

5th Episcopal District of the
Pentecostal Assemblies of the World, Inc.

Northern District Council



Northern District Council

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NORTHERN DISTRICT COUNCIL DOCTRINAL STATEMENT

We believe that the scriptures unalterably define marriage as a union between a man and a woman and any marriage union other than the scriptures allow is unlawful in the sight of God.

In the beginning, "God created man in his own image..., male and female created He them," with the command to replenish the earth (**Genesis 1:27-28**). God so decreed that man (male) and his wife (female) were to become ONE FLESH thus creating the highest level of human relationship—the basic family (**Genesis 2:23-25**). This relationship is consummated in the sexual union between HUSBAND and WIFE. In the New Testament, the Apostle Paul likens the relationship to the church with Christ, using the example of the marriage union of Husband and Wife (**Eph. 5:25-32**). Throughout the Holy Scriptures marriage is ALWAYS described as the union of MALE and FEMALE- HUSBAND and WIFE (**I Tim. 3:2**). [2015 P.A.W., Inc., Minute Book, Section 15 "Sexual Immorality," page 120.]

We believe that marriage is one of the most sacred relationships that God has ordained and must be entered into ONLY as God has ordained. Therefore, we believe that marriage is contracted exclusively between a MAN and a WOMAN, MALE and FEMALE, and any other arrangement of marriage proposed by man or civil law is in violation of the Word of God and will not be recognized by the Northern District Council.

We specifically believe further, that the so-called homosexual gay marriages or civil unions between man and man (male and male) or Lesbians, woman and woman (female and female), are an abomination and sinful in the sight of God. Such "marriages or civil unions" will NOT be recognized, practiced or sanctioned by the Pentecostal Assemblies of the World, Inc. **(Rom. 1:24-32, II Peter 2:6-8, Leviticus 18:1,21-24).**

We further define marriage as a public contract between a man and woman Section 10 (Marriage) of the Manual of Discipline and Doctrine, page 125 of the 2004 Minute Book. We do not believe that two people living together (unmarried) constitute a marriage, and if this be the case, then they should either separate or get legally married.

Bishop Harry L. Herman
(Diocesan Emeritus)

NORTHERN DISTRICT COUNCIL

5th EPISCOPAL DIOCESE MICHIGAN/CANADA

Mission Statement

Our mission is to obey the Great Commission of Jesus Christ by proclaiming the Gospel in its fullness. Equipping and deploying people and resources to reach the least, as well as, the lost so that Christ becomes preeminent in every life.

Vision Statement

Our vision is to be passionate about the heart of God for the lost, proficient in ministry skills, and proactive in strategic and holistic ministry that exalts the name of Jesus Christ throughout the world throughout the tenure of our service.

Critical Success Factors

The primary factors we must accomplish or achieve to fulfill the mission and vision we have received from Jesus Christ (God) are:

- a) Indoctrination and training of ministers in the Apostolic Doctrine/Holiness.
- b) Development and implementation of education, training, and information technology (I.T.) through Aenon/ Transformational Leadership.
- c) Successful deployment of I.T. online theological training and the enrollment of all ministers for future training in ministry.
- d) Requiring all ministers and leaders to engage in and complete the curriculum for licensure and credentialing, as well as, all certifications to meet Manifesto requirements for promotion in the organization.
- e) Inculcation of the teachings of the Apostolic Fathers into all curriculum and syllabus requirements including Bishop G.T. Haywood, Bishop S.N.

Hancock, Bishop R.P. Paddock, Bishop K. F. Tobin, Bishop Karl F. Smith, Bishop M.E. Golder, Dr. Horace E. Smith (Blood Works), and Bishop Ira Combs, Jr.

- f) Recommendation of bible dictionary, commentary, manners and customs and other study material available to assist in study material.
- g) Supplemental instruction in leadership training with syllabus approved by the N.D.C. Aenon Curriculum committee.
- h) All classes are to be taught by Bishops, Suffragan Bishops, District Elders and degreed persons credentialed in religious or non-religious background.
- i) All instructors must be recommended by a ranking member of the N.D.C.

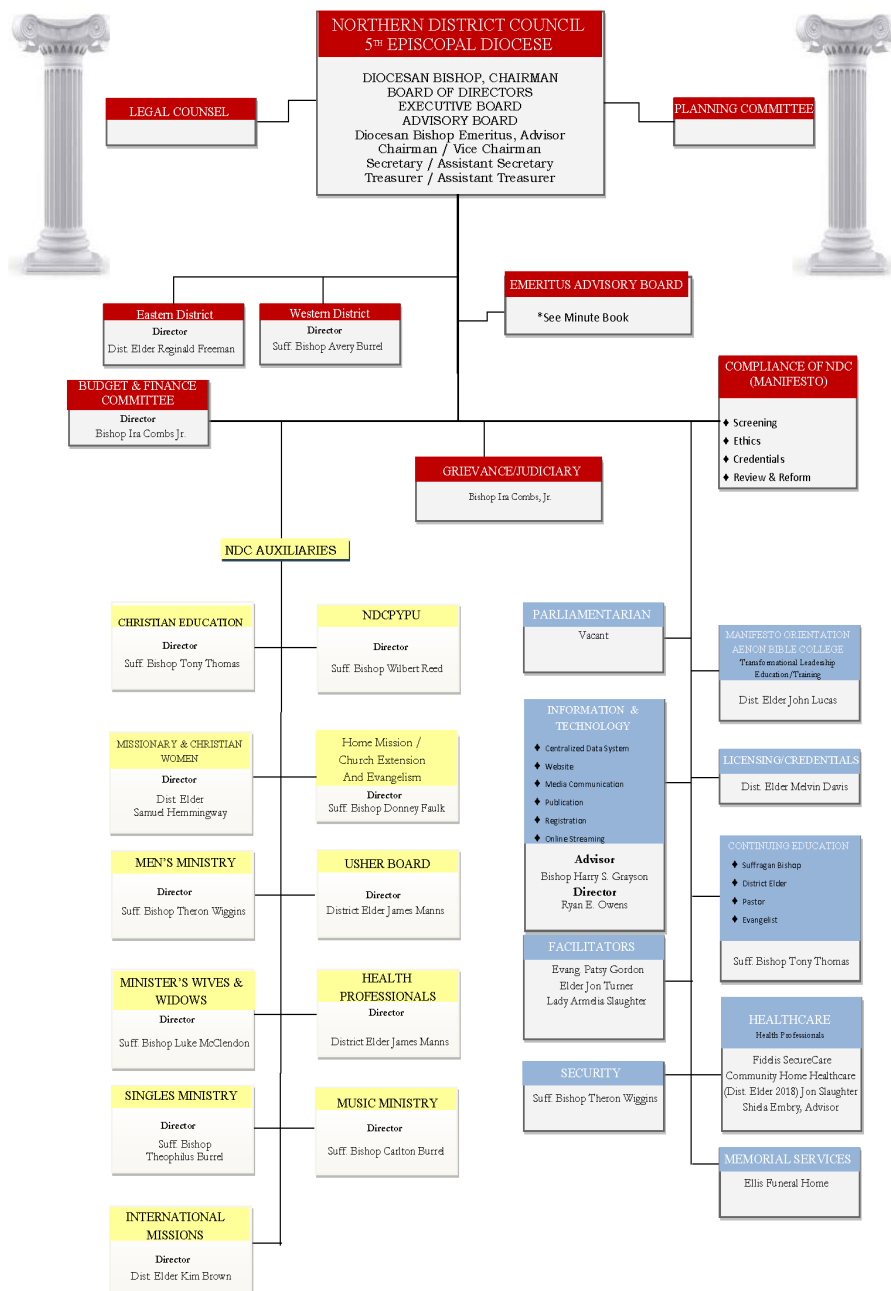
It is imperative that seasoned men and women provide the foundation of all instruction in the N.D.C. for the following reasons:

- ✓ Truth is handed from generation to generation. (II Timothy 2:1-4; Psalms 100:5)
- ✓ Institutional knowledge is in the possession of those from successive generation.
- ✓ Instructors should have some experience of success in the area they are teaching.
- ✓ Instructors should be dedicated and committed to our doctrine and/or core values.
- ✓ Instructors have a biblical moral imperative to be an example of the believer as stated in I Timothy 4:2.
- ✓ Bishops, Suffragan Bishops, District Elders and ministers, as well as others, are obligated to “continue steadfastly in the apostle’s doctrine and fellowship, and in breaking of bread and in prayers,” (Act 2:38-42) under oath (covenant).

Hence, should meet the basic criteria and should be given the consideration when the selection committee is selecting teachers for Council sessions.

- ✓ Other members of the Council or organization of like precious faith may be considered if their credentials merit or reflect an area of expertise lacking, but necessary in the Council's mission pursuits.
- ✓ Life skills and experience will be given due consideration when choosing instructors for Council sessions.
- ✓ The Diocesan Bishop will have the final approval/disapproval authority of all Council speakers. Where there is a question surrounding the instructors' or speakers' qualifications, they shall be referred to the Diocesan Bishop for review.

ORGANIZATION and LEADERSHIP CHART



BISHOP OF THE DIOCESE
5th Episcopal District of the
Pentecostal Assemblies of the World, Inc.

Bishop Ira Combs, Jr., D.D.

NORTHERN DISTRICT COUNCIL
Executive Officers

Suffragan Bishop Carlton Burrell	Chairman
Suffragan Bishop Theron Wiggins	Vice Chairman
Evangelist Lynne Shivers	General Secretary
District Elder Reginald Freeman	Asst. Gen. Secretary
Sister Angie Holman	General Treasurer
Suffragan Bishop Theophilus Burrell	Asst. Gen. Treasurer

District Elder John Lucas	District No. 1
District Elder Kimberly Brown	District No. 2
District Elder Melvin Davis	District No. 3
District Elder Eunice Jones	District No. 4
District Elder Samuel Hemmingway	District No. 5
District Elder Reginald Freeman	District No. 6
Vacant	District No. 7
District Elder James Manns	District No. 8
District Elder Curtis Johnson	District No. 9
Vacant	District No. 10
District Elder Michael Eubanks	District No. 11
District Elder Dorian Richardson	District No. 12
District Elder Kenneth Brown	District No. 13

BOARD OF DIRECTORS

Bishop Ira Combs, Jr., D.D., Diocesan
Bishop Harry L. Herman, Emeritus Diocesan
Suffragan Bishop Carlton Burrell, Council Chairman
Suffragan Bishop Theron Wiggins, Vice Chairman
Evangelist Lynne Shivers, General Secretary
Sister Angie Holman, General Treasurer
Suffragan Bishop Wilbert Reed, Jr., Compliance
District Elder Kimberly Brown, International Missions

OFFICE OF THE DIOCESAN

Bishop Ira Combs, Jr., D.D.
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Jackson, MI 49202
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OFFICE OF THE CHAIRMAN

Suff. Bishop Carlton Burrel
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OFFICE OF THE SECRETARY

Evangelist Lynne Shivers
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Mail PAW Assessments to the NDC Headquarters:

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OFFICE OF COMPLIANCE

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NORTHERN DISTRICT COUNCIL ADVISORY BOARD

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Suffragan Bishop Carlton Burrell	Chairman
Suffragan Bishop Theron Wiggins	Vice Chairman
Evangelist Lynne Shivers	General Secretary
District Elder Reginald Freeman	Asst. Gen. Secretary
Sister Angie Holman	General Treasurer
Suffragan Bishop Theophilus Burrell	Asst. Gen. Treasurer

Suffragan Bishops

Suff. Bishop Carlton Burrell (Region 5)
Suff. Bishop Luke McClendon (Region 1)
Suff. Bishop Tony Thomas (Region 6)
Suff. Bishop Avery Burrell (Region 4)
Suff. Bishop Theron Wiggins (Region 3)
Suff. Bishop Donney Faulk (Region 7)
Suff. Bishop Theophilus Burrell
Suff. Bishop Wilbert Reed Jr. (Region 2)

District Elders

District Elder Samuel Hemmingway
District Elder Kenneth Brown
District Elder Melvin Davis
District Elder John Lucas
District Elder Reginald Freeman
District Elder James Manns
District Elder Kimberly Brown
District Elder Michael Eubanks
District Elder Curtis Johnson
District Elder Eunice Jones
District Elder Dorian Richardson
District Elder DeShawn Wilkins
District Elder (Oct. 2018) Jon Slaughter

Lay Directors

Pastor Lee Patterson Sr.
Pastor Judy Smith

MICHIGAN RESIDENT BISHOPS

Bishop Charles H. Ellis III – South Carolina State Council

Bishop Gary Harper – Ghana | West Africa

Bishop Mona Reid – Sierra Leone

Bishop Harry S. Grayson – Western Cape-South Africa

MICHIGAN RESIDENT SUFFRAGAN BISHOPS

Suff. Bishop Avery Dumas III – Ghana Council |
West Africa

Suff. Bishop Clifton Hoke – Ghana Council |
West Africa

Suff. Bishop-emeritus Elliott Karo – Ghana Council |
West Africa

Suff. Bishop Joe Cunningham – Ghana Council |
West Africa

EMERITUS ADVISORY BOARD

Bishop Harry L. Herman

Suffragan Bishop Allen Julien

District Elder Ronald Braxton

District Elder Yvonne Hawkins-Bell

District Elder Tommy Lyons

District Elder Curtis Lytle

District Elder James Sumners

Department of Budget and Finance

Bishop Ira Combs, Jr. – Director

Sister Angie Holman – Treasurer

Security Department

Suffragan Bishop Theron Wiggins

Music Ministry

Pastor Darick Rutley, Sr.

Department of Information and Technology

Bro. Ryan E. Owens – Director

(ryano@ndcpaw.org)

AUXILIARY OFFICERS

CHRISTIAN EDUCATION

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TREASURER Minister Stephanie Howard 274 Clark St. Apt 6 Saline, MI 48176 (734) 757-0435 (Cell) stephowa@yahoo.com	ASST. TREASURER Evangelist Tiana Haygood P.O. Box 379 Whittaker, MI 48190 (734) 355-5727 thaygood11@gmail.com

HEALTH PROFESSIONALS

DIRECTOR – District Elder James Manns

PRESIDENT Evangelist Patsy J. Gordon 350 Houston Ave. # 328 Muskegon, MI 49441 (231) 571-8008 (Cell) patsyjgordon@hotmail.com	VICE PRESIDENT OPEN
SECRETARY OPEN	ASST. SECRETARY OPEN
TREASURER OPEN	ASST. TREASURER OPEN

HOME MISSIONS

CHURCH EXTENSION AND EVANGELISM

DIRECTOR <i>Suffragan Bishop Donney Faulk</i> ADVISOR Pastor Norman Holman

MEN'S MINISTRY

DIRECTOR – Suffragan Bishop Theron Wiggins

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SERGEANT-AT-ARMS Elder Lamar Selby 1210 Deyo St. Jackson, MI 49201 (517) 960-6972 lamarselby@gmail.com	

MINISTERS' WIVES & MINISTERS' WIDOWS

DIRECTOR – Suffragan Bishop Luke McClendon

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<p>SECRETARY First Lady Debra Burrell 3189 Fielstra Dr. Muskegon Hts. MI, 49444 (231) 670-2004 (Cell) adbfiel@gmail.com</p>	<p>ASST. SECRETARY Sister Melonae Lundy 556 Onondaga Ypsilanti, MI 49197 (734) 717-7390 (Cell) mlundy@att.net</p>
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<p>TREASURER Min. Sylvia Johnson-Peel P. O. Box 887 Farmington, MI 48332 (248) 842-5152 (Cell) smorganjp@gmail.com</p>	<p>ASST. TREASURER Evangelist Monique Glenn 17567 Prairie Detroit MI 48221 (313) 574-5922 (Cell) evangmonique@yahoo.com</p>

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USHER BOARD

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SECRETARY OPEN	ASST. SECRETARY OPEN
TREASURER OPEN	ASST. TREASURER OPEN

YOUNG PEOPLE'S UNION

DIRECTOR – Suffragan Bishop Wilbert Reed Jr.

General info email: ndcypupaw@gmail.com

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2nd VICE PRESIDENT Elder Maury Coleman 44136 Dunn Rd. Belleville, MI 48111 (734) 624-3548 maurydee1202@gmail.com	SECRETARY Sister Rebecca Gatewood 3062 Wolverine Dr. Ann Arbor, MI 48108 734-883-3315 rgatewood09@gmail.com
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WESTERN DISTRICT OF YOUNG PEOPLE'S UNION
DIRECTOR – Suff. Bishop Avery Burrell
 General info email: westernmichiganypu@gmail.com

CHAIRMAN (INTERIM) Min. Demetrius Phillips 3140 Shattuck Arms Blvd. #10 Saginaw, MI 48603 (574) 387-9097 Demetriusphillips3045@yahoo.com	1st VICE CHAIRMAN Min. Angie Borton 1226 Wayside Rd. Kalamazoo, MI 49048 (269) 672-6104 jenessaangie@gmail.com
2nd VICE CHAIRMAN (OPEN)	SECRETARY (OPEN)
ASST. SECRETARY (OPEN)	TREASURER Sis. Shirley Thomas 41 Blanche Ave. Kalamazoo, MI 49001 (269) 271-2127 sthomas@ctckalamazoo.org
ASST. TREASURER (OPEN)	SERGEANT-AT-ARMS (OPEN)

NDCPYPU STATE EVANGELISTS

Northeast Region: OPEN
Southeast Region: OPEN
Central Region: OPEN
Western Region: OPEN

NDC STATE EVANGELIST

Evangelist Melinda Peterman

NDC Office of Compliance

According to the requirements of the Apostolic Manifesto legislated in 2009, Atlanta, Georgia, each diocese shall be required to follow general guidelines as dictated by this document. As documented, "all information contained in this manifesto supersedes all related by-laws printed until the data is integrated correctly with previous legislation." Based on this legislation, the N.D.C., 5th Episcopal District of the P.A.W. Inc. has established the N.D.C. Office of Compliance.

General Summary: To ensure that the N.D.C. and its members are governed and operating by the requirements and guidelines of the P.A.W. as it relates to the Apostolic Manifesto, constitution, by-laws and the jurisdictional constitution.

The N.D.C. Office of Compliance will endeavor to ensure that the members of the N.D.C. are in compliance with these directives. The By-Laws of the N.D.C., Article I, General Laws, Section 8 states: "all auxiliaries of the Northern District Council shall be subject to the parent body. This law is to be effective immediately." (1963) The Compliance Office oversees the Corporate Compliance Program, functioning under the supervision of the Episcopal. This body reviews and evaluates compliance issues or concerns within the organization ensuring compliance with P.A.W's Standards of Conduct.

The Compliance Office exists as a channel of communication to receive and direct compliance issues to appropriate resources for investigation and resolution, and as an internal resource with which parties may communicate compliance related issues.

II. GENERAL PURPOSE

The Compliance Office acts as support to the Diocesan Bishop and Executive Board of N.D.C. by monitoring and reporting results of the compliance and ethics efforts of the council and in providing information to the Executive Board and Board of Directors on matters relating to compliance. The Compliance Office is authorized to implement all necessary actions to ensure achievement of the objectives of an effective compliance program.

III. DUTIES AND RESPONSIBILITIES

- *Develops, initiates, maintains, and revises policies and procedures for the general operation of the Compliance Program and its related activities to prevent illegal, unethical, or improper conduct.*
- *Develops and periodically reviews and updates standards of conduct to ensure continuing efficacy and relevance in providing information to lay members.*
- *Collaborates with others (e.g. grievance, judiciary etc.) to direct compliance issues to appropriate, existing channels for investigation and resolution.*
- *Consults with the Diocesan Bishop and corporate attorney as needed to resolve difficult legal compliance issues.*
- *Responds to alleged violations of rules, regulations, policies procedures, and standards of conduct by evaluating or recommending the initiation of investigative procedures.*
- *Develops and oversees a system for uniform handling of such violations.*
- *Acts as an independent review and evaluation body to ensure that compliance issues or concerns within the organization are being appropriately evaluated, investigated and resolved.*

- *Monitors and, as necessary, coordinates compliance activities of other departments to remain abreast of the status of all compliance activities and to identify trends.*
- *Identifies potential areas of compliance vulnerability and risk,*
- *Develops and implements corrective action plans for resolution of problematic issues, and provides general guidance on how to avoid or deal with similar situations in the future. Provides reports on a regular basis, and as directed or requested, keeps the Diocesan Bishop, Executive Board and others informed of the operation and progress of compliance efforts.*
- *Ensures proper reporting of violations or potential violations to duly authorized enforcement agencies as appropriate and/or required.*
- *Establishes and provides direction and management of the Compliance Hotline.*
- *Institutes and maintains an effective compliance communication program for the organization, including promotion:*
 - a) *Use of the Compliance Hotline*
 - b) *Heightened awareness of Standards of Conduct*
 - c) *Understanding new and existing compliance issues, related policies and procedures.*
- *Works with the Diocesan Bishop, Executive Board and others as appropriate to develop an effective online training program, including appropriate introductory training for new ministers, as well as, ongoing training for all officers and members.*
- *Monitors the performance of the Compliance Program and related activities on a continuing basis, taking appropriate steps to improve its effectiveness.*

Committees

The N.D.C. Office of Compliance (hereafter referenced as (N.D.C./O.C.) shall consist of the following committees:

Screening Committee: *A process used to evaluate a list of potential candidates and to narrow the list to the most qualified applicants for elevation. The following apply:*

- a) Outstanding integrity and high moral character.*
- b) Seniority shall be given serious consideration.*
- c) Analytical ability, with the capability of asking discerning questions.*
- d) A constructive rather than a critical approach in reviewing new programs.*
- e) Places the N.D.C.'s and P.A.W.'s interests ahead of one's own; stresses overall organizational performance rather than one of special interest.*
- f) Works well with others to achieve group cohesiveness and objectives.*
- g) Above average record of accomplishment in the field of religious and personal affiliations.*
- h) No man or woman shall be permitted to hold any office or position in the council who has a questionable reputation. Further anyone of such character holding office shall be displaced by declaring the office vacant and filling it with a qualified person. N.D.C. Minute Book, Article IV, Officers and Committees, Section 3. (1950)*
- i) Qualified men and women who have completed the developmental and leadership training and development programs for the Department of Transformational Leadership Development*

shall be placed in the pool of qualified candidates and considered for ecclesiastical promotions including the office of bishop.

- j) Ability to do justice to the duties of the position and the willingness to devote time to those duties.*
- k) Criminal background checks.*
- l) Effective January 2010, each diocese exercises its right to consider, appoint and promote qualified women without restraint to the office of Suffragan Bishop. Critical Issues 2013 Minute Book, pg. 39, Section 22. 2013 Minute Book, pg. 47.*
- m) Other*

Ethics: *Moral principles that guide and set the standards for what is and is not acceptable behavior. All officers and members of the N.D.C. are expected to conduct themselves in the proper manner at all times.*

Morals are those learned relationships of right and wrong that come through tradition, through customs and fits themselves within the framework of the conscience as one views the historical site of the Bible known as Huse-geschicta (God in History). Such a person with high moral will, with full intent, seek to carry out a life of those morals and the morality that he has consciously felt as being that which he is.

Ethics, on the other hand, speaks not to the moral question as much as it speaks to the right order of things. The right order of things, therefore, is 'what God has done through Jesus Christ'. So, ethics seeks to find right order in which the discipline may carry itself, while morals sensitively qualify the person to have a direction and a consciousness about life and his responsibilities. (P.A.W. 2013 Minute book Section 23. Episcopal ethics, pg. 48, also pgs. 127 and 128)

Credentials: A quality, skill or experience that makes a person suited for the job.

In order to be in compliance with the parent body, ministers and pastors must complete the Ministerial Introduction course through Aenon Bible College prior to receiving credentials. All persons that are willing to help move the N.D.C. forward shall submit their work experience, educational and religious credentials to this office so there is a record of their achievements that are accessible to the Diocesan Bishop for his consideration and review.

Review and Reform Committee: A process that requires a periodic review of the constitution and by-laws and/or policies and procedures of the N.D.C. to ensure compliance with the parent body, P.A.W., Inc. Any N.D.C. constitution or by-laws that do not meet the mandates of the P.A.W. Inc. shall be reformed (updated) to come into compliance with the “The Apostolic Manifesto,” constitution, and by-laws. Some items may be outdated or obsolete. This includes maintaining the N.D.C. Minute Book. The committee shall refer items to the Diocesan Bishop he shall determine what the committee should review and reform. (e.g., Article 1 Section 13. (a), (b) and Section 15. etc.)

“Let all things be done decently and in order.”

1 COR. 14:40 (KJV)

CONSTITUTION

ARTICLE I

Each session of this corporation shall be known as the
NORTHERN DISTRICT COUNCIL OF THE
PENTECOSTAL ASSEMBLIES OF THE WORLD, Inc.

ARTICLE II

Section 1. The purpose of this council is: for seminars and fellowship of ministers (servants) of the gospel of our Lord Jesus; to promote the evangelistic spirit and doctrine of the apostles, reaching the hearts of men with God's love by effective spiritual social programs, and to discourage all false doctrine teachers, and keep them from teaching in our districts.

Section 2. This council shall own, maintain and operate any property it deems necessary to promote its ecclesiastical work, worship and spiritual or social purposes such as schools, orphanages, homes for the aged, child welfare agencies and youth camps.

ARTICLE III

Section 1. a) The officers shall consist of ministers standing 100 percent for the Apostolic Doctrine, namely as contained in the codified rules of our organization, and shall consist of Chairman, Vice Chairman, Secretary and Treasurer, to be elected every four years.
b) Lay members shall be eligible to hold any office not normally held by ministers or missionaries.

Section 2. The Chairman shall preside over each meeting of the Council. In the absence of the Chairman, the Vice Chairman shall have oversight of each meeting.

Section 3. The officers of this Council shall constitute the Executive Board.

ARTICLE IV

- Section 1.** a) Membership of this council shall consist of ministers, missionaries and Christian Women in good standing with the organization and their assemblies, and such lay members who are not ministers or missionaries and shall be admitted according to the regulations of the Bylaws.
- b) All laws affecting the membership of the | Council shall be binding upon all members and not just the pastors.

Section 2. The membership fee of this Council shall be forty dollars (\$40.00) once every two years, such funds to be used as designated by the Council. (2018)

ARTICLE V

Section 1. The Council is to meet three (3) times per year. Meetings are to be held at places chosen by the Council. Each Council meeting shall be in session not less than five (5) days, beginning on Tuesday and closing on Saturday.

ARTICLE VI

At each Council meeting, time is to be given to the recognized auxiliaries.

ARTICLE VII

Each member of this Council is requested to register at the beginning of the business session, or as soon as possible on arrival. No one will be allowed to vote or take an active part until properly registered.

ARTICLE VIII

The Secretary and Treasurer must make a full report of all business transacted, including receipts and disbursements, at every Council meeting.

ARTICLE IX

There shall be as many Bible Classes as possible during Council sessions.

ARTICLE X

This Constitution may be amended or changed in part or all by a two-thirds (2/3) majority vote of the membership present in any regularly scheduled meeting.

ARTICLE XI

In a rapidly changing climate of increased hostilities in our communities, the open denial of Christ and the preaching of hate to achieve equality, we reaffirm our best solution to true happiness.

We, as "Ambassadors of Christ" must intensify our efforts to compete with the disciples of hate and violence by developing Christian programs to reach the masses (especially the youth).

ARTICLE XII

No district, church or N.D.C. auxiliary is authorized to issue ministerial papers, cards or licenses.

BY-LAWS

ARTICLE I GENERAL LAWS

- Section 1.** a) The Council shall be incorporated for the protection and benefit of its members. (1931)
- b) The Diocesan Bishop shall always be the Chairman of the Board of Directors and the President of the corporation.

Section 2. The Council shall form a questionnaire for all candidates requesting Fellowship Certificates from this body, the questions to be taken from the P.A. of W. Minute Book (1946) **and related Apostolic Electronic Publications approved by Aenon Bible College and the Office of Transformational Leadership.**

Section 3. Space shall be provided on the church report blanks for the reporting of all monies sent to the Foreign Missions Department of the Pentecostal Assemblies of the World since the previous Council. (1952)

Section 4. The location of the registered office of the Northern District Council of the Pentecostal Assemblies of the World within the state of Michigan shall be the Diocesan's address. The Diocesan of the Council shall always be the resident agent of the Council with his address as the registered Office of the Council.

Section 5. No Christian Education official shall leave the Christian Education session to attend the Young Ministers' Meeting.

- Section 6.** a) The Council shall be responsible for visitors to the Council. (1959)
- b) At Council meetings the entertaining pastor shall report to the Council the number of visitors present and provisions shall be made for them. (1959)
- c) The Council shall be responsible for visiting ministers or missionaries, and whenever a church meets an emergency regarding rooms, the Council shall see to it that help is given. (1959)

- Section 7.** a) The Council shall give more consideration to all the brothers of the Council in the selection of speakers and committees. (1959)
- b) The Pulpit Committee (Planning Committee) shall consider the women ministers as speakers for evening services during our Council sessions. (2018)

Section 8. All auxiliaries of the Northern District Council shall be subject to the parent body. This law is to be effective immediately. (1963)

Section 9. Any person applying for any papers at any time with the Northern District Council of the P.A. of W. shall do so through his or her pastor (1964), **the Compliance Office, and licensure/credentials.**

Section 10. No project which involves either our churches or any members of our churches shall be initiated without the express consent of the Council. (1969)

Section 11. Pastors' meetings of the Northern District Council shall be exclusively for pastors. In the case of a pastor's incapacitation, the assistant pastor will be allowed only with the pastor's consent. (1967)

- a) The Northern District Council shall continue printing a detailed program for each session, with a bill to be presented to the Council at each meeting covering costs incurred (1968) as approved by the Budget and Finance Dept.
- b) The registration fee for badges shall be raised to ten dollars (\$10.00) and four dollars (\$4.00) for seniors. (2018)

Section 12. Inasmuch as many of our younger and newer pastors are not familiar with our international and council organizational structures and procedures, this Council shall assume responsibility for training them in matters such as how to carry out a simple business meeting; how to work on a committee and its purpose; and any other procedures that will help this Council operate smoothly.

- Section 13.** a) Each District Elder shall include his or her own local church in his District Fellowship Meeting and shall be excluded from the meeting of his or her District Elder. (1972)
- b) District Elders are to have District meetings prior to each council session. Also, all pastors should receive visitations from the assigned District Elder **on an annual basis.**

Section 14. It is recommended that the N.D.C. and all its auxiliaries have their speakers on the floor no later than **8:45 p.m. at each Council, effective immediately.**

Section 15. All auxiliaries are informed that any outside activity apart from the regular N.D.C. session shall be presented to the N.D.C. Advisory Board prior to the occurrence of the event.

Section 16. This N.D.C. Minute Book supersedes all N.D.C. Minute Books of the past. (10/2018)

Section 17. The Upper Peninsula of Michigan shall be known as the Upper Peninsula District of the N.D.C.

ARTICLE II
COUNCIL CALENDAR –
COUNCIL SCHEDULE REGULAR SESSIONS
(MARCH and OCTOBER)

TUESDAY

9:00 a.m. – Evening Men's Ministry

WEDNESDAY

10:00 a.m. – 1:00 p.m. License and Credentials

10:00 a.m. – Evening Missionary and Christian Women's
Auxiliary

1:00 p.m. Advisory Board Meeting

THURSDAY

9:30 a.m. – 10:00 a.m. Prayer

10:00 a.m. – 1:00 p.m. License and Credentials

10:00 a.m. – 11:00 a.m. Morning Worship

11:00 a.m. – 1:00 p.m. Ministers' Meeting

11:00 a.m. – 1:00 p.m. Council Workshop/Seminar

1:00 p.m. – 2:30 p.m. Council Business

2:30 p.m. – 4:00 p.m. Bible Class

4:00 p.m. – 5:00 p.m. Dinner

5:30 p.m. – 7:00 p.m. License and Credentials

5:30 p.m. Council Committee Meetings

5:30 p.m. – 7:00 p.m. District Rally

7:00 p.m. Evening Service

FRIDAY

9:00 a.m. – 10:00 a.m. Prayer

10:00 a.m. – 11:00 a.m. Morning Worship

11:00 a.m. – 1:00 p.m. Council Workshop/Seminar

11:00 a.m. – 1:00 p.m. Pastors' Meeting

11:00 a.m. – 1:00 p.m. Ministers' Wives Ministers' Widows

1:00 p.m. – 3:00 p.m. Council Business

3:00 p.m. – 4:30 p.m. Bible Class

4:30 p.m. – 5:30 p.m. Dinner

5:30 p.m. – 7:00 p.m. District Rally

7:00 p.m. Evening Service

REGULAR SESSIONS *(Cont.)*

SATURDAY

9:00 a.m. – 1:00 p.m.	Christian Education
12:00 p.m. – 2:00 p.m.	Young Ministers' and Wives Meeting
1:00 p.m. – Evening	Pentecostal Young People's Union
6:30 p.m.	PYPU Evening Service

COUNCIL CALENDAR
COUNCIL ANNUAL SESSION
(JUNE)
(Revised 2018)

TUESDAY

9:00 a.m.	Annual Missionary and Christian Women's Convention
6:30 p.m.	MCWA Evening Service

WEDNESDAY

9:30 a.m. – 10:00 a.m.	Prayer
10:00 a.m. – 1:00 p.m.	License and Credentials
10:00 a.m. – 3:00 p.m.	Annual Missionary and Christian Women's Auxiliary Council
11:00 a.m. – 11:30 a.m.	Advisory Board Prayer
11:30 a.m. – 3:00 p.m.	Advisory Board Meeting
3:00 p.m. – 4:00 p.m.	Council Business
4:00 p.m. – 5:00 p.m.	Dinner
4:30 p.m.	Advisory Board, <i>continued if needed</i>
5:00 p.m. – 6:00 p.m.	Ecclesiastical Protocol (open)
6:30 p.m.	MCWA Evening Service

THURSDAY

9:30 a.m. – 10:00 a.m.	Prayer
10:00 a.m. – 1:00 p.m.	License and Credentials
10:00 a.m. – 11:00 a.m.	Morning Worship
11:00 a.m. – 1:00 p.m.	Council Workshop/Seminar
11:00 a.m. – 1:30 p.m.	Pastors' Meeting (closed)
11:00 a.m. – 1:30 p.m.	Ministers' Wives Ministers' Widows
1:30 p.m. – 3:30 p.m.	Pastors'/Ministers' Meeting
1:30 p.m. – 3:30 p.m.	Council Workshop/Seminar
3:30 p.m. – 4:30 p.m.	Bible Class
4:30 p.m. – 5:30 p.m.	Dinner
5:30 p.m. – 7:00 p.m.	License and Credentials
5:30 p.m. – 7:00 p.m.	Haywood/Golder Institute Graduation
5:30 p.m. – 7:00 p.m.	Council Committee Meetings
7:00 p.m.	Evening Service

ANNUAL SESSION *(Cont.)*

FRIDAY

9:30 a.m. – 10:00 a.m.	Prayer
10:00 a.m. – 11:00 a.m.	Morning Worship
11:00 a.m. – 1:00 p.m.	Diocesan Bishop Seminar
11:00 a.m. – 1:00 p.m.	Council Workshop/Seminar
11:00 a.m. – 1:00 p.m.	Single People's Alliance
11:00 a.m. – 1:00 p.m.	International Missions
1:00 p.m. – 3:00 p.m.	Council Business
3:00 p.m. – 4:30 p.m.	Bible Class
4:30 p.m. – 5:30 p.m.	Dinner
5:30 p.m. – 7:00 p.m.	Men's Ministry Evening Service
7:00 p.m.	Council Evening Service <i>(Ordination Service when needed)</i>

FRIDAY - Men's Ministry Annual Council

9:30 a.m. – 10:00 a.m.	Prayer
10:00 a.m. – 11:00 a.m.	Men's Ministry Service
11:00 a.m. – 1:00 p.m.	Seminar/Bible Class
1:00 p.m. – 3:00 p.m.	<i>Join Council Business Session</i>
3:30 p.m. – 4:30 p.m.	Men's Ministry Business Session
4:30 p.m. – 5:30 p.m.	Men's Ministries Chairmen's Meeting
5:30 p.m. – 7:00 p.m.	Men's Ministry Evening Service

SATURDAY

8:15 a.m. – 9:00 a.m.	Mandatory Corporate Prayer
9:00 a.m. – 2:00 p.m.	Christian Education
12:00 p.m. – 2:00 p.m.	Young Ministers' and Wives Meeting
1:00 p.m. –	Pentecostal Young People's Union
	• Open Air Outdoor Street Meeting (coordinated with the Evangelism Team)
6:30 p.m.	PYPU Evening Service

Section 1. There shall be given two hours at each session for private instruction to young ministers.

Section 2. a) The Christian Education Department shall be given the hours of 9:00 a.m. until 1:00 p.m. on Saturday to transact its business in regular sessions.

b) The Christian Education Department shall meet from 9:00 a.m. until 2:00 p.m. in the annual meeting.

Section 3. Thursday afternoon of each session shall be turned over to Bible Class promptly at 2:30 p.m.; at the Annual Council at 3:30 p.m. Further, the Chairman of the Council shall appoint the Bible teacher in the previous council session and the name of the teacher shall be included on the cards sent out by the secretary. (1953)
(Revised start time, 2018)

Section 4. At their request, the Ministers' Wives shall meet on the same day that the pastors meet, between the hours of 11:00 a.m. and 1:30 p.m. (1955) (2018)

Section 5. a) The hours of 12:00 noon to 2:00 p.m. on Saturday shall be given to the PYPU Young Ministers' meeting.

b) The Council goes on record as sanctioning the agreement made by the Christian Education Department and the Young Ministers' meeting. (1959)

Section 6. a) The Young Ministers' meeting shall be granted the status as an Auxiliary with such officers as are necessary for the proper functioning of same. (1973)

b) The Young Ministers shall be allowed to hold meetings whenever they are invited,

and shall be allowed to receive offerings for their treasury from such meetings, at the discretion of the pastor. Only ministers who have Northern District Council Fellowship Certificates and have their pastor's approval shall be permitted to participate in these meetings, according to our existing laws.
(1973)

Section 7. The "Annual Council Calendar" will begin with the October Council and end with the Annual Council the following June.

Section 8. Churches desiring to entertain the Council must submit written invitations indicating which Council Session they wish to host to the Council Secretary by the time of the business session by 11:00 a.m., Friday of the Annual Council.

Section 9. The inviting churches may express a second choice on the invitation, providing their second choice is for a later council session. (This will enable them to be reconsidered for a later Council Session if they so desire.)

Section 10. A "Council Calendar Committee" shall be appointed along with other committees to organize these council invitations so they can be voted on.

Section 11. Each Council Session will be voted on separately beginning with the October Council, followed by the March council and concluding with the next Annual Council.

Section 12. Voting procedures will be according to the will of the house during the Friday business session at the Annual Council.

Section 13. Once a church has been selected to entertain the council, that church will not be considered for any other session for the balance of the calendar year unless there is no other church asking.

Section 14. In the event a church cannot fulfill their obligation, sufficient advance notice must be given to the Council so that an alternate location can be selected and prepared. Advance notice shall be considered to mean from the preceding Council.

Section 15. Smaller churches are encouraged to join forces for the purpose of hosting the Council. (12/80)

Section 16. Following are the dates that shall be the new dates of the Northern District Council beginning with the Annual Council, which is as follows: The Annual Missionary and Christian Women's Convention will begin on the fourth Tuesday in June, to be followed by the Annual Council beginning Wednesday. (2018)

REGULAR SESSION

- a) The first regular session will be the Tuesday preceding the fourth Wednesday in March.
- b) The last regular session will be the Tuesday preceding the fourth Wednesday in October. (11/79, revised 6/88)

Section 17. The calendar for the Missionary and Christian Women's Convention of the Northern District Council shall be left entirely to the discretion of the Missionary and Christian Women, but this program must be cleared with the entertaining pastor (1955) **with the consent of the Diocesan Bishop.**

Section 18. The Men's Ministry will be in charge during the Regular Council sessions on Tuesdays from 9:00 a.m. through the evening service. At the Annual Council the Men's Ministry will meet on Friday in conjunction with other Council activities. They will break from their program to join the general body for the Council Business Session. (2018)

Section 19. During the regular Council sessions, the Ministers' Meeting and Pastors' Meeting is from 11:00 a.m. to 1:00 p.m. During the Annual Council, the Pastors' Meeting is from 11:00 a.m. – 1:30 p.m. and Ministers' Meeting is from 1:30 p.m. – 3:30 p.m. Pastors and ministers are requested to be present at the seminars. (1961) (2018)

Section 20. For the convenience of the Bishops, Suffragan Bishops, District Elders and officials who participate in the ordaining of ministers, ordination service shall be held by the Northern District Council in the Annual Council Sessions only (1976) [and/or at the discretion of the Diocesan Bishop. (2018)]

ARTICLE III MEMBERSHIP

- Section 1.** a) Lay membership shall be open to all members in good standing with the Northern District Council churches.
- b) Such lay members may be eligible to hold any office not normally held by ministers or missionaries.
- c) Such lay members shall have a voice in the ratification of legislation concerning only prudential affairs of the Northern District Council, i.e., anything other than of a spiritual nature.
- d) Such lay members who have technical skills and training shall be allowed to be included

on committees of the Northern District Council that handle only prudential matters.

- e) Such lay members shall be required to register annually with the Secretary paying the regulated dues of ministers and missionaries.
- f) Such lay members shall be issued badges designating that they are lay members.
- g) When a lay member becomes a member of the Council, he or she must first register with a letter of recommendation from his or her pastor.

Section 2. All widows who were members of the Council before they became widowed and who are more than sixty (60) years of age shall be given permanent honorary membership in the Council.

Section 3. Any person becoming a member of the Council shall have a recommendation from his pastor. (1947)

Section 4. All wives of deceased ministers, who are members of the Northern District Council, as long as they remain unmarried, and in fellowship with the Council, shall be given meal tickets and registration fees sponsored by the Council.

Section 5. All members over sixty-five (65) years of age shall be exempt from paying Council fees if in an indigent condition. Such persons must have a letter from their pastors confirming their indigent condition.

Section 6. a) Any member who is more than two years delinquent his dues shall be dropped to an inactive roll until dues are paid. Further, he is to have no voice or badge while in this inactive status. (1956)

- b) Any member who is delinquent for a period of years may be reinstated with the payment of three delinquent years plus the payment of the current year. (1965)
- c) The Secretary shall provide a registration table at a convenient location in the church and all registration shall take place there. (1970)

Section 7. Anyone representing the N.D.C. at any function, including the Summer Convention of the Pentecostal Assemblies of the World, Inc. must be a member of the N.D.C.

ARTICLE IV OFFICERS AND COMMITTEES

Section 1. a) Election of a Chairman for the Pastors' and Ministers' meetings shall be held every four years.

b) In the Pastors' meeting a secretary shall be elected to keep a record of the Pastors' and Ministers' meetings. (1956)

Section 2. a) The Board of Directors of the N.D.C. shall have as its principle function to represent the N.D.C. to conduct the business of the N.D.C. between Council sessions and to carry out any other business assigned to it by the N.D.C. **and consistent with the law of the P.A. of W. Minute Book.**

b) The Board of Directors of the N.D.C. shall have no inherent powers of its own, but derive all of its authority and power as stated in the Constitution and By-laws; or given to it by the N.D.C **and in harmony with laws of the P.A. of W. Minute Book.**

- c) **The Chairman of the Board of Directors of the N.D.C. shall be the Diocesan Bishop by virtue of his Episcopal appointment and according to the N.D.C. and P.A. of W. law.**
- d) The Board of Directors of the N.D.C. shall consist of ten (10) directors. The Directors shall be duly elected by the N.D. C. with the expectation that the following four (4) persons are designated as Directors by virtue of office:

Diocesan

Chairman

Vice Chairman (2018)

Secretary

Treasurer / Fiscal Manager (2018)

Chairman of Office of Compliance (2018)

Chairman of International Missions (2018)

Section 3. No man or woman shall be permitted to hold any office in the Council or any of its auxiliaries who have a questionable reputation. Further, anyone of such character holding office shall be displaced by declaring the office vacant and filling it by another person. (1950)

- Section 4.** a) Council officers will be elected by a majority vote. (1952)
- b) Elections may be held by means other than secret ballot whenever desirable.

Section 5. The President (or Chairman) and Secretary shall be empowered to sign all legal papers for the Council (1953) **with the consent of the Diocesan Bishop.**

- Section 6.** a) The Council shall appoint a Hospitality Committee. (1954)
- b) **The Chairman** shall be empowered to

appoint three persons to this committee to serve for one year.

Section 7. A Northern District Council Altar Committee shall be formed consisting of a chairman and vice chairman and three other members working in connection with the local ministry of the entertaining church on Thursday and Friday of each Council Session. **This committee is to be appointed by the Council Chairman,** who shall also instruct them as to their duties. They are to report to the Northern District Council Secretary all information given by each of the auxiliaries as to their meetings in each session. (11/97)

Section 8. The chairman of the Young Ministers' meeting shall be elected every four years.

Section 9. There shall be created the office of Assistant Treasurer and his or her name shall be listed to sign checks.

Section 10. The Chairman of the Council shall be empowered to appoint the Bible teachers who are to be notified in advance of the session in which they are to teach Bible Class, **with the consent of the Diocesan Bishop.**

Section 11. a) The appointment of sergeant-at-arms shall be the first order of business at each council session.
b) The sergeant-at-arms shall be given a special badge with the regular Council badge that they may be recognized as sergeant-at-arms in the council business session.

Section 12. a) A reporter shall be appointed or elected to be responsible to report the news of the Northern District Council to the *Christian*

Outlook, an official organ of the Pentecostal Assemblies of the World, Inc.

- b) The Chairman shall be empowered to appoint a reporter for the Northern District Council **with the consent of the Diocesan Bishop**.
- c) The reporter for the Northern District Council shall submit a report to the *Christian Outlook* following each Council, with the required \$10.00 cost of publication fee to be supplied by the Council for each of these reports.
- d) Upon completing the report for the *Christian Outlook*, the reporter shall request the required publication fee of \$10.00 from the Northern District Council Treasurer.

- Section 13.** a) A Pulpit Committee (Planning Committee) shall be appointed four (4) years to prepare a program and send or submit same to the officers of the Northern District Council for Thursday and Friday night services. This is to include guest choirs and musicians of each session.
- b) The Pulpit Committee (Planning Committee) shall consist of not less than three or not more than five members.
 - c) To rescind the view concerning the program committee, the Northern District Council Chairman shall be empowered to appoint this committee. An amended motion was made that it shall be a standing committee for the duration of the regular tenure of office.
 - d) Before an out-of-state speaker or choral group is engaged, it shall be cleared by the

Advisory Board; and/or by the Diocesan Bishop. (2018)

Section 14. No pastor of the Northern District council shall be eligible for any office of the Northern District Council unless he supports the Foreign Missionary program and Church and Extension Fund of the Pentecostal Assemblies of the World, Inc., and **must be screened by the Compliance Office.**

Section 15. During regular a session, the Council Board of Directors, Bishops, District Elders, Suffragan Bishops and Council Officers shall meet in a private session at 1:00 p.m.

During the Annual Session said officers shall meet Wednesday at 11:00 a.m. (2018)

- Section 16.** a) The meeting of Council officials shall be called the Advisory Board.
- b) Two members shall be added to the Advisory Board. These two members are to be nominated from the floor and elected by vote of the house. At least one of these shall be chosen from our younger pastors who are not novices. That is, they shall have pastored at least five years. This election is to take place every four (4) years. (2018)
- c) Ten (10) members shall constitute a quorum of the Advisory Board.

Section 17. a) The Northern District Council, as a member of the P.A.W., is responsible to support the requests of the national body, as are the auxiliaries of the Northern District Council, which are comprised of member churches of the Northern District Council.

- b) **All programs set forth by all auxiliaries of the Northern District Council shall be in the interest of the program of the Northern District Council. (1975)**
- c) Before any program shall be designed to raise funds for any purpose, or the pursuit of any philanthropic endeavor beyond the limits of the Northern District Council, it shall be submitted to the Northern District Council Advisory Board. If approved, a full accounting shall be made to the Northern District Council Advisory Board. (1975)

ARTICLE V REGULATION OF OFFICERS

Section 1. a) DIOCESAN:

The Diocesan shall be the appointed Executive head of the diocese and shall perform such duties as prescribed to him by the parent body and shall be amenable only to the parent body. This is not to conflict in any way with the P.A. of W. law, Article 15, Section 3, Subsection (a) and (b) in their entirety, on p. 31 and 32 of the 1963 P.A. of W. Minute Book.

- b) The Diocesan Bishop shall be responsible for all secular matters of the N.D.C. between Council Sessions.
- c) **The Diocesan Bishop shall have Executive privilege to issue Executive Orders, which are in harmony with the P.A.W. Minute Book and benefit the Mission of the N.D.C as he may deem necessary.**

Section 2. a) CHAIRMAN: The Chairman of the Council shall be the elected Executive of the Council.

- b) The Chairman shall preside or be responsible for the Council business meetings.
- c) **The Chairman shall have the power to appoint all committees and shall be the ex-officio member of all committees.**

Section 3. VICE CHAIRMAN: The Vice Chairman shall preside in the absence of the Chairman and shall perform such duties as may be prescribed to him by the Executive Board or the Chairman of the Council.

Section 4. a) SECRETARY: The Secretary shall take all minutes of meetings and keep all records in books belonging to the Northern District Council.

- b) The Secretary must make a full report of all business transacted at every Council meeting.
- c) The Secretary shall send all notices in regard to Council meetings and perform such duties as may be prescribed to him or her by the Executive Board.
- d) The Secretary shall include the telephone number of the entertaining church of the Northern District Council when notices are sent out. (1963)
- e) The Secretary must when required to do so by the Council, affix their legal signature to all documents as prescribed by the Northern District Council of the P.A.W., Inc.
- f) The Secretary of the Northern District Council shall be authorized to make up a supply of membership cards. (1967)
- g) The Secretary shall be empowered to purchase and have printed suitable stationary, with council letterheads, for official usage. (1944)

- h) Application blanks, questions and correct-answer sheets, paper, pens, pencils and all necessary equipment shall be provided to the Credential Committee at each Council Session, the above-mentioned items to be in the possession of the Council Secretary.

Section 5. ASSISTANT SECRETARY: The Assistant Secretary is to act in a similar capacity in the absence of the Secretary and shall perform such duties as prescribed by the Executive Board or Secretary.

Section 6. a) TREASURER: The Treasurer must make a full report of all business transacted, including receipts and disbursements at every Council meeting.

- b) The Treasurer shall keep, in books belonging to the Northern District council, all monies and render receipts for same to the Secretary.
- c) The Treasurer shall submit a report, whenever requested by the Executive Board, of all receipts and disbursements, and of the existing financial status of the council.
- d) The Treasurer must when required to do so by the council, affix their legal signature to all documents as prescribed by the Northern District Council of the P.A.W., Inc. (1963)
- e) The Treasurer shall cooperate with the president on all non-current expenditures and shall then notify the Secretary of such expenditures.

Section 7. a) Whereas we have striven in the Northern District Council to regulate most important offices so that they may be served by those bringing the most seasoned experience possible to the offices, and;

Whereas all of the most important offices of our Council are so regulated with the exception of the Advisory Board and the Board of Directors;

Those that fill these offices must have been in the Council for five (5) consecutive years. (1970)

- b) **The Treasurer shall be under the supervision of the Office of Budget and Finance as designated by the Diocesan Bishop.**

Section 8. ASSISTANT TREASURER: The Assistant Treasurer is to act in a similar capacity in the absence of the Treasurer and shall perform such duties as prescribed by the Executive Board or Treasurer.

ARTICLE VI VOTING

Section 1. Whereas, there have been some few problems with our voting procedures as to who shall be eligible to vote in our voting process, and whereas, there is usually a great new influx of new members registering at the time of voting causing a somewhat inequity of fairness;

The Northern District Council shall set up a voting registry of eligible requirements for voting members, and no member shall have the right to cast his or her vote unless he or she has become a registered Council member at least on two previous Council Sessions prior to election time. (1975, revised 1986)

Section 2. Each eligible voter shall supply the registrar with his or her Council card for proof of voting eligibility, during the time allotted by the Council for registration.

Absolutely no member is eligible to cast his or her vote at the time of election, unless properly qualified as so stated in this resolution. (1975)

Section 3. Issues relating to voting, elections and procedures related to all council Auxiliaries, ministries, etc. shall be adjudicated by the N.D.C. Compliance Department.

- a) The Compliance Department will determine legal eligibility issues and issue recommendations for remediation.**
- b) The Diocesan Bishop will have the final authority with his cabinet to determine all issues of eligibility after receiving Compliance Department recommendation for remediation (Remediation report).**

Section 4. a) Effective after JUNE 2014 elections of all Council Officers. The nominations are to be made in the March Council by the Advisory Board and may have additions from the floor. This will allow time for the Secretary to make an ample supply of ballots between the Councils for the Annual Council. A ballot committee shall be appointed by the N.D.C. Chairman to oversee the election process. After elections have been held, the ballot committee shall report election results during the Friday evening session of said council.

Section 5. The term of office for N.D.C. officers is four (4) years with no more than two (2) consecutive terms to be served. This provision will apply to each auxiliary of and bring the N.D.C. into conformity with the terms served by

national officers of the Pentecostal Assemblies of the World, Inc.

Section 6. A voting eligibility list shall be provided to the ballot committee by the Secretary. When the list shows that a N.D.C. member has been a member of the N.D.C. at least two (2) councils previous to the time of official voting, he or she shall be eligible to be included on the eligibility list.

Section 7. The Northern District Council membership card shall be used as the proper identification for voter eligibility. **Persons absent in the March Council with a validated membership card will have the right to register until noon on voting day.** We recommend the Chairman at this council previous to the June Council appoint two (2) individuals as official Northern District Council voting registrars at the time other committees are appointed. It is the responsibility of the Council member to register with the official registrars during the March Council.

Section 8. If a Council member should lose his or her card or leave it, he or she must obtain a duplicate card from the Secretary for a fee of \$1.00 by no later than noon of Election Day.

Section 9. We recommend that under no circumstances will there be any provisions for absentee ballots. (2/28/75)

Section 10. The Compliance Department shall have the authority to intervene and make recommendations on all issues pertaining to elections.

ARTICLE VII OFFERINGS AND COUNCIL FINANCE

Section 1. All monies given by the Northern District Council to help its members and churches shall have the approval of an investigating committee called Budget and Finance Dept.

Section 2. The Council shall assist any church or members whenever it is shown that such assistance is required and in accordance with current N.D.C. laws.

Section 3. At each regular session an offering shall be lifted for Foreign Missions. (1989)

Section 4. The Office of Budget and Finance shall be established consistent with the P.A. of W. national office.

- a) Budget and Finance shall have oversight over the N.D.C. Treasurer and all treasurers of every auxiliary (ministry) in N.D.C.
- b) Bishop of the Diocesan shall direct this office according to the laws of N.D.C., its mission and the P.A. of W. Minute Book.

Section 5. The N.D.C. will go on a budget system. Each auxiliary will submit a budget annually to the Budget and Finance Committee for approval. A voucher system will be used in administering the budget.

- Section 6.**
- a) Each pastor shall bring or send a report of his work, accompanying it with an offering. (1940)
 - b) A minimum representative offering to the Council shall be \$75.00.
 - c) Each church in the Northern District Council will report representation fees as follows:

Membership of 201 or more	\$700.00
Membership of 101-200	\$500.00
Membership of 51-100	\$300.00
Membership of 50 or less	\$ 75.00

At each session every pastor on the Advisory Board shall give a one hundred dollar (\$100.00) love offering. (1990)

- d) Each Advisory Board member will contribute \$300.00 and each Emeritus Advisory Board member shall contribute \$100.00 at each N.D.C. session (2018). This is not applicable to non-pastors.

Section 7. The stipend for N.D.C. officers shall be as follows per Council:

Diocesan:	\$6000
Chairman:	\$3000
Vice Chairman:	\$1500
General Secretary:	\$1500
General Treasurer:	\$1500
Asst. Gen. Secretary:	\$ 750
Asst. Gen. Treasurer:	\$ 750

Section 8. The Northern District Council shall stand behind all churches of the council to help supply all financial obligations incurred thereby, the same to be raised by the council while in session. (1947/1990)

Section 9. a) The following delegates are allowed a maximum stipend of \$800.00 to attend the Annual Summer Convention of the Pentecostal Assemblies of the World, Inc.

N.D.C. General Secretary
N.D.C. General Treasurer
District Elder Delegate
N.D.C. Lay Delegate
N.D.C. Auxiliary Delegate

- b) Delegates shall always be sent according to the laws of the Northern District Council. (1969)
- c) **All Council officers and leaders who receive stipends shall be encouraged, but not required to give tithes of 10% to N.D.C.**
 - **Tithe will be allocated to the N.D.C. Endowment Fund at the close of each council.**
- d) **The N.D.C. Advisory Board shall appoint a committee to sponsor or organize an annual fundraiser for the N.D.C. Endowment Fund. Goals shall be determined by the committee and ratified by the Advisory Board.**
- e) The presidents of the following N.D.C. auxiliaries shall receive a maximum stipend of \$800.00 (2018) to cover expenses at the Annual P.A.W., Inc. Summer Convention:
 - Missionaries
 - Men's Ministry
 - Christian Education
 - Young People Union
 - Ministers Wives Ministers' Widows
- f) **The N.D.C. Chairman** is to receive funds for the Annual P.A.W. Summer Convention in an amount to cover all expenses.
- g) The N.D.C. Coordinator shall receive a stipend of \$250.00 for each Council session

plus up to three (3) nights lodging when the council is held more than 50 miles from the residence of the coordinator.

Section 10. Annual registration fees for N.D.C. auxiliaries are as follows:

Missionary and Christian Women	\$25.00
Missionary and Christian Women Convention	\$25.00
Men's Ministry	\$20.00
Christian Education:	\$ 5.00
• Youth (12 and under)	\$ 1.00
Single People's Alliance	\$ 8.00
Young People:	
• Adults	\$10.00
• Teens (13-18)	\$ 7.00
• 12 and under	\$ 5.00

Section 11. Whereas, it is the general desire of this Council to create a unified fellowship among all of its membership by including them in the function of the Council wherever possible, and whereas many of our sister councils are already functioning in this manner, the Northern District Council shall elect a delegate each year from the general body of this Council membership, apart from the District Elders. (1972)

Section 12. The price of tickets for meals and snacks will be left up to the individual churches.

Section 13. a) The Council shall appoint a committee to draw up a questionnaire for the purpose of meeting the needs of all Council members requesting financial aid for their church, and the Investigating Committee shall be

required to make their decision based on said questionnaires. (1945)

- b) In giving money to churches, a request shall be made for repayment if and when God so blesses as to make repayment possible, it being left to the conscience of the individual pastor as to whether it is possible to comply this request. (1953)
- c) **The Compliance Department of the N.D.C. shall handle all matters pertaining to council member financial aid requests and bring a report of their finding with a recommendation to the Advisory Board.**

Section 14. Due to the increase in operational costs, the registration fee (badge) shall be \$10.00 per council session and council membership is \$40 once every two years. (2018)

- Section 15.**
- a) Monies coming into the Northern District Council proper shall be banked in one bank account.
 - b) The Treasurer, as well as, the Assistant Treasurer, shall be authorized to withdraw funds for the Council in cases of emergency. (1967)
 - c) **90/10 Rule: Ten Percent of income per council has to remain with auxiliary account. Budget cannot exceed ninety percent of income.**

Section 16.

- a) Each auxiliary of the Northern District Council shall pay tithes of their total income, with the exception of the officers.

These funds shall be sent to the Treasurer at the close of each auxiliary session. (1967)

- b) Clarifying the position of the Young People's Auxiliary as to the above legislation, it is recommended that the only amount to be tithed shall be the receipts in their regular Council sessions, offerings taken for their officers and guest speakers being the exception. (1967)

Section 17. a) We recommend that the SOS Committee be dissolved and a new committee be formed under the name of the "Church Extension Committee." Its duties shall be defined by the Advisory Board and members be appointed by the Chairman of the Council.

- b) **The Church Extension Committee is expanded to encompass Home Missions. This new committee shall be known as the Home Missions/Church Extension Committee. Its duties shall be defined by the Advisory Board and its members shall be appointed by the Chairman of the Council.**

DUTIES OF THE COMMITTEE

- a) To investigate the feasibility of any proposed work for the church extension program.
- b) Act as a search committee to initiate target areas for the Church Extension program.
- c) Secure facilities in which to hold temporary meetings.

- d) To protect Northern District Council interests in any financial transactions. If a suitable place has been found, the Northern District Council Chairman shall have the authority to authorize the committee to disburse the Church Extension funds between councils. (3/83)
- e) To financially support the local churches under procedures and guidelines established by the N.D.C. Advisory Board.

Section 18. Fifty percent (50%) of all growth on investments shall be placed in a conservative investment geared toward the preservation of capital.

Section 19. Upon his decision to retire as diocesan, a retirement stipend, an amount to be determined, shall be granted to our present diocesan. This stipend shall not be less than \$500 per month.

ARTICLE VIII NORTHERN DISTRICT COUNCIL DIRECTORS OF AUXILIARIES

NOTE

Reporting Requirements

Every Council Agenda

Each auxiliary shall have a **director** whose term coincides with elected offices. **This director shall be appointed by the Diocesan Bishop according to his appointment authority given in the P.A.W. Minute Book** from the roster of District Elders and Suffragan Bishops.

Each Director shall be limited to two consecutive terms (four year terms) in that particular auxiliary. The Director shall make a report of the auxiliary to

the Advisory Board in each council session. The report shall cover both activities and finances.

The Auxiliaries involved shall be as follows:

Missionary and Christian Women's Auxiliary
Men's Ministry
Christian Education Association
Pentecostal Young People's Union
Usher Board
Ministers' Wives Ministers' Widows
Home Mission/Church Extension
Nurses and Evangelists (9/80)

We recommend that the Northern District Council Directors of the various auxiliaries be empowered to have input as to the speakers of their respective services and that the Director bear the responsibility of informing the Pulpit Committee (Planning Committee) prior to the printing of the program so that the names will be included. (9/83)

ARTICLE IX MINISTERS

Section 1. Inasmuch as the chairman of these various Ministers' meetings must conform to and be a staunch supporter of the Pentecostal Assemblies of the World standards, law and principles, the chairman must be elected from the Council roster of Suffragan Bishops and District Elders. (1963)

Section 2. The Vice Chairman elected to serve these various ministers' meetings must have at least five (5) years of pastoral service. (1963)

- Section 3.** a) Not only the Chairman, but the officers of the various ministers' meetings shall be elected according to the recommendations of the Pulpit Committee (May 31, 1963) (Planning Committee) and **the Compliance Department.** (June 2014)
- b) Each of these ministers' groups shall elect their eligible officers in their own meetings. (1963)

Section 4. In light of the steady decline of our ecclesiastical dignity, and in order to preserve the same, we feel it highly necessary that this condition be rectified and do hereby recommend that the chairman be empowered to appoint a committee to devise means by which to regulate the qualifications and promotion of ministers (1963) with the Diocesan Bishop's final approval.

Section 5. Report of the committee to regulate the qualifications and methods for promoting ministers: (1964)

- a) When an individual feels that he is called to the ministry, he must first report this call to his pastor. He must attend Bible classes regularly for fifty-two weeks (records must be kept). He must read the Bible through at least once. During this period of study, he must not be given any ministerial title, but may be considered a student.
- b) During this time, he may, at the discretion of his pastor, work with the Young People's group or any other group that the pastor allows, in his home assembly. There should be an examination in his home assembly at the end of this study. When this shall have been satisfactorily accomplished, they shall then, according to existing laws, be permitted

to apply for Fellowship Certificate with the Council. They may at this time use the title of MINISTER. When they become eligible and obtain a license with the Pentecostal Assemblies of the World, they then use the title ELDER. Anyone applying for fellowship papers must first be a member of the Northern District Council.

- c) He should not be allowed to have a seat in the pulpit regularly until he receives his Fellowship Certificate. This applies to local churches. He shall not take a seat in the pulpit in the Council meetings at least until all licensed and ordained ministers present are seated.
- d) To obtain a Fellowship Certificate with the Council, the candidate must make his application through the Credentials Committee, which shall make certain that he has fulfilled these requirements and be screened by the N.D.C. Compliance Department who may make recommendations for additional training through the N.D.C. Aenon Bible College Department of Transformational Leadership
- e) Any such individual that changes his/her membership to another local church must complete these same requirements in his/her new church affiliation.
- f) All ministers who are eligible for the Fellowship Certificate shall be required to obtain these certificates to be permitted to preach in our churches.
- g) The price of Fellowship Certificates shall be raised to \$25.00 per year.

- h) The missionary papers issued by the Northern District Council shall be raised to \$25.00 per year. (2018)
- i) No pastor shall permit a local minister from another church to preach in his/her church unless he has a Fellowship Certificate.
- j) The word "baptize" shall be stricken from the Fellowship Certificate and new certificates shall be printed. Anyone who has received a certificate for the current year shall exchange it for a new one. (1973)
- k) Applications for the opening of a new work shall be made to the Advisory Board, with the written recommendation or permission of the applicant's pastor.
- l) Anyone starting a new church in any area of the Northern District Council will not be permitted to accept members from any local church within a radius of 30 miles of said church for a period of one (1) year; this is to mean one (1) year from the actual opening and not from the time permission was granted. This is not to include members of his/her immediate family who may wish to go with him/her. (1973)
- m) A copy of these requirements should be given to each pastor, who shall be responsible to inform each of his prospective ministers of these Council requirements.
- n) **All Christian workers of every N.D.C. church that work in any office of helps, assisting the pastor of a local assembly shall be eligible and encouraged to obtain fellowship papers with the N.D.C., including: choir members, ushers, altar workers, baptism workers, hospitality, clerical, transportation, etc.**

Section 6. Inasmuch as the scripture says that the minister should be an example of the believers, after obtaining their papers, Fellowship Certificates, license or credentials, all ministers shall be subject to the following rules and regulations:

- a) All ministers must continue to consistently support their home church and be subject to its authority.
- b) All ministers must have active membership in a P.A.W. church.
- c) No minister shall presume to counsel members of any of our churches except when specifically authorized by the pastor.
- d) No minister shall go to preach away from home without first receiving the approval of his pastor.
- e) Inasmuch as all local ministers who are licensed with the P.A.W. must have the consent of their pastor in order to leave his service to serve another, we recommend that if he or she is not under discipline, the pastor should not deny the licensed minister the right to go and serve.
(1975)
- f) All ministers shall make themselves available for any service requested in their home churches.
- g) No minister shall be permitted to open a new work until he or she becomes licensed with the Pentecostal Assemblies of the World.
- h) Any minister failing to comply with the above rules and regulations shall be reported by his or her pastor to the Advisory Board of the Northern District Council. (1966)

Section 7. No minister shall be considered for election as pastor in any of our churches in case of vacancies unless he or she has advanced at least to the position of having had a Fellowship Certificate and has been active with the same with the Northern District Council for at least one year.

Section 8. No minister shall be officially installed as pastor until he or she has obtained license with the Pentecostal Assemblies of the World **and met the requirement of Section 12.**

Section 9. No pastor affiliated with the Northern District Council of the Pentecostal Assemblies of the World shall be permitted to take his or her church out of the P.A. W. without a two-thirds vote of the bonafide members of his church. Further, each pastor shall incorporate into his church laws that the church can only disaffiliate with the P.A.W. and affiliate with any other organization by a two-thirds majority vote of all the members of the church.
(1957)

Section 10. The Council forbids any minister to perform any marriage ceremony for a couple that belongs to another church without being authorized to do so by their pastor.
(1946)

Section 11. All persons having knowledge of any minister who fellowships anyone who bears not the gospel shall bring them before the Grievance Committee. (1945)

Section 12. Compliance of N.D.C. and P.A. of W. Manifesto. All members must be screened by the

Compliance Department and meet all requirements to hold and be qualified to run or be elevated to any N.D.C. or P.A. of W. office.

Section 13. Any N.D.C. minister who wishes to be notified about the death of another P.A.W. minister shall list his name with the Secretary.

ARTICLE X

PENTECOSTAL YOUNG PEOPLE'S UNION

- Section 1.** a) The Young People's Union shall elect their State officers and conduct all business at the Annual Council meeting every four years.
- b) The Northern District Council Young People's Director shall be the supervisor of the Young People's Union.

Section 2. The P.Y.P.U. shall be allowed to continue their district meetings as usual and the young people shall be allowed to gather in any pastor's assembly, with their permission, at any time they wish for spiritual worship and glorifying God.

Section 3. The P.Y.P.U. shall continue their Annual meetings as heretofore.

Section 4. Inasmuch as the young people are subject to their pastors, the Young People's division of the Northern District Council requests the cooperation of the pastors in not planning any special meeting or revivals during the time of the Annual State Young People's Convention, which is scheduled each year the last week of September, so the young people will be free to attend their convention.

Section 5. Upon appeal, the Young People shall be granted permission to form a chorus. This chorus will sing only during the young people's session in the Council and during their Annual Young People's Convention. There shall be no outside speakers or choirs without Advisory Committee approval. (9/93)

Section 6. The Pentecostal Young People's Union of the Northern District Council shall elect an Advisory Committee to act in an advisory capacity to the young people. This board shall be comprised of three members as follows:

1. Present Chairman of the Young People
2. Past Chairman of the Young People
3. A pastor appointed by the Diocesan Bishop or his designee

Section 7. The Chairman and Vice Chairman of the P.Y.P.U of the Northern District Council shall be members of the Council by virtue of their position. (1964)

Section 8. The Second Vice Chairman of the Young People's auxiliary shall become a participating member in the Northern District Council. (1966)

Section 9. Compliance N.D.C. and P.A. of W. Manifesto.

SEE PAGE 22 & 81

Section 10. The young people shall be granted the right to have separate facilities for their Saturday night services when the host pastor's invitation provides for such an option. The State Youth Department will be responsible for all expenses of said options. (9/82) When the host church is not used for night service, the youth department will give a donation to the host church. (9/93)

ARTICLE XI
REVISED CONSTITUTION OF THE
BROTHERHOOD AUXILIARY OF THE
NORTHERN DISTRICT COUNCIL PENTECOSTAL
ASSEMBLIES OF THE WORLD

Section 1. Name: The name shall be called Men's Ministry Auxiliary of the Northern District Council.

Section 2. Purpose:

- To foster the spirit of brotherhood throughout the Northern District Council, and to assist in spreading the gospel more effectively.
- To assist, help and encourage the formation of Men's Ministry Auxiliaries in local churches.
- To meet and report in each session of the council, and to aid each church in producing good works.

Section 3. Compliance with the N.D.C. and P.A. of W. Manifesto.

SEE PAGE 22 & 81

ARTICLE XII
MISSIONARY AND CHRISTIAN WOMEN'S
AUXILIARY

Section 1. The Missionary and Christian Women's Auxiliary of the Northern District Council shall be granted permission to hold a Missionary Convention annually. (1947) The Northern District Council Missionary and Christian Women's Auxiliary shall be granted permission to elect a treasurer.

Section 2. Inasmuch as the Missionary and Christian Women's Auxiliary is supported mostly by women of this district, in the future all officers of the auxiliary shall be women. (1963)

Section 3. There shall be no seminar on Missionary Day in each council, inasmuch as the chosen speaker, thus far, has not been present and the hour is therefore wasted and could be used constructively by the sisters. (1964) There shall be no outside speakers or choirs without Northern District Council Advisory Board approval. (9/93)

ARTICLE XIII DISTRICT RALLIES

Section 1. There will be two (2) District Rally nights held during the Regular Council sessions. The services will be held between 5:30 p.m. and 7:00 p.m. of each council session. The services will be conducted by two (2) district elders of the N.D.C.

ARTICLE XIV USHER BOARD

Section 1. The Northern District Council shall grant permission to recognize a Northern District Council Usher Board to serve at each session of the Councils proper, auxiliary sessions not included. (1966)

Section 2. The Northern District Council Missionary and Christian Women's ushers shall be authorized to become the Northern District Council Ushers Auxiliary to serve the Northern District Council and its auxiliaries. (4/1/82)

The time that they have met previously at the Missionary and Christian Women's Auxiliary is to be given to them. (4/82)

A stipend of \$25.00 is to be paid to chairpersons of the N.D.C. Usher Board whenever the council is within a 50 mile radius of their home. If outside a 50-mile radius, the stipend is \$50.00. (11/92)

ARTICLE XV NURSES' GUILD

Section 1. The Nurses' Guild shall be formed to become the Northern District Council Nurses' Guild. The Nurses' Guild auxiliary shall serve the Northern District Council and its auxiliaries.

A time that they have met previously in the Missionary and Christian Women's Auxiliary is to be given to them. (4/82)

A stipend of \$25.00 is to be paid to Nurses Guild Chairperson whenever the council is within a 50-mile radius of their home. If outside the 50-mile radius, the stipend is \$50.00. (11/92)

ARTICLE XVI EVANGELISTS

Section 1. The newly organized Evangelists of the Northern District Council shall be officially recognized as an auxiliary of the Northern District council.

Section 2. The Evangelists, as a group, according to their desire, shall make a financial report at each council meeting.

Section 3. If at all possible, all of the Evangelists shall be asked to attend the Ministers' class during the council session Thursdays or Saturdays if they are not officers of the Christian Education Department.

Section 4. No one in the Northern District Council churches shall be permitted to bear the title of "Evangelist" who is not duly called by God and recommended by his pastor and sanctioned by the Northern District Council. (1972)

ARTICLE XVII STATE EVANGELISTS

Section 1. All licensed or ordained ministers who are not Assistant Pastors or auxiliary chairpersons in good standing with the N.D.C. and their local church are declared eligible to run as a candidate for the State Evangelist in the N.D.C.

Section 2. The number of State Evangelist shall be increased to six (6) reflecting two from the Eastern District; two from the Western District; two from Central geography of the N.D.C.

POLICIES AND PROCEDURES

REGIONAL MEETINGS

- Regions of the Northern District Council will hold a regional meeting once a year and it shall be held during one of the months prior to a N.D.C. session.
- Regional meetings are designed for fellowship only. The Suffragan Bishop will be the speaker at the meeting or whomever he or she selects.
- The Regional Suffragan Bishop will select the district elder that will host the Regional Meeting each year.
- The district elder hosting the meeting and staff (pastors in the district elder's district) will be in charge of making the regional program with the approval of the Regional Suffragan Bishop.
- Each Suffragan Bishop shall include his or her own local church in his Regional Fellowship Meeting and shall be excluded from the meeting of his or her Suffragan Bishop.
- Each District Elder shall include his or her own local church in his Regional Fellowship Meeting and shall be excluded from the meeting of his or her Suffragan Bishop.

Speakers and Host Church Stipends

- An offering will be received at the Regional Meeting for the speaker and a love offering for the host church. The other finances will go to the host district of the Regional Meeting. The meetings should rotate among districts.
- Each region should focus upon building their region and meeting its obligations in supporting the Northern District Council:
 - Raise an offering for the host church

- Give an offering to the guest speaker (see NDC honorarium guide rule)
- Prepare for the future goals of the region
- Ten percent(10%)of all offerings received in regional meetings shall be contributed to the Northern District Council (90/10 Rule)

DISTRICT MEETINGS

- Each District Elder shall include his or her own local church in his District Fellowship Meeting and shall be excluded from the meeting of his or her district elder.
- District elders are to have District meetings prior to each council session. Also, all pastors should receive visitations from the assigned district elder.

FINANCIAL PLANNING

The budget of ALL programming is due in advance to the N.D.C. Office of Budget and Finance. Effective immediately, please submit your budgets at least 30 days prior to the first day of the Council session.

CONTRACTS

All legally binding contracts MUST be reviewed by Auxiliary Directors and submitted to the Advisory Board for prior approval. Because these items are time sensitive, be advised early submission is key to the success of your program. ALL contracts entered into otherwise will be a violation of N.D.C. policies and procedures.

COMPLIANCE

Forms will be made available to all Auxiliary Chairs and Directors that must be signed stating that they have read, understand, and will comply with ALL N.D.C. Policies and Procedures.

CONFIDENTIALITY, PRIVILEGE, AND RISK MANAGEMENT

The pastor's obligation to maintain confidentiality is not only a moral obligation, but also often a legal one.

Confidentiality places a duty on clergy not to disclose information shared with them in private. Confidentiality is also the ethical and often legal responsibility to safeguard congregation members from unauthorized disclosures of information given in the context of a confidential pastor/parishioner relationship. Historically, pastors have had only a moral obligation to maintain the confidentiality of information given to them by congregation members. In recent years, however, people have brought an increased number of lawsuits against pastors for invasion of privacy and other tort claims arising out of the disclosure of confidential information by a pastor or other church official. The result of these suits has brought recognition that the obligation to maintain confidentiality is not only a moral obligation, but also often a legal one. This document will focus on pastoral confidentiality as it applies in a variety of church settings.

Church Board Confidentiality

In most legal relationships or transactions, we deal with one another with what the law generally calls an "arms-length" status. This means we have no special duty or requirement to protect the other person or warn him if he is about to engage in conduct that is unwise or not in his best interests. In certain situations, however, the law does require a higher standard of conduct. We refer to such situations as having a

fiduciary duty. Officers and directors of a corporation, including a nonprofit corporation such as a church or ministry, also owe a fiduciary duty to that corporation.

So what is fiduciary duty? It is the duty to act in the best interests of the church even if doing so may not be in the best personal interests of that officer or director. Fiduciary duties include the duty of loyalty.

Within this duty of loyalty is the responsibility to maintain confidentiality. This means the director needs to hold all information he learns by virtue of his position on the board of directors in confidence. A director should not disclose information regarding church affairs unless the church has already made a public disclosure or the public already commonly knows this information. This is especially important in the case of financial information and future plans of the church.

One specific example of why it is important for board members to always maintain their fiduciary duties, particularly the duty of loyalty, is because from time to time board members may receive information that is protectable under the attorney-client privilege. The courts will waive the protections available to preserve these confidential communications if a board member discloses them outside a proper venue.

Breaches of the duty of loyalty can result in personal liability for directors, although some states have legislatively limited the liability of volunteer directors in some circumstances. Some organizations have Directors and Officers Liability Insurance that may protect directors from personal financial liability in certain situations.

Most courts view whether or not a pastor or board member violated fiduciary duty based on the individual facts and circumstances of each case. They will judge a church officer's conduct on what an ordinary and prudent officer would have done (or not done) under similar circumstances.

HIPAA and Confidentiality

The Health Insurance Portability and Accountability Act (HIPAA) creates nationwide standards related to the collection, retention, and uses of employees' health information. The basic idea behind HIPAA is that employers may not use or disclose an employee's private health information without the employee's written consent except for certain narrowly defined purposes generally related to treatment, payment, and health operations.

Does your church have to comply with HIPAA? The answer, a favorite of lawyers everywhere, is, "It depends." The area where this issue tends to come up is with administration of the church's health plan. Churches that self-administer health plans and have over 50 participants are subject to the privacy- protection rules of HIPAA.

Churches that are subject to HIPAA will need to create, document, and implement a privacy plan to ensure they keep employees' private medical information confidential. This written plan needs to include designation of a certain employee as the plan's "Privacy Official" to administer the plan, creation of a privacy-training program, and creation of internal guidelines and procedures to ensure that they protect private health information by making sure no unauthorized persons see it. The plan should also include documenting authorized uses for the information, creating

an inspection and copying process, creating a record-keeping procedure, creating notices regarding information practices, and having a complaint process. The law has specific requirements in each area. Some churches may decide the costs and risks associated with administering their own plan are not in the organization's best interests and obtain a fully insured plan administered by third parties.

As a general proposition, the church should be careful that the designated privacy official is not involved in hiring, firing, promoting, or demoting fellow employees. Imagine a situation where the privacy official, acting also as the church's human resources director, decides not to promote an employee from assistant business manager to the controller position, or is the person who advises the employee of this decision. Imagine further that this employee knows this same privacy official just finished processing the employee's claim for health benefits related to a heart condition. If the employee were to conclude that the church denied the promotion for fear the increased demands of the new position might cause the employee to suffer a heart attack, that employee might make a claim to the government for violation of HIPAA.

HIPAA does not provide for a private lawsuit remedy, but it does allow for someone to lodge a complaint that would initiate a government investigation. Anyone, not just the employee who alleges his employer violated his privacy, can initiate a complaint. In addition, the government, on its own initiative, may initiate an investigation without a complaint, picking the church to be investigated at random if it desires.

Upon launching an investigation, the government will want to inspect the church's written HIPAA plan. The church

must maintain HIPAA records for 6 years either in written or electronic form. Also, while a HIPAA violation may not allow for the filing of a private lawsuit, a person could use HIPAA regulations as the basis for a private lawsuit alleging other claims such as invasion of privacy or another civil violation.

So what about churches that do not self-administer their own health plans? Employers, as a general rule, are not considered to be covered under the HIPAA requirements.

The real key, though, is what uses the church makes of employee health information. At the least, the church should conduct an internal review of its access to or use of health information and create a memorandum detailing that review and any conclusions reached (such as that the church does not make use of employee's private health information and therefore does not have need to create a HIPAA plan). If the church is in any way involved in collecting or giving out health information — such as a church that has a fully insured health plan but that fulfills some administrative functions or monitors benefit utilization — then it needs to think about HIPAA regulations.

Many churches wonder whether HIPAA prohibits them from discussing a congregant's health issues with other members. For instance, if a member is in the hospital, is the church permitted to list the member in the prayer request section of the church bulletin? HIPAA does not prohibit this type of disclosure. The church, however, needs to consider the purpose behind HIPAA before it or its ministers divulge information regarding a member's health-related issues. Simply put, the purpose of HIPAA is to give an individual protected right over his health information and set rules on who can look at and receive his health

information. So before you discuss a congregant's health issues with other members, consider whether you have the congregant's permission or whether the information is something that needs to remain confidential. Rule of thumb: Keep the information confidential unless the individual or immediate family gives you permission to share.

Clergy-Penitent Privilege

The clergy-penitent privilege is the legal mechanism that prevents clergy or counselors from being required to disclose confidential communications in a court proceeding. This privilege belongs to the person who disclosed the information and is designed for his protection, rather than for the protection of the clergy.

One important exception to the privilege rule deals with the issue of suits affecting the parent-child relationship. In mental health counseling, it may be possible to uncover information that concerns a child and that is the subject of a pending lawsuit. This exception makes it critical for a church that provides counseling services to distinguish what type of services it is providing and to understand the difference it makes to the congregation.

If the counseling is pastoral or spiritual counseling only, in many states the only exception for divulging information is for reporting child abuse. If the counseling is mental health counseling, lawyers can argue that the exceptions of the mental health privilege would apply, and the court could compel the counselor to divulge the information in a suit involving a parent-child relationship. Failure to differentiate between these could give rise to liability on the part of the church and the counselor, for example, based on the lack of informed consent, if pastor/counselor

inaccurately led the person he was counseling to believe that nothing he tells the pastor/counselor can ever be revealed.

Another situation in which the privilege would not apply is when the individual or someone authorized to act on his behalf signs a written waiver of the right to the privilege or confidentiality. This eliminates the privilege and the information is subject to disclosure. If a parishioner waives this privilege, the pastor has no legal grounds for withholding the information and must disclose it upon proper request.

Note that any waiver of the privilege that a pastor or counselor uses must be clear and specific, so the person understands that anything told to the pastor/counselor will not be kept confidential if requested by a third party. This does not change the confidential nature of the communication or records, but does prevent the counselor and the counselee from claiming these communications are “privileged.”

In summary, while each state’s privilege rules differ, every state has some form of privilege for communications made to a member of the clergy in the context of a confessional or penitential communication.

Child Abuse Reporting

All 50 states have enacted child-abuse laws that define responsibilities in protecting vulnerable children from abuse and neglect. Most state statutes define child abuse to include physical and emotional abuse, neglect, and sexual molestation.

Some states now include parental substance abuse and abandonment within their definitions of child abuse. States ordinarily define a child as any person under age 18. Typically, individuals who may be reported for abuse or neglect include individuals who have some legal responsibility for the child, such as a parent, legal guardian, foster parent, or relative.

Every state has a statute that identifies persons who are under a legal duty to report abuse under specific circumstances. Whether members of the clergy are required to report suspected child abuse varies from state to state. Some states' statutes include a list of mandatory reporters and define a mandatory reporter by occupation — doctor, nursery school workers, or nurses; or, the statute simply defines a mandatory reporter as “any person having a reasonable belief that child abuse has occurred.” If a pastor falls within the category of a mandatory reporter, the pastor must report actual or suspected instances of child abuse to the proper authorities. In contrast, other states' statutes may provide that a pastor falls within the category of a permissive reporter, which means that the pastor may report cases of abuse, but he is not legally required to do so.

Pastors who are mandatory reporters of child abuse under state law, face an ethical dilemma when they learn information about child abuse during a confidential counseling session. How should the pastor proceed? Should the pastor maintain the confidentiality of the privileged communication or should the pastor adhere to his legal responsibility to report the abuse to the proper designated authorities? The short answer is that the response will depend on the laws of the state where the pastor lives. Some states have attempted to resolve the conflict of mandatory reporting versus the clergy-penitent privilege by exempting clergy from the duty to report child abuse if the

abuse was disclosed during counseling sessions. Other states have determined that any information protected by the clergy-penitent privilege is not admissible in a court proceeding.

Even though the reporting laws frequently recognize the clergy-penitent privilege, courts typically interpret this narrowly in the child abuse or neglect context. As a general rule, clergy should not assume they have no duty to report. Even if the clergy-penitent privilege is in effect in your particular state, it does not automatically excuse a failure to report. For instance, if the clergy learns of suspected abuse outside of the context of counseling or he does not obtain the information in confidence, then the clergy-penitent privilege could be held not to apply and the pastor could be liable for failure to report the suspected or actual abuse.

While persons who are legally required to report child abuse are subject to criminal prosecution for failure to do so, instances of actual criminal prosecution are rare. Some clergy, however, have been prosecuted for failing to file a report when they were in a mandatory reporting classification and they had reasonable cause to believe abuse had occurred. Criminal penalties for failing to file a report vary, but they typically involve short prison sentences and small fines.

Members of the clergy must know and understand their responsibility regarding the reporting requirements for child abuse. To find the specific reporting requirements for a particular state, visit: www.childwelfare.gov/systemwide/laws_policies/state/index.cf

To report a claim of abuse or neglect, you can call the National Child Abuse Hotline at 1-800-4-A-CHILD or contact individual state hotlines, where available.

To obtain the hotline number for a particular state, visit <http://capsli.org/hotlines.php>.

Malpractice

Many clergy are concerned they could be sued for malpractice if they divulge confidential information about a congregant. To the question of whether people can sue clergy formal practice, we give the answer of a qualified “yes.”

As a basic concept, clergy malpractice is related to a lack of professional skill and failure to exercise reasonable professional care directed against the claimant seeking such services. It is based on what the clergyman did or did not do as compared to what a reasonable and prudent clergyman would have done or not done under the same set of circumstances. While there may be a number of circumstances where the issue may arise, one of the recurring areas is within clergy privilege.

Most pastors understand that communications made to them by a person seeking spiritual help or guidance is confidential and privileged. All jurisdictions recognize this privilege and hold that a clergyman may not be compelled to disclose what a person divulged to him. Malpractice claims have been asserted for violating that privilege. One of the more common situations where people assert malpractice claims is in the pastoral counseling setting. For example, a spouse admits to his pastor during a counseling session that he is being unfaithful to his wife. The pastor then tells his staff and the information gets back to the other spouse.

Although there are a number of reported cases involving claims for clergy malpractice throughout the country each

year — with some resulting in money damages being assessed against the clergyman and against the church — as a general rule, the courts are rejecting the idea that there is a cause of action for clergy malpractice, by that name.

They find there is no law recognizing such a distinct claim and there is no fiduciary relationship between the pastor and the claimant, meaning the law does not require the pastor to exercise any greater care to the claimant than it would as to a stranger.

Some courts, however, are finding there is such a claim and there is a special or fiduciary relationship that requires some courts, however, are finding there is such a claim and there is a special or fiduciary relationship that requires the pastor to exercise reasonable care. The more common approach appears to be that the court does not recognize a claim for malpractice, but does allow other claims to proceed that are independent torts such as assault, defamation, misappropriation of funds, fraud, or any other crime or tort that might apply.

Whether your jurisdiction recognizes clergy malpractice is important because such conduct may or may not be covered under church insurance. Many policies make exclusions for intentional misconduct. In that case, the claimant may assert clergy malpractice and plead it as a negligent, and not intentional, action.

Does your jurisdiction recognize clergy malpractice and, if so, is it covered under the church's insurance? What policies and procedures does your church have in place to remove or restrict the potential for such a claim? Many claims can be prevented with proper planning. Even if your church is ultimately found not liable for such malpractice,

the loss in terms of money spent to defend the case, distraction, loss of purpose, and damage to reputation can be enormous and far- reaching.

Confidentiality is an important and recurring theme in the church world. Whether in the context of corporate boards of directors, HIPAA requirements, the clergy-penitent privilege, child abuse reporting, malpractice, or other areas, clergy members and churches need to be aware of the impact that the U.S. Constitution and/or the laws of their respective state have on their respective legal obligations of confidentiality.

Though there are certain circumstances under which a disclosure of confidential information is not only necessary, but is required, unauthorized disclosures of confidential information can give rise to liability; therefore, you must thoroughly explore and understand the specific parameters of your responsibility to disclose or not to disclose confidential information depending on a certain set of circumstances. If you are confronted with a difficult situation and are in doubt about whether or not the release of confidential information is appropriate, it is sensible and, in fact, advisable for you to consult with an attorney who may counsel you regarding these important subjects and who can provide you with advice that will help protect both you and your church.

EXCERPTS TAKEN FROM DAVID O. MIDDLEBROOK, J.D.,
GRAPEVINE, TEXAS

Pentecostal
Assemblies of the World, Inc.

“The APOSTOLIC MANIFESTO”



Pentecostal Assemblies of the World, Inc.
“The APOSTOLIC MANIFESTO”
(per legislation at the Summer Convention held
August 15, 2009 in Atlanta, GA)

VISION

“The vision of the Pentecostal Assemblies of the World is that our members be passionate about God’s heart for the lost, proficient in ministry skills, and proactive in strategic and holistic ministry that exalts the name of Jesus Christ throughout the world.”

MISSION

It is our mission to glorify God and to obey the Great Commission of Jesus Christ by proclaiming the Gospel in its fullness, and equipping and deploying people and resources globally to reach the least and the lost so that Christ becomes preeminent in every life.”

CORE VALUES

1. Biblically and doctrinally sound
2. Equipped and empowered
3. Culturally relevant
4. Action oriented
5. Outwardly focused

ORGANIZATIONAL STRUCTURE

1. The constitutionally legislated branches of the Pentecostal Assemblies of the World, Inc. (PAW) shall be the Executive Bishops Council (EBC) and the Executive Board (EB)
2. The Presiding Bishop shall be the Chief Executive Officer of the Pentecostal Assemblies of the World, Inc. and the Chair of both the Executive Bishops Council (EBC) and the Executive Board (EB)

3. The Executive Bishops Council shall consist of:
- a. Five constitutionally elected officers (Presiding Bishop, First Assistant Presiding Bishop, Second Assistant Presiding Bishop, Treasurer, and Secretary)
 - b. The former Presiding Bishops
 - c. Eleven members elected by the Executive Board
 - d. The chairs of the six newly formed departments, who may or may not be Bishops, will be appointed by the Presiding Bishop. The Judiciary Department must be headed by and composed by Bishops:

i. Administration

(Administration, Communications and Data infrastructure, Marketing, Public Relations, and auxiliary relations)

ii. Education and Transformational Leadership

(Education and Transformational Leadership, Theological and doctrinal consensus)

iii. Financial Management and Budget

iv. Global Evangelism

(Global evangelist, policy and government affairs, faith based policy)

v. Judiciary

vi. Protocol and Ecclesiastical Order

(Protocol/Ecclesiastical Order/Etiquette Procedures/Policy)

4. The Executive Board shall consist of:
- a. All Bishops.
 - b. All elected officers.
 - c. Five Lay Directors.

5. The Executive Bishops Council shall exercise

final authority in the implementation of operational matters. In regards to policy establishment and/or change, recommendations must be ratified by the general constituency.

6. Only the Executive Bishops Council is empowered to establish and change policy, input for such actions can come from recommendations by the Executive Board and resolutions from the constituency.
7. The Executive Bishops Council shall make regular reports to the Executive Board and the Constituency regarding decision on fiscal, prudential, legal and capital matters.
8. The Executive Bishops Council shall consider all ecclesiastical matters involving diocese, doctrine, assignment, elevation and discipline. The Executive Bishops Council has the author to make recommendations to the Executive Board as they deem necessary regarding such issues.
9. The Executive Board shall deliberate upon the recommendations sent by the Executive Bishops Council regarding all ecclesiastical matters and shall exercise final authority in such matters with notification to the constituency.

CONSTITUTIONAL OFFICERS
The Pentecostal Assemblies of the World
shall elect two Assistant Presiding Bishops:

1. The Executive Board's recommended slate shall include a candidate for First Assistant Presiding Bishop, and a candidate for Second Assistant Presiding Bishop.
2. We are recommending that the term of office changes from three years to four years.
3. Nominations shall be taken on the floor for all offices.
4. In the event of the incapacitation of the Presiding Bishop, the First Assistant Presiding Bishop shall preside in accord with the existing Constitution and By-laws.

DIOCESE

1. Episcopal dioceses are the administration territorial units of the Pentecostal Assemblies of the World, Inc. and therefore the ownership of the dioceses shall be unequivocally vested in the parent organization. "It shall be understood that each council is a subsidiary of the Pentecostal Assemblies of the World, Inc., and that the question of ownership as related to assets shall be defined by this board after receiving legal counsel."
2. The purpose of the Episcopal dioceses shall be to establish and/or receive churches within their territorial jurisdiction, to oversee leadership training and development, to receive funds to support diocese and parent body initiative; and to present applications for ministerial licenses.

3. All legal documents of each diocese shall be reviewed and approved by the corporate legal department of the Pentecostal Assemblies of the World, Inc. to insure that such documents are aligned with the constitution and bylaws of the Pentecostal Assemblies of the World, Inc.
4. Each diocese shall be generally structures as follows:
 - a. Each diocese shall include the works "...of the Pentecostal Assemblies of the World, Inc." In its' official name on all official documents including incorporation records.
 - b. Membership hall consist of those churches and their individual members which are located in the diocese and whose pastor is licensed by the Pentecostal Assemblies of the World, Inc.
 - c. The diocesan shall be the Chief Executive Officer of the diocese's Executive Board and shall not hold an elected office in the diocese.
 - d. The diocese shall have the following general officers elected by the membership. Chair; one of or more Vice-Chairs; Secretary, Assistant Secretary; Treasurer; and Assistant Treasurer.
 - e. The following auxiliaries (ministries) shall be established in every Diocese; Christian Education; Men; Women; and Young People... Other auxiliaries (ministries) should be established as the need arises assets shall be denied by this board after receiving legal counsel."
 - f. Each diocese shall be required to meet at least two times each calendar year, the time

and location to be determined by the membership.

5. Each Diocese shall be required to follow the general guidelines:
 - a. Each diocese shall be governed by the jurisdictional constitution and by-laws in alignment with the constitution and bylaws of the Pentecostal Assemblies of the World, Inc.
 - b. Each diocese shall maintain auditable financial records of all funds received by and for the diocese.
 - c. Each diocese shall make available all Diocese financial records to the Executive Bishops Council of the Pentecostal Assemblies of the World, Inc. within thirty (30) days upon official written request from said Executive Bishops Council. These records should be compiled using the accounting software designated by the Pentecostal Assemblies of the World, Inc. The finance department will be responsible for training all diocese financial personnel.
 - d. Each diocese shall be responsible for paying all Diocese financial assessments established and approved by the Executive Bishops Council of the Pentecostal Assemblies of the World, Inc. at the time designated. Each Diocese can determine how to raise these funds.
 - e. Each diocese will maintain responsibility for financial support of its' Diocesan Bishop; however, all Dioceses are mandated to make quarterly reports to the Executive Bishops Council regarding all funds distributed to their Diocesan Bishop. The Executive

Bishops Council shall study and determine guide- lines for Diocesan Bishop compensation.

- f. Each diocese must support initiatives designed and approved by the Executive Bishops Council.

LEADERSHIP

1. The Department of Transformational Leadership Development for the purpose of overseeing the discovery, development, and deployment of men and women as leaders throughout the Pentecostal Assemblies of the World, Inc. (Refer to the attached leadership report.)
2. Full implementation of a leadership assessment process inclusive of criteria of leadership performance in order to (1) help identify strengths and target leadership development opportunities (2) identify and develop activities that will improve leadership effectiveness, (3) develop a comprehensive and equitable transitional (retirement) plan for leaders.
3. Beginning in August 2009, newly appointed bishops is subject to mandatory age requirements. For elevation, the maximum age shall be 70 years and prior to the 71st birthday. For retirement, the mandatory age shall be 78 years and prior to the 79th birthday. These age requirements shall not be retroactive for bishops appointed before August 2009.

FINANCE

The bedrock of financial support for the Pentecostal Assemblies of the World, Inc. requires a system of reformulated proportional giving by Diocese, and revenue generated through licenses and credentials. Such funding must include the required monthly assessment process and guidelines established in this document.

1. By August 2009, the Executive Bishops Council will establish the office of Financial Management which will have sole responsibility for creating a comprehensive cost analysis and budget of the total operation(s) for the Pentecostal Assemblies of the World, Inc., The Office of Financial Management will complete the cost analysis by January 2010 for submission to the Executive Bishops Council for further consideration and implementation.

“The Presiding Bishop, in conjunction with the Finance Committee and other consultants, will present a proposal for the specific plan for ascertaining the amounts per council.”

2. The office of Financial Management will develop and secure additional multiple revenue streams, including but not limited to: (1) in-kind contributions (2) uniform international Missions contributions (3) grant and foundation funds targeted to special projects (4) other targeted giving and fund-raising (5) convention and conference income (6) other sources of fund raising from non-profit organizations.
3. The Executive Bishops Council has the right to require financial records from each diocese. The Diocese shall make available these records to the

Executive Bishops Council of the Pentecostal Assemblies of the World, Inc. within thirty (30) days upon official request from said Executive Bishops Council. These records should be compiled using the accounting software designated by the Pentecostal Assemblies of the World, Inc. The finance department will be responsible for training all Diocese financial personnel.

4. The Office of Financial Management will create cost efficiencies in the overall operations of the P.A.W. and all P.A.W. sponsored conferences (i.e., retreats, regional meetings and the like)
5. Each diocese shall: (1) make available quarterly all financial records for the diocese including all funds received by and for the Diocese (2) be responsible for payment of all Diocese financial assessments established and approved by the Executive Bishops Council.
6. The diocesan shall be responsible for the timely monthly submission of all Executive Bishops Council established and approved financial assessments for the diocese. These assessments are to be submitted directly to the headquarters office through an established procedure similar to automatic withdrawal used by banks and credit unions.
7. Any diocesan who fails to submit financial assessments of the diocese to the Pentecostal Assemblies of the World, Inc. on a timely basis as prescribed shall be subject to removal from office for reasons of a demonstrated inability to provide proper leadership within the diocese.

8. Each diocese shall determine the financial responsibility to the diocese of the individual churches within the diocese considering the overall budget of the diocese including all assessments authorized by the Pentecostal Assemblies of the World, Inc.

MISSIONS

1. A Central Registry is established to track all funds contributed to the International missions Department as well as funds to individual and church sponsored Missions projects.
2. A program of Missions education and publish relations information be launched to instruct all P.A.W. constituents on the purpose and work of the Department of Missions with an aim toward increased funding for such work.
3. The P.A.W. establish on-line, exchange, and regional Missions education programs designed to equip indigenous church leaders form various international councils, and that such programs be aligned to the tenets of Transformation Leadership Academy.
4. A Disaster Relief Program is established to meet catastrophic needs in P.A.W. jurisdictions in non-U.S. countries.
5. The language of the P.A.W. be inclusive of a global presence with the in the organization.
6. The International Department of Missions is empowered to investigate the cost and procedures necessary to adequately fund international P.A.W. Dioceses and indigenous Bishops in non-U.S. countries.

CRITICAL ISSUES

Qualified women and men who have completed the developmental and leadership training and deployment programs of the Department of Transformational Leadership Development be placed in the pool of qualified candidates and considered for ecclesiastical promotions including the office of Bishop.

Effective January 2010, each Diocese exercises its' right to consider, appoint, and promote qualified women without restraint into the office of Suffragan Bishop.

ADDITIONS

The P.A.W., Inc. shall not have the right to take any real or liquid assets of any Diocese, but these assets shall accrue to the P.A.W., Inc. in case of dissolution of the Diocese; furthermore, the P.A.W., Inc. shall have oversight of each Diocese.

The 1.5 million dollar budget is approved with the understanding that each Diocesan will have the opportunity to discuss with the Executive Bishops' Council the possible adjustment to the assessment for their council.

END OF APOSTOLIC MANIFESTO

ECCLESIASTICAL SALUTATIONS, PULPIT ETIQUETTE AND DRESS CODES

Recommendation

In as much as this 5th Episcopal District of the Pentecostal Assemblies of the World, Inc. (P.A.W.), the Northern District Council, has always taken the lead in modeling and having become a benchmark in excellence toward our parent body, as well as a godly example of integrity of the same in values, methods, principles and expectations of great qualities; being honest; and having strong morals - for we hold ourselves to consistently set standards of ethics, truly displaying them from the heart; thus, this recommendation concerns the propriety and moderations of our deportment in the areas of proper pulpit etiquette; ecclesiastical salutations and appropriate dress codes whenever we are in session in the Northern District Council.

This Council and its leadership must endeavor to set forth a standard of propriety in the public view of worship, as is described herein. This course of action speaks of a representation of which we all are called upon to exemplify, and, to accomplish in the highest regards of the kingdom of God.

Therefore the Office of Compliance RECOMMENDS and calls for, with the support of the Diocesan, the establishment of a standard or criteria on said protocol in ecclesiastical salutations, pulpit etiquette and deportments in this Council; and to REAFFIRM in the same recommendation, what is written in the P.A.W., INC constitution and bylaws, wherein it is written in the 2015 Organizational Manual, under the title of: SUFFRAGAN BISHOPS, on pages 55-56, (sections 1-15);

and, BISHOPS, SUFFRAGAN BISHOPS AND DISTRICT ELDERS, on page 57, (sections 1-9), in which it describes their duties, responsibilities and the manner of their propriety and ecclesiastical aptness; to note, that these relevant matters are being inculcated and placed into the N.D.C. minute book as a motive of safekeeping and maintaining our history in this Body. Be it known that all such major concerns are not against the scriptures, but stands congruent with them, bring forth godly honor, modesty and that which is befitting according to divine love.

The Office of Compliance RECOMMENDS that, the constituency of this Northern District Council and the leadership of the Northern District Council's ecclesiastical ranks, as it pertains to our Bishops, Suffragan Bishops and District Elders; its Pastors, Evangelists, Elders and Ministers; all be given and receive an exchange of pulpit etiquette and proper greetings when we come together in our services, especially those of the highest ecclesiastical ranks, both in the N.D.C. and the P.A.W., INC. abroad, respecting their "STATUS"; giving honor to whom honor is due as the scriptures so declare. *Example:*
1 Thessalonians 5: 12-13; Romans 13:7

We are taught to recognize each other in this way also: Let nothing be done through strife or vainglory; but in lowliness of mind let each esteem other better than themselves (Philippians 2:3). We are to do it with great honor, acknowledging that this course of action in leadership is a sign of the holy distinction given by God. Therefore, let us remind ourselves to be respectful to each office and officeholder at all times with dignity, giving proper commendation, greetings, and goodwill to each among ourselves, and of course in and out of the pulpit. Such esteem and consideration certainly effects the love we owe to each other in Christ Jesus. It being a moral obligation that allows this to prevail naturally among us.

The Diocesan Bishop's vocation/office in this Council, a most Holy one, and most understood, shall have the APPROBATION and BLESSING it deserves at all times, truly with admiration and sacred courtesies; following such, all other ranking leaders of this Council, rendering the same holy reverence. This will in turn set a trend for the lives of the people of God, and be it in our churches, or other meeting places, it is sure to usher in a well-ordered life for all to participate in throughout our ranks.

The Office of Compliance RECOMMENDS that proper attire be worn at all times, and especially in the pulpit by all our leaders of this Council; such as the brethren wearing (at least), a sport coat when in the pulpit conducting worship services, or doing bible classes and/or other such services. We do this also in order to set an example for our youths, teaching them this blessed propriety and moderation.

These things are applicable also to our sisters as regarding biblical modesty as is taught, so as to affect matters toward the younger sisters.

PLEASE NOTE: How you dress reflects your heart. If you dress in a casual way, it says something about the attitude of the person. Remember this:

PROPRIETY asks, "Is it appropriate for the occasion?"
MODERATION asks, "Is it moderate, as it looks for a middle ground?"

Because of this great need of strengthening and advancing the Church of the Living God and this great Council (THE NORTHERN DISTRICT COUNCIL of the PENTECOSTAL ASSEMBLIES of the WORLD, INC.) and its ministry, we are to enhance the kingdom of God by maintaining such standards as written, in which, our DEPARTMENT in public worship is to be noted as

essential, thus we must glorify our Lord and Savior Jesus Christ in all things.

This scripture admonishes us as well: And whatsoever ye do in word or deed, do all in the name of the Lord Jesus, giving thanks to God and the father by him. (Colossians 3:17)

The Office of Compliance in making these recommendations, trust that the same will be completely understood and will be appropriately acted upon.

*Submitted by
Suff. Bishop Wilbert Reed, Jr.
Office of Compliance
October 3, 2018*

END OF ECCLESIASTICAL PROTOCOL

BISHOPS

Section 1. The Board of Bishops' shall be empowered to bring into their sittings at least five (5) District Elders, to sit with them during their deliberations and that the same be selected at the discretion of the board.

Section 2. Any matter affecting the Bishop of a Diocese should be turned over to him before being considered by the Board of Bishops.

Section 3. The Bishop of the Diocese shall be responsible for collecting the \$9.00 per member money and they shall work it through the District Elders. All Bishops are to report their church \$9.00 money with the Council of his Diocese and support the Council in which their church resides with all other obligations.

Section 4. The P.A. of W. shall contribute \$600.00 per year to assist the Diocesan of the 36th Episcopal District with his transportation expenses to and from the councils.

Section 5. The Executives of the Pentecostal Assemblies of the World are subject to an investigation of their character at any time; such investigation to be made by members of the Executive Board.

Section 6. To clarify the position of this body relative to title of Bishops who have been disciplined for sin; all Bishops so disciplined be relieved of title and that members of this organization refrain from calling them such.

Section 7. Whenever a Bishop shall become greatly handicapped, either physically or mentally, the Executive Board shall relive him of the burden and responsibility of a Diocese. He shall then be given the honor due him by being placed in Emeritus status. He shall be considered as a

counselor on the board. He shall have the right to sit with the Board in all of its session. Annual and Spring Convention Board Meetings, the Executive Committee is empowered to make determination of the incapacity for a Bishop and make their recommendation to the Executive Board for their ratification.

Section 8. The day known as Bishop's Day shall be abolished and each Diocese shall care for its' own Bishop.

Section 9. A consecration ceremony shall be held for all newly appointed Bishops.

Section 10. Whenever it is necessary to call the Board of Bishops together to settle any matter pertaining to his body, whether at headquarters or in the field, the expenses shall be provided by the parties involved.

Section 11. Honorary Bishops shall enjoy all spiritual rights, but have no executive power.

Section 12. When a Bishop has been retired from office, he shall enjoy the same emoluments of the office Bishop as when active, to apply only when attending the annual conference. The title of such bishops shall be "Bishop Emeritus." All Bishops being retired shall be given a token of esteem and appreciation for their many contributions and for their labor of love, and shall include a plaque and five-hundred dollar (\$500.00) gift.

Section 13. The Board of Bishops in session shall fill any vacancy occasioned by death, resignation, or removal, either in the General Assembly, or Executive Board meeting.

Section 14. No one is eligible for the Board of Bishops unless he has been an ordained Elder of the Pentecostal Assemblies of the World, Inc. at least seven years. (1934)

Section 15. Bishops' widows who are not pastoring churches and who have not remarried shall be given honorary status as other executives' wives and the sum of \$40.00 for sustenance when they attend the general Convention.

Section 16. The official robe of the Board of Bishops shall be red and white and that of the other Executive Board members be blue based on the design presented and agreed upon at the 1985 Elective Board Meeting of the P.A.W.

Section 17. When vacancies occur in Dioceses in which there are one or more resident Bishops, the Executive Board shall give priority in filling these vacancies to the resident Bishops. In cases where there is more than one resident Bishop, such priority shall be based upon the resident Bishop's seniority that is in the order in which they were elevated to the bishopric. However, seniority will not be the only criteria, but will be given serious consideration.

Section 18. Where there is no resident Bishop, the Council nominee must be considered and voted on first, before the transfer of a Bishop is considered. If the Council nominee for consideration does not receive a majority vote, the Executive Board retains the discretionary power to consider the transfer of a sitting Bishop to fill the vacancy. If there is no request and/or assignment to fill the vacancy by transfer, other nominees may then be considered by the Executive Board for elevation. However, the Board shall retain its discretionary powers to choose a man from any Diocese with the required qualifications.

Section 19. Each Diocesan is responsible for seeing that each church in his Diocese has a Constitution and by-laws governing the church suitable to the Pastor and the congregation.

Section 20. The primary responsibility for the funeral arrangements of a deceased Bishop remain with the immediate family and local congregation. We believe, however that it would be in keeping with ecclesiastical protocol that a Bishop be chosen to deliver the eulogy. In the interest of time, only specially chosen persons should speak on behalf of all visiting minsters and Auxiliaries. The office of the General Secretary shall be available to offer assistance when requested.

Section 21. The highest priority in conserving a person for elevation to the office of Bishop is given to the inherent and acquired qualities of the individual, and the Council recommendations and the area of residence will take second priority and that the Operations and Procedures Committee establish the screening process of nominees. The Judiciary Committee is to assume the responsibility of screening the candidates and that the candidates be cleared before the report is made public.

Section 22. The following criteria are established for the elevation to the office of Bishop:

- a) Outstanding integrity and high moral character.
- b) Analytical ability, with the capability of asking discerning questions.
- c) A constructive rather than a critical approach in reviewing new programs.
- d) Places the P.A.W.'s interests ahead of one's own; stresses overall organizational performance rather than one of special interest.

- e) Works well with other executives to achieve group cohesiveness and objectives.
- f) Above average record of accomplishment in the field of religion and personal affiliations.
- g) Availability to do justice to duties as Bishop and a willingness to devote time to these duties.

Section 23. Episcopal Ethics – Morals are those learned relationships of right and wrong that come through tradition, through customs and fix themselves within the framework of the conscience as one view the historical site of the Bible known as Huse-geshicta (God in History). Such a person with high morals will, with full intent, seek to carry out a life of those morals and the morality that he has consciously felt as being that which he is. Ethics, on the other hand, speaks not to the moral questions as much as it speaks to the right order of thing. The right order of thing, therefore, which for us is “what God has done through Jesus Christ.” So, ethics seeks to find the right order in which the discipline may carry itself while morals sensitively qualify the person to have a direction and a consciousness about life and his responsibilities.

- a) When it comes to the office of a Bishop and Bishop’s interrelationship to Bishops, or common Godly courtesy, the Pentecostal Assemblies of the World supports the Bible and the statement “the well-ordered household and the fitness of those to rule.”
- b) **Episcopal Ethics, Scriptural Basis** – The Bishop means an overseer, not a dictator. One must not be a “Lord over God’s heritage.” (1 Pet. 5:3) He should be the spiritual head of his Diocese. He is a “governor” in the sense of a caretaker of another man’s children. As such, he becomes their servant, but does not take his orders from the children, but rather from their Father. (Gal. 4:1, 2) His responsibility is to

“take care of the house of God” according to God’s direction in His word rather than by his own opinions. (Tim. 3:15) He must not be greedy of filthy lucre. (I Tim. 3:3) He must not be a novice and must have a good report of them that are without. (I Tim. 3:6,7)

- c) **Episcopal Ethics in Dioceses** – In cases where Bishops are residents in Dioceses which are presided over by Bishops other than themselves, these Bishops shall strive to fully cooperate with, show the highest respect for and practice brotherly kindness toward their Diocesans inasmuch as by P.A.W. regulation, these persons are heads of the Dioceses. Furthermore, because of the love-bond of all Christian believers and more narrowly, because of the organizational structure of the Board of Bishops of the P.A.W. that makes Bishops persons of equal rank, our brethren who as diocesans have other Bishops resident and serving in their Dioceses shall strive to always honor them in a manner consistent with the Word of Christ and the regulations of the P.A.W.
- d) **Episcopal Ethics in Executive Board Meetings** – All Ministers/Bishops must be given the common courtesy of being a Bishop. One must be given the common courtesy of being Bishop one who is his own right as been called to be an Administrator, a Superintendent and who belongs to the brotherhood. It is unlawful and unscriptural to speak of another Bishop to anyone in a contemptuous way, or in any manner in which the anger or the violence or the hurt of his fellow Bishop may be felt because of the statement. He cannot be contemptuous and quarrelsome in regards to

the mannerism in which a jurisdictional responsibility may be carried out.

- e) **Episcopal Ethics. Jurisdictional Matters** – No Bishop shall have the right to enter or to cross jurisdictional lines into another Bishop's Diocese and make any judgments concerning issues given on any matters that pertain to the responsibilities of his fellow Diocesan for the purpose of sitting in judgment, unless an order has been given by the Board of Bishops in a duly called session; or so given permission by the Presiding Bishop of the Diocese. The ethical code of the Word of God that speaks to right order denies him that privilege. If a Bishop is made aware of a problem in another Bishop's Diocese, he shall take no action other than to apprise the Diocesan of the matter. Then if no solution to the problem is made, he shall then be responsible to decide on any necessary action to be taken in the matter.

Section 24. Whenever the names of the Bishops of the P.A.W., Inc. are published for any other reason than to identify Diocese, the listing shall be by seniority, that is, as to their elevation to the bishopric.

Section 25. A Bishop shall be active only in his own Diocese.

Section 26. Each Diocesan shall approve the Finance and Budgeting Committee with a complete and accurate census by October 31, 1990. For those Diocesans who do not provide the Committee with their census reports, then the committee will set a census figure for their Diocese, which they will be required to meet. This recommendation will supersede all other laws relative to census quotas.

Section 27. All Executive Board members are required to make a verbal report of their individual church's five-dollar money in the Executive Board meeting and that statistical data accompany the report.

Section 28. Each Diocesan shall make a report of his Council's financial report at the beginning of the annual Convention's business session and that statistical data accompany the report.

Section 29. Every Diocesan should consider what we do as the Lord's work and should therefore desire the best for the people of God, and the growth of the kingdom of God; therefore, one should willingly step down when he senses that God's work is lacking due to his inability to get the job done. However, if one does not possess the insight to make such a decision, the Executive Board will ass in this decision by calling into effect our laws that have already been established. (Refer to Section 7 under "Bishops" and Section 12 under "Executive Bishops Council" in the Minute Book.)

Section 30. We recommend that the entire Executive Board adopt and enforce the following letter from Bishops Johnson, Tyson and Wagner and that this resolution be placed in a separate section of our Minute Book; (See pg. 25, 1995 Minutes).

SUFFRAGAN BISHOPS

Section 1. The office of Suffragan Bishop shall be created to assist the Bishop of a Diocese and shall be filled upon the recommendation of a Diocese and used at the Diocesan's discretion. He may be nominated by the Mission Board, the Executive Board, or the Diocesan. The Suffragan Bishop shall be appointed from the roster of District Elders and must be ratified by the Executive Board.

Section 2. The Suffragan Bishop position is an appointed position to assist the Diocesan and receives any and all authority from the Diocesan Bishop.

Section 3. Suffragan Bishops shall be consecrated at local councils and recognized at the National Convention, and that this shall supersede all other laws.

Section 4. The Bishops over foreign Diocese have the option of consecrating their Suffragan Bishops in their local Council.

Section 5. The Diocesan may appoint up to seven (7) Suffragan Bishops.

Section 6. The Suffragan Bishop shall be answerable to the Diocesan Bishop and shall not assume or presume to act unless specifically directed to do so by the Diocesan Bishop and shall not operate outside the stated laws for said office.

Section 7. The Suffragan Bishop's appointment shall continue at the discretion of the Diocesan Bishop or until a new Diocesan Bishop is assigned to the Diocese and the Suffragan bishop may be removed at the sole discretion of the Diocesan.

Section 8. The duties of the Suffragan Bishop shall be to assist the Diocesan Bishop in the performance of the Diocesan's assigned duties as directed. The Suffragan Bishop shall work in the spirit of harmony with the Diocesan Bishop.

Section 9. Any authorized expenses incurred by the office of Suffragan Bishop shall be the responsibility of his Diocese. He shall be directly responsible to his Diocesan and shall not have any official voice with the Executive Board. The Executive Board will use the same system to

seat five Suffragan Bishops in the Executive Board meetings as we use to seat five District Elders, and that Suffragan Bishops that now sit with the board will not be effected by this law.

Section 10. As this office is established to directly assist those Bishops who wish to take the advantage of such assistance, it must be clear that those who serve a Suffragan Bishops are not automatically entitled to elevation to full bishopric any more than a District Elder is automatically entitled to elevation to the office of Bishop. Section 19, page 39, of the 1991 Minute Book shall continue to be our rule along with this law.

Section 11. The International Missions Board may nominate a candidate to the office of Suffragan Bishop to assist the Missions Board in an area where there is no Diocesan. It is more desirable to have men as Suffragan Bishops who are natives of their assignment of native land.

Section 12. The International Missions board shall submit to the Executive Board a map of all countries where the P.A.W. operates, clearly showing the boundaries and number of each Diocese, as set by the Executive Board, so that the Bishop Board can be intelligent on assigning Bishops within the various countries, unless the whole county constitutes the Diocese. No Bishop shall extend the boundaries of his Diocese without the express permission of the Executive Board.

Section 13. The title of Suffragan Bishop must be used on all stationery, and all letters must be signed Suffragan Bishop, and that all introductions at public meetings and church services must utilize the title “Suffragan Bishop.”

Section 14. The official ribbon for Suffragan Bishop’s registration badges shall be gold with black letters.

Section 15. When vacancies occur in Dioceses where there are no resident Bishops and whenever there are Suffragan Bishops and/or District Elders deemed qualified by the Executive Board “in that Diocese’ who have labored for years in building up the Diocese, and upon recommendation from their Council, they shall have first consideration for elevation and assignment in their Diocese. When there is no more than one such local Suffragan Bishop and/or District Elder, seniority shall be considered but shall not be the only criteria.

In case there is no one so qualified, than any Bishop who wished to be transferred may be considered in order of their seniority as they were elevated to the Bishopric. (See page 14-1995 Minutes)

BISHOPS, SUFFRAGAN BISHOPS AND DISTRICT ELDERS

Section 1. The Bishops, Suffragan Bishops, and the District Elders are responsible for the moral conditions of their Diocese and in a District where immoralities are found and the District Elder, Suffragan Bishop, Bishop or any other minister of the Pentecostal Assemblies of the World or its Council are cognizant of this immorality and fail to bring the same to the attention of the general body or representative in the Diocese of the General Body that they may be considered guilty of insubordination.

Section 2. Time shall be allowed for a seminar or workshop at the General Convention, for Suffragan Bishops and District Elders that they may receive instructions and discuss problems relative to their office and for the furthering and advancing of the work of Christ in the various states in which they reside.

Section 3. The Bishop of the Diocese shall have power to appoint the Suffragan Bishops and District Elders in his Diocese with the consent of the Council. He can only

appoint Pastors to the roster of Suffragan Bishops or District Elders who reside in and have a church in his Diocese. Any special consideration as must have the prior approval of the Executive Board before any special considerations can be made. This recommendation cannot be retroactive beyond March 18, 1983.

Section 4. In the absence of the Bishop of the Diocese, the Senior Suffragan Bishop or District Elder should represent him, or the Bishop's designee who shall be one of the other Suffragan Bishops or District Elders.

Section 5. Bishops, Suffragan Bishops and District Elders shall make a godly effort to place pastors in all churches whose pulpits are vacant.

Section 6. When a Bishop, because of sickness, senility, or any other cause becomes incapable of performing his duties as Bishop, the Senior Suffragan Bishop or District Elder of the Bishop's Diocese or the Bishop's designee, who shall be one of the other Suffragan Bishops or District Elders, should act in his place.

Section 7. In cases where vacancies arise in churches of a Diocese at the discretion of the church, the Bishop with the Suffragan Bishop or District Elders may fill such vacancies, until such time as a Pastor is called; and at no time shall the Suffragan Bishop or District Elder usurp authority over the Bishop of the Diocese and set himself up as Pastor.

Section 8. The Suffragan Bishops and District Elders who sit with the mid-year Executive Board should also sit with the Executive Board at the Following Annual Convention.

Section 9. The title of District Elder is given to the sisters of our Councils and that they are elevated at the discretion of the Diocesan.

CHURCH GOVERNMENT

Section 1. We go on record as standing for the rights of local church government so long as such proceedings are in harmony with the general assembly.

Section 2. All troubles that are local and do not involve matters which should be acted upon by the General Assembly shall be adjusted in the District in which they arise.

Section 3. Each Assembly is requested to set aside the second Sunday of each month as a day to lift special missionary offerings and send the same to the Secretary – Treasurer of International Missions.

Section 4. All churches desiring to have connections with the Pentecostal Assemblies of the World, Incorporated shall place their property that has been purchased either wholly or in part by monies from the saints, or other community tithes or donations, must be held in trust by a board of trustees. (In order to make boards more substantial and prevent unwise and hasty measures: it is suggested that if desired, the Pentecostal Assemblies of the World might be made not owner of the property, but a joint member of the board of trustees of each local church).

Section 5. Any minister who insists on holding such property in his own name, refusing to turn it over to a duly elected board of trustees shall not be entitled to credential or license with this body.

Section 6. In case a minister has actually invested money or property of his own in the church of the time of turning over the property, a District Elder and two other ministers of this body shall be called in to decide the matter.

Section 7. All backslidden persons coming to a Pastor of the P.A.W. for fellowship, who previously had fellowship in a P.A.W. church, said person shall not be given full rights of fellowship until the former Pastor be contacted concerning their status with the church, and that where there are amends to be made, that said person be willing to make all things right. This is to be understood that both those who have backslidden and those who have been disfellowshipped shall be held to this rule.

Section 8. In view of the fact that among our group there are so many splits and confusions that this organization will not recognize any church that has split off from the parent church until the Executive Board shall have received an application from the said split members. The Board must receive all the facts in the case and after an impartial hearing is given to the Pastor of the original and also to those who represent the splitting group, then the Board shall decide if such church should be opened. That any minister of the Pentecostal Assemblies of the World who fellowships the split group after this body refuses it the right to function, shall be dropped from the body.

Section 9. If a member desires to leave a congregation to join another, the Pastor shall give him a letter unless he is already under discipline for a matter other than he desires to leave. In the event a member is refused a letter, he may appeal directly to his District Elder. If the matter involves a member's Pastor who is a District Elder, then the member may appeal directly to his Bishop.

Section 10. When an Evangelist comes to the various assemblies and assists in the work, each Pastor must cooperate in giving to such Evangelist as much as possible for his help and care during the time of his meeting.

Section 11. In all cases hereafter of buying or establishing new churches, Councils should be consulted as to its location. If Council advice is not followed, the Pastor shall be disqualified.

Section 12. All Assemblies connected with the Pentecostal Assemblies of the World shall be requested to place under the names of their places of worship the words in brackets (“The Pentecostal Assemblies of the World, Inc.”).

Section 13. Greater care **MUST** be exercised to see that person actually receive the Holy Ghost.

Section 14. All Assemblies under the auspices of the Pentecostal Assemblies of the World shall admit, at all times, regardless of service, business or otherwise, all executives of the Pentecostal Assemblies of the World that they should be shown all courtesies their official position commands.

Section 15. Any minister desiring to start a new work must work in harmony with the District Elder and Council, but where there is friction between the District Elder and the minister desiring to open the church, the condition must be turned over into the hands of the Bishop of the Diocese for proper adjudication before said church can be opened.

Section 16. In as much as churches are sending large amounts of money every year to the general body and not receiving any help from it, the Pentecostal Assemblies of the World is to help our struggling churches.

Section 17. The Executive Board goes on record as condemning the use of any form of tobacco or intoxicating beverages, and hereby requests that the Pastors of our churches shall uphold this in all of our Assemblies.

Section 18. In order to clarify past misunderstandings, that it be a matter of record that each of our Pastors apply for tax exemption for their churches, from the local Internal Revenue Bureau under Section 501 (c). We further recommend that the General Secretary prepare a form letter recommending this action, and as sufficient supply of this form letter be sent to each Bishop to be distributed to each Pastor in his Diocese.

Section 19. Inasmuch as the Bible does not speak of missions, we go on record as recognizing all organized groups as churches.

Section 20. The P.A.W. shall extend of all its' associated churches to provide such financial assistance as may be possible to its Pastor's widow in the event of his death; and also to provide, as possible, a pension to its' aged Pastor in the event of his retirement from his pastorate, this having been our practice and procedure since the founding of our organization.

Section 21. Each church is advised to take out an insurance policy on its' Pastor, and that the widow and heirs be the beneficiaries to the policy.

Section 22. "Membership" for census purpose, as applied to local churches and for the financial obligation to the P.A.W., Inc., shall be defined on the basis of anyone baptized in water in Jesus' name and filled with the Holy Ghost with the initial sign of speaking in other tongues as the Spirit gives utterance. Each local church shall keep adequate updated membership rolls.

DISTRICT ELDERS

Section 1. The District Elders shall have such authority as may be delegated them by the Bishop of the Diocese.

Section 2. Where trouble may arise in any District, the District Elder should make personal investigation as to the gravity of such trouble, and should he find a condition of minor importance, he shall settle such and report same to Bishop of Diocese.

Section 3. The District Elder shall be paid when traveling on business, the prevailing rate per mile, as it relates to executives.

Section 4. If a pulpit is vacant by death of Pastor or otherwise, the Bishop shall be the proper person to take charge, assisted by the District Elder, with consent of the congregation.

Section 5. No man shall be placed as a District Elder who is not giving his entire time to the ministry. (1943)

Section 6. The credentials of all District Elders of the Pentecostal Assemblies of the World shall bear designation of their office (1943)

Section 7. The duties of the District Elder (formerly called Superintendents and General Elders) shall be as follows:

- a) To have a general survey over the field wherever they may be;
- b) Moreover, the District Elders shall be one in doctrinal points in order that they may be able to render proper service in keeping the work in the unity of the Spirit until we all come to the unity of the faith;
- c) The Power of the District Elder in connection with the local Pastor and Assemblies shall be to assist them as far as possible on a mutual plan in any difficulty they may be called upon by said Pastor and assembly for advice.

Section 8. All District Elders shall be blameless, the husband of one wife of good behavior, not a novice, one that rules well his own house (I Tim. 5:17; Titus 1:6).

Section 9. Each District Elder of the Pentecostal Assemblies of the World should visit the churches of his District as often, as possible; also that the Pastors take up an offering for him.

Section 10. No ministerial papers shall be sent from headquarters direct to the applicant, but rather to the District Elder under whom he or she may be laboring, thus giving him an opportunity to hold up such papers for sufficient cause, sign, and send them to the applicant.

Section 11. A man shall not be eligible for the office of District Elder who has not been in good standing with the body for at least three years. He also must be an ordained minister.

Section 12. Each District Elder shall report in person or by letter to the Annual Session of this body. Also, that each District Elder shall report to his Council, either in person or by letter at its meeting.

Section 13. Where there are District Elders who are not fully cooperating with the organization, should be demoted as the work of each District only

Section 14. The title of District Elder is given to the sister of our Councils, and that they are elevated at the discretion of the Diocesan.

Section 15. Where there are District Elders who are not fully cooperating with the organization, should be demoted as the work of each District only prospers under God, as the

District Elder dignifies his position and faithfully represents the P.A.W.

Section 16. That the District Elder inquire of the churches in their Districts and urge them to either take a bundle of the Christian Outlooks or increase the present number of The Christian Outlooks they already distribute.

Section 17. Where there are two or more District Elders in the District we rule that no District Elder be allowed to preside over his own church.

Section 18. Whenever there is difficult in establishing the seniority a District Elder in a Diocese, each Bishop, may at his discretion, name the District Elder who may act in his stead in the event of his inability to function

Section 19. A bishop shall be the only one to settle matters of grave importance affecting churches or otherwise in his Diocese, such as:

1. Removal of Pastors
2. Installing Pastors, unless he authorizes another to act for him.
3. Changing policies of churches when the pulpit is vacant.
4. **Every church or Pastor will have the right of appeal from any decision made by a District Elder to the Council, and should the decision of the Council be unsatisfactory, they have a right to appeal to the Bishop of the Diocese. Should the Bishops' ruling be unsatisfactory they may appeal to the Executive Board meeting in March or the Annual Session. This is the last court of resort.**

Section 20. Any District Elder who is appointed by a Diocesan and serves the Diocesan as a cabinet member, be it resolved that when a District Elder moves to another Diocese, he may retain the title “DISTRICT ELDER” at the discretion of the Bishop of the receiving Diocese.

Section 21. The District Elders of the P.A.W., Inc. shall wear Ministerial Robes during the Ordination, Consecration Service at the General Conventions and that the Board of Bishops select the robes and colors according to Biblical colors.

Section 22. The District Elders of the P.A.W., Inc. shall wear Ministerial Robes during the Ordination, Consecration Service at the General Conventions.

MINISTERS

Section 1. Any minister, whose life and conduct has proven to be unclean, reproachful or unbecoming a true minister of the Gospel upon the written testimony of a Pastor or Elder of said locality wherein the alleged improper conduct has become known, such matters being communicated to the Executive Board of proper consideration thereof, shall forfeit credentials, and privileges held by him, and the credentials of such party upon written demand of the Executive Board of any member thereof, shall be immediately returned to the General Secretary, and in case such party shall fail to return his credentials, the General Secretary shall declare them void and notify the clergy bureau.

Section 2. Ministers and Evangelists shall discourage the establishing of Assemblies in localities where there is an Assembly of the same faith already established with less than one hundred (100) members; unless it is opened an

account of a great part of the congregating speaking a language uncommon to the locality or assembly in general.

Section 3. No member of the P.A.W. who does not support the missionary program, the church extension program, and fully support the organization with the \$5.00 per member money shall be eligible to hold any office in this organization such as: Bishop, District Elder, Secretary, Treasurer, Sergeant-at-Arms, etc., nor shall such non-supporters serve on any committee or preach in the Convention services. Each Pastor shall report the number of members in his congregation along with the \$5.00 per member money each year. The District Elder and the Diocesan shall report the names of such non-supporting ministers to the Presiding Bishop and the Executive Board.

Section 4. Whereas many ministers have been embarrassed in the past by charges being brought against them at the councils without sufficient notification, which is necessary in order to secure adequate data, witnesses, etc., be it resolved that no charges shall be brought against a minister unless he be notified at least three weeks prior to the Council meeting of such charges, and that the notice must be in writing.

Section 5. Any brother having knowledge of one being silenced and permitting such a one to preach or fill the pulpit shall be silenced until the proper restitution can be made.

- a) That the above section be understood to mean first, that if such a Pastor holds any church properly, said properly shall be surrendered to the Bishop of the Diocese who shall have oversight thereof until such time as the church shall choose a successor. Second, that he shall refrain from preaching or teaching or any other act of the ministry in the Pentecostal

Assemblies of the World or any other church during the time of discipline.

- b) That all Evangelists and other Ministers, local or otherwise, shall refrain from all ministry in any capacity in any church in any place. We further go on record as withdrawing our fellowship from any Minister who shall knowingly take into their fellowship any Minister disfellowshipped locally or otherwise.

Section 6. Pentecostal Assemblies of the World Ministers are not allowed to demand a salary from their congregation.

Section 7. The Pentecostal Assemblies of the World does not endorse any woman leaving her husband and going out into the work of the ministry without her husband's consent; or any mother leaving her children and going out into the work of any capacity without leaving her children in the hands of reliable persons who shall properly care for them, and at no time should her absence from her children be longer than thirty (30) days at one time, except by consent of her husband, that is if she is married.

Section 8. During the sitting of our Annual Convention, every member delinquent in the renewal fees shall not be allowed to take part in the Convention.

Section 9. The Pentecostal Assemblies of the World shall expect all ministers of the Pentecostal Assemblies of the World to preach, practice and uphold its doctrines and laws as written in our Minute Book.

Section 10. Resignations coming from ministers of an Diocese must be sent to the Bishop of such Diocese and to the General Secretary.

Section 11. Ministers and missionaries of the Pentecostal Assemblies of the World should be in all modesty as becometh saints. We are “living epistles, known and real of all men,” and if for no other cause than this we should be careful not to be stumbling blocks to anyone.

Section 12. Ministers (male and female), whoso deport themselves to cause their lives to be questionable shall be dis-fellowshipped until such time as they shall deport themselves according to the Word of God by abstaining from the appearance of evil.

Section 13. All members of the Pentecostal Assemblies of the World shall be forbidden to act in any capacity as an official or executive in any measure of a labor union. (James 5:12; II Corinthians 6:14 -18). They shall not work as pickets or any other measure bar the way of entrance of others from their work. Be it understood that this is to include all members of all Auxiliaries connected with the parent body. This does not abridge the right to pay dues and work for and in behalf of their families.

Section 14. All ministers of the Pentecostal Assemblies of the World shall extend to all visiting ministers true ministerial courtesy, when they come in their midst.

Section 15. If any Minister receives a pastorate through the Council or organization and leaves that Council or organization and goes out independent shall forfeit his church.

Section 16. No member of the Pentecostal Assemblies of the World shall act upon any recommendation coming from the Executive Board until such recommendation has been ratified by the electorate.

Section 17. Any individual coming to the P.A.W., who has been divorced and is desiring credentials, shall be required to produce proof of his marital status.

Section 18. In the case where an offense is committed the same shall be dealt with in the District where the offense occurred.

Section 19. The Pastors meeting shall be Wednesday in the General Convention.

Section 20. Since all the District Elders are Pastors and since five District Elders sit with the Board of Bishops each year, the meeting formerly held with the Bishop and District Elders also include all Pastors.

Section 21. Mexican brethren in Old Mexico shall be allowed to pay \$10.00 in their money and that in case of indigence, the same rule to be applied as paying the for credentials. This is understood to mean that in dealing with Mexican brethren, their money is to be evaluated with that of the United States currency.

Section 22. The District Elders', Pastors', and Bishops' meet shall be formalized with a sedentary selected from among the lay Pastors to keep records of topics discussed and resolutions which may be drawn to be presented to the resolution committee. An agenda and time schedule is drawn up on the opening of the Pastor's meeting.

Section 23. Any minister having been found guilty of immorality at any time by this body shall only be eligible to hold office in this body or any of its Councils or Auxiliaries after he has proven himself for three years of a consecrated walk; further, he must first be recommended by the Pastor of his local assembly and the Bishop of his Diocese: and if he is a Pastor, the Council must recommend him. Further,

with such recommendations, he shall be eligible for any office.

Section 24. There is definite need for disciple in our organization, therefore:

- a) There shall be no conviction of any minister except by the testimony of two or three witnesses or by the voluntary confession of an offender;
- b) If conviction is by voluntary confession, such leniency shall be shown as warranted by the facts of the case;
- c) There shall be no restoration of one who has been dis-fellowshipped unless ample fruits of repentance are manifest;
- d) Those whose lives manifest that they are not separated from sinful practices shall not be received into our fellowship.

Section 25. Any Minister resigning from the Pentecostal Assemblies of the World shall be automatically dropped from membership in the local Council in his District.

Section 26. No member of the P.A.W. shall be permitted to use the badge or title of Bishop unless he has been duly elected to that office by our organization.

Section 27. Persons persistently accused of homosexuality shall be compelled by the P.A.W. and all its Councils to

separate from persons with whom they are accused to live separately from the same or be dropped from our ranks.

Section 28. Whenever sin is committed by any minister of the P.A.W and confessed, it is of such nature that the P.A.W. is greatly affected, it shall be taken to the Bishop of

the Diocese who shall judge the matter, in fairness to the church of the P.A.W., he shall bring the matter to the Board of Bishops, and further, be it understood that the confession is to be made in the District where the falling minister resides.

Section 29. We, the Executive Board and members of the P.A.W. go on record as extending to all brethren of like faith, irrespective of race, color, or organizational affiliation, a hearty welcome to our organizational and we assure them that we will put forth every possible and sincere effort to promote the furtherance of the Gospel of Jesus Christ. We welcome them without discrimination or humiliation; we appreciate the warm fellowship that we have enjoyed together in the past and pray for a lasting and greater fellowship in the future.

Section 30. All our brethren who have left us and come back shall not lose their seniority and shall be eligible for any office at the discretion of the general body, provided they are working in perfect harmony with the laws of the Pentecostal Assemblies of the World.

Section 31. In the case of death of any of our ministers, the General Secretary shall be authorized to communicate with the members of the Executive Board by telegram, as soon as, he is notified by the family. In cases of serious illness, the Executive Board shall be notified by mails.

Section 32. Inasmuch as there are a number of churches without a Pastor, and whereas there are hundreds of P.A.W. Ministers available for the pastorate., be it resolved that a new source program be established through the National Office designated to present the qualifications of ministers who are available to fill the vacancies in the pastorate.

Section 33. The Executive Board of the P.A.W., Inc. affirms the requirement that all members of said organization be members of a local Council.

Section 34. No P.A.W. minister will be permitted to use the title of “Apostle” in his local assembly.



Northern District Council

5th Episcopal District of the Pentecostal Assemblies of the World, Inc.

Northern District Council

Church Directory

Albion

Greater Bible Way Temple - Albion

402 Austin Ave.

Albion, MI 49224

Pastor Kevin Williams, Jr.

(734) 386-1810 / (313) 529-0541

Ann Arbor

New Grace Apostolic Temple

2898 Packard Road

Ann Arbor, MI 48108

Suffragan Bishop Avery Dumas III

(734) 477-6888 / www.newgrace.org

Battle Creek

Bethlehem Temple of Battle Creek

105 West Goodale Ave.

Battle Creek, MI 49037

District Elder Michael Eubanks

(269) 965-2809

Bay City

Apostolic Life Church

301 N. Madison Ave.

Bay City, MI 48708

Pastor Phillip Johnson

(989) 893-8301

www.apostoliclife.church

Belleville

Bethlehem Temple of Belleville

45100 Willow Road

Belleville, MI 48111

Pastor William LaMar, Sr.

(734) 461-2121

Benton Harbor

Full Gospel Tabernacle

720 E. Main St.
Benton Harbor, MI 49022
Pastor Carl Horne
(269) 927-1904

Greater Faith Apostolic Church

1995 E. Britain Ave.
Benton Harbor, MI 49022
Suffragan Bishop Joe L. Cunningham
(269) 927-0198
Fax: (269) 637-6033
www.greaterfaithapostolic.org

Burton

Southeast Christian Church

4171 Lapeer Rd
Burton, MI 48509
District Elder Kenneth Brown
(810) 742-6920

Canton

Bethel Grace Church

Mailing address: 46036 Michigan Ave. - Suite 226
Canton, MI 48188
Pastor Brandon Jackson
(734) 673-3896
www.bethelgrace.church

Faith & Truth Apostolic Church

3950 S. Lotz Road
Canton, MI 48188
Mailing address: 3062 Wolverine Drive
Ann Arbor, MI 48108
Pastor Jean Gatewood
(734) 973-6302

Cassopolis

Christ Temple Church

305 N. Second

Cassopolis, MI 49031

Pastor David Johnson

(269) 445-3498

Chatham, Ontario

New Beginnings Ministries

183 Wellington Ave West

Chatham, Ontario N7M1J7

Pastor Morris Cuyler, Jr.

(519) 351-4010

Dearborn Heights

The Family Worship Center

4621 Pelham

Dearborn Heights, MI 48125

District Elder Tommy Lyons

www.pastorlyons.org

Detroit

Apostolic Church of Jesus

19640 Plymouth Road

Detroit, MI 48228

Suffragan Bishop Clifton Hoke

(313) 272-0702

Apostolic Faith Church of Love

12405 Rosa Parks Blvd

Detroit, MI 48206

Pastor James M. Boyer

(313) 883-0050

(Detroit, continued)

Bethel Church of the Apostolic Faith

3381 Mack Avenue

Detroit, MI 48207

District Elder John M. Lucas

(313) 579-2765

Bethlehem Temple Pentecostal Church

16238 Joy Road

Detroit, MI 48228

District Elder Samuel Hemmingway

(313) 273-5699

City of Refuge Christian Church, Inc.

16431 Plymouth Rd.

Detroit, MI 48227

Pastor Lee M. Patterson, Sr.

(313) 588-5216

www.cityofrefugechristianchurch.org

Faith Temple Church of the Apostolic Faith

11849 E. 7 Mile Road

Detroit, MI 48205

Pastor Willie Riddle

(313) 527-5120

Greater Grace Temple

23500 W. 7 Mile Rd.

Detroit, MI 48219

Bishop Charles H. Ellis III

(313) 543-6000

www.greatergrace.org

Immanuel Outreach Cathedral

Mailing address:

P.O. Box 19193

Detroit, MI 48219

District Elder DeShawn Wilkins

(Detroit, continued)

New Creation Church of the Apostolic Faith
15888 Greenfield Road
Detroit, MI 48227
District Elder Yvonne Hawkins-Bell
(313) 838-9083

New Hope Tabernacle
20221 Lahser Road
Detroit, MI 48227
Pastor Larry L. Robinson
(313) 535-7999

Pentecostal House of God
17750 Brush Street
Detroit, MI 48203
Pastor David Thomas
(313) 570-8841

Rose of Sharon Apostolic Church
20135 Joy Rd
Detroit, MI 48228
Pastor Tina Ealey
(313) 884-4783

Second Mt. Zion of the Apostolic Faith
7616 Oakland
Detroit, MI 48211
District Elder Eunice Jones
(313) 330-7621

Shalom Temple of the Apostolic Faith
7445 E. Palmer
Detroit, MI 48213
Pastor Gloria Taylor
(313) 922-5750

(Detroit, continued)

St. Peters Holiness Church of Jesus Christ

2504 Monterey
Detroit, MI 48206
Pastor Kevin Colston
(313) 868-0278

East Pointe

Pentecostal Church of Jesus Christ

16226 E. 9 Mile Road
East Pointe, MI 48021
Pastor Keith Spiller
(586) 772-2336
Fax: (586) 863-1977

Flint

Bethel Apostolic Church

G-5133 Fenton Rd
Flint, MI 48507
Suffragan Bishop Theron Wiggins
(810) 232-0977 / (810) 577-9558

Bethlehem Temple Church

3401 M L King Ave.
Flint, MI 48505
District Elder Phillip Thompson
(810) 787-7814
bethlehemtemplechurch.org

Christ the Rock Apostolic Church, Inc.

1102 W. Hemphill Road
Flint, MI 48507
Suffragan Bishop Wilbert Reed, Jr.
(810) 232-7911
www.ctracflint.org

(Flint, continued)

Greater Emmanuel Temple

1117 E. Genesee Ave.

Flint, MI 48508

District Elder Melvin Davis

(810) 789-4941

Our Savior Apostolic Church

1502 E. Bennett Ave.

Flint, MI 48506

Pastor Burnetta Driver

(810) 239-0961

Pentecostal Temple Church

1658 Delaware Ave.

Flint, MI 48506

Pastor Will I. Morgan

(810) 789-3407

Fax: (810) 787-8040

Grand Rapids

Apostolic Faith Church

1935 44th Street SE

Grand Rapids, MI 49507

District Elder Dorian Richardson

(616) 243-9719

www.apostolicfaith-gr.org

Bethel Abundant Life Center

834 Lake Drive

Grand Rapids, MI 49506

Pastor Jathan K. Austin

(616) 454-6654

Life Center Church of the Apostolic Faith

1905 Madison Ave. SE

Grand Rapids, MI 49507

Pastor Marcus Rigsby

(616) 248-9144

Jackson

Greater Bible Way Temple

322 Madison St.

Jackson, MI 49202

Bishop Ira Combs Jr.

Diocesan, 5th Episcopal District of the P.A.W., Inc.

Northern District Council Headquarters

(517) 784-2079

www.gbwt.net

Kalamazoo

Christ Temple Church Kalamazoo

3498 N. 26th Street

Kalamazoo, MI 49048

Suffragan Bishop Tony Thomas

(269) 343-6244

www.ctckalamazoo.org

Lansing

Agape Christian Church of Lansing

3021 Turner St.

Lansing, MI 48910

District Elder Ronald T. Embry

(517) 394-2663

www.Agape4U.org

Christ Temple Church Lansing

1033 Lenore Avenue

Lansing, MI 48910

District Elder (Oct. 2018) Jon Slaughter

(517) 484-0578

www.CTClansing.org

Grace International Outreach Church

1901 Massachusetts Ave.

Lansing, MI 48823

Bishop Mona Reid

(517) 580-4133

Milan

Agape Apostolic Church

Physical address: 11117 Whittaker Rd.

Mailing address: P.O. Box 7

Milan, MI 48160

District Elder Reginald M. Freeman

(877) 824-2738

www.agapeapostolic.org

Monroe

Lighthouse Temple Combs Memorial

Mailing Address:

123 Kentucky Ave.

Monroe, MI 48161

Pastor Philip Spears

(734) 773-8150

Muskegon

Apostolic Church of God-Muskegon

1163 Center Street

Muskegon, MI 49442

Suffragan Bishop Theophilus Burrell

(231) 777-4728

Fax: (231) 777-3885

Muskegon Heights

Christ Temple Apostolic Church

412 E. Sherman Blvd.

Muskegon Heights, MI 49444

Suffragan Bishop Avery Burrell

(231) 733-4745

www.ctafc.org

Niles

New Vision, An Apostolic Faith Assembly

819 Lake Street

Niles, MI 49120

Suffragan Bishop Carlton D. Burrel, Sr.

(269) 684-0291

Oak Park

Mountain Top International Word Ministry

24061 Coolidge Hwy

Oak Park, MI 48237

Suffragan Bishop Donney D. Faulk

(248) 543-5534

Fax: (248) 543-4803 / www.mtiwm.org

Paw Paw

Faith of the Apostles Church

34580 M-40 HWY

Paw Paw, MI 49079

Pastor David Harn

(269) 512-4586

www.faithoftheapostles.org

Pontiac

Berea Family Tabernacle

68 W. Walton Blvd

Pontiac, MI 48340

Pastor Darick Rutley, Sr.

(248) 338-4748

Christ Temple Church

539 Paddock St.

Pontiac, MI 48341

Pastor Walter T. Elam

(248) 335-5690

Greater Bible-Way Temple Pontiac

1180 N. Perry

Pontiac, MI 48340

District Elder James Manns

(248) 333-3312

www.greaterbwt.com

Port Huron

Zion Cathedral of Praise International Ministries

3003 Moak Street

Port Huron, MI 48060

District Elder Kimberly Brown

(810) 982-8144 / (810) 941-2864

Quinnesec

Christ Temple Church of Quinnesec

3280 Menominee St

Quinnesec, MI 49876

Pastor James Brown

(906) 774-1437

Redford

Calvary Apostolic Church

19650 Beech Daly

Redford, MI 48240

Mailing address:

P.O. Box 47122

Oak Park, MI 48237

Pastor Gary Green

(248) 677-3409 – home / (313) 600-7166 - cell

Romulus

Shiloh Deliverance Church

30055 Ecorse Road

Romulus, MI 48174

Pastor Nathan Fisher

(313) 598-4594

Saginaw

Bethlehem Temple Church of Saginaw

3521 Webber St.

Saginaw, MI 48601

District Elder Curtis E. Johnson

(989) 755-8381

New Generation Church

2600 Wadsworth

Saginaw, MI 48601

Pastor Mary Allen

(989) 754-2394 - home

Shelby Township

Calvary Apostolic Church

7420 Powers Court

Shelby Township, MI 48317

Pastor Judy Smith

(586) 739-4660

Springfield

Bethlehem Temple Church of Springfield

610 Parrish St.

Springfield, MI 49037

Suffragan Bishop Tony F. Thomas

(269) 965-2481 / (269) 462-2154

Taylor

Greater Grace Temple-Taylor

24111 Koths St.

Taylor, MI 48180

Bishop Gary Harper

(313) 295-4472

www.ggtoghm.org

Warren

Street Corner Ministries of the Apostolic Faith

5460 Arden Rd.

Warren, MI 48092

Mailing address:

P.O. Box 8377 Gratiot Ave.

Eastpointe, MI 48021

Pastor Rowland Coats

(313) 433-3322

Waterford

Burning Bush

2950 Watkins Lake Road

Waterford, MI 48328

Pastor Richard Schofield

(248) 332-3681

Westland

Christ Temple Apostolic Faith Church

29124 Eton St.

Westland, MI 48186

Suffragan Bishop Luke A. McClendon

(734) 326-3833

www.christtempleafcw.org

Ypsilanti

God's City of Refuge Church

4377 Textile Rd.

Ypsilanti, MI 48197

Mailing address:

7098 Wellington Ln.

Ypsilanti, MI 48197

Pastor Mark Thomas

(734) 855-9732

(Ypsilanti, continued)

Jesus International Ministry Network, Inc.

235 Spencer Lane
Ypsilanti, MI 48198
Mailing address:
P.O. Box 972297
Ypsilanti, MI 48197
Pastor Alex Easley
(734) 478-5273

Messias Temple Church

200 Harriet Street
Ypsilanti, MI 48197
Bishop Harry S. Grayson
(734) 483-8092
www.messiastemple.org

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NORTHERN DISTRICT COUNCIL
5TH EPISCOPAL DISTRICT OF THE PENTECOSTAL
ASSEMBLIES OF THE WORLD, INC.

Print Date: October 2018
NDC Office of the Secretary
