

GENERAL CONFERENCE COMMITTEE REPORTS

## 29<sup>th</sup> General Conference International Pentecostal Holiness Church JULY 27-29, 2022 | JACKSONVILLE, FLORIDA

## COMMITTEE REPORTS

## KEY:

Proposed deletions are struck through and gray (blue in pdf)
Additions are underlined and gray (also red in pdf form)

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## Report of the

# DELEGATE CERTIFICATION COMMITTEE

to the 29<sup>th</sup> General Conference

## DELEGATE CERTIFICATION COMMITTEE

2	vve, y	our committee on Delegate Certification, recommend the following:
3	I.	The official voting delegation for the Twenty-Eighth Twenty-Ninth General Conference
4		shall consist of the clergy and church/lay delegates who have been duly certified by the
5		Conference Executive Councils, Conference Superintendents, General Superintendent,
6		and the World Missions Ministries Council in compliance with provisions set forth in the
7		Bylaws, Article I. Section B, page 90 pages 81-82 of the 2013-2017 2017-2021/2
8		International Pentecostal Holiness Church Manual.
9	II.	All official delegates shall pay a registration fee determined by the General
10		Superintendent and Council of Bishops. We recommend that Conference certified
11		retired ministers and spouses with the exception of Conference certified retired
12		ministers, and their spouses, who will continue to be exempt from the registration fee in
13		the 20212026 General Conference.
14	III.	Identification badges will be issued to official voting delegates upon payment of the
15		registration fee.
16	IV.	Access to the designated bar of the General Conference will be limited to those
17		delegates wearing official badges.
18	V.	Delegate appeals for certification after the beginning of business Appeals for Delegate
19		Certification, after the start of business, shall be referred by the Delegate Certification
20		Committee to the appropriate certifying person or council and the Delegate Certification

VI. The name of any delegate certified after the start of business must be submitted to the Delegate Certification Committee in writing by the appropriate person or council before the name of the delegate is added to the list of certified delegates and he/she is permitted to register.

Committee will abide by the action of that person or council.

- 1 VII. An appeal of any determination by the Delegate Certification committee may be
- 2 appealed submitted in writing to the Council of Bishops with the decision of the Council
- of Bishops shall be being final and no appeals of delegate certification will be considered
- 4 after the close of business on the first day of the General Conference.
- 5 VIII. That New onsite registrations and certifications will be facilitated until the beginning of the
- 6 afternoonmorning session on the firstsecond day of business of the General Conference.
- 7 IX. The Delegate Certification Committee was appointed by the Executive Committee of the
- 8 Council of Bishops to fulfill the resolution adopted by the 28th General Conference and
- 9 to serve as the General Conference Delegate Study Committee: "Resolution: Be it
- 10 resolved that the Executive Committee of the Council of Bishops appoint a General
- 11 Conference Delegate Study Committee. The purpose of this committee is to study our
- delegate certification process, giving attention to ensuring a consistent application of this
- process across all conference, local church, and international delegates; that special
- 14 attention be given to increasing the traditional lay person participation at the 29th
- General Conference. This committee shall report to the Council of Bishops during the
- 16 first meeting of 2019. Language that is adopted by the COB will become the Report of
- 17 the Delegate Certification Committee for the next General Conference. These adopted
- 18 guidelines will be sent to conference and local churches well in advance of the 29th
- 19 General Conference to ensure greater compliance. ADOPTED."
- 20 X. Spouses of General Conference delegates as set forth in Article I. B. 1. a. b. c. d. e. f. g.
- will be certified by the appropriate council, whether Local Church Administrative Council
- 22 or Conference Executive Council.
- 23 XI. The General Conference Delegate registration form will include a designation for
- spouses with the appropriate and respective delegate classification.

1	XII.	Each Conference Superintendent will sign a document stating that he/she has followed
2		the guidelines as presented in the IPHC Manual with regards to tithing and reporting for
3		the purpose of certifying delegates from the respective conference.
4	XIII.	The number of delegates a church is allowed to send to General Conference is based on
5		the church's composite number at the end of 2019. (See note below) Member Churches
6		may send one delegate per 25 composite number or major fraction thereof. A Member
7		Church with 25 members or fewer will qualify to send one delegate. The composite
8		number is the average of: a) Church membership at the end of the most recent calendar
9		year (for the purpose of calculating a church composite number, the church membership
10		shall not exceed 200 percent [200%] of the primary worship service(s) annual average
11		attendance.) b) Primary worship service[s] annual average attendance.
12	XIV.	The Certification Criteria for Foreign Delegates as presented to the Executive Committee
13		of the Council of Bishops and approved by the Council of Bishops will be used to certify
14		foreign delegates.
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16	Note:	Due to COVID issues, church statistics from 2019 rather than 2020/2021 were used
17	conce	rning membership and attendance in determining a composite number for delegates.
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19		Respectfully submitted by: Bishop Randell O. Drake, Chair
20		Bishop Ray Boggs
21		Bishop Danny Nelson
22		Bishop Tom L. Murray, Chairman
23		Bishop Tim Lamb
24		Bishop Adam Villareal

## Report of the DECORUM COMMITTEE

to the 29<sup>th</sup> General Conference

## **DECORUM COMMITTEE**

We, your committee on Decorum, recommend the following:

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3	I.	RULI	ES OF ORDER
4		A.	In all cases specified or unspecified in this report, Robert's Rules of Order, Newly
5			Revised, 11th 12th Edition, will govern the business procedures of this
6			conference.
7		B.	These rules apply to all alike.
8		C.	A parliamentarian, timekeeper, chief teller, and head usher shall be appointed or
9			hired by the Chair. The use of an electronic device may be substituted for a
10			timekeeper.
11		D.	All speakers must be courteous in language and deportment, avoiding all
12			adverse or unkind personal references.
13		E.	All debatable motions must be seconded before they can be considered.
14		F.	If one-fourth(1/4) one third (1/3) of the Bylaws Committee do not agree with the
15			majority, they shall have the right to submit a minority report. This report must be
16			provided in digital format/printed and given with the majority report.
17		G.	Badges will be checked and must be worn by members of the General
18			Conference in all business sessions. Any member without a delegate badge will:
19			Be asked to leave the bar of the conference
20			2. Not be allowed to address the Chair and be recognized
21			3. Not be given ballots/voting apparatus.
22			The Council of Bishops through the General Conference ushers shall be
23			empowered to carry out this provision.
24		Н.	Platform personnel may be required to make and receive cell calls during a

business session for the conduct of business of the General Conference. All

other cell phone calls should be avoided <u>and ringers set to silent mode</u> on the floor of the Conference and are restricted within the bar. With regards to cell phones, and other electronic devices, members shall exhibit courtesy in all business sessions.

## II. BAR AND HOURS OF BUSINESS

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- A. The platform and appropriate areas as declared by the Chair shall be the bar of the conference.
- B. The hours of business shall be determined by the voting delegation's acceptance of the printed agenda, with the exception of such changes as may be made by the vote of this body.

## III. REPORTING PROCEDURES

- 12 A. Presiding Bishop A. D. Beacham, Jr. The General Superintendent shall be
  13 allowed to report orally. The other members of the Executive Committee of the
  14 Council of Bishops shall report in writing.
  - B. After adoption of the Decorum Committee Report, the next item of business shall be reading the proposed changes in the Bylaws Committee Report, with Article I
     Organizational Structure General Level being read as soon as possible.

## 18 IV. OBTAINING THE FLOOR

- A. Any member desiring to speak must move to the nearest microphone to seek and obtain recognition from the Chair.
- B. The Chair shall recognize members of the body when they have sought in the proper manner to obtain the floor.

## 23 **V. DEBATE**

A. Members shall confine their remarks to the question which is before the conference.

- B. So far as possible, the Chair shall alternate the speakers on both sides of the question.
  - C. No member may speak more than three minutes at one time, and those who have not spoken on the pending question shall be given preference in obtaining the floor.
  - D. The Chair shall maintain neutrality concerning all matters of debate while presiding. Should he desire to discuss any matter presented to the conference body, he must specify the area he wishes to address, and shall not resume the Chair until said specific matter has been fully decided. This does not prohibit the Chair from offering facts pertinent to the subject being discussed which may not be known to this body, nor from asking or answering questions for clarification.
  - E. The Chair may not entertain a motion for the previous question until a minimum of four speakers have been heard from each side of the question, providing there are those who desire to speak to the question.
  - F. In the event of extended debate that becomes repetitious, and, in the opinion of the Chair, all pertinent information has been presented, the Chair, in consultation with the parliamentarian, may present the question or subject under discussion to the body for a vote. This may be challenged and reversed by a majority vote of the delegates.

## 21 VI. RESOLUTIONS FROM THE FLOOR

All resolutions from the floor must bear the signatures of the number of delegates equal to the number of members on the Bylaws Committee (15 members).

## VII. NOMINATION AND ELECTIONS

A. Elections shall begin following the presentation and adoption of Bylaws Article I,

- Organizational Structure General Level, and all subsections and paragraphs
  thereof.
- B. All nominations will be made from the floor and elections will be by
  ballot/electronic voting apparatus, or any form of ballot that may become
  necessary, except when there is only one nominee. All nominees shall stand for
  identification, and the Communications team shall provide an image of the
  nominee on the screen while standing.
  - C. An adequate staff of tellers and tabulators (if necessary) shall be appointed or hired by the Chair for official oversight of the tabulation of all the ballots.
    - D. The Chair shall not entertain a motion to close nominations.
    - E. When only one office is being voted on and there is not an election on the first ballot, and there are five or more nominees, only the four receiving the highest number of votes shall be considered on the second ballot; then the three receiving the highest numbers of votes on the second ballot will be considered on the third ballot; then the two highest will be considered on the fourth ballot. If there are four or less nominees, the candidate with the fewest votes will be dropped on each succeeding ballot, until one nominee receives a majority of the votes, and there is an election.
    - F. The Bylaws shall govern the election of the Vice-Chairman, Corporate Secretary, and Corporate Treasurer.
    - G. Campaign speeches shall not be permitted.

## VIII. VOTING

- A. Absentee or proxy voting shall not be permitted.
- B. Voting on motions, resolutions and acceptance of reports shall be by
   voice/electronic voting device. Except as may be required by the Bylaws of the

1		IPHC, all voting results on motions and resolutions shall be determined by a
2		majority vote, all electronic devices not in use will be collected prior to voting.
3	C.	When there is reasonable doubt concerning the outcome of a voice vote, the
4		Chair or any member of the conference may call for a division of the house.
5	D.	After a split vote is announced by the Chair, it cannot be made reported as
6		unanimous by a subsequent vote.
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8		Respectfully submitted by:
9		Bishop Abel E. Palomo, Chair
10		Rev. H. Larry Jones
11		Bishop Larry Herrera
12		Bishop Hector Andrade
13		Bishop Dale Adams

## International Pentecostal Holiness Church MANUAL

With revisions proposed by the General Conference Bylaws Committee

## Introduction

The introductory section of the *International Pentecostal Holiness Church Manual* includes the following items:

- Preface
- Mission Statement
- Objectives
- Global Ministries Center Vision Statement
- Position Statements adopted by the Council of Bishops, and
- Brief History

The items included in this section are not legislative or governmental in nature but are provided for informational purposes. The content of this section may be changed or its language adjusted as needed to provide additional information about the IPHC that readers of the *Manual* might require.

The introductory section is prepared by the Executive Committee of the Council of Bishops and is therefore not presented for adoption by the General Conference of the International Pentecostal Holiness Church (IPHC). Consequently, the complete introduction is not included here as a part of the Bylaws Committee Report.

Please note that the pronouns *he*, *his*, and *him* and the suffix *–man* as used throughout this document are intended in a generic, not a gender-specific, sense.

## International Pentecostal Holiness Church

## **CONSTITUTION**

1		Article I. Name
2	A.	The corporate name of this body of Christians is the International Pentecostal
3		Holiness Church, Inc.
4	В.	When the full corporate name is not required, this organization may also be known
5		as International Pentecostal Holiness Church Ministries (IPHC Ministries).
6		

1		Article II. Organizational Form
2	A.	The International Pentecostal Holiness Church, Inc., shall be a connectional church
3		with an episcopal form of government.
4	В.	Membership in the organization shall be of three types as defined in the Bylaws:
5		Local church members
6		2. Member Churches
7		3. Clergy
8	C.	General Conference
9		When in session, the General Conference is the most authoritative body of the
10		International Pentecostal Holiness Church (IPHC).
11	D.	Council of Bishops
12		When the General Conference is not in session, the Council of Bishops shall be the
13		most authoritative council, board, or committee in the organizational structure. Its function
14		shall be that of a Board of Directors. As such, it shall be the primary policy-making body
15		between sessions of the General Conference.

## Article III. The Apostles' Creed

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- 2 I believe in God the Father Almighty, Maker of Heaven and earth; and in Jesus Christ His only Son,
- 3 our Lord; which was conceived by the Holy Ghost, born of the virgin Mary, suffered under Pontius
- 4 Pilate, was crucified, dead, and buried; He descended into hell [that is, the place of the departed
- 5 righteous]; the third day He rose again from the dead; He ascended into heaven; and sitteth on the
- 6 right hand of God the Father Almighty; from thence He shall come to judge the quick and the dead. I
- 7 believe in the Holy Ghost; the holy catholic [universal] church; the communion of saints; the
- 8 forgiveness of sins; the resurrection of the body; and life everlasting. Amen.

## Article IV. Articles of Faith

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- We believe there is but one living and true God, everlasting, of infinite power, wisdom and
   goodness; Maker and Preserver of all things, both visible and invisible. And in the unity of this
   Godhead, there are three Persons of one substance of eternal being, and equal in holiness,
   justice, wisdom, power, and dignity; the Father, the Son, and the Holy Ghost.
- We believe that the Son, who is the Word of the Father, the very and eternal God, of one substance with the Father, took man's nature in the womb of the blessed virgin; so that two whole and perfect natures, that is to say, the Godhead and the manhood were joined together in one Person, never to be divided, whereof is one Christ, very God and perfect man, who actually suffered, was crucified, dead, and buried, to reconcile the Father to us, and to make atonement, not only for our actual guilt, but also for original sin.
- We believe that Christ did truly rise again from the dead, and took again His body, with all things appertaining to the perfections of man's nature, and ascended into heaven and there sits until

  He shall return to judge all men at the last day.
- We believe the Holy Ghost, proceeding from the Father and the Son, is of one substance,
   majesty, and glory with the Father and the Son, very and eternal God.
- We believe in the verbal and plenary inspiration of the Holy Scriptures, known as the Bible,
  composed of sixty-six books and divided into two departments, Old and New Testaments. We
  believe the Bible is the Word of God, the full and complete revelation of the plan and history of
  redemption.
- We believe that eternal life with God in heaven is a portion of the reward of the finally righteous; and that everlasting banishment from the presence of the Lord and unending torture in hell are the wages of persistently wicked (Matthew 25:46; Psalm 9:17; Revelation 21:7,8).

- 1 7. We believe that Jesus Christ shed His blood for the remission of sins that are past, for the
- 2 regeneration of penitent sinners, and for salvation from sin and from sinning (Romans 3:25;
- 3 1 John 3:5-10; Ephesians 2:1-10).
- 4 8. We believe, teach, and firmly maintain the scriptural doctrine of justification by faith alone
- 5 (Romans 5:1).
- 6 9. We believe that Jesus Christ shed His blood for the complete cleansing of the justified believer
- from all indwelling sin and from its pollution, subsequent to regeneration (I John 1:7-9).
- 8 10. We believe in sanctification. While sanctification is initiated in regeneration and consummated in
- glorification, we believe it includes a definite, instantaneous work of grace achieved by faith
- subsequent to regeneration (Acts 26:18, 1 John 1:9). Sanctification delivers from the power and
- dominion of sin. It is followed by lifelong growth in grace and knowledge of our Lord and Savior
- 12 Jesus Christ (2 Corinthians 4:16; 2 Peter 3:18).
- 13 11. We believe that the Pentecostal baptism of the Holy Ghost and fire is obtainable by a definite act
- of appropriating faith on the part of the fully cleansed believer, and the initial evidence of the
- reception of this experience is speaking with other tongues as the Spirit gives utterance
- 16 (Luke 11:13; Acts 1:5; 2:1-4; 8:17; 10:44-46; 19:6).
- 17 12. We believe in divine healing as in the atonement (Isaiah 53:4, 5; Matthew 8:16, 17;
- 18 Mark 16:14-18; James 5:14-16; Exodus 15:26).
- 19 13. We believe in the imminent, personal, premillennial second coming of our Lord Jesus Christ
- 20 (1 Thessalonians 4:15-17; Titus 2:13; 2 Peter 3:10-14; Matthew 24:29-44), and love and wait for
- 21 His appearing (2 Timothy 4:8).
- 22 14. We believe it is the responsibility of every believer to dedicate his life to carrying out the work of
- 23 the Great Commission (Matthew 28:18-20; Mark 16:15-20; Acts 1:8).

## Article V. Understanding the Articles of Faith

## A. AMPLIFICATION

## **Introduction - Historical**

The first four paragraphs in our "Articles of Faith", together with number 6 as it now appears in the present arrangement, were incorporated into our *Discipline* (Manual) in 1929 under the above title. The remaining paragraphs of our present Articles of Faith were then carried under the title "Basis of Union," and constituted our statement of faith in 1911, upon the mutual acceptance of which the Fire-Baptized and Pentecostal Holiness Churches consolidated in that year.

In the 1941 General Conference, steps were initiated calling for a vote of the local churches authorizing the grouping of the Articles of Faith and Basis of Union under one heading as "Articles of Faith," with a renumbering of the section accordingly and the removal from it of any item not specifically an article of faith. The vote was duly taken as provided in "Changes in Articles of Faith," and at the 1945 General Conference the said changes were incorporated into the *Discipline*.

The first four of these Articles are the same in substance as the first four "Articles of Religion" (of which there are twenty-five) of the Methodist Church, which are, in turn, substantially the same as those adopted, with slight variations, by John Wesley from the Thirty-Nine Articles of the Church of England.

Hence, it will be seen that in the great, basic fundamentals of our faith, we stand upon common ground with a vast element of the Christian Church. In fact, our teachings about God; Christ; the Holy Spirit; about sin and the atonement; the birth, death and resurrection, ascension and coming again of Christ are in line with the great stream of doctrine and theology as stated in the various creeds and articles of faith of the evangelical Christian Church through the ages, embodying as

they do the great doctrinal statements that issued from the Protestant Reformation and the Wesleyan revival. In fact, some of our Articles are similar in thought, and in some instances identical in word, with certain sections of the historic Augsburg Confession. This is particularly true of the first and second Articles.

Moreover, they expand and elucidate the doctrinal tenets as set forth in the Apostles' Creed. This statement is particularly applicable to the first four of our Articles. It is in the next nine that our doctrinal distinctives appear more definitely.

We shall comment upon our Articles of Faith by paragraph as they are numbered in the *Manual*.

Please read carefully all Scripture references in the order given.

## 1. God and the Trinity

We are *Trinitarian*, as opposed to *Unitarian*, in our faith. We do not believe in "three Gods" as the Unitarian, or "Jesus only," teaching maintains that we do; but we believe there are "three persons, of one substance, of eternal being, and equal in holiness, justice, wisdom, power, and dignity; the Father, the Son, and the Holy Ghost." Not three Gods, but one God, subsisting in three persons, the Trinity in unity (Matthew 3:16, 17; 28:19; 2 Corinthians 13:14; 1 John 5:7).

## 2. Christ

We believe in the incarnation of Christ through the virgin birth, which we hold without question, as written in the Word of God (Isaiah 7:14; 9:6; Matthew 1:18-25; Luke 2:26-35). We believe He was a perfect, sinless human being in whom dwelt all the fullness of the Godhead bodily (Colossians 2:9), that He was very God and perfect man. We believe He lived a sinless life and died upon the cross as an all-sufficient atonement for our sins, for our personal transgressions and also for original sin.

### 3. Christ's Resurrection

We believe in the bodily resurrection of Christ, in His triumphant ascension into heaven, and that He (in His glorified body, as a complete human being, with all things appertaining to the perfections of man's nature) now sits at the right hand of heaven's Majesty until He shall return to judge the world at the last day. Perfect, sinless humanity is at the heart of the moral universe, participating in the government of creation and interceding for His saints, until He shall come to judge the living and the dead in the end of the age (Luke 24:1-7; Romans 1:4; 1 Corinthians 15:12-19).

## 4. The Holy Spirit

We believe the Holy Ghost, proceeding from the Father and the Son, is of one substance, majesty and glory with the Father and the Son, very and eternal God. We believe the Holy Ghost - or Holy Spirit - is a person and that He is the executive agent of the Godhead in the dispensation of grace; that He anoints the preaching of the Word, convicts of sin, and applies the benefits of the atonement; that He is our Teacher, Comforter, and Guide, taking the things of Christ and revealing them to us, glorifying Christ, guiding us into all truth, and showing us things to come; that all of these ministries are based on and function in accordance with the written Word of God (John 14:16, 17, 26; 15:26; 16:7-11, 13-15).

## 5. The Holy Scriptures

The International Pentecostal Holiness Church has from its inception believed the Bible to be the inspired, inerrant, and authoritative Word of God (2 Timothy 3:15-17; 2 Peter 1:19-21; John 10:35). For many years we carried a statement respecting the Bible in our

General Rules. Then, in 1965, the Fifteenth General Conference voted to include the language of paragraph 5 in our Articles of Faith. This action was duly ratified by our local churches.

## 6. The Future of Believers and Unbelievers

We believe we have eternal life through faith in Christ (John 3:14-16, 36); and that Christ has prepared a place for His own in Heaven (John 14:1-3). This is a "portion of the reward of the righteous," though "eye hath not seen, nor ear heard, neither have entered into the heart of man, the things which God hath prepared for them that love him" (1 Corinthians 2:9).

Dreadful as this truth may seem, we believe, and must so believe because of the consistent teaching of God's Word, that "everlasting banishment from the presence of the Lord and unending torture (or punishment) in hell is the wages of the persistently wicked" (Psalm 9:17; Matthew 5:22, 29, 30; 18:9; 23:33; 25:41, 46; Mark 9:43-48; Luke 16:23-25; 2 Thessalonians 1:6-9; Revelation 14:9-11; 20:11-15; 21:7, 8).

## 7. The Efficacy of the Blood of Jesus

We believe in the efficacy and sufficiency of the shed blood of Jesus Christ for the remission of sins committed in the past: for the regeneration, or new birth from above, of penitent sinners, and for salvation or deliverance from sin and sinning (Matthew 26:28; Luke 22:20; Acts 20:28; Romans 5:9; Ephesians 1:7; 2:13; Colossians 1:14, 20; 1 Peter 1:18, 19; 1 John 1:7; Revelation 1:5; 5:9; I John 2:1; 3:5-10; 5:18; Romans 6:22; 7:24, 25; 8:1-4).

## 8. Justification by Faith

We believe, teach and firmly maintain the scriptural doctrine of justification by faith alone

(Romans 5:1; Ephesians 2:8, 9; Titus 3:4-7). We do not believe that any sort or degree of good works can procure or contribute toward our justification or salvation. This is accomplished solely and exclusively on the basis of our faith in the shed blood, the resurrection, and the justifying righteousness of our Lord Jesus Christ (Romans 4:23-25; 5:1-11, 20; 1 Corinthians 15:1-4).

But we do believe in good works as a fruit or product of salvation. We are not saved by, but unto, good works (Ephesians 2:10). When we believe on Jesus Christ as our Savior, our sins are pardoned, we are justified, and we enter a state of righteousness, not our own, but His, both imputed and imparted (Romans 4:22, 25; 8:1-4).

## 9. Cleansing

We believe Jesus Christ shed His blood, not alone for our justification and the forgiveness of actual transgressions, but also for the complete cleansing of the justified believer from all indwelling sin and from its pollution, and this transaction takes place subsequent to (or after) regeneration (the new birth) (Acts 26:18; Ephesians 5:25-27; Titus 2:14; Hebrews 9:13, 14; 10:10, 14-22; 13:11, 12; 1 John 1:7, 9). This is the negative side of sanctification – the cleansing or taking away of the sin principle – the circumcision of the heart to make it possible for us to love the Lord our God with all our heart and soul (Deuteronomy 30:6). It is the crucifixion of the "old man" (Romans 6:6; Ephesians 4:22-24; Galatians 2:20), the destruction of the "carnal mind" (Romans 8:5-10), the purging of the fruit-bearing branch so "it may bring forth more fruit" (John 15:2). It is the "cleansing from all sin" – "from all unrighteousness" (1 John 1:7.9).

## 10. Sanctification

Sanctification in the sense of the above cleansing, and in the sense of a complete dedication to God, including a full and unreserved "setting apart" or "consecration" of the life to God, is a definite, instantaneous work of grace, obtainable by faith on the part of the justified believer. (See Romans 5:1, 2: "...justified by faith... peace with God through our Lord Jesus Christ, by whom also we have access by faith into this grace wherein we stand and rejoice..." Also see 1 John 1:9: "...to forgive us our sins, and to cleanse us from all unrighteousness." Note also Titus 2:14: "...redeem from all iniquity and purify..." and Acts 26:18: "...forgiveness of sins and inheritance among them which are sanctified." Also refer to the following Scriptures for those who "are sanctified": Acts 20:32, 26:8; 1 Corinthians 1:2, 6-10; Hebrews 2:11, 10:14; Jude 1).

This is purity and dedication, it is not maturity, but the crisis experience that marks the beginning of the sanctified life, in which there is certainly room for development, progress, and growth in grace and in the knowledge of our Lord and Savior Jesus Christ (2 Peter 3:18). But remember we must get into this grace before we can grow in it.

It is not absolute perfection, not angelic perfection; not "sinless perfection," if the term is used to imply the impossibility of a sanctified person's falling into sin. We do not believe it is impossible for the sanctified to commit sin; but we do believe it is possible for a sanctified person not to commit sin (Luke 1:73-75; Titus 2:11, 12; 1 John 1:7; 2:1, 6; 3:5-10; 5:18). We are aware of John's statement in I John 1:8, but these words apply to those who deny the need for cleansing, not to those who have experienced it and are living the sanctified life.

This is Christian perfection – in which we love the Lord with all our heart, soul, mind, and strength and our neighbors as ourselves (Mark 12:29-31); in which we love Christ and

keep His commandments (John 14:15), among which is this, "My little children, these things write I unto you, that ye sin not" (1 John 2:1).

The sanctified life is one of separation from the world, a selfless life, a life of devotion to all the will of God, a life of holiness in accordance with Romans 6:22; 12:1, 2; 2 Corinthians 7:1; 1 Thessalonians 4:7; 5:23; Hebrews 12:14; James 1:27; and 1 Peter 1:15, 16. It is a life controlled by "perfect love" which "casteth out fear" (1 John 4:16-21).

#### 11. The Baptism With the Holy Ghost and Speaking With Other Tongues

We believe the Pentecostal baptism with the Holy Ghost and fire is obtainable by a definite act of appropriating faith on the part of the fully cleansed believer (Luke 11:13; 24:49; Acts 1:5, 8; 2:38, 39).

We believe this great blessing, which provides the enduement of power to witness for Christ, is available to all believers whose hearts are cleansed from sin by the blood of our Lord Jesus Christ. Since the Bible teaches that our bodies are temples of the Holy Ghost (1 Corinthians 6:19, 20) – and that the temple of God is holy, which temple ye (believers) are (1 Corinthians 3:16, 17) – we do not believe God will fill an unclean temple or vessel with His Holy Spirit. In other words, we believe, because the Bible teaches and requires it, that to receive the baptism with the Holy Ghost, a person must have a clean heart and life as a prerequisite for this great blessing. Remember, the blood of cleansing must first be applied, then the oil, which is a type of the Holy Spirit (Leviticus 14:14, 17).

Moreover, we believe that to live in the fullness of the Holy Spirit's power and possession, one must continue to live a clean and consecrated life, free from sin, strife, worldliness, and pride, and must avoid attitudes and actions that tent to "grieve" or "quench" the Holy Spirit of God (Ephesians 4:29-32; 1 Thessalonians 5:19).

We believe the "initial" (or first) evidence of the reception of the baptism of the Holy Spirit is the speaking with other tongues as the Spirit gives utterance (John 15:26, 27; Acts 2:1-4; 8:17, 18; 10:44-46; 19:6; 1 Corinthians 12:7). We do not believe this is the only evidence of the Spirit's baptism, but it is the initial evidence, just as it occurred in the repeated accounts of the Spirit's outpouring in the Acts of the Apostles. But other evidences will be spelled out in our lives – the fruit of the Spirit (Galatians 5:22, 23), power to witness for Christ, power to endure the testings of faith and the oppositions of the world. We believe the initial evidence of speaking with tongues is for everyone who receives the Pentecostal baptism with the Holy Spirit, and we distinguish between this initial manifestation and the gift of tongues, which is not given to every Spirit-filled believer.

The International Pentecostal Holiness Church believes in the gifts of the Spirit as set forth by the apostle Paul in 1 Corinthians 12, 13, and 14. We believe these gifts are "set in the Church" by the Holy Spirit; He retains custody and control of said gifts or "enablements," distributing or operating them "severally as He will." And we desire that our people may so live under the control of the Holy Spirit that these gifts may be manifested or used through consecrated individuals in the worship services where, when, and as they are needed, but all to the glory of God and the edifying of the body of Christ, and in accordance with the directions and decorum set forth in the chapters referred to above.

# 12. Divine Healing

We believe provision was made in the atonement for the healing of our bodies as set forth in the following Scriptures: Isaiah 53:4, 5; Matthew 8:16, 17; Mark 16:15-18; James 5:14-16; Exodus 15:26; to which we would also add Romans 8:26-28. And,

while we do not condemn the use of medical means in the treatment of physical disease, we do believe in, practice, and commend to our people the laying on of hands by the elders or leaders of the church, the anointing with oil in the name of the Lord, and the offering of prayers for the healing of the sick.

#### 13. The Second Coming of Jesus

We believe in the imminent, personal, premillennial second coming of our Lord Jesus Christ. The word *imminent* means the second coming of Christ is near; it is impending, likely to occur at any moment (Matthew 25:29-44; Mark 13:32-37; Titus 2:13).

The word *personal* means "the Lord himself" shall return (1 Thessalonians 4:15-18); the "same Jesus" who was "taken up into heaven shall so come in like manner" as He was seen to "go into heaven" (Acts 1:11).

The word *premillennial* means He will come before the millennium during which the "blessed and holy" of the "first resurrection" will live and reign with Christ "a thousand years" (Revelation 20:4-6).

The second coming of Christ will occur in two stages; the first for the purpose of catching away His saints who are prepared for the Rapture before the Great Tribulation period (Matthew 24:40-44; 1 Thessalonians 4:13-18; Revelation 3:10, 11; 4:1,2); and the second at the end of the Great Tribulation, when He shall come back with His saints to destroy the armies of the Antichrist, to judge the nations of the world, and to inaugurate the millennial reign (Matthew 25:31-33; 2 Thessalonians 2:8; Revelation 19:11-21; 20:1-6).

The proper attitude of Christians toward the coming of Christ should be to love His appearing (2 Timothy 4:8), watch and pray always to be accounted worthy to escape the things that will come upon the earth during the Great Tribulation (Luke 21:36), pray for His coming (Matthew 6:10; Revelation 22:20), and faithfully "occupy" until He comes.

(Luke 19:13).

Many signs point to the soon coming of Jesus. The following Scriptures set forth several of these signs: Ezekiel 36 (the return of Israel to her land, etc.); Daniel 12:4; Nahum 2:3, 4; Joel 2:28-32; Matthew 24; Mark 13; Luke 21:25-36; 1 Timothy 4:1-5; 2 Timothy 3:1-8, 13; 4:3, 4; 2 Thessalonians 2:1-12; 2 Peter 2 and 3; and the Epistle of Jude.

#### 14. The Great Commission

The first thirteen of our Articles of Faith state what we believe as a church. Article 14 defines for us "what we are to do about it." Our Lord's last command on earth was to charge every believer with the responsibility of taking the gospel to all nations. We can never be content just experiencing God in Christ for ourselves. We must also be actively involved in spreading the gospel to others – to the ends of the earth.

- by Bishop Joseph A. Synan

#### B. EXEGESIS

#### 1. Repentance

Repentance (Gr. *metanoia*: from *meta* – with, and *noos* – mind – something done with the whole mind). Mind, as thus viewed, embraces the spirit, with particular reference to the conscience and will, and denotes a decision made which changes the desires, views, attitude, purpose, and conduct of one's life. Truth inwardly applied produces conviction for sin; conscience awakened by conviction demands a change, and the will mightily influenced by the conscience in view of the judgment is moved to change the whole life. *Metanoia* signifies a whole life repentance – a lifetime forsaking of sin, and not a mere momentary act day by day. Repentance is not "godly sorrow for sin,"

but "godly sorrow," which is produced by a display of the goodness of God that leads to repentance (Romans 2:4; 2 Corinthians 7:10). Repentance puts the heart in a position to believe.

#### 2. Faith

Faith is the result of divine persuasion effected by the promises of God. It includes confidence and trust. The promises, "exceeding great and precious," express the faithfulness of God in the heart thus persuaded: confidence is begotten; trust is inspired. "The promises are yea [established] and amen [fulfilled] in him" (2 Corinthians 1:20) - the Christ; He, by them, is the "originator of faith" in the heart (Hebrews 12:2). Confidence in and reliance [trust] upon Christ, the act of faith following repentance, brings to the heart the realization of the forgiveness of sins. Faith grows by the same process that gives it birth – the promises of God, centered in Christ and fulfilled by Him. He is the finisher [perfecter] of faith.

### 3. Justification

Justification is the act of God, as the infinite Judge, pronouncing the penitent believing soul free from the condemnation of His righteous law. It is preceded by forgiveness and followed by regeneration. Forgiveness removes the guilt of sin; justification lifts the condemnation caused by those sins from the soul. The just God makes the soul just and upholds His just laws. His law is righteous, and the trusting soul being made just is also made righteous by the same act. Both are one. *Justification* and *righteousness* come from the same word in the original. The "righteousness of the law is fulfilled in

them who walk not after the flesh, but after the Spirit." Justification opens the way for the heart's regeneration. The penitent believer is rightly related to law and justified by it through faith. The law endorses him because he is in Christ. Forgiveness, justification, and regeneration are not identical, but they all take place at the same time. The three are simultaneously received by the same act of faith.

### 4. Regeneration

Regeneration (Gr. *polingenesia*: *polin* – again; *genesia* – generation): This means "to be generated again." *Generation* is derived from it; also *Genesis*. We prefix the particle *re* (which means "again") to *generation* and have *regeneration*, which means to be "second born" or "reborn." We term this work the "new birth" or "born again."

Every human being was potentially created with Adam and put into the body or materiality as he was. As he fell, all fell in him and with him. All lost this divine birth. All were in the Second Adam – Christ – on the Cross, and in Him were born potentially the second time. That second birth on Calvary is reproduced in us by the Spirit. This is the *polingenesia* – "second birth" – that Jesus taught Nicodemus (John 3:3) must take place in him. We are made conscious of the "Calvary birth" in the "regeneration" effected by the Holy Spirit.

Pardon and justification make a change in all life's relationships. Regeneration is a change in state, that is, our inner nature. Being dead in sins, we are quickened to life by the impartation of the resurrection life of the glorified Christ. "He is our life," and in regeneration we begin to live in and by Him.

#### 5. Adoption

Adoption is an act of God the Father, dealing with the "born one" (GR. *huiothesia*: from *huios* – sons; *thesia* – placing – son placing). The Father receives regenerated one from the hand of His beloved Son and places him in His heavenly household. Jesus the first-born Son – the Elder Brother – by virtue of the Father's act of adoption, assigned to the newly acknowledged son his work and service in the heavenly family, or kingdom. Jesus, as the "first begotten from the dead" has the "preeminence among the brethren," and by the appointment of the Father, has complete control of all the heavenly household; therefore, He gives to each one in the "household" his individual work. The Father, in accepting the "newly born" into His family, "sends forth the Spirit of His first-born Son into the heart of the adopted son, "making him a "joint heir with Christ." The Spirit of the first-born Son put into the heart of the "newly born" is the witnessing Spirit assuring him of his salvation and sonship.

### 6. Sanctification

Sanctification. The derivation of this word, from root to stem in both Hebrew and Greek languages (the original languages in which the Word of God was first written), may help to some extent in the definition of its meaning, but is not sufficient to set forth the vast scope of truth embraced by the word as used in both Old and New Testaments. The historico-ethical revelation of the word as connection with the manifestation of Jehovah to the patriarchs, to Israel, the elect nation, and to and through Jesus Christ in fullness,

is the only way by which the full knowledge of the word as to its meaning can be obtained.

Kadesh is the Hebrew word for sanctification and its equivalents. Its verbal stem is derived from the root dash, which primarily signifies to "break forth shiningly." The Greek word used to translate kadesh is hagios. The 70 men appointed from among the Jews to translate the Hebrew Scriptures into the Greek language, know historically as the Septuagint, in 287 B. C., used hagios in translating kadesh into that language.

The first instance of the use of *kadesh* is in Genesis 2:3: "And God blessed the seventh day, and sanctified it." The day "broke forth shiningly" in its sanctification.

The word next occurs in Exodus 3:5: "Draw not nigh ... put off thy shoes ... for the place whereon thou standest is holy ground." In the bush of fire, "God broke forth shiningly," and His radiance hallowed the ground where Moses stood, making it holy. The holy flame that burned upon the bush and consumed it not was a type and prophecy of God's future manifestation to Israel and His method of dealing with them.

This manifestation was clearer and more abundant in Christ Jesus, who was the effulgence of His Father's glory (Hebrews 1:3). It also characterizes the fullness of the work of the Holy Ghost. From the root and stem significance of the Hebrew word *kadesh* and its equivalent in Greek, we learn by its historic development that holiness ("that which breaks forth *shiningly*") is the fundamental essence and perfection of God's being in infinite fullness. He embodies all holiness absolutely. There is none outside and independent of Him. Everything is holy as related to Him.

On the basis and to the extent of this constituted relationship, we are holy.

We now come to consider holiness in the sphere of relationship. The Hebrew and Greek terms, as defined above in relation to God, take on other shades of meaning in the sphere of divine relationships. As applied to persons and things, it signifies *to be solely and completely devoted to a divine service*. "Every devoted thing in Israel shall be holy." This devotion is necessarily preceded by a separation from everything in the previous life. This separation covers all sins and sinning, and all inherited sin – the old man – since sin in all forms is of no service to God. The former separation is done in repentance, and the latter in crucifixion. This crucifixion is wrought in the heart of the one who is alive to God, that is, the regenerated. Separation from all the former life, inward and outward, places us in the position to be forever devoted to God.

The original word signifies divine appropriation as a result of the act of devotion. This appropriation makes us holy. Then begins the "breaking forth shiningly" of the sanctification of the divine Being wrought within us. We become luminaries in the world. The holiness of God shines in us to the degree of our relationship to Him.

#### 7. Pentecost

Pentecost (Gr. *pentecoste*: fiftieth day) has for its antecedent the "Feast of Weeks," called also the "Feast of Harvest," one of the seven feasts that Israel was commanded by the Lord to observe annually. There are three feasts to be observed in the beginning of the spring season: Passover, Unleavened Bread, and the Feast of Firstfruits.

Following the night of the Passover Feast, they began to observe the Feast of Unleavened Bread, which lasted one week. During this week, the Feast of Firstfruits

was held, which lasted but one day, or a part of a day. That day was the "morrow after the Sabbath" of the Unleavened Bread Feast, corresponding to our Sunday. From that Sabbath of the Feast of Unleavened Bread, Israel was commanded to number seven Sabbaths (which would make the seventh Sabbath the forty-ninth day), and on the morrow after the seventh Sabbath, Israel was commanded to observe the Feast of Weeks, or Feast of Harvest, which would be a feast on the fiftieth day.

Hence, from the Feast of the Firstfruits to the Feast of Weeks, fifty days intervened. The Feast of Weeks, or Harvest, was also a Firstfruit Feast – the second – so that between the two was a period of fifty days. The first of these feasts pointed to the resurrection of Christ, and the second to the outpouring of the Holy Ghost, as in Acts 2. Christ died on the day the Passover was killed and was raised from the dead on the day of the offering of the sheaf of the firstfruits. He continued on the earth forty days and then ascended to heaven.

The apostles, by Christ's command, returned from the Mount of Olives, where they saw the Christ depart from earth, and in the Upper Room with over one hundred other believers, began tarrying for the fulfillment of the "promise of the Father," which the Christ assured them would be given "not many days hence." They sought and waited ten days. The tenth day was the fiftieth day after the resurrection of the Christ. On that day, the old Feast of Harvest was observed. And at the hour that the priest offered the two loaves "according to the law," the Holy Ghost fell upon the Upper Room waiters, "and they were all filled with the Holy Spirit."

Pentecoste was the Greek name for the Jewish Feast of Weeks, or Harvest, held on the fiftieth day. The last letter of the original word was dropped, and so we have our word Pentecost. The original pentecoste literally means "fiftieth," as a number. "And when the day of Pentecost [pentecoste] was fully come" (Acts 2:1), the Holy Spirit was given in fullness to the 120 in the Jerusalem "Upper Room."

Pentecost now refers to the baptism of the Holy Spirit and not to any special day. His coming was the beginning of the indwelling of God the Father, Son, and Spirit in the hearts of believers and in the New Testament Church.

God (Hebrew *Elohim*) as a name signifies *uni-plurality* – the unity of more than one personality. The *Trinity* (*tri-unity*) is implied in the name. However, we say God the Father, God the Son, God the Holy Spirit. Not three Gods, but one God with three personalities, coexisting in unity.

The coming of God the Holy Spirit to dwell in believers meant the coming of God the Son and God the Father at the same time. Pentecost is the indwelling of the adorable Trinity in individual believers and in the Church of the New Testament dispensation. This is the great distinguishing feature of the Pentecostal baptism of the Holy Ghost. The Comforter was given to dwell in the hearts of the crucified – fully cleansed – believers. "And ye are clean – cleansed every whit – but not all" (John 13:10). The statement "not all" referred to Judas the betrayer. "Now ye are clean [cleansed, purified] through the word which I have spoken to you" (John 15:3). These statements were made before the Day of Pentecost. The washing of the disciples' feet was a symbol of the inner cleansing of their hearts, and the statement "ye are clean every whit" was made at that time and place.

The "Upper Room" company, while tarrying ten days for the "enduement from on high," was continuously "praising and blessing God." This is a fine specimen of a genuine

Holiness meeting. "They were all with one accord in one place" during the ten days' waiting, which gave evidence of heart purity as a preparation for the Pentecostal baptism.

#### 8. Divine Healing

Divine healing, as we teach and believe, is altogether a product of the atoning merit of Christ's sacrifice on the cross. "Himself took our infirmities, and bare our sicknesses" (Matthew 8:17), and "with his stripes we are healed" (Isaiah 53:5). This healing is wrought solely by the application of the atonement to the body, through faith alone. The Holy Spirit applies the efficacy of the blood of healing to the sick and afflicted body, or parts, which in fact is the impartation of the resurrected life of the glorified Christ. This is direct divine healing, effected by the divine Being in response to faith alone.

The law of recovery is written in all creation, and also in our bodies, since they are an essential part of creation. This law operates according to its relation to the infinite law of all creation as upheld and directed by the Creator. Healing is a part of the benefits flowing out of this law of recovery, and it may be termed the healing of natural law.

The earth is under the curse of the violation of the Edenic Covenant by the sin of the first man, "as lord over all the works of God's hands." And this curse has caused a thousand disturbances in the movement of natural law. An abnormal condition prevails, largely throughout this mundane sphere. These abnormal disturbances have caused the law of creation to work destruction in the natural. They interfere with the operation of the law of recovery so that complete restoration is rarely ever fully attained. Physicians depend upon this law of recovery to restore health, and as far as they know this law,

they endeavor to have the patient adjusted to its operation. Remedial agencies can be beneficial only insofar as they assist in making this law of recovery normal in its operation.

It may be that the Holy Spirit at times elevates and accelerates this law of recovery so that it is made thereby a channel of healing. If so, this is an act of divine healing, but not on an equality with the healing of Calvary's sacrifice. Natural means viewed as a product of the law of recovery are not to be despised. Neither are we to look upon their use as sinful on the part of believers in Christ. The healing of Calvary's stream is the "better way," and the way to secure complete and permanent healing of all sickness and diseases.

### 9. The Coming of the Lord

The word *millennium* is the name for the Latin numeral 1,000. The Greek is *kiliad* or *chiliad*, as it is more frequently spelled in English. Both are used in the discussion of the coming reign of Christ. His coming is *premillennial*, as we teach. "Pre" means *before*, and His coming will be before the millennium shall begin. We mean His coming "with all the saints" will be the event that shall inaugurate the millennial (one thousand years') reign of Christ on earth.

That period will be preliminary and preparatory in purpose. It is preliminary to the final and absolute regeneration of all that belongs to this mundane creation. It is preparatory to the reign of Christ as it will subjugate absolutely everything to the will of the Father by destroying all enmities, animosities, and every possible degree of rebellion against the royal will of God. When this is done, the eternity of the kingdom will be fully inaugurated.

Ineffable glories, surpassing all finite conception, will fill the earth as the water covers the sea.

All the saints look for, long for, and pray for the coming of Christ, as that which is "nigh at hand." A thousand signs and events proclaim and signify the immediate end of this present age. The Great Tribulation shadows are visible now on the earth, and the first event of the Second Advent program may occur at any moment. Amen. "Even so, come Lord Jesus."

#### 10. Resurrection

Resurrection (Gr. [1] *anastasis*: from *ana* – again; and *stasis* – to stand up again; [2] *egerio*: to raise up) means to raise up anything, such as (a) a building, (b) a savior, (c) to awaken from sleep.

Resurrection is the "standing up again" of that which has fallen – bringing to life that which has fallen to death. That which went down in death is raised up again to life.

The resurrection of Christ is both a proof and an example of the resurrection. He had a real material human body, the same as all other human beings on earth. "He was born of a (mortal) woman," who descended from David the king; therefore, He was born of the "seed of David according to the flesh;" also of the "seed of Abraham" and the "seed of Adam," through whom "death passed upon all the human race." All the seed of Adam proceeded from him after he had fallen in sin under death.

Therefore Christ lived in a mortal body subject to suffering and death. He died, "under sin" – "unto sin" – an *atoning* death for sin in the body, and this being "finished," He "dropped out" of the mortal body on the cross. The same body that hung on the cross

was laid in the tomb, and the same body that lay in the tomb was the body that came forth in the resurrection "on the third day." Thus, His resurrection is proof of our resurrection. His being raised from the dead is infallible proof of resurrection as a fact.

The manner of His coming forth illustrates the way the saints shall come forth. The same body that each one left in death will be the one that shall be raised, and all will "enter their own bodies" as Christ did His.

#### 11. Rewards

Existence is eternal. Things existing can never cease to exist. Change of form and places may occur, but this is not annihilation. Eternal existence is not identical with immortality. The latter is a condition of the former, and commensurate with it. "[Christ] only hath immortality, dwelling in light which no man can approach unto" (1 Timothy 6:16). "[He is] the resurrection, and the [immortal] life" (John 11:25).

Believers are to seek, by well doing, "glory and honor and immortality" (which is "eternal life," or the "life of the ages of the ages"). They are not to seek eternal existence, as that is already a fact, since we can never cease to be. But they are to "seek for glory, honor, and immortality," as Christ alone "hath immortality," which is synonymous with the eternity of life in "the ages of the ages" to come.

The unconditionally lost in the ages of the ages to come will exist in a state of everlasting death, which can have no end. They shall have "everlasting shame and contempt" (Daniel 12:2), but not "life and immortality," as that marks the state of the glorified saints in heaven, "unto the ages of the ages." At the great judgment to come, the wicked depart into everlasting fire prepared for the devil and his angels (the "lake of fire" which is the

"second death"), but the righteous enter into "life eternal," or infinite immortality in the
 glory in which the eternal God dwells into all eternity.
 by Bishop J. H. King

#### Article VI. Ordinances

- 2 Although there are many meaningful religious services and ceremonies, there are only two practices
- 3 that clearly rise to the level of ordinances. The true test of the scriptural validity of a Christian ordinance
- 4 rests in the affirmative answer to three questions. First, was it commanded by our Lord Jesus as
- 5 recorded in the four Gospels? Second, was it practiced in the early church as described in the Acts of
- 6 the Apostles? Third, is its spiritual significance clearly expounded in the Epistles? Water Baptism and
- 7 Holy Communion clearly meet this threefold requirement.
- 8 By submitting to the ordinance of Water Baptism and by regular observance of the Lord's Supper, the
- 9 Christian proclaims to the world that he has renounced his former life of living for sin and self and now
- 10 belongs, body, soul, and spirit, to Christ as the Lord of his life.

# A. Water Baptism

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- Water Baptism is intended only for those who have professed faith in the Lord Jesus Christ. It is

  a God-given illustration of each Christian's identification with Christ in His death, burial, and
  resurrection. Obedience to this ordinance demonstrates the believer's public confession of this
  fact to others.
  - All who unite with any local church on profession of faith in Christ should further confess
     Christ by receiving water baptism, preferably by immersion, as early as possible.
  - 2. Baptism shall be administered according to the divine command of our blessed Lord, "In the name of the Father, and of the Son, and of the Holy Ghost (Spirit)."

#### B. Holy Communion

Holy Communion commemorates our redemption by Christ's death. It points to Calvary and to the return of Jesus, whose blood cleanses us from all sin and prepares us for His blessed return

1 (Matthew 26:17-30; 1 Corinthians 11:23-30).

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- 2 1. The bread and the wine should be administered to all Christians (only unfermented wine should be used).
  - 2. The Lord's Table should be open to all who love Him, and all of the Lord's children should be invited to His Table to commemorate together the death of their common Lord.
  - 3. This shall be administered at least once each quarter.

#### Article VII. Covenant of Commitment

#### A. Covenant of Commitment

Pentecostal Holiness people are committed to Jesus Christ and His Kingdom. To this end, we believe in the verbal and plenary inspiration of the Holy Scriptures (2 Timothy 3:16, 17). The Bible is God's infallible Word, the believer's guide, and the final authority for both faith and conduct (2 Timothy 3:16, 17). People who teach in our institutions and who are credentialed clergy shall subscribe to this same position.

We believe the top priority of Christians is to "make it out aim to be well pleasing to God" (2 Corinthians 5:9). Every facet of our lives must come under divine authority as we relate everything to this priority, maintaining it without interruption. We recognize that in order to maximize our Christian witness, our private lives must be consistent with our public testimonies. Hence, our primary goal must be to please God and be acceptable to Him.

With both this understanding of Holy Scripture and this top priority firmly settled in our hearts, we affirm the following biblical values that characterize our lifestyle as a people:

# 1. Our Minds

Since it is our aim "to please God" in everything we do, we will strive to study the Bible and keep our minds pure and positive, avoiding all evils in our modern society designed to weaken or destroy our spirituality (Philippians 4:7, 8). This includes a sensitivity to judge carefully the television, movie, music, computer, and Internet industries. Because our Lord taught that immorality is first a condition of the heart, we affirm that profane and pornographic materials will have no place in our lives.

### 2. Our Bodies

We commit ourselves to maintaining a disciplined lifestyle with regard to our bodies. Since our bodies are the temples of the Holy Spirit and instruments of righteousness, we must keep our bodies pure and consecrated for the Master's use, that we might please Him (1 Corinthians 6:19; Romans 6:13; 12:1, 2; 2 Corinthians 7:1).

We reject the loose moral values of our culture and encourage our young people, as well as our adults, to choose clothing that will honor their bodies as temples of the Holy Spirit.

We expect our members to abstain from the use and promotion of tobacco, alcoholic beverages, and any illegal addictive drugs, as well as addictive legal drugs, over-the-counter or prescribed, except under the supervision of a physician (2 Corinthians 7:1). We affirm every person's right to life and maintain a strong position against abortion and euthanasia, both of which undermine the biblical sanctity of life. We oppose human cloning.

We recognize the destructive and dehumanizing effects of pornography on society and oppose both its production and distribution. We also maintain a strong biblical position against premarital, extramarital, and deviant sex, including homosexual and lesbian relationships, and all forms of child molestation and/or exploitation. Yet we rejoice that people bound by these sins can find hope and deliverance in the gospel.

(Matthew 5:27-30; 1 Thessalonians 4:3; 1 Corinthians 6:9).

### 3. Our Spirits

Our "aim to please God" in our whole life will cause us to exhibit the "mind of Christ" in all our attitudes (1 Corinthians 2:12-14). Brotherly love, as taught and exemplified by Christ, is to be our example. Members are to be compassionate and charitable toward their fellowman. The greed and selfishness that motivate much of our modern culture is contrary to our Christian faith and testimony.

We recognize racism as sinful and seek to treat all people with dignity and respect, demonstrating Christian love to one another. Hatred, prejudice, and hostility are inconsistent with our goal – "to please God" (Philippians 2:5-11).

# 4. Our Speech

Our speech reveals much about us (Matthew 12:34-37; Ephesians 4:29). The Christian should be known by his wholesome conversation. Our members are to refrain from speaking anything that is unclean, profane, vulgar, untrue, unkind, or unprofitable. To please God we must make sure our communication affirms, rather than hinders, our testimony (Romans 12:1, 2).

### 5. Our Relationships

The believer's commitment to pleasing God stands above his commitment to any political party, economic structure, or social institution. All commitments are governed by the highest commitment – "to please God." All members are to be honest and ethical in all their relationships (Romans 12:17).

We expect our members not to hold active membership in, or fellowship with,

organizations with objectives and activities not in harmony with Scripture, or which require oath-bound allegiance that infringes on a member's total allegiance to God (2 Corinthians 6:14-18; Ephesians 5:11). No goal shall divert us even to the slightest degree from the central goal of being "approved unto God" (2 Timothy 2:15).

#### 6. Our Families

The family is the basic unit of society. Its divine origin, as expressed in the Bible, makes it of vital concern to the church. Growing out of our commitment as a people to a biblical lifestyle, we recognize the sanctity of marriage between one man and one woman until death parts them, including the biblical pattern of relationships in the home. While the husband is the head of the home, he is also commanded to love and cherish his wife as his own body. Wives are to respect and honor their husbands (Ephesians 5:22-28).

The prophet Malachi recorded the heart of God when he wrote, "'I hate divorce,' says the Lord God of Israel" (Malachi 2:16). However, this passionate prophetic description does not justify the conclusion that God hates divorced people. To the contrary, He never stops loving them (John 3:16; 4:4-42).

Parents are to teach and correct their children, but at the same time refrain from provoking them to anger and resentment (Ephesians 6:4). Further, they are to refrain from all forms of child abuse. Children are to respect and obey their parents (Ephesians 6:1-3). However, this admonition must not be used to manipulate a child into an abusive relationship. Christian families should worship and pray together, play together, and work together. The relationships in the Christian family should reflect the healing Christ brings to all human relationships and should, therefore, never lead to or involve domestic

violence.

#### 7. Our Stewardship

Our commitment to Jesus Christ includes stewardship. According to the Bible, everything belongs to God (Psalm 24:1). We are stewards of His resources and conscious of Him in the management of that trust. Our stewardship of possessions begins with the tithe (Malachi 3:8-10). All our members are privileged and responsible to return a tenth of all their income to the Lord. This tithe is to be paid into the "storehouse." This storehouse is the treasury of the local church or Conference to which the member belongs. In addition to the tithe, all members are blessed to give offerings out of the ninety percent of God's wealth He allows them to use (1 Corinthians 16:2).

Stewardship also involves the protection of our reputation. Therefore, we are to be honest in all matters, avoiding unethical personal or business practices of any kind, including gambling. Stewardship also includes our time, talent, and spiritual gifts, as well as our money (Ephesians 5:16; Romans 12:3-8; Matthew 25:14-30; Luke 19:11-27). This understanding of stewardship should be taken into account when drafting wills and bequeathing estates.

#### 8. Our Loyalty

Loyalty to Christ and His church is basic to the success of the International Pentecostal Holiness Church. The faithful participation of every member, both lay and clergy, and every local church and Conference in the various ministries of the church is necessary if the International Pentecostal Holiness Church is to fulfill its mission/vision. Loyalty involves commitment to all the ministries of the church. Since leaders should be role

models, all those in leadership in the local church, the Conference, and the General Church should set an example by their faithfulness in supporting the ministries of the church.

Loyalty involves attendance at the gatherings of the church. This is vital at local church, Conference, and General Church gatherings (Hebrews 10:25). Loyalty involves affirmation. The morale of the church requires the positive affirmation of leaders and ministries. While negative criticism tears the church apart (Galatians 5:12-26), positive affirmation builds it up (Ephesians 4:16).

We oppose the increasing commercialization and secularization of Sunday.

Loyalty involves financial support. Faithfulness in tithes and offerings is essential to the prosperity of God's people (Malachi 3:8-12). This applies to local church members, Conferences, and all other individuals and entities of the church. To hold any official position in the church (local, Conference, or General) or to serve as a delegate to General Conference, a member must follow the biblical principle of tithing.

#### B. Affirming the Covenant of Commitment

With these values in mind, we recognize that the blessed Spirit of God has called us to live this countercultural lifestyle that sets us apart from the world. Therefore, having become acquainted with the Articles of Faith and the polity of the International Pentecostal Holiness Church, and believing both to be of God, and having given our names and thereby become members of the same, we do solemnly, but cheerfully, and with joy and gladness affirm:

We will watch over one another with brotherly love and kindness, not that we may have whereof to accuse our brother, but that we may with meekness correct one another's faults. We will abstain from profane and vulgar conversations, and from backbiting and gossiping, or taking up a reproach against anyone, especially our brother. We will heed the injunction of the apostle Paul, who exhorted us to "walk worthy of the vocation wherewith we are called, with all lowliness and meekness, with longsuffering, forbearing one another in love; endeavoring to keep the unity of the Spirit of the bond of peace" (Ephesians 4:1-3). We will "bear one another's burdens and so fulfill the law of Christ" (Galatians 6:2). We will also heed the exhortation recorded in 1 Thessalonians 5:12-15:

"We beseech you, brethren, to know them which labor among you, and are over you in the Lord, and admonish you; And to esteem them very highly in love for their work's sake. And be at peace among yourselves. Now we exhort you, brethren, warn them that are unruly [disorderly], comfort the feebleminded, support the weak, be patient toward all men; See that none render evil for evil unto any man; but ever follow that which is good, both among yourselves, and to all men."

We will "recompense to no man evil for evil," but will "provide things honest in the sight of all men," and, "if it be possible, as much as lieth in [us], [we will] live peaceably with all men" (Romans 12:17, 18). We will be "kind one to another, tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven [us]" (Ephesians 4:32). As opportunity affords, we will be engaged in works of mercy, such as visiting the sick and imprisoned and the distressed, and all who may need and will accept our ministrations. We will have no fellowship with unfruitful works of darkness, but keep ourselves by the grace of God unspotted from the world (Ephesians 5:1-11; 1 Peter 1:5; James 1:27).

- All this will we do, God being our Helper.
- 2 Response: We accept the obligations of this Covenant of Commitment in the name of the Father and
- 3 of the Son and of the Holy Ghost.

### 4 C. Conclusion

# 1. The Bible, the Final Lifestyle Authority

This Covenant of Commitment is a guideline for all our members, not a system for monitoring or judging one another. Neither is this Covenant of Commitment an exhaustive statement concerning a biblical lifestyle. The Bible, both Old and New Testaments, is our complete and final authority. A careful, conscientious, and continual study of God's Word will reveal to the believer a growing understanding of what it means to live worthy of our calling Christ Jesus. Any member having difficulty following the biblical lifestyle or this Covenant of Commitment should be given loving nurture and patient instruction in order to lead him to maturity and restoration (Galatians 6:1, 2).

#### 2. Excommunication

In spite of every effort to nurture and restore a member, situations do arise in which no alternative but excommunication can be found. When a member refuses to heed the loving admonitions of the church to follow a Christian lifestyle, he or she may be excommunicated from the fellowship of the church. However, excommunication is a last resort, and is administered only in flagrant cases such as heresy, divisiveness, or immorality (Matthew 18:15-17; Titus 3:10; Romans 16:17, 18; I Corinthians 5:1-5).

# 3. The Purpose – Producing Great Commission Christians

The primary purpose for this commitment to a disciplined lifestyle is to strengthen our members in their aim to please God as Great Commission Christians, thus firmly establishing the International Pentecostal Holiness Church as a Great Commission movement. The International Pentecostal Holiness Church has a vital part in world evangelism. Our aim is to lead our people toward their primary goal of pleasing Christ, which will result in the multiplication of believers and churches.

# 1 Article VIII. Divorce and Remarriage

- 2 A divorced and remarried person desiring to receive ministry credentials in the IPHC shall be eligible for
- 3 consideration when one of the following applies:
- 4 A. The candidate's former spouse has died or remarried.
- 5 B. The candidate divorced and remarried prior to adult Christian conversion.
- 6 C. The candidate's former marriage partner was guilty of sexual immorality and was
- 7 unwilling to repent and live faithfully with the candidate.
- 8 D. The candidate's former marriage partner willingly and permanently deserted the
- 9 believing spouse. (Matthew 5:31-32; 19:8-9; Romans 7:1-4; 1 Corinthians 7:15, 25-28, 39;
- 10 **2 Corinthians 5:17; Malachi 2:16).**

# Article IX. Church Property and Titles

#### 2 A. General

- 1. Although the International Pentecostal Holiness Church is a connectional church, the various bodies of the church (local church, Conference, and General Conference) shall have incidents of ownership of their property. The authority of each body to control and govern its property, as long as the body is operating for the ministry and membership of the International Pentecostal Holiness Church in accordance with the faith of the church and provisions of the *International Pentecostal Holiness Church Manual*, shall not be questioned. All such property shall be held in trust for the mission/vision and membership of the International Pentecostal Holiness Church by the church body in whose name title to the property is held.
- 2. If a local church or Conference is incorporated, the title to property, real and personal, shall vest in the corporation, whether by purchase, gift, or devise, according to the laws of the state or country in which the church body is located and according to the rules and procedures of the appropriate Conference and General Conference. Conveyances and mortgages shall be corporate form as required by such laws and rules.
- 3. If the church body is an unincorporated church association, title to property shall vest in the board of trustees of such body and their successors in office. Conveyances and mortgages shall be by such trustees in accordance with established rules and procedures of the local church, Conference, and the General Conference.

### B. Local Church Property

1. If the IPHC has trust/property rights in a church at the time of the original adoption of

these Bylaws by the 2009 General Conference, such church shall not take any action which diminishes those rights without the written approval of the Conference Executive Council.

- 2. Each Planted Member Church in the IPHC holds the deed to its property in a relationship of trust. The congregation enjoys the benefits the facilities provide and is responsible to hand the property down to future generations of IPHC believers. In this process, the church has broad authority to buy, sell, trade, remodel, and encumber, enjoying all of the incidents of ownership except that it cannot unilaterally change its deed, make the property independent, and/or take the property away from future generations of the IPHC family.
- 3. A Planted Member church must recognize the International Pentecostal Holiness Church, Inc., in all of its real property deeds as provided in this Article. The Planted Member Church's deeds shall acknowledge and affirm the fact that it holds the deed to its property in a relationship of trust for future IPHC generations. A Planted Member Church shall not take any action which diminishes the rights created by the trust nature of its ownership.
- 4. When a Planted Member Church decides to take a legal step (such as a building program or a mortgage), the pastor shall advise the Conference Superintendent in writing. The Conference Executive Council has responsibility to give advice and counsel, as well as a final affirmation of the project before the legal work begins. If the local church wishes to sell or mortgage its property, its board of trustees or directors or Local Church Administrative Council shall have the authority to negotiate and arrange the terms of such sale or mortgage, bond or note, and to execute the appropriate documents

as approved by the local church. At the time of the vote to sell or mortgage local church property, or if foreclosure proceedings against the property are begun in court, the Local Church Administrative Council or board of trustees or directors shall give written notice of the intent to sell or mortgage such property, or of the foreclosure proceedings, to the Conference Superintendent of the Conference in whose territory the property is located. This provision shall not restrict or limit a mortgagee from taking title in case of default.

- 5. In the very rare cases when a congregation chooses to violate the trust, it becomes the responsibility of the Conference Executive Council as defender of last resort to preserve the church facilities for succeeding generations of International Pentecostal Holiness children and grandchildren in the faith.
- 6. A Transfer Member Church may retain full control of any real property the church acquired before becoming an IPHC Transfer Member Church. Any real property acquired after becoming an IPHC Transfer Member Church shall be subject to the provisions of this Article regarding real property that apply to Planted Member Churches unless an exception to those provisions is granted in writing by the Conference Executive Council.
- 7. The board of trustees or board of directors or Local Church Administrative Council, if incorporated, holding title to local church property shall be elected by the church congregation and shall serve until removed and their successors elected. If a conveyance, gift, or devise shall have been made directly to the local church without reference to trustees, the board of trustees shall have the same authority as if they were named in the deed or devise. Any local church shall be strongly discouraged from receiving any deed to property by will or any other means which is encumbered

by a reversion clause.

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- 8. Notwithstanding any provision above set out, when property owned by a local church, whether incorporated or not, shall cease to be used for religious purposes in accordance with the faith of the church and provisions of the International Pentecostal Holiness Church Manual, title to such property shall vest in the Conference where membership is held. The Conference Executive Council shall determine that such use has ceased and the date when it ceased, which date shall be the date title vested in the Conference. The Conference Executive Council shall record such findings in its minutes, and such minutes shall be conclusive proof of such vesting of title in the Conference on that date. The Conference Executive Council may institute proceedings in any appropriate court to acquire title and possession. If two-thirds of the congregation of the local church shall move to another place of worship, retaining its status as an operating International Pentecostal Holiness Church Member Church, the local church may, with the written approval of the Conference Executive Council, sell its former church property or hold it for a reasonable time for future sale, and may retain the proceeds of the sale for local church use.
- 9. Each deed to an unincorporated local church shall contain language substantially as follows: [Seller], to [Trustee], [Trustee], trustees for the [Name of the Church] International Pentecostal Holiness Church, an unincorporated church association, and their successors in office. The follow paragraph shall appear after the property description:

This conveyance is made to, and shall be held by, the grantee in trust for the benefit of the International Pentecostal Holiness Church in accordance with

the provisions of the International Pentecostal Holiness Church Manual.

This same paragraph shall appear in a deed to an incorporated church. It should also be recommended for a will devising property to a local church.

#### C. Conference Property

- 1. Each Conference shall have the same rights and duties with regard to its ownership, sale, and mortgaging of real property as is set out above for Planted Member Churches. The relationship of the Conference to the International Pentecostal Holiness Church, Inc., shall be the same relationship as between the Planted Member Church and the Conference with regard to the ownership, sale, and mortgaging of real property. When it is determined by the International Pentecostal Holiness Church, Inc., that a Conference shall have ceased using its church property in accordance with the faith of the church and provisions of the *International Pentecostal Holiness Church Manual*, title to such property shall vest in the International Pentecostal Holiness Church, Inc., which may institute appropriate legal action.
- Deeds to a Conference shall be warranty deeds, if possible, and any deed or devise should contain language similar to that provided for a Planted Member Church.
- 3. If a Local Church shall have mortgaged its property and be in danger of losing the property by default, the Conference may advance funds at its discretion to avoid foreclosure, or may take a deed from the Local Church subject to the mortgage. If the terms of the mortgage permit an assumption of the debt, the Conference may assume the debt if it thinks such action advisable.

### D. Institutional Property

- 1. An institution in the International Pentecostal Holiness Church shall be organized as a nonprofit corporation. Title to property acquired by the institution shall vest in the corporation. The authority to convey or mortgage property shall be the same as set out above for a Conference except in instances where the governing certificate or articles of incorporation or bylaws of such nonprofit corporation shall provide otherwise. Any such provisions that may hereafter be incorporated into the governing incorporation documents or bylaws of such nonprofit corporations should be submitted to the Council of Bishops for its prior consideration and approval.
- 2. When it is determined by the Council of Bishops that institutional property shall have ceased being used in accordance with the faith of the church and provisions of the *International Pentecostal Holiness Church Manual*, title to such property shall vest in the International Pentecostal Holiness Church, Inc., which may institute appropriate legal action. The provisions of this paragraph shall not apply to nonprofit corporations having contrary provisions in their incorporation documents or bylaws. The language as to the use of the property, as provided above for local church and for Conferences, shall appear in deeds to church institutions.

#### E. General Church Property

The International Pentecostal Holiness Church, Inc., shall be organized and established in the form of a nonprofit church corporation. Title to property shall vest in said corporation, and conveyances and mortgages shall be made in accordance with the laws of the state or country in which the said property is situated.

### Article X. Procedures for Amending the Constitution

# 2 A. Amending Articles III, IV, or Article X, Part A.

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- A proposal to make the following changes to the Constitution must be submitted in writing to the Executive Committee of the Council of Bishops at least one year in advance of the next General Conference:
  - a. To delete Article III, The Apostles' Creed, or
  - b. To amend Article IV, Articles of Faith, or
  - To amend Article X, Part A, Procedures for Amending the Constitution –
     Amending Articles III, IV, or Article X, Part A.
  - Once reviewed by the Executive Committee of the Council of Bishops, the proposed deletion/amendment shall be submitted for approval to the Council of Bishops. Such amendment must be approved by a two-thirds majority of the Council of Bishops.
  - 3. Once approved by the Council of Bishops, the proposed deletion/amendment shall be submitted for approval at the next General Conference. Such amendment to the Articles of Faith must be approved by a two-thirds majority of the votes cast at a duly convened General Conference Session.
  - 4. Once approved by a two-thirds majority vote of the General Conference in session, the proposed deletion/amendment must be submitted to each Conference in a called or regular session and approved by two-thirds of all delegates voting in all Conferences.
    Once approved by two-thirds of all delegates voting in all Conferences, the deletion/amendment shall become effective.

#### 1 B. Amending Articles or Parts Not Listed in Article X, Part A Above

- 1. A proposed amendment to the following articles of the Constitution must be submitted in writing to the Executive Committee of the Council of Bishops at least one year in advance of the next General Conference:
  - a. Article I, Name, or

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- b. Article II, Organizational Form, or
- c. Article V, Understanding the Articles of Faith, or
- d. Article VI, Ordinances, or
- e. Article VII, Covenant of Commitment, or
- f. Article VIII, Divorce and Remarriage, or
- g. Article IX, Church Property and Titles
- Once reviewed by the Executive Committee of the Council of Bishops, the proposed amendment shall be submitted for approval to the Council of Bishops. Such amendment must be approved by a two-thirds majority of the Council of Bishops.
  - 3. Once approved by the Council of Bishops, the proposed amendment shall be submitted for approval at the next General Conference. Such amendment must be approved by a two-thirds majority of the votes cast at a duly convened General Conference Session.
    Once approved by a two-thirds vote of the General Conference, the amendment shall become effective.

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## International Pentecostal Holiness Church

# **BYLAWS**

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#### Article I. Organizational Structure – General Level

#### A. Overview

- 1. The purposes of the General Conference shall include worship, fellowship, selection of leaders, casting of vision, adopting policies, enacting legislation, receiving training, and conducting other activities in support of the mission/vision of the International Pentecostal Holiness Church to fulfill the Great Commission.
- 2. The dates and location of General Conference shall be determined by the Council of Bishops in session. A General Conference shall be held every four years.
- 3. The agenda for the General Conference shall be prepared by the Executive Committee of the Council of Bishops to be presented to the General Conference for adoption.
- 4. Legislation adopted by a General Conference shall be binding on all entities on all levels of the International Pentecostal Holiness Church until the succeeding General Conference. When the General Conference is not in session, changes to the An exception shall be that an emergency change to the Bylaws shall be submitted by the Executive Committee of the Council of Bishops to the Council of Bishops and approved by a two-thirds vote of the Council of Bishops in session.
- 5. General Conference shall have the sole right to adopt legislation determining the qualifications for membership in the International Pentecostal Holiness Church.
- 6. All committee reports and other materials prepared for General Conference will be translated into Spanish and made available no less than one month prior to General Conference to allow for the full participation of Spanish-speaking delegates.

#### **B.** Membership of General Conference

- 1. The General Conference voting membership shall be composed of the following International Pentecostal Holiness Church delegates:
  - a. Members of the Council of Bishops and spouses
- b. Former General Executives and spouses

1 c. Senior Pastors and spouses 2 d. Military chaplains and spouses e. Ordained clergy (active or retired) and spouses 3 4 f. Licensed clergy (active or retired) and spouses 5 g. Voting members of all General-level and Conference-level councils and boards committees 6 and their spouses 7 h. Members of General Conference Committees 8 Missionaries and delegates from foreign countries certified by the World Missions Ministries 9 Council based on criteria approved by the Executive Committee of the Council of Bishops 10 Representatives of other fellowships/organizations certified by the General Superintendent k. Church delegates to the General Conference based on the following policies: 11 12 1) Only Member Churches that comply with the Church Tithe are allowed to send church 13 delegates to a General Conference. 14 2) The number of delegates a church is allowed to send to General Conference is based on 15 the church's composite number. Member Churches may send one delegate per 50 25 16 composite number or major fraction thereof. A Member Church with 50 25 members or 17 fewer will qualify to send one delegate. 18 The composite number is the average of: 19 a) Church membership at the end of the most recent calendar year (For the purpose of 20 calculating a church's composite number, the church membership shall not exceed 21 200 percent (200%) of the primary worship service[s] annual average attendance.) 22 b) Primary worship service(s) annual average attendance 23 2. Except for purposes of paragraphs i. and j. above, all delegates to the General Conference must 24 be active members of the International Pentecostal Holiness Church.

C. General Conference Committees 3 4 1. The standing committees of the General Conference shall be 5 a. Delegate Certification Committee 6 b. Decorum Committee 7 c. Bylaws Committee 8 2. At least one year prior to General Conference, the Executive Nominations Committee of the 9 Council of Bishops shall recommend, and the Council of Bishops shall approve the membership 10 of the Delegate Certification and Decorum Committees. 3. Delegate Certification Committee 11 12 a. The purpose of the Delegate Certification Committee shall be to review and approve the list of 13 certified delegates. 14 b. The Delegate Certification Committee shall consist of three members of the Council of Bishops, 15 one of whom shall be designated as chairman. c. If the Delegate Certification Committee becomes aware of certification errors or irregularities, 16 17 either by review or notification, the Committee shall investigate the matter and make a determination regarding determine the validity of the certification in question. 18 19 d. A determination of the Delegate Certification Committee may be appealed in writing to the 20 Council of Bishops. The decision of the Council of Bishops, in session, shall be final. 21 4. Decorum Committee 22 a. The purpose of the Decorum Committee shall be to propose the rules of decorum for the 23 General Conference. 24 b. The Decorum Committee shall consist of a chairman and four (4) members at large.

3. Except as indicated in paragraphs i. and j. above, all delegates to the General Conference shall

be certified by their respective Conference Executive Councils.

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- 1 5. Bylaws Committee 2 a. The purpose of the Bylaws Committee shall be to review the Bylaws for any necessary 3 amendments and to consider proposed amendments submitted to the committee in writing. 4 b. The Bylaws Committee shall consist of: 5 1) A chairman 2) Five (5) members of the Council of Bishops 6 7 3) Three (3) Senior Pastors 8 4) Three (3) laypersons 9 Three (3) members at large (Members at large shall not be Council of Bishops members.) 10 c. All resolutions from the floor must bear the signatures of a number of delegates equal to the 11 number of members of the Bylaws Committee. 12 d. At least two years prior to General Conference, the Executive Nominations Committee of the 13 Council of Bishops shall recommend, and the Council of Bishops shall approve the 14 membership of the Bylaws Committee. 15 e. When feasible, continuity between successive Bylaws Committees shall be facilitated by 16 reappointing less than a majority, of the members but at least one-third of one the prior 17 Bylaws Committee to the next Bylaws Committee. 18 6. Other Committee Provisions 19 a. Clergy and lay membership shall be eligible to serve on a General Conference committee, will 20 be allowed based on compliance provided they comply with the financial guidelines. Only lay 21 members who meet the qualifications to serve as members of a Local Church Administrative
  - b. No person shall serve on more than one General Conference committee at a time.

Council shall be eligible to serve on General Conference committees.

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c. Other General Conference committees may be appointed at the discretion of the Council of Bishops in session.

1 d. The contact information of all General Conference committee members shall be sent to: 1) Members of the Council of Bishops 2 2) Former General Superintendents 3 3) Ordained clergy 4 5 4) Licensed clergy 5) Senior Pastors 6 7 6) Members of all General-level and Conference-level councils and boards-committees 8 7) Missionaries 9 D. Council of Bishops 10 1. When the General Conference is not in session, the Council of Bishops shall be the most-highest authoritative council, board, or committee in the organizational structure. Its function shall be that 11 12 of a governing board of directors. As such, it shall be the primary policy-making body between 13 sessions of the General Conference. 14 2. The Council of Bishops shall consist of the following voting members: a. All members of the Executive Committee of the Council of Bishops All elected General 15 16 Conference officials. The Council of Bishops shall be chaired by the General Superintendent. b. All elected Conference Superintendents 17 18 1) Conference Superintendent members are required to attend Council of Bishops sessions. 19 Their respective conferences shall provide the financial resources to enable their 20 attendance. 21 2) In the case of emergencies, or dire need, to make a decision between sessions of the 22 Council of Bishops, tThe Council of Bishops will be considered to be in session via 23 electronic means as long as sufficient response to confirm a quorum has been determined. c. The General Superintendent of the Pentecostal Holiness Church of Canada 24

- 1 3. The Council of Bishops shall include the following nonvoting members: a. The Council of Bishops, while in session, shall provide seat and voice to the three (3) pastors 2 3 and the three (3) lay members of the Strategic Advisory Council. 4 4. The Council of Bishops shall be chaired by the General Superintendent. a. The agenda for meetings of the Council of Bishops shall be prepared by the Executive 5 6 Committee. Any member of the Council of Bishops may submit items for inclusion on the 7 agenda by forwarding such item to a member of the Executive Committee at least two weeks 8 in advance of the meeting. 5. The Authority and Duties of the Council of Bishops 9 10 a. The Council of Bishops shall have at least three regular meetings per calendar year. The 11 General Superintendent or the Council of Bishops may schedule additional called meetings as 12 necessary. 13 b. In addition to addressing recommendations of the Executive Committee of the Council of 14 Bishops, the Council of Bishops shall have the authority to initiate and approve action and 15 policy originating with the Council of Bishops in session. c. When being asked to consider recommendations, establish policy, or take other action, 16 17 members of the Council of Bishops shall have access to any available information the Council 18 believes is necessary to consider properly the matter before it. 19 d. When considering an issue related to a particular ministry, department, or other entity, the 20 leader and/or other representatives of that ministry, department, or other entity shall be asked 21 to be present in order to answer questions or provide data and other information related to the
  - e. c. The Council of Bishops, in session, shall review and/or consider for approval the following:
    - 1) The minutes of Council of Bishops meetings

issue being addressed.

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1	2) Written ministries progress reports of the General Ministry Cabinet members of the
2	Executive Committee of the Council of Bishops regarding the strategic initiatives.
3	3) Recommendations contained in the minutes of the Executive Committee of the Council of
4	Bishops meetings
5	4) Recommendations contained in the minutes of Finance proposed by the various Counc
6	of Bishops Committees-meeting
7	5) Recommendations contained in the minutes of Ministry Council meetings
8	5) <u>Financial reports and Global Ministry Center budgets</u>
9	6) Other items as presented
10	f.d. The Council of Bishops, in session, shall have the authority to establish standing committees
11	task forces, study commissions, and other such groups to study particular issues and make
12	recommendations and/or present position statements to be approved by the Council of
13	Bishops, in session, and/or forwarded to others for appropriate action.
14	g.e. The Council of Bishops, in session, shall have the authority, upon the advice of legal counse
15	and by two-thirds majority vote, to adjust the wording of the Constitution and/or Bylaws to
16	protect the assets and interests of the International Pentecostal Holiness Church.
17	1) For final approval, any adjustments to the Constitution shall be subject to the provisions
18	regarding conference approval in Constitution, Article X, Part A, Section 4.
19	2) For final approval, any adjustments to the Bylaws shall be subject to the provisions of
20	Bylaws, Article I, Part A, Section 4.
21	3) All changes undertaken in this manner shall be reported to the next General Conference
22	h.f. The Council of Bishops shall establish the corporate structure of the IPHC Financial Services
23	i.g. The Council of Bishops shall be provided briefs of legal cases at least annually by the Lega
24	and Property Committee.

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<u>h</u>	. If it becomes necessary or beneficial to create, transfer, or discontinue a ministry/department
	between sessions of General Conference, the Executive Committee of the Council of Bishops
	shall present the recommendation to the Council of Bishops in session. After consultation with
	the Finance Committee, a two-thirds majority vote of the Council of Bishops, in session, shall
	be required for approval.

- K.i. The Council of Bishops, in session, shall consider for approval the chief executive officer of Falcon Children's Home recommended by the Falcon Children's Home Board and the Executive Committee of the Council of Bishops.
- Li. The Council of Bishops, in session, shall determine approve the date and location of General Conference.
- m.k. The Council of Bishops, in session, shall address appeals regarding determinations of the General Conference Delegate Certification Committee. Such appeals shall be submitted in writing to the Council of Bishops. The decision of the Council of Bishops, in session, shall be final.
- n.l. The Council of Bishops shall serve as the board of trustees for all real property of the International Pentecostal Holiness Church, Inc. Real Property shall be acquired or disposed of only after approval of two thirds a majority of the Council of Bishops in session.
- e.m. The Council of Bishops of the International Pentecostal Holiness Church, Inc., shall permit the General Church's premises or real properties to be used for weddings, receptions, and anniversaries (and other gatherings related to weddings, receptions, and anniversaries) that celebrate a marriage or blessing only if the union is between one biologically birthed man and one biologically birthed woman.
- p.n. The Council of Bishops, in session, shall establish the requirements and qualifications that must be met for all clergy credentials. Evaluating ordination and license candidates and issuing clergy credentials is a function reserved for Conferences.

1	q.o. When General Conference is not in session, the ruling of a presiding official may be appealed
2	to the Executive Committee of the Council of Bishops for review. The presiding official whose
3	ruling is contested shall not participate in the decision, except to defend the ruling made. The
4	decision of the Executive Committee of the Council of Bishops may be appealed to the Council
5	of Bishops for review. The decision of the Council of Bishops, in session, shall be final.
6	The Council of Bishops, in session, shall fill by election any vacancy on the Executive
7	Committee of the Council of Bishops not filled by succession.
8	s.g. The Council of Bishops, in session, shall consider for appointment the following positions as
ç	presented by the Nominations Committee
10	1) ‡The members of the Finance Committee of the Council of Bishops based on the
11	procedures in Bylaws Article V, Section A.
12	2) The members of General Conference committees
13	3) The members of a standing committee of the Council of Bishops
14	t. The Council of Bishops, in session, shall consider for appointment
15	1) The members of all General-level Ministry Councils recommended by the Executive
16	Committee of the Council of Bishops
17	2) The members of all General Conference committees recommended by the Executive
18	Committee of the Council of Bishops
19	the Council of Bishops, in session, shall consider for approval
20	1) The appointment of the Chief Financial Officer recommended by the Executive and
21	Finance Committees, and shall have final authority to terminate the Chief Financial Officer
22	2) The creation of any new board or committee on the General level recommended by the
23	·
24	✓-s. Upon recommendation of the Conference Advancement Committee of the Council of Bishops,
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	Tale Coalies of Dicheps, in cocolon, chair have the authority to cotabiler how conficiences. If

the establishment of a new Conference includes the transfer of a church from one Conference to another, paragraph w. below shall apply.

- w.t. The Council of Bishops, in session, shall have the authority to transfer a church from one Conference to another according to the following process:
  - The local church shall initiate the request for transfer after a two-thirds majority vote in a duly convened business session.
  - 2) The transfer must be approved by a majority vote of each Conference Executive Council involved.
  - 3) The transfer must be approved by a two-thirds majority vote of the local church in a duly convened business session. Should either Conference Executive Council not approve the transfer, the church in question may appeal to the Conference Advancement Committee.

    The Committee's recommendation would require approval by two-thirds majority vote of the Council of Bishops.
- v.u. If any organization, including a network or group of churches, desires to be a part of the International Pentecostal Holiness Church at the General level, the Executive Committee shall have the authority to negotiate an agreement with the organization that establishes the provisions under which the organization will be a part of the International Pentecostal Holiness Church. Such agreement shall be subject to the final approval of the Council of Bishops in session.
- w.v. The Council of Bishops, in session, shall enforce a program of financial accountability for Conferences.
- x.w.Upon the recommendation of the Conference Advancement Committee, the Council of Bishops, in session, shall develop policies and procedures for addressing plateaued or significantly declining Conferences. Such policies and procedures shall require a two-thirds majority vote of the Council of Bishops, in session, for approval.

y-x. The Council of Bishops, in session, shall adopt language to be included in the articles of incorporation and bylaws of Member Churches acknowledging their relationship with the International Pentecostal Holiness Church.
 E. Council of Bishops Executive Committee of the Council of Bishops
 The purpose of the Council of Bishops Executive Committee of the Council of Bishops (hereinafter)

- 1. The <u>purpose of the Council of Bishops</u> Executive Committee of the Council of Bishops (hereinafter referred to in the Bylaws as "Executive Committee") is to facilitate decision-making regarding the policies of the Council of Bishops between sessions exists to carry out the executive and administrative functions of the International Pentecostal Holiness Church. The Executive Committee executes, implements, and administers policies established by the General Conference and the Council of Bishops. The Council of Bishops, in session, may grant or delegate additional such authority to the Executive Committee except as required for the proper function of the organization. However, the authorities and powers reserved in these Bylaws for the General
- 2. The Executive Committee shall consist of the following members:

Conference or the Council of Bishops shall remain so reserved.

- a. General Superintendent, Chairman
- b. Executive Director of Discipleship Ministries
- c. Executive Director of Evangelism USA
- d. Executive Director of World Missions Ministries
- e. Three (3) Conference Superintendents serving on the Strategic Advisory Council
- f. One Pastor with seat and voice serving on the Strategic Advisory Council
- g. One layperson with seat and voice serving on the Strategic Advisory Council
- Method of Selection

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- a. General Conference Officials
  - All members of the Executive Committee-General Conference Officials shall be elected by the General Conference for four-year terms. Elections will be by majority vote.

1		2) Election of <u>General Conference Officials</u> members of the Executive Committee shall be
2		in the <u>following</u> order <del>listed above</del> :
3		a) General Superintendent
4		b) Executive Director of Discipleship Ministries
5		c) Executive Director of Evangelism USA Ministries
6		d) Executive Director of World Missions Ministries
7		3) If a vacancy in an Executive Director position is known prior to General Conference, that
8		vacated office will be voted on first and the remaining Executive Director positions will be
9		elected in alphabetical order.
10		4) No General Conference Official shall serve more than three consecutive terms in any one
11		office.
12		5) In the event a person fills the unexpired term of a General Conference Office, it shall not
13		prohibit that person from serving three full terms in that office if elected.
14	b.	Members at Large
15		1) Three (3) Conference Superintendents shall be recommended by the Nominations
16		Committee and approved by the Council of Bishops. The Conference Superintendents
17		shall also serve on the Strategic Advisory Council.
18		2) One (1) pastor and one (1) lay professional shall be recommended by the Nominations
19		Committee and approved by the Council of Bishops. Candidates shall be recommended
20		
20		from the three (3) pastors and three (3) lay professionals serving on the Strategic Advisory
21		from the three (3) pastors and three (3) lay professionals serving on the Strategic Advisory  Council.
21		Council.
21	C.	Council.  3) Members at large shall be recommended by the Nominations Committee and approved by
21 22 23	C.	Council.  3) Members at large shall be recommended by the Nominations Committee and approved by the Council of Bishops no later than 45 days following General Conference.

- 1 d. No Executive Committee member shall serve more than three consecutive terms in any one 2 office. 3 4 5 in the same office. A separate motion requiring a two-thirds majority ballot vote to pass 6 7 same office. The election will be by majority vote. 8 9 10 in session, and filled by the Vice Chairman of the Executive Committee. 11 12 13 elected by the Council of Bishops in session. 14 g. A vacancy in the office of Vice Chairman of the Executive Committee shall be declared by the 15 Council of Bishops, in session, and filled by the Corporate Secretary.
  - 1) An exception shall be that the General Conference may consider for nomination any Executive Committee member who is at the conclusion of three or more consecutive terms
    - may be offered to allow each such member to be nominated along with others for that
    - 2)1) In the event a person fills the unexpired term of an Executive Committee member, it shall not prohibit that person from serving three full terms in that office if elected.
  - e. A vacancy in the office of General Superintendent shall be declared by the Council of Bishops.
  - f. A vacancy in any Executive Director office shall be declared and the replacement shall be

  - h. A vacancy in the office of Corporate Secretary shall be declared by the Council of Bishops, in session, and filled by the Corporate Treasurer.
  - i. A vacancy in the office of Corporate Treasurer shall be declared by the Council of Bishops, in session, and filled by the newly selected Executive Director.
  - 4. Vice Chairman, Corporate Secretary, and Corporate Treasurer

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a. Following the election of the Executive Committee Directors, the General Conference shall elect a Vice Chairman, Corporate Secretary, and Corporate Treasurer. The names of all three Executive Directors shall automatically be entered alphabetically by last name into nomination for these offices. The election shall be by ballot vote.

1	b. The Executive Director receiving the highest number of votes shall be the Vice Chairman. The
2	Executive Director receiving the next highest number of votes shall be the Corporate Secretary.
3	The other Executive Director shall be the Corporate Treasurer.
4	c. Duties of the Corporate Officers
5	1) The General Superintendent shall serve as the Chair of the Executive Committee.
6	2) The Vice Chairman shall preside over Executive Committee, the Council of Bishops, and
7	Ministries Cabinet meetings in the absence of the General Superintendent. He shall
8	assume the office of General Superintendent if a vacancy in that office is declared by the
9	Council of Bishops in session.
10	3) The Corporate Secretary shall perform the duties of a Corporate Secretary provided by the
11	laws of the State of Oklahoma.
12	4) The Corporate Treasurer shall perform the duties of a Corporate Treasurer provided by the
13	laws of the State of Oklahoma.
14	5. The Authority and Duties of the Executive Committee
15	a. The Executive Committee shall serve as the Ministry Council for General Superintendent's
16	Ministries.
17	b. a. The Executive Committee shall meet only at the call or with the permission of the General
18	Superintendent.
19	e. b. The Executive Committee shall promote and coordinate the programs and ministries of the

d. c. The Executive Committee shall have at least four regular quarterly meetings per calendar

year. The General Superintendent may schedule additional called meetings as necessary.

e. d. Minutes of all meetings of the Executive Committee shall be provided to the members of the

International Pentecostal Holiness Church.

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1	f.	e. The location, dates, duration, and theme of the General Conference shall be recommended
2		by the Executive Committee and approved by the Council of Bishops in session. The agenda
3		for the General Conference shall be prepared by the Executive Committee to be presented to
4		the General Conference for adoption.
5	<del>g.</del>	The Executive Committee shall recommend the members of General-level councils and
6		General Conference committees, subject to the approval of the Council of Bishops in session.
7		In recommending council and committee members, the demographic makeup of the
8		International Pentecostal Holiness Church shall be considered.
9	<del>g.</del>	f. The Executive Committee shall recommend the creation or dissolving of any board or
10		committee on the General level subject to the approval of the Council of Bishops in session.
11	<del>h.</del>	g. The Executive Committee shall recommend the creation of any new Conference subject to
12		the approval of the Council of Bishops in session.
13	<del>i.</del>	h. The Executive Committee shall investigate allegations that reflect on the character of the
14		members of the Council of Bishops and settle differences without a hearing when possible.
15		However, the Executive Committee is expected to report allegations of criminal abuse of a minor
16		to the appropriate authority immediately.
17	<del>j.</del>	i. The Executive Committee shall investigate differences between clergy and/or laymen of
18		separate Conferences and settle differences without a hearing when possible. However, the
19		Executive Committee is expected to report allegations of criminal abuse of a minor to the
20		appropriate authority immediately.
21	<del>k.</del>	j. The Executive Committee, through the General Superintendent or his appointee, shall be
22		authorized, with cause, to examine the financial records, policies, and procedures of a
23		Conference. Cause shall include but not be limited to:
24		1) The discovery of inconsistent reports, the lack of reports, or other evidence of potential
25		financial irregularities
26		2) A credible accusation of financial irregularity

3) A lack of appropriate internal controls

- 4) A significant decline in Conference finances over a 12-month period or an irregular pattern in giving to the General level
- E. K. The Executive Committee has the authority to bring a Conference under its supervision and may function as the Conference Executive Council and, if necessary, act as the trustees of any property owned by the Conference if any of the following occurs:
  - 1) The number of churches, number of clergy, or church membership declines by at least 25 percent (25%).
  - 2) The Executive Committee determines that the Conference is operating out of compliance with significant provisions of the *International Pentecostal Holiness Church Manual*.
    - Before implementing this provision, the Executive Committee must give written notice to the Conference Executive Council and the Council of Bishops of the criteria being used and must allow 60 days for the Conference Executive Council to correct the criteria referenced. The initial period of supervision shall be 120 days and may be extended with the approval of the Council of Bishops. The intent of the actions taken shall be to stabilize the Conference and bring it into compliance as quickly as feasible.
- m. In the Executive Committee determines that a Conference is operating out of compliance with the International Pentecostal Holiness Church Manual to the extent that the Conference's property, financial condition, or existence is seriously threatened, the Executive Committee has the authority to immediately bring that Conference under its supervision, to function as the Conference Executive Council, and to act as the trustees of any property owned by the Conference. Such immediate supervision shall be for an initial period of 120 days and shall be effected by written notice to the Conference Executive Council and the Council of Bishops. Such notice need not allow for a period of correction. The supervision period may be extended past 120 days with the approval of the Council of Bishops. The intent of the actions taken shall be to stabilize the Conference and bring it into compliance as guickly as feasible.

1		<del>n.</del>	<u>m.</u>	The Executive Committee shall review the ruling of a presiding official if the ruling is appealed
2			to tl	he Executive Committee. The decision of the Executive Committee may be appealed to the
3			Cou	uncil of Bishops.
4		<del>0.</del>	<u>n.</u> lt	f any organization, including a network of churches, desires to be a part of the International
5			Per	ntecostal Holiness Church at the General level, the Executive Committee shall have the
6			autl	hority to negotiate an agreement with the organization that establishes the provisions under
7			whi	ich the organization will be a part of the International Pentecostal Holiness Church. Such
8			agr	reement shall be subject to the final approval of the Council of Bishops in session.
9	F. Genera	l El	ecte	ed Officials
10	1.	Ge	nera	al Superintendent
11		a.	Ove	erview
12			1)	The General Superintendent is the primary vision caster for the International Pentecostal
13				Holiness Church. His spiritual leadership is reflected in the biblical ministries of apostles
14				and bishops. His administrative functions are reflected in the contemporary language of
15				chief executive officer.
16			2)	The General Superintendent shall serve as the chairman of the Executive Committee.
17			3)	The General Superintendent shall bear the title of Presiding Bishop while in office.
18			4)	Former General Superintendents shall bear the honorary title of Bishop for life.
19		b.	The	e Authority and Duties of the General Superintendent
20			1)	The General Superintendent shall coordinate oversee the ministries of the International
21				Pentecostal Holiness Church through the Executive Committee and the Council of
22				Bishops.

to approval by the Executive Committee.

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2) The General Superintendent shall appoint all employees in General Superintendent

Ministries except the Chief Financial Officer. Director-level appointments shall be subject

1	3)	The General Superintendent shall be consulted regarding the appointment of all director-
2		level appointments in the other ministries of the Global Ministry Center.
3	4)	The General Superintendent shall have the authority to make special assignments
4		pertinent to the work and ministry of the International Pentecostal Holiness Church, in
5		consultation with the Executive Committee and with the approval of the Council of Bishops
6		in session.
7	5)	The General Superintendent shall be amenable to the Council of Bishops. Accordingly,
8		he shall give a written report at each regular meeting of the Council of Bishops.
9	6)	The General Superintendent or his appointee shall be the chairman of the following:
10		a) General Conference
11		b) Council of Bishops
12		c) The Executive Committee
13		d) The World Pentecostal Holiness Fellowship
14		e) All councils, boards, and committees in General Superintendent Ministries
15	7)	The General Superintendent shall have the authority to counsel and advise all General-
16		level ministries.
17	8)	The General Superintendent shall be responsible for establishing a comprehensive
18		Conference Superintendent Mentoring Program specific to the culture, region, and size of
19		the Conference.
20	9)	The General Superintendent shall be responsible for establishing a comprehensive Clergy
21		Development Program. Such program shall include clergy training, clergy care, and
22		credentialing.
23	10)	The General Superintendent shall be responsible for rulings of church polity. Such rulings
24		may be appealed to the Executive Committee.
25	11)	The General Superintendent or his appointee shall preside over all Conference sessions.

1	12) The General Superintendent or his appointee shall have the authority to preside over
2	ordination and licensing ceremonies and to sign and present, on behalf of the Conference,
3	ordination certificates and licenses. (Evaluating ordination and license candidates and
4	issuing clergy credentials is a function reserved for Conferences.)
5	13) In the event that charges are brought against a Conference Superintendent, the General
6	Superintendent or his appointee shall serve as chairman of the Conference Executive
7	Council until the Council of Bishops makes proper disposition of the charges.
8	14) The General Superintendent may transfer a clergy member from one Conference to
9	another with the consent of the member and the Conference Superintendents involved. A
10	copy of the clergy member's personnel file shall accompany the transfer documents.
11	15) The date of each Quadrennial and Annual Conference Session shall be determined by
12	the Conference Executive Council in consultation with the General Superintendent.
13	16) The General Superintendent or his appointee shall serve as the liaison between the
14	International Pentecostal Holiness Church and other denominations and fellowships.
15	17) When needs for United States personnel arise among overseas affiliates, the General
16	Superintendent shall work with the Executive Director of World Missions Ministries toward
17	supplying those needs.
18	2. Executive Directors of General Ministry Departments
19	a. Overview
20	1) The Executive Director of each Ministry Department shall serve as its full-time elected
21	<u>leader</u>
22	2) The Executive Directors shall serve as members of the Executive Committee
23	3) The Executive Directors shall have the honorary title of Bishop while in office.
24	b. The Authority and Duties of the Executive Directors

1	<u>1)</u>	The Executive Directors shall be amenable to the General Superintendent and to the
2		Council of Bishops. Accordingly, they shall give a written ministry report at each regular
3		meeting of the Council of Bishops
4	<u>2)</u>	Each Executive Director may appoint an Advisory Council in consultation with the Presiding
5		<u>Bishop</u>
6	<u>3)</u>	As the chairman of the Advisory Council, the Executive Director shall review the agenda of
7		each council meeting with the General Superintendent prior to the meeting
8	<u>4)</u>	Minutes of an Advisory Council meeting shall be provided in a timely manner to the General
9		Superintendent
10	<u>5)</u>	The Executive Directors shall appoint all employees in their respective ministry department.
11		Director-level appointments shall be in consultation with the General Superintendent
12	<u>6)</u>	The Executive Directors shall have the authority to preside over ordination and licensing
13		ceremonies and to sign and present on behalf of the Conference, ordination certificates
14		and licenses as directed by the General Superintendent (Evaluating ordination and license
15		candidates and issuing clergy credentials is a function reserved for the conferences).
16	<u>7)</u>	The Executive Directors, or their appointees, shall serve as the chairman of all councils
17		and committees in their ministry department.
18	<u>8)</u>	The Executive Directors shall perform other duties as assigned by the General
19		Superintendent and the Council of Bishops.
20	3. Execu	tive Director of Discipleship Ministries
21	a. <del>Ov</del>	<del>rerview</del>
22	1)	The Executive Director of Discipleship Ministries shall serve as the full-time elected leader
23		of Discipleship Ministries and as chairman of the Discipleship Ministries Council.
24	2)	The Executive Director of Discipleship Ministries shall serve as a member of the Executive
25		Committee.

1		3)	The Executive Director of Discipleship Ministries shall have the honorary title of Bishop
2			while in office.
3	b.	The	Authority and Duties of the Executive Director of Discipleship Ministries
4		1)	The Executive Director of Discipleship Ministries shall be amenable to the General
5			Superintendent and to the Council of Bishops. Accordingly, he shall give a written ministry
6			report at each regular meeting of the Council of Bishops.
7		2)	As the chairman of the Discipleship Ministries Council, the Executive Director of
8			Discipleship Ministries shall review the agenda of each Council meeting with the General
9			Superintendent prior to the meeting.
10		3)	Minutes of all Ministry Council meetings shall be provided in a timely manner to the
11			members of the Council of Bishops.
12		4)	The Executive Director of Discipleship Ministries shall appoint all employees in
13			Discipleship Ministries. Director-level appointments shall be in consultation with the
14			General Superintendent and shall be subject to the approval of the Discipleship Ministries
15			Council.
16		5)	The Executive Director of Discipleship Ministries shall have the authority to preside over
17			ordination and licensing ceremonies and to sign and present, on behalf of the Conference,
18			ordination certificates and licenses as directed by the General Superintendent.
19			(Evaluating ordination and license candidates and issuing clergy credentials is a function
20			reserved for Conferences.)
21		6)	The Executive Director of Discipleship Ministries, or his appointee, shall serve as the
22			chairman of all boards and committees in Discipleship Ministries, except the Men's
23			Ministries Board and the Women's Ministries Board. He shall have access to the Men's
24			Ministries Board and the Women's Ministries Board at his discretion.
25		7)	The Executive Director of Discipleship Ministries shall perform other duties as assigned
26			by the General Superintendent and the Council of Bishops.

1			8)	The Executive Director of Discipleship Ministries shall consult with the Executive
2				Committee and the board of trustees of any institution of higher education that is
3				considering the selection of the institution's president.
4			9)	The Executive Director of Discipleship Ministries shall consult with the Executive
5				Committee and the board of trustees of any benevolent institution that is considering the
6				selection of the institution's chief executive officer.
7	4.	Ex	e <del>cuti</del>	ive Director of Evangelism USA Ministries
8		a.	Ove	<del>erview</del>
9			1)	The Executive Director of Evangelism USA Ministries shall serve as the full-time elected
10				leader of Evangelism USA Ministries and as chairman of the Evangelism USA Ministries
11				Council.
12			2)	The Executive Director of Evangelism USA Ministries shall serve as a member of the
13				Executive Committee.
14			3)	The Executive Director of Evangelism USA Ministries shall have the honorary title of
15				Bishop while in office.
16		b.	The	Authority and Duties of the Executive Director of Evangelism USA Ministries
17			1)	The Executive Director of Evangelism USA Ministries shall be amenable to the General
18				Superintendent and to the Council of Bishops. Accordingly, he shall give a written ministry
19				report at each regular meeting of the Council of Bishops.
20			2)	As the chairman of the Evangelism USA Ministries Council, the Executive Director of
21				Evangelism USA Ministries shall review the agenda of each Council meeting with the
22				General Superintendent prior to the meeting.
23			3)	Minutes of all Ministry Council meetings shall be provided in a timely manner to the
24				members of the Council of Bishops.

1			4)	The Executive Director of Evangelism USA Ministries shall appoint all employees in
2				Evangelism USA Ministries. Director-level appointments shall be in consultation with the
3				General Superintendent and shall be subject to the approval of the Evangelism USA
4				Ministries Council.
5			5)	The Executive Director of Evangelism USA Ministries shall have the authority to preside
6				over ordination and licensing ceremonies and to sign and present, on behalf of the
7				Conference, ordination certificates and licenses as directed by the General
8				Superintendent. (Evaluating ordination and license candidates and issuing clergy
9				credentials is a function reserved for Conferences.)
10			6)	The Executive Director of Evangelism USA Ministries or his appointee shall serve as the
11				chairman of all boards and committees in the Evangelism USA Ministries.
12			7)	The Executive Director of Evangelism USA shall be responsible for the development and
13				supervision of all EVUSA Districts of the Acts2Day Conference.
14			8)	When applying other provisions of these Bylaws to churches in an Acts2Day Conference,
15				the Executive Director of Evangelism USA shall be the Conference Superintendent, and
16				the Evangelism USA Ministries Council shall be the Conference Executive Council.
17			9)	The Executive Director of Evangelism USA Ministries shall perform other duties as
18				assigned by the General Superintendent and the Council of Bishops.
19	5.	Exe	cuti	ive Director of World Missions Ministries
20		a.	Ove	<del>erview</del>
21			1)	The Executive Director of World Missions Ministries shall serve as the full-time elected
22				leader of World Missions Ministries and as chairman of the World Missions Ministries
23				Council.
24			2)	The Executive Director of World Missions Ministries shall serve as a member of the

**Executive Committee.** 

1 3) The Executive Director of World Missions Ministries shall have the honorary title of Bishop 2 while in office. 3 b. The Authority and Duties of the Executive Director of World Missions Ministries 4 1) The Executive Director of World Missions Ministries shall be amenable to the General 5 Superintendent and to the Council of Bishops. Accordingly, he shall give a written ministry report at each regular meeting of the Council of Bishops. 6 7 2) As the chairman of the World Missions Ministries Council, the Executive Director of World 8 Missions Ministries shall review the agenda of each Council meeting with the General 9 Superintendent prior to the meeting. 3) Minutes of all Ministry Council meetings shall be provided in a timely manner to the 10 11 members of the Council of Bishops. 4) The Executive Director of World Missions Ministries shall appoint all employees in World 12 13 Missions Ministries. Director-level appointments shall be in consultation with the General 14 Superintendent and shall be subject to the approval of the World Missions Ministries 15 Council. 16 5) The Executive Director of World Missions Ministries shall have the authority to preside 17 over ordination and licensing ceremonies and to sign and present, on behalf of the 18 Conference, ordination certificates and licenses as directed by the General 19 Superintendent. (Evaluating ordination and license candidates and issuing clergy 20 credentials is a function reserved for Conferences.) 21 6) The Executive Director of World Missions Ministries shall have the authority to preside 22 over missionary commissioning ceremonies and to sign and present commissioning 23 certificates and licenses. (Evaluating missionary candidates and issuing commissioning 24 certificates is a function reserved for the World Missions Ministries Council.) 25 7) The Executive Director of World Missions Ministries or his appointee shall serve as the chairman of all boards and committees in World Missions Ministries. 26

8) The Executive Director of World Missions Ministries shall perform other duties as assigned by the General Superintendent and the Council of Bishops.

### G. Council of Bishops Standing Committees

- 1. The Council of Bishops shall form any council or committee deemed necessary to assist in the governance of the IPHC. Such groups shall have a defined purpose whether as an ongoing standing committee or a single purpose committee which will end at the conclusion of its purpose.
- The purpose of standing committees shall be to provide a clearer understanding of specific disciplines through the research and proposal of best practices, policies, and processes which will benefit the IPHC.
- 3. All committees shall be directed by and amenable to the Council of Bishops.
- 4. <u>Various committees may be formed by the Council of Bishops with the following deemed beneficial</u> going forward.

#### a. Strategic Advisory Council

- 1) The purpose of the Strategic Advisory Council of the Council of Bishops (hereinafter referred to as the Strategic Advisory Council) is to assist in the development of strategic plans for fulfilling the vision and mission of the IPHC. The council shall assist in setting appropriate goals and objectives, and the plans and initiatives to meet them. The Strategic Advisory Council shall also provide assistance to the General Superintendent for the implementation, monitoring, and modification of strategic initiatives as required.
- 2) The Strategic Advisory Council shall serve as the ministry council of the General Superintendent. Strategic planning meetings of the Strategic Advisory Council shall take place as deemed necessary by the General Superintendent in consultation with the Executive Committee.
- 3) The Strategic Advisory Council shall meet with the Council of Bishops to allow for direct communication of strategic initiatives to be carried out by the General Ministries Cabinet and the Council of Bishops through the Conferences. Members not a part of the Council of

1	Bisnops snall have seat and voice as honvoting participants of Council of Bisnops
2	meetings.
3	4) The Strategic Advisory Council shall be made up of the following members:
4	a) The General Superintendent
5	b) The three Conference Superintendents serving on the Executive Committee
6	c) <u>Three Senior pastors</u>
7	d) <u>Three laypersons</u>
8	e) A nonvoting strategic consultant may be contracted by the Council of Bishops as
9	deemed necessary.
10	5) Method of selection and terms
11	a) The members, other than the General Superintendent, shall be recommended by the
12	Nominations Committee and approved by the Council of Bishops in session.
13	Candidates shall be considered based upon specific giftings and expertise require by
14	the church
15	b) The Conference Superintendents shall serve for four-year terms with a consecutive
16	three-term limit.
17	c) The nominations committee shall recommend three (3) pastors and three (3)
18	laypersons to be approved by the Council of Bishops. The nominations committee
19	shall determine the length of terms for pastors and lay members, allowing an orderly
20	rotation of members. No pastor or lay professional shall serve more than twelve
21	consecutive years on a standing committee.
22	b. Nominations Committee
23	1) The Council of Bishops shall establish a Nominations Committee for the purpose of
24	recommending candidates for elected and appointed positions of the IPHC General
25	Conference and committees of the Council of Bishops not otherwise directed herein.

1	2) The selection, replacement, and terms of members of the Nominations Committee shall be
2	proposed by the Executive Committee with approval of the Council of Bishops.
3	c. Finance Committee
4	1) The Council of Bishops shall establish a Finance Committee for the purpose of managing
5	the financial resources of the IPHC.
6	2) Global Ministry Center employee positions are classified by the Finance Committee
7	Policies and Procedures regardless of whether the positions are full-time or part-time.
8	3) The Finance Committee shall be guided by the applicable Bylaws in Article V, Section A.
9	d. Legal and Property Committee
10	1) The Council of Bishops shall establish a Legal and Property Committee for the purpose of
11	monitoring the legal issues which may affect the IPHC, its rights, and autonomy as a
12	nonprofit religious organization, and its property and resources.
13	2) The selection, replacement, and terms of members of the Committee shall be proposed by
14	the Nominations Committee with approval of the Council of Bishops.
15	e. Conference Advancement Committee
16	1) The Council of Bishops shall establish a Conference Advancement Committee for the
17	purpose of supporting and strengthening the leadership, membership, and financial
18	position of each conference. The committee shall recommend strategic policies to
19	maximize the alignment of every conference with the vision and mission of the IPHC.
20	2) The selection, replacement, and terms of members of the committee shall be proposed by
21	the Nominations Committee with approval of the Council of Bishops.
22	H. Global Ministry Center

1. Overview

1	a.	The Global Ministry Center is the corporate office of the International Pentecostal Holiness
2		<u>Church, Inc. that</u> exists to serve and resource the <u>Conferences</u> , churches, pastors, members,
3		and other ministries of the International Pentecostal Holiness Church by:
4		1) Communicating prophetic vision to the International Pentecostal Holiness Church
5		2) Empowering and assisting conference and local church leadership
6		3) Providing resources for equipping church leaders in English and Spanish
7		4) Identify new opportunities for effective ministry
8		5) Coordinating the worldwide mission/vision and ministry of the International Pentecostal
9		Holiness Church
10		6) Developing resources for ministry in English and in Spanish
11		7) Providing training and consultation
12		8) Empowering and assisting Conference and local church leadership
13		9) Representing the International Pentecostal Holiness Church to other church organizations
14		10) Communicating prophetic vision to the International Pentecostal Holiness Church
15	b.	Clergy and lay membership on all councils, boards, and committees on the General level shall
16		be allowed based on compliance with the financial guidelines. Only lay members who meet
17		the qualifications to serve as members of a Local Church Administrative Council shall be
18		eligible to serve on General-level councils, boards, and committees.
19	c.	Global Ministry Center employee positions are classified by the Finance Committee Policies
20		and Procedures regardless of whether the positions are full-time or part-time.
21	d.	The Global Ministry Center shall consist of the ministries listed in sections 2 through 5 below,
22		each led by an elected General Conference official and governed operationally by a ministry
23		council.
24	2. <b>G</b> e	eneral Ministries Cabinet

2			1)	The purpose of the General Ministries Cabinet is to coordinate the efforts of ministry
3				operations. As the cabinet implements the church's strategic plans, shared administration
4				shall make the best use of resources and multiply the efforts in building the Kingdom.
5			2)	The work of a Chief Operations Officer will benefit all departments and consolidate the
6				administrative functions required by the Global Ministry Center.
7			3)	The work of a Chief Financial Officer will promote the best use of financial resources while
8				assessing and guarding against unnecessary risk.
9			4)	The executive directors will focus their efforts on specific ministry results through teams
10				possessing specific skills while supporting the focus of the church.
11		b.	The	e General Ministries Cabinet members shall include the following personnel:
12			1)	General Superintendent, Chairman
13			2)	Executive Director of Discipleship Ministries
14			3)	Executive Director of Evangelism Ministries
15			4)	Executive Director of World Missions Ministries
16			5)	Chief Operations Officer
17			6)	Chief Financial Officer
18		C.	Eac	ch ministry may form an Advisory Council which may support and counsel the efforts of the
19			Exe	ecutive Director.
20	3.	Ge	enera	al Superintendent Ministries
21		a.	Exc	cept for General Superintendent Ministries, the administrative operations and procedures
22			of (	each Ministry in the Global Ministry Center is governed by a ministry council. The
23			adn	ninistrative operations and procedures of General Superintendent Ministries shall be
24			gov	verned by the Executive Committee of the Council of Bishops, which shall function as the
25			cou	ncil for General Superintendent Ministries.

a. Overview

1	b.	General Superintendent Ministries of the Global Ministry Center shall be responsible for the
2		service departments (such as Accounting, Human Resources, etc.), which provide services to
3		the other ministries of the Global Ministry Center. Accordingly, General Superintendent
4		Ministries shall consist of the following departments, ministries, and functions:
5		1) Administrative Services
6		a) Administrative Services includes the following functional areas:
7		1] Accounting Services
8		2] Human Resources
9		3] Network Services
10		4] Operations Management
11		b) Administrative Services shall be directed by the Chief Financial Officer (CFO)
12		1] The CFO shall be recommended by the Executive Committee and the Finance
13		Committee and approved by the Council of Bishops in session. The CFO can be
14		terminated only with the approval of the Council of Bishops in session.
15		2] The CFO shall be amenable to the Council of Bishops through both the Finance
16		Committee and the Executive Committee. Accordingly, he shall report at each
17		regular meeting of the Finance Committee and each regular meeting of the
18		Executive Committee.
19		3] The job description of the CFO shall be developed by the Executive Committee in
20		consultation with the Chairman of the Finance Committee. Notwithstanding the
21		duties listed in the job description, the CFO shall have the following authority and
22		<del>duties:</del>
23		a] The CFO shall be responsible for seeing that all financial transactions are
24		properly recorded in accordance with Generally Accepted Accounting
25		Principles (GAAP) and all applicable federal and state laws.

1	b] The CFO shall be responsible for establishing and maintaining an effective
2	system of internal control in consultation with the Executive Committee and the
3	Finance Committee.
4	c] In consultation with and subject to the approval of the Executive Committee
5	and the Finance Committee, the CFO shall develop an Accounting Policies and
6	Procedures Section to be included in the Finance Committee Policies and
7	Procedures adopted by the Council of Bishops in session.
8	d] The CFO shall be responsible for the preparation and presentation of financial
9	statements in accordance with GAAP. Further, he shall cooperate fully with the
10	external auditors in the auditing of the financial statements.
11	e] The CFO shall be responsible for the preparation of monthly interim financial
12	statements and other reports, which shall be provided to the Finance
13	Committee, the Council of Bishops, and Global Ministry Center departments.
14	f] The CFO shall report any material financial irregularities to the General
15	Superintendent and the Finance Committee Chairman.
16	g] The CFO shall be responsible for making sure that IPHC, Inc., has appropriate
17	and adequate property, financial, and liability insurance coverage.
18	a. General Superintendent Ministries shall lead the church in vision and mission and represent
19	the church to the world. Leadership of the church will encompass the implementation of goals,
20	objectives, and strategic plans in reaching the lost and building the Kingdom of God on earth.
21	b. General Superintendent Ministries shall utilize the Strategic Advisory Council as its advisory
22	council for ministry operations.
23	c. General Superintendent Ministries shall be responsible for the following ministry departments:
24	1) Archives
25	2) Clergy Development

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 Development. 18 19 20 21 22 23 24 25 credentials.
- a) Clergy Development shall include the following functions:
  - 1] Clergy support, care, and restoration
  - 2] Clergy Credentials and Training, including Unified Ministerial Credentials Program (UMCP) and Schools of Ministry
  - b) Clergy Development shall be directed by a full-time Director of Clergy Development. The job description of the Director of Clergy Development shall be established by the Executive Committee. Notwithstanding the duties listed in the job description, the Director of Clergy Development shall have the following authority and duties:
    - 1] The Director of Clergy Development shall develop, in consultation with the General Superintendent, clergy credentialing policies and procedures including provisions for Schools of Ministry and MCP. Such policies and procedures shall be subject to the consideration and final approval of the Council of Bishops in session.
    - 2] Representatives from Higher Education Schools of Christian Ministries, Clergy Credentials (Conference Superintendents), Schools of Ministry, and Instituto Nacional de Capacitación Ministerial (INCaM) shall be assembled to form a Clergy Training Coordinating Committee, which shall be chaired by the Director of Clergy
    - 3] The Director of Clergy Development shall provide training to Conferences in developing support networks for clergy.
    - 4] The Director of Clergy Development shall review and recommend resources for Conferences to use in training, counseling, supporting, and restoring clergy.
    - 5] The Director of Clergy Development shall be responsible for developing a standard list of questions, approved by the Council of Bishops, in session, to be used by Conference Credentials Committees in interviews with candidates for clergy

1		6] The Director of Clergy Development shall assist in developing, encouraging,
2		support, training, and empowering clergy to fulfill their destiny in ministry.
3		7] The Director of Clergy Development shall be responsible for coordinating the
4		prayer ministries of the International Pentecostal Holiness Church.
5	3)	Communication Services
6		a) Communication Services includes the following functional areas:
7		1] Printing
8		2] Public Relations/Publications
9		3] Video
10		4] Website/Internet
11		5] Translation
12		b) Communication Services shall collaborate with Hispanic Ministries and other
13		departments to prioritize materials and resources translated into Spanish.
14		c) Communication Services shall be directed by the Director of Communication Services
15		(DCS). The job description of the DCS shall be established by the Executive
16		Committee.
17	<u>3)</u>	IPHC Financial Services
18		a) IPHC Financial Services includes services of a financial nature that are offered to the
19		constituents of the International Pentecostal Holiness Church, including but not limited
20		to the IPH Foundation and the IPHC Extension Loan Fund. The specific corporate
21		structure of IPHC Financial Services shall be determined by the Council of Bishops in
22		consultation with general counsel.
23	<u>4)</u>	Superintendent and Conference Development
24	<u>5)</u>	World Pentecostal Holiness Fellowship

1 a) The World Pentecostal Holiness Fellowship is a separate entity. Accordingly, the 2 structure and governance of the WPHF are determined by its constitution and bylaws. 3 3.4. Discipleship Ministries 4 a. Discipleship Ministries shall be led by the Executive Director of governed by the Discipleship 5 Ministries-Council. 6 1) The Discipleship Ministries Council shall consist of the following members: a) Executive Director of Discipleship Ministries, chairman 7 8 b) One (1) member of the Council of Bishops 9 c) One (1) Senior Pastor 10 d) Two (2) laypersons e) Three (3) to five (5) members at large 11 12 f) The full-time GMC Department Heads in Discipleship Ministries shall have seat and voice on the Discipleship Ministries Council. Part-time department heads in 13 14 Discipleship Ministries may be granted seat and voice at the discretion of the Executive Director. 15 16 2) The members of the Discipleship Ministries Council, other than the chairman, shall be 17 recommended by the Executive Director of Discipleship Ministries in consultation with the 18 Executive Committee and approved by the Council of Bishops in session. The members 19 of the Discipleship Ministries Council, other than the chairman, shall serve until a new 20 Council is appointed. An exception shall be that members of the Discipleship Ministries 21 Council who were appointed because they were members of the Council of Bishops at the 22 time of their appointment shall serve on the Discipleship Ministries Council only as long 23 as they are members of the Council of Bishops. See Article V, Part E, Section 4, for 24 qualifications. 25 3) The Authority and Duties of the Discipleship Ministries Council

1		a) The Discipleship Ministries Council shall govern and direct the ministries and
2		departments of the Discipleship Ministries.
3		b) The Discipleship Ministries Council shall have the authority to create new departments
4		and ministries or to make changes to current departments and ministries upon
5		recommendation by the Executive Director of Discipleship Ministries. This includes
6		changes in titles and nomenclature of such departments and ministries.
7		c) The Discipleship Ministries Council shall approve the appointment of all Director-level
8		employees in Discipleship Ministries upon recommendation by the Executive Director
9		of Discipleship Ministries and ratification by the Executive Committee of the Council of
10		Bishops.
11	b.	Authority and Duties of the Executive Director of Discipleship Ministries
12		1) Shall direct the ministries and departments of the Discipleship Ministries.
13		2) Shall have the authority to create new departments and ministries or to make changes to
14		current departments and ministries in consultation with the General Superintendent. This
15		includes changes in titles and nomenclature of such departments and ministries.
16		3) Shall approve the appointment of all Director-level employees in Discipleship Ministries in
17		consultation with the General Superintendent.
18	C.	Spiritual formation should be a part of every department and ministry within Discipleship
19		Ministries. Listed below are some of the expressions of spiritual formation:
20		1) Systematic Bible Training
21		2) Mentorship
22		3) Small Groups
23		4) Stewardship Training
24		5) Worship
25		6) Evangelism and Discipling New Believers

d.	Dis	cipleship Ministries of the Global Ministry Center shall consist of the following departments
	and	d ministries:
	1)	Departments
		a) Children's Ministries
		1] Kid Min
		2] Ministry to Boys
		3] Ministry to Girls
		b) Student Ministries
		1] Ministry to Youth (Events such as Youth Quest)
		2] Ministry to College Students
		c) Adult Ministries
		1] Ministry to Women
		2] Ministry to Men
		3] Ministry to Singles
		4] Ministry to Seniors
	2)	Ministries
		a) Loving H.A.N.D.S. Ministries (Special Needs Ministry)
		b) Winter Youth Retreats
	3)	The above listed departments and ministries will function based on their organizational
		structure as determined by the Executive Director of Discipleship Ministries Council or
		their Ministry Convention. See the <i>Discipleship Ministries Resource Guide</i> for additional
		details.
	d.	and 1)

1	e. The Executive Director of Disciplesh	ip Ministries shall have a permanent position on the
2	Church Resources Division Administr	ative Committee (CRDAC) and shall have authority over
3	the content of church resources.	
4	f. The Executive Director of Disciplesh	ip Ministries shall serve as the Global Ministry Center
5	liaison officer to the following se	parately incorporated ministries of the International
6	Pentecostal Holiness Church. As se	parately incorporated entities, these ministries shall be
7	governed and their leaders shall be	selected as provided in their corporate bylaws. As the
8	liaison officer to these ministries, the	Executive Director of Discipleship Ministries shall have
9	the authority to call meetings of t	he ministry chief executive officers for purposes of
10	coordination and accountability, include	ding, but not limited to, conflict over doctrinal issues and
11	financial concerns.	
12	1) Benevolent Institutions	
13	a) Falcon Children's Home	
14	b) The Children's Center	
15	2) Higher Education	
16	a) Advantage College	
17	b) Emmanuel College	
18	c) Southwestern Christian Unive	ersity
19	g. The Executive Director of Discipleshi	p Ministries shall consult with the Executive Committee
20	and the board of trustees of any of the	e preceding separately incorporated organizations that is
21	considering the selection of the institu	tion's President or Chief Executive Officer.
22	4. <u>5.</u> Evangelism USA Ministries	
23	a. Evangelism USA Ministries shall be	e led by the Executive Director of governed by the
24	Evangelism USA Ministries Council.	
25	b. The Authority and Duties of the Execu	utive Director of Evangelism USA Ministries

1	1) Shall direct the ministries/departments of the Evangelism USA Ministries
2	2) Shall have the authority to create new districts of the Acts2Day Conference from new
3	groups of churches. If the establishment of a new district involves the transfer of a church
4	from an existing conference or district to the new district, the provisions of Article 1, Section
5	D, paragraph 5 w shall apply
6	3) Shall approve the appointment of all Director-level employees in Evangelism USA
7	Ministries in consultation with the General Superintendent
8	4) Shall have the authority to create new departments and ministries or to make changes to
9	current departments or ministries in consultation with the General Superintendent. This
10	includes changes in titles and nomenclature of such departments and ministries.
11	1) The Evangelism USA Ministries Council shall consist of the following members:
12	a) Executive Director of Evangelism USA Ministries, chairman
13	a. One (1) member of the Council of Bishops
14	b) One (1) Senior Pastor
15	c) Two (2) laypersons
16	d) Three (3) to five (5) members at large
17	e) The full-time GMC Department Heads in Evangelism USA Ministries shall have seat
18	and voice on the Evangelism USA Ministries Council. Part-time Department Heads in
19	the Evangelism USA Ministries may be granted seat and voice at the discretion of the
20	Executive Director.
21	2) The members of the Evangelism USA Ministries Council, other than the chairman, shall
22	be recommended by the Executive Director of Evangelism USA Ministries in consultation
23	with the Executive Committee and approved by the Council of Bishops in session. The
24	members of the Evangelism USA Ministries Council, other than the chairman, shall serve
25	until a new Council is appointed. An exception shall be that members of the Evangelism

1	USA Ministries Council who were appointed because they were members of the Council
2	of Bishops at the time of their appointment shall serve on the Evangelism USA Ministries
3	Council only as long as they are members of the Council of Bishops. See Article V, Pari
4	E, Section 4, for qualifications.
5	3) The Authority and Duties of the Evangelism USA Ministries Council
6	a) The Evangelism USA Ministries Council shall govern and direct the
7	ministries/departments of the Evangelism USA Ministries.
8	b) The Evangelism USA Ministries Council shall have the authority to create new districts
9	of the Acts2Day Conference from new groups of churches. If the establishment of a
10	new district involves the transfer of a church from an existing Conference or district to
11	the new district, the provisions of Article I, Section D, paragraph 5.w. shall apply.
12	c) The Evangelism USA Ministries Council shall approve the appointment of all Director-
13	level employees in Evangelism USA Ministries upon recommendation by the
14	Executive Director of Evangelism USA Ministries and ratification by the Executive
15	Committee of the Council of Bishops.
16	d) The Evangelism USA Ministries Council shall have the authority to create new
17	departments and ministries or to make changes to current departments or ministries
18	upon recommendation by the Executive Director of Evangelism Ministries. This
19	includes changes in titles and nomenclature of such departments and ministries.
20	c. Evangelism USA Ministries of the Global Ministry Center shall consist of the following
21	departments, ministries, and Acts2Day Conference:
22	1) Departments
23	a) Chaplains Ministries
24	Chaplains Ministries is governed by the Chaplains Ministries Board.
25	1] The Chaplains Ministries Board shall consist of at least the following members:

1		a] Executive Director of Evangelism USA or his appointee, chairman
2		b] Director of Chaplains Ministries
3		c] One (1) Senior Pastor
4		d] One (1) full-time institutional chaplain
5		e] Two (2) active-duty military chaplains
6		f] One (1) member at large
7		2] The members of the Chaplains Ministries Board, other than the chairman and the
8		Director of Chaplains Ministries, shall be recommended by the Executive Director
9		of Evangelism USA in consultation with the Director of Chaplains Ministries and
10		approved by the Evangelism USA Ministries Council General Superintendent
11	b)	Church Multiplication
12	c)	Church Next Level (Revitalization)
13	d)	Ethnic Ministry and Resource Development
14		The purpose of Ethnic Ministry and Resource Development is to provide targeted
15		ministry to ethnic groups and to provide International Pentecostal Holiness Church
16		resources in the language of the primary ethnic groups when feasible. If a particular
17		resource is not available in the language of a particular ethnic group, that group is
18		allowed to substitute comparable resources available in their language.
19		1] African-American Ministries
20		2] Hispanic Ministries (including INCaM)
21		Hispanic Ministries shall collaborate with Communication Services and other
22		departments to prioritize materials and resources translated into Spanish.
23		3] Filipino Ministries
24		4] Other Ethnic Ministries

1	e) Mission: M25 Ministries
2	2) Ministries: Project J 29:11 (Human Trafficking)
3	3) Acts2Day Conference
4	a) District Directors
5	b) Acts2Day Districts
6	1] The Executive Director of Evangelism USA shall be responsible for the
7	development and supervision of all EVUSA Districts of the Acts2Day Conference.
8	2] When applying other provisions of these Bylaws to churches in an Acts2Day
9	Conference, the Executive Director of Evangelism USA shall be the Conference
10	Superintendent. The Executive Director of Evangelism USA shall recommend
11	members of the Acts2Day Conference Executive Council to the Council of Bishops
12	<u>for approval.</u>
13	5. 6. World Missions Ministries
14	a. World Missions Ministries shall be led by the Executive Director of governed by the World
15	Missions Ministries Council.
16	b. The Authority and Duties of the Executive Director of World Missions Ministries
17	1) Shall direct the ministries/departments of World Missions Ministries
18	2) Shall approve the appointment of all Director-level employees in World Missions Ministries
19	in consultation with the General Superintendent
20	3) Is authorized to adapt/develop titles and nomenclature for ministry leadership positions
21	outside the United States
22	4) Shall have the authority to create new departments and ministries or to make changes to
23	current departments and ministries in consultation with the General Superintendent. This
24	includes changes in titles and nomenclature of such departments and ministries.
25	5) The World Missions Ministries Council shall consist of the following members:

1		a) Executive Director of World Missions Ministries, chairman
2		b) One (1) member of the Council of Bishops
3		c) One (1) Senior Pastor
4		d) Two (2) laypersons
5		e) Three (3) to five (5) members at large
6		f) The full-time GMC Department Heads in World Missions Ministries shall have seat and
7		voice on the World Missions Ministries Council. Part-time Department Heads in World
8		Missions Ministries may be granted seat and voice at the discretion of the Executive
9		<del>Director.</del>
10	6)	The members of the World Missions Ministries Council, other than the chairman, shall be
11		recommended by the Executive Director of World Missions Ministries in consultation with
12		the Executive Committee and approved by the Council of Bishops in session. The
13		members of the World Missions Ministries Council, other than the chairman, shall serve
14		until a new Council is appointed. An exception shall be that members of the World
15		Missions Ministries Council who were appointed because they were members of the
16		Council of Bishops at the time of their appointment shall serve on the World Missions
17		Ministries Council only as long as they are members of the Council of Bishops. See Article
18		V., Part E, Section 4 for qualifications.
19	7)	The Authority and Duties of the World Missions Ministries Council
20		a) The World Missions Ministries Council shall govern and direct the
21		ministries/departments of World Missions Ministries.
22		b) The World Missions Ministries Council shall approve the appointment of all Director-
23		level employees in World Missions Ministries upon recommendation by the Executive
24		Director of World Missions Ministries and ratification by the Executive Committee of
25		the Council of Bishops.

1		c) The World Missions Ministries Council is authorized to adapt/develop titles and
2		nomenclature for ministry leadership positions outside the United States.
3		d) The World Missions Ministries Council shall have the authority to create new
4		departments and ministries or to make changes to current departments and ministries
5		upon recommendation by the Executive Director of World Missions Ministries. This
6		includes changes in titles and nomenclature of such departments or ministries.
7	C.	World Missions Ministries of the Global Ministry Center shall consist of the following
8		departments and ministries:
9		1) <u>Departments</u>
10		a) Coffee House Ministry
11		b) Financial Services
12		c) Global Outreach and Leadership Development
13		d) Missionary Care
14		e) People to People
15		f) <u>TEAMS</u>
16		g) The Awakening
17		2) <u>Ministries</u>
18		a) <u>Hope4Sudan</u>
19		b) Operation Teaching Tools
20	d.	The Executive Director of World Missions Ministries shall have the authority to preside over
21		missionary commissioning ceremonies and to sign and present commissioning certificates and
22		<u>licenses</u>
23	e.	Evaluating missionary candidates and issuing commissioning certificates is a function reserved
<b>2</b> Δ		for World Missions Ministries

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#### 7. Financial Services

#### a. Overview

- 1) Financial Services within the Global Ministry Center shall be directed by the Chief Financial Officer (CFO)
- 2) The CFO shall be recommended by the General Superintendent and the Finance Committee and approved by the Council of Bishops in session. The CFO can be terminated only with the approval of the Council of Bishops in session.
- 3) The CFO shall be amenable to the Council of Bishops through both the Finance Committee and the Executive Committee. Accordingly, he shall report at each regular meeting of the Finance Committee and each regular meeting of the Executive Committee.

### b. Authority and Duties of the CFO

- 1) The job description of the CFO shall be developed by the Executive Committee in consultation with the Chairman of the Finance Committee. Notwithstanding the duties listed in the job description, the CFO shall have the following authority and duties.
- 2) The CFO shall be responsible for seeing that all financial transactions are properly recorded in accordance with Generally Accepted Accounting Principles (GAAP) and all applicable federal and state laws.
- 3) The CFO shall be responsible for establishing and maintaining an effective system of internal control in consultation with the Executive Committee and the Finance Committee.
- 4) In consultation with and subject to the approval of the Executive Committee and the Finance Committee, the CFO shall develop an Accounting Policies and Procedures section to be included in the Finance Committee Policies and Procedures adopted by the Council of Bishops in session.

th the external auditors in
terim financial statements
Committee, the Council of
e General Superintendent
Inc. has appropriate and
e following administrative
f Communication Services
f Communication Services Dished by the Executive

a] Communication Services shall collaborate with Hispanic Ministries and other 2 departments to ensure that materials and resources are translated into Spanish and other necessary languages.

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# Article II. Organizational Structure - Conferences

2	A.	Ov	erview
3		1.	The Conference is the mid-level organizational (unit) body of the Internationa Pentecostal Holiness Church.
5		2.	A Conference will consist of any or all of the following components:
6			a. A Conference Ministry Center as its central office
7			b. Elected/appointed leaders and staff
8			c. <u>C</u> redentialed, <u>licensed or ordained</u> clergy
9			d. Senior / Lead Pastors
10			d.e. Member Churches
11 12 13			e.f. Networks of churches (groups of Member Churches that have a cooperative relationship with one another in addition to their membership in the Conference)
14			f.g. Other ministry organizations
15		3.	A Conference will exists to empower and equip the local church by:
16			a. General
17			a. 1. Cast and communicate the vision and mission of the IPHC
18 19			b. 2. Promote the ministries and programs of the IPHC International Pentecostal Holiness Church
20			c. Train and credential clergy
21			3. Facilitate the financial guidelines of the IPHC

<ul> <li>d. Care for and restore clergy</li> <li>e. 1. Oversee and provide resources to churches congregations</li> <li>f. Provide resources to ministries/clergy</li> </ul>
f. Provide resources to ministries/clergy
5 g. Plant new churches
6 <u>2. Assist congregations/clergy to plant new congregations</u>
7 h. 3. Resolve conflicts involving churches congregations and/or clerg
8 <u>c. Clergy</u>
9 i. Facilitate the financial guidelines of the International Pentecost 10 Church
j. Assist the General level in establishing new Conferences
1. Train and credential clergy
2. Care for and restore clergy
3. Provide resources to ministries/clergy
4. Existing Conference Criteria
Existing conference criteria shall be the same as the criteria for the es
of new conferences. The Conference Oversight Committee will give
oversight to conferences that do not meet the criteria. Because ea
conference is different and is in different geographical locations, the co
have flexibility in order to give proper oversight to the conferences not
21 aforementioned criteria. The goal is to work with these conference
leadership to devise a strategy for accountability and growth moving for

- 4.5. If any ministry organization (including a network of churches) desires to be a part of a Conference, the Conference Executive Council shall have the authority to enter into an agreement with the organization that establishes the provisions under which the organization will be a part of the Conference. Such agreement shall be developed in consultation with the Executive Committee and shall be subject to the final approval of the Council of Bishops in session.
- 5.6. The Conferences of the International Pentecostal Holiness Church, Inc., shall permit Conference premises or real properties to be used for weddings, receptions, and anniversaries (and other gatherings related to weddings, receptions, and anniversaries) that celebrate a marriage or blessing only if the union is between one biologically birthed man and one biologically birthed woman.

#### **B.** Conferences

#### 1. Conference Sessions

#### a. Overview

- 1) Every four years, the delegates of a Conference meet in a Quadrennial Conference Session to worship, fellowship, cast vision, select leaders, adopt policies, enact legislation, license and ordain clergy, receive training, and conduct other activities to further the ministry of the Conference.
- 2) In years in which a Quadrennial Conference Session is not held, the delegates of a Conference meet in an Annual Conference Session to worship, fellowship, cast vision, license and ordain clergy, receive training, and conduct any business necessary, and conduct other activities to further the ministry of the Conference.

1 2 3			3) The dates and location of Quadrennial and Annual Conference Sessions shall be determined by the Conference Executive Council in consultation with the General Superintendent.
4			4) The Conference Superintendent may, with the consent of the General
5			Superintendent, convene a Called Conference Session of the
6			Conference at any time.
7			5) Each Conference shall publish, in print or electronic form, the minutes of
8			each Conference Session.
9	1	b.	Membership
10			1) Except for the Church Delegates in paragraph j. below, all delegates to
11			Conference Sessions shall be certified by the Conference Executive
12			Council as active members in good standing of the IPHC (see
13			Constitution, Article II, Section B.)
14			2) The voting membership of a Conference in any Quadrennial, Annual, or
15			Called Conference Session shall be composed of the following delegates
16			from that Conference:
17			a) Conference Superintendent and spouse
18			b) Conference <u>level</u> <del>Executive</del> Council members, <u>committee members</u>
19			and <u>their</u> spouses
20			c) The members of all Conference boards
21			d) c) Lead/Senior Pastors of Member Churches and pastors and spouses
22			e) d) Ordained clergy (active or retired) and spouses
23			f) e) Licensed clergy (active or retired) and spouses
24			g) f) Conference appointed Ministry Directors

1		<del>n) Fo</del> l	<del>irmer Conference department directors who are active and</del>
2		sur	pportive members of a local IPHC Member Church, if approved
3		and	d certified by the Conference Executive Council
4		<del>i)</del> g) M	Members of the Executive Committee of the Council of Bishops
5		wh	nen present even though they are not members of that Conference
6		<del>j)</del> <u>h)</u> Ch	hurch delegates to the Conference session based on the following
7		pol	licies:
8		1]	Only Member Churches that comply with the Church Tithe are
9			allowed to send church delegates to a Conference session.
10		2]	The number of delegates a church is allowed to send to the
11			Conference session is based on the church's composite number.
12			Member Churches may send one delegate per 50 25 composite
13			number, or major fraction thereof. A Member Church with 50 25
14			members or fewer will qualify to send one delegate.
15			The composite number is the average of:
16			a] Church membership at the end of the most recent calendar
17			year (For the purpose of calculating a church's composite
18			number, the church membership shall not exceed 200% of
19			the primary worship service[s] annual average attendance.)
20			b] Primary worship service(s) annual average attendance
21			c] All local church delegates shall be active members in good
22			standing and certified by the Local Church Administrative
23			Council as being active members in good standing of the
24			local church.
25	C.	Conference	e Session Committees

The number, nature, composition, criteria, and method of selection of committees for Conference sessions shall be determined by each Conference in Conference session or by the Conference Executive Council.

d. Clergy and lay membership on all councils, boards, and committees on the Conference level will be allowed based on the clergy or lay member's compliance with the financial guidelines. Only lay members who meet the qualifications to serve as members of a Local Church Administrative Council shall be eligible to serve on Conference-level councils, boards, and committees.

#### 2. Conference Officials

#### a. Conference Superintendent

## 1) Overview

- a) The Conference Superintendent is the spiritual and administrative leader of the Conference. His spiritual leadership is reflected in the biblical ministries of apostles and bishops. His administrative functions are reflected in the biblical ministries of apostles and bishops. His administrative functions are reflected in the contemporary language of chief executive officer. As such, he provides mission/vision and focus to his Conference to promote church growth, world evangelism, discipleship and care to the clergy and flock of God under his charge.
- b) Since the Conference Superintendent serves both clergy and laypersons, he must seek to be sensitive to the needs of both clergy and local congregations as he ministers to both parties.
- c) The Conference Superintendent shall serve as the chairman of the Conference Executive Council.

d) The Conference Superintendent shall bear the honorary title of 1 2 Bishop while in office. e) The Conference Superintendent shall participate in the Conference 3 Superintendent Mentoring Program established by the General 4 5 Superintendent or his appointee. 2) The Authority and Duties of the Conference Superintendent 6 a) The job description of the Conference Superintendent shall be 7 developed by the General Superintendent and approved by the 8 Council of Bishops in session. Once approved, it shall be included in 9 International Pentecostal Holiness Church Conference the 10 Superintendent's Manual. 11 12 b) The Conference Superintendent shall coordinate the ministries of the Conference through the Conference Executive Council and the 13 Conference Ministries Cabinet. 14 Conference Superintendent shall employ/terminate 15 c) Conference Ministry Center employees in consultation with the 16 Conference Executive Council. 17 d) Upon the election or re-election of a Conference Superintendent, the 18 19 new or re-elected Conference Superintendent shall have the authority to retain or dismiss any paid staff member after consultation 20 with the Conference Executive Council. The requirement for 21 consultation does not thereafter eliminate or otherwise compromise 22 the Conference Superintendent's discretion to terminate any "at will" 23 employee, that is, any employee who is not subject to an 24

employment contract, for any reason.

1	e) The Conference Superintendent is amenable to the Conference
2	Executive Council and the General Superintendent and shall provide
3	a quarterly report to each one.
4	f) The Conference Superintendent is the shepherd to the clergy and
5	works for their interest and welfare. He shall encourage each Local
6	Church Administrative Council to support its Senior Pastor liberally.
7	g) The Conference Superintendent, and/or his appointee, shall be
8	responsible for the promotion of all International Pentecostal
9	Holiness Church ministries.
10	h) If authorized by the General Superintendent, the Conference
11	Superintendent may preside over a Conference session.
12	i) The Conference Superintendent, or his appointee, shall be the
13	chairman of the following:
14	1] Conference Executive Council
15	2] Conference Ministries Cabinet
16	3] All Conference boards councils and committees
17	j) The Conference Superintendent, and/or his appointee, shall be
18	responsible for presenting an annual calendar of Conference events
19	and programs to the Senior Pastors and churches in his Conference.
20	k) In case of a vacancy in the office of Senior Pastor, the Conference
21	Superintendent shall immediately provide for pastoral oversight until
22	the vacancy is filled.
23	I) The Conference Superintendent, or his appointee, shall have the
24	authority to approve the organize organization of new churches.

- m) In case of serious conflict between a minister and a layman, or the minister and the Local Church Administrative Council, the Conference Superintendent shall follow guidelines as stipulated under Bylaws Article VI.
- n) The Conference Superintendent shall receive reports from all Conference departments and ministries.
- The Conference Superintendent shall have the authority to counsel and advise all Conference ministries.
- p) Where there is a possibility of an independent church or congregation joining a Conference, and the church or congregation agrees to come under the authority of the Conference, the Conference Superintendent shall have the authority, during a pastoral vacancy, to appoint a Senior Pastor until such time as the group becomes a Member Church.
- q) In case of persistent unrest or serious decline in a Conference, two thirds of the Conference Executive Council may request a hearing with the General Superintendent. The General Superintendent will submit his findings to the Executive Committee. The Executive Committee will determine whether a confidence vote by the Conference in Conference session is necessary. If the Conference Superintendent is sustained by the Conference in Conference session, the Conference Executive Council shall resign and a new Conference Executive Council shall be elected. In the new election, prior Conference Executive Council members shall be eligible to be nominated if they otherwise qualify for nomination.
- r) g) The Conference Superintendent is responsible for initiating the action detailed in Article II, Section B, paragraph 3, c, 13 and 14.
- b. Assistant Conference Superintendent

1		The na	ture and duties of the Assistant Conference Superintendent shall be
2		develop	ped by the Conference Superintendent and approved by the
3		Confere	ence Executive Council.
4	C.	Confer	ence Secretary
5		1) Ov	erview
6		The	e Conference Secretary has the responsibility for maintaining the
7		offi	cial non-financial records of the Conference. For incorporated
8		Co	nferences, the Conference Secretary serves as the corporate
9		sec	cretary.
10		2) The	e Authority and Duties of the Secretary
11		a)	The secretary shall prepare, and edit, and distribute the minutes of
12			all Conference sessions and meetings of the Conference Executive
13			Council and the Conference Ministries Cabinet.
14		b)	The secretary, and/or his appointee, shall maintain an up-to-date
15			Conference membership roster, including the manner and date of the
16			reception and transfer of members.
17			
18	d.	Confer	ence Treasurer
19		1) Ov	erview
20		a)	The Conference Treasurer has the responsibility for maintaining the
21			official financial records of the Conference and providing periodic
22			financial reports. When necessary, the treasurer serves as the chief
23			financial officer of the Conference.
24		b)	Neither the Conference Superintendent nor any member of the
25			Superintendent's family shall serve or function as the treasurer or

bookkeeper. For purposes of this provision, a family member is 1 2 defined as any member of the Superintendent's household or one of the following: 3 Superintendent's spouse, son, daughter, brother, sister, mother, 4 5 father, father-in-law, mother-in-law, brother-in-law, sister-in-law, sonin-law, or daughter-in-law. 6 7 c) All Conference financial accounts shall have at least two signatories. (This does not require that all checks must have two signatures.) 8 2) The Authority and Duties of the Treasurer 9 10 a) The treasurer shall be responsible for seeing that an accurate record of all receipts, accounts, and disbursements of monies is maintained. 11 12 b) The treasurer shall be responsible for seeing that all funds of the Conference are deposited in a bank in the name of the Conference. 13 c) The treasurer shall be responsible for establishing and maintaining 14 an effective system of internal control in consultation with the 15 Conference Executive Council. 16 d) The treasurer shall see that funds are disbursed as authorized by the 17 Conference Executive Council, Conference Superintendent, or the 18 Conference in Conference session. 19 e) The treasurer shall provide monthly financial statements to the 20 Conference Executive Council. 21 The treasurer shall be responsible for seeing that all financial reports 22 required to be sent to the Global Ministry Center are prepared 23 accurately and mailed by the specified deadline. 24

1			g) The treasurer shall see that the provisions regarding annual financial
2			accountability are followed by the Conference.
3			h) The treasurer shall see that financial statements are provided to the
4			Conference annually.
5			i) The treasurer shall report material financial irregularities to the
6			Conference Superintendent and the Conference Executive Council.
7		e.	Other Conference Executive Council Members:
8			Other Conference Executive Council members serve to assist the
9			Conference Superintendent, the Assistant Conference Superintendent, and
10			the Secretary and/or Treasurer in addressing the administrative operations
11			and decisions of the Conference.
12	3.	Со	nference Executive Council
13		a.	The Conference Executive Council shall consist of the following members:
14			1) Conference Superintendent, chairman
15			2) Assistant Conference Superintendent
16			3) Secretary/Treasurer (one or two persons may hold the offices of
17			secretary and treasurer)
18			4) At least two additional Conference Executive Council members at large
19		b.	Method of Selection
20			1) All members of the Conference Executive Council shall be elected by the
21			Conference for four-year terms. Elections will be by majority vote.
22			2) Election of Conference Executive Council member shall be in the order
72			listed above

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- 3) No Conference Executive Council members shall serve more than three consecutive terms in any one office.
  - a) An exception shall be that the Conference, in Conference session, may consider for nomination any Conference Executive Council member who is at the conclusion of his third or subsequent term in the same office. A separate motion requiring a two-thirds majority ballot vote to pass may be offered to allow each such member to be nominated along with others for that same office. The election will be by majority vote.
- 3) Each Conference shall adopt one of the following term options for Executive Council members at its next Quadrennial Conference. The decision of the Conference shall apply to all subsequent elections unless otherwise determined by the General Conference.
  - a) The Conference, in session, may choose by a majority vote to adopt a term limit of three consecutive terms in any one office for all Executive Council members. b) In the event a person fills the unexpired term of a Conference Executive Council member, it shall not prohibit that person from serving three full terms in that office if elected.
  - b) The Conference, in session, may choose by a majority vote to adopt no term limits for all Executive Council members.
- 4) In case the office of the Conference Superintendent becomes vacant, the General Superintendent shall be notified immediately, and he shall authorize the Assistant Superintendent to assume the duties of the Conference Superintendent. If an alternate structure has been approved for the Conference, the General Superintendent shall authorize the successor provided by the alternate structure.
- 5) Other vacancies on the Conference Executive Council shall be filled by the Conference Executive Council by selecting one of the methods listed

below after consultation with the General Superintendent. If an alternate 1 2 structure has been approved for the Conference, such vacancies shall be filled as provided by the alternate structure. 3 a) Appoint a replacement to serve out the unexpired term of the office 4 5 vacated. b) Hold a called session of the Conference to elect a replacement to 6 serve out the unexpired term of the office vacated. 7 c) Elect a replacement at the next scheduled Annual Conference to 8 serve the unexpired term of the office vacated. 9 10 c. Authority and Duties of the Conference Executive Council 1) The Conference Executive Council shall have at least four regular 11 12 quarterly meetings per calendar year. The Conference Superintendent may schedule additional called meetings as necessary. It is 13 recommended that Conference Executive Councils meet monthly. The 14 Conference in session may establish the frequency of meetings of the 15 Conference Executive Council. 16 17 2) Subject to paragraph 1) above, the Conference Executive Council shall meet only at the call or with the permission of the Conference 18 Superintendent. 19 3) The Conference Executive Council shall be authorized to determine, 20 and adjust the Conference Superintendent's financial 21 review, compensation annually. Such compensation shall include any and all 22 direct and indirect benefits. 23 24 4) It shall be the responsibility of the Conference Executive Council, through the Conference Superintendent or his appointee, to investigate 25 allegations that may reflect on the members of the Conference, to hear 26 written complaints against them, and to settle differences without a 27

hearing when possible. However, the Conference Executive Council is expected to report allegations of criminal abuse of a minor to the appropriate authority immediately.

5) The Conference Executive Council shall have the authority to remove a Senior Pastor from his appointment or to suspend him from the ministry if he is found to be out of harmony with the *International Pentecostal Holiness Church Manual*.

6) If a minister belonging to one Conference and ministering in another Conference is accused of immoral conduct or erroneous teachings, the Conference Superintendent where he is ministering shall refer the matter to the Conference Executive Council to which he belongs.

7) A credentialed IPHC clergy member may request a transfer to any IPHC Conference. The Conference Superintendent may contact the transferring Conference Superintendent and determine the requirements the minister met in originally qualifying for credentials. If the transferring minister has not already met all of the IPHC requirements for clergy credentials established by the Council of Bishops, the receiving Conference Executive Council may stipulate the remaining requirements to be met and require that they be met within in the transferee's first two years of membership.

8) Conference Executive Council members are amenable to the Conference Superintendent and the Conference. They shall cooperate with the Conference Superintendent and the Council of Bishops to promote Conference and General programs throughout the Conference.

9) All Conference departmental boards councils and committees are amenable to the Conference Superintendent and the Conference Executive Council.

10) The Conference Executive Council shall be responsible for making sure 1 2 that the Conference has appropriate and adequate property, financial, and liability insurance coverage. 3 11) The Conference Executive Council has authority, with the approval of the 4 5 General Superintendent, to receive clergy from other fellowships who meet the ministerial requirements of the International Pentecostal 6 Holiness Church. 7 12) The Conference Executive Council, through the Conference 8 Superintendent or his appointee, shall be authorized, with cause, to 9 examine the financial records, policies, and procedures of a Local 10 Church. Cause shall include, but not be limited to: 11 a) The discovery of inconsistent reports, the lack of reports, or other 12 evidence of potential financial irregularities 13 b) A credible accusation of financial irregularity 14 c) A lack of appropriate internal controls 15 d) A significant decline or an irregular pattern in giving to the 16 17 Conference 18 13) The Conference Executive Council has the authority to bring a Member Church under its supervision and may function as the Local Church 19 Administrative Council and, if necessary, act as the trustees of any 20 property owned by the Member Church if any of the following occurs: 21 22 a) Primary worship service attendance declines by at least 25 percent 23 over a period of 12 months b) Primary worship service attendance declines to fewer than 35 in 24 25 average attendance

 c) The Conference Executive Council determines the Member Church is operating out of compliance with significant provisions of the *International Pentecostal Holiness Church Manual*.

Before implementing this provision, the Conference Executive Council must give written notice to the Local Church Administrative Council of the criteria being used and must allow 60 days for the Local Church Administrative Council to correct the criteria referenced. The initial period of supervision shall be 120 days and may be extended with the approval of the Conference Executive Council. The intent of the action s taken shall be to stabilize the Member Church and bring it into compliance as quickly as feasible.

- 14) If the Conference Executive Council determines that a Member Church is operating out of compliance with the *International Pentecostal Holiness Church Manual* to the extent that the Member Church's property, financial condition, or existence is seriously threatened, the Conference Executive Council has the authority to immediately bring that Member Church under its supervision, to function as the Local Church Administrative Council, and to act as the trustees of any property owned by the Member Church. Such immediate supervision shall be for an initial period of 120 days and shall be effected by written notice to the Local Church Administrative Council. Such notice need not allow for a period of correction. The supervision period may be extended past 120 days with the approval of the Conference Executive Council. The intent of the actions taken shall be to stabilize the Member Church and bring it into compliance as quickly as feasible.
- 15. In case of persistent unrest or serious decline in a Conference, two-thirds of the Conference Executive Council may request a hearing with the General Superintendent. The General Superintendent will submit his findings to the Executive Committee. The Executive Committee will

determine whether a vote of confidence by the Conference in session is 1 2 necessary. If the Conference Superintendent is sustained by the Conference in session, the Conference Executive Council shall resign 3 4 and a new Conference Executive Council shall be elected. In the new election, prior Conference Executive Council members shall be eligible 5 to be nominated if they otherwise qualify for nomination. 6 4. Conference Ministries Cabinet 7 The Conference Executive Council has the discretion to establish a 8 9 Conference Ministries Cabinet. If established, the Conference Ministries Cabinet, chaired by the Conference Superintendent, may exist to facilitate 10 communication and coordination among the ministries and departments of 11 the Conference. 12 b. The Ministries Cabinet shall consist of the following members: 13 1) Representatives of the Conference Executive Council as determined by 14 the Conference Superintendent 15 2) Conference-level ministry and department leaders 16 3) Others recommended by the Conference Superintendent and approved 17 by the Conference Executive Council 18 The Authority and Duties of the Ministries Cabinet 19 1) The Ministries Cabinet shall be the instrument through which the 20 Conference Superintendent and other Conference leaders communicate 21 the mission/vision, purposes, and objectives of the International 22 Pentecostal Holiness Church and the Conference. 23

schedule additional called meetings as necessary.

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2) The Conference Ministries Cabinet shall have at least one regular

meeting per calendar year. The Conference Superintendent may

3) Subject to paragraph 2) above, the Conference Ministries Cabinet shall 1 2 meet only at the call or with the permission of the Conference Superintendent. 3 4) The Ministries Cabinet shall be responsible for reviewing and facilitating 4 5 the coordination of the various policies and procedures of Conferencelevel departments and ministries. 6 7 5) The Ministries Cabinet shall have the right to recommend changes in policy and procedure to the Conference-level councils, boards, and 8 9 committees responsible for establishing the policies and procedures of the Conference. 10 11 5. If a Conference Superintendent and Conference Executive Council determine that a different organizational structure would enhance their Conference, the 12 structure shall be developed in consultation with the Executive Committee and 13 approved by the Council of Bishops in session. 14 a. The Council of Bishops, in session, shall approve alternate structures 15 presented if the structure meets the following criteria: 16 1) The structure is in compliance with the financial guidelines of the 17 International Pentecostal Holiness Church. 18 2) The structure provides for adequate accountability. 19 3) The structure is in compliance with the General Conference delegate 20 structure of the International Pentecostal Holiness Church. 21 b. If approved by the Council of Bishops, the revised structure must then be 22 23 approved by the Conference in Conference session. c. An exception shall be that a previously approved Council of Bishops 24 structure, implemented by an existing International Pentecostal Holiness

1 Church Conference may be approved by the Conference in Conference 2 session.

# C. Establishing New Conferences

- 4 New Conferences may be organized in accordance with policies adopted by the
- 5 Council of Bishops.

# 6 D. Pastoral Appointments

- 1. Pastoral appointments will be made according to one of the following tracks. The Conference Superintendent, or his appointee, shall meet with the Local Church Administrative Council to determine the best method of selection. The pastoral candidate or the Local Church Administrative Council may request a vote of affirmation by the local congregation. Pastoral candidates may be considered from any Conference in the International Pentecostal Holiness Church. In all situations, Senior Pastors and churches are subject to the appointing powers of the Conference. Unless an alternative structure has been approved by the Conference Executive Council, the office of Senior/Lead Pastor shall be held by only one person, who must be a credentialed IPHC clergy member.
  - a. Track 1:The Conference Executive Council may appoint Senior Pastors to local churches in consultation with the Local Church Administrative Council.
  - b. Track 2:The Conference Executive Council may appoint Senior Pastors to local churches in consultation with the Local Church Administrative Council and election by the local congregation.

c. Track 3:The Local Church Administrative Council may appoint a pastoral search committee to offer candidates to the local congregation. This committee shall initiate its work with the Conference Superintendent and work through the Conference Superintendent in making contacts with its candidates.

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- Regardless of the selection track, if If after six months the church has not selected
  a Senior Pastor, the Conference Executive Council may appoint the Senior
  Pastor.
  - 3. Regardless of the selection track by which a Senior Pastor and church enter into this ministry relationship, both should strive to continue in this relationship until the Holy Spirit directs either party that a new direction is desired. At that time, the Conference Superintendent should be informed. This relationship is not to be construed as a contractual agreement.
  - 4. Voting in a pastoral preference expression shall be by ballot. Church members age sixteen (16) eighteen (18) and above are eligible to vote in church business meetings.
  - 5. Absentee ballots shall be permitted by eligible members as follows:
    - a. Local Church Administrative Council members selected by the Senior Pastor or Conference Superintendent shall distribute, collect, and secure the absentee ballots. The ballot shall be presented with an envelope to the church member. The member voting will place the ballot in the envelope, sign

his name on the outside, and seal it. The envelope will be opened, and the ballot counted at the time all the other ballots are counted.

- b. No absentee ballots shall be received after the church body has voted.
- 6. Only members, age 16 18 and above, who have attended church and given tithe into the local church treasury regularly during the previous six months shall vote in church business meetings. Those who have been members for less than six months are eligible to vote if they have been faithful in attendance and tithing during the time of membership.
  - 7. In pastoral preference elections, the church shall vote on only one person at a time. The official "YES" or "NO" ballot shall be used by a local church when expressing its desire for a Senior Pastor. If a candidate receives a majority but less than a two-thirds vote, the decision of his assignment shall be made by the Conference Executive Council after consultation with the Local Church Administrative Council.
  - 8. When, as a result of personal conviction and analysis, a Senior Pastor feels his work is completed at a church, he shall consult with his Conference Superintendent. The Superintendent and the Conference Executive Council shall work toward securing another assignment for the Senior Pastor.
  - 9. In cases of unresolved conflict involving a Senior Pastor, a Local Church Administrative Council, and/or a congregation the following shall apply:

- a. The Conference Superintendent or his appointee shall counsel with the Senior Pastor and Local Church Administrative Council and seek to resolve the conflict.
- b. If the situation cannot be resolved:

- The Conference Executive Council has the right to call for a vote of confidence for the pastor or for the Local Church Administrative Council or for both.
- When two-thirds of the Local Church Administrative Council members feel an expression should be made from the local church relative to the Senior Pastor's continuation, they shall, in a meeting of the Local Church Administrative Council chaired by the Senior Pastor, call for a meeting with the Conference Superintendent, who will determine if an expression is needed.
- c. If the Senior Pastor receives a two-thirds vote, he may remain at his own discretion. If he receives less than two-thirds, but a majority, the decision to remain shall be made by the Conference Executive Council. If he receives less than a majority, the Conference Superintendent shall lead the Local Church Administrative Council in one of the three pastoral selection tracks.
  beginning the selection process again.
- d. If the Senior Pastor remains after a vote of confidence, the office of the Local Church Administrative Council shall be filled by a new election through the

regular voting process of the local church within sixty (60) days. All members in good standing shall be eligible for election to finish out the terms vacated by the resignations.

- e. An exception to the above is when the Conference Executive Council calls for a vote of confidence.
- f. If the Senior Pastor does not remain after a vote of confidence, he/she will be given up to at least thirty (30) forty-five (45) days to relocate. The church will provide the Senior Pastor with his full salary and benefits for at least thirty (30) days.
- 10. No Conference Executive Council has the authority to refuse appointment of a Senior Pastor based solely on his Conference membership.
- 11. A minister may pastor in any International Pentecostal Holiness Conference by effecting a transfer or by being seconded into that Conference. A copy of the minister's personnel file shall accompany the transfer or seconding documents.
- 12. "Seconded membership" status may be granted to a minister, so he can serve a pastorate in a Conference other than where he is a member. Seconded membership applies only when a credentialed minister will lose retirement or other earned benefits by transferring to another Conference. Therefore, seconded membership does not require a formal transfer of Conference membership.

a. A minister who is granted seconded membership status to pastor in a Conference will be amenable to the Conference Superintendent and Conference Executive Council under whose jurisdiction the pastorate is located.

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- b. The minister who is granted seconded membership status shall report and tithe monthly in the Conference in which the pastorate is located.
- c. Details of his status pertaining to retention of insurance, retirement benefits, etc., must be worked out to the satisfaction of both Conference Executive Councils, the minister, and the local church involved prior to this status being granted.
- d. A minister who is granted seconded membership status to pastor in a Conference will be granted seat, voice, and vote in the Conference where he is actively pastoring, but he must surrender those privileges in the Conference where he holds membership during said pastoral tenure.
- e. A minister pastoring in a Conference on the basis of a seconded membership status will be eligible to serve on the Executive Council of that Conference, but he may not serve as Superintendent without being transferred into that Conference.
- f. Upon termination of the pastorate requiring seconded membership status, the minister's amenability immediately transfers back to the Conference in which he holds membership. However, if, at the time the pastorate is

terminated, there are pending charges or an ongoing investigation against the credentialed minister, his amenability shall remain in the Conference to which he was seconded until the matter is settled.

- 13. When a pastoral vacancy occurs, an interim pastor may be assigned by the Conference Executive Council. The terms and length of service shall be agreed upon in writing by the Conference Superintendent, the Interim Pastor, and the Local Church Administrative Council.
- 14. Upon a new Senior Pastor's taking office, the new Senior Pastor shall have the authority to retain or dismiss any paid staff member after consultation with the Local Church Administrative Council. The requirement for consultation with the Local Church Administrative Council does not thereafter eliminate or otherwise compromise the Senior Pastor's discretion to terminate any "at will" employee, that is, any employee who is not subject to an employment contract, for any reason.
- 15. All paid staff shall be hired by the Senior Pastor. Each staff member shall be directly amenable to the Senior Pastor. If the work of the staff member is not satisfactory, the Senior Pastor has the authority to terminate the staff member's services.
- 16. A Licensed or Ordained Pentecostal Holiness Church Minister may serve as Senior Pastor of a non-IPHC church at the discretion of the Conference Executive Council to which the minister is accountable. The following policies shall apply:

- a. The church must be incorporated and must have obtained its own Internal Revenue Code Section 501(c)(3) tax exempt status.
- b. The pastor may serve for one year. The Conference Executive Council mayextend the time at its discretion.
- 5 c. The church must provide proof that it has adequate insurance coverage <u>for</u>
  6 <u>the liability of the minister in addition to the property</u> in effect.

# Article III. Organizational Structure - Local Churches

- 2 The International Pentecostal Holiness Church affirms local churches as the primary
- 3 presentation of the Body of Christ in their local communities. A church is a group of
- 4 believers in Christ who meet regularly, preferably weekly, for biblical worship, prayer,
- 5 learning, and mission. Accordingly, the primary focus of the International Pentecostal
- 6 Holiness Church is to serve local churches and facilitate their ministry by discipling them
- 7 in biblical worship, fellowship, learning, and evangelism to obey the Great Commission.
- 8 The local IPHC is a body of Christian believers, under the lordship of Christ, who hold the
- 9 faith as set forth in the Articles of Faith (IPHC Constitution Article V). The local church
- meets regularly to worship, proclaim the Word, and observe the ordinance of Christ (IPHC
- 11 Constitution Article VI). The church exists for the fulfillment of the Great Commission.
- 12 A. A Church listed as a Member Church by an IPHC Conference as of August 1,
- 2009, shall be a Member Church of the International Pentecostal Holiness
- 14 Church and shall retain its membership status, notwithstanding the criteria for
- 15 new churches listed below.
- 16 Member Churches shall

- 1. Accept for membership only persons who <u>agree with the IPHC Articles of Faith</u>
- and the Covenant of Commitment and are in harmony with the Constitution and
- 19 Bylaws of the International Pentecostal Holiness Church Manual.
- 20 a. Are in accord with the Articles of Faith and the Covenant of Commitment and

1	b. Agree to be governed by the Constitution and Bylaws of the International
2	Pentecostal Holiness Church
3	2. Provide instruction to new/prospective members regarding the Constitution and
4	Bylaws of the International Pentecostal Holiness Church
5	3. Support the mission/vision/core values of the International Pentecostal Holiness
6	<del>Church</del>
7	4. Operate according to the International Pentecostal Holiness Church Manual
8	5. Support the ministries and financial guidelines of the International Pentecostal
9	Holiness Church
10	6.2. Be incorporated, if located in a state that permits nonprofit religious corporations
11	7.3. Include language in their articles of incorporation and their bylaws acknowledging
12	their relationship with the International Pentecostal Holiness Church. The Council
13	of Bishops, in session, shall adopt the language to be used in Member Churches'
14	articles of incorporation and bylaws. A local church shall inform the Conference
15	Executive Council of any intent to change their articles of incorporation or bylaws.
16	8.4. Abide by the IPHC's position regarding same-gender marriage as follows:
17	Local IPHC churches and the local IPHC ministers who serve them shall only
18	hold, conduct, or preside over weddings, receptions, and anniversaries (and
19	other gatherings related to weddings, receptions, and anniversaries) that

1	celebrate a marriage or blessing between one biologically birthed man and one					
2	biologically birthed woman.					
3	9.5. Acknowledge our interdependence					
4	B. Local groups of people wishing to associate with the International Pentecostal					
5	Holiness Church may do so in one of the following ways:					
6	1. As a Member Church					
7	Each new Member Church shall be categorized as either a Planted Member					
8	Church or a Transfer Member Church as follows:					
9	a. Planted Member Church					
10	1) A Planted Member Church is a newly created church which is first					
11	organized with the support of and/or under the name of the International					
12	Pentecostal Holiness Church, Inc., or one of its subdivisions by meeting					
13	the criteria in paragraph 2) below.					
14	2) In order to organize as a Planted Member Church, a group must consist					
15	of twenty (20) or more persons, including at least twelve (12) individuals					
16	18 years of age or older, who have met the following criteria:					
17	(Criteria for house churches will be developed by Evangelism USA					
18	Ministries.)					
19	a) The group has legally incorporated if located in a state that permits					
20	nonprofit religious corporations.					

1		b) The group is in accord with the International Pentecostal Holiness
2		Church Manual, including, but not limited to, the Articles of Faith,
3		Covenant of Commitment, and Bylaws.
4		c) The group consists of an adequate number of spiritually qualified
5		members to fill the offices of the local church called for in its bylaws.
6		d) The group enters into the appropriate Planted Membership
7		Agreement with the Conference.
8		e) The Conference Executive Council has approved the group's
9		application and organizational structure.
10	b. Tra	ansfer Member Church
11	1)	A Transfer Member Church is an existing, previously-organized church
12		which was planted and organized without any association with or support
13		from the International Pentecostal Holiness Church, Inc., its subdivisions,
14		or its name and later becomes a member of an IPHC Conference by
15		meeting the criteria in paragraph 2) below.
16	2)	In order to become a Transfer Member Church, a group must consist of
17		twenty (20) or more persons, including at least twelve (12) individuals 18
18		years of age or older, who have met the following criteria:
19		(Criteria for house churches will be determined by Evangelism USA
20		Ministries.)

1		a) The group has legally incorporated if located in a state that permits
2		religious corporations.
3		b) The group is in accord with the International Pentecostal Holiness
4		Church Manual, including, but not limited to, the Articles of Faith,
5		Covenant of Commitment, and Bylaws.
6		c) The group consists of an adequate number of spiritually qualified
7		members to fill the offices of the local church called for in its bylaws.
8		d) The group enters into the appropriate Transfer Membership
9		Agreement with the Conference.
10		e) The Conference Executive Council has approved the group's
11		application and organizational structure.
12		c. A Member Church may create satellite congregations that shall be under the
13		supervision of the mother church's Senior Pastor. Satellite congregations
14		shall have the same membership status and category as their mother church.
15	2.	As an Affiliate Church
16		The Affiliate Church status is designed to provide an entrance for non-IPHC
17		churches and groups to become acquainted with the International Pentecostal
18		Holiness Church and its ministries.
19		a. An Affiliate Church is connected with the International Pentecostal Holiness

Church at the Conference level for the purpose of ecclesiastical training,

networking, ministry participation, and exploring full membership status with
the International Pentecostal Holiness Church.

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- b. An Affiliate Church must be incorporated and must have obtained its own Taxpayer Identification Number prior to entering into an Affiliation Agreement with the International Pentecostal Holiness Church.
- c. The Senior Pastor must be an IPHC-credentialed minister of the Conference with which he and the church are associated. Should an Affiliate Church select a non-IPHC Senior Pastor, the agreement is automatically terminated.
- d. An Affiliate Church must enter into an Affiliation Agreement with the Conference using the prescribed Affiliation Agreement as adopted by the Council of Bishops.
- e. The Affiliate Church shall provide documentation of appropriate and adequate property, financial, and liability insurance coverage.
- f. An Affiliate Church is prohibited from being included under the International Pentecostal Holiness Church's Group Exemption Certificate and must provide evidence of their Internal Revenue Code Section 501(c)(3) tax exempt status.
- g. Affiliate Churches have no voice or vote in IPHC business sessions, and participation in the financial guidelines of the International Pentecostal Holiness Church is voluntary.

h. An Affiliate Church may choose to become a fully connected Transfer Member Church at any time during this agreement and would then function in accordance with the *International Pentecostal Holiness Church Manual*.

## 4 C. Local Church Organizational Structure

The International Pentecostal Holiness Church recognizes and embraces multiple models for local church leadership and organizational structure. While every member of the church has ministry gifts that contribute to the accomplishment of the church's mission/vision, the New Testament affirms elders and deacons as specific ministry leaders. The Administrative Council exists to meet the contemporary organizational needs in the local church. Local church structure should thus include elders, deacons, and the Administrative Council. The International Pentecostal Holiness Church recognizes that men and women may serve in these offices and ministries.

# 1. Standard Model of Organizational Structure

- Unless a church has received approval from its Conference for an alternate model, the following organizational structure is prescribed for Member Churches.
- b. Local Church Officials
  - 1) Senior Pastor
- 19 a) Overview

- 1] The International Pentecostal Holiness Church acknowledges the Senior Pastor, whether male or female, as God's appointed leader of the local church. As such, the Senior Pastor is vitally important in the expansion of the kingdom of God and the promotion of church growth in the local congregation.
- 2] In local churches with a plurality of elders, the Conferenceappointed Senior Pastor is senior elder of the eldership.
- 3] Subject to the discretion of the Local Church Administrative Council, a Senior Pastor may also be referred to as the Lead Pastor or Senior Elder. The terms Senior Pastor, Lead Pastor, and Senior Elder shall be considered interchangeable.
- 4] The methods of pastoral appointment are provided in Article II Section E.
- b) The Authority and Duties of the Senior Pastor
  - The Senior Pastor's first concerns shall be to live a worshipful, biblical lifestyle out of which he preaches God's Word, leads in the nurture of believers, wins the lost to Christ, and leads in worship. While looking after the spiritual welfare of the church, the Senior Pastor should oversee and participate in visitation ministries, the administration of the ordinances of the church, and expansion of the influence of the church in the community,

city, or area. The Senior/Lead Pastor is a servant of Christ and 1 shall live an exemplary Christian life, meeting the requirements 2 of I Timothy 3: 1-7 and Titus 1: 7-9. 3 4 2] The Senior Pastor shall see that instruction regarding the 5 Constitution and Bylaws of the International Pentecostal Holiness Church, including the Articles of Faith and Covenant of 6 7 Commitment, is provided prior to receiving new/prospective members. is responsible for the preaching and teaching of God's 8 word (II Timothy 4:2). 9 The Senior Pastor shall lead believers to discover and develop 10 31 the ministry gifts of the Holy Spirit in their lives so they can fulfill 11 their ministries in the Body of Christ. Special emphasis shall be 12 given to training the believers in personal soul winning 13 (Ephesians 4:12). the local church in congregational care and 14 discipleship (I Peter 5: 2-4 and Ephesians 4:12). 15 4] The Senior Pastor shall lead the church in extension (starting 16 new churches) and bridging (cross-cultural) evangelism in 17 cooperation with the Conference evangelism program. serve the 18 local church as the key visionary (Jeremiah 3:15). 19 5] The Senior Pastor shall have the authority and responsibility to 20 counsel, with and correct, and remove any church official, 21 elected or appointed, who may be out of harmony with the 22

2		consultation with the Conference Superintendent. meeting or
3		promoting the requirements of the local church, Conference, or
4		General Conference.
5	<del>6]</del>	The Senior Pastor shall have the authority to remove any elder,
6		deacon, or official found to be out of harmony with the
7		International Pentecostal Holiness Church Manual, after
8		consultation with the Conference Superintendent.
9	7]_	The Senior Pastor shall inform the Conference Superintendent
10		when a credentialed minister on a pastoral staff is removed,
11		resigns his position, or accepts a ministry position at another
12		church.
13	<del>8]</del> <u>6</u>	The Senior Pastor is the chairman of the Local Church
14		Administrative Council and ex officio chairman of all ministry
15		boards councils and committees. Where a local church is
16		incorporated, the Senior Pastor shall serve as president of the
17		local corporation and as the Chief Executive Officer.
18	9]_	Where a local church is incorporated, the Senior Pastor shall
19		serve as president of the local corporation and as the chief
20		executive officer.

1	10] The Senior Pastor is responsible for the mission/vision of the
2	church and presenting the programs designed to build it
3	spiritually, numerically, and financially. The Senior Pastor, or
4	appointee(s), shall meet annually with ministry leaders, councils,
5	or boards of the local church for the purpose of setting goals for
6	the church and developing plans to reach those goals.
7	11] 7. The Senior Pastor has the privilege of authorizing expenditures
8	up to an amount agreed upon by the Senior Pastor and the Local
9	Church Administrative Council.
10	12] The Senior Pastor is responsible for securing speakers for
11	special services in the church, such as revivals, seminars, etc.
12	13] The Senior Pastor is to sign the church reports before they are
13	sent to the Conference Ministry Center.
14	14] The Senior Pastor and the Local Church Administrative Council
15	shall support the mission/vision/core values of the International
16	Pentecostal Holiness Church.
17	15] 8. The Senior Pastor is amenable to the Conference, the
18	Conference Superintendent, and the Conference Executive
19	Council.
20	2) Secretary

# a) Overview

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The secretary is responsible for maintaining the official non-financial records of the church. For incorporated churches, the secretary serves as the corporate secretary.

# b) The Authority and Duties of the Secretary

- The secretary shall keep the minutes of business sessions of the Local Church Administrative Council and church business sessions.
- The secretary shall maintain an accurate, up-to-date record of membership actions of the Local Church Administrative Council.
- 3] The secretary shall prepare and mail reports, after they have been signed by the Senior Pastor, on the forms required by the Conference. Failure to comply shall be grounds for dismissal as secretary.

### 3) Treasurer

### a) Overview

The treasurer is responsible for maintaining the official financial records of the church and providing periodic financial reports. When necessary, the treasurer serves as the chief financial officer of the church.

1	b)	Neither the <u>Senior</u> Pastor nor any member of the <u>Senior</u> Pastor's
2		family shall serve or function as the treasurer or bookkeeper. For
3		purposes of this provision, a family member is defined as any
4		member of the Pastor's household or one of the following: Pastor's
5		spouse, son daughter, brother, sister, mother, father, father-in-law,
6		mother-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-
7		in-law.
8	c)	All local church financial accounts shall have at least two signatories.
9		(This does not require that all checks must have two signatures.)
10	d)	Exceptions to paragraphs b) or c) must be approved by the
11		Conference Executive Council
12	e)	The Authority and Duties of the Treasurer
13		1] The treasurer shall keep an accurate record of all receipts,
14		accounts, and disbursements of monies.
15		2] A minimum of two persons shall be appointed to count and
16		record all offerings received by the local church.
17		3] The treasurer shall deposit all monies of the local church in a
18		bank in the name of the church.

1	4	The treasurer shall disburse funds as authorized by the Senior
2		Pastor, church, or Local Church Administrative Council. All
3		expenditures shall be properly documented.
4	5	The treasurer shall provide monthly financial statements,
5		accompanied by the most recent bank statement, reconciled to
6		the financial records, to the Senior Pastor and Local Church
7		Administrative Council. Failure to comply shall be grounds for
8		dismissal as treasurer.
9	6	The treasurer shall see that the provisions regarding annual
10		financial accountability are followed by the local church.
11	4) Local	I Church Administrative Council Members
12	Othe	r Local Church Administrative Council members serve on the Local
13	Chur	ch Administrative Council to assist the Senior Pastor and the
14	secre	etary and/or treasurer in directing the administrative operations and
15	decis	sions of the church.
16	5) Other	r Leadership Positions
17	a) E	Elders and Deacons
18	1	] Under the direction of the Senior Pastor, local church elders are
19		persons whose ministry is to equip the saints for the work of the
20		ministry in order to build the church (Ephesians 4:11-16). Elders

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should provide spiritual oversight over the church to shepherd and protect it with maturity and wisdom (Acts 20:28-30; 1 Peter 5:1-4). Elders should meet the criteria specified in 1 Timothy 3:1-7 and Titus 1:5-9. The Senior Pastor may select elders and deacons who support his/her vision. Elders shall assist the Senior Pastor in providing spiritual oversight to the church. Deacons shall assist the Senior Pastor in providing for the welfare of the church. Elders and Deacons who are members of the Conference may not serve on the Local Church Administrative Council. Elders and deacons must meet the biblical requirements (Acts 20:28-30; I Peter 5:1-4; I Timothy 3:1-7; Titus 1:5-9; Acts 6:3; I Timothy 3:8-13). 2] The Senior Pastor shall select from the congregation members

- who have demonstrated the biblical characteristics of an elder.
- 3] An elder may be a Licensed or Ordained Minister in a Conference. Any Licensed or Ordained Minister who is asked by the Senior Pastor to serve as an elder and accepts said position shall submit to and support the vision and ministry of the Senior Pastor. Any Licensed or Ordained Minister who is an elder in a local church remains a member of his Conference and is ultimately accountable to his Conference.

1	4] Elders not ordained or licensed by the Conference may serve on
2	the Local Church Administrative Council if elected.
3	<del>b) Deacons</del>
4	1] All deacons should meet the scriptural criteria of Acts 6:3 and 1
5	Timothy 3:8-13. The ministry of the deacon is that of service.
6	2] Deacons shall assist the Senior Pastor in providing for the
7	welfare of the local church. They shall be given specific
8	assignments by the Senior Pastor for the work of the church.
9	3] Deacons shall be selected from among the members by the
10	Senior Pastor in consultation with the elders and Local Church
11	Administrative Council.
12	4] A deacon may be a Licensed or Ordained Minister in a
13	Conference. Any Licensed or Ordained Minister who is asked by
14	the Senior Pastor to serve as a deacon and accepts said position
15	shall submit to and support the vision and ministry of the Senior
16	Pastor. Any Licensed or Ordained Minister who is a deacon in a
17	local church remains a member of his Conference and is
18	ultimately accountable to his Conference.
19	5] Deacons not ordained or licensed by a Conference may serve
20	on the Local Church Administrative Council if elected.

# c) b. Associate Pastors

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2	1]	An Associate Pastor is amenable to the Senior Pastor of the loca
3		church. Any Licensed or Ordained Minister who is asked by the
4		Senior Pastor to serve as an Associate Pastor and accepts said
5		position shall submit to and support the vision and ministry of the
6		Senior Pastor. Any Licensed or Ordained Minister who is an
7		Associate Pastor in a local church remains a member of the
8		Conference and is ultimately accountable to the Conference
9		The Senior Pastor may select Associate Pastors to assist in the
10		local church ministry. The Associate Pastor shall submit to and
11		support the vision of the Senior Pastor. If the Associate Pastor is
12		a member of the Conference, he/she remains ultimately
13		accountable to the Conference. Any local church, Conference
14		or church institution seeking to recruit/hire an associate minister
15		from a local church shall first confer with the Senior Pastor of the
16		local church where the Associate has been serving.
17	<del>2]</del>	An Associate Pastor shall meet the qualifications of a Loca
18		Church Administrative Council Member. If, however, the

1	3] The duties and method of selection of an Associate Pastor shall
2	be established by the Senior Pastor in consultation with the Local
3	Church Administrative Council.
4	4] Any local church, Conference, or church institution seeking to
5	recruit and/or hire an associate minister from a local church shall
6	first confer with the Senior Pastor of the local church where the
7	associate has been serving.
8	6) Local Church Administrative Council
9	a) In consultation with the Conference Executive Council, The size of
10	the Local Church Administrative Council (LCAC) shall be determined
11	the size of the LCAC in a duly convened business session. The Local
12	Church Administrative Council by the church body in a duly
13	convened business session and shall consist of a minimum of five
14	(5) voting members when possible and in consultation with the
15	Conference Executive Council, including the following:
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17	1] Senior/ <del>Lead</del> Pastor, chairman
18	2] Secretary/Treasurer (one or two persons may hold the offices of
19	secretary and treasurer)
20	3] At least two additional Council members

1	b)	Elders and deacons who are not ordained or licensed clergy may be
2		elected to fill the positions listed above.
3	c)	Only individuals who have been members of the local church for at
4		least six (6) months, meeting the following requirements shall be
5		eligible to serve on the Local Church Administrative Council. (These
6		provisions do not apply to the Senior Pastor, who is subject to the
7		qualifications that apply to clergy).
8		1] The member shall have demonstrated Christian maturity and
9		love for Christ.
10		2] The member shall have spiritual giftings that contribute to the
11		well-being of the church.
12		3] The member shall have demonstrated godly character that
13		brings honor to Christ and the local congregation.
14		4] The member shall be in harmony with the church's
15		mission/vision statement.
16		5] The member shall have supported the church faithfully in
17		attendance and tithes for at least six months and be in harmony
18		with the Conference and General Church financial guidelines.
19	d)	Criteria for divorced individuals who might also have remarried, but
20		have never served in the ministry of deacon or elder or in another

position on the Local Church Administrative Council in the IPHC, are 1 as follows: 2 1] If a person has been divorced and then remarried and believes 3 4 at least one of the principles stated in the International 5 Pentecostal Holiness Church Manual applies (Constitution, Section VIII), he may apply for that position in the Local Church. 6 2] The Local Church Administrative Council shall use the principles 7 in Section VIII of the Constitution as its basis for considering all 8 such applications. 9 The Local Church Administrative Council shall have the authority 10 31 to require a copy of the divorce decree and any other documents 11 12 or information it deems appropriate in making a wise decision. This applies to the spouse, as well, if both are divorced. 13 4] The candidate must have proven himself in his current marriage 14 to be faithful according to the biblical passages of 1 Timothy 3:1-15 13 and Titus 1:6-9 for a time period to be set by the Local Church 16 Administrative Council, with one year as a minimum. 17 e) Criteria for individuals who serve in the ministry of deacon or elder or 18 in another position on the Local Church Administrative Council in the 19 IPHC who divorces his wife and/or remarries are as follows: 20

1] If the Local Church Administrative Council determines that the divorce of a deacon or elder or other member of the Local Church Administrative Council was justifiable according to at least one of the criteria in the *International Pentecostal Holiness Church Manual* (Constitution, Section VIII), the individual shall be permitted to continue in that local ministry without interruption. In addition, no ecclesiastical penalty shall apply if the individual remarries.

2] If the divorce of a deacon or elder or other member of the Local Church Administrative Council is not deemed justifiable by the Local Church Administrative Council according to the four criteria stated I the Constitution, then Article VI, Dispute Resolution and Disciplinary Procedures, Section E. Restoration, shall apply.

#### f) Method of Selection

- 1] The Local Church Administrative Council determines whether the secretary and/or treasurer is appointed by the Local Church Administrative Council or elected by the church. If the secretary and/or treasurer is appointed, the Local Church Administrative Council may or may not grant him or her voting privileges.
- 2] A nominating committee, appointed by and chaired by the Senior Pastor and approved by the Local Church Administrative Council, shall nominate all Local Church Administrative Council

1		members and the secretary and/or treasurer (unless the
2		secretary/treasurer is appointed.)
3	3]	The members of the local church shall be allowed access to the
4		nominating committee.
5	4]	The nominating committee shall nominate no more than two
6		persons for secretary/treasurer, or no more than two persons for
7		secretary and two persons for treasurer.
8		a] The church shall elect one of the two nominees. In the event
9		only one person is nominated, the church will ratify the
10		nominee.
11		b] In the event the church rejects the nominee(s), the
12		nominating committee shall nominate another person or
13		persons to be ratified by the church.
14	5]	The nominating committee may nominate as many other Local
15		Church Administrative Council member nominees as it desires.
16		The church shall elect from the list of nominees the number of
17		persons necessary to fill open positions. <u>If only one person is</u>
18		nominated per open position, the church will ratify the nominee.
19	6]	All nominees shall prayerfully consider their particular
20		qualifications, gifts, and availability to serve.

- 7] Those persons elected shall have full voting rights on the Local Church Administrative Council.
- 8] Local churches shall arrange the method of selection of the Local Church Administrative Council so no person shall serve on the Council more than eight (8) consecutive years. (Pastors are excluded from this provision.) This rule is not binding where there are not enough qualified people eligible to serve or if an alternative structure has been approved by the Conference Executive Council.
- of the church property. When trustees other than the Local Church Administrative Council are elected, they shall be members in good standing of the International Pentecostal Holiness Church. The church shall replace any church trustee who refuses to carry out the desires of the local church.
- g) Authority and Duties of the Local Church Administrative Council
  - The Local Church Administrative Council is amenable to the Senior Pastor and the church body.
  - 2] The Local Church Administrative Council, under the leadership of the Senior Pastor, shall govern and direct the ministries, programs, and other operations of the local church. The Local

1		Church Administrative Council is also responsible for the loca
2		church's cooperation with the Conference and General ministries
3		and programs.
4	3]	The Local Church Administrative Council shall meet only at the
5		call or with the permission of the Senior Pastor.
6	4]	The Local Church Administrative Council shall have at least four
7		regular quarterly meetings per calendar year. The Senior Pastor
8		may schedule additional called meetings as necessary. It is
9		recommended that Local Church Administrative Councils mee
10		monthly.
11	5]	Each Local Church Administrative Council member shall adhere
12		to a policy of confidentiality. Failure to do so will be grounds for
13		dismissal from the Local Church Administrative Council.
14	6]	The Local Church Administrative Council shall keep the
15		membership roll up to date in the following manner:
16		a] No member shall be dropped without contacting the person
17		for the purpose of restoring him or her to fellowship with the
18		congregation.
19		b] The Local Church Administrative Council shall have
20		authority to drop members after all possible measures have

been taken to restore them. This does not deny an individual the right of appeal to the Conference Superintendent.

- c] When members move from one locality to another, they should be encouraged to transfer their membership to the Pentecostal Holiness church of their choice in the new locality.
- d] Local church members shall be granted a letter of transfer from one Pentecostal Holiness church to another, or they may be given a letter of commendation to another Christian body by a majority vote of the Local Church Administrative Council. When signed by the Senior Pastor and secretary, this letter is valid for ninety (90) days, and the person named in the letter retains his membership in the local church that granted the letter until the transfer is complete. When the transfer is completed, the Senior Pastor of the local church where the letter originated shall be notified by the receiving church immediately. When a letter of transfer is requested and not received within thirty (30) days, the Senior Pastor receiving the member shall notify the former Senior Pastor that a change has been effected.

- 7] No church or Local Church Administrative Council shall make any rule pertaining to finance contrary to standards set by the General Conference or Conference in Conference session.
- 8] The Local Church Administrative Council or designated finance committee will set the Senior Pastor's compensation package (salary, housing allowance, insurance, retirement, self-employment tax reimbursement, etc.). The package shall be reviewed annually by December 31 for the following year. The Local Church Administrative Council will forward to the Conference the results of its annual review in its January report of the following year.
- 9] Each local church shall defray the expenses of its Senior Pastor to all meetings of the Conference and to General Conference.
- 10] In the case of a vacancy in the office of Senior Pastor, the Local Church Administrative Council shall contact the Conference Superintendent to arrange for the pulpit to be filled.
- 11] It shall be the responsibility of the Local Church Administrative Council, through the Senior Pastor or his appointee, to investigate allegations that may reflect on members of the church, hear complaints against them, and settle differences without a hearing when possible. However, the Local Church Administrative Council is expected to report allegations of

1	criminal abuse of a minor to the appropriate authority
2	immediately.
3	12] The Local Church Administrative Council shall be responsible for
4	making sure the church has appropriate and adequate property
5	financial, and liability insurance coverage.
6	13] Pastors and Local Church Administrative Councils shall comply
7	with Internal Revenue Service (IRS) regulations relative to
8	finances and records.
9	7) Local Church Ministries Cabinet
10	a) The Local Church Administrative Council has the discretion to
11	establish a Local Church Ministries Cabinet. If established, the Loca
12	Church Ministries Cabinet, chaired by the Senior Pastor, shall exist
13	to facilitate communication and coordination among the ministries
14	and departments of the local church.
15	b) The Local Church Ministries Cabinet shall consist of the following
16	members:
17	1] The members of the Local Church Administrative Council
18	2] All local church department heads and ministry leaders

1		3]	Other members, including elders and deacons, recommended
2			by the Senior Pastor and approved by the Local Church
3			Administrative Council
4	c)	The	e Authority and Duties of the Local Church Ministries Cabinet
5		1]	The Local Church Ministries Cabinet shall be the instrument
6			through which the Senior Pastor communicates the
7			mission/vision, purposes, and objectives of the local church to
8			the local church department heads and ministry leaders.
9		2]	The Local Church Ministries Cabinet shall meet only at the cal
10			or with the permission of the Senior Pastor.
11		3]	The Local Church Ministries Cabinet shall have at least two
12			regular meetings per calendar year. The Senior Pastor may
13			schedule additional called meetings as necessary.
14		4]	The Local Church Ministries Cabinet shall be responsible for
15			reviewing and facilitating the coordination of the various policies
16			and procedures of local church departments and ministries.
17		5]	The Local Church Ministries Cabinet shall have the right to
18			recommend changes in policy and procedure to the local church
19			councils, boards, and committees responsible for establishing
20			the policies and procedures of the local church.

- 8) If a local church chooses to establish other boards and committees, membership on such boards and committees will be subject to qualifications established by the Local Church Administrative Council.
  - 2. Other Models of Local Church Leadership and Organizational Structure

- If a Senior Pastor and Local Church body the Local Church Administrative Council, in a duly convened business session, determine that a different organizational structure would enhance their local ministry, the church may submit a proposal for an alternate structure to their Conference Executive Council for approval. The Conference Executive Council shall approve alternate structures presented if the structure meets the following criteria:
- a. The structure is in harmony with the Articles of Faith and the financial guidelines of the International Pentecostal Holiness Church.
- b. The structure provides for adequate accountability.
- c. The structure is in compliance with the Conference and General Conference
   delegate structure of the International Pentecostal Holiness Church.

# Article IV. Clergy

- 2 A. The International Pentecostal Holiness Church, through Conferences, issues the following clergy credentials: 3 Local Church Minister's License
- Minister's License, Minister of Discipleship Ministries License, Minister of Music 5 6 License
- 3. Certificate of Ordination 7

#### 8 B. Local Church Minister's License

1. Overview 9

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- The Conference Executive Council shall have the authority to grant or revoke 10 Local Church Minister's License. The presentation of the Local Church Minister's 11 License may be delegated to the local church. 12
- In order to be eligible for Local Church Minister's License, a candidate must: 13
- Subscribe to and demonstrate character consistent with the International 14 Pentecostal Holiness Church Articles of Faith and Covenant of Commitment. 15
- 16 b. Be a member of a local IPHC church and be recommended by that local 17 church. This recommendation must be in writing and signed by the Senior Pastor and church secretary. 18

c. Be certain of a definite call to Christian work

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- d. Complete the prescribed study Unified Ministerial Credentials Program
  - e. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law.
  - f. The Senior Pastor under whom a Local Church Minister serves shall notify the Conference Superintendent in writing if the minister no longer meets the qualifications of his license. The Senior Pastor shall annually affirm in writing to the Superintendent the standing of the Local Church Minister.
  - g. Any Local Church Minister not serving under an International Pentecostal Holiness Church Senior Pastor shall report directly to the Conference Superintendent.
- 3. Authority and Duties of Local Church Ministers
  - a. Local Church Ministers are amenable to the local church where they hold their membership and shall tithe their income to the local church treasury.
  - b. Any person with a Local Church Minister's License who is serving as a Senior Pastor shall be amenable to that respective Conference, shall follow the tithing and reporting requirements that apply to a licensed minister, and shall be granted a vote in Conference Sessions.

c. Local Church Ministers may participate in but not perform or officiate at marriage ceremonies. Such participation must follow the IPHC's guidelines regarding marriage as being between one <u>biologically birthed</u> man and one biologically birthed woman.

# 4. Prescribed Study Unified Ministerial Credentials Program

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- a. The training requirements for the Local Church Minister's License, as specified in the <u>Unified</u> Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
  - The International Pentecostal Holiness Church <u>Unified</u> Ministerial Credentials Program course of study. This course of study may be completed through:
    - a) A Conference-administered International Pentecostal Holiness
       Church Ministerial Credentials Program, INCaM, or
    - b) A Conference-administered School of Ministries which incorporates the International Pentecostal Holiness Church Ministerial Credentials Program, or
    - c) A local church School of Ministries program which incorporates the International Pentecostal Holiness Church <u>Unified</u> Ministerial
       Credentials Program and is recognized by the Conference, or

- 2) A prescribed course of study in a Pentecostal Holiness college, or its equivalent, in another church-related college (if the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History, the candidate is required to complete the <u>Unified Ministerial Credentials Program courses covering</u> these topics), or
  - 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the <a href="Unified">Unified</a> Ministerial Credentials Program covering the <a href="International Pentecostal Holiness Church Manual">International Pentecostal Holiness Church Manual</a>, IPHC Doctrine, and IPHC History
- b. The Director of Clergy Development shall provide a standard list of questions. This list of questions shall be sent to every Conference, and all Conference credentials committees shall be requested to ask these questions in an oral interview with every candidate for Local Church Minister's License.

### C. Minister's License

Overview

- a. There are three forms of Minister's License
- 1) Minister's License
- 2) Minister of Discipleship Ministries License

3) Minister of Music License

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- b. For those pursuing pastoral/evangelistic ministry, the Minister's License is the entry-level credential for the purpose of training and maturing as a minister. For those with a ministry focus of discipleship ministries or music, the Minister of Discipleship Ministries License and the Minister of Music License are the credentials that recognize their ministry specialty.
- c. The Conference, in Conference session, shall have the authority to grant the Minister's License. The Conference Executive Council may grant a ministerial license under special circumstances.
- 2. In order to be eligible for a Minister's License, a candidate must:
  - Subscribe to and demonstrate character consistent with the International Pentecostal Holiness Church Articles of Faith and Covenant of Commitment.
  - b. Be a member of a local IPHC church and be recommended by that local church. This recommendation must be in writing and signed by the Senior Pastor and church secretary.
  - c. Be certain of a definite call to ministry and leadership according to Ephesians4:11.
  - d. Complete the prescribed study Unified Ministerial Credentials Program.
  - e. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check,

child abuse background check, for every state that the applicant has lived in 1 and be in compliance with any and all regulations required by state law. 2 3. Authority and Duties of Licensed Ministers 3 It shall be the duty of Licensed Ministers to participate in all phases of the 4 church program - General, Conference, and local. 5 All Licensed Ministers are amenable to the Conference, Conference 6 Superintendent, and Conference Executive Council. 7 c. Licensed Ministers not serving as officials or pastors should use their spiritual 8 gifts and ministries to help build the church. 9 d. Licensed Ministers are required to attend the Annual Conference Session of 10 the Conference. Those who are unable to attend shall submit an acceptable 11 written explanation of their absence to the Conference Superintendent. 12 Those failing to do so for two (2) consecutive conference shall forfeit their 13 Minister's License. 14 Licensed Ministers are expected to attend Conference-sponsored activities. 15 Licensed Ministers are expected to preach God's Word consistently with their 16 f. calling and credentials. 17 Licensed Ministers must maintain ministerial activity to retain credentials. 18 Since tithing is the biblical basis for the financial guidelines of the church h. 19

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(Genesis 14:20; Malachi 3:8-11; Matthew 23:23), clergy are to serve as

leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithe (10 percent of all income) into the storehouse. The "storehouse" for the Licensed Minister is the Conference treasury (just as the "storehouse" for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithe monthly into the Conference treasury, or the General treasury, according to their membership status, and to report monthly on forms provided. Licensed Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and secular sources. Income for these purposes includes, but it not limited to, salary, housing allowance, utilities paid by a church, and honoraria.

The Licensed Minister who does not tithe shall be dealt with in the following manner:

- 1) If a Licensed Minister has not reported and given the tithe for three (3) consecutive months, he shall be required to meet with the Conference Superintendent. If satisfactory amends are not made, he is required to meet with the Conference Executive Council.
- 2) In the event he does not meet with the Conference Executive Council when requested and does not make satisfactory amends, he shall forfeit his Minister's License.
- 3) Any Licensed Minister forfeiting his Minister's License in one Conference for failure to tithe shall not be considered for license in any other

Conference until he has been reconciled to the Conference in which he forfeited his credentials.

 Appropriate ministerial ethics and courtesy shall be observed when a Licensed Minister is invited to perform ministry in the church of another pastor.

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- j. Licensed Ministers, other than the Senior Pastor, are not to become involved in the official business of the local church. When Licensed Ministers participate in the ministries of the local church, participation shall be in full cooperation with the Senior Pastor, and they shall be amenable to the Senior Pastor.
- k. Licensed Ministers may conduct marriage ceremonies in accordance with the teaching of the Scriptures and state laws. IPHC clergy shall only perform or participate in marriage ceremonies or marriage blessings between one <a href="biologically birthed">biologically birthed</a> man and one <a href="biologically birthed">biologically birthed</a> woman. This policy is applicable to IPHC clergy who serve in capacities outside the scope of normal pastoring, such as military, hospital, and corporate chaplains.
- All Licensed Ministers must participate annually in a continuing education program provided or approved by the General Conference or Conference (2 Timothy 2:15). Any minister failing to meet this requirement will forfeit his credentials. This excludes retired clergy.

m. When possible, retired Licensed Ministers are to continue their ministries through evangelization, church planting, interim pastorates, Sunday School teaching, visitation, etc. To enhance their ministries, Conference Superintendents and Senior Pastor shall call on the expertise and knowledge of retired clergy.

# 4. Prescribed Study Unified Ministerial Credentials Program

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- a. The training requirements for the Minister's License, as specified in the <a href="Unified">Unified</a> Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
  - 1) The international Pentecostal Holiness Church <u>Unified</u> Ministerial Credentials Program course of study for the Minister's License. This course of study may be completed through:
    - a) A Conference-administered School of Ministry meeting the course requirements of the Ministerial Credentials Program, or
    - A Conference-administered self-study program meeting the course requirements of the International Pentecostal Holiness Church Ministerial Credentials Program, or
  - 2) A prescribed course of study in a Pentecostal Holiness college, or its equivalent, in another church-related college (If the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, the IPHC Doctrine, and IPHC History, the candidate is required

- to complete the <u>Unified</u> Ministerial Credentials Program courses covering
  these topics.), or
  - 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the <u>Unified</u> Ministerial Credentials Program covering the <u>International Pentecostal Holiness Church Manual</u>, IPHC Doctrine, and IPHC History.
  - b. The Director of Clergy Development shall provide a standard list of questions. This list of questions shall be sent to every Conference, and all Conference credentials committees shall be requested to ask these questions in an oral interview with every candidate for Minister's License.

#### 5. Other Provisions

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- a. Licensed Ministers are required to maintain their nominal membership in an International Pentecostal Holiness Church Member Church. If a Licensed Minister ceases to be a credentialed minister of the International Pentecostal Holiness Church, he shall become a regular member of the local church in which he holds nominal membership.
- b. Licensed Ministers pursuing pastoral/evangelistic ministry are encouraged to seek ordination. Other Licensed Ministers (Ministers of Discipleship Ministries and Ministers of Music) may or may not choose to be ordained.

- c. Licensed Ministers shall be eligible to participate in all Conference benefits in the Conference in which they have been issued a Minister's License.
  - d. Conferences may be allowed to charge an application fee for credentials and a card to be issued.
    - e. A Conference may rebate to local churches a part of the tithe paid by fulltime Licensed Ministers serving them as Associate Pastors.
      - f. Any Ordained or Licensed Minister whose current ministry is entirely in a local church in a non-pastoral position may request that his credentials be converted to a Local Church Minister's License until his ministry expands beyond the local church. Reinstatement of license status includes reapplying to the Conference Executive Council.
        - g. Clergy who withdraw from the Conference in good standing or whose credentials are converted to Local Church Minister's License are eligible for reinstatement in the Conference where they held membership upon application to and the approval of the Conference Executive Council.

### D. Certificate of Ordination

### Overview

 a. The Certificate of Ordination is the highest clergy credential issued by the International Pentecostal Holiness Church.

- b. The Conference, in Conferencesession, shall have the authority to grant the
   Certificate of Ordination. The Conference Executive Council may grant a
   Certificate of Ordination under special circumstances.
  - 2. In order to be eligible for a Certificate of Ordination, a candidate must:

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- a. Have been a Licensed Minister for at least two years (The Conference Executive Council may waive this requirement in exceptional circumstances with the approval of the General Superintendent.).
- Subscribe to and demonstrate character consistent with the International
   Pentecostal Holiness Church Articles of Faith and Covenant of Commitment.
- c. Be a member of a local IPHC church and be recommended by that local church. This recommendation must be in writing and signed by the Senior Pastor and church secretary.
- d. Be certain of a definite call to ministry and leadership according to Ephesians4:11.
- e. Complete the prescribed study Unified Ministerial Credentials program.
- f. Be approved by a Conference-approved screening/interview committee upon completion of the following: credit check, national criminal background check, child abuse background check, for every state that the applicant has lived in and be in compliance with any and all regulations required by state law.
- 3. Authority and Duties of Ordained Ministers

- a. It shall be the duty of Ordained Ministers to participate in all phases of the church program—General, Conference, and local.
- b. All Ordained Ministers are amenable to the Conference, Conference
   Superintendent, and Conference Executive Council.

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- Ordained Ministers not serving as officials or Senior Pastors should use their spiritual gifts and ministries to help build the church.
- d. Ordained Ministers are required to attend the Annual Conference Session of the Conference. Those who are unable to attend shall submit an acceptable written explanation of their absence to the Conference Superintendent. Those failing to do so for two (2) consecutive conferences shall forfeit their Certificate of Ordination.
  - e. Ordained Ministers are expected to attend Conference-sponsored activities.
  - f. Ordained Ministers are expected to preach God's Word consistently with their calling and credentials.
  - g. Ordained Ministers must maintain ministerial activity to retain credentials.
  - h. Since tithing is the biblical basis for the financial guidelines of the church (Genesis 14:20; Malachi 3:8-11; Matthew 23:23), clergy are to serve as leaders and role models for the church in tithing. This includes retired clergy. To do so, they must pay full tithe (10 percent of all income) into the storehouse. The "storehouse" for the minister is the Conference treasury (just

as the "storehouse" for the church member is the local church treasury). In light of this position, all clergy are required to give a full tithe monthly into the Conference treasury, or the General treasury, according to their membership status, and to report monthly on forms provided. Ordained Ministers are expected to tithe monthly to their Conferences on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church, and honoraria.

The Ordained Minister who does not tithe shall be dealt with in the following manner:

- 1) If an Ordained Minister has not reported and given the tithe for three (3) consecutive months, he shall be required to meet with the Conference Superintendent. If satisfactory amends are not made, he is required to meet with the Conference Executive Council.
- 2) In the event he does not meet with the Conference Executive Council when requested and does not make satisfactory amends, he shall forfeit his Certificate of Ordination.
- 3) Any Ordained Minister forfeiting his certificate of Ordination in one Conference for failure to tithe shall not be considered for ordination in any other Conference until he has been reconciled to the Conference in which he forfeited his credentials.

 Appropriate ministerial ethics and courtesy shall be observed when an Ordained Minister is invited to perform ministry in the church of another pastor.

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- j. Ordained Ministers, other than the Senior Pastor, are not to become involved in the official business of the local church. When Ordained Ministers participate in the ministries of the local church, participation shall be in full cooperation with the Senior Pastor, and they shall be amenable to the Senior Pastor.
- k. Ordained Ministers may conduct marriage ceremonies in accordance with the teaching of the Scriptures and state laws. International Pentecostal Holiness Church (IPHC) clergy shall only perform or participate in marriage ceremonies or marriage blessings between one <u>biologically birthed</u> man and one <u>biologically birthed</u> woman. This policy is applicable to International Pentecostal Holiness Church clergy who serve in capacities outside the scope of normal pastoring, such as military, hospital, and corporate chaplains.
- All Ordained Ministers must participate annually in a continuing education program provided or approved by the General Conference or Conference (2 Timothy 2:15). Any minister failing to meet this requirement will forfeit his credentials. This excludes retired clergy.
- m. When possible, retired Ordained Ministers are to continue their ministries through evangelization, church planting, interim pastorates, Sunday school

teaching, visitation, etc. To enhance their ministries, Conference Superintendents and Senior Pastors shall call on the expertise and knowledge of retired clergy.

## 4. Prescribed Study Unified Ministerial Credentials Program

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- a. The training requirements for the Certificate of Ordination, as specified in the Ministerial Credentials Program established by the Council of Bishops, in session, may be satisfied through:
  - 1) The International Pentecostal Holiness Church Ministerial Credentials Program course of study for the Certificate of Ordination. This course of study may be completed through:
    - a) A Conference-administered School of Ministry meeting the course requirements of the Ministerial Credentials Program, or
    - A Conference-administered self-study program meeting the course requirements of the International Pentecostal Holiness Church Ministerial Credentials Program, or
  - 2) A prescribed course of study in a Pentecostal Holiness college, or its equivalent in another church-related college (If the course of study does not include the study of the *International Pentecostal Holiness Church Manual*, IPHC Doctrine, and IPHC History, the candidate is required to complete the <u>Unified</u> Ministerial Credentials Program courses covering these topics.), or

- 3) For transferees credentialed by another fellowship, other training programs which are equivalent to any of the above options, in addition to the courses in the <a href="Unified">Unified</a> Ministerial Credentials Program covering the <a href="International Pentecostal Holiness Church Manual">International Pentecostal Holiness Church Manual</a>, IPHC Doctrine, and IPHC History.
- b. The Director of Clergy Development shall provide a standard list of questions.
  This list of questions shall be sent to every Conference, and all Conference credentials committees shall be requested to ask these questions in an oral interview with every candidate for Certificate of Ordination.

### 5. Other Provisions

- a. Ordained Ministers are required to maintain their nominal membership in an International Pentecostal Holiness Church Member Church. If an Ordained Minister ceases to be a credentialed minister of the International Pentecostal Holiness Church, he shall become a regular member of the local church in which he holds nominal membership.
- b. Ordained Ministers shall be eligible to participate in all Conference benefits in the Conference in which they have been issued a Certificate of Ordination.
- c. Conferences may be allowed to charge an application fee for credentials and a card to be issued.
- d. A Conference may rebate to local churches a part of the tithe paid by fulltime Ordained Ministers serving them as Associate Pastors.

e. The Conference Superintendent shall plan or arrange an appropriate ordination service.

# E. Continuing Education Program

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- 1. The Director of Clergy Development, in consultation with church schools and the
  Executive Committee, shall provide a continuing education program for Licensed
  and Ordained Ministers and missionaries in the International Pentecostal
  Holiness Church. The Conference Superintendent shall be responsible for
  implementation and the supervision of the Continuing Education Units (CEU)
  Program.
- 2. All Licensed and Ordained Ministers, except retired clergy, must participate annually in a continuing education program established by the Council of Bishops in session (2 Timothy 2:15).

# 13 F. Other Provisions Regarding Clergy Credentials

- 1. Transfer of Credentials from Other Fellowships
- The Conference Executive Council has the authority to grant credentials to clergy from other fellowships who meet the ministerial requirements of the International Pentecostal Holiness Church <a href="Unified">Unified</a> Ministerial Credentials Program.
- 2. All International Pentecostal Holiness Church ministerial credential certificates should be uniform in size and include the words "Valid with current I.D. card."
  - 3. Certificate of Recognition

A local church may issue a certificate of recognition to its minister of discipleship ministries, youth, music, children's ministries, visitation, evangelism, etc. This certificate is to be signed by the Senior Pastor and church secretary and shall be recognized by all International Pentecostal Holiness Churches.

# G. Divorce and Remarriage

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- 1. Criteria for divorced persons who might also have remarried, but have never been credentialed in the IPHC are as follows:
  - a. If a person has been divorced and then remarried and believes at least one of the principles stated in the International Pentecostal Holiness Church Manual applies (Constitution, Section VIII), the individual may apply to an IPHC Conference for the Local Church Minister's License, a Minister's License, or a Certificate of Ordination.
  - b. The Conference Executive Council, or a committee appointed by the Conference Executive Council, shall use the principles in Section VIII of the Constitution as its basis for considering all such applications.
  - c. The Conference Executive Council shall have the authority to require a copy of the divorce decree and any other documents or information it deems appropriate in making a wise decision. This applies to the spouse, as well, if both are divorced.
  - d. The candidate must have proven himself in his current marriage to be faithful according to the biblical passages of 1 Timothy 3:1-13 and Titus 1:6-9 for a

time period to be set by the Conference Executive Council, with one year as a minimum.

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- 2. Criteria for a minister credentialed in the IPHC who divorces and/or remarries are as follows:
  - a. If the Conference Executive Council determines that a credentialed minister's divorce was justifiable according to at least one of the criteria in the *International Pentecostal Holiness Church Manual* (Constitution, Section VIII), the minister shall be permitted to continue ministry without interruption. In addition, no ecclesiastical penalty shall apply if the individual remarries.
  - b. A minister holding credentials in the International Pentecostal Holiness Church who divorces his spouse and remarries under circumstances other than those specified above will be required to surrender his credentials, and he shall not be eligible to be restored to credentialed ministry.
  - c. The national Director of Clergy Development is responsible to serve as a resource person to Conference Bishops and their Executive Councils regarding issues of divorce and remarriage and restoration.
  - d. Because a ministerial divorce is always devastating to an innocent spouse and to children, the Conference Executive Council, after consulting with the national Director of Clergy Development, shall institute a program to help bring the spouse and children back to emotional health.

e. Recognizing that a minister's moral failure can be destructive to a church, the

Conference Executive Council shall formulate a plan of restoration for a

church to help bring the congregation to healing.

# Article V. Financial Guidelines

2	The International Pentecostal Holiness Church is committed to the principle of				
3	biblical stewardship. We affirm that all resources belong to God and are entrusted				
4	to His people for the expansion of His Kingdom.				
5	A. General Level				
6	1. Finance Committee				
7	a. The Council of Bishops, in session, shall appoint an eight-member Finance				
8	Committee based on the recommendation of the Executive Committee.				
9	1) The Finance Committee shall be composed of				
10	a) A chairman				
11	b) Three (3) Conference Superintendent members of the Council of				
12	Bishops				
13	c) Two (2) clergy, and				
14	d) Two (2) laypersons				
15	2) No resident member of the Executive Committee or direct subordinate of				
16	the Executive Committee of Global Ministry Center employee shall serve				
17	on this committee.				

3) The Finance Committee Chairman shall meet with the Executive

Committee at least once per year to report on the work of the Finance

Committee and to receive input from the members of the Executive

Committee, during scheduled ECCOB meetings.

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- 4) The Finance Committee Chairman shall meet with the Council of Bishops at each regular meeting of the Council of Bishops to report on the financial condition of the International Pentecostal Holiness Church, Inc., and the work of the Finance Committee and to receive input from the members of the Council of Bishops.
- 5) The term of office for Finance Committee members shall be determined by the Council of Bishops. is limited to no more than three (3) consecutive terms.
- 6) The Finance Committee in place before a General Conference shall remain in place through December 31 of the year of General Conference. Newly elected members shall assume their duties on January 1 of the year following General Conference.
- 7) If a vacancy occurs on the committee, the replacement members will be nominated and elected by the same process as the original members. Any member who is absent for two (2) consecutive meetings may be replaced.

- 8) The Finance Committee shall operate according to policies and procedures approved by the Council of Bishops in session. Such policies and procedures shall include the Global Ministry Center budgeting process, financial accountability standards, and other financial guidelines.
- 9) All members of the Executive Committee shall have access to the Finance Committee for the purpose of receiving financial information and giving recommendations and input.

# b. Authority and Duties of the Finance Committee

- The Finance Committee shall analyze and evaluate the impact of financial matters and provide counsel in denominational financial affairs.
- 2) Based on recommendations of the Executive Committee approved and/or amended by the Council of Bishops, in session, the Finance Committee shall review and recommend for approval all General-level budgets. Such budgets shall be subject to final approval by the Council of Bishops.
- 3) The Finance Committee shall allocate available income to the funds, ministries, departments, and other entities at the General Level. Any entity which receives an allocation of funds either for operation or payroll, shall function according to the *Finance Committee Policies and Procedures*, referred to in Article V, Section A, paragraph 1, a, 8. The

1		income to be allocated shall consist of the following amounts received
2		from the Conferences by the General Treasury:
3		a) The General portion of all Clergy Tithes
4		b) The General portion of all Church Tithes
5	4)	The Finance Committee shall set the compensation packages of all
6		Global Ministry Center personnel, both resident and remote.
7	5)	Any appeal of budgetary decisions shall be decided by a majority vote of
8		the Council of Bishops in session.
9	6)	Any additional personnel positions at the Global Ministry Center must be
10		approved in advance by the Finance Committee.
11	7)	The Finance Committee shall set aside a reserve for emergency
12		purposes.
13	8)	The Finance Committee shall recommend to the Council of Bishops for
14		final approval the expenditure of all excess, unbudgeted funds.
15	2. Other	General-Level Provisions
16	a. All	churchwide appeals for financial support must be approved by the Council
17	of	Bishops in session.
18	b. Th	e financial records and financial statements of each General-level
19	СО	rporate entity of the International Pentecostal Holiness Church and the

- International Pentecostal Holiness Church, Inc., shall be audited annually by a Certified Public Accountant (CPA). The auditor's report shall be submitted to the Global Ministry Center within 30 days of issuance.
  - c. Each General Conference delegate will receive a summary financial statement for the previous term.
  - d. Funds received by elected General officials and administrative staff for camp meetings, revivals, etc., will be applied according to the *Finance Committee Policies and Procedures* in place.
  - e. If an entity is not under the direct control of the International Pentecostal Holiness Church, the entity may receive funding from the General level of the International Pentecostal Holiness Church only if **both** of the following apply:
    - Seventy percent (70%) or more of the membership of the governing board of the entity is composed of active members in good standing of the International Pentecostal Holiness Church, and
    - 2) The Executive Director of Discipleship Ministries, the designated liaison to entities of higher education or benevolence, is an ex officio full-voting member of the executive committee (or equivalent) of the entity's governing board.

### B. Conferences

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1. Conferences shall send the following amounts to the General Treasury monthly.

1		a.	Seventy-five percent (75%) of the tithes Ten percent (10%) of the tithes
2			received from the following all clergy.
3			1) Full-time elected General officials
4			2) Full-time General-level institution heads
5			3) Full-time General Director-level employees of the Global Ministry Center
6			4) Full-time active-duty military chaplains
7			5) Full-time Veterans Administration chaplains
8		<del>b.</del>	Ten percent (10%) of the tithes received from all clergy not listed in paragraph
9			a. above.
10		<del>c.</del> b	Epifty-five percent (55%) of the Church Tithes. received from Member or
11			Affiliate Churches.
12	2.	Со	nferences shall forward the General portion of the Church Tithe and any
13		de	signated funds received to the appropriate entity monthly.
14	3.	ln	addition to the Church Tithe, Conferences are encouraged to support
15		ade	ditional essential ministry through voluntary designated giving.
16	4.	Ea	ch Conference Discipleship Ministries Department shall tithe monthly to the
17		Ge	neral Discipleship Ministries Department on all Discipleship Ministries tithes
18		fro	m local churches. Tithes from the following Conference ministries shall be
19		de	signated for the same ministry at the general level:

1	— a. Boys' Ministries
2	— b. Girls' Ministries
3	— c. Men's Ministries
4	— d. Women's Ministries
5	5.4. Conferences are not allowed to establish Conference allocations in addition to
6	the Church Tithe. This does not prohibit Conferences from conducting special
7	fundraising or capital campaigns for specific projects.
8	6.5. IPHC Conference Financial Accountability
9	a. IPHC Conferences shall comply with the Financial Guidelines in the
10	International Pentecostal Holiness Church Manual.
11	b. The Conference treasurer shall provide a monthly financial report to the
12	Conference Executive Council. The report shall include:
13	1) All receipts of income
14	2) All expenditures
15	3) All banking and investment accounts
16	4) A year-to-date tithe report for ministers and churches
17	c. A monthly report, including statement of income and expenses and the
18	hanking and investment accounts, shall be sent to the office of the IPHC

- Chief Financial Officer along with the usual reporting of tithes and other contributions.
  - d. Conferences with an annual income of less than \$500,000 shall have an annual compilation of the financial statements by an approved accountant. The results of that compilation shall be presented to the Conference Executive Council, the Annual Conference, and the Executive Committee of the Council of Bishops.
  - e. Conferences with an annual income of \$500,000 \$1,000,000 shall have at least an annual review of the financial statements by an independent Certified Public Accountant. The results of that review shall be presented to the Conference Executive Council, the Annual Conference, and the Executive Committee of the Council of Bishops.
  - f. Conferences with an annual income of more than \$1,000,000 shall have an annual audit of the financial statements by an independent Certified Public Accountant. The results of that audit will be presented to the Conference Executive Council, the Annual Conference, and the Executive Committee of the Council of Bishops.

### C. Local Churches

 Based on the biblical tithing principle, local Member Churches shall send a Church Tithe (10 percent) monthly, along with their regular report, to their conferences on their tithes and regular offerings.

- 2. Member Churches shall not divert tithes into building funds or other special offerings to avoid contributing Church Tithe.
- 3. In addition to the Church Tithe, Member Churches are encouraged to support additional essential ministry through voluntary designated giving.
- 4. Each of the distinctive discipleship ministries of the church at the local level shall
  tithe on all income not designated for special projects to the Conference

  Discipleship Ministries Department. Tithes from the following local church
  ministries shall be designated for the same ministry at the Conference level:
- 9 <u>a. Boys' Ministries</u>
- 10 b. Girls' Ministries
- 11 c. Men's Ministries

- 12 d. Women's Ministries
- 5.4. Conference Superintendents, assisted by their Conference Executive Councils,
  will be responsible for promoting the compliance of Member Churches with the
  Church Tithe system and educating the local church constituency with regard to
  our system of financial support, with emphasis on our cooperative effort, which
  enables us to minister in areas of missions, education, evangelism, et., that could
  not be accomplished by individual efforts.
  - 6.5. Local Church Financial Accountability

- a. Local IPHC churches shall comply with the financial guidelines in the

  International Pentecostal Holiness Church Manual.
  - b. The Local Church Administrative Council shall receive a financial report at each of its regularly scheduled meetings. The report shall include:
    - 1) All receipts of income
    - 2) All expenditures

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3) All banking and investment accounts

### 4). All indebtedness

- c. Local churches with an annual income of less than \$500,000 will send year-end financial reports, including a balance sheet and statement of income and expenses, to the Conference Superintendent and the Conference Executive Council on an annual basis. These reports should be approved by motion of the Local Church Administrative Council, signed by both the Senior Pastor and the local church treasurer, and then submitted to the Conference office by January 31st of the following year.
- d. Local churches with an annual income of \$500,000 \$2,000,000 shall have at least an annual review of the financial statements by an independent Certified Public Accountant. The results of the financial review shall be forwarded to the Conference Superintendent and the Conference Executive Council. This report should be approved by motion of the Local Church

- Administrative Council and signed by both the Senior Pastor and the local church treasurer.
  - e. Local churches with an annual income of more than \$2,000,000 shall have an annual audit of the financial statements by an independent Certified Public Accountant. The results of the audit will be forwarded to the Conference Superintendent and the Conference Executive Council. This report should be approved by motion of the Local Church Administrative Council and signed by both the Senior Pastor and the Local Church Treasurer.
  - 7. The financial provisions in items 1-6 above apply to Member Churches. Affiliate Churches may choose to participate in the financial program of the International Pentecostal Holiness Church but are not required to supply financial support in order to qualify as an Affiliate Church. Affiliate Churches are not eligible to send delegates to Conference sessions or General Conference, even if they voluntarily participate financially.

### D. Individuals

- 1. Local Church members (except salaried missionaries) are expected to tithe to their local church on all sources of net income.
- In addition to the tithe, members are encouraged to support additional essential
   ministry through voluntary designated giving.
  - 3. Licensed and Ordained clergy (except salaried missionaries) are expected to tithe monthly to their Conferences on all income from both ministerial and secular

sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church, and honoraria. In addition to the tithe, clergy are expected to support additional essential ministry through voluntary designated giving.

- 4. An individual holding a Local Church Minister's License and serving as Senior Pastor shall follow the guidelines for Licensed and Ordained clergy in paragraph 3 above.
- 5. All salaried, internationally based, missionaries are expected to tithe monthly to World Missions Ministries on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by World Missions Ministries, and honoraria. In addition to the tithe, missionaries are expected to support additional essential ministry through voluntary designated giving.

# 14 E. Financial Support and Accountability Required for Representation

- 1. Member Church delegates to the Conference Sessions
  - a. Only Member Churches that comply with the Church Tithe are allowed to send church delegates to a Conference session.
  - b. The number of delegates a church is allowed to send to the Conference session is based on the church's composite number. Member churches may send one delegate per 50 25 composite number or major fraction thereof. A

member church with 50 25 members or fewer will qualify to send one 1 delegate. 2 The composite number is the average of: 3 1) Church membership at the end of the most recent calendar year (For the 4 purpose of calculating a church's composite number, the church 5 membership shall not exceed 200% of the primary worship service[s] 6 7 annual average attendance.) 2) Primary worship services(s) annual average attendance 8 9 Member Church delegates to the General Conference Only Member Churches that comply with the Church Tithe are allowed 10 to send church delegates to a General Conference. 11 b. The number of delegates a church is allowed to send to General Conference 12 is based on the church's composite number. Member churches may 13 14 send one delegate per 50 25 composite number of major fraction thereof. A 15 member church with 50 25 members or fewer will qualify to send one delegate. The composite number is the average of: 16 1) Church membership at the end of the most recent calendar year (For the 17 calculating a church's purpose of composite number, 18

service[s] annual average attendance.)

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church membership shall not exceed 200% of the primary worship

- 2) Primary worship service(s) annual average attendance
- 2 3. Clergy Delegates

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- The following clergy who tithe are eligible to serve as delegates to Conference sessions and General Conference.
- 5 a. Ordained Ministers
- b. Licensed Ministers
- 7 c. Local Church Ministers serving as Senior Pastors
  - 4. Clergy and laypersons will qualify for membership on all councils, boards, and committees on all levels based on their compliance with the financial guidelines. Only lay members who meet the qualifications to serve as members of a Local Church Administrative Council shall be eligible to serve on General- and Conference-level councils, boards, and committees.

### F. Other Financial Provisions

- 1. Clergy incurring travel and transportation expenses in performing ministerial services should be reimbursed based on applicable Internal Revenue Service (IRS) guidelines. In the case of a minister who has no entity to provide reimbursement for ministerial travel expenses, such expenses may be subtracted from the ministerial income when calculating ministerial tithes.
  - 2. To protect those under our care from potential abuse, all leaders and workers in the International Pentecostal Holiness Church should be carefully screened

before being allowed to serve. Such screening should include a minimum of a credit check and a criminal background check.

- 3. The Global Ministry Center, in consultation with Conference Ministry Centers, shall maintain a comprehensive, unified electronic reporting system (ERS) for gathering information from local churches. All Conferences are required to report using the IPHC electronic reporting system unless an exception is granted by the Executive Committee of the Council of Bishops.
  - 4. The Local Church Administrative Council or designated finance committee shall review church personnel and pastoral compensation packages at least annually. Each church is encouraged to contribute the equivalent of seven percent (7%) of each full-time employee's salary staff person's salary into the IPHC Retirement Plan designated for the persons involved.
- 5. Employers of credentialed clergy at any level should consider providing a housingallowance instead of a parsonage, when possible.

### **Article VI - Dispute Resolution and Disciplinary Procedures**

### A. Overview

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- 1. The Church and the Secular State's Justice System
  - a. As stated below, an individual accused of wrongdoing under the church's Covenant of Commitment, or generally understood standards of Christian behavior, shall not be represented by legal counsel. Church hearings do not fall under civil or criminal law.
  - b. Notwithstanding the solely ecclesiastical nature of hearings and discipline described herein, any church member, employee or official who becomes aware of allegations of criminal abuse of a minor is expected by the IPHC and, in most instances, required by the State to report the behavior to the appropriate law enforcement agency.
- Historically, two types of situations have led to the need for church leadership
  to intervene, investigate, or gather facts and then render some type of
  decision or verdict.
  - a. The first involves two or more parties who are in dispute over one or more issues. Often these situations do not involve blatant misconduct but result from miscommunication, misunderstanding, differences of opinion, or personality conflicts. These situations are addressed in the sections below under the heading "Dispute Resolution."
  - b. The second involves evidence discovered or accusations made of moral failure or other misconduct by a member of a Local Church, Conference, or the Council of Bishops. These situations require a determination of guilt

1	or innocence and, in the case of a confession or guilty
2	verdict, the development of sanctions and a plan of restoration. These
3	types of situations are addressed in the sections below under the heading
4	"Disciplinary Procedure."

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- 3. In both types of situations, the positions the parties hold and the level of the church on which they minister determine to whom they are amenable and, therefore, who will address the situation at the General or Conference or Local Church levels.
  - a. If accusations involve multiple levels of the church, the highest level involved shall have jurisdiction.
  - At the discretion of the higher level, the issue may be referred back to a lower level for disposition.

# B. Coordination of Ecclesiastical Procedures with Employment Law, Regulations, Policies, and Procedures

- If one or more parties to a dispute or if one accused of ecclesiastical
  misconduct is employed by the church on the General, Conference, or Local
  level, it is possible that the ecclesiastical procedures in this Article will overlap
  applicable employment law, regulations, policies, and procedures.
- 2. In such a case, any actions related to the individual's employment status should be addressed first to the extent possible. Once the employment consequences have been determined, the ecclesiastical issues should be addressed by following the provisions of this Article.

3. It is understood, however, that in some instances the outcome of the ecclesiastical procedures of this Article will affect the individual's standing and therefore affect the employment status. In such cases, the ecclesiastical and employment issues may have to be addressed simultaneously.

# C. Dispute Resolution

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# **Dispute Resolution shall follow these guidelines:**

- The goal of Dispute Resolution is to seek mutual agreement of all parties involved or to reconcile differing points of view.
- 2. Generally, and preferably, disputes between members of the Body of Christ are settled by the people involved in the spirit of Christian love without intervention by outside parties (Matthew 18:15-17).
- 3. If the parties are unsuccessful in settling their dispute, one or more of them should request help from an appropriate leader. In this case, the leader will serve as an objective, unbiased mediator in an attempt to reconcile the parties.

# **D. Disciplinary Procedures**

- Disciplinary action is considered when serious misconduct has impugned the integrity of the church and its ministry. Discipline is an exercise in spiritual authority for which the church is ultimately responsible (James 5:19, 20). Disciplinary action should be dispensed in a spirit of humility and mercy and with the intent of restoration (Galatians 6:1).
- Disciplinary action is undertaken for the following purposes:
  - a. To honor God by maintaining the purity and integrity of the ministry

1 b. While protecting the spiritual welfare of the church, to provide a path of 2 repentance and restoration for those being disciplined 3 1. Disciplinary Procedure at the General Level 4 a. The following types of misconduct warrant the application of these 5 disciplinary procedures at the General level. 1) A Council of Bishops member, a Director-level employee at the 6 7 General level, or a member of a General-level council, board, or 8 committee is accused of behavior that is significantly out of harmony 9 with or materially violates the *International Pentecostal Holiness* 10 Church Manual, or there is credible evidence of such behavior. 11 2) A Council of Bishops member, a Director-level employee at the 12 General level, or a member of a General-level council, board, or 13 committee is accused of engaging in misconduct that damages the 14 witness, influence, or reputation of the IPHC, or there is credible evidence of such misconduct. 15 16 3) If the accused is a Director-level employee or a member of a General-17 level council, board, or committee and is also clergy, at the discretion 18 of the Executive Committee of the Council of Bishops Executive 19 Committee, the issue may be addressed at the General level or 20 referred to the Conference level for disposition. 21 4) If the accused is a Director-level employee or a member of a General-22 level council, board, or committee and is also non-clergy, at the

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discretion of the Executive Committee of the Council of Bishops

1	Executive Committee, the issue may be addressed at the General
2	level or referred to the Local level for disposition.
3	5) When criminal charges are brought against a member of the Council
4	of Bishops, the General Superintendent shall have the authority to
5	suspend him until the matter is settled.
6	b. Initiating Disciplinary Procedures
7	1) In order for an accusation to be considered, it must meet the following
8	criteria:
9	a) It must be in writing and signed by an individual with firsthand
10	knowledge of the questioned behavior or misconduct.
11	b) The written accusation must include the following:
12	1] Description of the behavior or misconduct
13	2] Section of the International Pentecostal Holiness Church
14	Manual in question
15	3] Biblical law or principle violated
16	4] Name of the complainant/accuser
17	c) It must be submitted to the Executive Committee of the Council of
18	Bishops Executive Committee.
19	2) In the absence of an accusation, the Executive Committee of the
20	Council of Bishops Executive Committee may initiate these
21	procedures if a majority of the Executive Committee members
22	determines that there is credible evidence of misconduct.

1 3) If at any time during this process, the person confesses and repents, 2 the Executive Committee of the Council of Bishops Executive 3 Committee shall establish a plan of discipline and restoration as 4 described in Part E. below. 5

## c. Investigation

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- 1) If an accusation meeting the criteria listed above is submitted to the Executive Committee of the Council of Bishops Executive Committee, the Executive Committee shall send a copy of the accusation to the accused person by certified mail within 10 days of receipt by the Executive Committee.
- 2) If an accusation meeting the criteria listed above is submitted to the Executive Committee of the Council of Bishops Executive Committee, or if the Executive Committee determines that there is credible evidence of misconduct, the General Superintendent or his appointee(s) shall investigate the matter.
- 3) The results of the investigation, including any evidence gathered, shall be submitted to the Executive Committee of the Council of Bishops **Executive Committee** for consideration.
- 4) Once the Executive Committee of the Council of Bishops Executive Committee has considered the results of the investigation, the Executive Committee shall decide by majority vote one of the following:

1	a) There is sufficient credible evidence to warrant a hearing regarding
2	the alleged misconduct, or
3	b) There is not sufficient credible evidence to warrant a hearing
4	regarding the alleged misconduct. In such case, the parties
5	involved shall be notified of the decision to dismiss the matter
6	without further action.
7	d. Hearing
8	1) If the Executive Committee of the Council of Bishops Executive
9	Committee determines a hearing is warranted, the Executive
10	Committee shall prepare and send formal written charges to the
11	accused via certified mail at least 30 days prior to the hearing. The
12	formal charges shall be based on the information gathered in the
13	investigation and may or may not match the original accusation. At a
14	minimum, formal charges shall include the following:
15	a) Description of the behavior or misconduct
16	b) Section of the International Pentecostal Holiness Church Manual in
17	question
18	c) Biblical law or principle violated
19	d) Name of the complainant/accuser
20	e) List and description of evidence of misconduct
21	f) Explanation of the hearing process
22	g) Date and place of hearing

1 2) Once formal charges are mailed, the accused person shall be 2 suspended from ministry until the matter is settled. The Executive 3 Committee of the Council of Bishops Executive Committee shall 4 determine whether the suspension shall be with or without pay. 5 3) The hearing shall be conducted by the Executive Committee of the Council of Bishops Executive Committee chaired by the General 6 7 Superintendent. If charges have been made against the General 8 Superintendent, the Vice Chairman shall chair the hearing. 9 4) Hearings herein described are ecclesiastical in nature, and no legal 10 counsel is permitted to be present. 11 5) Hearings shall not be governed by state and/or federal rules of 12 discovery or evidentiary standards. 13 6) Witnesses in support of the accused and/or the accuser are permitted 14 in hearings. They shall be present only during their testimony or 15 questioning by the panel. 16 7) No Executive Committee of the Council of Bishops Executive 17 Committee member who is accused of misconduct shall serve on the panel that investigates or conducts a hearing regarding that 18 19 accusation. 20 8) An Executive Committee of the Council of Bishops Executive 21 Committee member with a conflict of interest regarding the charges 22 being considered or regarding the outcome of the hearing shall recuse 23 himself from the proceedings.

- 9) If, as a result of paragraphs 7) and/or 8) above, there are fewer than four eligible members of the Executive Committee of the Council of Bishops Executive Committee to serve as the hearing panel, the Council of Bishops shall appoint replacement hearing panel members from among the members of the Council of Bishops so there are at least four hearing panel members.
  - 10) During the hearing, the Executive Committee of the Council of Bishops Executive Committee shall examine evidence and hear witnesses regarding the charges. Once, in the opinion of the Executive Committee, sufficient evidence has been presented, the Chair shall declare the hearing to be concluded.

#### e. Decision

- Once the hearing is concluded, the Executive Committee of the
   Council of Bishops Executive Committee shall enter executive session to consider the evidence and witness testimony.
- 2) Based on the hearing, the Executive Committee of the Council of Bishops Executive Committee shall determine whether the accused is guilty of each charge of misconduct. If supported by the evidence presented, the Executive Committee may also determine that the accused is guilty of misconduct not specified in the charges.
- 3) If the Executive Committee of the Council of Bishops Executive
  Committee determines the accused is not guilty of any of the charges,
  a written statement of such finding shall be prepared and delivered to

1 the accused. The accused shall be reinstated to his position and 2 ministry and provided retroactive pay if the suspension was without 3 pay. 4 4) If the Executive Committee of the Council of Bishops Executive 5 Committee determines that the accused is guilty of one or more of the 6 charges, it shall impose one or more sanctions from among the 7 following: 8 a) Dismissal from elected or appointed office 9 b) Suspension from office or ministry for a period to be determined by 10 the Executive Committee of the Council of Bishops Executive 11 Committee, accompanied by the suspension of his ministerial 12 credentials with a plan for restoration as described in Part E. 13 below. 14 c) Permanent revocation of ministerial credentials 15 f. Appeal 16 1) A finding of guilt and/or sanctions imposed by the Executive 17 Committee of the Council of Bishops Executive Committee may be 18 appealed to the entire Council of Bishops. The decision of the Council 19 of Bishops is final. A finding of not guilty may not be appealed. 20 2) The appeal to the Council of Bishops must be submitted in writing to 21 the General Superintendent (or, if the General Superintendent is the 22 accused, to the Vice Chairman) within 30 days of the decision of the 23 Executive Committee of the Council of Bishops Executive Committee.

1	<ol><li>The appeal must explain in detail why the appellant believes the</li></ol>
2	Executive Committee of the Council of Bishops Executive Committee
3	erred in its finding or in imposing the sanction(s).
4	2. Disciplinary Procedure at the Conference Level
5	a. The following types of misconduct warrant the application of these
6	disciplinary procedures at the Conference level.
7	1) A clergy member or a member of a Conference-level council, board,
8	or committee is accused of behavior that is significantly out of
9	harmony with or materially violates the International Pentecostal
10	Holiness Church Manual, or there is credible evidence of such
11	behavior.
12	2) A clergy member or a member of a Conference-level council, board,
13	or committee is accused of engaging in misconduct that damages the
14	witness, influence, or reputation of the IPHC, or there is credible
15	evidence of such misconduct.
16	3) If the accused is a non-clergy member of a Conference-level council,
17	board, or committee, at the discretion of the Conference Executive
18	Council, the issue may be addressed at the Conference level or
19	referred to the Local level for disposition.
20	4) When criminal charges are brought against a member of the
21	Conference, the Conference Superintendent shall have the authority
22	to suspend him until the matter is settled.
23	b. Initiating Disciplinary Procedures

1		1)	In order for an accusation to be considered, it must meet the following
2			criteria:
3			a) It must be in writing and signed by an individual with firsthand
4			knowledge of the questioned behavior or misconduct.
5			b) The written accusation must include the following:
6			1] Description of the behavior or misconduct
7			2] Section of the International Pentecostal Holiness Church
8			Manual in question
9			3] Biblical law or principle violated
10			4] Name of the complainant/accuser
11			c) It must be submitted to the Conference Executive Council.
12		2)	In the absence of an accusation, the Conference Executive Council
13			may initiate these procedures if a majority of the Conference
14			Executive Council members determines that there is credible evidence
15			of misconduct.
16		3)	If at any time during this process, the person confesses and repents,
17			the Conference Executive Council shall establish a plan of discipline
18			and restoration as described in Part E. below.
19	c.	Inv	restigation
20		1)	If an accusation meeting the criteria listed above is submitted to the
21			Conference Executive Council, the Conference Executive Council
22			shall send a copy of the accusation to the accused person by certified
23			mail within 10 days of receipt by the Conference Executive Council.

1 2) If an accusation meeting the criteria listed above is submitted to the 2 Conference Executive Council, or if the Conference Executive Council 3 determines that there is credible evidence of misconduct, the 4 Conference Superintendent or his appointee(s) shall investigate the 5 matter. 3) The results of the investigation, including any evidence gathered, shall 6 7 be submitted to the Conference Executive Council for consideration. 8 4) Once the Conference Executive Council has considered the results of 9 the investigation, the Conference Executive Council shall decide by 10 majority vote one of the following: 11 a) There is sufficient credible evidence to warrant a hearing regarding 12 the alleged misconduct, or 13 b) There is not sufficient credible evidence to warrant a hearing 14 regarding the alleged misconduct. In such case, the parties 15 involved shall be notified of the decision to dismiss the matter 16 without further action. 17 d. Hearing 18 1) If the Conference Executive Council determines a hearing is 19 warranted, the Conference Executive Council shall prepare and send 20 formal written charges to the accused via certified mail at least 30 21 days prior to the hearing. The formal charges shall be based on the

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information gathered in the investigation and may or may not match

1		the original accusation. At a minimum, formal charges shall include
2		the following:
3		a) Description of the behavior or misconduct
4		b) Section of the International Pentecostal Holiness Church Manual in
5		question
6		c) Biblical law or principle violated
7		d) Name of the complainant/accuser
8		e) List and description of evidence of misconduct
9		f) Explanation of the hearing process
10		g) Date and place of hearing
11	2)	Once formal charges are mailed, the accused person shall be
12		suspended from ministry until the matter is settled. The Conference
13		Executive Council shall determine whether the suspension shall be
14		with or without pay.
15	3)	The hearing shall be conducted by the Conference Executive Council
16		chaired by the Conference Superintendent.
17	4)	Hearings herein described are ecclesiastical in nature, and no legal
18		counsel is permitted to be present.
19	5)	Hearings shall not be governed by state and/or federal rules of
20		discovery or evidentiary standards.
21	6)	Witnesses in support of the accused and/or the accuser are permitted
22		in hearings.

1 7) No Conference Executive Council member who is accused of 2 3 hearing regarding that accusation. 4 5 6 7 8 9 10 11 12 13 Council members. 14 15 16 17 declare the hearing to be concluded. 18 e. Decision 19 20 21 testimony. 22

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- misconduct shall serve on the panel that investigates or conducts a
- 8) A Conference Executive Council member with a conflict of interest regarding the charges being considered or regarding the outcome of the hearing shall recuse himself from the proceedings.
- 9) If, as a result of paragraphs 7) and/or 8) above, fewer than the usual number of members of the Conference Executive Council are eligible to serve as the hearing panel, the Conference Executive Council shall appoint replacement hearing panel members from among the members of the Conference so that the number of hearing panel members is the same as the usual number of Conference Executive
- During the hearing, the Conference Executive Council shall examine evidence and hear witnesses regarding the charges. Once all of the evidence is presented and all witnesses are heard, the Chair shall
- 1) Once the hearing is concluded, the Conference Executive Council shall enter executive session to consider the evidence and witness
- 2) Based on the hearing, the Conference Executive Council shall determine whether the accused is guilty of each charge of misconduct.

I		if supported by the evidence presented, the Conference Executive
2		Council may also determine that the accused is guilty of misconduct
3		not specified in the charges.
4	3)	If the Conference Executive Council determines the accused is not
5		guilty of any of the charges, a written statement of such finding shall
6		be prepared and delivered to the accused. The accused shall be
7		reinstated to his position and ministry and provided retroactive pay if
8		the suspension was without pay.
9	4)	If the Conference Executive Council determines that the accused is
10		guilty of one or more of the charges, it shall impose one or more
11		sanctions from among the following:
12		a) Dismissal from elected or appointed office
13		b) Suspension from office or ministry for a period to be determined by
14		the Conference Executive Council, accompanied by the
15		suspension of his ministerial credentials with a plan for restoration
16		as described in Part E. below
17		c) Permanent revocation of ministerial credentials
18	f. A	opeal
19	1)	A finding of guilt and/or sanctions imposed by the Conference
20		Executive Council may be appealed to the Executive Committee of the
21		Council of Bishops <u>Executive Committee</u> . The decision of the
22		Executive Committee of the Council of Bishops Executive Committee
23		is final. A finding of not guilty may not be appealed.

1	2) The appeal to the Executive Committee of the Council of Bishops
2	Executive Committee must be submitted in writing to the General
3	Superintendent within 30 days of the decision of the Conference
4	Executive Council.
5	3) The appeal must explain in detail why the appellant feels the
6	Conference Executive Council erred in its finding or in imposing the
7	sanction(s).
8	3. Disciplinary Procedure at the Local Church Level
9	a. The following types of misconduct warrant the application of these
10	disciplinary procedures at the Local Church level.
11	1) A Local Church member is accused of behavior that is significantly out
12	of harmony with or materially violates the International Pentecostal
13	Holiness Church Manual, or there is credible evidence of such
14	behavior.
15	2) A Local Church member is accused of engaging in misconduct that
16	damages the witness, influence, or reputation of the IPHC, or there is
17	credible evidence of such misconduct.
18	3) When criminal charges are brought against a member of the Local
19	Church, the Senior Pastor shall have the authority to suspend him
20	until the matter is settled.
21	b. Initiating Disciplinary Procedures
22	1) In order for an accusation to be considered, it must meet the following
23	criteria:

1			a) It must be in writing and signed by an individual with firsthand
2			knowledge of the questioned behavior or misconduct.
3			b) The written accusation must include the following:
4			1] Description of the behavior or misconduct
5			2] Section of the International Pentecostal Holiness Church
6			Manual in question
7			3] Biblical law or principle violated
8			4] Name of the complainant/accuser
9			c) It must be submitted to the Local Church Administrative Council.
10		2)	In the absence of an accusation, the Local Church Administrative
11			Council may initiate these procedures if a majority of the Local Church
12			Administrative Council members determines that there is credible
13			evidence of misconduct.
14		3)	If at any time during this process, the person confesses and repents,
15			the Local Church Administrative Council shall establish a plan of
16			discipline and restoration as described in Part E. below.
17	C.	Inv	estigation
18		1)	If an accusation meeting the criteria listed above is submitted to the
19			Local Church Administrative Council, the Local Church Administrative
20			Council shall send a copy of the accusation to the accused person by
21			certified mail within 10 days of receipt by the Local Church
22			Administrative Council.

1 2) If an accusation meeting the criteria listed above is submitted to the 2 Local Church Administrative Council, or if the Local Church 3 Administrative Council determines that there is credible evidence of 4 misconduct, the Senior Pastor or his appointee(s) shall investigate the 5 matter. 3) The results of the investigation, including any evidence gathered, shall 6 7 be submitted to the Local Church Administrative Council for 8 consideration. 9 4) Once the Local Church Administrative Council has considered the 10 results of the investigation, the Local Church Administrative Council 11 shall decide by majority vote one of the following: 12 a) There is sufficient credible evidence to warrant a hearing regarding 13 the alleged misconduct, or 14 b) There is not sufficient credible evidence to warrant a hearing 15 regarding the alleged misconduct. In such case the parties 16 involved shall be notified of the decision to dismiss the matter 17 without further action. 18 d. Hearing 19 1) If the Local Church Administrative Council determines a hearing is 20 warranted, the Local Church Administrative Council shall prepare and 21 send formal written charges to the accused via certified mail at least 22 30 days prior to the hearing. The formal charges shall be based on the

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information gathered in the investigation and may or may not match

1		the original accusation. At a minimum, formal charges shall include
2		the following:
3		a) Description of the behavior or misconduct
4		b) Section of the International Pentecostal Holiness
5		Church Manual in question
6		c) Biblical law or principle violated
7		d) Name of the complainant/accuser
8		e) List and description of evidence of misconduct
9		f) Explanation of the hearing process
10		g) Date and place of hearing
11	2)	Once formal charges are mailed, the accused person shall be
12		suspended from ministry until the matter is settled. The Local Church
13		Administrative Council shall determine whether the suspension shall
14		be with or without pay.
15	3)	The hearing shall be conducted by the Local Church Administrative
16		Council chaired by the Senior Pastor.
17	4)	Hearings herein described are ecclesiastical in nature, and no legal
18		counsel is permitted to be present.
19	5)	Hearings shall not be governed by state and/or federal rules of
20		discovery or evidentiary standards.
21	6)	Witnesses in support of the accused and/or the accuser are permitted
22		in hearings.

- 7) No Local Church Administrative Council member who is accused of misconduct shall serve on the panel that investigates or conducts a hearing regarding that accusation.
- 8) A Local Church Administrative Council member with a conflict of interest regarding the charges being considered or regarding the outcome of the hearing shall recuse himself from the proceedings.
- 9) If, as a result of paragraphs 7) and/or 8) above, fewer than the usual number of members of the Local Church Administrative Council are eligible to serve as the hearing panel, the Local Church Administrative Council shall appoint replacement hearing panel members from among the members of the Local Church so that the number of hearing panel members is the same as the usual number of Local Church Administrative Council members.
- 10) During the hearing, the Local Church Administrative Council shall examine evidence and hear witnesses regarding the charges. Once all of the evidence is presented and all witnesses are heard, the Chair shall declare the hearing to be concluded.

### e. Decision

- Once the hearing is concluded, the Local Church Administrative
   Council shall enter executive session to consider the evidence and witness testimony.
- Based on the hearing, the Local Church Administrative Council shall determine whether the accused is guilty of each charge of misconduct.

1			If supported by the evidence presented, the Local Church
2			Administrative Council may also determine that the accused is guilty
3			of misconduct not specified in the charges.
4		3)	If the Local Church Administrative Council determines the accused is
5			not guilty of any of the charges, a written statement of such finding
6			shall be prepared and delivered to the accused. The accused shall be
7			reinstated to his position and ministry and provided retroactive pay if
8			the suspension was without pay.
9		4)	If the Local Church Administrative Council determines that the
10			accused is guilty of one or more of the charges, it shall impose one or
11			more sanctions from among the following:
12			a) Dismissal from any office held in the Local Church
13			b) Suspension from office for a period to be determined by the Local
14			Church Administrative Council, accompanied by the suspension of
15			Local Church membership with a plan for restoration as described
16			in Part E. below.
17			c) Permanent revocation of Local Church membership
18	f.	Apı	peal
19		1)	A finding of guilt and/or sanctions imposed by the Local Church
20			Administrative Council may be appealed to the Conference Executive
21			Council. The decision of the Conference Executive Council is final. A
22			finding of not guilty may not be appealed

- The appeal to the Conference Executive Council must be submitted in writing to the Conference Superintendent within 30 days of the decision of the Local Church Administrative Council.
  - 3) The appeal must explain in detail why the appellant feels the Local Church Administrative Council erred in its finding or in imposing the sanction(s).

#### E. Restoration

Restoration is the process whereby a suspended or dismissed minister is returned to credentialed ministry, or a suspended or dismissed Local Church ministry leader or member is returned to good standing. The process is built upon principles of accountability, confession, and repentance.

#### 1. Credentialed Ministers

- a. When an effort toward restoration of a suspended or dismissed minister is deemed appropriate by the minister's Conference Executive Council, the Conference Executive Council shall oversee the restoration process and make final determination whether restoration is accomplished.
- b. The general guidelines for Conference Executive Councils to follow for their restoration programs shall be developed and approved by the Council of Bishops in session.
- c. Each Conference Executive Council shall be responsible for developing the details of its own restoration program based on the general guidelines developed and approved by the Council of Bishops in session.

d. IPHC recognizes that not all situations are appropriate for restoration and that there are times when a minister's circumstances make it best for him to serve in other areas of the Lord's vineyard, rather than as a credentialed minister. Granting a restoration program, therefore, is a privilege offered by a Conference Executive Council and not a right of a minister.

## 2. Local Church Members

In Local Churches, the Senior Pastor and Local Church Administrative

Council or Council of Elders (or its equivalent if there is an approved alternate structure), in consultation with the Conference Executive Council, shall establish restoration programs when appropriate for non-clergy individuals suspended or dismissed from ministry or membership.

Respectfully submitted by: Bishop Mike Ainsworth, Chair	1
Bishop Greg Amos	2
Bishop Tim Lamb	3
Bishop Eleuterio Prieto	4
Bishop Stan Reynolds	5
Bishop Dayton Birt	6
Rev. Justin Blankenship	7
Rev. Hans Hess	8
Rev. Marivel Reyes	9
Mr. John Bebich	10
Mr. Gary Crouch	11
Mrs. Lauren Pickens	12
Rev. Travis Lowe	13
Rev. Dave Ragan	14
Rev. Bill Rose	15



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