

TABLE OF CONTENTS

Northern California Tres Dias Policies and Practices

SECTION 1 – PRE-WEEKEND

1.1	Rector Qualifications	1
1.2	Rector	2
1.3	Rector Orientation and Responsibilities	3
1.4	Head Spiritual Director	4
1.5	Spiritual Director Selection, Qualifications, Responsibilities	5
1.6	Team Selection and Qualifications	5
1.7	Sponsoring Guidelines	6
1.8	Application Process	7
1.9	The Sponsor	7
1.10	Pescadore Essentials Training	8

SECTION 2 – THE WEEKEND

2.1	Objective	9
2.2	Send-off	9
2.3	Cloistered Weekend	9
2.4	Electronic Devices	10
2.5	Privacy Policy	10
2.6	Palanca	10
2.7	Speaking Professors – Rollistas	11
2.8	Relationship of the Talks	12
2.9	Weekend Flow	12
2.10	Frequent Breaks	12
2.11	Team Behavior	13
2.12	Serenade	13
2.13	Closing	13
2.14	Team Fees	13
2.15	Finances	14

SECTION 3 – POST WEEKEND

3.1	Secuela	14
3.2	Reunion Groups	15

SECTION 4 – SECRETARIAT

4.1	Purpose of The Secretariat	15
4.2	Qualifications for Board Members	15
4.3	Election of Secretariat Members and Terms of Office	16
4.4	Secretariat Positions	16
4.5	Secretariat Committees	18
4.6	Secretariat Meetings	19

SECTION 5 – MISCELLANEOUS

5.1	Policy changes	19
5.2	Updating community materials	20
5.3	Copyright policy	20

ATTACHMENT A	RELATIONSHIP OF THE TALKS	21
ATTACHMENT B	ESSENTIALS OF TRES DIAS	23
ATTACHMENT C	TRES DIAS STATEMENT OF BELIEF	30

NORTHERN CALIFORNIA TRES DIAS POLICIES AND PRACTICES MANUAL

This manual contains policies and practices considered necessary to conduct a Northern California Tres Dias weekend. NCTD adheres to the Essentials of Tres Dias as published by the International Tres Dias Secretariat and these Essentials are to be considered part of this Policy and Practice Manual.

Northern California Tres Dias is a lay-led movement. Participation by clergy is essential and is encouraged. There are three phases involved: The Pre-Weekend, Weekend and Fourth Day.

SECTION 1: PRE-WEEKEND

The objective of the Pre-Weekend phase is to sponsor candidates and assemble the Weekend team and prepare them for participation in the weekend.

1.1 RECTOR QUALIFICATIONS

The Rector is the person appointed by the Secretariat to lead the NCTD Weekend. The Rector coordinates the weekend according to the practices that have been developed by the NCTD Secretariat.

Rector Qualifications:

- A Rector candidate should have experience in lay leadership and be currently active in his/her church.
- A Rector candidate should have a record of fulfilling responsibilities within the NCTD community.
- A Rector candidate should exemplify the Christian ideal of living a life of Piety, Study and Action, bringing Christ to his/her environment.
- A Rector candidate should be an active participant in 4th day activities including Secuela, Reunion Group, Serenades, Palanca, etc.
- A Rector candidate must be willing to abide by the guidelines outlined in the NCTD Policies and Practices Manual and approved Rector's Guide.
- A Rector candidate shall exhibit a cooperative spirit and be willing to come under the authority of the NCTD Secretariat.
- A Rector candidate should be willing to attend Secretariat meetings from the time of appointment until the Weekend debriefing critique is presented.
- A Rector candidate shall have attended Tres Dias Essentials Training.

- The Rector candidate will ideally have served a minimum of six weekends including service as:
 - Head Cha
 - Section head and/or Assistant Head Cha
 - Speaking Professor who has served as a table leader in the Rollo room, and has demonstrated spiritual maturity
 - Chapel Cha
 - Kitchen Cha
 - Additional cha position (prayer, music, table, store room, dorm, palanca, gopher, and communications)

1.2 RECTOR

- The Men's & Women's Leaders shall maintain a list of individuals who are qualified and have not yet served as Rector. Each Men's & Women's Leaders will start the selection process approximately 14 months prior to the Weekend. The entire selection process shall remain confidential within the Secretariat.

The list of eligible candidates shall be reviewed by the Community Spiritual Director and then presented to the Secretariat by the Men's and Women's Leaders, taking into consideration diversity in church representation. The men's and women's leaders may choose to present two or three qualified names to the Secretariat for the upcoming Weekend. After review and discussion of each rector candidate's qualifications and faith walk, each Secretariat member shall commit the issue to prayer until the next scheduled Secretariat meeting. At the next meeting the board will vote by secret ballot, assigning each candidate a number value with 1 being their first choice, 2 being their second choice and 3 being their third choice until all receive a number.

- Based on the results, each Men's & Women's Leaders will create the contact order. Such contact shall include discussion of the following:
 - a. Confirm qualifications and eligibility of candidate
 - b. The role and responsibilities of the Rector
 - c. The support from the Leaders Chair, Weekend Program Committee
 - d. The timeline of responsibilities
 - e. Financial obligations (weekend fee)
 - f. Review and acceptance of the NCTD By Laws and Policies & Practices Manual.
- The Men's & Women's Leaders then formally invites the selected Rector candidate to serve on their appointed Weekend.
- Upon receiving an acceptance from the Rector candidate, that person becomes the Rector for their appointed weekend, serving as Rover on the Weekend immediately prior to their appointed weekend.

- If the Rector candidate asked is unable or unwilling to serve at this time, the Men's or Women's Leaders Chair will repeat the process with the next person on the list.
- Ideally, Rector candidates will represent churches who have not had a Rector in place for 2-3 weekends.
- The results of the selection process shall not be published or announced by the Secretariat until the announcement of the new Rectors at the preceding Weekend Closing.

1.3 RECTOR ORIENTATION and RESPONSIBILITIES

Orientation:

- The Weekend Program Committee will hold an orientation with the Rectors, Head Spiritual Directors and Head Chas as soon as possible after their selection. The Chair will explain the function of the Weekend Program Committee (See Section 4.5).

Orientation will include:

- Prayer over team selection and continued prayer for the upcoming Weekend
- Review Team Selection Process, including leadership development & church representation
- Review Team Formation Meetings process.
- Distribution and review of materials including but not limited to:
 - ✓ The Essentials of Tres Dias
 - ✓ Amended and Restated Bylaws of NCTD
 - ✓ Policies & Practices of NCTD
 - ✓ Samples of Weekend Scripts
 - ✓ Rector's Guide
 - ✓ Experience List
- The Weekend Program Committee shall provide counsel, guidance and support during the entire planning process and shall be responsible for assuring that the Weekend is conducted in a manner that meets the necessary requirements of Tres Dias International By-Laws and Essentials and NCTD policies and practices.

Rector Responsibilities

- The Rector will prayerfully begin to assemble the team in accordance with the time table in the Rector's Guide.
- Rectors will select an appropriate weekend scripture, weekend song if desired, and any other related weekend materials.

- The Rector will assemble a balanced team in accordance with guidelines established by the Secretariat:
 - A) The team will be composed of a mix of highly experienced, moderately experienced, and new Pescadores.
 - Experienced means a person has served multiple weekends.
 - Moderately experienced is a person who has served on 2-3 weekends.
 - New Pescadores have never served a weekend before.
 - B) The team will be as balanced as possible representing all churches in the NCTD community with no one church predominant.
- Weekend Spiritual Directors will be selected by the Community Spiritual Director in consultation with the Rector. The Community Spiritual Director will extend the invitation to serve.
- In considering section head positions, it is important that these team members understand the dynamics and flow of the Weekend. Accordingly, it is required that all section heads shall have served on at least two Weekends with one of the Weekends preferably in the area over which they will be “Head.”
- While input is expected from the Community Spiritual Director and the Men’s/Women’s Leader, the Rector has been chosen by consensus, after a long and prayerful process. Accordingly, the Rector is charged with carrying out the Weekend within the range permitted by the "Essentials," NCTD by-laws, this Policies and Practices Manual, the Weekend Script outline, and the guidelines set forth in the Rector's Guide and Weekend Committee.

1.4 HEAD SPIRITUAL DIRECTOR QUALIFICATIONS, SELECTION & RESPONSIBILITIES

- The Head Spiritual Director for the Weekend must have completed a Tres Dias or similar weekend acceptable to NCTD and served as a Spiritual Director on a minimum of three Weekends. Ideally, they should have presented all five Rollos and five Meditations and participated in all three Communion Services and the Cross Ceremony.
- The Head Spiritual Director must work in close relationship with the Rector at all times, recognizing that this is a lay-led Weekend. They are responsible for leading the Weekend Spiritual Directors, providing spiritual direction at team meetings, as well as on the Weekend. Ideally, they will attend a majority of the Team meetings, recognizing that this is a lay-led Weekend.
- The Head Spiritual Director along with other select team members, is responsible for critiquing Rollos during team meetings, including Spiritual Director Rollos given for the

first time. They are to lead and train new Spiritual Directors as they serve on the Weekend.

- A Head Spiritual Director may not serve on both the men's and women's Weekends, back to back as a Head Spiritual Director. Ideally, Spiritual Directors will not serve back to back weekends either. Exceptions will be determined by the Community Spiritual Director.
- The Head Spiritual Director will abide by the NCTD By-Laws, Policies & Practices Manual and the Essentials of Tres Dias.

1.5 SPIRITUAL DIRECTOR SELECTION, QUALIFICATIONS & RESPONSIBILITIES

- Those who have been ordained and/or licensed by a church, denomination or any Christian organization approved and recognized by the NCTD Secretariat and have attended a Tres Dias, Cursillo or similar weekend are eligible to serve as a Weekend Spiritual Director. Any exceptions to these qualifications will be presented to the Secretariat by the Community Spiritual Director.
- At least one Spiritual Director on the Weekend must be ordained and authorized to celebrate Communion. All spiritual directors should be qualified to teach and to counsel in spiritual matters. The Community Spiritual Director will qualify the Spiritual Director candidates and submit them to the Secretariat for final approval and placement on the Spiritual Directors database. All Spiritual Directors must agree to Tres Dias International Statement of Belief (Attachment C).
- Typically, there are not more than three Spiritual Directors assigned to each weekend. One of the three will be the Head Spiritual Director. Every attempt will be made to have one new Spiritual Director serving on a weekend. New is defined as a person qualified, but who has not yet served on a weekend as a Spiritual Director.
- The selection of all Spiritual Directors that serve on each weekend is the responsibility of the Community Spiritual Director in consultation with the Rector. Rectors are not to extend invitations to Spiritual Directors nor make Spiritual Director Weekend assignments. Every effort should be made to choose Spiritual Directors from different churches within the NCTD community.
- Those qualified to serve as a Spiritual Director are expected to serve in the Spiritual Director position. However, they or any other clergy may serve in any non-leadership position. They may not serve as Rector, Head Cha, in any Section Head position or as a Professor.
- The Rector, in consultation with the Head Spiritual Director, may choose to appoint a Team Chaplain to serve the Pescadores on a Weekend. Team Chaplains must be vetted and approved by the Community Spiritual Director. Their responsibility is to serve the

team prior to and during the Weekend. They will not present rollos or meditations to the candidates unless they are on the approved Spiritual Director list.

1.6 TEAM SELECTION AND QUALIFICATIONS:

- The team is selected by the Rector in consultation with the Men's or Women's Leader who will make placement suggestions for the purpose of developing potential Rectors.
- All Team members serve at the request of the Rector, and are responsible to him/her through their chain of command.
- While the Rector selects the team, the invitation to serve on the Weekend may be made through the Head Cha, Assistant Head Cha or Head Kitchen Cha.
- The team will meet at least 4--and up to 6—times for instruction, fellowship and to build community. Team meeting attendance is important for the purpose of hearing practice Rollos and learning the functions a team member will perform on the Weekend. The meeting times, locations and formats will be determined by the Rector. It is expected that team members attend at least 3 of the required pre-weekend team meetings.
- The Head Cha and Assistant Head Chas shall have served on at least three Weekends (at least one as Section Head) and have attended Essentials Training.
- By acceptance of the Rector's invitation, the team member agrees to abide by NCTD Weekend Policies concerning dress and the use of tobacco, alcohol and non-prescription drugs as adopted by the Secretariat and as stated in the team invitation letter.
- Ideally, the team will not exceed 75, plus Spiritual Directors.

1.7 SPONSORING GUIDELINES:

- There will be at least thirty (30) slots available for candidates on each weekend, not to exceed thirty-five (35).
- Spouse of Pescadores will be given priority.

Tres Dias is for a prospective candidate who:

- ✓ Is at least 21 years of age and has not previously made a Tres Dias or similar weekend. The Secretariat may consider exceptions within the provisions of the Essentials.
- ✓ Is a Christian and understands and acknowledges the Tres Dias Statements of Belief as stated on the candidate application form.
- ✓ Desires a closer, more personal walk with his/her Lord, Jesus Christ.
- ✓ Is physically and emotionally able to participate in the intense three-day Weekend activities.

- ✓ Has been prepared for the Weekend by his/her sponsor according to the Pre-Weekend sponsorship guidelines.
- ✓ Is willing to clear his/her personal and professional calendar for the 72-hour time frame of the Weekend in order to fully participate in the Tres Dias experience.

1.8 APPLICATION PROCESS:

- All applications go to the Pre-Weekend Chair. Only fully completed and signed applications will be considered. Candidates will be accepted in the order received.
- If married, husband and wife's application should be submitted together.
- Applications must be sent to: **PO BOX 5084, Auburn CA 95604**, accompanied by a \$50 deposit, after which a space will be reserved.
- The application form will contain the NCTD Statement of Belief and the Purpose of Tres Dias.
- By Tres Dias tradition, it is preferred that husbands precede wives as candidates.
- To retain the ecumenical nature of Tres Dias, there will be a maximum of five candidates per church accepted. Others will be placed on a wait list for one weekend if not accepted. If a candidate drops out, they will not be placed on the wait list, they must reapply. Exceptions will be considered by the Weekend Program Committee.
- The Secretariat shall make every effort to emphasize the importance of early submission of candidate applications.
- The Pre-Weekend chair will send out candidate invitation packets to the-sponsors preferably four weeks prior to the Weekend. The sponsor will receive a letter outlining their responsibilities.
- The Pre-Weekend couple will advise the Head Kitchen cha of any medical problems or special dietary requirements of the candidates.

1.9 THE SPONSOR:

Sponsoring is an opportunity to share the gift of the weekend with the candidate. It is the first act of palanca before the weekend begins. As a commitment to the community, sponsors are to use discernment in recruiting Candidates. The Secretariat will communicate sponsoring policies to the Community at every possible opportunity.

A sponsor will:

- Have attended and completed a Tres Dias, Cursillo or equivalent adult Weekend.

- Submit the candidate's completed application and deposit to the Pre-Weekend Chair no later than the application deadline.
- Prepare the candidate for the weekend by answering all their questions.
- Arrange for transportation of the candidate to send-off, assuring they are checked in. Pescadore husbands are encouraged to bring their wives to send-off.
- Solicit letters of support and encouragement from friends and relatives of the candidate. Letters should be appropriately marked with first and last names and *spouse, child, family, friend* in the upper left corner. Letters are delivered to send-off, if not before. The Palanca Chas will contact the sponsor if there are not enough letters for the candidate, and the sponsor will be asked to provide them by Saturday night.
- Pray for the candidate before, during and after the Weekend.
- Attend Send-off and Closing and arrange transportation home for the candidate.
- Sponsors should encourage new Pescadores to attend their first sequela.
- Sponsor to refer to the Sponsorship package regarding their commitment as a sponsor; explaining the structured Weekend, prayer throughout the three phases, helping with family obligations that might alleviate concerns, providing palanca, etc.

1.10 PESCADORE ESSENTIALS TRAINING

- The “Essentials” class is offered to adequately prepare, educate and support the NCTD Community in all aspects. It is a tool that will greatly assist team members as they serve on the Weekend, helping them understand our principles.
- The “Essentials” training class lasts anywhere from 2-2 ½ hours. It covers:
 - The history of Tres Dias
 - The purpose and objectives of Tres Dias
 - The Essentials of Tres Dias and how they differ from “traditions.”
 - Pre-weekend & sponsoring
 - Weekend structure, dynamics and flow
 - Fourth day; reunion groups and secuelas
 - The Administrative structure of Tres Dias (*International and local Secretariat*)
- Essentials training will be scheduled at least every other year and is open to the entire NCTD community. The training may be presented at team meetings.
- The Essentials training is given using the “official” Tres Dias Essentials Training materials. It will be conducted by a trainer certified by the Tres Dias International Membership Committee.

- The Essentials Trainer will notify Tres Dias International membership committee when the training takes place, so it can be duly recorded. NCTD must provide essentials training once every two years to maintain its charter.
- The Secretary of the Secretariat will keep a list of all Pescadores who have completed the training.

The responsibility for setting the date and location for the Essentials Training will fall on the Standards Chair, the Executive Team or other persons designated by the Secretariat. The community will be notified through announcements at secuelas and electronic invitations sent by the Communications Committee.

SECTION 2: THE WEEKEND

2.1 OBJECTIVE

The Preamble of the “Essentials of Tres Dias” states that Tres Dias is a spiritual teaching method for Christian renewal. It endeavors to bring Christians to a closer, more personal walk with their Lord Jesus Christ and encourages them to Christian leadership and apostolic action in their environments. The purpose of the Weekend is to prepare individuals for effective participation in the Fourth Day.

The Weekend is an intensive three-day experience spanning 72 continuous hours.

2.2 SEND-OFF

- The Pre-Weekend Chair is responsible for the Send-off. They will secure the facility, arrange for manning the registration table and prepare sendoff hosts.
- The send-off hosts will be on hand to greet candidates and sponsors and direct them to the registration table and meeting room.
- The Head Dorm Cha will be responsible to see that one of the team is available to greet candidates and sponsors as they deliver their luggage to the transport vehicle.
- The registration team will note each Candidate's arrival and collect their remaining fees, if necessary.
- When all candidates and the Rector are present, the Pre-Weekend Chair will begin the send-off celebration. A Spiritual Director or the President of Secretariat will open in prayer.
- By Tres Dias tradition, only Pescadores are invited to Send-off.

2.3 CLOISTERED/CLOSED WEEKEND

- Team and candidates will remain on the campground in a cloistered/closed environment for the entire weekend. NCTD defines “cloistered” as separated from the pressures and distractions of the world to focus on hearing from God.
- In order to maintain the cloistered environment, it is expected that no visitors or non-team members will disturb the Weekend from the outside. Exceptions are made for serenaders, a women’s weekend prayer vigil, the rector’s spouse as part of the Fourth Day Talk and a Spiritual Director’s guests as part of a personal illustration. It’s recommended that guests are men only on men’s weekends and women only on women’s weekends. The guest shall be prayed for and secluded until the proper time to participate in the talk and then leave the camp after being prayed over. Additional exceptions must be approved prior to the weekend by the Weekend Program Committee.
- From Send-off on Thursday night until closing on Sunday afternoon, all team members and candidates will remain at the campground, with the exception of a designated cha to secure necessary supplies. This cha would be prayed out of camp and back into camp upon their return. Once the Weekend begins (by chapel after dinner) no team member can join the Weekend unless approved by the Rector. In the event of an emergency and a team member must leave the Weekend early, they will be asked not to return unless approved by the Rector.
- Should a candidate insist upon leaving, the team is not to pressure them into staying nor interfere with the decision in any way. If a candidate leaves, they are not to return.

2.4 ELECTRONIC DEVICES:

- We encourage that watches, cell phones and other electronics be stored away. In the event a candidate needs to make an emergency call, an Assistant Head Cha will assist them.
- With the exception of the Weekend photograph, there will be no picture taking or video recording of Tres Dias activities on the Weekend.
- It is the responsibility of the Rector and the Secretariat to educate the team about the meaning and importance of the cloistered/closed Weekend, the benefits of leaving electronic distractions behind and the privacy policy of NCTD.

2.5 PRIVACY POLICY:

- It is extremely important that team members not violate the confidentiality of the Weekend by discussing what is happening or has happened on the Campground with the greater community.

2.6 PALANCA:

- There are three types of Palanca on a Weekend; spiritual (prayer), personal (table, bed, kitchen, encouragement letters), and general letters from the greater Tres Dias community.

- Palanca is a “lever,” an expression of God’s love through the hands of his believers. It should be uplifting, glorifying to God, and covered with prayer.
- Table palanca is collected by the Head Palanca Cha and distributed in coordination with the Table Chas, as specified by the Rector’s weekend schedule. Bed palanca will be collected by the Palanca team, making sure that there are enough items for equal distribution among candidates. The Palanca team will work with the Dorm Chas to determine which times are best to place bed palanca. All candidates receive the same amount of palanca.
- No candidate receives a personal gift on the Weekend. Sponsors are asked to save them for the drive home.
- All leftover palanca should not be left at Camp at the end of each weekend. All remaining palanca will be donated to an organization designated by the Palanca Head.
- Palanca letters for Rollistas (speaking professors) will be collected by the Head Gopher.
- General Palanca letters will be collected via email by the Secretariat Communications Committee. Before Friday afternoon, they will be given to the Head Palanca Cha to hold for the Spiritual Director presenting the Holy Spirit Rollo. After the Spiritual Director introduces “palanca,” the Table Chas will place the letters on the Rollo room walls for display.

2.7 SPEAKING PROFESSORS--ROLLISTAS:

- There will nine (9) Speaking Professors (Rollistas) who are selected by the Rector. There will be at least one speaking professor at each table in the Rollo room to lead table discussions. Ideally, these “table leaders” should be experienced Pescadores (*experienced means a person has served multiple weekends*).
- Rollistas not serving as table leaders will serve on another team or as floaters.
- Silent professors will be designated at the discretion of the Rector and will assist in leading table discussions.
- A back-up professor---a Pescadore who has previously given the Rollo---will be assigned for each Rollo. They will be serving in another capacity on the team but will be ready should they be needed.
- Rollistas serving as Table Leaders will guide and facilitate the conversations at the table, but they are not “under cover”. The Rector may decide how and when Table Leaders are introduced.

- Professors/Table Leaders may ride the bus from Sendoff to camp as room permits.

2.8 RELATIONSHIP OF THE TALKS

- The relationship of the talks on the Weekend is important and unique. The Rollos and meditations are, in essence, one talk presented in twenty (20) parts. They form the character and deliver the message of the Weekend. By design, they are given by people from various denominations and congregations, to ensure the ecumenical flavor to a Tres Dias Weekend.
- See Addendum A, “**Relationship of the Talks,**” which further expresses the spirit of this policy in keeping with the Tres Dias Essentials.

2.9 WEEKEND FLOW:

- The events and timeline of the Weekend are carefully structured to point the candidates toward Christ. The following is an overview of each day.
- **Thursday:** The emphasis is low-key, relaxed and non-threatening. It is the transition from the busy outside world to the sequestered environment of the Weekend. The two Clergy meditations encourage self-examination. The silent contemplation period begins with the Rector’s explanation of its purpose and ends in the chapel on Friday morning.

The silent contemplation period offers candidates time to reflect on what God might have for them on the Weekend. The team will set an example and observe the silence.

- **Friday:** The Weekend theme is announced on Friday. The day’s focus is on who we are, who Christ is and what we need to know to live a Christian life. Since Friday is the first day, the team must be careful to respect the candidate’s right to self-determination and *not expect certain insights or growth*. The role of the team is to foster an environment in which the Holy Spirit can work *in his time*.
- **Saturday:** The focus is on what we have to do in order to live a life in grace. This is community-building day. The team is to be sensitive to how the Holy Spirit is working in individual hearts.
- **Sunday.** The focus is on preparing the candidates to leave the weekend and move back into the world. The theme is how Christians can influence others. The candidates realize they are part of a larger community, and that living the Fourth Day is possible with loving support from others who are living it.

2.10 FREQUENT BREAKS:

- Informal personal contact is an essential; therefore, the Weekend schedule will provide for several breaks each day. The Rector may not add new activities that overly limit the opportunity for informal conversation and refreshment among the candidates.

2.11 TEAM BEHAVIOR:

- Skits are a welcome addition as they provide needed emotional relief for the intensity of the Weekend. They should be edifying and supportive of the flow of the Weekend and not be offensive in any way. Practical jokes and malicious teasing of the team members and/or the Rector is inappropriate.
- A candidate or team member who is causing disruptions that are in any way affecting candidates or team may be asked to leave the campground. This should be done only after much prayer and discussion with the disruptive individual. The Rector, Head Cha and Head Spiritual Director must be in full agreement with this decision.
- There will be no secluded discussions with candidates. A spiritual director or team chaplain will not be left alone with a candidate or team member. When a Spiritual Director is called to talk privately or counsel with a candidate or team member, a Cha will remain in view, but out of hearing to provide privacy.
- Respect of Facility: Teams will abide by the rules of the camp. There will be no alcohol or non-prescription drugs, and smoking is only permitted in the location specified by the Camp Director. Camp will be left cleaner than when we first arrived.

2.12 THE SERENADE:

- The Serenade is coordinated by the Rector's spouse when available and appropriate. In the event a Rector's spouse is unavailable, the Rector will designate a Pescadore.
- The Serenade allows the Community to minister and bless the Candidates.
- A Candidate's spouse, fiancée, or anyone seriously dating a Candidate is not permitted by NCTD tradition to participate in the Serenade. This policy will be communicated to the community and team.

2.13 CLOSING:

- Based on Tres Dias tradition, only Pescadores are invited to attend the Closing. Please, no children.
- The President/Chairman of the Secretariat will present the incoming Rectors to the community.

2.14 TEAM FEES:

- NCTD expects that all Team members will fulfill their financial obligations regarding team fees in a timely manner. The team fee is set by the Secretariat with the intent of defraying the expenses of the Weekend, including food and lodging, as well as funds for expenses incurred in conducting the Weekend.
- Team members are to be instructed at the beginning of Team meetings to inform the Head Cha, no later than the third meeting, of any financial problems.
- There is no general Tres Dias scholarship fund for either Team members or Candidates. On a given Weekend, there may be individual Team members who are financially unable to pay the entire fee. However, these Team members will be encouraged to pay what they can.
- The Pre-Weekend Secretariat Chair may advise the Team of the need for team fee assistance and the general amount needed. Team members may respond by making donations to NCTD for this purpose without designating for whom it is donated, and those donations will be acknowledged by the NCTD Treasurer for tax purposes. Team members who make the team fee payment for specific team member are considered to have paid their fee, but it is not considered a donation to NCTD.
- — Team fees will be waived for the Spiritual Directors serving on the weekend.
- Team Members who deliberately do not pay the Weekend fees, after multiple requests, may not be asked to serve on future Teams until their obligation is resolved.
- The Rector will assign a Team member to be the liaison with the Pre-Weekend Chair to coordinate the collection of Team fees.
- It is the Rector's responsibility to communicate to all Pescadores when they are asked to serve on the Team that the Weekend fee is required and needs to be paid at least two weeks prior to the Weekend. There will be weekly announcements to this effect at Team meetings.

2.15 FINANCES

- Upon its adoption of the annual budget, the Secretariat will determine the budget for individual Weekends. It is the responsibility of the Rector and Head Cha to allocate the funds based on section needs. All funds spent must be accounted for by completing the appropriate form (including receipts for expenses).
- It is the responsibility of the Treasurer to report Weekend financial results to the Secretariat.

SECTION 3: POST-WEEKEND - FOURTH DAY

The objective of the Post Weekend phase of Tres Dias is to reinforce the Weekend experience and offer support and encouragement to live the Fourth Day.

3.1 SECUELA

The purpose of a Secuela is to give continued support and encouragement while living the Fourth Day. Secuelas serve as a bridge between the Weekend and day-to-day living in the world. The secuela following each set of Weekends is a time of building community among the new Pescadores and rekindling relationships within the entire community as the body of Christ.

- The two Essentials of a Secuela are the Fourth Day Talk and the Floating Reunion Groups. The Fourth Day talk is a brief testimony by one or two new Pescadores who will share how the Lord has worked in their life since their Weekend. Floating Reunion Groups is a time when Pescadores share on a relevant topic and/or spend time for prayer.
- The Fourth Day Chair and committee shall be responsible for securing each Secuela location, selecting the menu, overseeing the physical set-up/take-down, and arranging for publicity of the event with the Communications Committee Chair. The Fourth Day Committee will prepare an event program/format for approval by the Secretariat. The Fourth Day Chair will be provided a guideline for conducting secuelas.

3.2 REUNION GROUPS

Pescadores shall be encouraged to participate in a reunion group. A reunion group is a small group of people who meet regularly to encourage each other in their Christian growth by sharing their experiences in piety, study and action. Ideally, each reunion group should be composed of five to eight participants with a regularly scheduled meeting time and place.

SECTION 4: SECRETARIAT

4.1 PURPOSE OF THE SECRETARIAT:

The Secretariat of Northern California Tres Dias is administered by a Board of Directors. Its purpose is to plan, manage and execute all activities related to Tres Dias. It shall approve expenditures and appoint and oversee special committees as it deems necessary.

Northern California Tres Dias is a chartered member of the International Tres Dias Assembly and the International Tres Dias Secretariat. It subscribes to their Constitution and By-laws and will adhere to the “Essentials of Tres Dias.”

4.2 QUALIFICATIONS FOR BOARD MEMBERS:

- A board member will have experienced the Weekend or its equivalent and is active within the NCTD community. Evidence of active membership is visible support of and participation in Pre-Weekend, Weekend and Post-Weekend activities.

- Potential board members will have:
 - ✓ Attended Essentials Training within the last three years.
 - ✓ Served on at least three separate weekend teams.
 - ✓ Possess the skills and attributes of cooperation required by Secretariat position descriptions.
 - ✓ Be an active church member.
 - ✓ Ideally attended at least three Secretariat Meetings in the last year.
 - ✓ Ideally be an active member of a standing committee.

- Board members are expected to attend all Secretariat meetings. In the event of chronic absences by a board member, the Secretariat may ask the member to resign.

4.3 ELECTION OF SECRETARIAT MEMBERS AND TERMS OF OFFICE

- Secretariat members are elected by a majority vote of the current Secretariat Board. Only board members in attendance at the meeting are eligible to vote.
- A Nominating Committee will submit a list of candidates for the open positions to the Secretariat before the last meeting of the year.
- At the last meeting of the year, the current board members will elect for the positions to be filled.
- The first meeting of the year, the new board will elect the President, the Vice President, the Treasurer and the Secretary. The newly elected President will proceed over the meeting and appoint board members of the Secretariat to various positions.
- Terms on the Secretariat will be for three (3) years.

4.4 SECRETARIAT POSITIONS:

PRESIDENT: One individual. The President will demonstrate committee leadership and organizational skills. The President will set the agenda and schedule meetings over which he or she will preside. The President will adhere to the effective policies and practices and serve on the NCTD Executive Committee as its chair. The President appoints committee members and is the official representative of NCTD to the Tres Dias International.

VICE PRESIDENT: One individual. The Vice-President will chair meetings in the absence of the President, serve as chair of the Weekend Program Committee and Nominating Committee, as well as perform duties assigned by the Secretariat. The Vice President will server on the Executive Committee of the Secretariat.

SECRETARY: One individual. The secretary will keep and preserve all current official documents including but not limited to: NCTD by-laws, policies and practices. The Secretary will record minutes of all regular, special and annual meetings and distribute copies to members of the Secretariat via email or print. The Secretary will file forms required by government entities

and maintain the roster of the voting membership of NCTD and serve on the Executive Committee of the Secretariat.

TREASURER: One individual. The treasurer shall keep complete and up-to-date financial records for the NCTD community and serve on the Executive Committee of the Secretariat. The treasurer will maintain accounts receivable and accounts payable, sign checks and distribute funds as authorized by the Secretariat. The treasurer shall present a financial statement and annual financial report for review by the Secretariat.

MEN'S AND WOMEN'S LEADERS: Two individuals. The Men's and Women's Leaders are former rectors, each having one vote. They are responsible for the development of leaders within the NCTD community. Leaders will develop and maintain a list of Rector-qualified Pescadores and submit names for rector selection as outlined in the NCTD policies and practices section 1.2. They will distribute rector materials and mentor upcoming rectors. They will assist the rector in team selection and formation for the purpose of preparing certain Pescadores to become rector-qualified. They serve as members of the Weekend Program Committee.

PRE-WEEKEND CHAIR: Ideally a couple but could be one or two individuals. The Pre-Weekend Chair will share one vote. They must effectively work together to process candidate applications and collect weekend fees. This position reviews applications according to the NCTD policies/practices, maintains ongoing files, issues weekend conformations on behalf of the Secretariat and presides over sendoff. The Chair presides over the Pre-Weekend Committee which prepares a registration/sendoff team. The committee encourages responsible sponsorship and provides sponsor packets for team meetings, secuelas, all NCTD activities, and electronically via the Communications Committee.

COMMUNICATIONS CHAIR: One individual. The Communications Chair will have one vote. This position will be responsible for all communications to the community by emails, website and other sources deemed necessary.

STANDARDS CHAIR: One individual. The Standards Chair will have one vote. This position is responsible for revisions of the By-Laws, Policies & Practices and other documentation produced by Northern California Tres Dias.

WEEKEND LOGISTICS CHAIR: One individual. The Weekend Logistic Chair will have one vote: This position will coordinate the management of facilities and supplies for the Weekend. This position heads up the Weekend Logistics Committee whose responsibility is to oversee storage of NCTD equipment and supplies and supervise a committee to carry out set-up and take-down for the Weekend and other tasks as needed. The Weekend Logistic Chair arranges for transportation to camp from send-off, works with the various Chas to assure the smooth flow of the Weekend and serves as the Secretariat contact with the camp director and staff.

FOURTH DAY CHAIR: One individual. The Fourth Day Chair will have one vote. The Fourth Day Chair will head the Fourth Day Committee, which will oversee secuelas as specified in The Essentials of Tres Dias (Attachment B), promote and encourage reunion groups and

other fourth day activities. The Fourth Day Chair will maintain a list of existing reunion groups.

COMMUNITY SPIRITUAL DIRECTOR: Non-voting position. An ordained or licensed minister who keeps the Secretariat spiritually on track and consistent with God’s word in the guidance and planning of NCTD activities. He serves as the primary liaison with the Weekend Spiritual directors and consults with the Executive committee and is a member of the Weekend Program committees. He will work with upcoming rectors in the selection of Spiritual Directors for the Weekend and extends the invitation to serve. The Community Spiritual Director will identify, train and recommend potential Spiritual Directors, with the Secretariat having the final determination.

VACANCY: If a vacancy occurs in a position, the President, after consultation with the Secretariat, shall either:

- ✓ Do not fill the position for the balance of the calendar year.
- ✓ Ask a current board member to fill the vacancy for the balance of the calendar year.
- ✓ Bring a pescadore from the community to fill the vacancy for the balance of the calendar year.
- ✓ Bring a pescadore from the community to fill the vacancy for the balance of the existing term.

The nomination committee will make recommendations to fill the vacancy.

If the President position becomes vacant, the Vice President shall assume the President position and appoint a Vice-President from the members of the Secretariat for the remainder of the term.

4.5 SECRETARIAT COMMITTEES:

- **EXECUTIVE:** Members are: President, Vice President, Treasurer, & Secretary. **DUTIES:** The committee will assure that all Secretariat committees are functioning well and provide assistance as needed. The committee will also review the By-Laws and Policies and Practices of NCTD and recommend amendments and changes as needed.
- **WEEKEND PROGRAM COMMITTEE:** Chaired by the Vice President, the committee consists of the Weekend Rectors, the Community Spiritual Director, the Vice President, the Standards Chair & Men’s and Women’s Leaders. The committee will operate concurrently with the assigned Weekend and make certain that the Weekend is conducted according to the “Essentials and Dynamics of Tres Dias,” the “Bylaws of NCTD,” and the Policies and Practices Manual. The committee will assist the Rector in team selection, team development, Weekend program implementation and post-weekend evaluation.
- **COMMUNICATIONS COMMITTEE:** Chaired by the Communications Chair, the Committee shall include up to 4-6 additional members. **DUTIES:** Regularly send

electronic communications within the community relevant to the activities of NCTD. The Committee will oversee the establishment and maintenance of the NCTD website, publish appropriate notices and other necessary information such as service descriptions for team positions, Rector Guide, talk outlines, and sample rector scripts. The Committee is responsible to request and receive general palanca letters for the NCTD weekends from other communities as well as maintaining all communication's computers and equipment.

- **STANDARDS COMMITTEE:** Chaired by the Standards Chair, the committee shall include up to 4-6 additional members. **DUTIES:** Updating any documents and correspondences for Northern California Tres Dias. The committee will be responsible for the revisions of all documentation.
- **PRE-WEEKEND COMMITTEE:** Chaired by the Pre-Weekend Chair, the committee assists in carrying out all aspects of the Pre-Weekend process. The Committee shall include up to 4-6 additional members. **DUTIES:** Host the sendoff and encourage sponsorship by providing sponsor packets at team meetings, secuelas and distributed via the Communications Committee including the collection of fees and forms.
- **WEEKEND LOGISTICS COMMITTEE:** Chaired by a Weekend Logistics Chair, the committee shall include up to 4-6 additional members. **DUTIES:** Identify supplies and materials needed to conduct the Weekend and assure they are at Camp in time for the related activities. The committee maintains a master list of NCTD assets stored at the camp, arranges for candidate transportation from send-off and works with Chas to assure the smooth flow of the Weekend program. The weekend logistics committee will also be responsible to insure the proper take down after the weekends and secure the NCTD assets.

NOMINATING/RECRUITING COMMITTEE: Chaired by the Vice President, the committee shall also include one former member of the Secretariat, a past rector and one-two leaders in the community. The committee's purpose is to identify and recruit Pescadores with leadership qualities to serve on the Secretariat. Any pescadore active in the community and meeting the qualifications for leadership as defined by Tres Dias International/NCTD By-Laws is eligible for nomination to a standing committee of the Secretariat.

- **FOURTH DAY COMMITTEE:** Chaired by a member of the Fourth Day Chair, the committee shall include up to 4-8 additional members. The committee oversees secuelas as specified in The Essentials of Tres Dias (Attachment B) and promotes/encourages reunion groups and other 4th day activities. The committee will maintain a list of existing reunion groups. The committee is responsible for maintaining a photo log of all donated community banners and maintaining the physical banners to preserve them.

4.6 SECRETARIAT MEETINGS:

- The Secretariat will hold no fewer than six regular scheduled meetings during the calendar year. Special meetings of the Secretariat may be called by the President, Vice-President, or Treasurer. The time and place of six regular schedule meetings shall be announced by electronic mail to the Community, advertised on the website and other

approved social media. The meetings will be open to the Community unless the Secretariat is in "closed session".

- A Quorum of the Secretariat is six voting members in attendance at a meeting.

SECTION 5: MISCELLANEOUS

5.1 POLICY CHANGES

Procedure for policy changes is as follows: The proposed policy change is discussed at a Secretariat meeting. The matter will be tabled until the next scheduled meeting, allowing each member to pray about the proposed change before voting. Policy changes that require immediate attention may be voted on by the Secretariat without waiting for an additional meeting.

Because a set of policies cannot anticipate every contingency, the Secretariat, at its sole discretion, may grant exceptions on a case-by-case basis, to any policy as needed.

5.2 UPDATING OF COMMUNITY WRITTEN MATERIALS

Written materials used by NCTD for distribution within and outside the Community must be prepared and reviewed by the Executive Committee and approved by the Secretariat. Minor changes to existing documents that do not affect the original content of the material may be made without prior approval. Materials currently in use to which this applies are:

- a. Candidate Application (must contain Tres Dias Statement of Belief)
- b. Sponsor packet and pre-Weekend invitation letter to the candidate
- c. Team Application (must contain Tres Dias Statement of Belief)
- d. Team Training Material – such as Team Training Manuals, Rollo outlines, and critique forms
- e. Weekend Materials – including but not limited to Pilgrim’s Guide, etc.
- f. Team Positions Descriptions

Changes to existing materials or recommendations for new materials may be submitted by any NCTD Pescadore to the appropriate Secretariat Chair for consideration by the Secretariat.

5.3 COPYRIGHT POLICY FOR MUSIC

Copyrighted music is music that is protected by law. It cannot be reproduced (copied) in any form without specific permission from the song owner.

The Secretariat has secured, for an annual fee, a copyright license from Christian Copyright Licensing International (CCLI) License #11143106 which permits us to legally copy any of the 200,000 most popular "Christian songs" listed.

Logging onto www.ccli.com gives NCTD access to the song reference list. Any song found here

falls under the CCLI copyright protection.

CCLI may contact NCTD and require us to report on our song usage. This is random, but if chosen, we must report.

Final Version Approved by the Secretariat on 02/20/2018 by a 9-0-0 vote.

**NORTHERN CALIFORNIA TRES DIAS
POLICIES & PRACTICES ATTACHMENT A**

RELATIONSHIPS AMONG THE TALKS

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Spiritual Directors Talks:

The first Spiritual Director talk, GRACE, defines both how we have missed and need the Christian ideal to be the Life in Grace. It further defines Grace to be a personal relationship with God.

The remaining Spiritual Director talks explore ways of maintaining and strengthening that relationship.

Rollo	Says how our relationship with God is maintained
Divine Aid and the Holy Spirit	God's help in time of trouble
Days In The Life/Sacred Moments	God wants a complete relationship with us in all areas of life.
Obstacles To Grace	A the pitfalls of sin and satan's schemes.
Life In Grace	To accept God's grace is to share God's grace.

Another way of looking at the Spiritual Director talks is to group them into talks concerned with living grace and talks concerned with overcoming difficulties and barriers to a fuller life in grace.

Grace

Days In The Life/Sacred Moments LIVING GRACE

Life In Grace

Divine Aid

Obstacles To Grace AIDS TO A FULLER LIFE IN GRACE

(Fourth Day)

Lay Talks:

Although the Fourth Day talk is usually given by a layman, it can be logically grouped with the Spiritual Director talks because it deals with overcoming obstacles to perseverance in the Life In Grace. This grouping leaves nine talks – three each day – to the “lay talks” category.

The talks of the first day are PERSONAL and INTROSPECTIVE, growing toward the third day talks, which are of a COMMUNAL nature of the Church as God’s body of believers.

The level of personal testimony, witnesses, and evangelism in each talk increases during each day. The first talk of each day is basically intellectual, and the final talk of each day is a personal witness talk.

The first talk of each day appeals to the mind or intellect; The second to the will; and the third to the heart. Stated another way, the first talks deal with understanding, the second talks deals with commitment, and the third talks deal with love. The weekend must come to each candidate at all three levels.

RELATIONSHIP AMONG LAY TALKS

Stress Testimony	First Day	Second Day	Third Day	
MIND Little (think)	Ideal	Study	Study of The Environment	A
WILL Little More (commit)	Laymen in The Church	Action	CCIA	A
HEART (love)	Piety	Leaders	Security In The Fourth Day	A Lot

Emphasis FOURTH DAY	Individual	Basis for Action	Community
	Sheep	Shepherds	Outreach

The relationships depicted in this chart are not absolute, but they indicate the way the talks fit together on the weekend. “Less testimony: does not mean “no personal references”, and “more testimony” does not mean “forget the outline”. The Piety talk is the first “heavy testimony” talk, and therefore its witness is very important: however, the “Leaders” and “Security in the Fourth Day” talks will normally contain as much (or even more) personal testimony than Piety. Study is a “head talk” like Ideal, but it can contain such things as how we have focused on earthly, rather than eternal priorities.

The talk outline identifies the points to be made in each talk and the general approach to the talk. However, each talk must be a personal sharing between the professor and candidate, not a recitation. Therefore, the primary job of the Professor is to relate the talk outline to his own life, whether on an intellectual level (first talk) or on an emotional level (third talk), in such a way that the candidate understands what the subject of the talk means in the professor’s life.

**NORTHERN CALIFORNIA TRES DIAS
POLICIES & PRACTICES ATTACHMENT B**

THE ESSENTIALS OF TRES DIAS

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1.0 PREAMBLE

The TRES DIAS Movement endeavors to bring Christians to a closer, more personal walk with their Lord Jesus Christ and encourage them to Christian leadership and Apostolic Action in their environments.

TRES DIAS is based on the principles, the method, and the teachings of the Roman Catholic Cursillo movement initially proposed by Bishop Juan Hervas, Eduardo Bonnin and their fellow Christians. Each candidate goes through three phases of the TRES DIAS movement: the pre-weekend, the three-day weekend¹ and the Fourth Day. TRES DIAS is a Christian ecumenical movement.

"The founders of the Cursillo movement saw a world of great need around them. They knew that the answer to the needs of the world had to be Christ and His Grace; but...they saw Christians who did not live for Christ, and they saw a church that was...ineffective and without life. They developed the Cursillo to meet part of this problem: to provide any part of the church which was ready to undertake the formation of Christian life with all the people it needed -- people who would have the deep dedication to Christ and to bringing all peoples to Him --

people who would undertake a regular program of formation in Christianity, and who would make their Christian life conscious and vital -- people who would understand how to be part of a unified apostolic effort."²

The main teaching of TRES DIAS is God's unqualified love for each of us through grace. It asks each member of the TRES DIAS community to grow in their personal piety, to study God's Word and other Christian writings and to express their love for Christ in Christian Apostolic Action.

These three aspects of Christian growth are stressed in the cloistered environment called, "the weekend." An invitation is issued during the weekend for each Pescadore to join a small group of his/her own choosing for continued support, prayer and encouragement.

In order to ensure consistency and stability within the TRES DIAS Movement, there must be certain essential aspects to which all TRES DIAS organizations conform. These Essentials fall into two categories: those which are quantitative and those which are qualitative in nature. It is the intent of TRES DIAS to use both of these categories as criteria for chartering local secretariats.

It should therefore be the policy of local secretariats to comply with these Essentials. Policies of local secretariats which deviate from these Essentials must be reviewed on an individual basis and are subject to the approval of TRES DIAS.

2.0 THE ESSENTIALS OF THE MOVEMENT

1. TRES DIAS is a Christian movement.

The ultimate objective of the TRES DIAS Movement is to strengthen and extend the Body of Christ. No TRES DIAS organization shall change the teachings or practices of the TRES DIAS Movement to accommodate the participation of non-christians.

For the purpose of these Essentials, "Christian" is intended to refer to those who are seeking a closer relationship with Jesus Christ as their Lord and Savior.

2. TRES DIAS is a Christian ecumenical movement.

All TRES DIAS organizations shall actively seek the participation of persons from all the Christian denominations in their environment.

All TRES DIAS organizations shall stress those things which the Christian denominations have in common and respect those things which are different.

All TRES DIAS organizations have the duty and the authority to protect the TRES DIAS ecumenical structure.

3. TRES DIAS is a lay led movement.

TRES DIAS is a lay led movement; however, the active participation of the clergy is both essential and to be encouraged.

4. TRES DIAS is a non-profit movement.

TRES DIAS organizations should pursue prudent fiscal policies. They shall avoid accumulating assets beyond what is required to carry out their part in the TRES DIAS Movement.

5. The TRES DIAS Movement shall not assume the role of a denomination.

TRES DIAS is not a church-substitute; rather, it encourages Christians to worship and serve in their home congregations, as leaders.

6. TRES DIAS is not a service organization.

The TRES DIAS movement encourages Pescadores to participate in "worthy projects." TRES DIAS organizations shall limit their activities to those related to carrying out the TRES DIAS method.

3.0 THE ESSENTIALS OF THE TRES DIAS METHOD

1. The three sequential phases of an individual's involvement shall be: The Pre-weekend phase, The Weekend phase and the Fourth Day phase.
2. The objective of the Pre-weekend phase is to prepare individuals for participation in the Weekend.
3. The purpose of the Weekend, in terms of the method, is to prepare individuals for effective participation in the Fourth Day.

3.1 The Essentials of the Pre-Weekend Phase

1. That the candidate be sponsored for participation in all phases of the TRES DIAS Movement, rather than just the Weekend.
2. That candidates be sponsored by a member of a chartered TRES DIAS community or a similar community approved by TRES DIAS.
3. That candidates have a desire for a closer relationship with Jesus Christ as their Lord and Savior.
4. That candidates be accepted from all Christian denominations.
5. That candidates be at least 21 years of age. However, if a local secretariat, using its best judgment, finds a sound and compelling reason (such as spouse of a Pescadore, or military personnel), it OCCASIONALLY, on a case by case basis, may accept a candidate who is at least 18 years of age.
6. That candidates have not previously made a TRES DIAS weekend, or a similar experience recognized as equivalent by TRES DIAS.

3.2 The Essentials of the Weekend Phase

1. That the weekend have the following characteristics:
 - A. It is a weekend of living in Christian community involving a combination of carefully developed activities and teachings which are meant to lead to a fuller personal commitment to Christ.
 - B. It embodies personal witness, but it is not a revival meeting.
 - C. It employs group dynamics, but it is neither sensitivity training nor group therapy.
 - D. It employs theological instruction that encourages the candidate to study his/her own Christian beliefs, but it is not a course in doctrine.
 - E. It includes a period of silent introspection, but it is not a retreat.

- F. It is a renewal experience for Christians and is not necessarily a conversion experience.
 - G. It asks for basic faith, openness and a seeking attitude on the part of the candidate, but involves a great amount of dedication, prayer and careful planning on the part of the team.
 - H. It is an encounter with the Holy Spirit. However, TRES DIAS is not a "charismatic" movement.
 - I. The weekend is a tool of God, not an end in itself. The weekend will not produce a permanent effect without Fourth Day activity.
2. That the Spiritual Directors be qualified to teach and counsel in spiritual matters.
 3. That at least one of the Spiritual Directors on the Weekend be ordained and be authorized to regularly celebrate Holy Communion by his/her denomination.
For the purpose of these Essentials, "clergy" is intended to refer to those persons qualified to serve as Spiritual Directors.
 4. That men and women attend separate weekends. The Spiritual Directors are exempted.
 5. That team members represent a spectrum of Christian denominations.
 6. That team members have previously made either a TRES DIAS Weekend or a similar experience recognized by TRES DIAS.
 7. That the Rector be a lay person and be responsible for all aspects of the weekend, under the authority of the local sponsoring secretariat.
 8. That the team meet prior to the weekend to: promote community, receive instruction on the dynamics and critique all the Rollos.
 9. That the TRES DIAS weekend be an intensive three-day program lasting approximately 72 continuous hours.
 10. That the team and candidates live in a cloistered environment for the entire weekend.
 11. That lay-talks not be given by clergy, and Spiritual Director talks not be given by a lay person.
 12. That the weekend begin in the evening with the following agenda:
 - Introduction given by the Rector
 - Start silent retreat to end after chapel the next morning
 - KNOW YOURSELF meditation, given by clergy

- PRODIGAL SON meditation (or alternatively, on a women's weekend, the Hosea-Gomer account as recorded in Hosea 1-3, or the account of the woman caught in adultery, as recorded in John 8:1-11), given by clergy
13. That the first day of the weekend have the following agenda:
 - THE THREE GLANCES OF CHRIST meditation, given by clergy
 - The IDEALS rollo, given by a lay person
 - The GRACE rollo, given by clergy
 - THE CHURCH rollo, given by a lay person
 - THE HOLY SPIRIT rollo, given by clergy
 - The PIETY rollo, given by a lay person.
 14. That the second day of the weekend have the following agenda:
 - THE FIGURE OF CHRIST meditation, given by clergy
 - The STUDY rollo, given by a lay person
 - The SACRED MOMENTS OF GRACE rollo, given by clergy, followed by Holy Communion
 - The ACTION rollo, given by a lay person
 - The OBSTACLES TO GRACE rollo, given by clergy
 - The LEADERS rollo, given by a lay person.
 15. That chapel visits by each table occur the afternoon of the second day.
 16. That the third day of the weekend have the following agenda:
 - CHRIST'S MESSAGE TO THE PESCADORES meditation, given by clergy
 - The ENVIRONMENTS rollo, given by a lay person
 - The LIFE IN GRACE rollo, given by clergy
 - The CHRISTIAN COMMUNITY IN ACTION rollo, given by a lay person
 - The REUNION GROUPS rollo, given by a lay person
 - The LIVING THE FOURTH DAY rollo, given by a lay person
 - The Apostolic Hour
 - The Closing
 17. That chapel visits by each table occur the morning of the third day.
 18. That table discussion follow each rollo except the FOURTH DAY.
 19. That all rollos and meditations follow the dynamics and outlines authorized by TRES DIAS.
 20. That the team and candidates have the opportunity to celebrate Holy Communion each full day of the weekend.
 21. That a diversity of environments and viewpoints must be attempted in planning the weekend itself and in forming the tables.

22. That the freedom of self-determination of each candidate be respected.
23. That the lay rollos be informal talks of a witnessing or sharing nature.
24. That a friendly creative Christian environment be developed and fostered during the TRES DIAS weekend, as opposed to a coercive or manipulative environment.
25. That the schedule allow time for informal personal contact among the team and candidates.
26. That the Closing be as well prepared as other activities of the weekend.
27. That the sponsoring secretariat encourage the community to participate in the weekend through spiritual and service Palanca.

3.3 The Essentials of the Fourth Day Phase

The Pre-weekend and Weekend phases are only a prelude to each individual's Fourth Day.

1. Reunion Groups

- A. That local secretariats encourage Pescadores to participate in Reunion Groups.
- B. That local secretariats utilize the form of the reunion group known as "The Working Reunion Group," to carry out the activities of the TRES DIAS Movement.

2. Secuelas

- A. That local secretariats sponsor regularly scheduled Secuelas; preferably at least once each month.
- B. That each Secuela include an opportunity for Pescadores to participate in the form of reunion group known as "The Floating Reunion Group."
- C. That each Secuela include a "Fourth Day Talk."

4.0 THE ESSENTIALS OF THE LOCAL SECRETARIAT ORGANIZATION

- The function of the local secretariat is to conduct an effective program in accordance with the TRES DIAS Method.
- That each local secretariat have a document, approved by its membership, describing its structure and operating procedures.
- That the members of a local secretariat have completed a TRES DIAS weekend or a similar experience recognized by TRES DIAS.
- All Pescadores of the TRES DIAS Community whom the local secretariat claims to represent must be eligible to serve as voting members and officers of the secretariat.
- That the local secretariat have a plan for the periodic election of new members.
- The local secretariat must be the sole sponsor of a TRES DIAS weekend held in its community.
- Each local secretariat must sponsor at least two TRES DIAS weekends a year. For the purpose of chartering, this requirement may be waived by TRES DIAS.

1. Although the three-days are referred to as "the weekend," the three days of the "TRES DIAS Weekend" need not include Saturday and/or Sunday. The "TRES DIAS Weekend" may be held on any three consecutive days of the week.

2. Adapted from TRES DIAS, NOTES ON METHOD, STRUCTURE, AND DYNAMIC: March 1974

The Essentials of Tres Dias

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**NORTHERN CALIFORNIA TRES DIAS
POLICIES & PRACTICES ATTACHMENT C**

TRES DIAS STATEMENT OF BELIEF

This is the International Tres Dias Statement of Belief

1. We believe and profess our faith in one Triune God - The Father, The Son and The Holy Spirit (Matt. 28:19).
2. We believe and profess that Jesus Christ is the only Savior and is God in the flesh (John 1:1, 1:14, 3:36, 14: & Heb. 2:17).
3. We believe and profess that The Holy Spirit is God and is The Lord and Giver of life, who continues to work in believers today to sanctify, edify and empower the whole Christian church on earth - - - for His purpose (Job 33:4, Acts 1:8, John 14:26 & Rom. 8:11).
4. We believe and profess that the Holy Scriptures are the inspired and completely true Word of God (II Tim. 3:16-17).
5. We believe and profess that all have sinned and fallen short of the glory of God; that forgiveness of sins is received through confession and repentance - - and that our sins are washed away through the blood of Jesus Christ (Acts 2:38, I John 1:9 & Rom. 3:23).
6. We believe and profess that salvation is a gift of God's grace received through personal faith in Jesus Christ (Eph. 2:8).
7. We believe and profess that the Body of Christ is to make every effort to keep the unity of the Spirit through the bond of peace until we all reach unity in the faith and in the knowledge of The Son of God (Eph. 4:3, 13).
8. We believe and profess that God's unconditional love, as made manifest to us through Jesus Christ, is the primary witness by which people are renewed, edified and changed (I Cor. 13:8).
9. We believe and profess that God has called us to live holy lives that will bring glory to His name (Col. 3:1-25).

Note: For purposes of standards and principles, Tres Dias ascribes to those stated in the "Authorized King James Version" of the Bible of 1611 (KJV).