by the host division on an annual basis. Interdivision employees may contact the host division to take out extra coverage for accompanied baggage and valuables if needed. The cost of the Personal Effects Baggage Insurance is borne by the General Conference for interdivision employees on Code 3 budgets, and by the host division or employing organization in the host division for those on Code 1, 2, 4, or 6 budgets.

Q 14 20 Rehabilitation Allowance—An interdivision employee who returns permanently for reasons other than dismissal, shall receive a rehabilitation allowance of USD 2,230 (100 percent of the interdivision employee factor), USD 1,160 for the spouse (50 percent of the interdivision employee factor) and USD 696 for each dependent child (30 percent of the interdivision employee factor.) (N 70 05).

Q 14 25 Unused Freight Settlement—If the interdivision employee chooses not to send a shipment an unused freight settlement shall be calculated as follows:

1. Class A—For the interdivision employee serving on an Unfurnished Accommodations (Class A) assignment the settlement will be based on the rate of USD 1.00 per pound. The full freight allowance will be 4,000 lbs for the appointed interdivision employee, 2,000 lbs for the spouse, and 750 lbs for each dependent child*.

2. Class B—For the interdivision employee serving on a Furnished Accommodation (Class B) assignment the settlement will be based on the rate of USD 1.50 per pound. The full freight allowance will be 2,000 lbs for the appointed interdivision employee, 1,000 lbs for the spouse, and 500 lbs for each dependent child*.

* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 34 50.)

Q 14 30 If interdivision employees have served in-field less than 24 months, the permanent return allowances will be prorated, unless indicated otherwise, as follows:

1. Baggage Allowance (which is not prorated), as defined in Q 14 10.
2. Personal Effects Baggage Insurance as described in Q 14 15.
3. Rehabilitation Allowance—A percentage of the full rehabilitation allowance, as described in Q 14 20, will be prorated at 1/24 for every month served (see N 80 15).
4. Unused Freight Settlement which a shipment is not taken. The freight settlement will prorated at 1/24 the regular unused freight settlement (Q 14 25) for every month served (N 80 15).

Q 14 35 When an Organization Places a Call to A Current Interdivision Employee—Any organization calling an interdivision employee who has rendered less than two years of service in the field shall be responsible for the permanent return allowances (as described in Q 14) and shipping costs to move the interdivision employees' personal belongings from the host division to the new place of employment. If the interdivision employee has rendered more than two but less than three full years of service, the calling organization shall be responsible for 50 percent of permanent return allowances and shipping cost, and if less than four years of service, 25 percent. Any exceptions must be approved by the Mission Personnel Processing Committee.

Q 15 Ticket Purchase and Travel Arrangements

~~Q 15 05 Permanent Return Travel Arrangements—The following policy on permanent return ticket purchase and travel arrangements is intended to give as much flexibility as possible without increasing costs to the denomination or departing from the goal of getting the interdivision family together with parents and children.~~

- ~~1. Where possible, interdivision employees should plan well in advance for permanent return so as to allow at least three months for arrangements and purchase of tickets. Where possible, travel should be scheduled for departure during the low fare season. Often the difference of a few days can make a major difference in the cost of the tickets.~~
- ~~2. The host division, at the time of voting a permanent return, shall determine and record on the permanent return form sent to the base division or to the family adopted division, where applicable, the authorization.~~
- ~~3. The interdivision employee should indicate his/her desires relating to permanent return travel. If the request is simply for travel by the most direct and economical route to the~~

13-298

October 16, 2013, a.m.

GCC Annual Council

authorized destination point(s), the host division treasury shall work with the interdivision employee to arrange the itinerary and purchase the tickets for the interdivision employee. Where possible, multiple quotes should be obtained from the host division's travel agency, local travel agencies in the interdivision employee's host division country, and any other agency with a special discount program such as SIAMA.

4. Tickets and/or quotes are to be based on the most economical fares available on regularly scheduled airlines and should include use of advance booking rates, senior coupons, SIAMA, and any other discount fares available. For travel within the host division, add-on or other coupons may be available when purchased outside the country in connection with the main ticket. Tickets should normally be purchased to include all the stops the interdivision family plans to make in the base division or family adopted division, where applicable, as it usually costs less than buying a ticket to the first stop in the base division or family adopted division, where applicable, and then purchasing separate tickets in the base division or family adopted division, where applicable, for the other stops. Seldom is it necessary to pay full economy class fares if the travel is booked and the tickets purchased well in advance.

5. Many reduced fares are only available for short periods of time. With the great variety of fares available and the possibility that a fare quoted on one day may not be available at that rate a day or two later, it is very difficult to get valid quotes that are fair to both the interdivision employee and the organization. Because of this, it is normally better for the organization to purchase the tickets, even when extra travel or less than the most direct routing is involved. In such cases the interdivision employee is charged the difference between the most direct and economical route to visit all the authorized points, and the routing desired. The comparisons are then made by the same travel agency based on fare structures in effect at the same time, and the comparison is usually more valid. In cases where the interdivision family will not be traveling to all the authorized destination points, or where the arrangements are complicated, a cash settlement as outlined in paragraph 6. below may be the best option.

6. Cash settlements are not recommended for permanent return travel because of tax implications in some countries, but where the host division feels a cash settlement is the best option for dealing with an interdivision family's permanent return travel, it may be approved under the following conditions:

- a. The reimbursement shall be 80 percent of the quoted price.
- b. The entire interdivision family for whom the quoted fares for destination points were calculated gets to spend time with the parents and/or children included as destination points in the quoted fare. The parents or children may all come to one point for a family reunion or may come individually to where the interdivision family is, but all must get together at some point for the authorized points to qualify in calculation of the fare quotes.

~~e. The fare quotes must be based on the lowest fares available under paragraph 4. above.~~

~~d. The fare quotes are to be based on rates normally available with at least thirty days' advance notice, even if there are less than thirty days before departure. Cash settlements are not available based on fare quotes with less than thirty days' advance bookings.~~

~~e. The quotes shall be based on fares for the dates of expected departure, high or low season, and shall only include stops at authorized destination points under P 34 10.~~

~~f. Divisions are not authorized to make cash settlements with interdivision employees based on fare quotes without approval from the General Conference International Personnel Resources and Services. The General Conference reserves the right to secure its own quotes, including quotes from its own travel agency, on any tickets purchased or quotes used for settlements with interdivision employees.~~

~~7. Interdivision employees who receive cash settlements should seek counsel from the host division before purchasing charter or other specialized, limited refund, limited change tickets. They need to keep in mind that there may be risks to such discounted tickets in case of changes in plans due to illness, visa problems, etc. The denomination will not bear the expense for ticket changes or other losses because of having purchased more restrictive tickets than those used in the quotes.~~

~~8. The interdivision employee is responsible for notifying the host division of exact travel dates and making sure that, if required, travel medical insurance is taken out for the full period of time involved.~~

~~Q 15 10 Stopover Allowance — 1. When airline schedules require interdivision employees and their families who are going on permanent return to spend 24 hours or more in traveling time, including required waiting time in airports, in order to travel between approved destination points, the following may be reported for reimbursement (based on the most direct route or route included in the quote for determining denominationally borne cost and not on actual travel chosen by the interdivision employee, if different):~~

~~a. One day's per diem at the following rates:~~

Interdivision employee and spouse	=	US\$ 37.50
Interdivision employee	=	US\$ 25.00
Each child	=	US\$ 12.50
Fully entertained per person	=	US\$ 6.00

13-300

October 16, 2013, a.m.

GCC Annual Council

~~(If travel time amounts to more than 24 hours, but does not include prolonged airport stays where meals, not provided by the airlines, need to be purchased, the fully entertained rates should be claimed.)~~

~~b. One night's hotel expense or a day room at a reasonably priced hotel upon presentation of the actual hotel bill.~~

~~2. As the organization processing the claim for this allowance is often different from the organization which purchased or arranged for the ticket purchase or settlement, the interdivision employee must submit a copy of the actual ticket itinerary for tickets purchased by the organization, or a copy of the itinerary for the quote used, as the basis for the cash settlement when claiming this allowance. Unlike other allowances which may be paid based on entitlement, whether or not claimed by the interdivision employee, this allowance is only paid if claimed by the interdivision employee, as some may prefer not to be paid per diem if they did not incur any expenses. This item is normally reported to the base division for permanent return travel.~~

~~3. The cost of this stopover allowance shall be borne by the General Conference for interdivision employees on Code 1, 2, 3, or 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.~~

~~Q 15 15—Driving vs Flying—Occasionally interdivision employees may request to drive rather than fly to their authorized destinations. If approved, the amount allowed for reimbursement is not to exceed the total cost of flying and not to exceed the applicable auto mileage or kilometric rates and other allowances and costs normally allowed when driving.~~

~~When calculating the maximum reportable expense for driving rather than flying, the total costs associated with flying are to be calculated including the cost for airline tickets and baggage allowance.~~

~~Mileage or kilometric rates approved for the countries involved, tolls, ferry costs, transit insurance, if required, per diem, and hotel costs normally allowed in connection with the number of miles or kilometers traveled by the most direct route are reimbursable up to what the total cost of travel by air would have been.~~

Q 19 Extended Interdivision Service Allowance

Q 19 05 General Purpose—Interdivision employees who have not received the benefits in the host division country that normally accrue to homeowners, who have given long service abroad, and who leave interdivision service shall be granted financial assistance to reestablish themselves. In countries where homeowners' allowance is included in the remuneration package, this provision does not apply, even if the interdivision employee does not own a house. An

interdivision employee who owns his/her own house in the host division country but is not provided a homeowner's allowance may still qualify for the benefits of this allowance.

Q 19 10 Basic Plan—1. An interdivision employee who has served six or more years in a division other than the base division shall receive an extended interdivision service allowance for each year of service beyond an initial period of five years. The first five years of interdivision service are the qualifying years whether or not the interdivision employee received homeowners benefits during those years. The only years to be used in calculating the extended interdivision service allowance are those during which the interdivision employee did not receive homeowners benefits and which were served subsequently to the first five years of interdivision service. To qualify, the interdivision employee shall have served at least one full year beyond the initial five-year period. The allowance shall be granted at the time of permanent return, or as provided in Q 19 20, paragraphs 3. through 5., and shall be in addition to the regular rehabilitation allowance.

2. The allowance shall be computed as a percentage of the interdivision employee's basic unpackaged annual base division country salary, set at the same percentage on the wage scale at which the salary was set in the host division country at the time of permanent return. This allowance shall be paid in the currency and rate of the interdivision employee's base division country.

3. The allowance shall be based on the years of interdivision service recorded in the interdivision employee's service record, and the calculations shall be made on the years served beyond the initial qualifying period of five years. Regular annual leaves and leaves of absence on full salary shall be counted as interdivision service. The years of interdivision service in which an interdivision employee receives the benefits that normally accrue to homeowners shall not be used in computing the allowance, but these years, if occurring during the first five years of interdivision service, may count toward the five-year qualifying period. (See paragraph 1. above.) No penalty shall be imposed for breaks in the service of an interdivision employee who was in interdivision service at the time this policy became effective. When the total service time does not add up to a complete year, the allowance shall be prorated.

4. An interdivision family shall receive one allowance for the family unit.

5. The extended interdivision service allowance is based on the base division country wage factor and service credit accrued on the service record of the interdivision employee and not on that of the interdivision-employed spouse. If, however, during the interdivision service there has been a change and the spouse becomes the appointed interdivision employee, the extended interdivision service allowance payment received by the family will be determined as follows:

13-302

October 16, 2013, a.m.

GCC Annual Council

a. Adding the years that the first appointee served to those of the current appointee.

b. Determining the extended interdivision service allowance percentage as per the formula in Q 19 30 using the combined years as in paragraph a. above.

c. Applying the percentage in paragraph b. above to each individual's portion of the combined total years at their respective salary percentages and base division country wage factors.

Q 19 15 Responsibility for Expense—Effective January 1, 1996, the General Conference shall bear the cost of accruals for new service for the extended interdivision service allowance for all interdivision employees on Code 1, 2, 3, or 6 budgets, and the employing organization in the host division for those on Code 4 budgets. The General Conference is to maintain the fund for accrued extended interdivision service allowance for all interdivision employees regardless of budget code. The divisions are responsible for transferring funds to the General Conference for the full amount of accrued extended interdivision service allowance for interdivision employees in the field as of December 31, 1995.

Q 19 20 Special Cases—1. Permanent Return Prior to January 1, 1973—Any interdivision employee who has given interdivision service of more than six years, who was permanently returned, and who was in the base division on January 1, 1973, shall receive credit only for the initial six-year qualifying period of previous interdivision service in the event that the individual accepts further interdivision appointments.

2. Multiple Permanent Returns—If an interdivision employee has had more than one permanent return, previous extended interdivision service allowances shall not be adjusted by subsequent allowance computations, but at the time of each succeeding permanent return, all interdivision service to date shall be taken into consideration in determining the allowance percentage level.

3. Optional Initial Advance—An interdivision employee who has given at least 15 years of interdivision service shall have the option of requesting up to one half of the extended interdivision service allowance within two years prior to the anticipated permanent return. The request shall be approved in advance by the Mission Personnel Processing Committee and recorded in the interdivision employee's permanent file.

It should be pointed out interdivision employees with less than 24 years of interdivision service that they may be jeopardizing substantial benefits by drawing out funds before qualifying for the maximum percentage rate.

4. Option of Taking Allowance for Purchase of House or Property—An interdivision employee who has given at least 15 years of interdivision service shall have the option of requesting a payout of his/her accrued extended interdivision service allowance to be used for purchase of a house or property or to pay off an existing mortgage on a house or property. The request shall be approved in advance by the Mission Personnel Processing Committee and recorded in the interdivision employee's permanent file. In cases where an interdivision employee already owns a home and does not have a mortgage obligation, any request for an advance to be used for other purposes shall be submitted to the Mission Personnel Processing Committee for consideration. The withdrawal of funds shall be based on the calculations at that point and will be treated as though a permanent return had taken place at that point. The years of service included in the settlement shall not be adjusted by subsequent allowance computations, but at the time of permanent return all interdivision service to date shall be taken into consideration in determining the allowance percentage level to apply to the service credit earned after the withdrawal.

It should be pointed out to interdivision employees with less than 24 years of interdivision service that they may be jeopardizing substantial benefits by drawing out funds before qualifying for the maximum percentage rate.

5. Optional Early Withdrawal—An interdivision employee who has 1) given at least 15 years of interdivision service, 2) reached the age of 63 years, and 3) not previously received an early payment of the extended interdivision service allowance under a separate provision of Q 19 (excluding payments made prior to December 31, 2013) shall have the option of requesting an early payment of up to 33 percent of his/her accrued extended interdivision service allowance, even when no specific plans for a permanent return have been announced. The request must be approved in advance by the Mission Personnel Processing Committee and recorded in the interdivision employee's permanent file. The calculation of this early withdrawal payment shall be based on the total years of service and the wage factor in effect at that time. Additional withdrawals may be requested in subsequent calendar years, up to a total of 66 percent of the original calculation. At the time of permanent return, the extended interdivision service allowance will be recalculated using all years of interdivision service. All earlier amounts received under this provision, if any, will be deducted from the final calculation at the time of permanent return.

Q 19 25 Effective Date—The benefits of this policy shall be applicable beginning January 1, 1973, and all previous interdivision service shall be valid for interdivision employees who meet the conditions outlined above and who were in interdivision service as of that date.

Q 19 30 Schedule of Percentage Rates—The current schedule of percentage rates to be used for calculating the extended interdivision service allowance is as follows:

<u>Years</u>	<u>Percent</u>	<u>Years</u>	<u>Percent</u>
<u>*6</u>	<u>2.8</u>	<u>16</u>	<u>4.8</u>
<u>7</u>	<u>3</u>	<u>17</u>	<u>5</u>
<u>8</u>	<u>3.2</u>	<u>18</u>	<u>5.2</u>
<u>9</u>	<u>3.4</u>	<u>19</u>	<u>5.4</u>
<u>10</u>	<u>3.6</u>	<u>20</u>	<u>5.6</u>
<u>11</u>	<u>3.8</u>	<u>21</u>	<u>5.8</u>
<u>12</u>	<u>4</u>	<u>22</u>	<u>6</u>
<u>13</u>	<u>4.2</u>	<u>23</u>	<u>6.2</u>
<u>14</u>	<u>4.4</u>	<u>24 (onward)</u>	<u>6.4</u>
<u>15</u>	<u>4.6</u>		

Q 20 Rehabilitation Allowance

~~Q 20 05 Eligibility—1. After Two Years of Continuous Interdivision Employment Since Appointment—An interdivision employee who has completed two years of continuous interdivision service since appointment and who returns permanently for reasons other than dismissal, shall receive a rehabilitation allowance equal to the regular appointee outfitting allowance. (See N 70 and P 15 10.)~~

~~2. After Less than Two Years of Continuous Interdivision Employment Since Appointment—An interdivision employee who returns permanently for reasons other than dismissal before completing a minimum of two years of continuous interdivision employment since appointment shall receive a percentage of the full rehabilitation allowance in direct proportion to the portion of a two-year period served. (See N 80 15.)~~

~~Q 20 10 Ineligible if Dismissed—An interdivision employee who is permanently returned for reasons involving dismissal shall not receive the rehabilitation allowance but may be granted assistance in reestablishing living arrangements. The amount is to be determined by the General Conference Mission Personnel Processing Committee, in counsel with the host and base divisions.~~

~~Q 20 15 Child Preceding Parent(s)—In the case of a child preceding the parent(s) on permanent return for educational or other reasons, the child’s rehabilitation, baggage, and freight allowances shall be made available to the parent(s) at the time of such child’s permanent return. The amount of the rehabilitation allowance shall be the same as the new appointee outfitting allowance for a dependent child. (See N 70.) The amount of the combined freight settlement and baggage allowance shall be US\$750 per child, regardless of whether the interdivision employee was sent out under Class A or B freight allowance.~~

* Note: This policy change is effective January 1, 2007 for new appointees and interdivision employees in current service.

~~Q 20 20 Responsibility for Cost—The expense of the rehabilitation allowance shall be borne by the General Conference for interdivision employees serving on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.~~

Q 25 Permanent Return Shipments Freight Allowance

~~Q 25 05 Household Goods Freight Settlement—The host division Shipment of Household Goods—The General Conference shall arrange for the shipment as well as transit insurance (N 50 30) of the household goods of the permanently returning interdivision employee from the place of residence in the host division to a location in the base division (see Q 10 10 for authorized destination points). The following would apply: on the following basis:~~

- ~~1. A 20 foot (6 meter) container is the standard method of shipment.~~
 - ~~2. Door-to-door service including transportation, handling, packing, crating as necessary, and one point of pick-up.~~
 - ~~3. Items shipped at personal expense including automobiles, articles intended for sale, and articles carried for other persons.~~
 - ~~4. Fines or other costs related to shipping items that are classified by relevant authorities as prohibited or restricted will be a personal expense.~~
 - ~~5. Exceptions—In cases where a 20 foot container is not the best option for a permanent return shipment, an underweight freight settlement shall apply on the same basis as specified in N 50 40. If the interdivision employee has served less than two years in the field, there will be no underweight freight settlement for less than container load (LCL) or air freight shipments.~~
 - ~~6. If the permanent returning interdivision employee chooses not to take a container shipment they may be eligible to receive an unused freight settlement (see Q 14 25).~~
- ~~1. Freight, cartage, and handling, as well as necessary packing and crating charges on household goods and personal effects (not including automobiles and articles intended for sale or carried for other persons), are allowed from the place of residence in the host division to a location in the base division (see Q 10 10), on the following basis:~~
- ~~a. After Two Years of Continuous Interdivision Service Since Appointment—100 percent of the voted appointee freight allowance for the country involved. (See N 50 20.)~~

13-306

October 16, 2013, a.m.

GCC Annual Council

~~b. After Less Than Two Years of Continuous Interdivision Service Since Appointment—Actual weight that was shipped at the time of appointment, provided it was in harmony with the provisions of N 50 20. The unused freight allowance will be based on the appointee freight allowance for the host country, and will be settled at 1/24 of the allowance for each month served on an interdivision basis.~~

2. Provision for container van shipments (see N 50 35) shall apply for permanent return shipments.

3. If an interdivision employee does not elect to take home the full freight allowance provided in this policy, the unused freight settlement shall be on the same basis as specified in N 50 40 except as in paragraph 1. b. above.

4. The host division is responsible for securing insurance coverage on the shipment in accordance with the provisions of N 50 30.

~~Q 25 10 Shipment Decisions—The host division, in consultation with the General Decisions—General Conference International Personnel Resources and Services (IPRS) Services, shall decide on the mode of transportation. If the shipment is authorized to be shipped by surface transportation, and the interdivision employee wishes to have it sent by air, the difference shall be at the personal expense of the interdivision employee.~~

1. If the shipment is authorized to be shipped by surface and the interdivision employee wishes to have it sent by air, the difference shall be at the personal expense of the interdivision employee.

2. If General Conference International Personnel Resources and Services (IPRS) authorizes or requests the interdivision employee to arrange for the shipment of their household goods, the interdivision employee shall submit a report itemizing the actual amount paid for each shipment-related expense supported by receipts and a bill of lading. Reimbursement may not be possible if adequate documentation is not submitted.

Q 25 15 Storage and Forwarding of Shipment for Former Interdivision Employees Seeking Employment—1. On occasion, a returning interdivision employee will not have employment arranged upon arrival in the base division, or family adopted division where applicable, and may need temporary housing. In such cases, a subsequent move to the new place of employment may be provided, if completed within a twelve month period from the time of permanent return. The goods that will be shipped under this provision are those actually brought from the host division country, subject to the authorized weight provisions, plus up to a maximum of 1,000 additional pounds (455 kilograms) of items accumulated while seeking employment.

2. If the individual does not have a place to keep the goods while waiting, these shall be stored at denominational expense for a reasonable period of time while the former interdivision employee seeks employment.

3. Goods stored while the individual was in interdivision service, which need to be transported to the new place of employment, are to be shipped at personal expense, but the individual may request the new employing organization to assist with the cost of transport of such goods to the new place of employment.

4. Interdivision employees who elect to take an unused freight settlement in lieu of a freight shipment, or those who choose to study rather than seek employment at the time of permanent return, are not entitled to assistance under these provisions.

~~Q 25 15 Storage and Forwarding of Shipment for Former Interdivision Employees Seeking Employment—If the former interdivision employee does not have employment upon arrival in the base division or family adopted division, where applicable, necessitating the setting up of housekeeping temporarily after arrival from the host division country, it may be necessary to provide additional assistance in moving his/her personal effects, for a period of up to twelve months from the time of permanent return, to a second destination upon the acceptance of employment. The goods that will be shipped under this provision are those actually brought from the host division country, subject to the authorized weight provisions, plus up to a maximum of 1,000 additional pounds (455 kilograms) of items accumulated while seeking employment. If the individual does not have a place to keep the goods while waiting, these shall be stored at denominational expense for a reasonable period of time while the former interdivision employee seeks employment. Goods stored while the individual was in interdivision service, which need to be transported to the new place of employment, are to be shipped at personal expense, but the individual may request the new employing organization to assist with the cost of transport of such goods to the new place of employment. Interdivision employees who elect to take a freight settlement in lieu of a freight shipment, or those who choose to study rather than seek employment at the time of permanent return, are not entitled to assistance under these provisions. The expense of transportation and storage provided under this policy are borne by the General Conference for interdivision employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.~~

Q 25 19 Responsibility for Cost—The cost of permanent return shipments or freight settlements shall be borne by the General Conference for interdivision employees serving on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Code 4 storage expenses beyond three months, if eligible per Q 29 15, will be a General Conference expense.

13-308

October 16, 2013, a.m.

GCC Annual Council

~~Q 25 20 Expense Reports—Arrangements for shipment of goods are normally done by the host division treasury or, in the case of North American Division-based individuals, the General Conference International Personnel Resources and Services. Interdivision employees returning on permanent return are not authorized to arrange for the shipment of their goods to the base division country or family adopted division country, if applicable, unless specifically instructed to do so by the host division treasury. If requested to care for the shipment of goods, interdivision employees are to make carefully detailed statements of the actual amount paid for each item, including freight and materials for packing goods, insurance, customs charges if any, etc. Receipts should be obtained from the companies concerned for the charges paid and, in the case of freight, the receipt should show the weight of the shipment and the rates charged. These receipts should be attached to the expense reports submitted by interdivision employees to the base division treasury or family adopted division treasury, where applicable, or, in the case of North American Division-based individuals, the General Conference International Personnel Resources and Services.~~

~~Q 25 25 Responsibility for Cost—The cost of permanent return shipments or unused freight settlements shall be borne by the General Conference for interdivision employees serving on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.~~

Q 29 Health Evaluations/Health Care Assistance

Q 29 05 Health Evaluations—Each returning interdivision employee and all dependent members of the family are to receive health evaluations as authorized by the base division or, in the case of North American Division-based individuals, General Conference International Personnel Resources and Services (IPRS). The health evaluation must be completed within three months from the effective date of permanent return. Failure to complete the health evaluation within the required three months will indicate, by default, that there are no service-related health issues and denominational financial responsibility will end.

1. The required items on the health evaluation form will be covered at 100 percent.
2. Follow-up items resulting from the health evaluation that are requested by the physician will be covered as follows:
 - a. By the host division according to host division policy if completed prior to permanent return.
 - b. By the General Conference or employing organization according to the base division, or family adopted division, policy if completed in the base division during the permanent return period.

Q 29 10 Location and Timeframe— Interdivision employees may choose to complete the health evaluation in either the host division, within three months before leaving for permanent return, or in the base division, within three months after the permanent return date.

When taken in the host division, the interdivision employee should consult with the host division treasury concerning instructions and arrangements for reimbursement of expenses. The host division will consult with the base division treasury, or family adopted division treasury where applicable, or in the case of North American Division-based individuals, General Conference International Personnel Resources and Services (IPRS).

Q 29 15 Reporting of Results—The required health evaluation(s) reports should be forwarded to the base division secretariat, or family adopted division secretariat where applicable. In the case of North American Division-based interdivision employees, the reports shall be forwarded to General Conference Health Ministries.

Q 29 20 Responsibility for Health Evaluation Expense—The General Conference shall bear 100 percent of the cost of health evaluation(s) for all interdivision employees on Codes 1, 2, 3, or 6 budgets, and the employing organization in the host division for those on Code 4 budgets.

Q 29 25 Health Care Assistance—The interdivision employee is eligible for health care assistance per base division country policy, or family adopted division country where applicable, during the timeframe he/she remains on permanent return salary.

Q 29 30 Responsibility for Health Care Assistance Expense—The cost of health care during the initial permanent return period (15 days of permanent return plus any accrued or carried over annual leave time), and up to an additional two months, shall be borne by the General Conference for interdivision employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Eligible expenses for periods extending beyond the initial permanent return period plus two months shall be borne by the base division according to its policy as applicable.

Q 29 35 When Service-Related Health Problems Extend Beyond the Permanent Return Period—The base division shall notify General Conference International Personnel Resources and Services (IPRS) which will consult with General Conference Health Ministries and subsequently recommend to the Mission Personnel Processing Committee allocation of financial responsibility if the interdivision employee requires health care assistance for a service-related health issue after the permanent return has ended.

13-310

October 16, 2013, a.m.

GCC Annual Council

Q 30 Baggage Allowance

~~Q 30 05 Baggage Allowance—1. When interdivision employees proceed on permanent return by air, they shall be granted a baggage allowance of US\$200 each, for interdivision employee and spouse, and US\$100 for each eligible dependent child* when the airlines allow two pieces of luggage of 70 pounds (32 kilograms). The baggage allowance shall be US\$300 each, for interdivision employee and spouse, and US\$150 for each eligible dependent child* for interdivision families when passengers are limited to one or two pieces of luggage of 44/50 pounds (20/23 kilograms).~~

~~2. Those authorized to drive, rather than fly, will be granted baggage allowance of US\$200 each, for interdivision employee and spouse, and US\$100 for each eligible dependent child*.~~

~~3. The cost of the baggage allowance shall be borne by the General Conference for interdivision employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.~~

~~Q 30 10 Personal Effects Baggage Insurance—Limited insurance coverage is provided at denominational expense on personal baggage for permanent return travel through the Personal Effects Baggage Insurance policy (formerly known as Personal Effects and Property Insurance). Interdivision employees should familiarize themselves with the limits of this coverage and take out any extra coverage needed for accompanied baggage and valuables, as there are specific limitations on coverage for certain types of items as well as an overall limit. The cost of the Personal Effects Baggage Insurance is borne by the General Conference for interdivision employees on Code 3 budgets, and by the host division or employing organization in the host division for those on Code 1, 2, 4, or 6 budgets.~~

Q 34 Permanent Return Employment, Salary Assistance, and Subsidy

Q 34 05 Employment—When an interdivision family returns to the base division or family adopted division, where applicable, and either spouse wishes to continue in denominational employment and is recommended for such by the former employing host division, he/she is responsible to meet immigration requirements for employment. In such situations, the division will assist the individual in his/her search for employment. There is no assurance, however, that the division will succeed in finding employment for the individual.

* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 34 50.)

* Includes unborn children of appointees who have a physician's statement confirming pregnancy and children born to or adopted by interdivision employees while in service. (See P 45 55.)

Q 34 10 Permanent Return Salary—1. Initial Permanent Return Period Defined—When this term is used it will refer to the one half month (fifteen calendar days) plus current year unused accrued annual leave time and eligible previous year carry over annual leave time.

2. Initial Permanent Return Period—A permanently returning interdivision employee shall be allowed one half month (fifteen calendar days) of salary, at base division country rate including allowances based on the amount a local individual would receive on the regular denominational wage scale with similar job responsibility and experience except for travel related allowances. Salary for annual leave days carried over from the previous year will be comprised of base country deposit, expatriate allowance if applicable, and local pay equivalent to the former host salary allowances.

a. The initial permanent return period shall start from the date of leaving interdivision employment in the host division country or as determined by the Mission Personnel Processing Committee in special circumstances (Q 10 14, paragraph 2. b.). This period is to be used for purposes of visiting parents and/or children, finding employment, and any necessary travel for moving to the place of employment/residence in the base division country. (See Q 10 10 and Q 10 19.) If the individual is continuing in denominational employment, it is expected he/she will accept employment the base division offers, if any, upon expiration of this period.

b. If an interdivision employee chooses to take extra time in the host division or on the way home to do personal visiting, such time shall be part of the initial permanent return period. The interdivision employee will not be eligible for salary beyond the initial permanent return period until he/she has returned to the base division and makes himself/herself available for new employment or enters a training program.

3. Additional Permanent Return Salary—Some interdivision employees find it difficult to find new employment before the end of the initial period of permanent return and will need further assistance.

a. Each base division, or in the case of North American Division-based individuals, the General Conference, is encouraged to develop permanent return salary policies which apply beyond the initial permanent return period. At a minimum, these policies should include an additional two months which are funded by the General Conference, and by the employing organization in the host division for those on Code 4 budgets (Q 35 15, paragraph 1.). Other policy provisions to consider may include:

1) The length of time allowed for additional permanent return salary assistance.

13-312

October 16, 2013, a.m.

GCC Annual Council

- employment.
- 2) Ability to demonstrate active participation in seeking new
 - 3) Interdivision employee's total time in interdivision service.
 - 4) Potential for providing a final settlement in place of extended
- salary.

b. This provision for additional permanent return salary applies only to interdivision employees who return to their base division country at the time of permanent return. For those not returning to their base division, Q 34 30 applies.

4. Serious Health Conditions—If an interdivision employee is permanently returned because of a serious health condition, salary support shall be provided for a period of up to three months from the date of leaving the host division (inclusive of the initial permanent return period).

If the health condition persists beyond three months:

a. Other than North-American Division-based individuals—If necessary, salary support shall be provided for an additional period of up to three months (for a total of six months). If it is then determined that employment is still not possible, the case shall be referred to the retirement plan committee of the base division.

b. North American Division-based Individuals—The interdivision employee shall apply under terms of the long-term disability insurance, as the North American Division retirement plan does not provide for disability retirement benefits.

5. Additional Education—If additional education is needed to facilitate the placement of a permanently returned interdivision employee, or if the base division policies allow the interdivision employee the choice, the base division, or in the case of North American Division-based individuals, General Conference International Personnel Resources and Services (IPRS), may assign a portion or all of the salary assistance available to help the individual in meeting that need. Such assistance normally relates only to the provision of salary and allowances. The cost of tuition and fees is the responsibility of the individual.

6. Retirement—An interdivision employee permanently returned for retirement shall receive permanent return salary for the initial permanent return period, after which the provisions of the base division country retirement plan shall apply. Any retirement policies of the base division country which provide for a full salary by the previous employer shall apply following the initial permanent return period for visitation and getting settled. The costs of such provisions

shall be distributed among previous employers in accordance with the policies of the base division. Costs assigned to interdivision service, up to the equivalent of the initial permanent return period and two months of salary at base division country rate, shall be borne by the General Conference for those on Code 1, 2, 3, 5, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. If the cost of this provision including the permanent return salary for the initial permanent return period, exceeds the equivalent of the initial permanent return period plus two months of salary at the base division country rate, the expense shall be borne by the General Conference regardless of the budget code involved.

An interdivision employee who elects to remain in the host division when he/she reaches retirement age and who is eligible for retirement benefits in the host division remains eligible for the initial permanent return period of salary.

Q 34 15 Funding for Permanent Return Salary—The distribution of responsibility for the funding of permanent return salary shall be as follows:

1. Initial Period Plus Two Months Salary—The cost of the initial permanent return period plus up to an additional two months of salary (or final salary settlement) is borne by the General Conference for employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Employees on Code 5 budgets do not receive permanent return salary continuation but are entitled to payment by the local employing organization of any unused accrued vacation at time of departure from the host division country.

2. Beyond the Initial Period Plus Two Months—Any permanent return salary, or final settlement beyond the initial permanent return period plus two months of permanent return salary, as listed in paragraph 1. above shall, regardless of budget code, except as outlined in paragraph 4. below, be the expense of the base division, or in the case of North American Division-based individuals, the General Conference, regardless of budget code. In the case of North American Division-based interdivision employees, this cost was included in the portion of the tithe percentage allocated to the General Conference by the North American Division.

3. Serious Health Condition—The General Conference will be responsible for any salary assistance (months 4-6) granted per Q 34 10, paragraph 4. 1. a.

4. Country Laws Requiring Termination Settlement—When an interdivision employee is not provided denominational employment upon permanent return and the law in the interdivision employee's base division country requires a termination settlement, the cost of the settlement shall be apportioned between denominational employers, including any employers in the base division, on the same basis as for local employees in the base division country. If the

13-314

October 16, 2013, a.m.

GCC Annual Council

portion assignable to interdivision service exceeds the initial permanent return period plus two months permanent return salary provided for in paragraph 1. above, these excess costs shall be borne by the General Conference regardless of the budget code involved.

Q 34 20 Salary Subsidy to the Employing Organization—Each base division, or in the case of North American Division-based individuals, the General Conference, is encouraged to develop policies to allow eligible permanent return salary to be provided as subsidy. In accordance with its policy, the base division, or in the case of North American Division-based individuals the General Conference, may grant any unused portion of eligible permanent return salary to the denominational organization which employs a permanently returned interdivision employee on a regular full-time basis, except where that organization is specifically excluded from such assistance by the policies applicable in the base division (see paragraph 2. below). General Conference entities having payroll systems of their own shall be eligible for assistance when employing permanently returned interdivision employees under the provisions of this policy.

1. If an interdivision employee is permanently returned for health or other reasons beyond his/her control and is unable to accept employment immediately, an adjustment may be made in the extent of eligible salary subsidy made available to an employing organization when the individual is able to resume employment.

2. Ineligible for Salary Subsidy if Employed by Health Care Institutions in North America—In the North American Division, health care institutions employing returned interdivision employees shall assume the remuneration of such individuals without benefit of the salary subsidy of this policy (Q 34 15).

3. Ineligible for Salary Subsidy—If a denominational organization calls an active interdivision employee before the interdivision employee has completed a full term of service, no salary subsidy shall be granted. If the interdivision employee has completed at least a full term of service, salary subsidy will be given to the calling organization.

Q 34 25 Funding for Salary Subsidy—The distribution of responsibility for the funding of the permanent return salary subsidy provisions shall be as follows:

1. Initial Permanent Return Periods—The cost of permanent return salary subsidy to employing organizations for the initial permanent return period plus up to an additional two months of salary is borne by the General Conference for employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Employees on Code 5 budgets do not receive permanent return salary continuation but are entitled to payment of any unused accrued vacation at time of departure from the host division country.

2. Salary Subsidy Beyond Initial Permanent Return Period Plus Two Months—Any permanent return salary subsidy to employing organizations beyond the initial permanent return salary, plus two months or permanent return salary as listed in paragraph 1. Above shall, regardless of budget code, be the expense of the base division, or in the case of North American Division-based individuals, the General Conference. In the case of North American Division-based interdivision employees, this cost was included in the portion of the tithe percentage allocated to the General Conference by the North American Division.

3. Salary Subsidy Limited to Salary and Packaged Allowances—Salary subsidy provided to an employing organization according to the provisions of Q 34 15 is limited to salary and to any packaged allowances included in the package plan provided to local employees. In the North American Division, the subsidy is based on the United States of America North American Division remuneration factor. Medical, educational, and other allowances shall be the responsibility of the employing organization in the base division.

Q 34 30 Permanent Return Settlement for Interdivision Employees Who Elect Not to Return to the Base Division, or Family Adopted Division Where Applicable—1. If an interdivision employee chooses not to return to the base division, or family adopted division where applicable, at the time of permanent return such an individual shall be granted as settlement all permanent return allowances for which he/she is eligible, 80 percent of the airfare equivalent, and one month of salary at host division country or base division country rate, whichever is greater, by the host division at the time the interdivision appointment ends.

2. An interdivision employee who elects to remain in the host division when he/she reaches retirement age and who is eligible for retirement benefits in the host division will remain eligible for the initial permanent return period of salary.

3. Such an interdivision employee shall sign an agreement accepting this settlement as final and releasing the local employing organization, the host division, and the General Conference from all further responsibility for return to the base division or family adopted division, where applicable.

4. In cases where the denomination provided letters of guarantee when the interdivision employee first entered the host division country, the host division shall notify the government concerned of the circumstances and of the decision made by the interdivision employee, except in cases where the individual concerned has become a citizen of the host division country.

13-316
October 16, 2013, a.m.
GCC Annual Council

~~Q 35 Health Evaluations/Health Care Assistance~~

~~Q 35 05 Health Evaluations—Each returning interdivision employee and all dependent members of the family are to receive health evaluations as may be authorized by the base division or, in the case of North American Division based individuals, the General Conference International Personnel Resources and Services.~~

~~Q 35 10 Optional Procedures—1. Interdivision employees being permanently returned shall have the following options:~~

~~a. Receive the required health evaluation(s) within the host division and forward the report(s) to the base division secretariat or family adopted division secretariat, where applicable, for health clearance. In the case of North American Division based interdivision employees, the reports shall be forwarded to the General Conference International Personnel Resources and Services.~~

~~b. Defer health evaluation(s) until the interdivision employee has returned to his/her base division country or family adopted division country, where applicable.~~

~~2. The interdivision employee should consult with the host division treasury concerning instructions and arrangements for reimbursement of expenses if the health evaluations are done in the host division, and with the base division treasury or family adopted division treasury, where applicable, or, in the case of North American Division based individuals, the General Conference International Personnel Resources and Services.~~

~~Q 35 15 Responsibility for Expense—The General Conference shall bear the costs of health evaluation(s) for all interdivision employees on Codes 1, 2, 3, or 6 budgets, and the employing organization in the host division for those on Code 4 budgets.~~

~~Q 35 20 Responsibility for Service Related Health Problems—1. If the former interdivision employee continues in denominational employment, health care assistance for health conditions which are not related to the employee's interdivision service shall be the responsibility of the employee's new employing organization in the base division country or family adopted division country, where applicable.~~

~~2. The base division committee or the family adopted division committee, where applicable, or in the case of North American Division based individuals, the General Conference Mission Personnel Processing Committee, shall determine responsibility for health care assistance expense for health conditions which are related to the individual's interdivision service and which extend beyond the three month period.~~

3. ~~If the interdivision employee discontinues denominational employment, he/she shall be responsible for any health care expense, except as may be provided under the provisions of paragraph 2. above.~~

4. ~~The cost of service-related health care during the first three months after permanent return shall be borne by the General Conference for interdivision employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Covered costs for periods beyond three months shall be borne by the General Conference.~~

Q 39 Termination of Employment

1. The General Conference, while retaining the right to recall, vests in its divisions the right to terminate the interdivision service of employees in their divisions. When any interdivision employee's usefulness is in question in the field, it shall be the duty of the committee in charge to make an unbiased investigation and report the same to the next higher organization.

a. The host division committee shares with the local employing organization the responsibility of advising and dealing with an interdivision employee whose service is discontinued.

b. Except for temporary suspension on grounds involving possible reproach upon the Church requiring immediate action, pending final determination, a local conference/mission committee should counsel with the union committee before discontinuing the services of an interdivision employee and shall be responsible for his/her support until such a time as he/she may be assigned to new duties, or to a time agreed upon. Similarly, a union should counsel with the division in case of contemplated dismissal of an interdivision employee, the host division in such cases having to assume responsibility of advising as to the interdivision employee's future service.

c. When the involved organizations have reached agreement and received appropriate committee approvals, a written notification should be provided to the interdivision employee by the host division.

d. The host division shall notify General Conference International Personnel Resources and Services (IPRS) of the permanent return and provide a copy of the written notification.

2. If a permanently returned interdivision employee is recommended for discontinuance of denominational employment, a final settlement shall be given. The

13-318

October 16, 2013, a.m.

GCC Annual Council

interdivision employee will be required to sign the termination settlement agreement before the corresponding payment is issued.

3. If an interdivision employee is dismissed from their current place of employment but is not disqualified for continued denominational employment and a transfer is not available, permanent return allowances and benefits would be provided as outlined in permanent return policy Q. A letter of termination should still be provided.

~~Q 40 Extended Interdivision Service Allowance~~

~~Q 40 05 General Purpose— Interdivision employees who have not received the benefits in the host division country that normally accrue to homeowners, who have given long service abroad, and who leave interdivision service shall be granted financial assistance to reestablish themselves. In countries where homeowners' allowance is included in the remuneration package, this provision does not apply, even if the interdivision employee does not own a house. An interdivision employee who owns his/her own house in the host division country but is not provided a homeowner's allowance may still qualify for the benefits of this allowance.~~

~~Q 40 10 Basic Plan—1. An interdivision employee who has served six or more years in a division other than the base division shall receive an extended interdivision service allowance for each year of service beyond an initial period of five years. The first five years of interdivision service are the qualifying years whether or not the interdivision employee received homeowners benefits during those years. The only years to be used in calculating the extended interdivision service allowance are those during which the interdivision employee did not receive homeowners benefits and which were served subsequently to the first five years of interdivision service. To qualify, the interdivision employee shall have served at least one full year beyond the initial five-year period. The allowance shall be granted at the time of permanent return, or as provided in Q 40 20, paragraph 5., and shall be in addition to the regular rehabilitation allowance.~~

~~2. The allowance shall be computed as a percentage of the interdivision employee's basic unpackaged annual base division country salary, set at the same percentage on the wage scale at which the salary was set in the host division country at the time of permanent return. This allowance shall be paid in the currency and rate of the interdivision employee's base division country.~~

~~3. The allowance shall be based on the years of interdivision service recorded in the interdivision employee's service record, and the calculations shall be made on the years served beyond the initial qualifying period of five years. Regular annual leaves and leaves of absence on full salary shall be counted as interdivision service. The years of interdivision service in which an interdivision employee receives the benefits that normally accrue to homeowners shall not be used in computing the allowance, but these years, if occurring during the first five years of~~

~~interdivision service, may count toward the five-year qualifying period. (See paragraph 1. above.) When the total service time does not add up to a complete year, the allowance shall be prorated.~~

~~4. An interdivision family shall receive an allowance for the family.~~

~~5. The extended interdivision service allowance is based on the base division country wage factor and service credit accrued on the service record of the interdivision employee and not on that of the interdivision employed spouse. If, however, during the interdivision service there has been a change and the spouse becomes the appointee the extended interdivision service allowance payment the family will receive will be determined as follows:~~

~~a. Adding the years that the first appointee served to those of the current appointee,~~

~~b. Determining the extended interdivision service allowance percentage as per the formula in Q 40 30 using the combined years as in paragraph a. above,~~

~~c. Applying the percentage in paragraph b. above to each individual's portion of the combined total years at their respective salary percentages and base division country wage factors.~~

~~Q 40 15 Responsibility for Expense—Effective January 1, 1996, the General Conference shall bear the cost of accruals for new service for the extended interdivision service allowance for all interdivision employees on Code 1, 2, 3, or 6 budgets, and the employing organization in the host division for those on Code 4 budgets. The General Conference is to maintain the fund for accrued extended interdivision service allowance for all interdivision employees regardless of budget code. The divisions are responsible for transferring funds to the General Conference for the full amount of accrued extended interdivision service allowance for interdivision employees in the field as of December 31, 1995.~~

~~Q 40 20 Special Cases—1. Breaks in Service—No penalty shall be imposed for breaks in the service of an interdivision employee who was in interdivision service at the time this policy became effective. The allowance shall be based on the total years of interdivision service.~~

~~2. Permanent Return Prior to January 1, 1973—Any interdivision employee who has given interdivision service of more than six years, who was permanently returned, and who was in the base division on January 1, 1973, shall receive credit only for the initial six-year qualifying period of previous interdivision service in the event that the individual accepts further interdivision appointments.~~

13-320

October 16, 2013, a.m.

GCC Annual Council

3. ~~Multiple Permanent Returns—If an interdivision employee has had more than one permanent return, previous extended interdivision service allowances shall not be adjusted by subsequent allowance computations, but at the time of each succeeding permanent return, all interdivision service to date shall be taken into consideration in determining the allowance percentage level.~~

4. ~~Optional Initial Advance—An interdivision employee who has given at least 15 years of interdivision service shall have the option of requesting up to one half of the extended interdivision service allowance within two years prior to the anticipated permanent return. The request shall be approved in advance by the General Conference Mission Personnel Processing Committee and recorded in the interdivision employee's permanent file.~~

5. ~~Option of Taking Allowance for Purchase of House or Property—An interdivision employee who has given at least 15 years of interdivision service shall have the option of requesting a payout of his/her accrued extended interdivision service allowance to be used for purchase of a house or property or to pay off an existing mortgage on a house or property. The request shall be approved in advance by the General Conference Mission Personnel Processing Committee and recorded in the interdivision employee's permanent file. In cases where an interdivision employee already owns a home and does not have a mortgage obligation, any request for an advance to be used for other purposes shall be submitted to the General Conference Mission Personnel Processing Committee for consideration. The withdrawal of funds shall be based on the calculations at that point and will be treated as though a permanent return had taken place at that point. The years of service included in the settlement shall not be adjusted by subsequent allowance computations, but at the time of permanent return all interdivision service to date shall be taken into consideration in determining the allowance percentage level to apply to the service credit earned after the withdrawal.~~

~~It should be pointed out to interdivision employees with less than 24 years of interdivision service that they may be jeopardizing substantial benefits by drawing out funds before qualifying for the maximum percentage rate.~~

~~Q 40 25 Effective Date—The benefits of this policy shall be applicable beginning January 1, 1973, and all previous interdivision service shall be valid for interdivision employees who meet the conditions outlined above and who were in interdivision service as of that date.~~

~~Q 40 30 Schedule of Percentage Rates—The current schedule of percentage rates to be used for calculating the extended interdivision service allowance is as follows:~~

Years	Percent	Years	Percent
*6	2.8	16	4.8
7	3	17	5
8	3.2	18	5.2
9	3.4	19	5.4
10	3.6	20	5.6
11	3.8	21	5.8
12	4	22	6
13	4.2	23	6.2
14	4.4	24 (onward)	6.4
15	4.6		

~~Q 40 35 Intradivision Service—Division committees shall recommend for General Conference approval, plans and areas within their own divisions for the application of this policy to intradivision employees.~~

Q 44 Permanent Return of Children

1. Children authorized to attend secondary school in the base division, or in the family adopted division where applicable, normally are not voted permanent return. Under the following circumstances, the child of an interdivision employee will be voted permanent return by action of the host division committee and the Mission Personnel Processing Committee.

a. College/university-age children studying outside the host division should be voted permanent return and are not entitled to annual leave allowances, or travel with the parent(s) in the base division, or in the family adopted division where applicable, at denominational expense at annual leave time, even if they have not been voted permanent return. (See P 09 30.)

b. If remaining in the host division, a child should normally be voted permanent return when they reach their 22nd birthday or when they are no longer eligible for educational assistance, whichever comes later. They are not entitled to continued benefits as dependents of interdivision employees and are no longer eligible for medical allowance, educational allowance, or annual leave benefits.

1) Allowances will be issued as normal at the time of the voted permanent return but the host division, in consultation with General Conference International Personnel and Resources Services (IPRS), may negotiate with the interdivision employee and the child concerned for the permanent return flight to take place at a later date. If the permanent

*Note: This policy change is effective January 1, 2007 for new appointees and interdivision employees in current service.

13-322

October 16, 2013, a.m.

GCC Annual Council

return flight will not take place within six months from the time of the permanent return, a cash settlement should be given.

2) The interdivision employee shall sign an agreement accepting this settlement as final for the child and releasing the interdivision employee's employing organization, the host division, and the General Conference from all further responsibility for return to the base division, or family adopted division where applicable.

3) In cases where the denomination provided letters of guarantee when the interdivision employee first entered the host division country, the host division shall notify the government concerned of the circumstances and of the decision made by the child of the interdivision employee, except in cases where the child has become a citizen of the host division.

c. Children who marry should be voted permanent return. They are no longer entitled to continued benefits as dependents of interdivision employees and are no longer eligible for medical allowance, education allowance, or annual leave benefits.

2. Health Evaluations—When children are voted permanent return they shall be authorized to have permanent return health evaluations (see Q 29).

Q 44 05 Allowances—When voted a permanent return for educational or other reasons, the child's rehabilitation, baggage, and freight allowances shall be made available to the parent(s) at the time of such child's permanent return. The amount of the rehabilitation allowance shall be USD 696, the same as the new appointee outfitting allowance for a dependent child. (See N 70.) The amount of the combined freight settlement and baggage allowance shall be USD 750 per child, regardless of whether the interdivision employee was sent out under Class A or B freight allowance.

Q 44 10 Permanent Return Air Tickets—A permanent returning child is eligible to receive a one-way air ticket at the time of permanent return, using the most direct and economical route. The ticket is limited to the cost of a one-way fare from the interdivision employee's place of assignment in the host division to the place of intended residence, as determined by the family, in the base division country, or family adopted division where applicable.

Q 44 15 Responsibility for Cost—The expense of the health evaluation and the permanent return allowances shall be borne by the General Conference for interdivision employees serving on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets.

~~Q 45 Financial Settlement with Interdivision Employees and
Their Children Who Elect Not to Return to the Base Division
or Family Adopted Division, Where Applicable~~

~~Q 45-05 Financial Settlement With Interdivision Employees Who Elect Not to Return to the Base Division or Family Adopted Division, Where Applicable—1. If an interdivision employee chooses not to return to the base division or family adopted division, where applicable, when the permanent return is voted, such an individual shall be granted as settlement all allowances for which he/she is eligible, 80 percent of the airfare equivalent, and one month of salary at host division country or base division country rate, whichever is greater, by the host division at the time the interdivision appointment ends.~~

~~2. An interdivision employee who elects to remain in the host division when he/she reaches retirement age and who is eligible for retirement benefits in the host division is not eligible for the one-month continuation of salary but only for unused accrued vacation time at time of retirement.~~

~~3. Such an interdivision employee shall sign an agreement accepting this settlement as final and releasing the local employing organization, the host division, and the General Conference from all further responsibility for return to the base division or family adopted division, where applicable.~~

~~4. In cases where the denomination provided letters of guarantee when the interdivision employee first entered the host division country, the host division shall notify the government concerned of the circumstances and of the decision made by the interdivision employee, except in cases where the individual concerned has become a citizen of the host division country.~~

~~Q 45-10 Financial Settlement With Children of Interdivision Employees Who Elect Not to Return to the Base Division or Family Adopted Division, Where Applicable—1. When a child of an interdivision employee reaches the age of twenty-two and is not employed by the denomination, but has completed the approved course of study and wishes to remain in the host division for personal reasons, the host division shall negotiate with the interdivision employee and the child concerned, arranging a terminal date for the responsibility of the denomination to return the child to the base division or family adopted division, where applicable. If the return is not effected at that date, allowances according to policy and airfare equivalent shall then be granted in respect of the child.~~

~~2. The interdivision employee shall sign an agreement accepting this settlement as final for the child and releasing the interdivision employee's employing organization, the host~~

13-324

October 16, 2013, a.m.

GCC Annual Council

division, and the General Conference from all further responsibility for return to the base division or family adopted division, where applicable.

3. In cases where the denomination provided letters of guarantee when the interdivision employee first entered the host division country, the host division shall notify the government concerned of the circumstances and of the decision made by the child of the interdivision employee, except in cases where the child has become a citizen of the host division.

~~Q 50 Placing Permanently Returned Interdivision Employees~~

~~Q 50-05 Employment—When an interdivision family returns to the base division or family adopted division, where applicable, and either spouse wishes to continue in denominational employment and is recommended for such by the former employing host division, he/she is responsible to meet immigration requirements for employment. In such situations, the division will assist the individual in his/her search for employment. There is no assurance, however, that the division will succeed in finding employment for the individual. (See Q 50-35.)~~

~~Q 50-10 One Half Month for Return—A permanently returning interdivision employee shall be allowed one half month (fifteen calendar days) of salary, at base division country rate including allowances based on the amount a local individual would receive on the regular denominational wage scale with similar job responsibility and experience except for travel related allowances. This period of compensation shall start from the date of leaving interdivision employment in the host division country. This period is to be used for purposes of visiting parents and/or children, finding employment, and any necessary travel for moving to the place of employment/residence in the base division country. (See Q 10-10 and Q 10-20.) If the individual is continuing in denominational employment, it is expected he/she will accept employment the base division offers, if any, upon expiration of that time.~~

~~Q 50-15 Salary Assistance to the Employing Organization—1. Each base division, or in the case of North American Division based individuals, the General Conference, is encouraged to develop policies in keeping with the provisions outlined in this section of the policy, to meet the special needs of interdivision employees returning permanently to their base divisions. In accordance with its policy, the base division, or in the case of North American Division based individuals the General Conference, may grant salary to the denominational organization which employs a permanently returned interdivision employee on a regular full time basis, except where that organization is specifically excluded from such assistance by the policies applicable in the base division. (See Q 50-20.) General Conference entities having payroll systems of their own shall be eligible for assistance when employing permanently returned interdivision employees under the provisions of this policy.~~

~~2. The salary assistance provision shall be calculated from the date the interdivision employee leaves interdivision service. The exact amount of such assistance shall be determined by each base division, or in the case of North American Division based individuals, by the General Conference Mission Personnel Processing Committee, based on the interdivision employee's total time in interdivision service and the policies of the base division.~~

~~3. If an interdivision employee on annual leave decides on his/her own initiative and for personal reasons to remain in the base division permanently, the date for calculating salary assistance or final settlement shall be the beginning date of the annual leave, or as otherwise determined by the General Conference Mission Personnel Processing Committee.~~

~~4. If an interdivision employee on annual leave is obliged to request a permanent return for health or other extenuating circumstances or if the host division initiates a recommendation for a permanent return after the annual leave has begun, the date for calculating salary assistance or final settlement shall normally be the date the decision was made by the interdivision employee to take a permanent return or, in the case of a permanent return initiated by recommendation of the host division, the date of the General Conference Mission Personnel Processing Committee action authorizing the permanent return.~~

~~5. If an interdivision employee is permanently returned for health or other reasons beyond his/her control and is unable to accept employment immediately, an adjustment may be made in the extent of salary assistance made available to an employing organization when the individual is able to resume employment.~~

~~Q 50 20 Ineligible for Salary Assistance if Employed by Health Care Institutions in North America—In the North American Division, health care institutions employing returned interdivision employees shall assume the remuneration of such individuals without benefit of the salary assistance of this policy. (See Q 50 15.)~~

~~Q 50 25 Serious Health Condition—If an interdivision employee is permanently returned because of a serious health condition, salary support shall be provided for a period of up to three months from the date of leaving the host division. If necessary, support shall be provided for an additional period of up to three months. If it is then determined that employment is still not possible, the case shall be referred to the retirement plan committee of the base division or, in the case of North American Division based individuals, the interdivision employee shall apply under terms of the long term disability insurance purchased, as the North American Division retirement plan does not provide for disability retirement benefits.~~

~~Q 50 30 Additional Education—If additional education is needed to facilitate the placement of a permanently returned interdivision employee, or if the base division policies allow the interdivision employee the choice, the base division, or in the case of North American~~

13-326

October 16, 2013, a.m.

GCC Annual Council

~~Division-based individuals, the General Conference International Personnel Resources and Services, may assign a portion or all of the salary assistance available to help the individual in meeting that need. Such assistance normally relates only to the provision of salary and allowances. The cost of tuition and fees is the responsibility of the individual.~~

~~Q 50-35 Discontinuing Denominational Employment—1. If a permanently returned interdivision employee chooses not to continue in denominational employment, the base division, or in the case of North American Division-based individuals, the General Conference, may grant support for a specified period of time or provide a final settlement.~~

~~2. If a permanently returned interdivision employee is recommended for discontinuance of denominational employment, a final settlement shall be given.~~

~~3. If a permanently returned interdivision employee who is recommended for, and wishes to continue in, denominational service is not employed within the period provided, the base division or family adopted division, where applicable, or in the case of North American Division-based individuals, the General Conference, shall consider what, if any, further steps should be taken to find employment, or it may recommend a final settlement.~~

~~Q 50-40 Funding—The distribution of responsibility for the funding of the salary assistance and support provisions shall be as follows:~~

~~1. The cost of permanent return salary, salary subsidy to employing organizations, or final salary settlement for up to three months (including the one half month/fifteen calendar days for visitation and getting settled as outlined in Q 50-10) is borne by the General Conference for employees on Code 1, 2, 3, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. Employees on Code 5 budgets do not receive permanent return salary continuation but are entitled to payment of any unused accrued vacation at time of departure from the host division country.~~

~~2. Any permanent return salary, salary subsidy to employing organizations, or final settlements beyond three months salary, as listed in paragraph 1. above shall, regardless of budget code, except as outlined in paragraph 3. below, be the expense of the base division, or in the case of North American Division-based individuals, the General Conference, regardless of budget code, except as outlined in paragraph 3. below. In the case of North American Division-based interdivision employees, this cost was included in the portion of the tithe percentage allocated to the General Conference by the North American Division.~~

~~3. When an interdivision employee is not provided denominational employment upon permanent return and the law in the interdivision employee's base division country requires a termination settlement, the cost of the settlement shall be apportioned between denominational~~

employers, including any employers in the base division, on the same basis as for local employees in the base division country. If the portion assignable to interdivision service exceeds the three months provided for in paragraph 1. above, the costs shall be borne by the General Conference regardless of the budget code involved.

4. Salary assistance provided to an employing organization according to the provisions of Q 50 15 is limited to salary and to any packaged allowances included in the package plan provided to local employees. In the North American Division, the subsidy is based on the United States of America North American Division remuneration factor. Medical, educational, and other allowances shall be the responsibility of the employing organization in the base division.

Q 50 45 Irregular Negotiations—If irregular negotiations between an interdivision employee in the host division country and any denominational organization results in a permanent return which disrupts the plans of the host division, no salary assistance shall be granted and the expenses incurred for the permanent return shall be the responsibility of the denominational organization involved in hiring the individual.

Q 50 50 Retirement—An interdivision employee permanently returned for retirement shall be supported for one half month (fifteen calendar days) from the date of leaving interdivision employment, after which the provisions of the base division country retirement plan shall apply. Any retirement policies of the base division country which provide for a retirement allowance, period of subsidy to full salary, or continuation of full salary by the previous employer shall apply following the one half month (fifteen calendar days) for visitation and getting settled. The costs of such provisions shall be distributed among previous employers in accordance with the policies of the base division. Costs assigned to interdivision service, up to the equivalent of three months salary at base division country rate, shall be borne by the General Conference for those on Code 1, 2, 3, 5, and 6 budgets, and by the employing organization in the host division for those on Code 4 budgets. If the amount, including the one half month (fifteen calendar days) of permanent return salary, exceeds the equivalent of three months of salary at the base division country rate, the expense shall be borne by the General Conference regardless of the budget code involved.

An interdivision employee who elects to remain in the host division when he/she reaches retirement age and who is eligible for retirement benefits in the host division is not eligible for the one half month (fifteen calendar days) continuation of salary but only to unused accrued vacation time at time of retirement.

13-328

October 16, 2013, a.m.

GCC Annual Council

Q-55 Discontinuance of Interdivision Employment

1. ~~The General Conference, while retaining the right to recall, vests in its divisions the right to terminate the interdivision service of employees in their divisions. When any interdivision employee's usefulness is in question in the field, it shall be the duty of the committee in charge to make an unbiased investigation and report the same to the next higher organization.~~

2. ~~The host division committee shares with the local employing organization the responsibility of advising and dealing with an interdivision employee whose service is discontinued. Except for temporary suspension on grounds involving possible reproach upon the Church requiring immediate action, pending final determination, a local conference/mission committee should counsel with the union committee before discontinuing the services of an interdivision employee and shall be responsible for his/her support until such a time as he/she may be assigned to new duties, or to a time agreed upon. Similarly, a union should counsel with the division in case of contemplated dismissal of an interdivision employee, the host division in such cases having to assume responsibility of advising as to the interdivision employee's future service.~~

3. ~~When a host division committee terminates the interdivision service of an employee and votes permanent return, it shall notify the General Conference International Personnel Resources and Services.~~

AVS/PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI(DIV)

233-13G FINANCIAL RESPONSIBILITY—DIVISION (INTERDIVISION VOLUNTEER SERVICE) - POLICY AMENDMENT

VOTED, To amend GC R 15 25, Financial Responsibility—Division (Interdivision Volunteer Service), to read as follows:

R 15 25 Financial Responsibility—Division—1. The division which sends - No change

2. The organization which receives volunteers shall be financially responsible for the following:

a. Insurance Coverage

1) For any claims normally met by AVS - No change

- 2) The cost of premiums for AVS insurance which - No change
 - 3) Insurance deductible under the Accident and - No change
 - 4) Ensuring that insurance coverage is in place for - No change
 - 5) Ensuring that a minimum of ~~24~~ 31 days coverage is provided to the volunteer for homebound travel.
 - 6) Any claims normally met by AVS insurance incurred - No change
- b. The cost of airfares, if indicated.
 - c. The liability of the denomination shall be limited to the - No change
 - d. Additional medical coverage not included in - No change
 - e. Lodging provisions and a living allowance to cover food - No change
 - f. Travel and other financial arrangements shall be - No change

AVS/PolRev&Dev/ADCOM/ADCOM/SecC/TreC/260-12G/AVS/PolRev&Dev/SecC/TreC/
GCDO13AC/13AC to MAI(DIV)

202-13G TEMPORARY EVACUATION DUE TO NATURAL
DISASTERS OR POLITICAL UNREST - NEW POLICY

VOTED, To adopt a new policy GC R 17, Temporary Evacuation Due to Natural
Disasters or Political Unrest, to read as follows:

R 17 Temporary Evacuation Due to Natural Disasters or Political Unrest

R 17 05 Temporary Evacuation—Each division shall be responsible for developing and communicating to the General Conference office an Emergency Management Plan that adequately provides for the care of volunteers and their families, registered through General Conference Adventist Volunteer Service, in times of natural disasters and political crisis. The division may choose to delegate the specific details and plans to the local receiving organization, however, it remains the division's responsibility to ensure that all plans are appropriate and fully implemented. In situations where natural disasters or political crisis render an unsafe environment for the continued presence of volunteers and their families, the General Conference

13-330

October 16, 2013, a.m.

GCC Annual Council

has ultimate decision-making responsibility for evacuation in consultation with the receiving division and through the division with the local receiving organization. Medical evacuation decisions are made by the receiving organization in consultation with medical professionals including, where insurance coverage is involved, medical providers of the insurer.

Any General Conference financial assistance for expenses not covered by insurance will normally require the participation of the General Conference and receiving division in decisions pertaining to the length of time of the relocation and the decision to return to service.

AUD/TreC/GCDO13AC/13AC to MAI(DIV)

265-13G AUDIT COMMITTEE - POLICY AMENDMENT

VOTED, To amend GC S 34 05, Audit Committee, to read as follows:

S 34 05 Audit Committee (formerly referred to as Financial Audit Review Committee)—
The controlling board or executive committee of each organization shall establish a subcommittee known as the Audit Committee to meet at least annually and discharge the functions as outlined in the charter (terms of reference) provided to promote transparency and full disclosure on audit matters. These meetings may be held in person or via conference call where such facilities are available and if considered appropriate.

1. Composition—The Audit Committee shall consist of a minimum of at least three ~~persons who are members who are typically~~ members of the controlling board or executive committee, ~~and are known to committee.~~ In unusual circumstances, these persons do not have to be members of the controlling board of executive committee, provided the reasons are documented by action of the controlling board or executive committee. The treasurer/chief financial officer of a higher organization, who in many circumstances is already an ex officio member, may serve as member or chairperson. Committee members shall possess the following characteristics:

- a. Independent—Not employed by the organization - No change
- b. Competent—Has proven knowledge in financial - No change
- c. Confident—Not afraid to ask relevant and - No change

2. Charter (Terms of Reference)—The following represents the expected responsibilities of the Audit Committee to be fulfilled each year. This charter should represent a working document that guides in managing the agenda of the committee.

- a. Recommend to the controlling board or executive - No change
 - b. Agree upon the fees and scope of the audit - No change
 - c. Maintain a direct and open line of communication - No change
 - d. Receive and discuss with the auditor the audited financial - No change
 - e. Develop and review with management adequate - No change
 - f. Develop and review procedures for the receipt - No change
 - g. Discuss with management their assertions made - No change
 - h. Identify, evaluate, and respond to any potential business - No change
 - i. Understand emerging trends in accounting standards and - No change
 - j. Review any serious difficulties encountered during the - No change
 - k. Provide oversight for the conflict of interest policy and - No change
 - l. Hold an executive session where members of the management team, who may be attending as invitees, have been excused.
 - ~~l. m. Present a report to the controlling board or executive - No change~~
 - ~~m. Hold an executive session where members of the management team, who may be attending as invitees, have been excused.~~
3. Invitation to Auditor—The auditor shall be invited to attend the - No change
4. Representatives from Higher Organizations—If there are official representatives from the higher organization present when ~~the Audit Committee~~ an audit committee is being convened, who are not already members, they would be considered invitees with voice but no vote.
5. Copy of Recommendations—A copy of the recommendations - No change

13-332

October 16, 2013, a.m.

GCC Annual Council

OGC/PolRev&Dev/ADCOM/GCDO13AC/13AC to MAI(DIV)

261-13G TRUST SERVICES - POLICY AMENDMENT

VOTED, To amend GC S 40, Trust Services, to read as follows:

S 40 Trust Services

S 40 05 Deferred Gifts - No change

S 40 10 Gift Annuity Agreements - No change

S 40 15 Trust Agreements—In addition to outright gifts and the provisions - No change

S 40 20 Wills—While the writing of gift annuity agreements and trust - No change

S 40 25 Recording Maturity of Deferred Giving Instruments—A record - No change

S 40 30 Administrator, Trustee, and Executor of Wills—Fees—A denominational employee who serves as administrator, trustee, or executor of wills, as a result of denominational employment in any capacity, shall not retain fees received for this type of service for personal benefit. Upon completion of term of office or denominational employment, the responsibility as administrator, trustee, or executor of wills shall pass to the successor to the extent allowable by law. ~~successor.~~

S 40 31 Power of Attorney/Fiduciary—Safeguards—Where there is a need for a church employee as a part of his/her work to serve as a Power of Attorney, the Power of Attorney shall be approved by the governing board or appropriate committee and all assets under the active control of the Power of Attorney shall be accounted for in a regular trust accounting system. Significant acts (such as the disposition of major assets) shall obtain prior approval from the governing board or appropriate committee.

S 40 32 Executor Fee Charged to Beneficiary Organizations—When a Seventh-day Adventist entity or employee serves as an executor or personal representative of an estate, and chooses not to charge an executor's fee in the probate proceedings, and there are other Seventh-day Adventist entities who benefit from the estate, the servicing entity shall not request reimbursement from any receiving entity for an amount equivalent to the proportionate share of the fee without a prior written agreement between the entities giving approval to such a procedure.

S 40 33 Personal Representative, Conservator—Safeguards—When Church Employees Serve—All church employees who are to serve as conservator or personal representative as part of their work shall do so with the approval of the governing board or appropriate committee. Significant actions taken (such as the disposition of major assets) shall obtain prior approval from the governing board or appropriate committee.

S 40 35 Interorganizational Trust Services Guidelines—The following - No change

TRE/PolRev&Dev/ADCOM/TreC/GCDO13AC/13AC to MAI(DIV)

262-13G INVESTMENT OF CHURCH FUNDS - POLICY
AMENDMENT

VOTED, To amend GC S 85, Investment of Church Funds, which reads as follows:

S 85 Investment of Church Funds

S 85 05 Safeguarding Denominational Funds—Introduction—The Seventh-day Adventist Church has adopted the following principles and policies to promote the prudent management of certain assets owned and designated for investment by entities listed in the *Seventh-day Adventist Yearbook*. The General Conference Corporation of Seventh-day Adventists (the “Corporation”) is the legal entity appointed by the Church to (a) hold or oversee assets designated for investment, whether as trustee or otherwise, and (b) exercise or oversee legal and regulatory authority and compliance regarding such designated assets. The Corporation has authorized its Investment Management Committee (also referred to in these working policies as the “Investment Committee”) to hire, coordinate and provide global investment management expertise to maintain and promote these principles and policies with regard to such assets in service to the Church. ~~Funds—Introduction—In order that assets for investment might be prudently managed the following principles and policies have been adopted for the Seventh-day Adventist Church.~~

The Church also maintains a General Conference Investment Office which carries daily administrative and operational functions based upon these principles and policies as well as the actions and recommendations of the Investment Management Committee of the Corporation.

S 85 10 Philosophy—Committees and individuals authorized to invest - No change

S 85 15 Principles - No change

S 85 20 Policies—1. Investments in any company should not exceed - No change

13-334

October 16, 2013, a.m.

GCC Annual Council

2. At no time shall a controlling committee allow more than 5 percent - No change
3. At no time shall a controlling committee allow more than 15 percent - No change
4. Retention of external managers or the construction of portfolios - No change
5. Use of Brokers—
 - a. Criteria for Selection—In placing portfolio transaction orders on behalf of the Fund, the manager (internal or external, anyone with authority to approve the purchase or sale of securities) shall obtain execution of orders through well capitalized, qualified broker dealers. ~~broker-dealers~~. Managers may not trade with affiliated brokerages.
 - b. Costs—All transactions must be executed at the optimum - No change
 - c. Reporting—At least annually, the committee shall - No change
6. Controlling committees shall complete an asset allocation - No change
7. Common and convertible preferred stocks should be of good quality - No change
8. For each asset pool, an Investment Policy Statement in a format - No change
9. All members of controlling committees must have a current, signed - No change
10. Custody and Valuation of Securities: Self custody of securities is not allowed.
 - a. For accounts managed on a separate account basis, controlling committees must select a recognized custodian (or through agreement with a Sub-Custodian) who:
 - 1) Maintains possession of securities owned by the - No change
 - 2) Settles brokerage transactions, and provide monthly - No change
 - 3) Collects dividend and interest payments
 - 4) Redeems maturing securities
 - 5) ~~Affects~~ Effects delivery following purchases and sales
 - 6) Provides timely exception reporting

- 7) Handles corporate actions
 - 8) Provides performance measurement and risk assessment
 - 9) Provides transaction cost management
 - 10) Performs regular accounting of all assets - No change
 - 11) Independently prices all marketable securities on a daily basis
 - 12) On a monthly basis produces an audited statement - No change
 - 13) Independently marks to market all securities and - No change
 - 14) Performs monthly valuations on a trade date, fully accrued basis
 - 15) Provides a report on controls in accordance - No change
 - 16) Does not comingle the controlling committee assets - No change
 - 17) Is separately organized and regulated from all broker dealers
 - 18) Is financially sound
 - 19) Is registered with the proper regulatory authorities - No change
- b. Controlling committees may not select a custodian - No change
 - c. Banks or broker-dealers which are engaged in the sale - No change

~~broker-dealers~~

11. Investment Management Consultancy: All controlling committees that delegate investment management authority of intermediate or long-term portfolios of marketable or non-marketable securities to internal management or outside investment advisors, through either a separate account or a pooled fund, through delegation to an investment manager or the purchase of a pooled investment vehicle (General Conference ~~Utilized~~ Unitized Funds are exempt), shall engage the services of an independent investment consultant. Investment Management Consultants must:

- a. Be professionally certified with academic or professional - No change

13-336

October 16, 2013, a.m.

GCC Annual Council

- b. Be active in advising institutions on fund asset - No change
- c. Assist the controlling committee in defining programmatic - No change
- d. Objectively analyze portfolio structure and recommend asset allocation
- e. Advise on the suitability of asset selection and strategy used - No change
- f. Assist in determining if the controlling committee and - No change
- g. Demonstrate a substantive financially stable organization - No change
- h. Perform compliance review and actively participate in - No change
- i. Be involved in portfolio rebalancing
- j. Review potential conflicts of interest
- k. Assist in the selection of an external manager
- l. Not be empowered to contract directly with any third party
- m. Not be affiliated with any bank, brokerage, or financial - No change
- n. Not be commissioned based but must be fee or asset based - No change
- o. Acknowledge any conflict of interest in writing and this - No change
- p. Investment management consultants may only - No change
- q. Be registered with the SEC or its foreign equivalent
- r. Have had no violations in the previous 36 months for - No change
- s. No less than annually, the investment management consultant must:
 - 1) Document and certify in writing that it has performed - No change
 - 2) Review the history of assets under management,
 - 3) Review historical personnel turnover,

- 4) Review contracted for investment management - No change
- 5) Adherence to policy and suitability of holdings,
- 6) A written review must also include sections detailing actions taken as a result of the decisions made in paragraph 11. a. to ~~11. t.~~, 11. s., above. When appropriate this may be in the form of minutes reflecting actions by an investment committee.

- 12. Investment managers—Investment managers selected to manage - No change
- 13. Controlling committees shall require qualified legal review of - No change
- 14. Controlling committees are required to retain all records pertaining - No change
- 15. When restricted or illiquid securities or real estate are acquired - No change
- 16. Divisions and General Conference to Establish Investment Policy—
 - a. Rationale—Wide variations in national - No change
 - b. Divisions—Each division is encouraged, subject to - No change
 - c. General Conference Institutions—The General Conference - No change
 - d. Divisions choosing not to develop an investment policy for the division and its affiliated organizations, and General Conference institutions that are not approved to develop and administer their own investment policy, shall be limited to investments in the General Conference Unitized Funds and/or those investments covered in S 85 35.

Notwithstanding, the requirements of S 85 50 exceptions requests to limitations of S 85 20, paragraph 3., may be addressed in writing to the secretary of the ~~General Conference~~ Investment Management Committee, who, in consultation with the officers of the General Conference, requesting division or General Conference institution shall recommend for action to the General Conference Administrative Committee whether the General Conference Executive Committee, division executive committee, or General Conference institution's board should be authorized to determine the acceptability of the exception request.

S 85 25 General Conference Unitized Funds—1. The General Conference Investment Office serves the world field through a family of General Conference Unitized Funds that Funds. The Funds are held and maintained by the General Conference Corporation as trustee and their investments are generally managed by external registered investment advisors selected and

13-338

October 16, 2013, a.m.

GCC Annual Council

monitored by the Investment Management Committee of the Corporation. The Unitized Funds are designed to pool Church funds for investment such that maximum economies of scale are achieved for the Church and its mission. This family of General Conference Unitized Funds makes possible complex asset allocations and sophisticated portfolio construction with high levels of risk management through diversification of managers, management style and investment instruments that have been screened for the values of the Church. As a part of the management service of the ~~investment office~~, Investment Office, accounting, custody, performance appraisal, and auditing costs are included.

2. New funds may be created from time to time by the ~~General Conference~~ Investment Management Committee and approved by the General Conference Corporation. The following General Conference Unitized Funds are available:

- a. General Conference Money Fund
- b. General Conference Capital Preservation Fund
- c. General Conference OLDI Fund
- d. General Conference Bond Fund
- e. General Conference Income Fund
- f. General Conference U.S. Large Capitalization Equity Fund
- g. General Conference U.S. Small Capitalization Equity Fund
- h. General Conference International Equity Fund
- i. General Conference Emerging Markets Equity Fund
- j. General Conference Global Opportunities Fund
- k. General Conference Micro Capitalization/Private Equity - No change

Each General Conference Unitized Fund, except the General Conference Money Fund and Capital Preservation Fund, offers monthly liquidity to all participants. The Micro Capitalization Fund is closed to new investors.

3. The portfolios of the General Conference Unitized Funds are - No change

S 85 30 Classes of Funds—Assets for investment at all organizational - No change

S 85 35 Investment of Short-Term Funds—1. All short-term securities - No change

2. All denominational organizations, institutions, and services are authorized to invest short-term funds (current account items such as working capital and trust funds) in the following investment categories, maturing within twelve months:

- a. Banker's acceptances created in international trade
- b. Commercial paper
- c. Certificates of deposit of insured institutions, up to insured limit
- d. Securities issued by one of the G-7 national governments - No change
- e. Corporate securities, which satisfy all of the limitations - No change
- f. Capital Preservation or General Conference Unitized Money - No change
- g. Union revolving funds

h. In order to implement certain strategies and/or asset allocation decisions in a timely and cost effective manner, the Fund may invest in pooled vehicles (e.g. mutual funds, bank comingled funds, limited partnerships, ~~closed-end~~ ~~closed-end~~ funds, exchange traded funds ("ETFs"), etc.). Although these guidelines are written primarily for investment managers of separate accounts, all investment managers will only invest in pooled vehicles that have policies that are consistent with the spirit and intent of this document. In addition the following provisions apply:

- 1) Registered, open-end (mutual) funds must not have - No change
- 2) Closed-end ~~Closed-end~~ funds may not use strategies or purchase securities that are prohibited for direct investment and must comply with all provisions of S 85 35, paragraph 1., and/or S 85 35, paragraph 2. e. Any Fund using any strategy or pool of securities falling under S 85 50 must have proper approval prior to purchase for a portfolio. The Fund will generally hold securities that mature in 12 or less months and must comply with all provisions of S 85 10 and S 85 15.
- 3) Exchange Traded Funds (ETFs) - No change

13-340

October 16, 2013, a.m.

GCC Annual Council

- i. Convertible bonds, convertible into common stock - No change

S 85 40 Investment of Intermediate-Term Funds - No change

S 85 45 Investment of Long-Term Funds - No change

S 85 50 Special Consideration Securities—1. With General Conference Executive Committee approval, or as otherwise provided in S 85 20, paragraph 16. d., or as provided in the following sentence, the investments listed below in paragraphs a. through f. may be permissible for organizations administering large investment pools (normally not less than US\$10,000,000), no individual investment to exceed 2.5 percent of assets in pool and with professional management ~~staff.~~ staff:

The Investment Management Committee of the General Conference Corporation holds standing authority to review and approve investments and guidelines for managers that use such investments listed below:

- a. Real Estate—Syndicated with institutional investors and - No change
- b. High-yield ~~High-yield~~ bonds as a class not to exceed 5 percent of all assets in the pool of the controlling committee.
- c. Partnerships investing in equity securities which are - No change
- d. Trust deeds and/or private mortgages are as a class not to - No change
- e. Derivative contracts may be used to reduce or manage - No change
- f. Private equity

S 85 55 Miscellaneous—1. ~~Interpretation Questions~~ Questions regarding investment vehicles not named in this policy shall be submitted in writing prior to making any investment or binding commitment through the Secretary of the General Conference Corporation Investment Management Committee for interpretation by ~~the Investment~~ that Committee of applicability of the specific investment vehicle within the framework of this policy.

- 2. It is recognized that where the Church operates a Trust Services - No change

3. General Conference treasurers in consultation with the General Conference Investment office holds standing authority, upon request from the associate treasurer charged

with responsibility for the General Conference Investment Office, to grant exceptions to the policies found in S 85.

AUD/PolRev&Dev/TreC/GCDO13AC/13AC to MAI(DIV)

263-13G GENERAL CONFERENCE CORE POLICIES FOR
POLICY COMPLIANCE TESTING - POLICY AMENDMENT

VOTED, To amend GC S 90, General Conference Core Policies for Policy Compliance Testing, paragraph 2., which reads as follows:

S 90 General Conference Core Policies for Policy Compliance Testing (a)(b)

The General Conference Executive Committee has identified core policies to be tested during the financial audit or review engagement for each denominational organization. In identifying these core policies, a materiality threshold was defined for each core policy which determines the level of reporting for any noted noncompliance; and a related assertion statement was developed for each core policy which together shall be signed and submitted by the principal officers of each denominational organization before the commencement of the audit engagement.

13-342

October 16, 2013, a.m.

GCC Annual Council

Summary of Policy	Materiality (c)	Assertion (d)
GENERAL		
<p>2. Audit Committee appointed by controlling committee composed of a minimum of three members from the controlling committee persons who are members* of the <u>controlling board or executive committee</u> and who are not employees of the organizations being audited and submit a <u>report to submit recommendations</u> to the controlling committee (S 34 05)</p> <p><u>*In unusual circumstances, persons who are not members may be selected.</u></p>	<p><u>Appropriate composition and submission of report to controlling committee</u> = Yes/No</p>	<p>The <u>controlling board or executive committee</u> has appointed the Audit Committee composed of <u>a minimum of three persons from its membership*</u> three or more members from the membership of the controlling committee who are not employees of the organization being audited and they have submitted recommendations <u>a report</u> to the controlling committee.</p> <p><u>*Or have documented the unusual circumstances for selecting persons who are not members of the controlling board or executive committee.</u></p>

SEC/PolRev&Dev/ADCOM/SecC/GCDO13AC/13AC to MAI(DIV)

211-13G ASSISTANCE FOR CURRENTLY EMPLOYED
MINISTERS ATTENDING THE SEMINARY - POLICY
AMENDMENT

VOTED, To amend GC U 10 10, Assistance for Currently Employed Ministers Attending the Seminary, to read as follows:

- U 10 10 Assistance for Currently Employed Ministers Attending the Seminary—1. Salary—The local conference/mission/field or institution sending the minister - No change
2. Education Expenses—Unless other arrangements are made, the - No change
 3. Housing—When the employee attends the Seminary without his - No change
 4. Special Living Allowance—When the employee attending the Seminary is separated from his family, thus increasing the family board bill, a special living allowance of one

half of the ~~NADCOM~~ North American Division-approved daily travel allowance is granted by the sending organization.

5. Interdivision Employees—When interdivision employees are - No change
6. World Divisions—World divisions are asked to make provision - No change
7. National Employees—Rent Subsidy—The General Conference - No change
8. National Employees—Adequate Support—World divisions sending - No change
9. Graduate Study for Ministers—Amortization and Reimbursement - No change

PolRev&Dev/ADCOM/SecC/TreC/GCDO13AC/13AC to MAI- PolRev&Dev

256-13G NEW APPROACH TO POLICIES THAT GOVERN THE INTERDIVISION EMPLOYEE PROGRAM

VOTED, To initiate the process of transferring interdivision employee-related policies from the General Conference *Working Policy* and placing them in a new interdivision employee handbook. Changes to this handbook would be approved by the General Conference Mission Board (GCC-S) at Spring Meetings and Annual Councils.

OGC/Con&By/ADCOM/SecC/GCDO13AC/13AC to MAI-15GCS

213-13GS GENERAL CONFERENCE EXECUTIVE COMMITTEE - CONSTITUTION AND BYLAWS AMENDMENT

RECOMMENDED, To amend the General Conference Constitution and Bylaws, Constitution, Article VIII—General Conference Executive Committee, to read as follows:

ARTICLE VIII—GENERAL CONFERENCE EXECUTIVE COMMITTEE

Sec. 1. The Executive Committee of the General Conference shall consist of:

- a. Ex Officio Members—1) Those elected as provided for - No change
- 2) Presidents of unions, past presidents of the General Conference holding credentials from the General Conference, the president-executive director of Adventist

13-344

October 16, 2013, a.m.

GCC Annual Council

Development and Relief Agency International, the president of Adventist International Institute of Advanced Studies, the editor of Adventist Review and Adventist World, the editor of Adult Sabbath School Bible Study Guide, the president of Adventist Risk Management Incorporated, the president of Adventist University of Africa, the president-executive director of Adventist World Radio, the president of Andrews University, the director of Archives, Statistics, and Research, the director of Biblical Research Institute, the president of Christian Record Services Incorporated, the president and the board chair of Ellen G White Estate, the president of Hope Channel, the director of Geoscience Research Institute, ~~the president of Griggs University and International Academy~~, the president of Loma Linda University Adventist Health Sciences Center, the editor of Ministry, the president of Oakwood University, the president of Pacific Press Publishing Association, and the president of Review and Herald Publishing Association.

- b. Elected Members—1) Three laypersons and one church - No change
- 2) No fewer than fifteen and no more than twenty - No change
- 3) No fewer than fifteen and no more than twenty - No change

SEC/Con&By/ADCOM/SecC/GCDO13AC/13AC to MAI-15GCS

214-13GS GENERAL CONFERENCE EXECUTIVE COMMITTEE -
CONSTITUTION AND BYLAWS AMENDMENT

RECOMMENDED, To amend the General Conference Constitution and Bylaws, Bylaws, Article XIII—General Conference Executive Committee, to read as follows:

ARTICLE XIII—GENERAL CONFERENCE EXECUTIVE COMMITTEE

- Sec. 1. a. During the intervals between Sessions - No change
- b. The General Conference Executive Committee - No change
- c. The General Conference Executive Committee - No change
- d. The General Conference Executive Committee - No change
- e. The removal from office by the General Conference - No change
- f. The General Conference Executive Committee shall have the power to remove, for cause, members from the Executive Committee or any committee for which it is

responsible by a two thirds majority vote of the members present and voting at any duly called meeting.

Sec. 2. a. A meeting of the General Conference Executive Committee - No change

b. A meeting of the General Conference Executive Committee - No change

Sec. 3. A majority of the full membership of the General Conference - No change

Sec. 4. Any fifteen members of the General Conference - No change

Sec. 5. All meetings of the General Conference Executive Committee - No change

Sec. 6. Meetings of the General Conference Executive Committee - No change

Sec. 7. Local conference/mission/field presidents shall be invited - No change

Sec. 8. Notice as to time, place, and any other requirements - No change

SEC/Con&By/ADCOM/SecC/GCDO13AC/13AC to MAI-15GCS

215-13GSE USE OF “ARCHIVES AND STATISTICS” - CONSTITUTION
AND BYLAWS EDITORIAL DIRECTIVE

RECOMMENDED, To approve a directive to amend the General Conference Constitution and Bylaws where appropriate, by replacing “Archives and Statistics” with “Archives, Statistics, and Research.”

SEC/Con&By/ADCOM/SecC/GCDO13AC/13AC to MAI-15GCS

216-13GSE USE OF “TREASURER” - CONSTITUTION AND
BYLAWS EDITORIAL DIRECTIVE

RECOMMENDED, To approve a directive to amend the General Conference Constitution and Bylaws where appropriate, by replacing “treasurer” with “treasurer/chief financial officer.”

13-346

October 16, 2013, a.m.

GCC Annual Council

PRE/ChManSub/ChMan/GCDO13AC/13AC to AM-15GCS

406-13GS OBJECTIONS TO THE REPORT OF THE NOMINATING
COMMITTEE - *CHURCH MANUAL* AMENDMENT

RECOMMENDED, To amend the *Church Manual*, Chapter 9, Elections, page 109, Objections to the Report of the Nominating Committee, to read as follows:

Objections to the Report of the Nominating Committee—Members may object to the nominating committee’s report and should present their objections in person to the committee before the second reading of the report by making an appointment through the chairperson or pastor. Or, at the time of the second reading of the report, a member may request that the whole report be referred without discussion to the committee for further consideration. It is the usual procedure for the chairperson to accept the referral. However, if the request becomes a motion, it is nondebatable and is decided by majority vote.

The chairperson should announce when and where the committee will meet to hear objections. At that time members making objections, or any other member who desires to do so, should appear before the committee. If the election is deferred because of objections, it would be a serious matter for those raising objections to fail to appear before the committee.

~~The committee should give due consideration to the objections presented. If they are found to be justified, the committee should substitute new names for those to which objection was made.~~ After giving due consideration to the objections presented, the committee will exercise its judgment as to whether or not any change is warranted in the committee’s recommendation to the church business meeting. When the report is again presented, the church proceeds to vote on the report of the committee.

Trivial or groundless objections to any name should never be made, but if there are serious reasons that any nomination should be changed, these reasons should be stated to the nominating committee.

SEC/ChManSub/ChMan/GCDO13AC/13AC to AM-15GCS

407-13GS DEFINITION AND FUNCTION (CHURCH BOARD
AND ITS MEETINGS) - *CHURCH MANUAL* AMENDMENT

RECOMMENDED, To amend the *Church Manual*, Chapter 10, Services and Other Meetings, pages 124 and 125, Definition and Function, Church Board and Its Meetings, to read as follows:

Definition and Function—Every church must have a functioning board whose members have been elected during a church business meeting. Its chief concern is the spiritual nurture of the church and the work of planning and fostering evangelism in all of its phases.

Included in church board responsibilities are:

1. Spiritual nurture.
2. Evangelism in all of its phases.
3. Maintenance of doctrinal purity.
4. Upholding Christian standards.
5. Recommending changes in church membership.
6. Church finances.
7. Protection and care of church properties.
8. Coordination of church departments.

The gospel commission of Jesus ~~makes evangelism, proclaiming the good news of the gospel,~~ tells us that making disciples, which includes baptizing and teaching, is the primary function of the church (Matt. 28:18-20). It is, therefore, also the primary function of the board, which serves as the chief committee of the church. When the board devotes its first interests and highest energies to ~~every member evangelism, involve every member in proclaiming the good news and making disciples,~~ most problems are alleviated or prevented, and a strong, positive influence is felt in the spiritual life and growth of members.

The board is elected by the members at the time of the regular election of officers. (See pp. 70, 71.)

PRE/ChManSub/ChMan/GCDO13AC/13AC to AM-15GCS

408-13GS FUNDAMENTAL RIGHTS OF THE MEMBERS - *CHURCH*
MANUAL AMENDMENT

RECOMMENDED, To amend the *Church Manual*, Chapter 7, Discipline, pages 64 and 65, Fundamental Rights of the Members, Process of Discipline, to read as follows:

13-348

October 16, 2013, a.m.

GCC Annual Council

Fundamental Rights of the Members—Members have a fundamental right to prior notification of the disciplinary meeting and the right to be heard in their own defense, introduce evidence, and produce witnesses. No church should vote to ~~remove~~ discipline a member under circumstances that deprive the member of these rights. Written notice must be given at least two weeks before the meeting and include the reasons for the disciplinary hearing.

TRAINING AND EQUIPPING DEACONS AND DEACONESSES

Jonas Arrais shared the need for training and equipping deacons and deaconesses.

VOTED, To officially place deacons and deaconesses under the care of the Ministerial Association.

TRE/TreC/GCDO13AC/13AC to GOE(DIV)

140-13G ALLOWANCES—GENERAL CONFERENCE SESSION - 2015

VOTED, To approve allowances for the 2015 General Conference Session, as follows:

ALLOWANCES—GENERAL CONFERENCE SESSION - 2015

Category	Per Diem	Air Fare (Economy Class)	Meal Tickets	Taxi or Bus Airport/Hotel Round Trip	Mileage/Parking ⁶
GENERAL CONFERENCE					
Delegate/GC Committee Members	US\$45.00	Yes	1 Lunch ² 1 Dinner ³	Actual airport/ hotel/airport	US\$0.43 Parking Actual ⁵
Technical Staff	US\$45.00	Yes	1 Lunch ² 1 Dinner ³	Actual airport/ hotel/airport	US\$0.43 Parking Actual ⁵
Spouse of Delegate or Technical Staff not on official GC business	No ⁴	No ⁴	1 Lunch ² 1 Dinner ³	No ⁴	No ⁴

DIVISIONS					
Delegates from division	US\$45.00	As arranged by division	1 Lunch ² 1 Dinner ³	As arranged by division	As arranged by division
Spouse of delegates from divisions	As arranged by division	As arranged by division	1 Lunch ² 1 Dinner ³	As arranged by division	As arranged by division
GENERAL CONFERENCE: OTHERS					
Non-delegate GC staff authorized to attend at least one week of session, not assigned regular duties, arranged as vacation time, provided they are full time employees and have at least 2 years of denominational service.			All-inclusive cash allowance of US\$500.00 if accompanied by spouse and/or dependent children. US\$350.00 if unaccompanied by spouse or spouse is serving as technical or exhibit staff.		
Appointees, those on Annual Leave or Permanent Return (while on PR salary) authorized to attend at least one week of session.			All-inclusive cash allowance of \$US500.00 if accompanied by spouse and/or dependent children. US\$350.00 if unaccompanied by spouse.		

¹ Allowances are maximum allowances. Some denominational organizations may provide less.

² Daily lunch meals will be provided.

³ Dinner meals will be provided on Friday and Sabbath.

⁴ Only if entitled to Spouse Travel Allowance.

⁵ Receipt required.

⁶ A maximum of \$550.00 for round-trip mileage (\$0.43/mile) and parking in San Antonio will be reimbursed. Parking receipts are required. No rental car expense will be reimbursed. If two or more technical personnel are driving in the same car, the GC will reimburse expenses up to a maximum of \$1,000.00.

No allowances will be granted to children attending the Session.

All General Conference traveling staff will follow regular travel policy for reporting charges to their travel budget.

13-350
October 16, 2013, a.m.
GCC Annual Council

EAST-CENTRAL AFRICA DIVISION VIDEO REPORT

The East-Central Africa Division in a video report showcased their use of modern technology such as radio, television, and internet, including Facebook and Twitter as part of their evangelistic efforts.

ANDREWS BIBLE COMMENTARY

Niels-Erik Andreasen shared the plans of the Andrews University Press for the forthcoming *Andrews Bible Commentary* and handed out a sample preview copy of the book of Galatians. The goal is to have the commentary available by the time of the 2015 General Conference Session.

VOTED, To record receipt of the report relating to the *Andrews Bible Commentary*.

ADCOM/ADCOM/13AC to RTB-15GCS

128-13GS INDIAN OCEAN UNION MISSION—NEW UNION CONFERENCE

RECOMMENDED, To grant union conference status to the Indian Ocean Union Mission in the Southern Africa-Indian Ocean Division, effective October 16, 2013.

ADCOM/ADCOM/13AC to RTB-15GCS

129-13GS BOTSWANA UNION MISSION—NEW UNION CONFERENCE

RECOMMENDED, To grant union conference status to the Botswana Union Mission in the Southern Africa-Indian Ocean Division, effective October 16, 2013.

ADCOM/GCDO13AC/13AC to RTB-15GCS

135-13GS KENYA UNION MISSION—REORGANIZATION

RECOMMENDED, To reorganize the Kenya Union Mission in the East-Central Africa Division into two union conferences, as follows:

1. The East Kenya Union Conference with constituency from Central Kenya Conference, Nyamira Conference, South Kenya Conference, and Kenya Coast Field, with headquarters in Nairobi, Kenya, effective no later than December 31, 2013; and

2. The West Kenya Union Conference with constituency from Kenya Lake Conference, Ranen Conference, Western Kenya Conference, and Central Nyanza Field, with headquarters in Kisumu, Kenya, effective no later than December 31, 2013.

ADCOM/GCDO13AC/13AC to RTB-15GCS

136-13GS TANZANIA UNION MISSION—REORGANIZATION

RECOMMENDED, To reorganize the Tanzania Union Mission in the East-Central Africa Division into a union conference and a union mission, as follows:

1. The North Tanzania Union Conference with constituency from Mara Conference, North-East Tanzania Conference, South Nyanza Conference, and West Tanzania Field, with headquarters in Arusha, Tanzania, effective no later than December 31, 2013; and

2. The South Tanzania Union Mission with constituency from East Tanzania Conference and Southern Highlands Conference, with headquarters in Dar es Salaam, Tanzania, effective no later than December 31, 2013.

ADCOM/GCDO13AC/13AC to RTB-15GCS

137-13GS NORTH EAST CONGO ATTACHED TERRITORY—NEW UNION MISSION

RECOMMENDED, To grant union mission status to the North East Congo Attached Territory in the East-Central Africa Division, effective no later than December 31, 2013.

SOUTHERN ASIA-PACIFIC DIVISION VIDEO REPORT

The Southern Asia-Pacific Division is encouraging its members to integrate evangelism into different types of social and community events, including lifestyle centers and cooking schools. They are planning an evangelistic series next year titled, “Hope Manila 2014.”

13-352

October 16, 2013, a.m.

GCC Annual Council

YOUTH MINISTRIES RESOURCES

Gilbert R Cangy presented several resources for those who are active in youth ministry.

INTER-AMERICAN DIVISION VIDEO REPORT

The Inter-American Division's report focused on the many ways their members are working to reach their communities for Christ.

SP&B12SM/12SM/ADCOM/PreC/12AC/101-12Ge/GCDO13SM/13SM/GCDO13AC/13AC to BDS(DIV)

101-13Gc CALENDAR OF SPECIAL DAYS AND EVENTS— WORLD 2014

VOTED, To approve the Calendar of Special Days and Events—World 2014, to read as follows:

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>January</u>			
4	Day of Fasting and Prayer and Spiritual Commitment	---	GC-MIN
8-18	Ten Days of Prayer	---	GC-MIN
11	#Health Ministries	---	Divisions
18			
25	Religious Liberty Day	Liberty	GC-PARL
<u>February</u>			
1	<i>Tell the World</i> : Personal Outreach	---	GC-SSPM
1-8	Christian Home and Marriage Week	---	GC-FM
15	Outreach Literature	---	GC-PUB
22			

*For divisions not on the Combined Offering Plan

#Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at <http://www.adventist.org/information/special-days>

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>March</u>			
1	Women's Day of Prayer	---	GC-WM
8	Adventist World Radio	Adventist World Radio*	GC-AWR
15-22	Youth Week of Prayer	---	GC-YOU
15	Global Youth Day	---	GC-YOU
29	#Christian Education	---	Divisions
<u>April</u>			
5	Day of Fasting and Prayer	---	GC-MIN
5	#Youth Spiritual Commitment Celebration (Northern Hemisphere)	---	Divisions
12	Friends of Hope Day (Visitor's Day)	---	GC-SSPM
12	Mission Promotion	World Mission	GC-AM
19-25	#Literature Evangelism Rally Week	---	Divisions
19	World Mass Distribution Day for Missionary Book	---	Divisions
26	Special Needs Awareness Day	---	GC-SSPM
<u>May</u>			
3-31	Drug Awareness Month	---	GC-HM
3	<i>Tell the World: Internet Outreach</i>	---	GC-COM
10	<i>Tell the World: In the Community</i>	#Disaster/Famine Relief*	GC-PM/DIV
17			
24	World Day of Prayer for Children at Risk	---	GC-CHM
31			
<u>June</u>			
7	Bible Study: Sabbath School and Correspondence Courses	---	GC-SSPM
14	Women's Ministry	---	GC-WM
21	<i>Tell the World - Reach Across:</i> Nurture and Reclaiming	---	GC-SSPM
28			
<u>July</u>			
5	Day of Prayer and Fasting	---	GC-MIN
12	Missions Promotion	World Mission	GC-AM
19	<i>Tell the World: Media Ministry</i>	---	GC-COM

13-354

October 16, 2013, a.m.

GCC Annual Council

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>July</u> contd			
26	Children's Sabbath	---	GC-CHM
<u>August</u>			
2	#Global Mission Evangelism	---	Divisions
9	<i>Tell the World</i> : Church Planting	---	GC-AM
16	enditnow Day	---	GC-WM
23	Education	---	GC-EDU
30	#Lay Evangelism	---	Divisions
<u>September</u>			
6	#Youth Spiritual Commitment Celebration (Southern Hemisphere)	---	Divisions
7-13	Family Togetherness Week	---	GC-FM
13	Mission Promotion	Unusual Opportunity*	GC-AM
20	Pathfinder Day	---	GC-YOU
27	#Sabbath School Guest Day	---	Divisions
<u>October</u>			
4	Day of Prayer and Fasting	---	GC-MIN
4	<i>Adventist Review</i> Subscription Promotion	---	GC-AR
11	Pastor Appreciation Day	---	GC-MIN
18	Spirit of Prophecy and Adventist Heritage	---	GC-White Estate
25	Creation Sabbath	---	GC-FSC
<u>November</u>			
1-8	Week of Prayer	---	GC-AR
8		Annual Sacrifice*	GC-AM
15			
22			
29			

*For divisions not on the Combined Offering Plan

#Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at
<http://www.adventist.org/information/special-days>

<u>December</u>		<u>OFFERING</u>	<u>MATERIALS</u>
6	#Stewardship	---	Divisions
13	#Health Emphasis	---	Divisions
20			
27			

GCDO13AC/13AC to BDS(DIV)

101-13Gd CALENDAR OF SPECIAL DAYS AND EVENTS—
 WORLD 2015

VOTED, To approve the Calendar of Special Days and Events—World 2015, to read as follows:

<u>January</u>		<u>OFFERING</u>	<u>MATERIALS</u>
3	Day of Fasting and Prayer and Spiritual Commitment	---	GC-MIN
7-17	Ten Days of Prayer	---	GC-MIN
10	#Health Ministries	---	Divisions
17			
24	Religious Liberty Day	Liberty	GC-PARL
31			
 <u>February</u>			
7	<i>Tell the World</i> : Personal Outreach	---	GC-SSPM
7-14	Christian Home and Marriage Week	---	GC-FM
21	Outreach Literature	---	GC-PUB
28			
 <u>March</u>			
7	Women's Day of Prayer	---	GC-WM
14	Adventist World Radio	Adventist World Radio*	GC-AWR

*For divisions not on the Combined Offering Plan
 #Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at
<http://www.adventist.org/information/special-days>

13-356

October 16, 2013, a.m.

GCC Annual Council

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>March</u> contd			
21-28	Youth Week of Prayer	---	GC-YOU
21	Global Youth Day	---	GC-YOU
28	#Christian Education	---	Divisions
<u>April</u>			
4	Day of Fasting and Prayer	---	GC-MIN
4	#Youth Spiritual Commitment Celebration (Northern Hemisphere)	---	Divisions
11	Friends of Hope Day (Visitor's Day)	---	GC-SSPM
11	Mission Promotion	World Mission	GC-AM
18-24	#Literature Evangelism Rally Week	---	Divisions
18	World Mass Distribution Day for Missionary Book	---	Divisions
25	Special Needs Awareness Day	---	GC-SSPM
<u>May</u>			
2-31	Drug Awareness Month	---	GC-HM
2	<i>Tell the World</i> : Internet Outreach	---	GC-COM
9	<i>Tell the World</i> : In the Community	#Disaster/Famine Relief*	GC-PM/DIV
16			
23	World Day of Prayer for Children at Risk	---	GC-CHM
<u>June</u>			
6	Bible Study: Sabbath School and Correspondence Courses	---	GC-SSPM
13	Women's Ministry	---	GC-WM
20	<i>Tell the World</i> - Reach Across: Nurture and Reclaiming	---	GC-SSPM
27			

*For divisions not on the Combined Offering Plan
#Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at
<http://www.adventist.org/information/special-days>

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>July</u>			
4	Day of Prayer and Fasting	---	GC-MIN
11	Missions Promotion	GC Session Offering	GC-AM
18	<i>Tell the World</i> : Media Ministry	---	GC-COM
25	Children's Sabbath	---	GC-CHM
<u>August</u>			
1	#Global Mission Evangelism	---	Divisions
8	<i>Tell the World</i> : Church Planting	---	GC-AM
15	enditnow Day	---	GC-WM
22	Education	---	GC-EDU
29	#Lay Evangelism	---	Divisions
<u>September</u>			
5	#Youth Spiritual Commitment Celebration (Southern Hemisphere)	---	Divisions
6-12	Family Togetherness Week	---	GC-FM
12	Mission Promotion	Unusual Opportunity*	GC-AM
19	Pathfinder Day	---	GC-YOU
26	#Sabbath School Guest Day	---	Divisions
<u>October</u>			
3	Day of Prayer and Fasting	---	GC-MIN
3	<i>Adventist Review</i> Subscription Promotion	---	GC-AR
10	Pastor Appreciation Day	---	GC-MIN
17	Spirit of Prophecy and Adventist Heritage	---	GC-White Estate
24	Creation Sabbath	---	GC-FSC
<u>November</u>			
7-14	Week of Prayer	---	GC-AR
7		Annual Sacrifice*	GC-AM
14			

*For divisions not on the Combined Offering Plan
 #Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at
<http://www.adventist.org/information/special-days>

13-358
 October 16, 2013, a.m.
 GCC Annual Council

		<u>OFFERING</u>	<u>MATERIALS</u>
<u>November contd</u>			
21			
28			
<u>December</u>			
5	#Stewardship	---	Divisions
12	#Health Emphasis	---	Divisions
19			
26			

*For divisions not on the Combined Offering Plan
 #Divisions to prepare materials

Promotional materials for events sponsored by General Conference departments can be found at
<http://www.adventist.org/information/special-days>

SEC/ADCOM/SecC/GCDO09AC/09AC/102-09Ge/ADCOM/SecC/GCDO10SM/10SM/
 ADCOM/GCDO10AC/10AC/ADCOM/102-10Gd/ADCOM/GCDO11SM/11SM/
 ADCOM/GCDO11AC/11AC/ADCOM/102-11Gc/ADCOM/GCDO12SM/12SM/ADCOM/
 GCDO12AC/12AC/ADCOM/102-12Gb/ADCOM/GCDO13SM/13SM/ADCOM/
 GCDO13AC/13AC to HW(DIV)

102-13Ga AUTHORIZED MEETINGS 2013

VOTED, To approve the updated list of Authorized Meetings 2013, with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>October 2013</u>			
20-21	Sun	Oakwood University Board of Trustees	Huntsville AL
21-22	Mon	Biblical Research Institute Committee	Berrien Springs MI
22(am)	Tue	Loma Linda Executive Committees	Loma Linda CA
23-24	Wed	Faith and Science Council	Berrien Springs MI
27(pm)	Sun	Andrews University Governance Committee	Berrien Springs MI
28	Mon	Andrews University Subcommittees	Berrien Springs MI
28(pm)	Mon	Andrews University Seminary Executive Com	Berrien Springs MI

October 16, 2013, a.m.
GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>October 2013 contd</u>			
29(am)	Tue	Andrews University Board	Berrien Springs MI
<u>November 2013</u>			
8-9	Fri	Celebration of Creation	Walla Walla WA
18-20	Mon	Nurture and Retention Commission	Silver Spring MD
20(am)	Wed	Christian Record Services Finance Committee	Lincoln NE
<u>December 2013</u>			
4(pm)	Wed	Adventist Risk Management Board Committees	Silver Spring MD
5(am)	Thu	Adventist Risk Management Board of Directors	Silver Spring MD
10-11	Tue	Loma Linda Boards and Committees	Loma Linda CA
12(am)	Thu	Adventist Health International Services Board	Loma Linda CA
16(am)	Mon	Review and Herald Board Exec/Finance Comm	Silver Spring MD
18(am)	Wed	Christian Record Services Finance Committee	Lincoln NE

SEC/ADCOM/SecC/GCDO10SM/10SM/ADCOM/GCDO10AC/10AC/ADCOM/102-10Ge/
ADCOM/GCDO11SM/11SM/ADCOM/GCDO11AC/11AC/ADCOM/102-11Gd/ADCOM/
GCDO12SM/12SM/ADCOM/GCDO12AC/12AC/102-12Gc/ADCOM/GCDO13SM/13SM/
ADCOM/GCDO13AC/13AC to HW(DIV)

102-13Gb AUTHORIZED MEETINGS 2014

VOTED, To approve the updated list of Authorized Meetings 2014, with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>January 2014</u>			
6-10	Mon	IRLA Meeting of Experts	FRANCE
7-11	Mon	GC Executive Officers Meeting/PREXAD	FLORIDA
21-25	Tue	Theology of Ordination Study Committee	Silver Spring MD
27-Feb 15	Mon	IWM Mission Institute	Nairobi KENYA
28-30	Tue	Global Leadership Summit	AUSTRALIA
<u>February 2014</u>			
10	Mon	Membership Software Advisory Committee	New Delhi INDIA

13-360

October 16, 2013, a.m.

GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>February 2014 contd</u>			
12-16	Wed	Global Adventist Internet Network Conference	New Delhi INDIA
20(am)	Thu	Christian Record Services Board of Directors	Lincoln NE
20(am)	Thu	Geoscience Research Institute Board	Loma Linda CA
21-24	Fri	Loma Linda Board Retreat	CALIFORNIA
24-25	Mon	Loma Linda Boards and Committees	Loma Linda CA
26(am)	Wed	Adventist Health International Board	Loma Linda CA
<u>March 2014</u>			
2(eve)	Sun	Andrews University Governance	Berrien Springs MI
3	Mon	Andrews University Subcommittees	Berrien Springs MI
3(pm)	Mon	Andrews University Seminary Exec Committee	Berrien Springs MI
4	Tue	Andrews University Board	Berrien Springs MI
17	Mon	Family Ministries Division Directors Consultation	Cape Town SOUTH AFRICA
17(eve)-20	Mon	Summit on SDA Response to Alt Sexual Practices	Cape Town SOUTH AFRICA
18(am)	Tue	Loma Linda Executive Committees	Loma Linda CA
19(eve)	Wed	Pacific Press Financial Committee	Nampa ID
20	Thu	Pacific Press Board	Nampa ID
24-27	Mon	Prime Time	Silver Spring MD
24-27	Mon	Intl Conference for College and Univ Presidents	Silver Spring MD
25(pm)	Tue	Institute for the Prevention of Addictions Board	Silver Spring MD
27(pm)	Thu	General Conference Leadership Council	Silver Spring MD
30(am)	Sun	IBE Programs Review Committee	Silver Spring MD
31-Apr 1(am)	Mon	Global Mission Issues Committee	Silver Spring MD
31(eve)	Mon	International Board of Education	Silver Spring MD
31(eve)	Mon	International Board of Min &Theol Ed (IBMTE)	Silver Spring MD
<u>April 2014</u>			
1(pm)	Tue	General Conference Mission Board	Silver Spring MD
1(eve)	Tue	Accred Assoc of SDA Sch, Coll, & Univ	Silver Spring MD
2	Wed	Presidents Council	Silver Spring MD
2	Wed	Treasurers Council	Silver Spring MD
2	Wed	Secretaries Council	Silver Spring MD
3(am)	Thu	GC & Division Officers	Silver Spring MD
3(pm)	Thu	Strategic Planning and Budgeting Committee	Silver Spring MD
4(am)	Fri	Division Officer Interviews	Silver Spring MD
6	Sun	Division Officer Interviews	Silver Spring MD
6(eve)	Sun	Africa HIV/AIDS Office Board	Silver Spring MD
7(am)	Mon	ADRA International Board	Silver Spring MD

13-361
 October 16, 2013, a.m.
 GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>April 2014 contd</u>			
7(pm)	Mon	IRLA Board	Silver Spring MD
7(pm)	Mon	Adventist World Radio Board	Silver Spring MD
7(eve)	Mon	Hope Channel, Inc Board	Silver Spring MD
8-9	Tue	Spring Meeting	Silver Spring MD
14-May 3	Mon	IWM Mission Institute	Chiang Mai THAILAND
20-21	Sun	Oakwood University Board of Trustees	Huntsville AL
21-22	Mon	Biblical Research Institute Committee	Loma Linda CA
22	Tue	Adventist University of Africa Board	Nairobi KENYA
23-24	Wed	Faith and Science Council	Loma Linda CA
23(pm)	Wed	Review and Herald HHES Board	Hagerstown MD
24(am)	Thu	Review and Herald Board	Hagerstown MD
24(pm)	Thu	Review and Herald Finance Committee	Hagerstown MD
<u>May 2014</u>			
6	Tue	AIIAS Constituency Meeting	Silang Cavite PHILIPPINES
8	Thu	AIIAS Board Meeting	Silang Cavite PHILIPPINES
20-21	Tue	Loma Linda Boards and Committees	Loma Linda CA
22-Jun 4	Thu	Great Controversy and Religious Freedom Tour	EUROPE
22(am)	Thu	Adventist Health International Services Board	Loma Linda CA
23-28(am)	Fri	International Medical Education Conference	Loma Linda CA
<u>June 2014</u>			
1(pm)	Sun	Andrews University Board Dinner/Info Items	Berrien Springs MI
2-4	Mon	Theology of Ordination Study Committee	Silver Spring MD
2	Mon	Andrews University Board	Berrien Springs MI
2(am)	Mon	Andrews University Subcommittees	Berrien Springs MI
4(pm)	Wed	Adventist Risk Management Board Committees	VERMONT
5	Thu	Adventist Risk Management Board of Directors	VERMONT
10(pm)	Tue	Review and Herald Board Exec/Finance Comm	Silver Spring MD
16-19	Mon	Prime Time	Silver Spring MD
19	Thu	General Conference Mission Board	Silver Spring MD
23-29	Mon	IWM Re-Entry Seminars Family/Teen	Berrien Springs MI
23(am)	Mon	Christian Record Services Board of Directors	Lincoln NE
<u>July 2014</u>			
7-26	Mon	IWM Mission Institute	Berrien Springs MI
7-12	Mon	Global Conference on Health	SWITZERLAND

13-362

October 16, 2013, a.m.

GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>August 2014</u>			
12-16	Tue	All Africa Bible Corresp Sch & Special Needs Min Consult Mtg	Baraton KENYA
13(eve)	Wed	Pacific Press Financial Committee	Nampa ID
14	Thu	Pacific Press Board	Nampa ID
15-24	Fri	International Bible and Science Conference	St George UT
25-26	Mon	Loma Linda Boards and Committees	Loma Linda CA
27(am)	Wed	Adventist Health International Services Board	Loma Linda CA
<u>September 2014</u>			
10-13	Wed	Global Mission Center Directors Meeting	Port of Spain TRINADAD
15-18	Mon	Prime Time	Silver Spring MD
16(am)	Tue	Christian Record Services Board of Directors	Lincoln NE
16(pm)	Tue	General Conference Leadership Council	Silver Spring MD
24(eve)	Wed	Review and Herald Finance Committee	Hagerstown MD
25(am)	Thu	Review and Herald Board	Hagerstown MD
<u>October 2014</u>			
2	Thu	Division Officer Interviews	Silver Spring MD
3(am)	Fri	General Conference Mission Board	Silver Spring MD
5(am)	Sun	ADRA International Board	Silver Spring MD
5(pm)	Sun	<i>Church Manual</i> Committee	Silver Spring MD
6	Mon	Presidents Council	Silver Spring MD
6	Mon	Secretaries Council	Silver Spring MD
6	Mon	Treasurers Council	Silver Spring MD
6(am)	Mon	IBE Programs Review Committee	Silver Spring MD
6(eve)	Mon	Africa HIV/AIDS Office Board	Silver Spring MD
7(am)	Tue	GC & Division Officers	Silver Spring MD
7(pm)	Tue	Strategic Planning and Budgeting Committee	Silver Spring MD
7(eve)	Tue	International Board of Education	Silver Spring MD
7(eve)	Tue	International Board of Min and Theol Ed (IBMTE)	Silver Spring MD
8(am)	Wed	Hope Channel, Inc Board	Silver Spring MD
8(pm)	Wed	IRLA Board	Silver Spring MD
8(pm)	Wed	Adventist World Radio Board	Silver Spring MD
8(pm)	Wed	Accred Association of SDA Sch, Coll, & Univ	Silver Spring MD
8(eve)-9	Wed	General Conference Auditing Service Board	Silver Spring MD
9(am)	Thu	Adventist University of Africa Board	Silver Spring MD
9(pm)	Thu	AIAS Board	Silver Spring MD
9(eve)-15	Thu	Annual Council	Silver Spring MD
9(eve)-10(am)	Thu	LEAD Conference	Silver Spring MD

October 16, 2013, a.m.
GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>October 2014 contd</u>			
19-20	Sun	Oakwood University Board of Trustees	Huntsville AL
20-21	Mon	Biblical Research Institute Committee	Berrien Springs MI
21(am)	Tue	Loma Linda Executive Committees	Loma Linda CA
22-23	Wed	Faith and Science Council	Berrien Springs MI
26(eve)	Sun	Andrews University Governance Committee	Berrien Springs MI
27(pm)	Mon	Andrews University Seminary Exec Committee	Berrien Springs MI
27	Mon	Andrews University Subcommittees	Berrien Springs MI
28	Tue	Andrews University Board	Berrien Springs MI

November 2014December 2014

3(pm)	Wed	Adventist Risk Management Board Committees	Silver Spring MD
4(am)	Thu	Adventist Risk Management Board of Directors	Silver Spring MD
9-10	Tue	Loma Linda Boards and Committees	Loma Linda CA
11(am)	Thu	Adventist Health International Services Board	Loma Linda CA
15(pm)	Mon	Review and Herald Board Exec/Finance Comm	Silver Spring MD

SEC/ADCOM/SecC/GCDO10SM/10SM/ADCOM/GCDO10AC/10AC/ADCOM/102-10Gf/
ADCOM/GCDO11SM/11SM/ADCOM/GCDO11AC/11AC/ADCOM/102-11Ge/ADCOM/
GCDO12SM/12SM/ADCOM/GCDO12AC/12AC/102-12Gd/GCDO13SM/13SM/ADCOM/
GCDO13AC/13AC to HW(DIV)

102-13Gc AUTHORIZED MEETINGS 2015

VOTED, To approve the updated list of Authorized Meetings 2015, with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>January 2015</u>			
12-31	Mon	IWM Mission Institute	_____
13-17	Tue	GC Executive Officers Meeting/PREXAD	FLORIDA
28-Feb 1	Wed	Global Adventist Internet Network Conference	Abidjan CÔTE D'IVOIRE

13-364
 October 16, 2013, a.m.
 GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>February 2015</u>			
22(pm)	Sun	Loma Linda Board Education	Loma Linda CA
23-24	Mon	Loma Linda Boards and Committees	Loma Linda CA
25(am)	Wed	Adventist Health International Board	Loma Linda CA
25(pm)	Wed	Geoscience Research Institute Board	Loma Linda CA
<u>March 2015</u>			
1(eve)	Sun	Andrews University Governance Committee	Berrien Springs MI
2(pm)	Mon	Andrews University Seminary Exec Committee	Berrien Springs MI
3	Tue	Andrews University Board	Berrien Springs MI
17(am)	Tue	Loma Linda Executive Committees	Loma Linda CA
18(eve)	Wed	Pacific Press Finance Committee	Nampa ID
19	Thu	Pacific Press Board	Nampa ID
23-26	Mon	Prime Time	Silver Spring MD
24(pm)	Tue	Institute for the Prevention of Addictions Board	Silver Spring MD
26(pm)	Thu	General Conference Leadership Council	Silver Spring MD
<u>April 2015</u>			
5(am)	Sun	IBE Programs Review Committee	Silver Spring MD
6-7(am)	Mon	Global Mission Issues Committee	Silver Spring MD
6(eve)	Mon	International Board of Education	Silver Spring MD
6(eve)	Mon	International Board of Min & Theol Ed (IBMTE)	Silver Spring MD
7(pm)	Tue	General Conference Mission Board	Silver Spring MD
7(eve)	Tue	Accred Assoc of SDA Sch, Coll, & Univ	Silver Spring MD
8	Wed	Presidents Council	Silver Spring MD
8	Wed	Treasurers Council	Silver Spring MD
8	Wed	Secretaries Council	Silver Spring MD
9(am)	Thu	GC & Division Officers	Silver Spring MD
9(pm)	Thu	Strategic Planning and Budgeting Committee	Silver Spring MD
10(am)	Fri	Division Officer Interviews	Silver Spring MD
12	Sun	Division Officer Interviews	Silver Spring MD
12(eve)	Sun	Africa HIV/AIDS Office Board	Silver Spring MD
13(am)	Mon	ADRA International Board	Silver Spring MD
13(pm)	Mon	IRLA Board	Silver Spring MD
13(pm)	Mon	Adventist World Radio Board	Silver Spring MD
13(eve)	Mon	Hope Channel, Inc Board	Silver Spring MD
14-15	Tue	Spring Meeting	Silver Spring MD
19-20	Sun	Oakwood University Board of Trustees	Huntsville AL
20-May 9	Mon	IWM Mission Institute	Chiangmai THAILAND

October 16, 2013, a.m.
GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>April 2015 contd</u>			
20-21	Mon	Biblical Research Institute Committee	Loma Linda CA
21	Tue	Adventist University of Africa Board	Nairobi KENYA
22-23	Wed	Faith and Science Council	Loma Linda CA
22(pm)	Wed	Review and Herald HHES Board	Hagerstown MD
22(eve)	Wed	Review and Herald Finance Committee	Hagerstown MD
23(am)	Thu	Review and Herald Board	Hagerstown MD
<u>May 2015</u>			
5	Tue	AIIAS Constituency Meeting	Silang Cavite PHILIPPINES
7	Thu	AIIAS Board Meeting	Silang Cavite PHILIPPINES
19-20	Tue	Loma Linda Boards and Committees	Loma Linda CA
21(am)	Thu	Adventist Health International Services Board	Loma Linda CA
31(eve)	Sun	Andrews University Board Dinner/Info Items	Berrien Springs MI
<u>June 2015</u>			
1	Mon	Andrews University Board	Berrien Springs MI
1(am)	Mon	Andrews University Subcommittees	Berrien Springs MI
3(pm)	Wed	Adventist Risk Management Board Committees	VERMONT
4	Thu	Adventist Risk Management Board of Directors	VERMONT
8-25	Mon	Prime Time	Silver Spring MD
11(am)	Thu	General Conference Mission Board	Silver Spring MD
11(pm)	Thu	Review and Herald Board Exec/Finance Comm	Silver Spring MD
15-21	Mon	IWM Re-Entry Seminars Family/Teen	Berrien Springs MI
<u>July 2015</u>			
2-11	Thu	General Conference Session	San Antonio TX
13-Aug 1	Mon	IWM Mission Institute	Berrien Springs MI
<u>August 2015</u>			
12(eve)	Wed	Pacific Press Finance Committee	Nampa ID
13	Thu	Pacific Press Board	Nampa ID
13(am)	Thu	Pacific Press Publishing Assoc Constituency	Nampa ID
24-25	Mon	Loma Linda Boards and Committees	Loma Linda CA
26(am)	Wed	Adventist Health International Services Board	Loma Linda CA
<u>September 2015</u>			
9-12	Wed	Global Mission Center Directors Meeting	Paris FRANCE
14-17	Mon	Prime Time	Silver Spring MD

13-366

October 16, 2013, a.m.

GCC Annual Council

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>September 2015 contd</u>			
17(pm)	Thu	General Conference Leadership Council	Silver Spring MD
23(eve)	Wed	Review and Herald Finance Committee	Hagerstown MD
24(am)	Thu	Review and Herald Board	Hagerstown MD
<u>October 2015</u>			
1	Thu	Division Officer Interviews	Silver Spring MD
2(am)	Fri	General Conference Mission Board	Silver Spring MD
4(am)	Sun	ADRA International Board	Silver Spring MD
4(pm)	Sun	<i>Church Manual</i> Committee	Silver Spring MD
5	Mon	Presidents Council	Silver Spring MD
5	Mon	Secretaries Council	Silver Spring MD
5	Mon	Treasurers Council	Silver Spring MD
5(am)	Mon	IBE Programs Review Committee	Silver Spring MD
5(eve)	Mon	Africa HIV/AIDS Office Board	Silver Spring MD
6(am)	Tue	GC & Division Officers	Silver Spring MD
6(pm)	Tue	Strategic Planning and Budgeting Committee	Silver Spring MD
6(eve)	Tue	International Board of Education	Silver Spring MD
6(eve)	Tue	International Board of Min and Theol Ed (IBMTE)	Silver Spring MD
7(am)	Wed	Hope Channel, Inc Board	Silver Spring MD
7(pm)	Wed	IRLA Board	Silver Spring MD
7(pm)	Wed	Adventist World Radio Board	Silver Spring MD
7(pm)	Wed	Accred Association of SDA Sch, Coll, & Univ	Silver Spring MD
7(eve)-8	Wed	General Conference Auditing Service Board	Silver Spring MD
8(am)	Thu	Adventist University of Africa Board	Silver Spring MD
8(pm)	Thu	AIIAS Board	Silver Spring MD
8(eve)-14	Thu	Annual Council	Silver Spring MD
8(eve)-9(am)	Thu	LEAD Conference	Silver Spring MD
18-19	Sun	Oakwood University Board of Trustees	Huntsville AL
19-20	Mon	Biblical Research Institute Committee	Berrien Springs MI
20(am)	Tue	Loma Linda Executive Committees	Loma Linda CA
21-22	Wed	Faith and Science Council	Berrien Springs MI
25(eve)	Sun	Andrews University Governance Committee	Berrien Springs MI
26(pm)	Mon	Andrews University Seminary Executive Committee	Berrien Springs MI
26	Mon	Andrews University Subcommittees	Berrien Springs MI
27	Tue	Andrews University Board	Berrien Springs MI

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>November 2015</u>			
<u>December 2015</u>			
2(pm)	Wed	Adventist Risk Management Board Committees	Silver Spring MD
3(am)	Thu	Adventist Risk Management Board of Directors	Silver Spring MD
7-12	Mon	Global Mission Study Center Directors Meeting	_____
8-9	Tue	Loma Linda Boards and Committees	Loma Linda CA
10(am)	Thu	Adventist Health International Services Board	Loma Linda CA
14(pm)	Mon	Review and Herald Board Exec/Finance Comm	Silver Spring MD

SEC/ADCOM/GCDO13AC/13AC to MAI

GENERAL CONFERENCE ADMINISTRATIVE COMMITTEE
(GCC-S)—MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the General Conference Administrative Committee (ADCOM) (GCC-S), as follows:

Add	Landless, Peter N
Delete	Handysides, Allan R

SEC/ADCOM/GCDO1AC/13AC to MAI

GENERAL CONFERENCE EXECUTIVE COMMITTEE (GCC)—
MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the General Conference Executive Committee (GCC), as follows:

Add	Bykova, Anastasiya, Layperson (ESD)
Delete	Bondarenko, Elena, Layperson (ESD)

13-368

October 16, 2013, a.m.
GCC Annual Council

SEC/ADCOM/GCDO13AC/13AC to MAI

GENERAL CONFERENCE HOSPITAL PROFESSIONAL LIABILITY
(HPL) AND AIRCRAFT LIABILITY INSURANCE COMMITTEE
(GCC-S)—MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the General Conference Hospital Professional Liability (HPL) and Aircraft Liability Insurance Committee (HPL&AirLiabInsC) (GCC-S), as follows:

Add	Landless, Peter N
Delete	Handysides, Allan R

SEC/ADCOM/GCDO13AC/13AC to MAI

GEOSCIENCE RESEARCH INSTITUTE OPERATING BOARD
(GCC-B)—MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the Geoscience Research Institute Operating Board (GRIBd) (GCC-B), as follows:

Delete	Rodriguez, Angel M
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SEC/ADCOM/GCDO13AC/13AC to MAI

ISRAEL FIELD OVERSIGHT COMMITTEE (GCC-S)—
MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the Israel Field Oversight Committee (IsraelOC) (GCC-S), as follows:

Delete	Karst, Gerry D, Invitee
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SEC/ADCOM/GCDO13AC/13AC to MAI

MIDDLE EAST AND NORTH AFRICA UNION MISSION OVERSIGHT
COMMITTEE (GCC-S)—MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the Middle East and North Africa Union Mission Committee (MENAOC) (GCC-S), as follows:

Delete Karst, Gerry D, Invitee

SEC/ADCOM/GCDO13AC/13AC to MAI

STRATEGIC PLANNING AND BUDGETING COMMITTEE
(GCC-S)—MEMBERSHIP ADJUSTMENT

VOTED, To adjust the membership of the Strategic Planning and Budgeting Committee (SP&B) (GCC-S), as follows:

Add Landless, Peter N

Delete Handysides, Allan R

Ted N C Wilson, President of the General Conference, made closing remarks and thanked the committee for the wonderful spirit demonstrated during Annual Council.

Led by Ted N C Wilson, various members of the General Conference Executive Committee read aloud a portion of chapter 17 from *Testimonies to Ministers and Gospel Workers*, entitled “The Snares of Satan.”

Ted N C Wilson led the General Conference Executive Committee members in singing, “We Have This Hope.”

Prayer was offered by Jan Paulsen, Retired President of the General Conference.

13-370

October 16, 2013, a.m.

GCC Annual Council

Pardon K Mwansa, Chair

Agustin Galicia, Secretary

Myron A Iseminger, Editorial Secretary

Tamara K Boward, Recording Secretary