

CONSTITUTION

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THE CONSTITUTION

ARTICLE 1

CONSTITUTION DECLARATION

WE BELIEVE:

That God's purpose concerning man is:

- (i) to seek and save that which is lost,
- (ii) to be worshiped by mankind, and
- (iii) to build a body of believers in the image of His Son.

That the priority reason for being of the Assemblies of God in Malawi is, to be an agency of God for the evangelising of the world; to be a corporate body in which man may worship God; and to be a channel of God's purpose to build a body of saints being perfected in the image of His Son.

That the Assemblies of God in Malawi exists expressly to give continuing emphasis to this reason for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptised in the Holy Spirit. This enables the believers to evangelise in the power of the Holy Spirit with accompanying supernatural signs adding a necessary dimension to worshipful relation with God. In so doing the believers are enabled to respond to the full working of the Holy Spirit in expression of the fruit, the gifts and the ministries as in New Testament times for the edifying of the body of Christ.

PREAMBLE

WHEREAS, the Assemblies of God in Malawi, a church organisation duly registered in accordance with the Laws of Malawi and the National Office whereof is located in the City of Lilongwe and the said National Office as well as any groups associated with it are governed in their work and deeds by offices and rules adopted, promulgated and accepted by the members; and

WHEREAS, for the purpose of engrossing the said rules and canons so that they may be available to official and governmental review and inspection; for the protection of the officers and members; for the conversion of the rights of the Assemblies of God In Malawi;

NOW, THEREFORE, BE IT RESOLVED by the Assemblies of God in Malawi in regular meeting assembled that the following rules, canons, and regulations are hereby ordered, inscribed and contained in the archives of this church organisation.

ARTICLE 2

NAME

The official name of this body shall be “**The Assemblies of God in Malawi**”, which term is reserved for legal use when referring to the legal entity.

Each Local Church may use any name agreed upon by the said church under the main name of the Assemblies of God in Malawi.

ADDRESS OF SERVICE

The physical address of service for the National Office of the church organisation shall be Area 32/10 along Chilambula Road in the City of Lilongwe aforesaid..

ARTICLE 3

DEFINITIONS

- (i) The **Assemblies of God in Malawi** (AGIM) is a church organization registered under the Registrar of Societies of Malawi whose purposes, prerogatives and Powers are stipulated in Articles 5, 6, and 7 of this Constitution
- (ii) The **General Assembly** is a body of selected and invited delegates out of the Assemblies of God in Malawi, which constitutes the supreme authority when in session.
- (iii) The **National Church** is a term used to refer to the duties and powers of the body that represents the collective local assemblies found all over the country.
- (iv) **National Officers** are the top administrators of the Assemblies of God.
- (v) **National Board of Administration** is the body of six national officers that run the affairs of the General Assembly, General Presbytery, and the National Executive Committee when not in session.
- (vi) **National Office** refers to the Office at the national level where the activities of the national officers are held on behalf of the General Assembly when not in session.
- (vii) **National Executive Committee** is the body that oversees all the activities and programs of the national church.
- (viii) **General Presbytery** is the second supreme body in authority of the Assemblies Of God in Malawi. It is comprised of members from the National board of Administration, Division and Districts.
- (ix) The **Division** is an administrative area of the national church. It is made up of several districts and governed by the Division Director.
- (x) The **District** is an administrative area for the national church and follows the same geographical boundaries of the administrative districts of the nation of Malawi. The District Superintendent governs it.
- (xi) The **District Assembly** is a supreme governing body when in session for the District.
- (xii) The **District Superintendent** is the Chairperson and leader of the District

- (xiii) The **Section** is an administrative area of the national church within a district. It coordinates and oversees the activities of the local assemblies within a selected geographical area.
- (xiv) The **Presbyter** is the chairperson and leader of the Section.
- (xv) The **Local Assembly** is a local body of believers who frequently gathers to fulfil the Purposes of the Assemblies of God in Malawi
- (xvi) **Indigenous Missionary Churches** are local assemblies that have a preset pattern of being self-governing, self-supporting and self-propagating. They also have as their mandate to plant and produce other local assemblies of the same pattern.
- (xvii) **Church Departments** are organizations that carry other auxiliary functions of the National Church such as provisions of health, education, relief, and development.
- (xviii) **Church Ministries** are the organizations through which the core functions and purposes of the Assemblies of God are carried through.
- (xix) **Advisory Services** are services rendered by retired ministers, senior ministers and other professionals to serving ministers.
- (xx) **National Disciplinary Council** is the Supreme and Final Court of Appeal in the Assemblies of God administrative structure.
- (xxi) **National Directors of Ministries** are persons given responsibilities to lead and oversee the activities and programs of specific church ministries.
- (xxii) **Pentecostal Church** is a term used to define a national church or local assembly whose characteristics follow the beliefs and practice of the New Testament Church. They believe in the Baptism, infilling and empowerment of the Holy Spirit for ministry in this day and age. They also believe that the physical initial evidence of the infilling of the Holy Spirit is speaking in other tongues.

ARTICLE 4

TERRITORY

Section 1

The territory shall include all of the Republic of Malawi.

Section 2

The territory shall be divided into Division under the direction of the General Presbytery.

Section 3

The Division shall be subdivided into Districts based on the boundaries of administrative districts by the Division Executive Committee; where this is not possible the Division shall decide and demarcate otherwise.

Section 4

The District Assembly shall further subdivide the District into Sections.

ARTICLE 5

PURPOSE

Section 1

The purpose of this body shall be:

- (i) To fulfil the commission of Christ to the church (Matt. 28:18-20; Mark 16:15-20; Acts 1:8).
- (ii) To establish self-supporting, self-governing, and self-propagating Assemblies, which believe, obey, and propagate the full Gospel message of Jesus Christ.
- (iii) To provide sound Christian teaching for all members and adherents.
- (iv) To provide humanitarian assistance and social services.

ARTICLE 6

PREROGATIVES

Section 1

The prerogatives of the Assemblies of God in Malawi shall be:

- (i) To encourage and promote the evangelisation of the world.
- (ii). To encourage and promote the worship of God.
- (iii) To encourage and promote the edification of believers.
- (iv) To provide a basis of fellowship among Christians of like precious faith.
- (v) To establish and maintain such departments and institutions as may be necessary for the propagation of the gospel and the work of this Pentecostal church.
- (vi) To provide all scriptural teachings, methods, and conduct, and to disapprove unscriptural teachings, methods, and conduct.

Section 2

To provide a common seal which shall incorporate the full title of the body and embrace the emblem of the Assemblies of God in Malawi.

ARTICLE 7

POWERS

Section 1

The Assemblies of God in Malawi as a corporate body constituted in terms of the common law applicable in the Republic of Malawi under this constitution shall, subject to the provisions, hereof, have all such powers that vest in a body corporate having a legal personality independent from its members.

Section 2

Without derogating from the generality of Section 1 above, the Assemblies of God in Malawi shall have the power to, inter alia:

- (i) Institute, defend or be a party to legal proceedings in its own name.
- (ii) Acquire rights and incur obligations.
- (iii) Enter into and enforce contracts.
- (iv) In its own name acquire, alienate or in any way deal with movable, immovable, corporeal, intellectual or any other form of property or rights in property.
- (v) Secure, receive and pay loans obtained for the purpose of advancing, promoting or accomplishing its mission.
- (vi) Enter into contracts of employment as an employer, and accordingly remunerate its employees.
- (vii) Open and hold bank accounts in its name.
- (viii) Subject to the law applicable, invest its resources or property in any manner it deems fit.
- (ix) Local assemblies, boards, and other committees of the Assemblies of God have the powers to open bank accounts with the bank of their choice.
- (x) Local assemblies, boards, and other committees under the supervision of the National Executive Committee have the powers to acquire loans and set investments that will be for the furtherance of the purposes of the Assemblies of God in Malawi.

Section 3

Notwithstanding anything herein contained, the Church may not utilise its income, surplus earnings or any realisation of its assets for any purpose whatever other than the advancement, promotion and accomplishment of its mission; and the Church is specifically precluded from sharing with, ceding to or passing over to any other person, natural or legal, its income and profits howsoever earned and sourced.

ARTICLE 8

RELATIONSHIPS

The Assemblies of God in Malawi, while being a self-administrating body, recognises its mutual spiritual relationship with all Assemblies of God bodies throughout the world and any church organisation whose teachings, doctrines and beliefs are in line with Assemblies of God

ARTICLE 9

STRUCTURE OF THE CHURCH

The Assemblies of God in Malawi shall discharge its functions through the following constitutive organs and any other that may be established:

- (a) The General Assembly
- (b) The General Presbytery
- (c) The National Board of Administration
- (d) The National Executive Committee
- (e) The Division
- (f) District Assembly
- (g) Section
- (h) Local Assembly
- (i) Ministries
 - Children's Ministries
 - Chi Alpha
 - Men's' Ministries
 - Evangelism Ministries
 - Women Ministries
 - Youth Ministries
- (j) Departments
 - AGLC Press
 - Health
 - Literature/Bookshops
 - Relief and Development
- (k) Educational Institutions
 - Theological Institutions
 - Non Theological Institutions

ARTICLE 10

THE GENERAL ASSEMBLY

Section 1 The General Assembly

- (j) When in session the General Assembly is the supreme authority of the Assemblies of God in Malawi.
- (ii) The regular sessions of the General Assembly shall be biannually, the dates and place being set by the National Executive Committee.
- (iii) The General Assembly shall be held for at least three complete consecutive days
- (iv) The other meetings or conventions may be held pursuant to the call of the National Executive Committee.

Section 2 Composition

The General Assembly shall consist of:

- (i) National Executive Committee
- (ii) Division Executive Committees
- (iii) District Assembly Committees
- (iv) Section Presbyters
- (v) Credentialed Ministers
- (vi) Local Assembly Representatives in the following manner:
 - a. 100 to 300 Church membership one representative
 - b. 301 to 1000 Church membership two representatives
 - c. 1001 and above Church membership three representatives
- (vii) National Directors of Ministries
- (viii) Missionary Partners Representative
- (ix) Heads of Church Departments

Section 3 Duties and Powers

The General Assembly shall:

- (i) Be the supreme authority of the Assemblies of God in Malawi when in session;
- (ii) Confirm the minutes of the previous General Assembly;
- (iii) Nominate and elect the National Executive Committee as stipulated in the By-Laws of this Constitution;
- (iv) Receive and endorse reports, plans and programs of the General Presbytery;
- (v) Have powers to amend this Constitution whenever necessary and as provided for in By-Laws of this Constitution;
- (vi) Appoint or dismiss auditors for the National Church
- (vii) Appoint or dismiss legal representative of the National Church.

Section 4 Membership and Voting

The membership and voting constituency of the General Assembly shall consist of all those in Section 2 above, except during an election session where only ministers are eligible to nominate and vote.

Section 5 Non Voting Members

- (i) All invited guests and observers shall not be eligible to vote in the General Assembly deliberations.
- (ii) Invited guests may be requested to participate in the General Assembly deliberations.
- (iii) Ministers on discipline shall be non-voting members in the General Assembly

ARTICLE 11

THE GENERAL PRESBYTERY

Section 1 Composition

There shall be a General Presbytery consisting of:

- (i) National Executive Committee Members,
- (ii) District Superintendents,
- (iii) National Directors of Ministries,
- (iv) Division Executive Committee

Section 2 Duties and Powers

The General Presbyter shall:

- (i) Prepare agenda for the General Assembly,
- (ii) Consider proposals from National Executive Committee,
- (iii) Act as a Court of Appeal for ministerial discipline,
- (iv) Deliberate reports from the National Executive Committee,
- (v) Be accountable to the General Assembly,
- (vi) Excommunicate any member of the National Executive Committee,
- (vii) Receive and deliberate the Auditors' Annual Report of the National Church,
- (viii) Hold the National Executive Committee accountable for all its respective functions.
- (ix) Appoint commissions of inquiry for any matter that the General Presbytery Committee seeks clarification before final determination as stipulated in the By-Laws of this Constitution,
- (x) Appoint a disciplinary committee from among its members as stipulated in the By-Laws.
- (xi) Hear disciplinary cases and administer discipline to any minister in the following offices: Division Executives Committee members, National Directors of Ministries and National Board of Administration.

ARTICLE 12

THE NATIONAL EXECUTIVE COMMITTEE

Section 1 Composition

The National Executive Committee of the Assemblies of God in Malawi shall consist of:

- (i) The National Board of Administration,
- (ii) Division Directors,
- (iii) Church Operations Director
- (iv) Director of Division of Missions
- (v) Any National Director of Ministries as recommended by the General Presbytery as stipulated in the By-laws

Section 2 Duties and Powers

The National Executive Committee shall:

- (i) Serve as the Board of Trustees of The Assemblies of God in Malawi'
- (ii) As trustees they shall be legal custodians of all property: real and personal, of the National Church. This shall include ensuring accountability on resources, audits and having a clear knowledge of all National Church assets and liabilities and all grants from financial partners.
- (iii) Be accountable to the General Presbytery,
- (iv) Represent the Church before civil authorities,
- (v) Represent the Church in all national functions and concerned fora,
- (vi) Act on behalf of the General Assembly in the establishment and maintenance of partnership relations with other churches and organisations,
- (vii) Implement policies, decisions and developmental plans and secure funds for the Assemblies of God in Malawi as laid down by the General Assembly,
- (viii) Form ad-hoc committees for specific tasks as need arises,
- (ix) Be responsible for the inter divisional transfers and placements of ministers as stipulated in the By-Laws of this Constitution,
- (x) Advise on transfers and placements of ministers within a division,
- (xi) Determine the salaries and/or allowances for the National Board of Administration,
- (xii) Appoint, retire and dismiss National Directors of Ministries as stipulated in the By-Laws of this Constitution,
- (xiii) Approve and ratify the budgetary and strategic management planning by the National Board of Administration,
- (xiv) Recommend names of the Board of Ministers Benefit Association to the General Presbytery for ratification as stipulated in the By-Laws of this Constitution.
- (xv) Approve and ordain ministers as stipulated in the By-Laws of this Constitution,

- (xvi) Dissolve any Division Executive Committee as stipulated in the By-Laws of this Constitution.
- (xvii) Be responsible to call and organise the National Convention which will serve as the spiritual revival meeting open to the general public.
- (xviii) Serve as the Constitutional Committee of the National Church
- (xix) Constitute a fact-finding committee for the General Assembly and the General Presbytery.
- (xx) Carry out any other duties as may be assigned by the General Assembly or General Presbytery.

ARTICLE 13

THE NATIONAL BOARD OF ADMINISTRATION

Section 1 Composition

The National Board of Administration shall consist of :

- (i) The President
- (ii) The Deputy President
- (iii) The Secretary General
- (iv) The Deputy Secretary General
- (v) The Treasurer General
- (vi) The Deputy Treasurer General

Section 2 Minimum Requirements

The National Board of Administration shall be elected from the ordained ministers of the Assemblies of God in Malawi with the following qualifications:

- (i) A proven track record of personal tithing for three consecutive years prior to election.
- (ii) A proven track record from his/her local church of supporting missions, Bible School and General Fund for three consecutive years prior to the election,
- (iii) For the office of Treasurer General and Deputy Treasurer General, accounting knowledge and financial experience shall be a prerequisite.
- (iv) At least four years of theological training at graduate level from a recognised institution approved by the Assemblies of God in Malawi,
- (v) Malawi School Certificate of Education (MSCE) or its equivalent,

Section 3 Election and Term of Office of National Board of Administration

- (i) The National Board of Administration shall be elected from the ordained ministers of the Assemblies of God in Malawi as stipulated in this Article, Section 2 and in the By-Laws of this Constitution.

- (ii) The term of office shall continue for a period of four years from the election date as stipulated in the By-Laws of this Constitution.

Section 4 Duties and Powers

The National Board of Administration shall:

- (i) Hire and fire any administrative staff of the National Office as may be deemed fit for the day to day running of the said office,
- (ii) Be responsible for the management of the affairs of the National Office,
- (iii) Be accountable to the National Executive Committee
- (iv) Be responsible for the strategic management planning of the National Church,
- (v) Be responsible for the budgetary planning of the National Church,
- (vi) Be responsible for the development of national church policies on Operations, Finances, Human Resource, Assets, and Investments
- (vii) Be responsible for the implementation of strategic management plans and policies,
- (viii) Be responsible for the submission of an up dated and/or revised list of Board of Trustees of the Assemblies of God in Malawi to the Registrar General whenever there are changes in that list.
- (ix) Formulate resolutions for the General Assembly
- (x) Carry out any other duties mandated by the National Executive Committee,

Section 5 Impeachment of the President

The president may be impeached as stipulated in the By-Laws of this Constitution

ARTICLE 14

DIVISION

The Division shall be an administrative area of the Assemblies of God in Malawi.

Section 1 Minimum Requirements

The Division Executives shall be elected from the ordained ministers of the Assemblies of God in Malawi with the following minimum qualifications:

- (i) a proven track record of personal tithing for three consecutive years prior to election.
- (ii) a proven track record from his/her local church of supporting missions, Bible School and General Fund for three consecutive years prior to election,

- (iii) a minimum of three years of theological training from a recognised institution approved by the Assemblies of God in Malawi,
- (iv) Malawi School Certificate of Education (MSCE) or its equivalent,

Section 2 Composition of the Division Board of Administration

The Division Board of Administration shall consist of:

- (i) Division Director
- (ii) Deputy Division Director
- (iii) Division Secretary
- (iv) Deputy Division Secretary
- (v) Division Treasurer
- (vi) Deputy Division Treasurer

Section 3 Duties and Powers of the Division Board of Administration

The Division Board of Administration shall:

- (i) Be responsible for the management of the affairs of the Division Office,
- (ii) Carry out any other duties as mandated by the Division Executive Committee,
- (iii) Be responsible for the strategic management planning of the Division,
- (iv) Be responsible for the budgetary planning of the Division,
- (v) hire and fire any administrative staff of the Division Office as may be deemed fit for the day to day running of the said office,
- (vi) Be responsible for the implementation of the strategic management plans and policies of the division.
- (vii) Receive and approve operational plans and programmes from the District Assemblies.
- (viii) Constitute an Electoral Committee for the District Assembly Standing Officers' elections
- (ix) Be required to present periodic reports of their office to the National Executive Committee.

Section 4 Composition of the Division Executive Committee

The Division Executive Committee shall consist of:

- (i) The Division Board of Administration,
- (ii) District Superintendents,
- (iii) Any Division Head of Ministry as may be recommended from time to time by the Division Executive Committee.

Section 5 Duties and Powers of the Division Executive Committee

The Division Executive Committee shall:

- (i) Co-ordinate activities and programmes of the District Assemblies within its area of administration.
- (ii) Receive the District Assemblies' programmes, development projects and budgets.
- (iii) Suspend and discipline any minister in the Division who does not abide by this Constitution and its By-Laws.

- (iv) Recommend for excommunication to the National Executive Committee of any minister in the Division who does not abide by this Constitution and its By-Laws.
- (v) Act as a court of appeal for cases from the District Assemblies.
- (vi) Dissolve any District Committee as stipulated in the By-Laws.
- (vii) Receive, confirm and submit to the National Executive Committee for ordination of ministers from its division as stipulated in the By-Laws of this Constitution.
- (viii) Determine the salaries and/or allowances for the Divisional Board of Administration
- (ix) Be responsible for placements and transfers of ministers in the Division as stipulated in the By-Laws.

ARTICLE 15

DISTRICT ASSEMBLY

The District Assembly shall meet annually to discuss the plans and work of the District, and complete the business required before the General Assembly. It shall be an integral part of the Assemblies of God in Malawi and follow the Constitution and By-Laws of the Assemblies of God in Malawi.

Section 1 Composition of District Assembly Standing Officers

The District Assembly Standing Officers shall consist of:

- (i) District Superintendent
- (ii) Deputy District Superintendent
- (iii) District Secretary
- (iv) Deputy District Secretary
- (v) District Treasurer
- (vi) Deputy District Treasurer

Section 2 Minimum Requirements

The District Assembly Standing Officers shall be elected biannually from the ordained ministers of the Assemblies of God in Malawi with the following minimum qualifications:

- (i) a proven track record of personal tithing for two consecutive years prior to election.
- (ii) a proven track record from his/her local church of supporting missions, Bible School and General Fund for two consecutive years prior to election,
- (iii) a minimum of three years of theological training from a recognised institution approved by the Assemblies of God in Malawi,
- (iv) Malawi School Certificate of Education (MSCE) or its equivalent,
- (v)

Section 3 Duties and Powers of the District Assembly Standing Officers

The District Assembly Standing Officers shall:

- (i) Be responsible for the management of the affairs of the District Office,
- (ii) Carry out any other duties as mandated by the District Assembly Committee,
- (iii) Be responsible for the strategic management planning of the District,
- (iv) Be responsible for the budgetary planning of the District,
- (v) Hire and fire any administrative staff of the District Office as may be deemed fit for the day to day running of the said office,
- (vi) Be responsible for the implementation of the strategic management plans and policies of the district.
- (vii) Be required to present periodic reports of their office to the Division Executive Committee
- (viii) Constitute the final court of appeal for all disciplinary cases of local assembly members.
- (ix) Receive and approve operational plans and programmes from the Section.
- (x) Constitute an Electoral Committee for the Section Official's' elections

Section 4 Composition of the District Assembly Committee

The District Assembly Committee shall consist of:

- (i) The District Assembly Standing Officers,
- (ii) The Section Presbyters,
- (iii) Any District Head of Ministry as recommended by District Assembly Committee.

Section 5 Duties and Powers

The District Assembly Committee shall:

- (i) Co-ordinate and supervise implementation of activities and programmes of the Sections in the District.
- (ii) Ensure that the vision, mission and policies of the Assemblies of God in Malawi are implemented in the District.
- (iii) Recommend placements and transfers of ministers in the District to the Division.
- (iv) Suspend and discipline ministers in the District as stipulated in the By-Laws of this Constitution.
- (v) Be responsible for creation of new Sections in the District and advise the Division Executive Committee of the same.
- (vi) Assess, recommend and submit names of ministers for 3rd credential ordination to the Division Executive Committee.
- (vii) Assess and ordain 1st and 2nd credential ministers as stipulated in the By-Laws of this Constitution.
- (viii) Be responsible to call and organise the annual District Convention.
- (ix) Be responsible to facilitate the welfare issues of ministers in the district as stipulated in the By-laws

- (x) Serve as credentials committee for Exhorters and Licensed Ministers.

ARTICLE 16

THE SECTION

Section 1 Composition of Section Officials

The Section Officials shall consist of:

- (i) Section Presbyter
- (ii) Deputy Section Presbyter
- (iii) Section Secretary
- (iv) Section Treasurer

Section 2 Minimum Requirements

The Section Officials shall be elected biannually from the ordained ministers of the Assemblies of God in Malawi with the following minimum qualifications:

- (i) a proven track record of personal tithing for two consecutive years prior to election.
- (ii) a proven track record from his/her local church of supporting missions, Bible School and General Fund for two consecutive years prior to election,
- (iii) a minimum of two years of theological training from a recognised institution approved by the Assemblies of God in Malawi,
- (iv) Junior Certificate of Education (JCE) or its equivalent,
- (v)

Section 3 Duties and Powers

The Section shall :

- (i) Ensure operational and budgetary planning of the Local Churches in the Section.
- (ii) Ensure that the local assemblies implement the vision, mission and policies of the Assemblies of God in Malawi.
- (iii) Be responsible for the implementation of Church Planting and Establishment Programmes of the District Assembly.
- (iv) Constitute a fact-finding committee.
- (v) Be responsible for forwarding names of ministers for ordination to the District Assembly.
- (vi) Ensure that both the Local assemblies and their ministers submit their tithes, Bible School support and missions support as stipulated in the By-Laws'
- (vii) Be required to present periodic reports of their office to the District Assembly Committee

- (viii) Ensure and enforce that the local assemblies submit statistical data on church membership and tithe records to the Division, District Assembly and the Section

Section 4 Composition of Section Working Committee

- (i) Section Officials,
- (ii) All local assembly pastors
- (iii) Any Section head of ministry as recommended by the Section Working Committee.

ARTICLE 17

LOCAL ASSEMBLY

Section 1 Composition

The Local Assembly shall be composed of:

- (i) Credentialed minister(s);
- (ii) Elders;
- (iii) Deacons;
- (iv) Registered members.

Section 2 Functions

The Local Assembly exists to carry out the prerogatives of the Assemblies of God in Malawi as stated below:

- (i) To encourage and promote the evangelisation of the world;
- (ii) To encourage and promote the worship of God the Father, the Son and the holy Spirit in truth and in spirit;
- (iii) To encourage and promote the edification of believers;
- (iv) To provide a basis of fellowship among Christians of like precious faith;
- (v) To establish and maintain such departments, institutions and ministries as may be necessary for the propagation of the gospel and the work of this Pentecostal church;
- (vi) To promote humanitarian services to the needy.

Section 3 Local Assembly Constitution

- (i) Local Assemblies may develop a local assembly constitution to facilitate the administrative, operational and ministerial functions of the local assembly.
- (ii) The constitution shall be compatible with the Assemblies of God Constitution and its By-Laws.
- (iii) The local assembly constitution shall always be endorsed before its operational use by the National Executive Committee in its capacity as the Constitutional Committee

ARTICLE 18

BOARD OF CHURCH MINISTRIES

Section 1: Composition

- (i) Director of Church Ministries
- (ii) National Directors of Ministries.

Section 2 Duties and Powers of the Board of Church Ministries

- (i) Coordinate the activities and programmes of all Church Ministries at national level.
- (ii) Constitute a fact-finding committee on Church Ministries.
- (iii) Receive progress reports from Church Ministries.
- (iv) Facilitate strategic management and budgetary planning of each Church Ministry.
- (v) Conduct self-evaluation process for Church Ministries.
- (vi) Ensure that the vision, mission and policies of the Assemblies of God in Malawi are implemented by the Church Ministries.

ARTICLE 19

OFFICE OF CHURCH OPERATIONS

There shall be an office of Church Operations to run and oversee the administrative operations of the National Church and Church departments whose duties and powers are stipulated in the By-Laws of this constitution.

ARTICLE 20

DIVISION OF MISSIONS

Section 1 Composition

The Division of Missions shall have the oversight of missionary activities and programs of the Assemblies of God in Malawi for both within and outside the country. It shall be comprised of:

- (i) The Director of the Division of Missions
- (ii) The Supervisors of Mission areas
- (iii) The Director of Education.
- (iv) The Treasurer General of the Assemblies of God in Malawi
- (v) Four pastors of proven mission zeal and accomplishments appointed by the National Executive Committee.

Section 2 Mission Departments

There shall be two distinct Mission Departments working under the Division of Missions. The Home Missions Department shall be in charge of church planting activities and programs within the geographical boundaries of the nation of Malawi, especially among the unreached people groups. The Department of Foreign Missions shall be responsible for the work outside the country of Malawi

Section 3 Duties and Powers

- (i) Co-ordinate activities and programmes of the Division of Missions
- (ii) Be accountable to the National Executive Committee
- (iii) Be responsible for the strategic management planning of the Division of Missions
- (iv) Be responsible for the budgetary planning of the Division of Missions.
- (v) Facilitate self-evaluation process of the mission areas designated by the Division of Missions
- (vi) Facilitate the research activities in regard to where and when missionary activities and programs are needed in specific areas and countries.
- (vii) Sensitise and mobilize the local assemblies to pray for and support the activities of the Division of Missions.
- (viii) Advise on transfers and placements of Missionaries under the Division of Missions
- (ix) Determine the salaries and/or allowances for the missionaries and staff under the Division of Missions
- (x) Appoint, retire and dismiss Missionaries as stipulated in the By-Laws of this Constitution.
- (xi) Facilitate the selection and orientation the new missionaries.
- (xii) Receive periodic progress reports from every missionary supervisor
- (xiii) Ensure that the missionary areas and missionaries implement the vision, mission and policies of the Assemblies of God
- (xi) Carry out any other duties mandated by the National Executive Committee,

ARTICLE 21

DIVISION OF THEOLOGICAL INSTITUTIONS

Section 1: Composition

The Division of Theological Institutions shall have an oversight over all theological institutions of the Assemblies of God in Malawi. It shall be comprised of:

- (i) The Director of Division of Theological Institutions.
- (ii) Chairpersons of all Theological institutions boards
- (iii) Directors of the theological institutions.

Section 2: Duties and Powers

- (i) Co-ordinate activities and programmes of all the Theological institutions
- (ii) Collection of management information from theological institutions to facilitate the National Executive Committee's decisions making on matters concerning the same.
- (iii) Ensure that each institution develops implements and review strategic management and budgetary planning.
- (iv) Facilitate self-evaluation process of the Theological institutions
- (v) Receive periodic progress reports from each institution.
- (vi) Ensure that the institutions implement the vision, mission and policies of the Assemblies of God.
- (vii) Carry out any other duties as may be mandated by the National executive Committee..

ARTICLE 22

DIVISION OF NON-THEOLOGICAL INSTITUTIONS

Section 1: Composition

The Division of Non-Theological Institutions shall have an oversight over all non-theological institutions of the Assemblies of God in Malawi. It shall be comprised of:

- (iv) The Director of Division of Non-Theological institutions.
- (v) Division chairpersons of all non-theological institutions boards

Section 2: Duties and Powers

- (viii) Co-ordinate activities and programmes of all the non-theological institutions.
- (ix) Collection of relevant management information from the non-theological institutions to facilitate the National Executive Committee's decisions making on matters concerning the same.
- (x) Ensure that each institution develops implements and review strategic management and budgetary planning.
- (xi) Facilitate self-evaluation process of the non-theological institutions.
- (xii) Receive periodic progress reports from each institution.
- (xiii) Carry out any other duties as may be mandated by the National executive Committee.

ARTICLE 23

BOARD OF MINISTERS BENEFIT ASSOCIATION

Section 1. Mandate

The Board of Ministers Benefit Association shall be charged with the responsibility of overseeing the safekeeping, and the investing of the contributory ministers' benefit funds.

Section 2. Composition

There shall be a board of directors appointed on a four-year term by the National Executive Committee of the Assemblies of God in Malawi subject to ratification of the General Presbytery. The Board of Directors shall be responsible and accountable to the National Executive Committee of the Assemblies of God in Malawi.

Section 3: Reporting Relationship

The Board of the Ministers Association shall report to the Chairman of the National Executive Committee.

ARTICLE 24

ELECTORAL COMMITTEE

There shall be an Electoral Committee that will prepare and conduct elections for all the National Executive Committee except for the position of the Director of Church Operations, which is by appointment

Section 1: Composition

- (i) The Moderator of Missionary partners or his/her representative
- (ii) The National Church Legal Representative
- (iii) The Person appointed under Article 27 (1) (iii) of this Constitution

Section 2 Chairperson

The Chairperson of the Electoral Committee shall be elected by a two-thirds majority of the General Presbytery in session

Section 3 Duties and Powers

- (i) Prepare and plan the electoral process
- (ii) Act as the Returning Officers of the Election
- (iii) Implement the electoral process as stipulated in the By-Laws of this Constitution
- (iv) Announce and publish the results of the elections as stipulated in the By-Laws

- (v) Have powers to disqualify a nominated and elected candidate on the basis of belated information contradicting his/her credentials as stipulated in the By-Laws of this Constitution
- (vi) Have powers to nullify the elections on the basis of fraud, rigging or violence.

Section 4: Reporting Relationship

The Electoral Committee shall report to the Chairman of the General Assembly in session

ARTICLE 25

HANDING/TAKING OVER

The Process of Handing Over and Taking Over shall be mandatory throughout all the levels of the National Church structure.

Section 1:

- (i) Outgoing officers shall be available for handing over to the incoming officers for a period of one month except for the office of the President, which shall require a period of three months.
- (ii) During the stated handing over/taking over period the outgoing officers shall be entitled to half of their monthly allowance except local assembly pastors.
- (iii) The incoming officer shall take full responsibility for the running of his/her office from the last day of the assembly in session at the time of election
- (iv) The Incoming Officer shall be obliged to work along side the outgoing Officer during the handing over/taking over period.

ARTICLE 25

ADVISORY SERVICES

All officers from the National Board of Administration to the local assembly pastors are encouraged to develop and maintain advisors drawn from serving ministers, retired ministers and any registered member from some professionals in the Assemblies of God churches.

This is to ensure that all officers are able to draw advice on any church matter from the vast resources found in Assemblies of God for effective and efficient management of their respective offices.

ARTICLE 27

NATIONAL DISCIPLINARY COUNCIL

Section 1 Composition

The National Disciplinary Council shall consist of:

- (i) three representatives from the ordained ministers who must have been in ministry with the Church for at least ten years with a proven track record of high integrity,
- (ii) the National Church legal representative,
- (iii) any one chartered accountant or any one qualified professional from the field of human resource management.

Section 2 Appointment of the National Disciplinary Council

The General Presbytery shall appoint the National Disciplinary Council for any four-year term but not running concurrently with the National Board of Administration.

Section 3 Chairperson

The Chairperson of the National Disciplinary Council shall be elected by a two-thirds majority of the General Presbytery in session.

Section 3 Duties and Powers of the National Disciplinary Council

The National Disciplinary Council shall:

- (i) advise the General presbytery on disciplinary matters,
- (ii) advise the Division Assembly on disciplinary matters,
- (iii) hear any disciplinary cases as mandated by the General Presbytery or the Division Assembly,
- (iv) act as the Final Court of Appeal.
- (v) Constitute a Presidential Council in an event of the National Executive Committee resigning as stipulated in the By-Laws Article 15, Section 2 of this Constitution,

ARTICLE 28

STATEMENT OF FUNDAMENTAL TRUTHS

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths is intended as a basis of fellowship among us (i.e. that we all speak the same thing, I Cor. 1:10; Acts 2:42). The phraseology employed in this statement is not inspired or contended for, but the truth set forth is held to be essential to a Full Gospel ministry. No claim is made that it contains all Biblical truth, only that it covers our need as to these fundamental doctrines.

1. **The Scriptures inspired**

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Tim. 3:15-17; 1 Thess. 2:13; 2 Peter 1:21).

2. **The One True God**

The one true God has revealed Himself as the eternal self-existent "I AM", the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit (Deuteronomy 6:4; Is. 43:10-11; Matthew 28:19; Luke 3:22).

3. **The Adorable Godhead**

a. ***Terms defined***

The terms "Trinity" and "Persons", as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many". WE therefore may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as the Being or three persons, and still be absolutely Scriptural (examples: Matt. 19; 2 Cor. 13:14; John 14:16,17).

- b. Distinction and Relationship in the Godhead taught a distinction of Persons in the Godhead which he expressed in specific terms of relationship, as Father, Son, and Holy Spirit, but that his distinction and relationship, as to its mode is inscrutable and incomprehensible, because it is unexplained. Luke 1:35; 1 Cor. 1:24; Matt. 11:25-27; Matt. 28:19; 2 Cor. 13:14; 1 John 1:3,4.

c. ***Unity of One Being of Father, Son and Holy Spirit***

Accordingly, therefore, there is that in the Son which constitutes Him the Son and not the Father, and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore the Father is the Begetter, the Son is the Begotten, and the Holy Spirit is the one proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name is one. John 1:18; John 15:16; John 17:11,21; Zech. 14:9.

d. ***Identity and Co-operation in the Godhead***

The Father, the Son, and the Holy Spirit are never identical as to Person; nor confused as to relationship; nor divided in respect to the Godhead; nor opposed as to co-operation. The Son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The Holy Spirit is from the Father and the Son proceeding, as to nature,

relationship, co-operation and authority. Hence, neither Person in the Godhead either exists or works separately or independently of the others. John 5:17-30, 32, 37; John 8:17, 18.

e. ***The Title, "Lord Jesus Christ"***

The appellation, "Lord Jesus Christ", is a proper name. It is never applied, in the New Testament, either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God. Rom. 1:3,7; 2 John 3.

f. ***The Lord Jesus Christ, God With Us***

The Lord Jesus Christ, as to His Divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and Man, who because He is God and man, is "Emmanuel", God with us. Matt. 1:23; 1 John 4:2, 10, 14; Rev. 1:13,17.

g. ***The Title, Son of God***

Since the name "Emmanuel" embraces both God and man in the one Person, our Lord Jesus Christ, it follows that the title, Son of God, describes His proper deity, and the title, Son of Man, His power humanity. Therefore, the title, Son of God, belongs to the order of eternity, and the title, Son of Man, of the order of time. Matt. 1:21-23; 2 John 3:8; Heb. 1:1-13.

h. ***Transgression of the Doctrine of Christ***

Wherefore, it is a transgression of the Doctrine of Christ to say that Jesus Christ derived the title, Son of God, solely from the fact of the incarnation, or because of His relationship to the economy of redemption. Therefore, to deny that the Father is a real and eternal Son, is a denial of the distinction and relationship in the being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh. 2 John 9; John 1:1,2,29,49; 1 John 2:22,23; 1 John 4:1-5; Heb. 12:2.

i. ***Exaltation of Jesus Christ as Lord***

The Son of God, our Lord Jesus Christ, having by Himself purged our sins, at down on the right hand of the Majesty on high; angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father, that God may be all in all. Heb. 2:32-36; Rom. 14:11; 1 Cor. 15:24-28.

j. ***Equal Honour to the Father and to the Con***

Wherefore, since the father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of Deity, and to give Him all the honour and the

glory contained in all names and titled of the Godhead (except those which express relationship. See paragraphs b, c, d) and thus honour the Son even as we honour the Father. John 5:22,23; 1 Peter 1:8; rev. 5:6-14; Phil. 2:8,9; rev. 7:9, 10; rev. 4:8-11.

3. THE DEITY OF THE LORD JESUS CHRIST

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a. His virgin birth (Matt. 1:23; Luke 1:31, 35).
- b. His sinless life (Heb. 7:26; 1 Peter 2:22).
- c. His miracles (Acts 2:22, 10:38).
- d. His substitutionary work on the cross (1 Cor. 15:3; 2 Cor. 5:21).
- e. His bodily resurrection from the dead (Matt. 28:6; Luke 24:39; 1 Cor. 15:4).
- f. His exaltation to the right hand of God (Acts 1:9, 11; Acts 2:33; Phil. 2:9-11; Heb. 1-3).

4. THE FALL OF MAN

Man was created good and upright; for God said, "Let us make man in our image, after our likeness". However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Gen. 1:26, 27; 2:17; 3-6; Rom. 5:12-19).

5. THE SALVATION OF MAN

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

a. *Conditions to Salvation*

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:27; John 3:3; Rom. 10:13-15; Eph. 2:8; Titus 2:11; 3:5-7).

b. *The Evidence of Salvation*

The inward evidence of salvation is the direct witness of the Spirit (Rom. 8:16). The outward evidence to all men is a life of righteousness and true holiness (Eph. 4:24; Titus 2:12).

6. THE ORDINANCES OF THE CHURCH

a. *Baptism in Water*

The accordance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Saviour and Lord are to be baptised. Thus they declare to the world that they have died

with Christ and that they also have been raised with Him in newness of life (Matt. 28:19); Mark 16:16; Acts 10:47, 48; Rom. 6:4).

b. ***Holy Communion***

The Lord's Supper, consisting of the elements - bread and the fruit of the vine - is the symbol expressing our sharing the diving nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His suffering and death (1 Cor. 11:26); and a prophecy of His second coming (1 Cor. 11:26); and is enjoining on all believers "till He come!".

7. **THE BAPTISM IN THE HOLY SPIRIT**

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian Church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4-8; 1 Cor. 12:31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Heb. 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word and for the elost (Mark 16:20).

8. **THE EVIDENCE OF THE BAPTISM IN THE HOLY SPIRIT**

The Baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Cor. 12:4-10, 28), but different in purpose and use.

9. **SANCTIFICATION**

Sanctification is an act of separation from that which is evil, and of dedication unto God (Rom. 12:1,2; 1 Thess. 5:23; Heb. 13:12). The Scriptures teach a life of "holiness without which no man shall see the Lord" (Heb. 12:14). By the power of the Holy Spirit we are able to obey the command: "Be ye holy, for I am holy" (1 Peter 1:15,16).

Sanctification is realised in the believer by recognising his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit, (Rom. 6:1-11; Rom. 8:1,2,13; Gal. 2:0; Phil. 2:12,13; 1 Peter 1:5).

10 **THE CHURCH**

The Church is the Body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfilment of her great commission. Each believer, born of Spirit, is an integral part of the general Assembly and Church of the First-born, which are written in heaven (Eph. 1:22, 23; 2:22; Heb. 12:23).

11. THE MINISTRY

A divinely called and scriptural ordained ministry has been provided by our Lord for twofold purpose:

- a. the evangelisation of the world, and
- b. the edifying of the Body of Christ (Mark 16:15-20; Eph. 4:11-13).

12. DIVINE HEALING

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers (Is. 53:4,5; Matt. 8:16,17; James 5:14-16).

13. THE BLESSED HOPE

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thess. 4:16,17; Rom. 8:23; Titus 2:13, 1 Cor. 15:51, 52).

14. THE MILLENNIUM REIGN OF CHRIST

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zech. 14:5; Matt. 24:27,30; Rev. 1:7; 19:11-14; 20:1-6). This millennium reign will bring the salvation of national Israel (Exk. 37:21,22; Zeph. 3:19,20; Rom. 11:26,27) and the establishment of universal peace (Is. 11:6-9; Psm. 72:3-8; Micah 4:3,4).

15. THE FINAL JUDGMENT

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burns with fire and brimstone, which is the second death (Matt. 25:46; Mark 9:43-48; Rev. 19:20; 20:11-15; 21:8).

16. THE NEW HEAVENS AND THE NEW EARTH

"We, according to His promise, look for new heavens and a new earth, wherein dwells righteousness" (2 Peter 3:13; Rev., 21:22).

ARTICLE 29

THE COMMON SEAL

The custodian of the Common Seal shall be the President. The seal shall be affixed to title deeds, legal papers, or any other documents requiring its use as directed by

the National Executive committee. The President and the Secretary General shall sign legal documents.

ARTICLE 30

AMENDMENTS

Amendments to the Constitution may be made at any duly constituted General Assembly meeting of the Assemblies of God in Malawi, provided the proposed amendment has been submitted in writing by the General Secretary to the District Assemblies at least six months before the said meeting. To be adopted, amendments shall require a two-thirds vote of the members present.

BY-LAWS

OF THE

ASSEMBLIES OF GOD IN
MALAWI

REVISED AUGUST, 2002

BY-LAWS

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ARTICLE 1

PARLIAMENTARY ORDER

In order to expedite the work of the General Assembly and to avoid confusion in its deliberations, the General Assembly shall be governed by accepted rules of parliamentary procedure, in keeping with the spirit of Christian love and fellowship.

ARTICLE 2

ELECTORAL PROCESS

Section 1 Electoral Committee

Electoral Committee shall conduct elections for the National Board of Administrators, Divisional Executive Committees, Director of Missions

Section 2 The electoral process structure shall be replicated at division and district levels.

Section 3 Nominations

- (i) Nominations of the National Board of Administration, Divisional Executive Committees and the Director of Missions shall be done on the first day of the General Assembly in order to give the Electoral Committee enough time to process personal data of the candidates before the Election Day.
- (ii) The Electoral Committee shall have powers to disqualify any nomination that does not meet the minimum requirements stipulated in the constitution and its by-laws.
- (iii) Nominations shall be by secret ballot
- (iv) Nominees for any of the offices shall in number be at least four (4) and at most seven (7). In the event that there is a tie on the seventh nominated position, all the candidates will be taken for scrutiny
- (v) Nominations for all National Board of Administration shall be done only by the credentialed ministers present in the General Assembly in session.
- (vi) A nominee who has lost an election but was not nominated for any other office shall not be eligible for election to such other offices.

Section 4 Election

- (i) The Elections of the National Executive Committee Members and the Divisional Executive Committee members shall be held on the third day of the General Assembly in session, in which elections are held.
- (ii) Officers shall be elected only by credentialed ministers present at the General Assembly in session.
- (iii) Officers shall be elected at the General Assembly from among the ordained ministers who meet the minimum standards as set in the constitution. They shall be men and women of

mature experience and ability whose life and ministry are above question and who are in full-time ministry.

- (iv) A two-thirds vote by secret ballot shall constitute an election.
- (v) If after the first ballot there is no election another ballot shall be done for the three candidates with the highest votes.
- (vi) If after the second ballot there is still no election, another ballot shall be done for the two candidates with the highest votes.
- (vii) In case of another election failure after the third ballot, a final ballot shall be done where a fifty-One (51%) majority vote shall constitute an election.

Section 5 Announcements and Publication of Election Results

- (i) The Chairperson of the Electoral Committee shall immediately announce the results of an election before conducting another election.
- (ii) The chairperson of the Electoral committee shall be responsible for the publication of the results of all elections in at least two popular dailies, and two forms of electronic media channels at that time.

Section 6 Vacancies

- (i) In an event of an office of President, Secretary General, Treasurer General falls vacant through death or other cause, the National Executive Committee shall appoint within the first half of their tenure of office the Deputy President, Deputy Secretary General, or Deputy Treasurer General to fill the vacant office in an acting position until an election is held which must be held within six months of the office falling vacant.
- (ii) In the event that the positions mentioned in the By-Laws Article 2, Section 5, Subsection (i) falls vacant on the second half of their tenure of office, National Executive Committee shall appoint the deputising office to fill the office in full capacity until another election is held.
- (iii) In an event of the Deputy President, Deputy Secretary General, or Deputy Treasurer General falls vacant through death or other cause, National Executive Committee shall appoint another officer to serve the expired term of the vacant office.

ARTICLE 3

VOTING PROCEDURES

Section 1 Voting Format

- (i) The voting format in the General Assembly for a constitutional amendment shall be by secret ballot.
- (ii) The voting format in the General Assembly for a by-laws amendment shall be by showing of hands

Section 2 Quorum for Voting

When the General Assembly is in session the quorum for voting shall apply as follows

- (i) The quorum for a constitutional amendment shall be two-thirds (2/3) of the registered members of the General Assembly in session
- (ii) The quorum for by-laws amendment shall be fifty-one percent (51%) of the registered members of the General Assembly in session

Section 3 Presiding officer

The President of the Assemblies of God in Malawi shall be the presiding officer of the General Assembly

ARTICLE 4

DUTIES OF OFFICERS

Section 1. The President

- (i) The President shall emphasise and implement the threefold mission of the church: the evangelisation of the world, the worship of God, and the building of a body of saints being perfected in the image of God; and promote and co-ordinate efforts directed toward the fulfilling of that mission.
- (ii) He shall be President of all the work in Malawi conducted on behalf of the Assemblies of God in Malawi.
- (iii) He shall provide the vision, and be responsible for setting strategic directions of the National Church.
- (iv) He shall ensure that the National Board of Administration produces Strategic Management, and Budgetary Plans.
- (v) He shall be required to perform the management functions of planning, organising, leading and controlling the activities and programs of the National Church.
- (vi) He shall be the chairman of the General Assembly, General Presbytery, the National Executive committee and the Nation Board of Administration.
- (vii) He shall supervise all the work of the National Office, and be an ex-officio member of all boards and committees
- (viii) The President as an ex-official member of all boards and committees shall not be appointed as official representative to other boards and committees.
- (ix) He shall be accountable to the General Assembly.
- (x) He will sign credentials for all ordained ministers
- (xi) He is authorised to sign all official and legal documents of the National Church. This may be delegated where necessary.
- (xii) He shall be required to present bi-annual reports of his office to the General Assembly.
- (xiii) He shall be the custodian of the common seal of the National Church.

- (xiv) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, or the National Executive Committee

Section 2. The Deputy President

- (i) He shall deputise the President.
- (ii) He shall be the Chairperson of Church Ministries
- (iii) As the Chairperson of Church Ministries he shall perform the following duties:
 - a. He shall ensure that the National Directors of Ministries develop and submit Strategic, Operational Plans and Budgets for his approval.
 - b. He shall receive, review, and give feedback on, submitted periodic reports.
- (iv) He shall be accountable to the General Assembly
- (v) He shall be required to submit Strategic, Operational Plans and Budgets of his office to the National Executive Committee
- (vi) He shall be required to present bi-annual reports of his office to the General Assembly.
- (vii) He shall perform any other functions delegated to him by the President and/or such as the General Assembly, General Presbytery, or the National Executive Committee may assign him.

Section 3. The Secretary General

- (i) He shall make and keep true records and minutes of the proceedings of the General Assembly, the General Presbytery, and of the National Executive Committee and shall publish the same within 30 days after the meeting in question.
- (ii) He shall keep a record of churches, ministers, and membership in the organisation.
- (iii) He shall distribute information to all ministers and churches as directed by the General Assembly, the General Presbytery, National Executive Committee and or the National Board of Administration.
- (iv) He shall be accountable to the General Assembly
- (v) He shall be required to submit Strategic, Operational plans and Budgets of his office to the National Executive Committee
- (vi) He shall be required to present bi-annual reports of his office to the General Assembly
- (vii) He shall be the secretary of the General Assembly, General Presbytery, National Executive committee and the National Board of Administration.
- (viii) He shall be the Official spokesman of the National Church
- (ix) He shall be responsible to inform the National Executive Committee appointees of their respective appointments.
- (x) He shall be responsible to invite members of the Electoral Committee to perform their functions at the relevant General Assembly.
- (xi) He shall be responsible for the National Church archives.
- (xii) He shall be in charge of the Media and Research functions of the Church
- (xiii) He shall be an ex-official member of the Assemblies of God Literature Committee

- (xiv) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, National Executive Committee or the National Board of Administration..

Section 4. The Deputy Secretary General

- (i) He shall deputise the Secretary General
- (ii) He shall be accountable to the General Assembly
- (iii) He shall be required to submit Strategic, Operational Plans and Budgets of his office to the National Executive Committee
- (iv) He shall be required to present bi-annual reports of his office to the General Assembly
- (v) He shall be the Chairperson of the Division of the Theological Institutions
- (vi) In his capacity as Chairperson of Division of Theological Institutions he shall perform the following functions.
 - a. He shall ensure that all Theological Institutions develop and implement Strategic, Operational Plans and Budgets as directed by the constitutions of such institutions.
 - b. He shall receive, review, and give feedback on, submitted periodic reports from such boards.
- (vii) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, National Executive Committee or the National Board of Administration..

Section 4. The Treasurer General

- (i) The Treasurer General shall be the custodian of all funds and disburse the same at the direction of the General Assembly, the General Presbytery, or the National Executive Committee, or the National Board of Administration.
- (ii) He shall ensure that there are accurate and audited records of all financial transactions of the National Church.
- (iii) He shall be required to present audited accounts to the General Assembly for ratification.
- (iv) He shall maintain the inventory of all fixed assets of the National Church.
- (v) He shall be accountable to the General Assembly
- (vi) He shall produce and submit financial reports Financial Partners of the National Church.
 - (i) He shall ensure that accepted accounting systems are used in keeping accurate financial records.
 - (ii) He shall be required to present quarterly financial management accounts to National Executive Committee.
 - (iii) He shall be responsible for the preparation of the annual budgets of the national church, and submit them to the National Board of Administration
- (xv) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, National Executive Committee, or the National Board of Administration..

SECTION 6 DEPUTY TREASURER GENERAL

- (i) He shall deputise the Treasurer General
- (ii) He shall be accountable to the General Assembly
- (iii) His office shall constitute the internal auditing arm of the National Church.
- (iv) He shall be the internal auditor for the Division Assemblies
- (v) He shall oversee the financial management of the National ministries.
- (vi) He shall be required to present bi-annual reports of his office to the General Assembly
- (vii) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, or the National Executive Committee

ARTICLE 5

APPOINTMENT OF NATIONAL DIRECTORS OF MINISTRIES

Section 1 Mandate

- (i) National directors of ministries when appointed shall serve as the heads of the various ministries, coordinate, and direct the activities and programs of the assigned ministries nationwide with efficiency and economy
- (ii) They shall be responsible to the Deputy President in his capacity as the Director of Church ministries.

Section 2 Appointment

- (i) National Executive committee shall make a careful survey of the movement for potential candidates when seeking to fill National Director of Ministries positions.
- (ii) The National Executive Committee shall appoint the National Directors of Ministries. Their term of office shall continue for two years or until their successors qualify.
- (iii)

Section 3 Duties

The duties of a National Director of Ministers shall include the following

- (i) He/she shall be in charge with the operational function of the ministry in accordance with the Job Description provided by the National Executive Committee
- (ii) He/she shall be required to develop Strategic Plans and present them to the Deputy President for approval.
- (iii) He/she shall have the prerogative of developing and presenting operational plans (programs) and budgets of the ministry to the Deputy President for approval
- (iv) He/she shall be required to submit reports of achievements against approved plans at prescribed intervals (monthly, quarterly, annually)

Section 4 Retirement

The National Director of Ministries shall be retired when declared mentally and physically unfit by at least three government certified medical practitioners.

Section 5 Dismissal

The National Director of Ministries shall be liable for dismissal when

- (i) He/she is in breach of the Prerogatives, Powers and Statement of Fundamental Truths of the Assemblies of God.
- (ii) Failure to submit acceptable strategic plans, operational plans and periodic reports shall be construed as failure to perform.

ARTICLE 6

MINISTER'S CREDENTIALS

Section 1.

The candidate desiring new credentials shall complete an application form and shall meet the District Committee together with his wife to be examined. Exceptions will be made if there is sufficient reason why the candidate's wife cannot be present. The District Assembly shall issue the Exhorter's credentials and Licensed Ministers; however, the District Administrative Committee shall recommend to the National Executive Committee through the Division those candidates for Ordination who are qualified. The Secretary General shall publish a list of all candidates receiving any new credentials each year after the District Assemblies have met.

Section 2.

Every minister shall complete bi-annual questionnaire in order to receive a Fellowship Card. The District Administrative Committee shall make their recommendations to the National Executive Committee for final approval before the Fellowship Card is renewed. This shall be done at the General Assembly.

Section 3. *Basic Requirements for Credentials*

The following are basic requirements for all levels.

- (i) A definite Scriptural born-again experience.
- (ii) A Definite identification of ones ministry.
- (iii) The baptism in the Holy Spirit according to Acts 2:4. With the initial physical evidence of speaking with other tongues
- (iv) Faithful payment of all his/her tithe (Malachi 3:8-10).
- (v) A life which meets the qualifications of 1 Tim. 3:1-7 and Titus 1:7-9.
- (vi) Adherence to the Tenents of Faith of the Assemblies of God in Malawi
- (vii) Adherence to the Constitution and By-Laws of the Assemblies of God in Malawi.
- (viii) Proven track record of ministerial progress based on submitted ministerial plans and reports

Section 4. Exhorter's Credential

Together with the basic requirements of Article 6, Section 3, of this By-Laws he shall meet the following requirements:

- (i) He shall have completed one year of theological training at an Assemblies of God approved institution
- (ii) He shall have served one year as a student minister.

Section 6. License Minister Credential

Together with the basic requirements of Article 6, Section 3, of this By-Laws, he shall meet the following requirements:

- (i) He shall have held the Exhorter's Certificate for at least two years.
- (ii) He shall have completed two years of theological training at an Assemblies of God approved institution.

Section 7. Ordained Minister Credential

Together with the basic requirements of Article 6, Section 3, of this By-Laws, he shall meet the following requirements:

- (i) He shall have given his life to full-time ministry.
- (iii) He shall have held the Licensed minister credential for at least:
 - a. Four years for those with a two year certificate theological training
 - b. Three Years for those with a three years diploma theological training
 - c. Two years for those with a four year degree theological training

ARTICLE 7

MINISTRY

Section 1. Ministry Described

Christ's gifts to the Church include apostles, prophets, evangelists, pastors, and teachers (Ephesians 4:11); exhorters, administrators, leaders, and helpers (Romans 12:7,8).

In terms of maturity of ministry, three classifications of ministry are recognised, viz, the Ordained minister, the licensed minister, and the Exhorter.

- (i) Ordained Ministers are permitted to perform all the ordinances and ceremonies of the church.

- (ii) Licensed Ministers are permitted to perform all ordinances and ceremonies of the church except the marriage ceremony. They may perform the marriage ceremony if an Ordained Minister is present.
- (iii) Exhorters are permitted to perform all ordinances and ceremonies of the church except the marriage ceremony.
- (iv) Sectional Presbyters who are not Ordained Ministers are authorised to perform all ordinances and ceremonies of the church.

Section 2. All ministers shall respect and submit to all laws and requirements of the civil authority and pray for leaders of the land, according to the Scriptures (Rom. 13:1-7; 1 Tim. 2:1-4; 1 Peter 2:13-17).

Section 3. Every minister shall submit to his or her Presbyter the following

- (i) Annual operational plans (Ministerial activities)
- (ii) Monthly financial reports
- (iii) Quarterly Progress Reports based on submitted Operational Plans
- (iv) Monthly numerical attendance reports
- (v) Annual record of those that are saved, baptised in water, and baptised in the Holy Spirit.

Section 4. If difficulties arise between ministers, the matter shall be brought to the District Committee and if the District fails to successfully arbitrate the matter, then, it shall be brought to the Divisional Executive Committee.

Section 5 Senior, Associate and Assistant Pastors

- (i) The Senior Pastor shall be the visionary leader of the local assembly
- (ii) Associate pastor shall be a minister who works along side the senior pastor at a local assembly.
- (iii) The Assistant pastor shall be the junior minister under another senior minister
- (iv) The associate or assistant minister shall be invited to be part of the local assembly pastoral staff by the Senior Pastor in consultation with the leadership of a local assembly.

Section 6. Ministries formed by Ministers

A Minister who believes that the Lord is leading he/she to begin another ministry, or an organization while holding credentials with the Assemblies of God shall be permitted on the following conditions:

- (i) The said ministry or organization is not in conflict with the Prerogatives, Powers, and Statement of Fundamental Truths stipulated in this Constitution.
- (ii) The said ministry is run by a Board whose names are approved by the National Executive Committee
- (iii) The said ministers shall give audited financial accounts of their ministries to the National Executive Committee

Section 7. Ministers on Secondment

Ministers with special skills such as Soldiers, Medical Doctors etc may be seconded to specific military, government, and civil organizations as long as prior arrangements are made in consultation with the National Executive committee

Section 8. Ministers who seek re-admission

- (i) Ministers who left in good faith and seek readmission in the Assemblies of God shall be received on a probation period of one year under which they will be mere members at a local assembly.
- (ii) Ministers who left on disciplinary grounds and seek readmission shall serve one-year probation period during which they shall be assessed according to Article 17 of this By-Laws.

Section 9. Ministers from other Organisations

If a minister from another reputable body desires to affiliate with the Assemblies of God in Malawi, the Credentials committee is under no obligation to accept the applicant's previous ministerial status, but will judge each candidate on his or her own merits as to the level of credentials to be granted. Such applicants shall be required to:

- (i) Submit an application for ministerial recognition to the section through the local assembly pastor
- (ii) Submit a recommendation from the body with which he/was formerly affiliated. If such is not available, letters of recommendation should be sought from three reputable ordained ministers of the Assemblies of God who are familiar with the applicant's ministry.
- (iii) Meet with the District Assembly Credentials Committee by which time the committee shall have cross-checked his ministerial and academic credentials with relevant bodies.
- (iv) Be advised by the District Assembly Credentials Committee of the measures to follow in regard to his theological training evaluation.

Section 10. Recognised Ministers from other Organisations

- (i) Ordained Ministers from other organisations approved under this article shall not be re-ordained but merely received in fellowship.
- (ii) Ministers who receive Assemblies of God in Malawi recognition will relinquish their ministerial credentials with their previous church denomination

Section 11. Ministers Retirement

- (i) Ministers shall retire from active official duties at the age of seventy (70) years.
- (ii) Retired-active are ministers that shall be allowed to continue to work above their retirement age because of special assignment from the National Office

Section 12. Eligibility of Women

The Scriptures plainly teach that divinely called and qualified women may also serve the church in the ministry of the Word (Joel 2:29; Acts 21:9; 1 Corinthians 11:5). Women who have developed in the ministry of the Word so that their ministry is acceptable generally, and who have proved their qualification in actual service, and who have met all the requirements of the Credentials Committee, are entitled to whatever grade of credentials their qualifications warrant and shall also be permitted to serve as a pastor of a local assembly.

ARTICLE 8

MINISTERS' BENEFIT ASSOCIATION

Section 1. Nature of the Fund

The Ministers Benefit Fund shall be a contributory fund of combined efforts from both the individual minister and their assemblies they minister to.

Section 2. Contributions and Benefits

Provisions governing contributions by members and benefits to accrue to members of the Ministers Benefit Association shall be contained in the Constitution of the Association

Section 3. Funding system

- (i) Every minister shall pay five percent (5%) out of his/her allowance to contribute towards his/her Benefit Fund.
- (ii) Every minister's local assembly shall contribute five percent (5%) of its total income to the account.
- (iii) There shall be contributory funds from local churches raised during the Ministers Benefit Day.
- (iv) Individual local assemblies shall be allowed to invest into this fund.

Section 4. Ministers' Benefit Day

There shall be a Ministers Benefit Day designated by the National Executive Committee. All the offerings shall be sent to the Secretariat of the Ministers Benefits Association and shall be divided as follows:

- a. Fifty percent (50%) of the Offering shall be put in the resident pastor(s) of the local assembly
- b. Thirty-five percent (35%) shall be shared equally to all pastors of contributing churches with lowest datum income level.

- c. Ten Percent (10%) shall be designated as administrative fund
- d. Five percent (5%) shall be designated as Missions fund.

Section 5 Disbursement of the Fund

- (i) Every member of the association shall be entitled to receive his whole contributions with all accrued interest at the time of his/her retirement
- (ii) In the event of the demise of the member, his/her registered next of kin shall be entitled to receive all contributed funds and its accrued interests thereof.
- (iii) In the event of a member gets early retirement with the approval from the National Executive Committee, the member shall be entitled to all contributed funds and the its accrued interests thereof.
- (iv) A member shall have an opportunity to get at least fifty percent (50%) of the retirement benefits three years before retirement age.
- (v) Every member of the association shall be entitled to a loan facility as stipulated in the Ministers Benefit Association's Constitution
- (vi) All members of the association shall share seventy-five percent (75%) of interests accrued from invested funds.

Section 6. Administrative Funds

The administrative costs of the association will be taken care of by the following procedures:

- (i) Five percent (5%) of the total annual income from all member contributions
- (ii) Ten percent (10%) out of the total income from the Ministers Benefit Fund Offerings
- (iii) Twenty- five percent of all accrued interest on all annual investments

Section 7. Discontinued Accounts

- (i) Any minister who leaves the fellowship shall be given their personal accumulated contribution but shall forfeit funds from the local assembly and the Ministers Benefit Day.
- (ii) Any excommunicated minister shall be given their personal accumulated contribution but shall forfeit funds from the local assembly and the Ministers Benefit Day.
- (iii) The forfeited funds in Article 8, section 7, subsection (i) and (ii) shall be used by the Ministers Benefit Association following procedures in the association's policy manual.

ARTICLE 9

THE LOCAL ASSEMBLY

Section 1. New Works

The opening of new works shall be under the jurisdiction of the District Assembly.

Section 2. Standards for Local Assemblies

Each District Assembly shall make the establishment of Indigenous Missionary Churches as its goal. Outstations and preaching points should endeavour to become full-fledged assemblies in three years at most. Therefore, each assembly is encouraged to try and meet the following standards and goals as soon as possible:

- (i) The local assembly should establish a membership list of all who have attended church regularly for six months.
- (ii) The local assembly should fully support its pastor from the tithes and offerings of the Christians of the local assembly.
- (iii) There shall be a Board Of Elders whose lives meet the requirements of the Local Assembly Constitution and the Assemblies of God Constitution and its By-Laws.
- (iv) There shall be the following ministries and departments functioning within the local assembly:
 - a. Sunday school
 - b. Women's Ministries
 - c. Youth Ministries
 - d. Men's Ministries
 - e. Children's Ministries
 - f. Missions
 - g. Evangelism Ministries
 - h. Relief, Education, and Development whenever applicable.
 - i. HIV/AIDS and Health
 - j. CHI-ALPHA College Ministry whenever applicable
- (v) A local assembly shall support its students attending theological training at an Assemblies of God approved institution.
- (vi) The assembly shall have a pastor's house and an approved church building, which are kept, in a good state of repair.
- (vii) The assembly shall adhere to its Constitution and the Constitution and By-Laws of the Assemblies of God in Malawi.

Section 3. Standards for Baptism in Water

Each local assembly shall hold classes for new converts in which the Pastor shall instruct them concerning the meaning of salvation and baptism, and the convert's duties to the church. The church shall appoint a day for baptising the candidates who have completed the course and whose lives show fruits of conversion, including the following:

- (i) Their sincere confession of faith in Christ resulting in their new birth and walk in newness of life.
- (ii) Their attendance at all services and classes of the church.
- (iii) Their payment of their tithe and offerings for the support of the local assembly.

Section 4. *Standards for Church Membership*

Each local assembly shall set a day for receiving new members. All believers, following water baptism, shall serve a period of probation before their reception, to prove their faithfulness to the church, and to receive teaching relative to Christian conduct and responsibility of members of the Church.

Requirements for memberships are:

- (i) The experience of the New Birth
- (ii) Baptised in water
- (iii) Holiness of conduct
- (iv) Faithfulness in attendance at all services
- (v) Faithfulness in paying tithes of all his income to the Church.
- (vi) Faithfulness to the doctrine and policies of the Assemblies of God in Malawi.
- (vii) Completion of the Church Membership study.

ARTICLE 10

DISTRICTS

Section 1. *District Superintendent*

- (i). The District Superintendent shall have general oversight of the work of the District. He shall be an ordained minister and elected bi-annually by the District Assembly. While the district is in its infancy, the National Executive Committee may appoint a District Superintendent.
- (ii) The District Superintendent shall serve as the Chairman of the District Committee and District Assembly, and is an ex-officio member of all other committees of the District.

Section 2 *Section Presbyter*

There shall be a Presbyter in each Section who shall preside over the sectional meeting and assist in developing the work in his section. He shall be an Ordained or Licensed minister in good standing. Where there are six local Assemblies with pastors in the section, he shall be elected bi-annually by the pastors who hold credentials. While the Section is in its infancy, the District Committee may appoint the Presbyter. A section will consist of six to ten churches.

Section 3 District Welfare Committee

The District Welfare committee shall be responsible to handle, coordinate welfare issues of the Pastor within the district. It shall handle issues such as chronic illnesses, Funerals of ministers and help assemblies understand the importance of financially supporting the ministers.

ARTICLE 11

DIRECTOR OF CHURCH OPERATIONS

Section 1 Minimum Requirements

In order to facilitate efficient and effective running of church operations, and church departments the Director of Church Operations shall be required to have the following minimum qualifications:

- (i) Bachelor of Arts in either Business Administration, Public Administration or the equivalent
- (ii) A proven track record of not less than five years at a senior managerial level
- (iii) Be a Christian in good standing with the Assemblies of God.

Section 2. Duties and Powers

- (i) He shall be accountable to the National Executive Committee
- (ii) He shall be reporting to the President
- (iii) He shall be responsible for the administrative functions of the National Office.
- (iv) He shall be required to submit Strategic, Operational Plans and Budgets of his office to the National Executive Committee
- (v) He shall be required to present periodic reports of his office to the National Executive Committee
- (vi) He shall be the Coordinator of all Church Departments
- (vii) In his capacity as Director of Church Operations he shall perform the following functions.
 - a. He shall ensure that all Boards of Church Departments and non-theological Institutions develop and implement Strategic, Operational Plans and Budgets as directed by the constitutions of such institutions.
 - b. He shall receive, review, and give feedback on, submitted periodic reports from such boards.
- (vii) He shall perform such other functions as may be directed by the National Executive Committee

ARTICLE 12

MISSIONARY PARTNERS

Section 1

The Missionary Partners are those that represent the bodies of other Assemblies of God Churches and other church organisations from other countries whose doctrines, teachings and mission are compatible with the Assemblies of God in Malawi.

Section 2

The Mission Field Fellowship is the body, which represents the Assemblies of God World Missions of the General Council of the Assemblies of God, USA, to the Malawi church. It consists all of missionaries who are under regular appointment by the Assemblies of God World Missions to Malawi. Being spiritually an integral part of the work and having organisational and promotional contributions to make, it shall offer its ministry, counsel, and services to the Assemblies of God in Malawi in its objective of establishing the Indigenous Missionary Church.

Section 2. Such missionary partners shall assist in every way possible in revival efforts, evangelism, Sunday School promotion, conventions, and in teaching in the local assemblies, ministers' institutes, and in the theological institutions.

Section 4. *Assistance Programs*

The Missionary partners shall assist where possible in securing church sites, the constructions of new church buildings, and in the provision of scholarship for theological training as well as in humanitarian efforts.

ARTICLE 13

DIVISION OF MISSIONS

Administrative, financial and operational procedures shall be contained in the Constitution and policy manual of the Division of Missions

Section 1. *Penetration of New Areas*

The Division of Missions shall have the mandate to research, evaluate, and disseminate information helpful in penetration of un reached people group.

- (i) The People that will be selected to plant churches in designated areas will be referred to as church planters. They shall be entitled to an allowance determined by the Division of missions. They will be expected to raise a church within a

specific period as stipulated in the constitution of the Division of Missions.

- (iii) The Church planter shall be given permission to stay at the same church if he/she so wishes after the stipulated church planting period.

Section 2. Director of Division of Mission

The Director of Division of Mission shall not hold a pastorate within his/her tenure of office.

- (i) The Director of Division shall emphasise and implement the threefold mission of the church: the evangelization of the world, the worship of God, and the building of a body of saints being perfected in the image of God; and promote and co-ordinate efforts directed toward the fulfilling of that mission.
- (ii) He shall be Director of all the missionary work within and outside the country of Malawi.
- (iii) He shall provide the vision, and be responsible for setting strategic directions of the Division of Mission.
- (iv) He shall ensure that the Division of Mission produces Strategic Management, and Budgetary Plans
- (v) He shall present Strategic Management and Budgetary plans to the President for his approval.
- (vi) He shall be required to perform the management functions of planning, organising, leading and controlling the activities and programs of the Division of Mission
- (vii) He shall be the chairman of the Division of Mission
- (viii) He shall supervise all the work of the Division of Mission, and be an ex-officio member of all boards and committees under the Division of Mission
- (ix) The Director as an ex-official member of all boards and committees under the Division of Mission shall not be appointed as official representative to other boards and committees.
- (x) He shall be accountable to the General Assembly.
- (xi) He shall be required to present bi-annual reports of his office to the General Assembly.
- (xii) He shall perform such other functions as may be directed by the General Assembly, the General Presbytery, or the National Executive Committee

Section 3. Minimum Requirements for Foreign Missionaries

- (i) Malawi School Certificate of Education (MSCE) or its equivalent,
- (vi) at least four years of theological training at graduate level from a recognised institution approved by the Assemblies of God in Malawi,
- (vii) a proven track record from his/her local church of supporting missions, Bible School and General Fund for two consecutive years prior to the appointment,
- (viii) a proven track record of personal tithing for two consecutive years prior to appointment.

Section 4. Minimum Requirements for Church Planters

- (i) Malawi School Certificate of Education (MSCE) or its equivalent,
- (ii) at least three years of theological training at under graduate level from a recognised institution approved by the Assemblies of God in Malawi,
- (iv) a proven track record from his/her local church of supporting missions, Bible School and General Fund for two consecutive years prior to the appointment.
- (v) a proven track record of personal tithing for two consecutive years prior to appointment.

Section 5. Unique Mission Fields

The CHI ALPHA Ministry shall be an organization set to reach out to the unique mission fields of the Colleges and Universities of this country.

ARTICLE 14

FINANCES

Section 1. Tithes, Regular Offerings and others

Every Christian of the Assemblies of God in Malawi shall pay tithes, regular offerings and any other giving called upon by the church. He or she is required to pay a tenth of all his/her income, including crops, herds, and money. The tithe is for the support of the ministry and the church program (1 Corinthians. 9:13,14).

Section 2. Support of Ministers

- (i) Pastors shall be supported from the tithes and offerings of the members of the local assembly, which they serve.
- (ii) Ministers that are assigned other responsibilities other than pastoring a local church shall be supported financially by the appointing body or the bodies under which they serve.

Section 3. Local Assembly Fund

- (i) Each local assembly shall elect a Secretary and/or Treasurer to keep a record of the tithes and offerings, both of produce and money. The pastor shall be paid monthly or weekly, the amount agreed upon by the Church Board.
- (ii) A tithe of the entire income of the local Assembly shall be given to the Division Fund
- (iii) A tithe of all income from the Sunday school department shall be sent to the Division secretariat.
- (iv) Mission funds shall be collected monthly and disbursed in the following manner;
 - a. An agreed upon percentage given for Foreign Mission work

- b. An agreed upon percentage given for Home Mission work
 - c. An agreed upon percentage given for theological training institutions
 - d. An agreed upon percentage spent for mission work under the local assembly.
- (v) The following record books shall be assiduously kept by the church officers:
- a. A Church membership roster in which shall be kept a list of all members who are baptised believers and new converts.
 - b. Church financial record books, in, which shall be recorded a weekly and monthly total of all tithes, regular offerings and other incomes and produce of each member who is a baptised believer and convert.

Section 4 Section Fund

The Sectional Fund shall be used for the administrative functions of the section and the establishment of the new works within the section.

- (i) All persons holding credentials in each section except the District Assembly Committee members, Divisional Board of Administration members, and the National Executive Committee members shall pay their tithes into the Section fund.
- (ii) The Section shall give ten percent (10%) of its income to the District fund.
- (iii) The Sectional Treasurer shall record all money transactions for the Section and disburse such funds at the direction of the Sectional Working Committee

Section 5. District Fund

The District Fund will be used for the administrative functions of the district and for the establishment of new works within the District.

- (i) The District Assembly Committee members shall give their tithe of their entire income to the District fund in their District.
- (ii) The District fund shall give ten percent (10%) of its income to the Division Fund
- (iii) The District Treasurer shall record all money transactions for the District and disburse such funds at the direction of the District Assembly Committee.

Section 6. Division Fund

In order to facilitate efficient and effective operations of the Assemblies of God, the Division are set up in such a way that they are semi-autonomous both in administration and ministerial operations. The Division will, therefore, be in charge of all financial aspects of their administrative areas.

The Division fund shall be used for the administrative functions of the division, ministerial operations, transfer and placements of ministers and the establishment of new works in the division.

- (i) The Division Executive Committee members shall pay their tithe of their entire income to the Division funds
- (ii) The Divisional fund shall give ten percent (10%) of its income to the national treasury
- (iii) The Division Treasurer shall record all money transactions for the Division and disburse such funds at the direction of the Division Executive Committee
- (iv) All the tithes of the Local churches will be sent to the Division Secretariat. This implies that the Division must have accepted secretarial offices to carry out all this financial responsibilities.
- (v) Of all the local assemblies income, the Divisional financial office shall transfer 80% to the Treasurer General's Office.
- (vi) The Division Assembly shall use the remaining 20% of the income of the Local assemblies for its operations.
- (vii) All the Sunday school contributions shall be received accounted for and later transferred to the National Treasury.

Section 7 Financing New Areas Fund.

In order to facilitate effective new church plants and establishment of works in financially struggling regions, the Division will be responsible to facilitate that ministers within this area have an acceptable income. To accomplish this, the Division Board of Administration shall:

- (i) Investigate and establish a poverty datum line for the area.
- (ii) Develop a list of ministers to be included in this category.
- (iii) Categorise the churches within the area in proportion to the amount those churches should give to the Division Financing New Areas Fund.
- (iv) All the churches in the division shall be required to contribute funds according to the Division's stipulated percentage.
- (v) Collect the needed Division Financing New Areas fund.
- (vi) Disburse the funds to ministers to uplift them towards the Poverty datum figures.
- (vii) Ensure that each local assembly below the poverty datum line achieve recommendable financial growth within the stipulated period, set by the Division Executive committee.

Section 8. General Fund

The General fund shall be used for the administrative functions of the National Church, National Projects and Developmental Works, Interdivisional transfers, acquisition of property: real or personal, and assets

- (i) The Treasurer General shall be responsible for the safe keeping of the General funds, and shall make disbursements of such funds at the direction of the National Executive Committee.
- (ii) Grants and Donations from financial partners shall be deposited into the General Fund.
- (iii) All National Executive Committee members shall give their tithe of their entire income to the General Fund.
- (iv) The General Fund shall give Ten percent (10%) of all General Fund monies to the Mission Fund.

ARTICLE 15

PLACEMENTS AND TRANSFERS OF MINISTERS

Section 1 Placement of Ministers

- (i) All trainee pastors are members of the section.
- (ii) Upon graduation of a graduate minister from theological training, the section shall hand him/her to the Division through the District Administrative Committee for placement
- (iii) At the time of handing over the graduate minister to the Division Assembly the local assembly shall provide information on the identified ministry of the graduate minister
- (iv) Graduate ministers shall be initially required to serve in their respective divisions for at least twenty-four months before being considered for interdivisional transfers. This requirement can, however, be reversed on the basis of Article 13, Section 2, subsection (ii)

Section 2 Transfers of Pastors

- (i) The Division Executive Committee can make transfers of pastors within the division based on the following criteria
 - a. Demands of the office a pastor may have occupied
 - b. Collapsed relationship in the local church community other than on disciplinary grounds
 - c. Request by a pastor based on proven personal circumstances affecting his/her ministry negatively impacting on his/her ministry
- (ii) National Executive Committee can make interdivisional transfers when there is a need in the particular division for a pastor with particular ministerial abilities or calibre.
- (iii) In the event a pastorate becomes vacant, the Division Executive Committee shall immediately appoint a temporal pastor to serve in the interim period not exceeding six months by which a regular pastor shall have been appointed.
- (iv) A pastor who conducts himself or herself contrary to the code of conduct shall first be disciplined before being transferred.

Section 3 Funding for Ministers' Placements and Transfers

- (i) The National Executive Committee or the Division Executive Committee shall be responsible for funding the transfer of the minister under the following circumstances:
 - a. Where the said committee has initiated the transfer or placement
 - b. Where they approve the request of a pastor to be transferred.
- (ii) When a local assembly requests the placement or transfer of a minister from or to the said local assembly, that assembly shall be required to take care of all transport costs.

ARTICLE 16

CODE OF CONDUCT

Section: Nature and Mandate

Ministerial Code Of Conduct is a set of guidelines and standards that have to do with the general behavior of the ministers of the Gospel in the Assemblies of God in Malawi.

Whereas as Malawian cultures differ from one area to another; Ministerial conduct is primarily our visible loyalty to God regardless of our existing differing cultures.

Therefore, persistent breach of this code of conduct may be reasonable cause for disciplinary action. The discipline committee at different levels are in charge to determine how many times of the breach of the Code of Conduct constitute grounds for discipline.

Among such causes for action shall be:

Section 2. General Inefficiency In Ministry

Inefficiency in ministry refers to inability by the minister to use accepted methods and approaches that would produce expected results with least cost in his ministry. The following may be examples:

- (i) Negligence of duty that leads to lack of production
- (ii) Non adherence to time management principles

Section 3. Unbecoming Behaviour Or Moral Indiscretion

The following could be examples:

- (i) Spouse battery
- (ii) Habit of running into debts
- (iii) Failure to honour debts
- (iv) Habit of begging
- (v) Becoming personally involved with someone you counsel
- (vi) Lack of confidentiality
- (vii) Abscondment of duty
- (viii) Lack of right of judgement on moral issues

Section 4. Insubordination To Church Authorities

- (I) Rebellion
- (II) Lack of loyalty
- (III) Unconstructive criticism of Church authorities
- (IV) Arbitrary rejection of counsel from authorities

Section 5 Violation Of Ministerial Courtesy

- (i) A minister should be kind and courteous to his predecessor

- (ii) A minister should never disparage his predecessor or his work
- (iii) A minister should not consider or seek the pastorate of a church whose pastor has not resigned
- (iv) A minister should not proselyte members from another local assembly
- (v) A minister should not undermine the loyalty of a fellow minister's congregation
- (vi) A minister should not take sides with factions of the congregation.
- (vii) A minister should not disrespect a fellow minister or his work.

Section 6 Abuse Of Church Sanctuary

- (i) Using the sanctuary for business or activities that brings disrespect to the name of the Lord.
- (ii) Perpetual neglect and lack of proper upkeep of the sanctuary.
- (iii)

Section 7. Refusal Of Ministerial Transfers

- (i) Constant refusal to be transferred when there is a just cause such as collapse of relationships between Minister and congregation.

Section 8 Dictatorial authority over an assembly.

ARTICLE 17

DISCIPLINE

Section 1. The Nature and Purposes of Discipline

Discipline is an exercise of scriptural authority for which the church is responsible. The aims of discipline are that God may be honoured, that the purity and welfare of the ministry may be maintained, and that those under discipline may be brought to repentance and restoration.

Discipline is to be administered for the restoration of the minister or member while fully providing for the protection of the spiritual welfare of our local assemblies. It is to be redemptive in nature as well as corrective and is to be exercised as under a dispensation of mercy.

Section 2 Disciplinary Procedures for Local Assembly Members

- (i) The Local Assembly Board of Administration shall hear disciplinary cases and administer discipline of local assembly members as laid down in the Local Assembly Constitution and the Assemblies of God Constitution and its By-Laws

- (ii) If unsatisfied by the ruling of a local Assembly court, either the complainant or the defendant has a right of appeal to the District Standing officers committee.
- (iii) Any member found to be beyond corrective discipline shall be excommunicated from the fellowship of the Assemblies of God in Malawi.

Section 3 Causes of Disciplinary Action

Persistent violation of the Assemblies of God Prerogatives, Powers and the Statement of Fundamental Truths as stated in the Constitution and its By-Laws may give cause for disciplinary action by the National Executive Committee. Among such causes for action shall be:

- (I) When found guilty of sexual misconduct
- (II) When found guilty of crime by a law court
- (III) Financial misconduct
- (IV) A failure or inability to represent our Pentecostal testimony correctly.
- (V) An arbitrary rejection of counsel provided by the either the General Assembly, the General Presbyter, the National Executive committee District or National Executive Committee or the section officials
- (VI) A declared open change in doctrinal views.
- (VII) Membership into secret societies.

Section 4 Disciplinary Procedures for Ministers

Disciplinary cases of ministers shall be held in the following manner:

- a. The District Assembly Committee shall hear discipline cases and administer discipline for all ministers in the district except following; the District Standing Officers, the Division Executive Committee members and the National Executive Committee members.
- b. The Division Executive Committee shall:
 - a. Be a court of appeal for all disciplinary cases from the District Assemblies
 - b. Hear discipline cases of District Standing Officers and administer discipline to such.
 - c. Not however, handle cases of the National Executive Committee members.
- (v) The General Presbytery shall:
 - a. Be a court of appeal for all disciplinary cases from the Division
 - b. Hear disciplinary cases and administer discipline of all Divisional Executive Committee members and the National Executive Committee members.
- (vi) The National Disciplinary Council shall be the final Court of Appeal.
- (vii) The decision by a lower court shall remain binding until overturned by a court of appeal.
- (viii) If unsatisfied by a ruling of a court, either the complainant or the defendant has a right of appeal to a higher court
- (ix) A case shall be heard within ninety days of its filing. If it is not heard within the specified period, the complainant has the right of appeal to a higher court.

- (x) Any minister found to be beyond corrective discipline shall be excommunicated from the fellowship of the Assemblies of God in Malawi.

Section 5. Duration and Requirements of Discipline

- (i) Those found to have violated any of the Assemblies of God in Malawi principles shall be subject to a period of rehabilitation (Article 16, and Article 17, Section 3 of this By-Laws).
- (ii) The period of rehabilitation shall be not less than 1 year except when the violation involves sexual misconduct, such as adultery, fornication, homosexuality, child abuse, or etc, in which case it shall be for not less than 2 years.
- (iii) A minister shall be responsible for his/her own welfare and of the care of his/her family while on discipline.
- (iv) If a minister has been found guilty of sexual misconduct, the first year of rehabilitation requires that he/she not be involved in any form of ministry whatsoever. However, in the second year, he/she may minister only under the strict supervision of the restorative team
- (v) Every disciplined minister shall pay his/her tithes to the Section even though he/she is not an integral part of it.

Section 6. Discipline and the Restoration of a Minister

- (i) There shall be a fact-finding appointed by the Discipline Committee to probe in to the accusations leveled at him/her. The accused ministers division, district or section leaders may be appointed as the fact-finding committee by the Discipline Committee responsible.
- (ii) After a thorough investigation the fact-finding committee shall present their findings to the Discipline Committee for the minister's discipline.
- (iii) The Discipline Committee shall administer discipline accordingly to any minister found guilt.
- (iv) The Discipline Committee shall appoint a Restorative Team to help the disciplined minister through a process of rehabilitation. Among some of the things the restorative committee shall do are the following:
 - a. That within their mandate the restorative team shall:
 - 1. Help the offender have the assurance of his salvation and forgiveness following their repentance
 - 2. Help the minister under restoration, within the stipulated time; work their victory over his/her failures and the besetting sins.
 - 3. This process should include practical lessons on receiving and giving forgiveness, as an essential component that seems to be always lacking in this process.
 - b. The restorative team must have a standard criterion of possible indicators to be found in the person who is responding well (healing or not healing) in the restorative

- process.
 - c. Towards the end of this time of restoration, the disciplined minister shall be asked to write a report. In this, he/she shall include things such as the following: What in his/her estimation was the cause of the sin; how he perceived his/her discipline; the lessons he/she gleaned out of the whole process; and his/her new charted vision for the future. This report shall be presented to the discipline committee
 - d. The Restorative Counsellor shall also write a report of the observations regarding disciplined minister under restoration. This shall be presented the discipline committee
 - e. The climaxing step shall be the receiving into active ministry and prayer for the minister in an assembly.
- (v) The Discipline Committee shall announce and publish in an official newsletter both the discipline and restoration of ministers.
 - (v) In the event rehabilitation is not feasible or fails, the minister shall be listed as having been dismissed. His name shall be published as dismissed in the official newsletter.

Section 7. General Presbytery Disciplinary Committee

- (i) The General Presbytery Disciplinary Committee shall consist of
 - a. Two members of National Board of Administration
 - b. One member from among the division Directors
 - c. One from among the District Superintendents
 - d. One from the National Directors of Ministries
- (ii) At every annual sitting of the General Presbytery, members to serve as the General Presbytery Discipline Committee shall be appointed for a term of one year until the next sitting of the same.

Section 8. Credentials Termination and Ministers Resignations

- (i) Any minister shall be requested to surrender his/her credentials certificate and his/her current fellowship card in all cases of discipline. Refusal to surrender his credentials and current fellowship card shall be considered insubordination and may result in placing a charge against the minister.
- (ii) A minister who has elected to remove himself from the church, and against whom there are no charges filed, shall be published in the minister's letter as "resigned". This shall only be done when investigations prove that he/she desires to leave the pastorate in good faith.
- (iii) Any minister, who shall identify himself with another organisation granting ministerial credentials, shall be requested to surrender his/her credentials certificate and his current fellowship card.

ARTICLE 18

IMPEACHMENT

Section 1 Causes of Impeachment

The General Assembly may institute impeachment proceedings Against the President if:

- (i) The National Executive Committee is in breach of Prerogatives, Powers and Statement of Fundamental Truths of the Assemblies of God in Malawi.
- (ii) The President violates the Code of Conduct.

Section 2 The Resignation of National Executive Committee

- (i) If the president is impeached based on section 1, subsection, of this Article, the National Executive Committee shall resign.
- (ii) In the event that the National Executive Committee resigns, the National Disciplinary Council, which constitutes the Presidential Council, shall call for an extraordinary General Assembly within thirty (30) days.
- (iii) The impeached president shall not stand for the re-elections in the extraordinary General Assembly called after the impeachment proceedings.

Section 3. Impeachment Procedures

- (i) The Impeachment proceedings shall be done within seven (7) days of the General Assembly's directives.
- (ii) The Disciplinary Committee of the General Presbytery shall carry out the impeachment proceedings.
- (iii) The all impeachment process shall be completed within seven (7) consecutive days.
- (iv) When found guilty, the impeached president shall further be examined according to Articles 16 & 17, Section 3 of this By-Laws

ARTICLE 19

COMMISSION OF INQUIRY

Section 1

The Commission of Inquiry shall be set up to investigate matters that the normal church structure and organisations are not able to give answers to because of:

- (i) The technicality of the matter under investigation or
- (ii) The complexity of the matter

Section 2. Mandate

Any commission of Inquiry shall be set up with the mandate to:

- (i) Investigate the matter
- (ii) Make recommendations based on the said investigations

Section 3. Appointment of Commissioners

- (i) Appointment of Commissioners shall take into considerations the following qualifications:
 - a. Ministerial experience
 - b. Technical expertise
 - c. Conflict of Interest
 - d. Other abilities as deemed necessary by the appointing body.
- (ii) The General Presbytery shall appoint Commissioners from the list of recommended names by the National Executive Committee
- (iii) The Division Executive Committee shall appoint commissioners from the list of the recommended names by the Division Board of Administrations when it comes to issues relating to the operations under its jurisdiction

ARTICLE 20

DOCTRINES AND PRACTICES DISAPPROVED

In accord with its constitutional prerogatives, the assemblies of God in Malawi has declared itself pertaining to disapproval of certain matters as follows:

Section 1. Legalism

1. Matters of Conscience

The assemblies of God in Malawi disapproves of those who hold to matters of conscience, such as the eating or not eating of meats; the taking or not taking of medicines, who press their personal opinions on others.

2. Adding Conditions to Salvation

The Assemblies of God in Malawi also disapproves of those who hold to issues, which seem to add conditions to salvation, such as the keeping of the seventh day, who press their opinions on others.

Section 2. Eschatological Errors

1. The Restitution of All Things

The Assemblies of God in Malawi understands the teaching of Acts 3:21 to limit the restoration of that of which the prophets

have spoken, thus denying the universal redemption theory. We are opposed to all forms of universalism (Matt. 25:46; Rev. 20:10).

2. ***Setting a date for the Lord's Return***

It is unwise to teach that the Lord will come at some specified time, thereby setting a date for His appearing (Mark 13:32,33; Luke 12:37-40; 1 Thess. 5:2). It is also unwise to give out from the platform or publish, visions of numbers and dates fixing the time of the second coming of the Lord.

3. ***Post-Tribulation Rapture***

The Assemblies of God in Malawi has declared itself in the Statement of Fundamental Truths that it holds to the belief in the imminent coming of the Lord as the blessed hope of the Church; and since the teachings that the Church must go through the Tribulation tends to bring confusion and division among the saints, it is recommended that all our ministers teach the imminent coming of Christ, warning all men to be prepared for that coming, which may occur at any time, and not lull their minds into complacency by any teaching that would cause them to feel that specific Tribulation events must occur before the rapture of the saints.-

4. ***A millennialism***

The Assemblies of God in Malawi disapproves of the millennial teaching and its attendant erroneous philosophy which denies the fact of a literal 1,000 years' reign of Christ on the earth, and substitutes for it the theory that this Christian or Church dispensation is the spiritual Millennium of which, its proponents say, the Bible writers prophesied.

Section 3. *Divorce and Remarriage*

- (i) Divorce is discouraged among Christians of the Assemblies of God by all lawful means and teaching
- (ii) Where exceptional circumstances exist or when a Christian has been divorced by an unbeliever, it is recommended that the question of remarriage be resolved by the believer as he/she walks in the light of God's Word (1 Corinthians. 7:15,27,28).
- (iii) It is recommended that believers who had divorce experiences before conversion be received into the membership of local assemblies and that their marriage complications be left in the hands of the Lord (1 Cor. 7:17, 20,24).
- (iv) Divorce and remarriage for active and practising ministers is discouraged. Wilful divorce and remarriage by minister's warrants withdraw of credentials.
- (v) The National Executive Committee shall handle case by case of remarriages of ministers whose spouses have divorced them.

Section 4. Tithing

- (i) According to the Scriptures, tithes should be used for the support of the active ministry and for the propagation of the gospel and work of the Lord and not be given to charity or used for other purposes. Ministers ought to be the examples in tithing.
- (ii) We recognise the duty of tithing and urge all our people to pay tithes to God. It is recommended that all pastors and churches make arrangements satisfactory to the pastor and the church, so that the pastor may receive a regular and adequate support. We disapprove, however, of the teaching that all tithes necessarily should belong to the pastor for his support.

ARTICLE 21

DISSOLUTION OF BOARDS OF ADMINISTRATION

Section 1

The Boards of Administration for the Division, District and the Section Assemblies can be dissolved if found guilty of:

- (i) Consistently in breach of the prerogatives, Powers, and Statement of the Fundamental Truths of the Assemblies of God in Malawi as laid down in this Constitution.
- (ii) Persistent non-adherence to this Constitution and its By-Laws

Section 2 Boards that have power to dissolve other Boards

- (i) The National Executive Committee have the powers to dissolve the Division Board of Administration if found guilty of contravening Article 1, Section 1 and subsections (i), and `(ii)
- (ii) The Division Executive Committee have the powers to dissolve the District Standing Officers if found guilty of contravening Article 1, Section 1 and subsections (i), and `(ii)
- (iii) The District Assembly Committee have the powers to dissolve the section officers if found guilty of contravening Article 1, Section 1 and subsections (i), and `(ii)

ARTICLE 22

MEETINGS

Section 1 Notice of Meetings

In order to provide ample time for members and delegates to various Boards, Committees and Assemblies the following durations of notices shall apply

- (i) General Assembly shall require a Sixty (60) days of notice
- (ii) Extraordinary General Assembly require thirty (30) days of notice
- (iii) National Convention shall require Sixty (60) days of notice
- (iv) General Presbytery shall require sixty (60) days of notice
- (v) National Executive Committee shall require twenty one (21) days of notice
- (vi) National Board of Administration shall require seven (7) days of notice
- (vii) Divisional Executive Committee shall require twenty one (21) days of notice
- (viii) Divisional Board of Administration shall require seven (7) days of notice.
- (ix) District Assembly shall require sixty (60) days of notice
- (x) District Assembly Committee shall require twenty one (21) days of notice
- (xi) District Standing Officers shall require seven (7) days of notice
- (xii) Sectional Assembly shall require thirty (30) days of notice
- (xiii) Sectional Working committee shall require seven (7) days of notice
- (xiv) Sectional officials shall require seven (7) days of notice

Section 2 Frequency of Meetings

In order to facilitate efficient and effective church businesses the various Boards Committees and Assemblies shall meet in the following manner

- (i) The General Assembly shall convene bi-annually.
- (ii) The National Executive Committee may call for an extraordinary General Assembly
- (iii) The National Convention shall be held bi- annually in alternating years to the General Assembly.
- (iv) The General Presbytery shall convene annually.
- (v) The National Executive Committee shall meet quarterly
- (vi) The National Board of Administration shall meet monthly
- (vii) The Divisional Executive Committee shall meet quarterly
- (viii) The Divisional Board of Administration shall meet monthly
- (ix) The District Convention shall meet annually.
- (x) The District Assembly shall meet annually
- (xi) The District Assembly Committee shall meet quarterly
- (xii) The District Standing Officers shall meet monthly
- (xiii) The Section Assembly shall meet as the leaders decide
- (xiv) The Section Working Committee shall meet monthly
- (xv) Sectional Officials shall meet monthly

Section 3. Quorum of Meetings

- (i) All boards, committees and Assemblies shall require a two-thirds (2/3) attendance for official business to be carried
- (ii) Any resolutions made in such meetings where the two-thirds quorum has not been satisfied shall not be binding

Section 4 Agendas

All boards, committees and assemblies shall be required to include official written agendas and notices following specified periods of notices stipulated in Article 20, Section 1 of this Constitution's By-Laws.

ARTICLE 23

ORDER OF BUSINESS

At the sessions of the General Assembly, order of business shall be as follows:

I. Reports:

- a. The President
- b. The Deputy President
- c. The Secretary General
- d. The Deputy Secretary General
- e. The Treasurer General
- f. The Deputy Treasurer General

- II. Unfinished business
- III. Election of Officers
- IV. New Business
- V. Adjournment

ARTICLE 24

QUORUM

All credentialed ministers in good standing, approved church delegates, and credentialed missionaries, Missionary Partners Representative in attendance and registered at any duly called General Assembly shall constitute a quorum. In case of an election of Officers only credentialed ministers will constitute the quorum.

ARTICLE 25

AMENDMENTS PROCEDURES

Section 1

Amendment suggestions for the amendment of the constitution can be made through the following channels:

- (i) Using the existing Church structure
- (ii) Any interested groups within the church can lobby an amendment to the constitution through their respective national Ministry offices provided information is supplied to the various boards in the church structure through the office of the Secretary General.

ARTICLE 26

AMENDMENTS

Amendments to the By-Laws may be made at a General Assembly session, and adoption shall be fifty plus one (51)% vote of the registered members present.