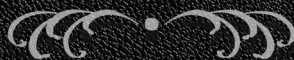


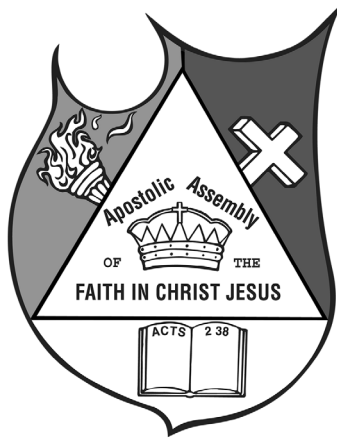


2019 CONSTITUTION

APOSTOLIC ASSEMBLY
OF THE FAITH IN CHRIST JESUS



BY LAWS



2019 CONSTITUTION

**APOSTOLIC ASSEMBLY
OF THE FAITH IN CHRIST JESUS**

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PRESENTATION OF THE 2019 EDITION

*“For the earth will be filled with the knowledge of the glory of the Lord,
as the waters cover the sea.”*

Habakkuk 2:14

The Revisory Commission is thankful for having contributed to the publishing of the 2019 version of the Constitution of the Apostolic Assembly of the Faith in Jesus Christ. It has been our privilege to serve our church by meeting to assemble the latest version of this document that establishes our ecclesiastical order.

The bishops whom the General Board of Directors assigned to serve on this commission are the following: Vice President Felipe A. Salazar, Bishop Abel E. Rodriguez, Bishop Luciano M. Montes, Bishop Arthur Espinosa, and Bishop Frank Balboa. The commission has included all the chapters, articles, and clauses that have completed the legislative process and were ultimately approved by the Pastoral Body of the Apostolic Assembly.

This effort has been done with great care and for the glory of God. Finally, it was our privilege to be the commission that was given the important task of including a new doctrinal statement affirming the position of the Apostolic Assembly that the scriptures are inerrant.

It is our prayer that this version of the Constitution will continue to serve our church and the men and women that faithfully serve Christ in it.

In Christ,

The Constitution Revisory Commission March 8, 2019.
Fontana, California.

INTRODUCTION

“That there should be no schism in the body; but that the members should have the same care one for another.”

1 Corinthians 12:25

- I. From its beginnings, the Primitive Church faced the need to have clear standards to guide pastors with the care of their churches. The need for specific statutes became even more pressing due to differences among nations in language, laws, and culture, and to the emergence of apostate movements with false doctrines.

To address this need, there emerged in the second century of the Christian era the “Rules of Faith” and several “Pastoral Letters,” which were written documents to guide pastors in matters of doctrine, discipline, sacraments, organization, and worship in churches.

- II. Eighteen centuries later, the Holy Spirit guided the heart of our patriarch, the late Bishop President Antonio C. Nava, who from the start insisted with indelible resolve on the need to have the most adequate organizational system, along with its respective bylaws for the church to fulfill its duty. Thus, our Apostolic Assembly was registered in 1930 with its initial articles of incorporation, in accordance with the laws of the state of California. What happened later is history.

- III. The members of the Apostolic Assembly have always believed that:

1. The Word of God is our rule of faith and is the highest and final authority (Matthew 24:35).
2. Our Constitution flows from the Word of God and that every new proposal or amendment must be forged under the light of the Holy Scriptures (Ephesians 2:20).
3. Being faithful to the dynamic guidance of the Holy Spirit, our Constitution must respond to the needs and challenges of the apostolic congregations in the United States of America and the missionary field, in this 21st century (John 16:13).
4. Our bylaws are written practice; that is, we practice what we believe, and we believe what we practice.
5. Only God is perfect. The Church and Constitution are perfectible and can and should improve always. Our constitutional standards are neither finished nor untouchable products, but dynamic instruments, appropriate to the church. Like the body of Christ, these instruments are not an organization, but a living organism (Philippians 3:13-14).

- IV. Some of the main goals of our Constitution are:

1. **THE WELL-BEING OF THE CHURCH.** Through obedience to its biblically inspired norms, the Constitution aims to create a healthy organizational environment, where respect, love, and mutual assistance stimulate the spiritual, numerical, and economic growth of apostolic congregations (Ephesians 4:16). The Constitution does not intend to create a poisonous and suffocating bureaucracy, but rather the order of God that protects and nurtures the spiritual health of local churches.
 2. **THE UNITY OF THE CHURCH.** To protect the unity of the Church from the continuous attacks of the enemy, which attempt to weaken, distract, or discredit it (John 17:23).
 3. **THE FAITHFULNESS OF THE CHURCH.** To keep the life and thoughts of the Apostolic Assembly centered on Christ. Our worship, evangelism, Christian education, and social service should be Christ-centered (1 Corinthians 3:11).
 4. **THE LEGALITY OF THE CHURCH.** To provide a legal framework for churches to develop their ministries in fulfillment of federal, state, county, and local laws of the United States of America. This framework also promotes respect for the laws of each country with missionary works.
- V. We believe that the churches in the missionary field, along with the congregations of the United States of America, form the Church of the Lord. Therefore, this Constitution also serves as a standard and model for our brethren abroad.

VI. WE RECOMMEND THAT:

1. Each member of the General Board of Directors, as well as bishop supervisors and district board members should always carry a copy of this Constitution in their briefcases. In addition, all pastors, evangelists, assistant pastors, co-pastors, and ministers should keep a copy on their desks.
2. All ministers review the constitutional text at least once a year.
3. All candidates to be initiated or ordained to the ministry should be required to have completely read the current Constitution.

The value and strength of our Constitution rests on each one of us keeping and enforcing its compliance.

We pray that the Lord may enlighten each apostolic heart to revalue these bylaws, our blessed heritage.

The Constitution Revisory Commission November 1999
Rancho Cucamonga, California.

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FIRST CHAPTER

ARTICLE 1

TITLE

The title of this corporation shall be:

APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS.

The Apostolic Assembly of the Faith in Christ Jesus is a non-profit organization, incorporated under the laws of the state of California in the United States of America, on March 15, 1930.

The words “**Apostolic Assembly**” shall be used in this Constitution hereinafter in reference to this corporation.

ARTICLE 2

PURPOSES OF THE APOSTOLIC ASSEMBLY

The Apostolic Assembly of the Faith in Christ Jesus has been organized for the following purposes:

- I. To preach the gospel of our Lord Jesus Christ and practice the doctrine according to the Apostolic order for the regeneration and salvation of souls.
- II. To bring all existing churches or congregations that agree with these principles of doctrine, organization, and economy, together under one title.
- III. To organize, according to the bylaws in this Constitution, the churches being established or those that join the Apostolic Assembly, upon accepting the doctrinal principles, and the organization and economic system.
- IV. To maintain spiritual fellowship among all members that form the Apostolic Assembly, and to promote the growth and expansion of the work of our Lord Jesus Christ in the United States of America and in other countries of the world (Matthew 28:19; Mark 16:15-16; Acts 2:38; Ephesians 2:20).

- V. To procure by all possible means, mutual help and protection among all its members, in order to promote their spiritual, moral, and social lives to the highest degree set by good Christian standards and brotherly love (Hebrews 13:1-2).
- VI. To select, train and ordain the ministers and missionaries necessary to attend to the churches that are formed in accordance with the Word of God. Bible schools and colleges shall be established as need arises for the preparation of ministers and teachers.
- VII. In order to accomplish the objectives stated in the preceding clause, the Church must acquire and administer the necessary properties, taking into account the existing laws of each country on religious matters.

SECOND CHAPTER

ARTICLE 3

ORGANIZATION OF THE GENERAL BOARD OF DIRECTORS

- I. To govern and direct this religious corporation, a General Board of Directors shall be elected at a General Electoral Convention, and be comprised of the following officers: A Bishop President, a Bishop Vice President, a Bishop General Secretary, a Bishop General Treasurer, a Bishop Secretary of International Missions, a Bishop Secretary of National Missions, a Bishop Secretary of Christian Education and a Bishop Secretary of Social Assistance.
- II. No person shall hold more than one position in the General Board of Directors.
- III. The members of the General Board of Directors will serve for a period of four years from the date of their election, or until their successors are elected. At the end of each term, and in a General Electoral Convention, a new election shall be held. The new officers will take charge of their duties immediately at the conclusion of the convention in which they were elected.
- IV. When a Bishop Supervisor is elected to a position in the General Board of Directors, he shall have a maximum of 60 days to relinquish all responsibilities as a supervisor of his district.

In the Apostolic Assembly one shall only serve:

1. As Pastor and member of the General Board of Directors, or
2. As Pastor and District Bishop.

ARTICLE 4

METHOD OF ELECTIONS

- I. The General Board of Directors, or a commission named by the Board, will prepare the program for the General Electoral Convention, stating the date, time and place of elections, and will make it known to the church in general within an appropriate time frame prior to the elections.
- II. The day before the elections, the General Board of Directors will appoint an Electoral Committee comprised of five or seven qualified ministerial members, which will preside over the elections throughout the duration of the General Board of Directors elections. This committee will deliver the results of the election to the incumbent General Board of Directors,

which will then proceed to take over all pending issues relevant to the convention.

- III. Those entitled to vote in elections are the General Board of Directors of the Apostolic Assembly, district bishops, auxiliary elders, regional supervisors, foreign bishop presidents, and dependent missionaries of the Department of International Missions, national missionaries, and a representative of each organized church, who should invariably be the Pastor or the one in charge of the work. In case the Pastor is unable to attend the General Convention due to justifiable reasons, he shall send his Co-Pastor, or Assistant Pastor or an ordained Minister, with his authorized letter. Furthermore, the General Board of Directors may grant the right to vote, at the time of elections, to former members of the General Board of Directors, emeritus bishops, national evangelists and former pastors, who for justified reasons may not be working as pastors but are in full communion. All voters without exception must have their current ministerial credentials with them.
- IV. Two Sundays prior to elections, all voting ministers will present themselves in a day of prayer and fasting.
- V. The election will be held in the following order: A Bishop President, a Bishop Vice President, a Bishop General Secretary, a Bishop General Treasurer, a Bishop Secretary of International Missions, a Bishop Secretary of National Missions, a Bishop Secretary of Christian Education and a Bishop Secretary of Social Assistance.
- VI. The selection of candidates for the eight positions of the General Board of Directors will be done by secret ballot.
- VII. To make the candidate selection for each position, the voters will secretly write the name of their candidate on a printed ballot given to them.
- VIII. The Elections Commission will gather all the ballots, tally them and present the results to the Qualifying Commission.
- IX. The names of the ministers that were approved as candidates will be made known by the Elections Commission to the assembly.
- X. The President of the Elections Commission will present the candidates to the electoral assembly, which will pray over the candidates.
- XI. XI. Thereafter each voting Minister will write the name of the candidate of his choice on the corresponding ballot.
- XII. The Elections Commission will tally the votes and announce the results to the electoral assembly and present the elected candidate.

- XIII. If the Qualifying Commission determines that there is a tie between candidates, an eliminatory election will be held until the tie is broken.
- XIV. If a tie should persist towards the final election, up to three additional runoff elections shall be conducted until a candidate receives a majority of the votes. If a tie still remains the election shall be decided by the casting of lots.
- XV. When a candidate has been selected but does not wish to run for office, he has the right to decline his nomination after having been presented but before he has been prayed for.
- XVI. The declination of a candidate must be done before the Qualifying Commission, in private, and the announcement will be made only to the assembly if the Commission accepts his declination.
- XVII. Once the declination has been accepted, a new selection will be made to substitute the decliner.
- XVIII. A simple majority shall be sufficient to be elected and occupy the corresponding position. Absent ministers shall have no right to present objections.
- XIX. The members of the General Board of Directors will be eligible to occupy the same position for a maximum of eight years.
- XX. The members of the General Board of Directors may be elected for the same position for two consecutive terms.
- XXI. Ministers elected to the General Board of Directors may serve for a maximum of twelve consecutive years on the General Board of Directors unless within the twelve-year limit one is elected President of the Apostolic Assembly. In that case, the member elected President may serve a maximum of twenty consecutive years on the General Board of Directors. After a recess of four years they will again be eligible to be elected to the General Board of Directors.

ARTICLE 5

QUALIFYING COMMISSION ITS NOMINATION

- I. Prior to the General Board elections, the General Board of Directors and the District Bishops in office shall meet to elect the Qualifying Commission, which will be comprised of two members of the General Board of Directors, three district bishops in office, and two pastors, which will be named. The process is as follows:

- 1. The General Board will elect by secret vote two members of the General Board. The Board members receiving the most votes shall

participate in the Qualifying Commission. A separate election will be held for each Board member. The votes are to be counted by the two most senior bishops in office. In case of a tie, the election shall be decided by casting of lots.

2. The highest-ranking member of the two elected General Board members will be president of the Commission.

3. The Episcopal Body in full session shall elect three district bishops in office by secret vote. The votes are to be counted by the two General Board members that were elected. The Bishop that receives the most votes shall participate in the Qualifying Commission. A separate election shall be held for each Bishop. In case of a tie, the election shall be decided by casting of lots.

4. The General Board members and bishops elected shall name two active pastors to participate in the Qualifying Commission. All other active or former members of the General Board and Bishops are not eligible for these duties.

QUALIFYING COMMISSION ITS FUNCTION

- II. The Qualifying Commission shall take into account the ministers with the highest number of votes as nominees and shall submit two to five of them as candidates. If there are no constitutional objections, the Pastoral Body will cast their ballot until one of the candidates attains a simple majority.
- III. When a nominee receives two thirds or more of the votes cast, which constitutes the overwhelming majority vote, and the Qualifying Commission has duly approved this nominee, the Qualifying Commission shall notify this result to the Elections Commission to have the successful candidate formally declared elected for the position to which he was nominated. These decisions shall always be made in accordance with the guidelines set forth by this Constitution.
- IV. Should the Qualifying Commission determine that the persons nominated with the greater number of votes do not meet the established requirements of the present Constitution, to be proposed as nominees, the commission will call them and present the reasons why they are not approved. This grants the proposed nominee the opportunity to make statements in his defense. And if after his defense the requirements should not be met, the commission shall order a new
- V. If after the candidates have been presented and before prayer is made, any objections are made against any of the nominees, elections shall be suspended momentarily to allow the objector to bring his objections before the Qualifying Commission in private. All objections must be based on verifiable evidence for the Qualifying Commission to suspend

the election of a candidate. If the objection is upheld, the next in line eligible candidate with majority votes will be selected, or a new election will be ordered. No objection or discussion will be allowed openly before the assembly.

- VI. If any member of the Qualifying Commission is proposed as a nominee and would like to participate in the elections, he must temporarily withdraw from the Commission, so that the rest of the members may deliberate. He may return to occupy his position at the end of the election.

ARTICLE 6

REQUIREMENTS TO BE A MEMBER OF THE GENERAL BOARD OF DIRECTORS

- I. To qualify as a candidate for Bishop President, he must be active in the ministry and competent to supervise, must have served as District Bishop for at least one four-year term satisfactorily, or must have served as a member of the General Board of Directors for two complete terms of four years each. Moreover, he must actively be serving in one of the above-mentioned positions at the time of the election or be holding the position of Sector Elder or Pastor.
- II. To qualify as a candidate for the position of Bishop Vice President, all the requirements listed to be a candidate for Bishop President must be met.
- III. When the laws require it, a candidate must be a citizen of the country in which he will fulfill his duties.
- IV. To qualify for the remaining positions on the General Board, a candidate must have served as a member of the General Board of Directors, Bishop or Auxiliary Elder, and at least be holding a pastoral position at the time of the election.
- V. In addition to fulfilling all these requirements, candidates must be approved by the Qualifying Commission to be elected as established in Article 5 of this Constitution.

ARTICLE 7

DUTIES OF THE BISHOP PRESIDENT

- I. He shall represent the church in general and will exercise his authority at any time and place when necessary, for the care and supervision of the entire Church. His authority extends to the international mission fields dependent on the Apostolic Assembly. Therefore, he shall visit all districts as often as needed and whenever possible to be personally informed about the state of the work and thus order what should be done in each case.
- II. He shall oversee that all district bishops and members of the General Board of Directors faithfully fulfill their duties.
- III. He shall preside over the General Conventions, General Board of Directors meetings, Joint Meetings and Episcopal Meetings. When for any justifiable reason, he is unable to attend any corresponding activity, he shall delegate his representation to the Bishop Vice President or any other member of the General Board of Directors.
- IV. He shall attend the district conventions to advise the district bishops in matters pertaining thereto, or delegate the Bishop Vice President or any other member of the General Board of Directors to represent him.
- V. He shall be the General Advisor of the Board of Directors of the National Confederations of Apostolic Men, Women Dorcas, Messengers of Peace and the Junior Messengers of Peace.
- VI. The Bishop President jointly with a commission named by him from the General Board of Directors, shall meet annually or when deemed necessary with the National Confederation Boards to advise and organize their work plans.
- VII. He shall represent the Apostolic Assembly on all official business matters or delegate his representation to the appropriate person or persons.
- VIII. He shall sign jointly with the Bishop General Secretary all credentials, licenses, certificates of ordination, certificates of initiation, designations and other documents that require their signatures.
- IX. He shall require that each District Bishop and each member of the General Board of Directors inform him of their activities as deemed necessary.
- X. He shall give a report of his administration including statistical data before the General Conventions and inform of his activities before ordinary meetings of the General Board of Directors.

- XI. He shall require that all agreements of the General Conventions, General Board of Directors, Joint Meetings and Episcopal Meetings be complied with. If an agreement is not fulfilled, he shall state why the agreement was not carried out before the General Convention or at a meeting of the General Board of Directors.
- XII. The Bishop President, along with the other members of the General Board of Directors, shall elaborate their annual work plan for the following year, their eight annual budgets and all major projects; and present them at the Joint Bishops Meeting for study and approval prior to the General Convention. Within 30 days of their approval, all pastors shall be informed of the same.
- XIII. He shall transfer the position over to his successor at the end of the Convention in which his successor was elected and will turn over all the effects that are in his possession to the Bishop President-elect.

ARTICLE 8

ATTRIBUTIONS OF THE BISHOP PRESIDENT

- I. If more than six months remain of a bishop's term and he dies, resigns or is removed from office, the Bishop President shall convene all the voting ministers of that district and will conduct an election of a District Bishop to cover the interim.
- II. When less than six months remain in a term, the Bishop President shall call a meeting of the Apostolic Assembly's General Board of Directors to appoint the Bishop to cover the interim.
- III. He can call the attention of the members of the General Board of Directors and the bishop supervisors regarding the fulfillment of their responsibilities.
- IV. He may request before the General Board of Directors the removal of those officers of the Confederations of Men, Women, Youth and Juniors that are not fulfilling their obligations, or when there is a justified reason, they cannot or should not remain in their positions.
- V. He can decide the distribution of the accumulated funds of the Treasuries of the Confederations after they have complied with sending their corresponding percentages.

ARTICLE 9

DUTIES OF THE BISHOP VICE PRESIDENT

- I. He shall substitute the Bishop President when for a justifiable reason, he cannot or should not continue with his duties.
- II. He shall preside over the General Conventions, General Board of Directors Meetings, Joint Meetings and Episcopal Meetings in the absence of the Bishop President.
- III. He shall attend any General or District Convention, in the country or abroad, with the representation of the Bishop President, and will carry out any other commission conferred upon him by the General Conventions or Meetings of the General Board of Directors.
- IV. In emergencies, he may intervene in problems presented by the district bishops and will immediately inform the Bishop President of any agreements reached.
- V. The Bishop Vice President shall be the president of the Constitution Revision Commission and be the editor of the editions of the Constitution of the Apostolic Assembly.

ARTICLE 10

DUTIES OF THE BISHOP GENERAL SECRETARY

- I. He shall record and file the minutes of all the General Conventions, General Board of Directors meetings, Joint meetings and Episcopal Meetings.
- II. He shall file copies of the minutes of the district conventions.
- III. He shall keep a file of each Minister affiliated with the Apostolic Assembly, recording the information regarding the various commissions assigned.
- IV. He shall be responsible for all official documents that are printed in the Official Gazette of the Apostolic Assembly.
- V. He shall sign jointly with the Bishop President credentials, licenses, certificates of ordination, certificates of initiation, appointments and other documents that require their signatures.

- VI. He shall be in charge of processing and distributing the credentials, licenses, certificates of ordination, certificates of initiation and appointments, and keep an updated file of all this data.
- VII. He shall represent the Apostolic Assembly in any proceedings that may require his direct participation.
- VIII. He shall protocolize all those documents that require notarization, according to the governing laws of each country.
- IX. He shall be in charge of all the official correspondence and maintain the corresponding files.
- X. He shall inform the members of the General Board of Directors, bishop supervisors, auxiliary elders, pastors, missionaries, evangelists and ministers in charge of new works via circular letter, the agreements of general interest from General Conventions, General Board of Directors Meetings, Joint Meetings and Episcopal Meetings.
- XI. He will require that the bishop supervisors submit statistics that the Bishop President shall include in his report to the General Conventions. Furthermore, the Bishop General Secretary will send and receive from the bishop supervisors the annual pastoral evaluation questionnaire approved by the General Board of Directors.
- XII. He shall carry out all commissions entrusted to him by the General Convention, General Board of Directors Meetings, and by the Bishop President.
- XIII. He shall hand over to his successor an inventory of books, files and corresponding equipment of the Secretariat under his charge, before a commission appointed by the Bishop President.
- XIV. Proposal-initiatives which have gone through the constitutional legislative process and have received a resolution to form part of the Apostolic Assembly's Constitution, shall be submitted by the Bishop General Secretary to the Bishop Vice President, who will ensure that they be included in the Constitution for publication in accordance with the established process in Article 9, Clause V.

ARTICLE 11

ATTRIBUTIONS OF THE BISHOP GENERAL SECRETARY

- I. He shall request from the bishops, auxiliary elders, pastors, evangelists and ministers in charge of new works, the data that he considers necessary for the formation of his archives and for the preparation of reports.

- II. He shall require that district bishops send him the data related to the initiation, ordination, transfer or cessation of ministers, the establishment of new churches, and the construction and dedication of church buildings.
- III. He shall require that district bishops or district secretaries provide his office with copies of the minutes of their District Conventions and ministerial meetings in which the removal of ministers took place.

ARTICLE 12

DUTIES OF THE BISHOP GENERAL TREASURER

- I. The Bishop General Treasurer shall have custody of all funds received from percentages of churches, Confederations, missionary offerings, tithes from district bishops and members of the General Board of Directors, and any other funds agreed upon to be managed by the General Treasury.
- II. He shall be responsible for all funds entrusted to him.
- III. He shall maintain records of all income and expenses of each fund under his care. He shall manage joint savings or checking accounts as instructed by the General Conventions or meetings of the General Board of Directors, with his signature, and that of the Bishop President or the designees.
- IV. He shall make the authorized disbursements agreed upon by the General Conventions, meetings of the General Board of Directors, or by written orders from the Bishop President, who in such cases, shall indicate clearly the purpose of the expense and which fund is to be used. The funds shall not be used for any other purpose.
- V. He shall issue receipts for all monies received, record transactions in his books and deposit the monies in the corresponding bank accounts and submit a financial report, certified by a public accountant, before the General Conventions.
- VI. He shall submit a financial report at ordinary sessions of the General Board of Directors and to the Bishop President as often as he may require. He shall provide a copy of his reports to the Bishop General Secretary for his files.
- VII. He shall submit, as often as necessary, a written report of the contributions from the churches to all the members of the General Board of Directors, bishop supervisors, auxiliary elders, pastors, ministers in charge of new works and national evangelists.

- VIII. He shall give due attention to all relevant correspondence and create the corresponding file.
- IX. He shall keep a ledger in which he will record all contributions of each church.
- X. He shall hand over to his successor existing funds at the end of his duties, the accounting books and all equipment or belongings of the Apostolic Assembly pertaining to the General Treasury.
- XI. The Bishop General Treasurer shall turn in the inventory before the Bishop President or a commission appointed by the Bishop President. All transfers should be recorded in the minutes, the current balance included, and all participants in the transference must sign it.

ARTICLE 13

ATTRIBUTIONS OF THE BISHOP GENERAL TREASURER

- I. He shall require that pastors and ministers in charge of churches are faithful with their corresponding percentages. When negligence or omissions are found, he will request the intervention of district bishops.
- II. He shall require that district bishops and members of the General Board of Directors submit their tithes.
- III. He shall require that the treasuries of districts, confederations, federations and others agreed upon, send their corresponding percentages, as well as an annual financial report of all church income.
- IV. Whenever the Bishop General Treasurer deems it necessary, he can request that the members of the General Board of Directors, district bishops, elders or pastors review the books that, in his judgment, require to be set right, all the more if they show lacking in their financial duties. He may also conduct the audits that the Bishop President orders him.
- V. When an unabridged investigation discovers or discloses that a member or any official of the Apostolic Assembly, regardless of rank in file, has taken possession or been accused of, alleged to, or charged with misconduct, relating to misappropriation of funds, embezzlement, or misuse of any fixed or non-fixed, liquid or non-liquid asset, material fraud or assets which have been used or comingled for any purpose resulting in personal gain, without prior written authorization or consent, shall be judged and if found guilty, shall be subject to disciplinary action, up to including termination of his office and consequences thereof, as set forth by the authority or authorities to whom the alleged party is responsible.

- VI. That authority or authorities shall demand payment, recovery and restitution in full, of said monies or assets. Any person, regardless of rank in file, affiliated with the Apostolic Assembly, whether it be, national, district, sector or local level that does not comply with an approved plan of restitution shall be removed from any position of responsibility within 60 days of default, according to what is stipulated in article 47 and 50 of this constitution.
- VII. Likewise, any person or persons, who partook and are judged and found guilty to have partaken in the violation of trust and are in the line of succession to the violation, whether it be direct or indirect, as further penalty, shall not be named, proposed or considered as candidates to any elective office within the Apostolic Assembly until restitution of assets, and monies, have been returned or paid in full, or for a period of eight years whichever is greater.
- VIII. This is retroactive for a maximum of seven years to any outstanding action, debt or obligation, to which this applies. As such, these outstanding actions, debts or obligations must be converted to comply with the terms and conditions specified within this article.
- IX. The official having committed this type of fraud shall never be a candidate for any elected position within the Apostolic Assembly.

ARTICLE 14

DUTIES OF THE BISHOP SECRETARY OF INTERNATIONAL MISSIONS

- I. The Bishop Secretary of International Missions shall direct the missionary work, supervising it in all countries where it already exists and in the opening of new works. He shall represent the interests of the Apostolic Assembly abroad, and perform his work through the missionaries, supervisors and other ministers that are sent forth, or those who are initiated and ordained in the missionary fields abroad.
- II. As often as agreed upon in General Conventions or meetings of the General Board of Directors, he shall visit the countries where there are established churches, as well as places where it is resolved to open new fields. He will give missionary supervisors and their co-workers all necessary orientation to help achieve the greatest development possible.
- III. He shall develop work plans and an annual budget and present them to the General Board of Directors for their study and approval.
- IV. He shall petition the General Conventions or meetings of the General Board of Directors for the authorization to hold conventions in those countries where needed. Once approved, he himself will preside over those conventions.

- V. He shall give a report on the mission fields, including statistics, before the General Conventions and ordinary meetings of the General Board of Directors.
- VI. He shall propose missionary candidates to be examined before a full session of the General Board of Directors, and if approved, they will be sent to the missionary fields where they are needed to fulfill their noble mission.
- VII. He shall continually inform the Bishop President on the status of the missionary work and request his advice to solve problems that may require an immediate resolution.
- VIII. He shall keep a personal record of each missionary and of the native ministers being set aside and ordained. He shall also prepare the files with the minutes of the conventions and other important documents of events of God's work taking place abroad.
- IX. As frequently as necessary, he shall issue instructions to missionary bishops, other missionaries and native ministers regarding the way they should develop their work.
- X. He shall keep a registry of all properties acquired in the International Mission fields under the name of the APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS.
- XI. He shall reach an agreement in a full session of the General Board of Directors regarding the expenditures of the mission field. The General Board of Directors in full session must approve the salary-setting process for missionaries and their round-trip travel expenses with time in advance. If an emergency arises, the Bishop President and two other members of the General Board of Directors will sanction the process.
- XII. He shall be responsible for issuing all credentials and appointments to missionaries. These documents should carry his own signature and those of the Bishop President and the Bishop General Secretary of the Apostolic Assembly.
- XIII. He shall strive to establish Bible schools and institutes in International Missions for the training of native ministers.
- XIV. To fulfill the goals in the foregoing clause, the Bishop Secretary of International Missions shall strive to acquire the necessary properties and construct buildings in order to turn these goals into reality.

- XV. The International Missions Bishop Secretary upon the completion of his term shall turn in all books, records, equipment and documents granting rights to properties in the different countries, which may have been acquired in the name of the APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS. He will submit it all by inventory before the Bishop President or a commission duly appointed by him.
- XVI. The Bishop Secretary of International Missions shall be dedicated full time to the responsibilities of his Department, to address all needs under his care. To fulfill this requirement, he shall hand over all other positions he may have, including the position of Pastor.

ARTICLE 15

ATTRIBUTIONS OF THE BISHOP SECRETARY OF INTERNATIONAL MISSIONS

- I. He shall require of the missionaries the strict compliance of their duties and require them to submit a quarterly report of their activities.
- II. During his supervisory visits, he shall resolve those issues requiring immediate attention and submit a report of his decisions to the General Board of Directors in full session.
- III. He shall preside in the absence of the Bishop President, over the Conventions and ministerial meetings that take place during his visits to missionary fields.
- IV. He shall initiate and ordain ministers at conventions and ministerial meetings held during his visits, provided prior approval of the supervising missionaries and convention accords are met. He will ensure that all requirements established in the Constitution are met for both initiation and ordination as well as for the removal and appointment of ministers.
- V. He shall ensure that churches be established in each country, teaching native believers to fulfill their Christian duties within their possibilities, tithing, giving offerings, with the agreement that all their contributions will go to assist missionaries with their travel and supervision expenses and native ministers with their pastoral work. He shall make every effort so that in each country the Apostolic Assembly becomes self-sufficient in its economic system.

ARTICLE 16

DUTIES OF THE BISHOP SECRETARY OF NATIONAL MISSIONS

- I. To form the Committee of National Missions, he shall present in writing the names of the candidates to the General Board of Directors, from which they will approve the staff members.
- II. He shall establish and organize new churches and sectors in cities that have not yet been ascribed to a district. Furthermore, he may perform the same tasks within existing districts at the request of bishops. The Secretariat of National Missions shall present its work plan annually, or at any time at the request of the General Board of Directors for its analysis.
- III. He shall present in writing to the General Board of Directors the applications of ministers who wish to be considered for work in National Missions.
- IV. He shall present in writing to the General Board of Directors, the budget of National Missions for its analysis, which will be utilized to develop and accomplish the approved work plan.
- V. He shall issue a circular letter giving the names of the national missionaries and national evangelists approved by the General Board of Directors; who he should authorize to carry out their work programs approved by the General Board of Directors. To minister at any level of the Apostolic Assembly, national missionaries and national evangelists should be invited in writing. Moreover, upon approval of the General Board of Directors, he should authorize the national missionaries and national evangelist to carry out their work programs.
- VI. He shall supervise the national missionaries who are working in areas outside established districts. He shall help them establish and duly organize their works for the formation of new churches. He shall also give a progress report of all work done to the general conventions, meetings of the General Board of Directors, joint meetings, and district conventions.
- VII. He shall submit a written request to the General Board of Directors on matters regarding the financial assistance and salaries that can be assigned to national missionaries.
- VIII. Pursuant to Article 12, Clauses I and IV, the General Treasury Office will administer the funds belonging to the Secretariat of National Missions.

- IX. He shall submit requests in writing to the General Board of Directors to acquire properties where new churches may be established within areas not yet assigned to a district.
- X. Pursuant to Article 41, Clause II, he shall legally register the titles of the acquired properties and will furnish copies of the documents to the General Secretariat.
- XI. He shall sign the applications for credentials, licenses and certificates of initiation of ministers working in areas outside an established district.
- XII. Upon completion of his duties, he shall transfer to his successor an inventory of all equipment, books, and files corresponding to this department, in the presence of the Bishop President or duly appointed person or persons.
- XIII. He shall examine and submit the names of missionary candidates, which he feels fulfill the indispensable requirements, and if they are approved by the General Board of Directors, they shall be commissioned and sent with all the support that can be proportioned.

ARTICLE 17

ATTRIBUTIONS OF THE BISHOP SECRETARY OF NATIONAL MISSIONS

- I. Shall personally supervise the national missionaries and will demand the strict fulfillment of their duties, requiring a quarterly report, which shall include information regarding local membership, church growth efforts and distribution of finances: monies allocated for the support of buildings and similar projects.
- II. During his supervisory visits to the missionary fields, as well as already established regions, he shall solve problems that require an immediate resolution and shall inform the General Board of Directors regarding his decisions.
- III. In the absence of the Bishop President, he shall preside over conventions and ministerial meetings that are celebrated when he visits the missionary fields.
- IV. He shall initiate and ordain ministers during the conventions and ministerial meetings that he supervises when he visits. He will ensure that the requirements established by the Constitution are fulfilled in the initiation and ordination of ministers, as well as the removal and naming of pastors, pastors in charge and ministers in charge.

- V. He will ensure that healthy churches are planted and/or established in all national regions and missionary fields, promoting the teaching of sound Apostolic doctrine.
- VI. He will motivate spiritual as well as numerical growth in each region and will determine, according to the already established agreements, when a work should be recognized as a new work, as a mission, or as a church.
- VII. With regards to the previous clause, the Bishop Secretary of National Missions shall determine when a region should be promoted to the category of district and shall present it to the General Board of Directors for their approval.

ARTICLE 18

DUTIES OF THE BISHOP SECRETARY OF CHRISTIAN EDUCATION

- I. He shall write the Sunday School lessons, will review the originals when others do the writing, and these shall be published with his approval.
- II. He shall promote the establishment of Sunday schools and provide training seminars for their teachers and officials.
- III. He shall collaborate with districts to provide seminars and establish schools for the preparation of ministers.
- IV. He shall labor that established Bible schools and institutes develop a good theological, pedagogical, and pastoral studies program, and that Bible schools be established for the preparation of ministers. New projects for the establishment of Bible institutes shall be presented by the Bishop Secretary of Christian Education before the General Conventions or meetings of the General Board of Directors for their approval, so that they may receive greater impulse.
- V. At each General Convention or ordinary meeting of the General Board of Directors, he shall render a report of his activities, including a financial statement of the committee under his charge.
- VI. He shall develop work plans and an annual budget and present it to the General Board of Directors for their study and approval.
- VII. He shall perform all duties assigned to him at General Conventions, or by the General Board of Directors or the Bishop President.

- VIII. Bishop Secretary of Christian Education shall be the responsible editor of all publications of the Apostolic Assembly, with the exception of the editions of the Constitution. New editions shall be made by resolutions reached by the General Conventions, General Board of Directors, or Joint Meetings.
- IX. He will serve as the Director of Publications with the aim to provide the Church the appropriate literature, especially that with doctrinal content, and organizational and economic systems. He will be in charge of all corporate publications of whose editions he will be responsible.
- X. Whenever books or pamphlets about doctrine, organizational and economic systems of the corporation are written, the General Board of Directors or one of its commissions will study the original text files and, if approved, the Director of Publications will proceed to their publication.
- XI. The production of hymnals, expositors, textbooks for Bible schools and institutes, and all literature that may be useful to direct the Christian life, provide spiritual guidance and growth of the Apostolic Assembly, will be under the care of the Department of Literature, and the Director of Publications will promote their distribution.
- XII. Upon completion of its functions, the Committee of Publications shall transfer all assets to its successor by inventory, along with a balance sheet and current account statement of literature material in stock and current available funds.
- XIII. The transferal event shall be presided by the person or persons appointed by the Bishop President. They will be signatories of the corresponding minutes.

ARTICLE 19

ATTRIBUTIONS OF THE BISHOP SECRETARY OF CHRISTIAN EDUCATION

- I. He shall develop a general program of Christian education that, with the approval of the General Convention or the General Board of Directors, will be put into practice in all Bible schools, Bible institutes, and local Christian schools. He shall examine the programs of temporary Bible schools, which will not be allowed to operate without his approval.
- II. He shall jointly sign with the officials of the Bible schools and Bible institutes, certificates, promotions, and diplomas given to students in permanent Bible institutes and temporary Bible schools.

- III. To meet the demands of the Secretariat of Christian Education, a committee shall be organized to function in accordance with the guidelines approved by the General Conventions or the General Board of Directors.
- IV. He shall require that pastors fulfill their assigned contributions to strengthen the treasury of the Committee of Christian Education. He will request the District Bishops' intervention when negligence or omission are found. Ultimately, he shall request the intervention of the Bishop President.

ARTICLE 20

DUTIES OF THE BISHOP SECRETARY OF SOCIAL ASSISTANCE

- I. The Apostolic Assembly shall name a Bishop Secretary of Social Assistance to fulfill the corporation's moral duty to assist indigents, protect orphans and widows and, in particular, ministers when they reach old age and have no financial resources.
- II. The Bishop Secretary of Social Assistance shall promote the Apostolic Assembly to allocate appropriate funds in the approved General Board of Directors annual budget, to solve social problems within the Christian community and insofar as possible within our society in general, whether they may be due to orphaned condition, widowhood, old age or any other unforeseeable circumstances.
- III. To achieve the objectives stated in the foregoing clause, the Bishop Secretary of Social Assistance shall organize a Pro-Assistance Committee, which he will preside. He shall endeavor to organize sponsorships intended to establish orphanages, convalescent homes, and cultural and social rehabilitation centers where inasmuch as possible the church can provide within its limits.
- IV. He will be responsible to assist in the needs of ministers who have dedicated their life, or a major part of it, to the ministry, but may have insufficient means to subsist upon reaching senescence.
- V. The Bishop Secretary of Social Assistance and the District Bishop shall be in charge of processing the retirement of pastors.
- VI. All retirement applications shall be signed by the Bishop President and the corresponding applicant's District Bishop and be forwarded to the Bishop Secretary of Social Assistance, who will deliver, or assign someone to deliver the agreeing assistance.

- VII. Pursuant to the pastor's retirement document, supervising bishops and pastors will receive towards their retirement plan 5% of the monthly income of all the respective funds from the 1st to the 10th year, 7% from the 11th to the 20th year, and 10% from the 21st year until his pastorate ends, with the exception of national project funds. These monies are to be deposited in a certified retirement account. An amount shall be established as an initial deposit of this benefit, according to the position and time served as Bishop or Pastor:

1. In addition to the initial deposit made towards their retirement plan, the members of the General Board of Directors shall receive a monthly fixed amount, which should be agreed upon in plenary session of this same board in conjunction with the Episcopal body. This fixed amount shall be evaluated biannually by the same plenary session.

2. The Bishop President shall establish a retirement plan for the bishop supervisors in a meeting with the District Board of Directors.

3. In a meeting with the local church government, bishop supervisors shall establish a retirement plan for each local pastor, as it stands written in this clause.

ARTICLE 21

POWERS OF THE GENERAL BOARD OF DIRECTORS

- I. The General Board of Directors is the highest representative body of the APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS and is organized for the purpose of directing and controlling all the activities of this religious corporation. This General Board is charged with the implementation of agreements, plans and projects that have been approved by the General Conventions, its own meetings, joint meetings, and episcopal meetings. During the interval between General Conventions, this board has the authority to solve immediate problems that may arise, make the necessary decisions, and represent the will of the Apostolic Assembly as a whole. The definition of the phrase "immediate problems" does not include appointing, promoting, changing or reassigning of any General Board member from his respective position to which he was previously elected at a General Convention of the Apostolic Assembly by the Pastoral Body.
- II. All the members of the General Board of Directors shall be recognized with the ministerial category of Bishop.
- III. The decisions of the General Board of Directors of the Apostolic Assembly must be respected and obeyed by the entire ministry and may only be rectified as agreed upon at a General Convention.

- IV. The General Board of Directors shall meet at least once a year to study and resolve all problems of national interest that require an immediate resolution, whether they are unforeseen events, or are entrusted by the General Convention. They may also study and resolve matters that, due to their delicate nature, should require special and careful consideration.
- V. The General Board of Directors or one of its commissions shall put together the programs for the General Conventions and will convey this information in advance.
- VI. The General Board of Directors has the authority to regulate the corporation's activities in those states with different laws and regulations than other states in the country. It will also regulate the operation of the Apostolic Assembly in the different countries where there is missionary work.
- VII. The General Board of Directors shall name a Qualifying Commission to select the candidates in the elections of the National Confederations and if need be, due to a lack of candidates who fulfill the requirements, can name the brothers and sisters who will serve in these positions.
- VIII. The General Board of Directors has the faculty to order an audit of the books of the General Treasury as well as those of district, sector, and local treasuries. The Board shall assign a Commission or an accountant to audit and certify the reports to be submitted in General Conventions, ordinary meetings of the General Board of Directors, and district conventions respectively.
- IX. The General Board of Directors has the right to convene general meetings of bishop supervisors and pastors, as often as it deems necessary. It will convoke the remaining ministers as it deems appropriate.
- X. The General Board of Directors may designate bishops in those districts wherein the personnel of the same do not meet the established requirements for the election of a Bishop Supervisor, or when district circumstances and issues require that the supervisor be assigned from outside the district.
- XI. The General Board of Directors has the faculty to confer honorary titles to ministers it deems worthy of such merit.

- XII. The General Board has the right and the duty to annually evaluate the work of the eight General Board Members. These evaluations will provide an avenue for recommendations for personal growth, departmental growth, and will consequently strengthen the leadership of our organization. These evaluations will offer an opportunity either to provide assistance or to cease officials that have not fulfilled their responsibilities and functions at a satisfactory level. This shall be done according to the “Evaluations Manual of the Members of the General Board”.

ARTICLE 22

ALTERNATIVE METHODS OF VOTING

- I. With regard to votes in the voting process, with the exception of an election of Episcopal or Elder positions, unless expressly required otherwise by the terms of this Constitution, any and all “vote” or “votes” required or permitted herein, may be transmitted, delivered or sent to the Church, the General Board of Directors, or any applicable Church committee, within the time limits prescribed herein: (i) in person; (ii) via a nationally-recognized courier service, such as Federal Express; (iii) United States Postal Service, by registered or certified mail, postage prepaid; (iv) via electronic mail; or (v) via fax.
- II. All notices, requests, consents, votes and other communications required or permitted under this Constitution shall be in writing and shall be deemed to have been duly given only (i) when personally delivered; (ii) on the day specified for delivery when using a nationally-recognized courier service, such as Federal Express, for delivery to the intended addressee; (iii) three (3) days following deposit at any United States Postal Service by registered or certified mail, postage prepaid, return receipt requested when addressed to the last known address of the intended addressee; (iv) immediately upon transmission via electronic mail, when addressed to the last known electronic email address of the intended addressee; or (v) immediately upon transmission via fax to the last known fax number of the intended addressee. In each case, notices to the church shall be addressed as set forth below:

Apostolic Assembly of the Faith in Christ Jesus

5401 Citrus Avenue

Fontana, California 92336

Attention: _____ Email: _____ Fax: _____

The church may alter the address to which communications or copies are to be sent by posting notice of such change of address on its website. Each director, officer and member of the church shall be responsible for providing the church with current contact information and immediately notifying the church of any changes to such contact information.

ARTICLE 23

SALARIES AND HONORARIUM

- I. The members of the General Board of Directors shall receive a salary for the exercise of their official duties. They also have the right to receive a stipend to annually enjoy a time of vacations.
- II. Following the election of the General Board of Directors, the Joint Meeting has the authority to appoint a Commission of Salary Adjustment to serve during the term of the elected general board. The Commission of Salary Adjustment shall consist of the Bishop Secretary of Social Assistance (who will serve as its president), the Bishop General Treasurer, three bishop supervisors, and two pastors.
- III. The Commission of Salary Adjustment shall meet annually in the month of January to study, adjust, and recommend changes to assigned salaries, retirement benefits, and annual vacation pay for each member of the General Board of Directors. The commission shall inform on its recommendation of adjustment in the first Joint Bishops Meeting after the General Convention for its approval.
- IV. The commission shall base its adjustment of all salaries and authorized benefits of each General Board member according to the report of performance of their constitutional duties.
- V. This annual evaluation shall be based on the report of the departments from the members of the General Board of Directors to the most recent General Convention. The commission shall present its recommended resolutions in writing to the Joint Bishops Meeting for approval, and this shall be approved by secret vote. No recently elected member of the General Board of Directors shall be eligible for an adjustment in his salary within 24 months of his election, except for cost of living.
- VI. The members of the General Board of Directors have the right to a joint celebration, a “Day of Recognition”, to be held every two years. The Commission of Salary Adjustment is the authorized body to initiate the process and promotion to implement the terms of this clause.

ARTICLE 24

RECESSES, RESIGNATIONS AND CESSATIONS

- I. Whenever the Bishop President leaves his functions, due to death, irrevocable resignation, or cessation, the Bishop Vice President shall become the new Bishop President after he has been sworn in by the Bishop General Secretary in the presence of the remaining members, or a majority of the General Board of Directors.

- II. Whenever any General Board Member submits his resignation, the Bishop President and the General Board Members shall convene within five days from the date of resignation in question to study the matter. Once the resignation is accepted, the General Board, the Episcopal Body, and a member of each District Board (Secretary or Treasurer) shall convene within thirty days into an Electoral College for an extraordinary election. A new official shall be elected by secret ballot and will occupy that office for the remainder of the term. Notwithstanding any other term and condition expressed or implied to the contrary in this article, all District Bishops in office shall qualify as candidates for the vacancy in question in this extraordinary election. Should a Bishop be absent during this extraordinary election and is nominated or chosen for office, an effort will be made to reach him to determine if he accepts the nomination or electable position. No General Board Member in office shall be considered a candidate for this new vacancy.
- III. Whenever any General Board Member is defrocked from his position, the commission that presided over the case of dismissal shall convene the rest of the General Board Members within five days to inform them of the matter. Once the dismissal is accepted as stipulated, the General Board of Directors, the Episcopal Body, and a member of each District Board (Secretary or Treasurer) shall convene within thirty days into an Electoral College for an extraordinary election. A new official shall be elected by secret ballot and will occupy that office for the remainder of the term. Notwithstanding any other term and condition expressed or implied to the contrary in this Article, all district sishops in office shall qualify as candidates for the vacancy in question in this extraordinary election. Should a Bishop who is absent during this extraordinary election be nominated or chosen for office, an effort will be made to reach him to determine if he accepts the nomination or electable position. No General Board Member in office shall be considered a candidate for this new vacancy.
- IV. Whenever any General Board Member ceases to serve in his position, be it by termination, resignation or death, the Bishop President shall convene into an Electoral College the General Board, the Episcopal Body, and a member of each District Board (Secretary or Treasurer) within thirty days for an extraordinary election. A new official shall be elected by secret ballot and will occupy that office for the remainder of the term. Notwithstanding any other term and condition expressed or implied to the contrary in this article all District Bishops in office, shall qualify as candidates for the vacancy in question in this extraordinary election. Should a Bishop who is absent during this extraordinary election and be nominated or chosen for office, an effort will be made to reach him to determine if he accepts the nomination or electable position. No General Board Member in office shall be considered a candidate for this new vacancy.

- V. In the absence of any General Board Member the Bishop President shall convene into an Electoral College the General Board, the Episcopal Body, and a member of each District Board (Secretary or Treasurer) within thirty days for an extraordinary election. A new official shall be elected by secret ballot and will occupy that office for the remainder of the term. Notwithstanding any other term and condition expressed or implied to the contrary in this article, all District Bishops in office shall qualify as candidates for the vacancy in question in this extraordinary election. Should a Bishop who is absent during this extraordinary election be nominated or chosen for office, an effort will be made to reach him to determine if he accepts the nomination or electable position. No General Board Member in office shall be considered a candidate for this new vacancy.
- VI. To be eligible to fill a vacancy on the General Board, a Bishop must have served at least one full term of four years as District Bishop and must be active as a Pastor at the time of election.

THIRD CHAPTER

ARTICLE 25

GENERAL CONVENTIONS

- I. There will be an ordinary General Convention every two years at a date and place to be set by the General Board of Directors. Members of the General Board of Directors, bishop supervisors, auxiliary elders, pastors, national missionaries and ministers in charge of new works shall attend. In case of absence, a Pastor may appoint the Assistant Pastor or an ordained Minister as his delegate. International missionaries that the General Board of Directors authorizes may attend as well. Whenever the General Board of Directors deems it convenient, it will convoke Extraordinary General Conventions, or Ministerial Conventions, with legislative power.
- II. The General Board of Directors will name a Pro-General Convention Committee and consider the approval of personnel for its subcommittees. The Committee will be in charge of providing information and directions to the ministerial body. The membership of the Apostolic Assembly will be convened when their attendance is required. The Committee will execute the approved program in the best way possible to ensure its success.
- III. The Bishop President and Bishop General Secretary will make the respective convocation presenting the names of the Pro- General Convention Committee members. The Committee will go forward with the promotion and budget planning of the Convention, which will be carried out after its approval by the General Board of Directors.

- IV. All ministers affiliated with the Apostolic Assembly as well as its general membership must contribute towards the cost of ministerial or general conventions. They shall therefore support the plan and budget of the General Convention by making their contributions as instructed.
- V. The General Board of Directors will develop in advance a well-structured program of activities to achieve the best goals toward the intellectual and spiritual gains of the church.
1. In General Electoral Conventions, the time and date of elections shall be clearly announced.
 2. The General Board of Directors will take into consideration the volume of constitutional amendment proposals to allocate the necessary time for their analysis and resolution. These timetables shall be included in the program of the General Convention.
- VI. Upon conclusion of the General Convention's activities, the Committee which directed it will submit a report to be published in the official gazette of the Apostolic Assembly. Such report shall include a financial statement to inform all contributors.
- VII. The program of each General Convention shall consist of the following:
1. Inauguration of the Convention.
 2. Registration of ministers.
 3. Appointments of commissions.
 4. Bishop President's report.
 5. Bishop Vice President's report.
 6. Bishop General Secretary's report.
 7. Bishop General Treasurer's report.
 8. Bishop Secretary of International Missions' report.
 9. Bishop Secretary of National Missions' report.
 10. Bishop Secretary of Christian Education's report.
 11. Bishop Secretary of Social Assistance's report.
 12. Other reports (publications).
 13. Presentation and discussion of proposals-initiatives.
 14. Discussion of proposals.
 15. Elections (when applicable).
 16. Designations and Appointments.
 17. Commission Reports (when applicable).
 18. General Business.
 19. Adjournment.
- VIII. All the reports of the General Board of Directors shall be printed and distributed.

- IX. The General Board of Directors shall send the biennial report of its eight members to all the pastors at least thirty days before the General Convention. The report must be sent by first class mail, by email or by fax to all current pastors of the Apostolic Assembly. Pastors will review and study the report of the eight members of the General Board before attending the General Convention.
- X. At each General Convention the Bishop President will name a Proposal Screening Commission that will consist of two members of the General Board of Directors and two bishop supervisors, whose duty will be to receive, qualify, and classify or categorize by priority the proposals brought to the floor, so as to set up an agenda or order of the day, which will be presented before the assembly of ministers for their approval.
- XI. The Resolutions Committee shall consist of the Bishop President or his representative, two additional members from the General Board of Directors, and three bishop supervisors. Once the agenda of proposals has been compiled and approved, it will be turned over to the Resolutions Committee named by the General Board of Directors. The committee will study each issue in depth and present it in a timely manner to the assembly of ministers for discussion and ratification or rectification, contingent to each case.
- XII. In the ministerial meetings of the General Conventions, according to its order, entrance will not be allowed to ministers who are not carrying their credential, or current license of the Apostolic Assembly, and those initiated to the ministry, their corresponding certificate.

ARTICLE 26

AGREEMENTS OF GENERAL CONVENTIONS, GENERAL BOARD OF DIRECTORS, JOINT MEETINGS AND DISTRICT CONVENTIONS

- I. The agreements of the General Conventions, General Board of Directors and Joint Meetings will have validity in the churches and mission fields of the Apostolic Assembly. These agreements are to be observed and obeyed by all ministers and the membership at large, and can only be rectified, renewed and ratified by another General Convention.
- II. The agreements of the General Board of Directors will have validity in all districts and must be observed and obeyed in the churches of the Apostolic Assembly throughout the country and abroad. These agreements can be rectified, renewed or ratified in a General Convention.
- III. The district convention agreements will be fully valid within the district where they were agreed upon and shall be observed and obeyed by all ministers and its churches. For these agreements to attain general

validity, they must be ratified by a General Convention, which also can rectify them. The General Board of Directors shall rectify any district convention agreement that violates the articles of this Constitution.

FOURTH CHAPTER

ARTICLE 27

INTERNATIONAL MISSIONS

- I. By virtue of the call to carry out the enormous mission to go into all the world and preach the gospel to every creature, the Apostolic Assembly shall organize an International Missions Committee, which will function according to the approved regulations of the General Conventions or the General Board of the Apostolic Assembly.
- II. The Bishop Secretary of International Missions shall preside the Committee of International Missions in addition to performing the functions indicated in Article 14 of this Constitution. He shall also be the general supervisor of the work of God in those countries where the Apostolic Assembly has or will establish churches.
- III. The Bishop Secretary of International Missions will endeavor to organize other committees, subordinate to the Committee of International Missions, to assist in the fulfillment of the missionary plans that are approved by the General Conventions or meetings of the General Board of Directors.
- IV. In the countries where the Apostolic Assembly has sufficient development and as such an ecclesiastical government is organized, a Committee of International Missions will be named there, which will perform similar work as in the United States of America, to further extend missionary work in other countries.
- V. All ministers and congregations in the United States of America must support the plans of the Committee of International Missions by giving offerings in accordance with the amounts approved by the General Convention or the General Board of Directors. The native ministers and congregations in the mission fields must support the plans of their respective committees.
- VI. The Committee of International Missions will ensure that missionaries remain in each country as long as necessary to assure that the work initiated reaches complete success. This requires missionary work to continue until the established church counts with duly prepared native ministers, who may be organized into an ecclesiastical government to

direct the work and relieve the Committee of International Missions from its responsibilities. The Committee of International Missions shall work to maintain indefinitely the bonds of friendship, communion and fellowship with each native church.

- VII. The Apostolic Assembly shall strive to attain formal legal status where laws permit, to help establish national churches abroad. This will facilitate the acquisition and administration of real estate, for the construction of temples, pastoral houses, Bible schools, institutes, colleges, hospitals, clinics, orphanages, convalescent homes, and similar programs.
- VIII. When the development of the Church, in any country, in the judgment of the General Board of Directors and the General Convention, has reached maturity and stability, the Apostolic Assembly may convene in withdrawing its missionaries, leaving in the hands of a duly organized ecclesiastical government, the responsibility to lead and control the native church. Upon this goal, the agreement should be bilateral, to not damage nor harm the native church in any manner.

ARTICLE 28

SUPERVISION OF THE REGIONS

- I. To supervise each region, the International General Board by recommendation of the Secretary of International Missions will appoint a Regional Bishop Supervisor, who shall serve for a period of four years or until his successor is appointed.
- II. Regional Bishop Supervisors may only serve for two consecutive terms; after which they may be appointed by the General Board to supervise in another region, or to cover an internship.

ARTICLE 29

REQUIREMENTS TO BE A REGIONAL BISHOP SUPERVISOR

The following requirements must be met in order to become Bishop Supervisor of a region:

- I. He must have the spiritual and moral qualities set forth by the Word of God (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3).
- II. He must be at least thirty-five years old.
- III. He must be an ordained Minister who has served in the ministry and/or in the mission field for no less than eight years.

- IV. Have satisfactorily served for a term of four years as missionary or have at least four years of experience as an Auxiliary Elder.
- V. He must be actively dedicated to the ministry and must at least hold the office of Pastor at the time of his election.
- VI. When the need warrants, a president or a native missionary who has satisfactorily completed at least four years of supervision may be appointed as regional supervisor
- VII. He must agree with the Apostolic Assembly's doctrinal and organizational system and work plan, and publicly commit himself to fulfill his corresponding duties.
- VIII. Candidates for Regional Bishop Supervisors will be proposed by the Secretary of International Missions and approved by the International General Board. For the appointment, the Secretary of International Missions shall first consult with the Bishop President and present the candidate at a meeting of the International General Board for consideration and approval.

ARTICLE 30

DUTIES OF THE REGIONAL BISHOP SUPERVISOR

- I. The Regional Bishops Supervisors shall supervise the regions under their care as part of a greater unit, which is the Apostolic Assembly. Their primary obligation is to strive for the preservation of the Apostolic Assembly and that, in the region for which they are responsible; countries remain closely united to the Apostolic Assembly International.
- II. The Regional Bishop Supervisors shall be directly responsible for the work under their charge. They should help organize the government of each country under their supervision, following the guidelines of the organizational system approved in this Constitution.
- III. Regional Bishop Supervisors shall appoint a secretary/ treasurer, or a secretary and an administrator to assist with the administrative work in their region. This appointment will be made with the approval of the Secretary of International Missions.
- IV. Regional Bishop Supervisors are auxiliaries of the Secretary of International Missions and may only intervene in the internal affairs of church government of each country with the prior written consent of the Secretary for International Missions or the International General Board.
- V. When the Regional Bishop Supervisor needs to communicate or intervene in any of the countries under his supervision, he will do so directly with the president or missionary of that country.

- VI. Regional Bishop Supervisors shall not consider themselves independent in the exercise of their duties and therefore, must be subject to the authority of the Secretariat of International Missions and the International General Board. They are required to submit quarterly written reports of their activities to the Secretary of International Missions.
- VII. They shall strive to see that each president and missionary under their care comply with the organizational requirements of their respective countries. They shall also comply with the global vision of International Missions and with the work plan of their region.
- VIII. They are responsible for their region's compliance with every agreement reached in General Conventions, Joint Meetings, Meetings of the International General Board and Meetings of the Presidents and Missionaries of the region.
- IX. They must submit a written report of their activities at each meeting with presidents and missionaries of the region, accompanied by a corresponding statistical report. At the very least, they shall hold two annual meetings with the presidents and missionaries. These may be held during one of the National Conventions in their region, also taking advantage of the presence of the International President and/or Secretary of International Missions.

ARTICLE 31

ATTRIBUTIONS OF THE REGIONAL BISHOP SUPERVISOR

The attributions of the Regional Bishop Supervisors:

- I. When in one of the countries under their supervision a problem arises, which requires the attention of higher authorities, the Regional Bishop Supervisor will intervene obeying instructions from the Secretary of International Missions, who he will keep closely informed throughout the process. Any final decision can only be taken with the approval of the Secretary of International Missions.
- II. Following the instructions of the Secretary of International Missions, he may call attention to those Presidents or missionaries to fulfill their duties. If the situation is not corrected, he will request instructions from the Secretary of International Missions to proceed as necessary.
- III. When a Regional Bishop Supervisor finishes his work term and is not appointed to another region, the Secretary of International Missions and International General Board will help him settle into the most convenient position. In addition, they will provide moral and spiritual support during the transition period and ensure he receives financial aid proportional to his years of service after finishing his term.

ARTICLE 32

REQUIREMENTS TO BE A MISSIONARY ABROAD

- I. A special calling is required to undertake missionary work, and those that perceive this calling should demonstrate it in their words and deeds, in such a manner that pastors and bishops can attest to that calling.
- II. Those aspiring to be missionaries must receive special preparation before leaving for the mission field. Therefore, applicants that demonstrate to have such calling will be taken into consideration, giving them the opportunity to prepare themselves in the vernacular language where they intend to work along with customs, culture, life conditions, and everything related to the inhabitants intended to evangelize.
- III. When the Apostolic Assembly contemplates sending a missionary, it must take into account those ministers that have received adequate preparation, and have sufficient experience in the work: either having served for at least four years as an Evangelist or have served in pastoral positions with good success for the same amount of time , and that their calling to perform this type of work has been confirmed.
- IV. Ministers sensing the calling as an International Missionary but lacking prior experience may serve under the direction of a Pastor, an Evangelist, or an International Missionary to attain it. Travel and living expenses, however, must be borne by the candidate himself and must receive the appropriate approval of the Committee of International Missions. After completing their training and being approved as international missionaries, they may begin functioning as such.
- V. The Bishop Secretary of International Missions shall examine and submit the names of the missionary candidates who in his judgment fulfill indispensable requirements. If the General Board of Directors approves of them, they will be sent to fulfill their vocation with all the support that can be provided to them.
- VI. Missionaries must commit to work earnestly and willingly for a period of four years. If for any reason they wish to return before completing their term, they must present their request to the Bishop Secretary of International Missions who will study the reason, and if justified, authorize his return. The Bishop Secretary of International Missions will consult first with the General Board of Directors and if this were not possible, with the Bishop President. Those who return without previous authorization, will lose all right and must cover all expenses on their own.

- VII. Missionaries to be initiated in this task must be twenty-five years old and no more than forty-five years old, married and their spouses must equally be willing to go out, and must have good physical and mental health along with their families.
- VIII. Supervising missionaries may be sent with the title of Bishop by agreement of a General Convention or the General Board of Directors. Likewise, missionaries who have satisfactorily worked at least four years in the mission field and are supervising in a country or region with no less than twelve churches may also be granted the title of Bishop.
- IX. The General Board of Directors will assign the perimeters in which missionaries should work, specifically the country or countries that the supervising missionaries shall oversee. They shall issue them the documents that identifies their appointment and faculties granted.
- X. Missionary bishops shall organize the work, forming sectors as deemed necessary with prior authorization from the Bishop Secretary of International Missions and in agreements taken in the conventions held in their respective mission field; naming as auxiliary elders other missionaries or native ministers that fulfill the requirements stipulated in this present constitution.
- XI. With the purpose of assuming the future leadership of their own Church in their country, native ministers that acquire competence and experience shall receive adequate instruction and the necessary training to perform the duties of auxiliary elders.
- XII. Missionaries who in the function of their ministry fail to demonstrate fidelity to the organizational, doctrinal, and financial system, thus infringing the principles of unity with the Apostolic Assembly that sent them, shall be relieved from their commission. Should they refuse to abide by the orders of the Bishop Secretary of International Missions, they will be ceased once the General Board has relinquished all responsibility towards them.
- XIII. Missionaries who must leave the mission field due to personal emergencies or other circumstances will pay their own expenses. For the Committee of International Missions to assume any financial responsibility, they must present their reasons before the Bishop Secretary of International Missions, who will previously consult with the General Board of Directors to determine whether the missionaries will be allowed to return to the mission field and whether the expenses incurred will be covered by the international missions treasury, or by the one who made the expenses without prior authorization.

- XIV. Every four years, missionaries may be allowed two months to return to their country of origin, with pay. They may also use their vacation time to rest in the same mission field or, they may visit other countries if they desire to continue working additional terms in that capacity. All arrangements will be made between the missionaries and the Bishop Secretary of International Missions, keeping the General Board of Directors properly informed. Missionaries who complete the four-year term of work and desire to return to their country of origin will have the right to their travel expenses and two months of salary, as indicated.
- XV. Missionaries who desire to extend their absence beyond two months must obtain written permission from the Bishop Secretary of International Missions; who can approve the extension without pay for the time that exceeds his vacation.
- XVI. Every missionary, before going out to the missionary field, shall sign an agreement specifying his obligations and terms of acceptance, including the responsibilities that the Apostolic Assembly assumes with him and his family.

FIFTH CHAPTER

ARTICLE 33

NATIONAL MISSIONS

- I. Those aspiring to the call of a National Missionary should demonstrate fruitfulness in their respective areas of administration and church growth. As relating to their personal life, they should demonstrate financial competence, marriage maturity and the ability to govern their home well, according to what is established in Article 68, “Moral and Spiritual Obligations of Ministers.”
1. Be an ordained minister and have the moral and spiritual qualities prescribed by the Word of the Lord Jesus Christ (1 Timothy 3:1-7; Titus 1:5-9; and 1 Peter 5:1-3).
 2. Having served satisfactorily in the ministry of the Apostolic Assembly for a period of 4 years.
 3. Marital Status: Married.
 4. His wife must have a good testimony, be baptized for at least three years, and received the gift of the Holy Spirit, with the evidence of speaking in other tongues.
 5. Be faithful in having paid his tithes.

6. Be in agreement with the doctrinal, organizational, economic, and disciplinary system of the Apostolic Assembly.

7. Be approved by his Pastor and District Bishop, with prior authorization of the Bishop President.

- II. Has completed at least four years as an ordained minister.
- III. Has faithfully fulfilled Article 49, “Ministerial Faithfulness”.
- IV. Those aspiring to the call of National Missionary should receive a training assigned by the Bishop Secretary of National Missions.
- V. In order to interview the National Missionary candidates in person, before their final approval, the Secretary of National Missions shall receive the approval from the candidate’s Pastor and Bishop with the authorization of the Bishop President.
- VI. Every National Missionary shall be approved for a minimum of four years. Once this requirement is fulfilled, the National Missionary will be reevaluated by the Bishop Secretary of National Missions, with the purpose of extending his approval for another four years, assign him to another Missionary field, or conclude his work as a National missionary, based on the results of the evaluation and with the previous authorization of the Bishop President.
- VII. The National Missionary should be at least 25 years old, married, whose wife is equally committed to fulfill the work assigned to the candidate.
- VIII. National missionaries that fail to demonstrate faithfulness to the organizational, financial or doctrinal system shall be removed from their commission.
- IX. Before commencing with his work, each National Missionary must sign an agreement that stipulates his obligations, the term or period of his assignment, and the responsibilities of the Apostolic Assembly to him and his family.

ARTICLE 34

DEVELOPMENT OF NEW REGIONS

- I. Those aspiring to be pastors within National Missions must have their current credential and should fulfill their financial and constitutional obligations before being considered to these positions.
- II. In areas where there are three or more churches, the Bishop Secretary of National Missions shall name a Regional Elder, who will function for a period of two years with the possibility of being named again for an additional period. After this, the pastors of his respective region must elect the Regional Elder.
- III. All properties must have the name Apostolic Assembly of the Faith in Christ Jesus on their Deed of Trust.

ARTICLE 35

REQUIREMENTS TO BE A NATIONAL EVANGELIST

- I. To be a National Evangelist, the candidate must fulfill the following requirements:
 1. He must be an ordained minister for at least 4 years, a faithful tither, and be recognize as an evangelizer in his local church and his respective district.
 2. He must present letters of recommendation by his Pastor and the District Bishop, that support the aforementioned requirements. He must also present 3 additional references from pastors that verify his reputation as a soul winner.
 3. He must have functioned as a district evangelist for 4 years.
 4. The National Missions Committee must interview him before receiving the final approval of the General Board of Directors.

ARTICLE 36

DUTIES OF A NATIONAL EVANGELIST

- I. Every three months, he must submit a report of his activities to the Bishop Secretary of National Missions or whom he might designate.
- II. He must attend an annual training workshop or its equivalent, or whatever the Bishop Secretary of National Missions approves.
- III. He must faithfully submit the tithe, at least on a monthly basis, to National Missions of all his functions as a National Evangelist. He will also tithe to the local church from any other source of income.
- IV. That he follows what is required in Article 78, Clause III to VIII.

SIXTH CHAPTER

ARTICLE 37

DEPARTMENT OF LITERATURE

- I. Due to the nature of the work of the Apostolic Assembly, the Department of Literature is responsible for the production of the appropriate materials, such as hymnals, inspirational books, devotionals, and textbooks for Bible schools, institutes or colleges. Likewise it shall publish the Expositor of the Word of God for Sunday schools, registry books of baptisms and dedication of children, certificates, credentials, and all literature that contributes to spreading the knowledge of the truths of the gospel, and the intellectual, moral and spiritual elevation of the believer.
- II. To achieve these goals, a Committee of Publications presided by the Bishop Secretary of Christian Education shall be organized, staffed with a Secretary of Distribution and an Administrative- Treasurer. The committee shall have the personnel that it deems necessary within its possibilities.
- III. All income and expenditures shall be administered by the Bishop General Treasurer.
- IV. It shall determine all that is related to the production, distribution, prices, and sales, purchase of books from other publishing houses, credit accounts, discounts and the publishing time of new editions approved by the General Board of Directors.

- V. The Bishop Secretary of Christian Education, with the approval of the General Board of Directors, shall determine the manner of contracting its employees, establishing their salary and employee benefits, and any other administrative disbursements, always being cautious that all investments be beneficial and all expenditures justified.
- VI. The President of the committee will be responsible for the issues that he publishes. He shall have under his charge the proofreading work, the selection of books from publishing houses, and contracts with editorial houses, print shops, and other businesses where the literature will be produced or distributed.
- VII. The secretary of the committee shall keep all correspondence, committee records, and will fill all literature orders.
- VIII. The administrative treasurer of the committee will keep a record of inventory in stock; receive checks, money orders, transfers, cash, or any other type of document certifying the value of the literature under his charge. He will keep the corresponding input in his files, make all pertinent payments, file all receipts and invoices, and render a monthly report to the Bishop General Treasurer.

SEVENTH CHAPTER

ARTICLE 38

FUNDS FOR POSTGRADUATE STUDIES

- I. To promote biblical and theological education at a higher level for pastors and leaders, two percent of all monthly income from tithes of tithes sent by churches to the General Treasury, shall be placed in a specifically designated fund.
- II. The resources of this fund will be used solely for scholarships for pastors and leaders of the Apostolic Assembly in the United States and International Missions, who are studying toward bachelors, masters or doctorate degrees in theology in properly accredited seminaries.
- III. The list of scholarships awarded will be prepared and approved by the General Board of Directors.

EIGHTH CHAPTER

ARTICLE 39

CREDENTIALS, LICENSES, CERTIFICATES OF INITIATION AND APPOINTMENTS

- I. Ministers of the Apostolic Assembly, in order to execute their corresponding ministerial functions in a legal and authorized manner, shall carry their current ministerial documents.
 1. Members of the General Board of Directors, district bishops, pastors, co-pastors, assistant pastors, international missionaries, national missionaries, evangelists and emeritus ministers approved by the General Board of Directors, must carry their current ministerial credentials.
 2. Ordained ministers must carry their current ministerial license.
 3. Those initiated to the ministry must carry their current certificate of initiation.
- II. Whenever a Minister or someone initiated to the ministry does not receive, for unjustified reasons, his credential, license, or certificate, he may not officiate from behind the pulpit. This applies to all levels, from the local church to the national level.
- III. The credential, license, or certificate shall show its validity period; for which a fee agreed by the General Convention or the General Board of Directors shall be paid. A current valid credential or license entitles ministers with the right to exercise their ministry and enjoy the privileges written in the Word of God for those who agree with the doctrinal principles of the Apostolic Assembly. This document is also a demonstration of the fellowship that should prevail among those of us who are in agreement with the doctrine, organizational system, and support our economic system.
- IV. All credentials, licenses and certificates of initiation must bear the signatures of the Bishop President and Bishop General Secretary. In order for these to be issued, pastors need to fill out an application with the signature of their respective Bishop Supervisor; with the signature of the Bishop Secretary of National Missions when working outside of the constituted districts, or with the signature of the Bishop Secretary of International Missions when working in a foreign country; with the signature of the Pastor when the ministers or initiated to the ministry are work subordonately to a local church.

- V. The credentials for international missionaries, need besides the signatures of the Bishop President and the Bishop General Secretary, the signature of the Bishop Secretary of International Missions and shall be valid for the term of four years, or for the term of a specified agreement. Validity shall be lost when the Missionary returns to his country of origin without permission or is withdrawn from his post by agreement of the General Board of the Apostolic Assembly.
- VI. District bishops must carry, besides a valid ministerial credential, a document signed by the Bishop President and Bishop General Secretary in which his appointment, the perimeters of his district, and length of his term are indicated.
- VII. Native ministers of the mission fields must carry a credential specifying their position and place of work. This credential must be issued by the Bishop Secretary of International Missions, the supervising missionary, the Bishop President and Bishop Secretary of the Board of Directors from his country, if applicable.
- VIII. International missionaries with special functions abroad must carry, besides their valid ministerial credential, documentation of their appointment, specifying their commission, the faculties vested, and the length of time they have to fulfill their commission.
- IX. The Bishop President and Bishop General Secretary will provide the necessary documentation to a Minister or group of ministers designated to fulfill a special commission, within or outside the country. The documentation shall specify the purpose of the commission, the faculties vested, and the length of time they have to fulfill their commission.

NINTH CHAPTER

ARTICLE 40

JOINT MEETINGS AND EPISCOPAL MEETINGS

- I. Whereas district bishops are auxiliaries to the Bishop President, they shall be convoked to an annual meeting or at any time deemed convenient for the purpose of giving direction to the supervisory work and propose practical plans that may fulfill one or several needs of the corresponding districts.
- II. It is a primary obligation of the Bishop President and the bishop supervisors to comply with the bylaws of this Constitution and with the agreements reached during General Conventions and meetings of the General Board of Directors.

- III. The Joint Meetings shall consist of the General Board of Directors, the Episcopal Body, the regional supervisors of International Missions and the presidents of the organized churches of the Apostolic Assembly in function with the economic capability for travel expenses. In the event that a Bishop, a Regional Supervisor of International Missions or a President of an organized church of the Apostolic Assembly is not able to attend a Joint Bishops or Episcopal Meeting, he will have the right to participate via tele-conferencing, or assign in his stead a duly qualified representative who must have an episcopal letter of authorization to attend either meeting. The representative shall be granted both the right to speak and the right to vote on matters presented at the meeting.
- IV. The Bishop President and Bishop General Secretary shall attend the Episcopal Meetings to preside over them and take the respective minutes. The Bishop General Secretary shall have the General Board of Directors and all district bishops informed of the minutes of the agreements, in a timely manner.
- V. When the Bishop President deems it necessary for other General Board Members to be present in the Episcopal meetings, or that the district bishops attend the General Board Meetings, he may summon them for this purpose.
- VI. Agreements made in episcopal meetings shall have full validity and shall be observed and obeyed after having been rectified or ratified by the General Board of Directors, or the General Convention.

TENTH CHAPTER

ARTICLE 41

CHURCH BUILDINGS AND PROPERTIES

For the purpose of this Article 41, “Property” is defined as real estate with or without improvements, that has been acquired, retained or used as a place of worship or other religious activities by (i) members of the local congregation(s), (ii) the local District Office, (iii) the national office of the Apostolic Assembly, and/ or (iv) a residence for the local Pastor.

- I. The General Secretariat’s office of the Apostolic Assembly shall keep a record of church buildings, properties and buildings dedicated to the service of the Work of God in the United States of America.
- II. All documents pertaining to deeds of conveyance, realty deeds, and any other documents with respect to properties shall contain the following language of trust in each deeded document: “The property will be acquired, used, kept, maintained, and held in trust for the Apostolic

Assembly, as a place of worship for the Apostolic Assembly and members of the local congregation of the Apostolic Assembly.” The property will be deeded to “Apostolic Assembly of the Faith of Christ Jesus.”

- III. All properties as described in the aforementioned paragraph II shall also apply to church buildings known as missions or new works acquired by a Pastor, Minister, Evangelist, an Ordained Minister, an initiated to the ministry, or a congregant who is a member of the Apostolic Assembly. If the deed is temporarily acquired in the name of an individual or any entity outside the Apostolic Assembly, the titled instrument will be given the same language quoted in paragraph II.
- IV. In the event that a local church is divided, dissolved, merged, detached or disaffiliated from the Apostolic Assembly, the deed of the property shall remain in the trust of the Apostolic Assembly, and the title will not be altered or changed.
- V. As of the publication of the 2003 Constitution, if any property is not deeded as indicated above, the Pastor of the church that is using that property shall immediately deed the property to the Apostolic Assembly and send the title document by certified mail, return receipt requested to:

Apostolic Assembly, Attn: General Secretary,
5401 Citrus Avenue
Fontana, California 92336, USA.

In the event that six months after the effective date (December 2003) the Pastor does not change the title to Apostolic Assembly, including the aforementioned language from paragraph II, it will be understood that the Pastor will hold the property in trust to the Apostolic Assembly. If a Pastor to whom this section applies objects to retain the property in trust, the Pastor will inform the President of the Apostolic Assembly in writing of his objection no later than sixty days after the date of the December 2003 issue of the Constitution.

- VI. When a property is purchased or donated for the service of the Apostolic Assembly, the title invariably must be deeded to: “APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS.”
- VII. Pastors and caretakers of local church buildings shall be responsible for the upkeep of the temples, furnishings, parsonages and other equipment belonging to the service. The caretaker will take inventory and shall assume the responsibility of managing and improving the equipment’s conservation, while ensuring all laws concerning the worship services are complied with.
- VIII. No Minister shall misuse properties or acquired assets that have been dedicated for worship service; they should only be committed to the uses for which they were acquired.

- IX. Although the General Board of the Apostolic Assembly keeps records of the church buildings and has the faculty to purchase, sell, rent, mortgage or lend properties belonging to this corporation, the General Board of the Apostolic Assembly will not be able to dispose of any of the above mentioned without previous consent of the Pastor and the majority of the church members in full communion of the congregation to whom the property in question belongs.
- X. The consent for the General Board of the Apostolic Assembly to validate any of the aforementioned operations shall be on record signed by the Pastor and the majority of the members of the respective congregation.
- XI. In order for a congregation to buy, sell, rent, mortgage or lend properties, which would be under the name of the Apostolic Assembly, the following steps must be taken:
1. Submit the proposal to the local church government, which must state on record its approval of the proposal by consent of its members in a signed record of the minutes.
 2. The proceeding must be made by written request followed by the undersigned minutes by the Pastor and the majority of the respective congregation members.
 3. It shall be approved by the District Board of Directors and be recorded in a resolution.
 4. The request must be approved by the General Board, which will give the final resolution.
- XII. When a congregation is dissolved and real estate property and its furnishings are found to be abandoned, the General Board and the district shall agree on how to administer those assets.
- XIII. Any money gained from the sale of church buildings and real estate properties belonging to the Apostolic Assembly, as well as any income by way of bank loans, mortgages or loans of any other nature, shall be placed in an account in the name of “APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS.” These funds will be deposited in a bank with joint signatures of the Bishop General Treasurer, the District Bishop and the pastor. It will be administered only in accordance with the congregation and Pastor, Bishop Supervisor and the General Board.
- XIV. The members of the General Board of the corporation “Apostolic Assembly of the Faith in Christ Jesus” shall not give their signature to secure or execute any document outside of their jurisdiction.

ELEVENTH CHAPTER

ARTICLE 42

APOSTOLIC MUTUAL, INC.

- I. With the purpose of having a fund for loans to finance the purchase or remodeling of church buildings and to support the establishment of new works within the districts, a trust fund shall be organized: Apostolic Mutual, Inc.
- II. The monies for this trust fund shall be obtained from five percent of the tithe of tithes sent by churches to the General Treasury, and from five percent of the tithes of pastors sent to district treasuries.
- III. The operation of this trust fund shall be administered by a committee presided by the Bishop General Treasurer with the assistance of one Bishop Supervisor, one Auxiliary Elder, and two pastors. These last three shall have professional knowledge in the area of finances and investments. The General Board of Directors shall appoint the last four members of this committee every four years.
- IV. The Apostolic Mutual, Inc. committee will provide a yearly financial report to the Pastoral Body, Episcopal Body and International Board of Directors. This financial report will include the following:
 - A. Names of Apostolic Mutual, Inc. committee members.
 - B. A summary of Apostolic Mutual, Inc. account- account receivables, payables and year-end account balance for the calendar year.
 - C. A summary of financial investments and investment returns, in which funds from Apostolic Mutual, Inc. for the calendar year were deposited.
 - D. A summary of the loans granted to each local church, including interest rates on each loan.
 - E. A summary of the repayments of each local church, including their outstanding balance on the loan.
 - F. Future investment plan or strategy to grow Apostolic Mutual, Inc. fund.
 - G. Personal confidential information shall not be divulged.

- V. It is the responsibility of this committee to establish the Apostolic Mutual, Inc. platform, procedures and disbursement guidelines of its funds, ensuring the financial well-being of the fund, reviewing and setting the terms and conditions of any requested loan, with the power to approve or disapprove these loans. Also, this committee is responsible to set guidelines for contributions and assistance of retirement and medical cost for the international missionaries, regional bishops and presidents of foreign countries within the Apostolic Assembly of the Faith in Christ Jesus.

TWELFTH CHAPTER

ARTICLE 43

RELATIONS WITH OTHER ECCLESIASTIC ORGANIZATIONS

- I. We believe in the universality of the Church and that it should be united by the bonds of love and faithfulness to the doctrinal principles set forth in the Word of God.
- II. We also believe that the unity of faith is a goal that we can achieve solely through the conservation of the unity of the Spirit in the bond of peace (Ephesians 4:3). Therefore, we respect and esteem all Christian organizations of similar beliefs inside and outside our country, with which we can associate in Christian fellowship to work for common ideals. However, we desire to maintain our own independence and will not accept any covenant or compromise that will deprive us of our right to preach the gospel to every creature.
- III. Although we respect and esteem all evangelical organizations that differ from our basic beliefs, we can in no way accept to be deprived, through compromise or by the simple acceptance of fellowship, of the liberty to accept in full communion those persons that voluntarily wish to accept the doctrinal principles of the Apostolic Assembly. We recommend that the ministers of our Church treat with respect and consideration all persons of other beliefs, but that they should, in no way, compromise their doctrinal principles or their freedom to act.
- IV. We will always extend our hand of fellowship to those who sincerely serve the Lord and strive to spread His Kingdom on earth, and we reiterate our support for the promotion of the biblical cause. We recommend to all our ministers and church members that they cooperate actively and unselfishly towards a profuse circulation of the Holy Scriptures.

- V. We believe that racial, geographical, historical, cultural, traditional, and national factors lead to differences in thought and conduct. Consequently, we accept and respect the differences in our relations with organizations with similar doctrine even when they are established in other countries, as long as this does not implicate disobedience to the fundamental biblical doctrines. (Acts 10:34-35; Romans 14:1- 23, 15:12; 2 Corinthians 8:1-13).

THIRTEENTH CHAPTER

ARTICLE 44

AUXILIARIES OF MEN, LADIES, YOUTH AND JUNIORS

- I. Each congregation shall organize auxiliary groups of men, ladies, youth and juniors for the spiritual, moral and social development of the church membership, providing members with the opportunity and means to serve the work of the Lord, according to age, gender and marital status.
- II. Each auxiliary group shall function in accordance with its statutes, as duly approved by the ministerial vote of a General Convention.
- III. The advisor for the following levels shall be:
 1. Local auxiliaries, the Pastor.
 2. Sector, the Auxiliary Elder.
 3. Federations, the Bishop Supervisor.
 4. Confederations, the Bishop President.
- IV. When proposals-initiatives are presented to amend, expand, or reform the statutes of the auxiliaries, Article 86 of the Constitution of the Apostolic Assembly shall be followed.
- V. The statutes that regulate the auxiliary groups of Apostolic Men, Ladies, Messengers of Peace, and Junior Messengers of Peace shall be revised every four years or when the General Board of Directors deems it necessary. All revisions shall take place in accordance with Article 86 of the Constitution of the Apostolic Assembly.

FOURTEENTH CHAPTER

ARTICLE 45

PRIVILEGES

To the members of the General Board of Directors that have exclusively dedicated themselves to their functions within the same board and are not reelected for the same position or another, the General Board of Directors shall help situate them in a position that is most convenient; moreover, it shall have the responsibility of providing financial, moral, and spiritual assistance during the transitional period, for a minimum of three months.

FIFTEENTH CHAPTER

ARTICLE 46

RESIGNATIONS

- I. The resignation of a Bishop President must be presented in writing to a full session of the General Board of Directors of the Apostolic Assembly.
- II. The resignation of an officer of the General Board of Directors, District Bishop, or officer of the national confederation of the men, the ladies, the youth, and the juniors, shall be presented in writing to the Bishop President.
- III. The resignation of an Auxiliary Elder, Pastor, those in charge of a new work, or an officer of the federation of the men, the ladies, the youth, and the juniors shall be presented in writing to the respective District Bishop.
- IV. The resignations of ministers and those initiated to the ministry of local churches, board members of the auxiliary groups of men, ladies, youth, and other local officials must be presented in writing to their respective pastors.
- V. The relevant authorities according to rank as indicated above, must study each resignation case carefully. On such occasions, a commission of at least three qualified ministers shall be conformed for this purpose. The resignation in question will be accepted, when justifiable and after exhausting all legal and persuasive resources.

SIXTEENTH CHAPTER

ARTICLE 47

TRIALS AND REMOVALS

- I. The Church recognizes in our Lord Jesus Christ as the Just and Supreme Judge of all men and knows that all will appear before His Sacred Tribunal to be judged, at which time the true thoughts and actions of men will be revealed. We also find that the Word of God authorizes the Church to bring to trial those members who are disobedient or make mistakes. These trials have two objectives:
 1. To conserve, insofar as humanly possible, the purity of the Church by admonishing and even dismissing those who pretending to be Christians disobey the Word of God, thus bringing shame and reproach upon the Church, thereby endangering other faithful Christians who might follow their example (1 Corinthians 6:16; Titus 2:10).
 2. To consider those faults that may appear to be of minor importance, but nonetheless carry the danger of greater spiritual contamination. In these cases, the primary purpose is to find a way for the brethren to correct their faults and regain church fellowship (Galatians 6:1-2; 2 Timothy 2:24-26; 1 John 5:16-17; 2 Corinthians 2:5-7).
- II. It is the duty of pastors to counsel their church members, judge among them, correct their faults, remove from office laypersons who are insubordinate, and dismiss others when due to their proven bad conduct make it impossible to be retained within the church. (1 Timothy 5:20-21; Titus 1:13, 3:10; Hebrews 13:17).
- III. Trials involving pastors, ministers in charge of a new work, evangelists, assistant pastors and ordained ministers, shall take place in meetings presided by the respective district bishop and at least two elders, including all necessary witnesses.
- IV. Trials involving members of the General Board of Directors, district bishops, and auxiliary elders shall take place in meetings presided by the Bishop President or, in his absence, by the Bishop Vice President, with the assistance of the Bishop General Secretary and three more members from either the General Board of Directors or the Episcopal Body.
- V. Accusations against pastors, ministers in charge of a new work, evangelists, co-pastors, assistant pastors, and ordained ministers shall be presented in writing and in duplicate to the corresponding District Bishop and be signed by at least two witnesses (1 Timothy 5:19).

- VI. When a District Bishop receives the written accusation as indicated above, he will send a copy to the accused party indicating the date and place where the trial will take place and summon him to attend. The original copy shall remain with the Bishop for his use on the specified date of the trial.
- VII. Accusations against members of the General Board of Directors, district bishops and elders shall be presented in writing and in duplicate to the Bishop President or, in his absence, to the Bishop Vice President, and shall include the signatures of no less than two accusers (1 Timothy 5:19).
- VIII. The Bishop President, the Bishop Vice President or in his absence the Bishop General Secretary, shall send a copy to the accused party, indicating the date and place where the trial will take place. The original copy shall remain with the person who will preside over the trial for his use on the specified date.
- IX. Those who are to preside over a trial shall summon the participants with enough time in advance, including the accused party, the accuser, and the necessary witnesses (Deuteronomy 19:15).
- X. The accused parties shall have the right to present as many defense witnesses as they deem necessary, and to receive counsel from a minister of the Apostolic Assembly of their choosing, who may also be present at the trial.
- XI. No person shall be tried while absent nor shall a trial be held if the accuser is not present.
- XII. If neither the accused party nor the accuser is present, the one presiding over the trial shall decide whether to convene a new trial or to pursue another course of action.
- XIII. Whenever a Pastor puts a member of his congregation on trial, the respective Auxiliary Elder must be present with the prior authorization of the Bishop Supervisor.
- XIV. All persons while on trial shall be considered innocent as long as the accusation has not been proven.
- XV. The minutes of each trial shall be recorded, making note of all declarations made by trial participants and of the final decision with regard to the accused. One copy of these minutes shall be sent to the Bishop General Secretary, a second one shall remain at the office of the respective district secretary, and the last one shall be given to the accused party.
- XVI. Whenever any Minister is disloyal to the oath of faithfulness, to the

doctrinal principles, to the organizational system, and to the discipline of the Apostolic Assembly and acts against the church, thereby putting in danger its integrity and unity, he shall be summoned by his respective authorities. If he manifests having strayed from his religious convictions or is unable to continue exercising faithfully the ministry conferred upon him, he shall be relieved from it. If the case warrants it, he shall be defrocked from the ministry or church membership.

- XVII. When a person accuses another, and the accusation cannot be proven, necessary measures shall be taken to correct the false accuser and vindicate the accused.

ARTICLE 48

APPEALS

- I. The member of the local church who was judged by his Pastor and considers the ruling as personally unfair, shall have the right to appeal to the District Board of Directors, which will examine each case and determine whether to hold a new trial or ratify the pastor's verdict (Deuteronomy 1:17; 3 John 10).
- II. A member who considers unjust the verdict rendered against him by the District Board of Directors shall have the right to appeal before the Bishop President, who will make the proper recommendations in reference to the case.
- III. Ministers tried by a District Bishop who considers the ruling as personally unfair shall have the right to appeal before the Bishop President, who shall study the case with the rest of the members of the General Board of Directors and determine whether to hold a new trial or let the rendered verdict stand.
- IV. Members of the General Board of Directors, district bishops or auxiliary elders who, after having been tried, are not satisfied with the judgment rendered against them, may appeal to the next Joint Meeting, where a hearing will be held and a definite decision will be given.

SEVENTEENTH CHAPTER

ARTICLE 49

MINISTERIAL FAITHFULNESS

- I. In order to be a Minister of the Apostolic Assembly it is necessary to meet a series of requirements contained in the Word of God and in the present Constitution. Among these fundamental principles are to believe and practice the doctrine of Christ in conformity with the Apostolic order and agree and practice the economic and organizational system of the Apostolic Assembly.
- II. It is a primary duty to maintain the unity of the Spirit in the bond of peace, until we all reach the unity of the faith. To that effect, all ministers shall strive to maintain harmony and fellowship among all members, ministers, congregations, and districts that comprise the Apostolic Assembly.
- III. Each Minister, upon assuming his conferred position, shall pledge to faithfully fulfill as a Christian all the duties that he assumes, committing himself to proceed with all loyalty and honor, accepting all the rights and inherent obligations therein, without violating the doctrinal and organizational principles of the Apostolic Assembly.
- IV. If, in the course of time, any Minister is unable to proceed due to conscience, personal conviction, moral or physical disability, or for having lost the will to sacrifice himself for God's cause, he shall submit his resignation to whom it corresponds and withdraw from his duties without causing harm to the congregation of the Lord, in regard to fellowship and faithfulness to God.

ARTICLE 50

VIOLATIONS OF THE CONSTITUTION

The Apostolic Assembly respects and acknowledges the Bible as the Word of God, the Supreme Book, and the Law to which all ministers, members, and this Constitution must adhere.

Therefore, the Apostolic Assembly establishes the following:

- I. The Bishop President, upon his election and to be confirmed to his position, shall swear to fulfill all the ordinances established in the present Constitution, and with zeal to see that all its duties be obeyed and its rights exercised justly, requiring from the other members of the General Board of Directors and district bishops the fulfillment of all their prescribed duties.

- II. The rest of the members of the General Board of Directors and bishop supervisors shall make a similar pledge to exercise their duties justly. They can also require that the other members of the General Board of Directors and the bishop supervisors fulfill all of their prescribed obligations.
- III. If the Bishop President violates the Constitution, the rest of the members of the General Board of Directors, presided by the Bishop Vice President, eight district bishops in office and ten pastors, shall form a Commission of Honor and Justice, and with all due respect, call the attention of the Bishop President to rectify his conduct and return to the fulfillment of his duties, considering that his high investiture requires it. If his actions fall under faults of moral sins or institutional violations of the Apostolic Assembly or state and federal laws that govern us, which do not grant the power to lawfully reinstate him due to the nature of the action, he will then be subject to a trial according to Article 47, Clause IV.
- IV. If a violation to the Constitution is committed by any other member of the General Board of Directors or by a Bishop Supervisor, then two General Board members, three district bishops and two pastors, appointed by the General Board of Directors, shall constitute a Commission of Honor and Justice to call to attention his error and return him to legal bounds. If his actions fall under faults of moral sins or institutional violations of the Apostolic Assembly or state and federal laws that govern us, which do not grant the power to lawfully reinstate him due to the nature of the action, he will then be subject to a trial according to Article 47, Clause IV.
- V. If any official resists rectifying the violation, the Commission of Honor and Justice will be able to sentence him with removal from office, and such sentence must be respected by all members of the Apostolic Assembly.
- VI. In the case when the Bishop President is removed from office, the other members of the General Board of Directors shall convene all district bishops for the installation of the new Bishop President. This convocation shall be made by the Bishop General Secretary immediately after the removal from office is made, and they shall convene within fifteen days from such convocation.
- VII. If a member of the General Board of Directors is defrocked from office, the Commission of Honor and Justice that dictated the sentence to remove him, shall convene the other members of the General Board of Directors to appoint the person who shall fill the vacancy.

- VIII. If the current Constitution is violated by any accord reached at a General Convention, meeting of the General Board of Directors, Episcopal Body or district convention, the Commission of Honor and Justice shall propose that in the next meeting of the General Board of Directors or the next General Convention, whichever comes first, the accord be nullified, and the Constitution be respected insofar as the violation is concerned.
- IX. Disobedience to the Constitution, in any of its parts, is a violation to the same, even when done through ignorance. Therefore, the Bishop President, the Bishop Vice-President in the absence of the first, or a representative, shall name at each General Convention, meeting of the General Board of Directors, Joint Bishops Meeting, Episcopal Meeting or District Convention, a Legal Commission composed of two or three experts that verify that each agreement is in conformity with the Constitution. As auxiliaries in all general conventions, these shall be designated from among the members of the Constitutional Revisory Commission and the Joint Bishops Meetings.
- X. Whenever deemed necessary to agree on a matter that is in direct conflict with the Constitution, a commission of three to five ministers shall be named to study the matter extensively and recommend what must be done; it may request to reform, broaden, update or innovate the Article or Clause, or words which are deemed convenient for the progress and wellbeing of the Apostolic Assembly.

EIGHTEENTH CHAPTER

ARTICLE 51

ORGANIZATION OF DISTRICTS

- I. To facilitate the supervision and organization of the local churches for the sake of preserving the unity and fellowship with other congregations, the work shall be organized into districts and sectors.
- II. The General Board of Directors has the faculty to create, divide or restructure a district.
- III. The General Board of Directors shall consider the number of churches, the number of baptized members, the geographical distances between churches and the economic capacity, for the creation, division or restructuring of a district.
- IV. To apply any of the above, the General Board shall utilize the guidelines described in the document of “Formation of Districts.”
- V. To organize a new district, the General Board of Directors must consider its territorial area, as well as any other pertinent factor.

- VI. The General Board of Directors shall determine when a new district, and its perimeter, should be formed.
- VII. Each district shall have a District Board of Directors consisting of a Bishop Supervisor, a Secretary, a Treasurer, and its auxiliary elders.
- VIII. Each district shall organize federations of men, ladies, youth and juniors.
- IX. When a congregation, Pastor, or Minister that does not belong to the Apostolic Assembly desires to be part of our organization, they should follow the procedures stipulated in the annexed document: "Procedure and Protocol for Assimilating a Pastor and Congregation to the Apostolic Assembly of the Faith in Christ Jesus."

ARTICLE 52

SUPERVISION OF DISTRICTS

- I. For the supervision of each district, a Bishop shall be elected in a District Convention and serve for a term of four years or until his successor is elected.
- II. When a district is organized for the first time, the General Board of Directors in full session shall appoint the Bishop that will supervise for a term of four years, at the end of which elections shall be held in the respective district convention.
- III. District bishops may hold office for only two consecutive terms. They will be eligible for reelection only after four years have passed since their last term in office, provided that they are proposed, approved and elected to hold that office again. They may, however, be appointed by the General Board of Directors to the bishopric of a new district or to cover an interim.
- IV. If a Bishop Supervisor is elected to a position in the General Board of Directors, he must relinquish his position as district supervisor within 60 days. In the Apostolic Assembly one shall only serve simultaneously:
 - 1. As Pastor and member of the General Board of Directors, or
 - 2. As Pastor and District Bishop.

V. Only the following positions can be held at the District level:

1. Pastor and District Secretary.
2. Pastor and District Treasurer.
3. Pastor and Auxiliary Elder.

When necessary, however, an exception can be made with the approval of the Bishop President.

- VI. To assist the Bishop in the supervision of a District, auxiliary elders shall be elected in those regions where churches are grouped in a manner that can be easily supervised by an Auxiliary Elder.
- VII. Auxiliary elders shall be elected in their respective district conventions for a term of two years or until a successor is elected. They may serve in the same position for four consecutive periods if they are proposed and elected by the voting ministerial body. They may again occupy the same position after a period of at least two years has passed since they held four consecutive periods, unless they are appointed to another sector.
- VIII. The organization of new sectors in a district and the appointment of respective auxiliary elders require the authorization from the Bishop President.
- IX. Each sector shall elect, in addition to an Auxiliary Elder, a Secretary-Treasurer or a Secretary and a Treasurer to assist in the supervision of the sector.
- X. The election of the treasurer, secretary, or secretary-treasurer of the sectors shall be held in a sector meeting by the Bishop Supervisor and the respective Auxiliary Elder. These sector officers shall serve a term of two years from the date of election, or until new officers are elected.
- XI. The directors of the departments shall be appointed by the district board of directors. The committee shall be made up of one director, one secretary and one promoter. Sector coordinators shall also be appointed.
- XII. Federation elections can take place either prior to or during district conventions.
- XIII. The requests of ministers who aspire to become district evangelists shall be presented to the district board of directors for their analysis and resolution.

ARTICLE 53

REQUIREMENTS TO BE BISHOP SUPERVISOR

The following requirements must be met in order to become a District Bishop:

- I. He must have the spiritual and moral qualities set forth by the Word of God (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3).
- II. He must be at least thirty years old.
- III. He must be an ordained Minister who has served in the ministry of the Apostolic Assembly for no less than seven years.
- IV. He must either have at least two years of experience as an Auxiliary Elder or have satisfactorily served as a district board member for one term. He must be actively dedicated to the ministry, and must at least hold the office of pastor at the time of his election.
- V. He must be in agreement with the Apostolic Assembly's doctrinal and organizational system and work plan, and publicly commit himself to fulfill his corresponding duties.
- VI. He must be approved as a candidate by a qualifying commission named for that purpose.

ARTICLE 54

REQUIREMENTS TO BE AN AUXILIARY ELDER

The following requirements must be met to be an Auxiliary Elder:

- I. He must have the moral and spiritual qualities set forth by the Word of God (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3).
- II. He must be at least twenty-five years old.
- III. He must have at least four years of pastoral experience.
- IV. He must be actively dedicated to the pastoral ministry at the time of his election.
- V. He must agree with the doctrinal, organizational, and financial system of the Apostolic Assembly and all other work plans, and publicly commit himself to fulfill his corresponding duties.
- VI. He must be approved as a candidate by the qualifying commission named for that purpose.

ARTICLE 55

ELECTION OF A DISTRICT BISHOP

The election of each Bishop Supervisor shall proceed in the following manner:

- I. Two Sundays prior to elections, all voting ministers will present themselves in a day of prayer and fasting.
- II. The district convention president shall appoint an election commission formed by three ministers.
- III. Each voting Minister shall write the name of his candidate on a secret ballot.
- IV. The following shall have the right to vote: the respective Bishop Supervisor, the auxiliary elders, one representative from each organized church, who will invariably be the Pastor or the one in charge of the work. When a Pastor for justifiable reasons is unable to attend the district convention, he shall send in his stead as a representative his Co-Pastor, Assistant Pastor, or an ordained Minister, with his authorized letter.
- V. The District Convention President, jointly with the qualifying commission, will in the case of national evangelists and former pastors, who are not presently pastoring for justified reasons, but are in full communion, grant them the right to vote at the time of the election. Every voting Minister shall present a current ministerial credential.
- VI. The elections commission shall collect all ballots and, after recounting the votes, submit to the qualifying commission the names of the candidates who received the most votes. In districts where there are no sufficient personnel, the Qualifying Commission shall function as the Elections Commission.
- VII. If the qualifying commission approves the candidates, then their names shall be made known to proceed with the election.
- VIII. After the names of the approved candidates are announced, the candidates shall be presented to the assembly for prayer so that God may indicate which one of them is to be the District Bishop.
- IX. After prayer, each Minister shall write on the voting ballot the name of the candidate of his choosing.
- X. The elections commission shall gather the ballots and, after recounting the votes, announce the name of the candidate who received the majority vote.

- XI. The District Bishop-elect, to be confirmed in his position, shall publicly commit himself to obey the doctrinal and economic principles, and the organizational system delineated in this Constitution.

ARTICLE 56

ELECTION OF AN AUXILIARY ELDER

Auxiliary elders shall be elected in the following manner:

- I. Whenever a sector has enough personnel, its pastors shall propose candidates for the office of Auxiliary Elder. The qualifying commission must approve these candidates.
- II. After the qualifying commission has approved the names of two candidates, these shall be presented to the assembly, which will pray for divine guidance.
- III. The voters of the respective sector shall elect one of the candidates by majority vote.
- IV. The same electoral system used for the District Bishop shall apply for the election of an Auxiliary Elder, with the exception of the duration of their respective terms.
- V. In order to be confirmed in his position, each elected Auxiliary Elder must publicly commit himself to obey the doctrinal, organizational, and economic principles delineated in this Constitution.
- VI. When a sector at election time lacks approved personnel per the Constitution, because of the number of years required to be a candidate to the position of Elder, the qualifying commission shall propose as candidates the two ministers whom in its judgment it deems the most qualified.

ARTICLE 57

QUALIFYING COMMISSION

- I. To qualify a candidate for District Bishop or Auxiliary Elder, a qualifying commission shall be appointed each time there are elections and shall consist of the Bishop President or his representative and two or four more persons that he himself designates.
- II. The commission shall deliberate in a separate place from the assembly. Whenever a Minister objects to the candidacy of another Minister, he shall present his objections in private before the qualifying commission. The election will be suspended while the objections are discussed. These objections shall not be put to discussion before the assembly.
- III. If in the judgment of the qualifying commission, one of the two candidates should not meet the requirements specified in Articles 53 and 54, the Commission will call and present the reasons why he is not approved. This grants the proposed nominee the opportunity to make statements in his defense. If after his defense the requirements should not be met, a new selection shall be made (Article 53, Clause VI; Article 54, Clause VI; Article 55, Clause VII).
- IV. If the objections against a candidate are accepted, the qualifying commission shall choose another from among the other candidates and will order another selection to be held to choose a candidate to run against the other previously approved.

ARTICLE 58

DUTIES OF A DISTRICT BISHOP

- I. Bishops shall supervise the districts under their care as part of a greater unit, which is the Apostolic Assembly. Their primary obligation is to strive for the preservation of the Apostolic Assembly and for the work under their charge to remain closely united to the work of other districts.
- II. Bishops supervisors shall be directly responsible for the work under their care, and for their, best attention, should help organize the government of each local congregation in the most convenient manner, following the guidelines of the organizational system approved in this Constitution. Bishops supervisors shall be directly responsible for the work under their care
- III. They shall establish and organize new churches, with the cooperation of the ministers under their care.

- IV. They shall not consider themselves independent in the exercise of their duties and therefore, must be subject to the authority of the General Board of Directors, and inform bimonthly the Bishop President on their activities
- V. They shall strive to see that all pastors under their care comply with the organizational requirements of the auxiliary groups of men, women, youth, juniors, and Sunday school, contributions for missionary work, percentages to the General Treasury, Christian Education Committee and any other agreed upon contribution.
- VI. They shall ensure that all pastors and ministers under their supervision fulfill their respective tithing obligations. Bishops supervisors themselves must set an example by sending their tithes to the General Treasury.
- VII. They are responsible for their District's compliance with every agreement reached in General Conventions, Joint Meetings, meetings of the General Board of Directors, and Episcopal Meetings. Furthermore, they shall comply with the annual pastoral evaluation.
- VIII. They must submit a written report of their activities at each of their respective District conventions, including the corresponding statistical report.
- IX. They shall advise pastors on how to carry out the work of local evangelism upon opening of new areas to establish churches in conformity with the work plans approved by the General Board of Directors. Furthermore, they shall inform the Bishop President in writing about the annual results of work of evangelism.
- X. They shall organize evangelistic activities, divine healing campaigns, fellowship services, and all types of activities with the goal of enhancing the spiritual and material well-being of their district.
- XI. They shall strive to ensure the proper administration of all the funds of local churches and auxiliary groups, Sunday school departments and federations, as well as the district treasury.
- XII. They shall comply with all their obligations specified in the statutes of the federations of men, women, youth, and juniors.
- XIII. They will work to ensure that in their districts, the official gazette of the Apostolic Assembly, as well as its Expositors and other approved literature are distributed.
- XIV. They shall strive to ensure that each church is complying with the pastor's retirement plan, according to what is regulated in Article 20, Clause VII of this Constitution.

- XV. They shall strive to ensure that the funds received are deposited only for this plan. In his annual evaluation to the Bishop President, they will include the data of the pastor's retirement plan.

ARTICLE 59

ATTRIBUTIONS OF THE DISTRICT BISHOP

The attributions of bishop supervisors are the following:

- I. As a general rule, they shall change or remove pastors and ministers at district conventions or ministerial meetings. They have the right to appoint pastors or ministers in charge of new works, and make all necessary ministerial changes, following the guidelines set in the Annex Document "Pastoral Transition and Mentoring Protocol" (PTMP) which gives protocol enabling the Local Pastor, District Bishop and Presiding Bishop to arrive at an agreement when selecting a new Pastor. No ministerial changes or removals shall be made, however, without the prior authorization of the Presiding Bishop.
- II. Whenever a church is suddenly left without a Pastor, they may assume its pastorate until the situation normalizes.
- III. If the district is small and unable to support the Bishop financially, he shall have the right to take the pastorate of a church, with the approval of the General Board of Directors.
- IV. When the secretary or the treasurer of a district resigns, dies or is ceased of his position and there are still six months left in his period of function, with the approval of the Bishop President, the Bishop Supervisor will call for a pastoral district meeting for the election of a new secretary or treasurer. If the remainder were less than six months, the Bishop Supervisor will designate a new secretary or treasurer, with the approval of the Bishop President.
- V. When a Minister under his supervision fails to fulfill his ministerial duties commits faults that demand that he should be ceased from the ministry, the District Bishop shall request the help of two or more auxiliary elders and proceed in accordance with chapter sixteen, on trials, contained in the present Constitution. The Bishop President shall receive prior notice of every trial, with an ample explanation of the causes that motivated it.
- VI. He can request before the district board of directors the removal of officials of the federations of men, women, youth, and juniors who do not fulfill their obligations or, for justified reasons cannot or should not remain in their positions.

- VII. He shall preside over district meetings and sectoral or regional ministerial meetings. They must be authorized by the Bishop President to convene an extraordinary district convention.
- VIII. It is the duty of district bishops to approve the dedication of church buildings, with prior authorization from the Bishop President.
- IX. Bishops supervisors who have finished their term but are not reelected can be candidates for Auxiliary Elder, or Pastor a church, or perform any other District assignment.
- X. The General Board of Directors will help accommodate an outgoing Bishop Supervisor who was not reelected, to occupy the most convenient position. Moreover, it will give him the moral and spiritual support during the transition period and will make sure that he receives financial assistance for a minimum of three months.

ARTICLE 60

DUTIES OF AN AUXILIARY ELDER

- I. Auxiliary elders are those pastors who have been elected to assist the Bishop with the supervision of a sector.
- II. Auxiliary elders are required to fulfill all commissions conferred to them by their bishops, visit the churches of their sector to assess their progress and impart to pastors the necessary advice.
- III. In obedience to instructions from their Bishop Supervisor, auxiliary elders may assist the Pastor in the organization of the local church.
- IV. Auxiliary elders have no faculty to remove or cease ministers, nor convene ministerial meetings without prior authorization from the corresponding Bishop Supervisor.

ARTICLE 61

TRANSFERS, REMOVALS, AND CESSATIONS OF AUXILIARY ELDER

- I. When an Auxiliary Elder cannot fulfill the obligations of his ministry, or demonstrates a lack of proficiency, or interest in the work entrusted to him, the District Bishop can request his removal. In an emergency, the Bishop Supervisor must consult the case with the Bishop President and if he approves, the Auxiliary Elder shall be removed from his position. The Bishop Supervisor shall gather the sector ministers to elect another Auxiliary Elder to conclude the remaining term.

- II. When the need arises to transfer an Auxiliary Elder from one sector to another, the District Bishop shall request such change at a district convention. In an emergency, however, he may place the matter before the Bishop President and explain the reasons for the requested change, which will take place if the Bishop President authorizes it.
- III. When an Auxiliary Elder leaves his position due to death, resignation, transfer, or cessation, the Bishop Supervisor shall immediately gather all the ministers of the respective sector to elect a new Auxiliary Elder. This meeting shall be held with the Bishop President's presence or authorization.
- IV. When an Auxiliary Elder cease to be a Pastor, and occupies a lesser position, he shall resign his position as Auxiliary Elder and a substitute shall be appointed according to what is stipulated in the previous Clause.
- V. When it is not possible to elect an Auxiliary Elder due to lack of qualified ministers, the District Bishop may appoint one with the authorization of the Bishop President.

ARTICLE 62

THE DISTRICT SECRETARY

- I. He shall be a collaborator of the Bishop Supervisor, with whom he should work closely in unison, assisting in all corresponding tasks having to do with the good functioning of the district's churches, ministers, and properties acquired for the good of the Apostolic Assembly.
- II. He shall keep a registry of all real estate and archive a copy of the title of every temple and building that are at the service of the Apostolic Assembly.
- III. He shall forward copies of church property documents for every duly and legally established church building to the General Secretariat of the Apostolic Assembly.
- IV. He shall keep a registry of all ministers with their general information, date of baptism, date when they received the Holy Spirit, date of initiation and ministerial ordination, and all their career related data, including the time they have dedicated to positions conferred upon. He will send copies of this data to the Bishop General Secretary.
- V. He shall collaborate with his Bishop in preparing statistical information that every two years must be sent to the Bishop General Secretary so that they be included in the report the Bishop President will present before each General Convention.

- VI. He shall keep minutes at district conventions that will include the financial reports provided to him by the committee treasurer at each convention. He shall send a copy of the minutes to the Bishop President, Bishop General Secretary, Bishop General Treasurer, the Bishop Supervisor and each pastor in his district.
- VII. He shall file all documents that can serve to write the history of the progress of the work in his district. To that effect, he shall write minutes of those agreements reached at district conventions, ministerial meetings held within the district, meetings between the District Bishop and the auxiliary elders, and emergency meetings.
- VIII. He shall collaborate with the Bishop General Secretary as necessary so that all ministers and those initiated to the ministry should have their documents in order: credentials, licenses, certificates of initiation, certificates of ordination, and assignments. Although these documents are issued by the Bishop President and Bishop General Secretary, circumstances may arise in which he will be required to assist the Bishop General Secretary.
- IX. For the election of the District Secretary the same stipulated system shall be used for the election of the District Bishop.
- X. To be considered as a candidate for district secretary, it is required to have at least four years of pastoral experience and be dedicated to a pastorate at the time of his election.

ARTICLE 63

THE DISTRICT TREASURER

- I. The district treasurer shall be responsible for all funds placed under his care and shall disburse them only as agreed upon by General Conventions, meetings of the General Board of Directors, or by the pertaining district conventions. He shall also make those disbursements authorized by the Bishop Supervisor and the District Board of Directors.
- II. He shall deposit the funds in a bank account under the name of “Apostolic Assembly of the Faith in Christ Jesus”, jointly signed by the Bishop Supervisor. These funds shall not be used for any other purpose.
- III. He can also be the district convention committee treasurer, but if someone else is appointed for that position, he shall participate in the disbursement of convention expenses, and file a copy of the financial report of that committee.
- IV. He must render a report in each district convention or in ministerial meetings and send copies to all pastors.

- V. Upon the conclusion of his term, he shall hand over all treasury books and funds under his care to his successor in the presence of the District Bishop or his representative, and the District Secretary.
- VI. To be considered as a candidate for the office of district treasurer, it is required that the candidate have at least four years of pastoral experience and be dedicated to a pastorate at the time of his election.
- VII. For the election of the district treasurer the same stipulated system shall be used for the election of the District Bishop.

ARTICLE 64

ECONOMIC SYSTEM OF DISTRICTS

- I. In order to finance district expenditures pastors, evangelists working independently of established churches, and auxiliary elders shall send the tenth part of their monthly income to the respective district treasurer.
- II. The Bishop Supervisor shall meet annually with the district board of directors to prepare work plans and a budget to be presented to the pastors for analysis and approval. The district board of directors shall set the amount that each church shall contribute with to meet the budget. This shall be done with the advice of the Bishop President.
- III. The Bishop Supervisor has the right to receive a salary from the district treasury and the financial help of an annual vacation. The Bishop Supervisor shall receive 50% of his monthly salary each year as a vacation bonus. He is also to be honored with a Bishop's Day. Bishop's Day will be celebrated every two years. Elder's day will be celebrated every two years. All approved financial expenses related to his administration will be borne by the district treasury fund.
- IV. The Bishop Supervisor, the District Board of Directors, and the respective pastors shall meet annually to schedule the Elder's Day celebration.
- V. In emergency cases, the District Bishop can order the disbursement of funds for unforeseen expenses and will report it to the Bishop President of the Apostolic Assembly.
- VI. The Bishop Supervisor shall meet annually with the district board of directors and respective pastors to set the amount that each church shall provide to increase the district fund, in order to meet the expenses generated by previously approved plans and projects. This task shall be performed with the advice of the Bishop President.

ARTICLE 65

DISTRICT CONVENTIONS

- I. District conventions shall be held every two years at a place and date approved by the General Board of Directors. They can be conducted every two years with either delegates or with the general membership. District conventions that take place every four years will include all the general membership and delegates.
- II. The General Board of Directors and the bishop supervisors shall schedule the calendar of district conventions. Once each district bishop has received official communication regarding the time and place of the district convention, he will appoint the pro-convention committee and give the respective convocational to the ministers under his supervision.
- III. Lodging, meal expenses and all other district convention expenditures should be met according to the agreement jointly reached by the Bishop, auxiliary elders and the district pro-convention committee, in compliance with the General Convention's agreements and approvals.
- IV. District conventions shall be presided over by their respective Bishop, with the advice of the Bishop President or his representative.
- V. The program of each district convention shall proceed in the following manner:
 1. Inauguration.
 2. Registration of ministers and delegates.
 3. Appointment of commissions.
 4. District Bishop's activities report.
 5. District Secretary's report.
 6. District Treasurer's report
 7. Presentation of proposals.
 8. Discussion of proposals.
 9. Election of District Bishop, Secretary, Treasurer, and auxiliary elders (when applicable).
 10. Commission reports.
 11. General business.
 12. Initiation and ordination of ministers.
 13. Adjournment.
- VI. The respective Bishop and convention committee are responsible for the progress, convocation, program, promotion, circulars, instructions, and arrangements for meals and lodging.

- VII. In every convention, the pro-convention committee treasurer shall prepare a financial report. He will provide the district secretary with a copy that he will include in the business minutes that will be delivered to all pastors. Agreements made in district conventions are effective only in that particular District.
- VIII. District conventions cannot invalidate, disregard, or modify agreements reached at General Conventions or decisions made by the General Board of Directors of the Apostolic Assembly.
- IX. Admittance to ministerial meetings at conventions is restricted to current licensed or credentialed ministers of the Apostolic Assembly. Those who are initiated to the ministry must carry their current certificate of initiation.

ARTICLE 66

ECONOMIC SYSTEM OF THE LOCAL CHURCH

- I. Love for the cause of our Lord Jesus Christ should compel every member of the Apostolic Assembly to contribute generously and spontaneously for its support and growth.
- II. The Pastor and local government shall meet annually to agree on a work plan and budget to be presented to the congregation to keep them informed.
- III. The Pastor and local government shall include in their budget the amount assigned for the district budget, in compliance with the district board budget.
- IV. It is the obligation of the members of each congregation to give their tithes to their local church treasurer. Paying tithes does not exempt Christians from giving offerings for needs that arise, as tithes belong to the Lord.
- V. It is the duty of the local treasurer to receive and make the necessary entries of tithes, offerings, and other contributions to support the work of God. He shall keep records of deposits and withdrawals and be responsible for the funds placed under his charge.
- VI. The treasurer shall make the necessary payments to meet the monthly expenditures of the church, with prior approval of the Pastor.
- VII. Whenever monthly offerings are insufficient to cover ordinary church expenses, the Pastor shall have the option to request financial assistance from the auxiliaries.

- VIII. All other funds received from offerings, contributions, or donations shall be used to cover the monthly expenditures of the congregation.
- IX. The Pastor's salary shall be based on the annual budget of the church's income. This salary can either be percentage based or a fixed weekly or monthly amount, subject to the approval of the respective supervisor.
- X. Annually or as deemed necessary, or at the request of the Pastor and upon the District Bishop's approval, the Bishop or the Auxiliary Elder shall meet with the Assistant Pastor and local ministers to agree on the Pastor's salary. This agreement will be announced at a general meeting of the church.
- XI. Every Pastor has the responsibility of supervising the administration of tithes and offerings of the church. Tithes shall be used to pay the approved pastoral designated salary.
- XII. In the event that the tithes received do not meet the monthly budget to cover the approved pastoral salary, the Pastor shall have the right to use monies from the general fund of the local church to complete the agreed upon salary.
- XIII. Pastors who are not dedicated full time to their pastoral duty due to a secular job outside the Apostolic Assembly shall have periodic agreements with their District Bishop regarding their weekly salary, subject to approval from the Bishop President. Once a Pastor dedicates himself full time to his pastorate, he shall have the right to receive all of the benefits stipulated in this article.

NINETEENTH CHAPTER

ARTICLE 67

MINISTERIAL ECONOMIC SYSTEM

- I. All ministers affiliated with the Apostolic Assembly, regardless of their position, are required to pay their tithes faithfully even when they receive support from any treasury of the Apostolic Assembly.
- II. Pastors and evangelists shall send the tithes of all their earnings to the district in which they belong.
- III. The officers of the General Board of Directors and the bishop supervisors shall send their tithes to the General Treasury for their use as approved in General Conventions or meetings of the General Board of Directors.
- IV. Missionaries supported by the International Missions Committee shall pay their tithes in the manner authorized by the General Board of Directors.

TWENTIETH CHAPTER

ARTICLE 68

THE MINISTERIAL BODY MORAL AND SPIRITUAL OBLIGATIONS OF MINISTERS

“This is a true saying, If a man desire the office of a Bishop, he desireth a good work. A bishop then must be blameless, the husband of one wife, vigilant, sober, of good behavior, given to hospitality, apt to teach; not given to wine, no striker, not greedy of filthy lucre; but patient, not a brawler, not covetous; One that ruleth well his own house, having his children in subjection with all gravity; For if a man know not how to rule his own house, how will he take care of the Church of God? Not a novice, lest being lifted up with pride he fall into the condemnation of the devil.”

“Moreover he must have a good report of them which are without; lest he fall into reproach and the snare of the devil” (1 Timothy 3:1-7).

“If any be blameless, the husband of one wife, having faithful children not accused of riot or unruly. For a bishop must be blameless, as the steward of God; not self-willed, not soon angry, not given to wine, no striker, not given to filthy lucre; But a lover of hospitality, a lover of good men, sober, just, holy, temperate; Holding fast the faithful work as he hath been taught, that he may be able by sound doctrine both to exhort and to convince the gainsayers” (Titus 1:6-9).

Every Minister should keep in mind that the only way to fulfill his mission is through an irreproachable personal conduct and blameless example.

He should be a man of prayer and a firm believer in the Word of God. He should have clean thoughts and proceed with all purity when dealing with others, especially with those of the opposite gender. He should treat all members of his congregation with wisdom, love, and cleanliness, with concern for the material and spiritual needs of his fellow brethren in the faith.

He should be active in and committed to his Christian duties; proper, formal, honest, reliable, and trustworthy. He should manage church resources with honesty and rectitude so as not to bring reproach upon the ministerial body. He should lead his family in the way of the Lord, being loving and considerate to his wife and a good example for his children.

In his relations with other ministers, he should be guided by the highest Christian ethics and respect. He should obey his superiors, teach his subordinates, treat his fellow ministers with high esteem, and he should abstain from making criticisms that may damage the reputation of his brethren and fellow ministers. The Minister must always keep in mind that his is the highest vocation on earth because of his responsibility to impress upon the believers under his care the spiritual principles that will determine their eternal destiny (Acts 6:1-3, 20:18-20; 1 Corinthians 4:1-2, 9-13; 2, Corinthians 6:4-10; 1 Timothy 4:12-15, 5:21-22, 6:11-14; 2 Timothy 2:1-4, 22-26, 5:1-5; Titus 2:7-8, 15; 1 Peter 5:1-4).

ARTICLE 69

INITIATION INTO THE MINISTRY

- I. Pastors shall observe the qualifications and good conduct of their male church members, to prove the latter's participation and faithfulness. After having notified the local ministry and the church, they may request that those brothers who have demonstrated vocation, and are willing to serve in the work of God, be considered for initiation into the ministry.

Each candidate must meet the following requirements:

1. He must be at least eighteen years old.
2. He must believe and practice the doctrine of our Lord Jesus Christ.
3. He must have been baptized by immersion in the name of Jesus Christ for at least three years.
4. He must have received the Gift of the Holy Spirit with the evidence of speaking in other tongues.
5. If married, his wife must have been baptized by immersion in the name of the Lord Jesus Christ and by the Holy Spirit with the evidence of speaking in other tongues. She must be a faithful member of the same Apostolic Assembly church where her husband will be initiated into the ministry. In addition, prior to the ordination of her husband, it is recommended that she take the approved courses of study by the Department of Christian Education. She should also practice clauses 2, 3, 6, 8 and 10 of this Article.
6. He must have a good testimony in the church.
7. He must know how to read and write.
8. He must pay his tithes faithfully.
9. He must have been a faithful member for at least two years of the local church that is recommending his initiation to the ministry.

10. He must be in agreement with the doctrinal, economic, and organizational systems of the Apostolic Assembly.

11. He must be willing to undertake the necessary coursework for ordination. This requirement may be substituted by equivalent instruction from religious institutions approved by the Department of Christian Education.

12. He must have been approved by an examination commission prior to being initiated.

13. Before being initiated to the ministry, he must have evangelized two people that were baptized in the name of Jesus Christ.

14. The candidate must satisfactorily answer a special questionnaire, which must be signed by the local Pastor and District Bishop.

ARTICLE 70

CANDIDATE EXAMINATION COMMISSION

- I. The district board of directors shall appoint an examination commission comprised of three pastors. Only those candidates that fulfill the requirements and are approved by this commission shall be initiated or ordained.
- II. Examinations for initiation and ordination shall take place prior to district conventions. The district secretary shall send the relevant documentation to the Bishop General Secretary, two months before the date of initiation or ordination.
- III. The ceremony of initiation and ordination shall take place at either a district convention or a ministerial meeting. The ceremony shall be officiated by the Bishop President or his representative, who shall designate the presbyters who will participate in the ceremony.
- IV. For candidates unable to attend the aforementioned meeting, or whose initiation or ordination is indispensable to meet the demands of the work of God, the ceremony may be held in a district ministerial meeting, with the prior authorization of the Bishop President.
- V. Pastors should make sure to present those initiated to the ministry before their congregation and indicate to the church the activities to which the newly initiated will be assigned.

ARTICLE 71

TRIAL PERIOD FOR ORDINATION

- I. In accordance with instructions from the Word of God (1 Timothy 3:10), an initiate must be proved before being ordained into the ministry. Two years is the minimum probationary period for candidates to the ministry. After such period, if the Pastor and the Bishop agree, the candidate may be examined to determine if he is ready for ordination and accept greater responsibilities.
- II. The purpose of this trial period is to enable the candidate to show his vocation as well as to acquire the necessary experience in tasks assigned to him by his Pastor. At the same time, the candidate can acquire the biblical and ministerial knowledge that is necessary to become a good Minister of the Lord.
- III. Those initiated into the ministry, shall not preside from the official pulpit in the local church. Whenever services are held in auditoriums, halls, hotels, camp retreats and other places, the corresponding authority shall have the option of giving a special and temporary permit to preside from the pulpit, if it's necessary.

ARTICLE 72

ORDINATION OF MINISTERS

- I. The candidate can be proposed for ordination at the end of the trial period of at least two years, if his Pastor and District Bishop agree.
- II. In order to be ordained, the candidate must meet the following requirements:
 1. He must have evidence of having taken the coursework approved by the Department of Christian Education, indispensable for the ministry.
 2. The candidate must have served satisfactorily in his local church for at least two years (or have served satisfactorily in his local church for at least one year, after having served for at least one year in another), and be willing to remain in his local church for two years after his ordination unless a need arises, which shall be resolved by his Pastor and corresponding Bishop Supervisor.
 3. He must have faithfully paid his tithes.
 4. He must have satisfactorily answered all questions in the respective questionnaire, also all questions regarding the doctrine, economic system, and organization of the Apostolic Assembly.

5. He must be approved by the examination commission.

6. He must be in agreement with the economic system, doctrine, and organization of the Apostolic Assembly.

7. Before being ordained to the ministry, he must have evangelized and led to baptism in water at least three people, reaching a total number of five baptized persons since his initiation.

ARTICLE 73

MINISTERS IN RECESS

- I. Whenever a Minister has justified reasons to temporarily stop exercising his ministry, he must request permission in writing from the Bishop who supervises him. Such permission shall define the terms and conditions to which the Minister will be subject to.
- II. Whenever the Bishop Supervisor deems it necessary to place one of his ministers on a temporary recess, he shall first present the case to the District Board of Directors for its study, and then to the Bishop President for approval. This determination shall be in writing, in which the terms and conditions to which he will be subject to will be defined.
- III. Ministers in recess must fulfill all their obligations: pay their tithes to their district treasury and cooperate as much as they can for the benefit of God's work, keeping in mind that their position requires a conduct consistent with their vocation to which they were called.
- IV. At the end of a Minister's authorized recess, he must inform his respective District Bishop of his willingness to resume his ministry and accept the duty conferred to him.
- V. In the cases listed in the previous clause, it is required to have a letter signed by the Pastor of the church where the Minister remained during his recess, which shall attest to the Minister's conduct and activity during his recess.
- VI. Those ministers who at the end of their recess do not accept the responsibility assigned to them and refuse to continue in the active ministry, shall be ceased from all their functions. To be reinstated, they must serve under the direction of a Pastor for at least one year, and be recommended for reinstatement by this Pastor and the corresponding Bishop Supervisor. These ministers can be accepted again into the ministry provided that they did not commit any unworthy acts during their recess.

- VII. The ministers who have retired or abandoned their ministerial duties without authorization, shall be called and required at the district convention in which they belong, showing them the needs of God's work.
- VIII. Whenever a Minister leaves his local church due to a change in residence to another place, it is the receiving Pastor who determines whether or not to include him in the local government.

TWENTY-FIRST CHAPTER

ARTICLE 74

ORGANIZATION OF THE LOCAL CHURCH THE PASTORS

- I. Pastors are those ministers who have been called by God to shepherd His flock. Any Minister, who assumes the responsibility of pastoring a congregation, large or small, for a definite or indefinite period of time, shall be responsible before God and his superior authorities for the souls of the believers under his care. They will teach and instruct the members that are under their responsibilities, in accordance with the Word of God regarding their faith and obligations towards God and the Church (Hebrews 13:17).

REQUIREMENTS TO BE A PASTOR

1. Be an ordained Minister and have the moral and spiritual qualities prescribed by the Word of the Lord Jesus Christ (1 Timothy 3:1-7; Titus 1:5-9; and 1 Peter 5:1-3).
2. Be at least twenty-two years of age.
3. Having served satisfactorily in the ministry of the Apostolic Assembly for a period of four years.
4. Having served satisfactorily in the ministry of the Apostolic Assembly as a Co-Pastor or Assistant Pastor for one year.
5. Marital Status: Married.
6. His wife must have a good testimony, be baptized for at least three years, and received the gift of the Holy Spirit, with the evidence of speaking in other tongues.

7. Be faithful in having paid his tithes.

8. Be in agreement with the doctrinal, organizational, economic, and disciplinary system of the Apostolic Assembly.

9. Be in agreement that his designation, for two (2) years, is provisional based on what is stipulated in Article 58, Clause VII. He must also agree with the stipulations of Article 59, Clause I of this Constitution.

10. Be approved by his Pastor and District Bishop, with prior authorization of the Bishop President.

11. Must have completed four years of studies of the Bachelor of Theology degree through the International Apostolic Bible College. This agreement shall commence on November 26, 2014 and shall not be retroactive. Upon assuming a pastorate, he shall have his two-year probationary period to meet this requirement.

ARTICLE 75

DUTIES OF THE PASTORS

- I. Pastors shall organize their congregations in the best possible manner following the guidelines of this Constitution. They shall inform their superiors of the status of their churches, the measures taken to organize them, and request assistance and guidance when necessary.
- II. Pastors shall establish in their respective churches the necessary services, and administer spiritual nourishment and instructions found in the Word, to equip the faithful for the Christian life. Furthermore, they shall establish Sunday schools for children and adults, and teach by all means possible the counsel of God (Acts 20:26-27).
- III. Pastors shall organize in their respective church's auxiliary groups of men, women, youth, and juniors, which shall function by their approved statutes. They are also responsible that the auxiliary groups of their church cooperate in the approved manner with their respective federations and confederations.
- IV. No Pastor can assume responsibility over a church if he disagrees with the doctrinal principles, and the economic and the organizational system of the Apostolic Assembly. If during the practice of his ministry, a Pastor should reach a different opinion regarding specific doctrinal points or of the organizational system, he shall present his objections to the District Bishop, who will consider them and determine a course of action, after consulting with the Bishop President. We believe that Christian ethics justifies us in requiring that every Minister who disagrees with the doctrinal principles or organizational system of our Church, resign from his duties and abstain from causing damage, dishonor, and division

within the church. Whoever acts in this manner shall be liable to the Apostolic Assembly, through its constituted authorities, considering his motives and making a determination to do justice in the case.

- V. Whenever a Pastor acts against the doctrinal principles, economic or organizational system of the Apostolic Assembly, or undertake any action that brings harm to the Church, he shall be judged by the respective District Bishop, and if determined by the District Bishop and the Bishop President, he shall be ceased from the pastorate, and he shall hand over the local church under his care.
- VI. Pastors shall ensure that their churches comply with the monthly remittances to the General Treasury of tithe of tithes, percentages, projects, and other special offerings approved by the General Board of Directors. They shall also ensure that the auxiliary groups comply with remittances of percentages, projects, and other special offerings approved by the General Board of Directors. Those pastors and ministers in charge of churches who do not fulfill these obligations shall be required to do so by the corresponding authorities. If they persist in neglecting these agreements, the bishop supervisors must take the necessary measures to correct the situation.
- VII. All pastors must attend District and General Conventions or appoint a Minister of their church to represent them. Travel expenses to conventions shall be borne by the local church, according to its financial capacity.
- VIII. Pastors are required to comply with all agreements reached at district and General Conventions and the meetings of the General Board of Directors.
- IX. It is the duty of every Pastor to host their visiting superiors in the best possible manner. They shall duly present their superiors before the congregation, allowing them to preach and announce the official business at hand. Likewise, they must take an interest in lodging and attending to his fellow ministers, regardless of their rank (Hebrews 13:1-2).
- X. Pastors are obliged to care for church buildings, furniture of the same, parsonages, and all other objects that belong to the service, which they shall not misuse.
- XI. Whenever a congregation lacks their own church building, the Pastor shall do all that is possible for its construction. He will reach agreements with his congregation and respective supervisor regarding the acquisition of land, materials, manner of procurement, and administration of funds to achieve such goal.
- XII. Pastors must convoke and preside over the general business meetings of their churches. These meetings shall be held at least two times a year, and if the Pastor or the supervision deem it necessary. He can

also limit the report's distribution to a meeting comprised of the local church government, leaders of auxiliary groups and Sunday School personnel. Members in full communion (being faithful in their spiritual and economic duties) have the right to speak and vote in the business meetings of the local church.

- XIII. Pastors must be willing to be transferred to other regions whenever the needs of the work require it and the corresponding agreements made.
- XIV. No Minister shall intervene in the internal affairs of a church, which he previously pastored, unless he has received an official request by the corresponding authority.
- XV. Pastors must frequently review the treasury books of the local church, Sunday school, societies, and others.
- XVI. All pastors, within and outside organized districts, shall use and distribute in their churches the Official Gazette, expositors, and other teaching materials edited by the Apostolic Assembly.

ARTICLE 76

ATTRIBUTIONS OF THE PASTORS

- I. Pastors have been vested with the authority to preach the Word of God, to instruct, admonish and correct members of their churches (1 Thessalonians 5:14; 2 Timothy 4:1-2), and shall require them to fulfill their Christian duties, and observe the doctrine of the Lord. Every Pastor shall consider himself a steward of the Lord's inheritances. He shall act with neither lordship nor despotism, but be gentle towards everyone, apt to teach, long-suffering and a model to the congregation.
- II. Pastors are responsible for imposing disciplinary measures to correct the faults and disobediences that their members may have committed against the doctrine. Whenever a sin is committed that the Word of God condemns, pastors may defrock members if the causes or sins merit it. In such a case, however, pastors must act with justice and close adherence to the Word of God, and with the assessment of the Elder that supervises them.
- III. Pastors are required to teach, comply with, and to enforce compliance of the doctrinal principles of the Apostolic Assembly, in conformity with the present Constitution and its regulations, to administer the sacraments with the highest reverence and solemnity.

- IV. They have the right to require from their local ministry the fulfillment of duties indicated by the Word of God and of the agreements reached by the local church government in benefit of the work of God.
- V. Pastors have a right to receive an honorable salary from the church they pastor.
- VI. Pastors have a right to a yearly two-week paid vacation, with the benefit of salary.
- VII. Pastors have a right to receive the equivalent of a minimum two-week salary, each year, to be used as economic aid for their vacation time.
- VIII. Pastors have a right to be celebrated every first Sunday of June, or a date most convenient for the church, their “Pastor’s Day”.
- IX. If the economic possibilities of the church allow, pastors have a right to a medical insurance plan for him, his wife and children under the age of eighteen.
- X. According to the economic possibilities of the church, pastors shall be helped with the approved expenses that originate in the activities of God’s work.
- XI. A Pastor who retires with more than ten years of service in his local church, or who must hand over his pastorate, due to illness, or appointment, or election to a new position, shall have the right to participate in the appointment of his congregation’s new Pastor, in agreement with his Bishop Supervisor and the Bishop President.

ARTICLE 77

CO-PASTORS AND ASSISTANT PASTORS

- I. Co-pastors and assistant pastors shall be able to function in a church only at the request of its Pastor.
- II. Co-pastors and assistant pastors are designated to assist the Pastor in the tasks that he assigns to them. Therefore, they may not exercise greater authority nor undertake other functions than those conferred by the Pastor.
- III. The Pastor shall be the one to designate the ministers who will function as Co-Pastor and Assistant Pastor. This designation shall be made at the end of December of each year, for them to function during the following year. The designated ministers may occupy the position again for another year, should the Pastor deem it convenient.

- IV. Co-pastors and assistant pastors shall fulfill the duties assigned to them by their Pastor, cooperating with him in the administration and good progress of the church. They shall demonstrate interest and goodwill in their assigned work, so as to obtain a good standing and experience, which will prepare them to perform other tasks in the work of the Lord.
- V. They shall strive to attend all church services, participating in them as instructed by their Pastor.
- VI. During a temporary absence of their Pastor, the co-pastors and assistant pastors may assume the direction of the church, in accordance with their pastor's instructions and conditions.
- VII. Co-pastors and assistant pastors must be willing to work in other regions, whenever the circumstances require it, either in the same category or to take direct charge of a congregation.
- VIII. Co-pastors and assistant pastors have the right to be respected by all the fellow ministers of the church in which they work, and if the amount of members, and the congregation's needs and possibilities so require it, they may dedicate themselves exclusively to the work, and be supported from church funds, in accordance with the agreements reached.

ARTICLE 78

EVANGELISTS

- I. Evangelists are those ministers called by God and authorized by their immediate authorities to be dedicated to preach the gospel of our Lord Jesus Christ, especially among unbelievers, and to open new works. Evangelists must meet the following requirements, besides having letters of recommendation from their Pastor and their Bishop Supervisor:
 - 1. Have worked satisfactorily as an ordained Minister in their local church for at least one year.
 - 2. To be an evangelist in the sector, it is required that he must have worked satisfactorily for a year as either an evangelist in a local church or an Assistant Pastor.
 - 3. To be a District Evangelist, it is required that he must have worked satisfactorily for four years as either a Sector Evangelist or as an Assistant Pastor.
 - 4. To be a National Evangelist, it is required that he must have worked satisfactorily either for four years as a District Evangelist or for two years as a Pastor.

- II. The category of an evangelist varies with the place where he exercises his ministry. Whenever an evangelist works within an established church, he will be lesser in category to the Pastor, and by all means work under the authority of the same. However, when he works in a location where there is no pastor, he will have the corresponding faculties of a pastor.
- III. It is the duty of evangelists to work continuously towards the salvation of souls, as only this can fulfill their ministry and bring honor to their vocation (2 Timothy 4:5). Thus, they shall dedicate the greater part of their time to preaching.
- IV. Whenever evangelists work under a pastorate, they shall have the faculties that the Pastor allows them to administer according to their capacity.
- V. Whenever the evangelists work in areas without a pastor, they shall be responsible for the souls that are converted, caring for these souls with the same responsibilities and rights of pastors, and for administering baptisms and other ordinances. They shall create the corresponding files of the mission under their care, and shall work towards the formal establishment of the church.
- VI. Evangelists who work in areas without a pastor shall keep in constant communication with their supervisor and work so that the groups converted to the gospel become formal churches. In these cases, the Bishop Supervisor shall determine whether the evangelist who established the church will be in charge of it or be assigned to a new fieldwork.
- VII. The corresponding authorities shall determine the manner of financial assistance given to evangelists under their supervision.
- VIII. Local evangelists working in a new field shall be advised by their Pastor until the District Board of Directors and Pastor agree on when it shall be declared a church and who will be its designated Pastor.

ARTICLE 79

ORDAINED MINISTERS

- I. Ordained ministers are those that assist pastors with the internal management of the church and other assignments. As such, they must strive to maintain mutual respect and a spirit of Christian fellowship among ministers and church members.
- II. Whenever difficulties arise between pastors and their congregations, ministers must remain neutral, keep their place, and work for a spirit of unity. Ministers are absolutely forbidden from fostering divisions and separate groups within their churches.
- III. It is the duty of ministers to visit the homes of the members of their respective churches to assess the physical and spiritual condition of all members. Ministers must give an activities report to their pastors and inform them of cases which require pastoral intervention.
- IV. Pastors must give ministers the opportunity to develop their ministry and vocation through appropriate activities. If their performance is satisfactory, they may be recommended for positions of greater responsibility.
- V. Ordained ministers must remain in their local church for two years following their ordination, unless a need arises which shall be resolved by his Pastor and corresponding District Bishop.
- VI. Whenever an ordained Minister changes churches without a justified cause and before having completed his two years of service, he shall be summoned by the corresponding authorities.

ARTICLE 80

INITIATED INTO THE MINISTRY

- I. Pastors shall observe the qualifications and good conduct of their male church members, to prove their good participation and faithfulness. When deemed appropriate, pastors can request from their supervisors the initiation into the ministry of those members considered to be worthy candidates, after verifying that the candidates meet the requirements stipulated in Article 69 of this Constitution.
- II. Those initiated into the ministry must show their vocation and sincere interest by respectfully and faithfully complying with all commissions and tasks assigned to them by their pastors during the trial period (2 Timothy 3:10).

- III. Pastors may request from their supervisors the ordination of those initiated to the ministry who have performed satisfactorily for a minimum of two years in their activities and effort in the local tasks. These candidates must meet all requirements in Articles 71 and 72 of this Constitution (Acts 6:1, 3)
- IV. Those initiated into the ministry must serve their trial period in the same church where they were initiated into the ministry. If they fail to do so and change churches for whatever reason, the receiving Pastor shall have discretion to determine whether to accept them in the local government and allow them to continue their trial period.
- V. Those initiated to the ministry that are not approved for ordination, shall submit their certificate of initiation to the Bishop Supervisor unless the candidate's Pastor requests an extension in writing, during their trial period.

TWENTY SECOND CHAPTER

ARTICLE 81

GOVERNMENT OF THE LOCAL CHURCH

- I. Each congregation shall have a local government headed by the Pastor and composed of his assistants, which can be the Co-Pastor, the Assistant Pastor, one or more evangelists, ordained ministers, those initiated into the ministry, the secretary and the treasurer.
- II. Pastors may request their assistants to attend as many meetings as deemed necessary. In special cases, pastors can convene two or three of their more apt assistants to resolve delicate or emergency matters.
- III. Whenever a Minister changes membership from one church to another, the Pastor of the new church will determine whether to admit the Minister into the local government.
- IV. In sessions of the local government, only its faithful members and Bishop Supervisor shall have the right to speak and vote as indicated by Article 75, Clause XII.
- V. Ministers and those initiated into the ministry must fulfill all their obligations:

1. Pay their tithes to the corresponding treasury and cooperate as much as they can for the good of God's work.
2. They must keep in mind that their position requires a conduct consistent with the vocation to which they were called. If they neglect these obligations, they can be deprived of their privileges.

ARTICLE 82

SECRETARY OF THE LOCAL CHURCH

- I. The local secretary can be any of the ordained ministers or those initiated into the ministry, capable of serving in such a position. When necessary, this position may be held by a member in good standing, who has the capacity and aptitude to carry out these duties.
- II. It is the duty of the local secretary to keep files and registry books of baptisms, dedications of children, marriages, deaths, and other historical notes of interest and usefulness.

ARTICLE 83

TREASURER OF THE LOCAL CHURCH

- I. The local treasurer can be any of the ordained ministers or those initiated into the ministry, faithful and capable of serving in such a position. When necessary, this position may be held by a member in good standing, who has the capacity and aptitude to carry out these duties.
- II. The local treasurer must receive and record all tithes, offerings, and other contributions for the work of God, as well as all expenditures. The local treasurer is responsible for the funds placed under his care.
- III. It is the duty of the local treasurer to submit to his Pastor a written monthly report of the economic state of the funds under his care. In addition, in general meetings of the local church, the treasurer must provide a detailed report of all income and expenditures for that period, including information about how the funds were allocated.
- IV. Each month, he must send to the General Treasury the tithes of the previous month's tithing income. He must send, from his church, the assigned quotas by the District Bishop or the General Board of Directors.
- V. The treasurer can only make those expenditures that have been authorized by the pastor or in a general meeting of the church.

- VI. The treasurer shall deposit all funds in a bank account under the name of “Apostolic Assembly of the Faith in Christ Jesus.” Such account must require the joint signature of the Treasurer and the Pastor.
- VII. With prior authorization of the Pastor, the Treasurer shall make all the necessary disbursements to cover the church’s monthly expenditures.

ARTICLE 84

APPOINTMENTS OF THE LOCAL SECRETARY AND TREASURER

- II. The secretary and treasurer of a church shall be appointed by the Pastor with prior consent from the Bishop Supervisor, for a one-year term. These appointments must be made annually in the month of December.
- II. Whenever deemed necessary and for justified causes, the Pastor can request the resignation of either the treasurer or secretary and appoint a substitute to complete the designated term. In these cases, the Pastor must consult previously with the Bishop Supervisor for these changes to be ratified.

TWENTY THIRD CHAPTER

ARTICLE 85

DISCIPLINE FOR CHURCH MEMBERS

- I. All members of the Apostolic Assembly accepted into any of the local churches affiliated with this religious corporation shall comply with the doctrine established by our Lord Jesus Christ, in accordance with the Holy Scriptures, and obey this Constitution.
- II. All persons, who believe and accept the doctrine of our Lord Jesus Christ, in accordance with the Holy Scriptures and are members of the Apostolic Assembly, have the right to the privileges and prerogatives of the Church. These cannot be withheld unless a member becomes unworthy and acts contrary to our principles of doctrine, discipline, organization and economic system.
- III. The violation of the doctrine of our Lord Jesus Christ makes a person who commits this act unworthy of belonging to the Apostolic Assembly. However, this person may not be expelled from the Church without a previous legal trial, with all due formalities, during which proof must be presented in the light of the Word of God that such violation or sin committed makes the member unworthy of communion in the Apostolic Assembly.

IV. Persons who have been baptized by immersion in the name of Jesus Christ in other religious groups that desire membership in the Apostolic Assembly shall sign an application which confirms their belief and accepts to practice the doctrine, discipline, economic and organizational system of the Apostolic Assembly. This shall be submitted to the local church government where they desire to congregate.

V. Beliefs and Values

1. HUMAN SEXUALITY - We believe that God has commanded that no intimate sexual activity be engaged outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4) We believe that the only legitimate marriage is the joining of one man and one woman. (Gen. 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)

2. FAMILY RELATIONSHIPS - We believe that men and women are spiritually equal in position before God but that God has ordained distinct and separate spiritual functions for men and women in the home and the Church. The husband is to be the leader of the home, and men are to be the leaders (pastors and deacons) of the Church. Accordingly, only men are eligible for initiation and ordination by the Church. (Gal. 3:28; Col. 3:18; 1 Tim. 2:8-15; 3:4-5, 12). We believe that God has ordained the family as the foundational institution of human society. The husband is to love his wife as Christ loves the church. The wife is to submit herself to the spiritual Scriptural leadership of her husband as the church submits to the Headship of Christ. Children are a heritage from the Lord. Parents are responsible for teaching their children spiritual and moral values and leading them, through consistent lifestyle example and appropriate discipline, including Scriptural corporal correction. (Gen. 1:26-28; Ex. 20:12; Deut. 6:4-9; Ps. 127:3-5; Prov. 19:18; 22:15; 23:13-14; Mk. 10:6-12; 1 Cor. 7:1-16; Eph. 5:21-33; 6:1-4; Col. 3:18-21; Heb. 13:4; 1 Pet. 3:1-7)

3. ABORTION - We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies are acceptable due to rape, incest, birth defects, gender selection, birth or population control, or the physical or mental well-being of the mother. (Job 3:16; Ps. 51:5; 139:14-16; Isa. 44:24; 49:1, 5; Jer. 1:5; 20:15-18; Luke 1:44)

- VI. All persons belonging to the Apostolic Assembly must live a life of holiness and honesty. We therefore warn that the following activities are considered a sin: Immorality, the sale and consumption of alcoholic beverages, the use of tobacco, unwholesome entertainment, lack of consecration and church attendance, and anything that tends to destroy the humility and spirituality of the individual.
- VII. Members of the Apostolic Assembly must abstain from the use of rings, jewelry, facial makeup, and costly or immodest apparel. They must also avoid all forms of ostentation and vanity.
- VIII. Members of the Apostolic Assembly must consider that their bodies are holy and that the Holy Spirit dwells in them. For this reason, they should abstain from fornication, adultery and lasciviousness. Accordingly, it is recommended that courtships be conducted with all honesty, respect, and fear of the Lord. Married Christians must render due respect and mutual consideration as recommended by the Sacred Scriptures.
- IX. Members of the Apostolic Assembly must be reverent and keep their composure during church services. During worship services, men must uncover their heads and women must cover their heads with an appropriate veil (1 Corinthians 11:4- 7; Psalms 100:4). Women must neither cut nor plait their hair.
- X. All members of the Apostolic Assembly must demonstrate their love for the work of the Lord by tithing and giving offerings to meet the needs of the same, “not grudgingly or of necessity, for God loveth a cheerful giver” (1 Timothy 6:7; 2 Corinthians 9:6-7).
- XI. All members of the Apostolic Assembly must demonstrate their obedience to God and be subject to the higher authorities of the Church, for these have been placed by God to watch over the well-being of all members (Romans 13:1; Hebrews 13:17; Ephesians 4:11-12).
- XII. Whenever a member of the church changes residence, he or she can join a congregation of the Apostolic Assembly in the new place of residence or in the nearest location.
- XIII. All members of the Apostolic Assembly that change residence shall carry a transfer letter signed by the Pastor and present it to the Pastor or Minister in Charge of the new church that the member intends to join. The transfer letter shall indicate whether the member has a temporary suspension of his or her rights. Pastors receiving members under such conditions must adhere to the indications of the transfer letter.
- XIV. Members of the Apostolic Assembly who may be traveling for pleasure or business shall carry a letter of recommendation signed by their Pastor and present it to the Pastor of the church where they visit.

- XV. In cities with more than one congregation of the Apostolic Assembly, members wishing to change membership from one church to another must first request a transfer letter. This letter will be given only after there has been an agreement between the pastors of the respective churches.

TWENTY FORTH CHAPTER

ARTICLE 86

PROCEDURE TO AMEND THE CONSTITUTION OF THE APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS

- I. Proposal-initiatives are the instruments to amend, create or eliminate articles of the Constitution of the Apostolic Assembly and these shall initially be submitted to the Bishop General Secretary, who in due order, shall present them before the ministerial meeting of the General Convention, to study whether they should receive an initial process resolution.

The proposal-initiatives which receive by vote an initial process resolution shall follow the legal revision process, as established in Articles 44 and 86 of the Constitution of the Apostolic Assembly. The elected General Board of Directors shall appoint a Constitutional Revisory Commission that will serve for four years or until the Electoral General Convention. The commission shall process the proposal initiatives that received an initial process resolution. This commission shall be comprised of the Bishop Vice President, who shall preside it, and four other ministers. In none of the stages of the current process will proposal initiatives be eliminated, except by a vote of the ministerial body in attendance at a General Convention meeting. The Constitutional Revisory Commission may examine and make recommendations on any document, agreement or subject that may have constitutional or legal connotations when deemed necessary by the General Board of Directors.

- II. As a general rule, in any proposal to reform the Constitution, sufficient study of the proposed amendments or additions should be allowed. The Revisory Commission shall analyze in detail all proposals and examine that they do not violate the Word of God or civil laws. Afterwards, they shall hand them over along with their recommendations to the General Board of Directors for its analysis and commentary.
- III. Once the General Board of Directors has analyzed and commented on all the proposal-initiatives to the Constitution, along with the recommendations that the Constitutional Revisory Commission previously submitted, they will add their recommendations and present them to the Joint Bishops Meeting for its consideration and recommendations.

- IV. All recommendations on proposals-initiatives to the Constitution, previously presented to the Joint Meeting, shall be part of the official agenda for the following General Convention, for its rectification, renovation, ratification, or elimination by a resolution of the pastoral vote.
- V. All members of the General Board of Directors, district bishops, elders and pastors, have the right to propose a maximum of five amendments per year to the Constitution of the Apostolic Assembly.
- VI. Amendments or proposal-initiatives shall be presented in writing three months prior to General Conventions, or whenever the General Board of Directors deems it necessary. The General Secretary shall send to all the pastors electronic and written formats of all received proposals-initiatives a month before the General Convention. All proposals-initiatives shall initially be submitted to the Bishop General Secretary of the Apostolic Assembly, who is responsible for their legal processing as established in Articles 44 and 86 of the Constitution.
- VII. When a proposal-initiative is presented at convention and passes to a study commission, the Bishop President, in the second meeting of the General Board of Directors after the convention, shall appoint a study commission comprised of five to seven ministers, who shall have the responsibility of analyzing, studying, and presenting a thesis on its investigation. This study should be completed within a six-month period.
- VIII. After a proposal-initiative receives an initial process resolution, which affects the Apostolic Assembly's General Fund, it shall be analyzed by the General Treasury and a committee of financial experts that will give their report to the Revisory Commission for their recommendation.





**DOCTRINAL PRINCIPLES OF THE
APOSTOLIC ASSEMBLY
OF THE FAITH IN CHRIST JESUS**

TWENTY FIFTH CHAPTER

DOCTRINAL PRINCIPLES OF THE APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS

1. THE WORD OF GOD

“Having been built on the foundation of the apostles and prophets, Jesus Christ Himself being the chief cornerstone” (Ephesians 2:20). The Apostolic Assembly since its inception has believed that “our creed and discipline, direction, order and doctrine are in the Word of God”. We believe that the Word of God, the Bible, is divinely inspired (2 Timothy 3:16; 2 Peter 1:20-21), perfect (Psalm 19:7), and that it is our highest and final authority (Matthew 24:35; Psalm 119:89; Romans 3:4).

We believe that the sacred scriptures, the 66 books, from Genesis to Revelation, are the complete canon. We believe that God preserves his Word through the centuries for the salvation and edification of His church in the whole world. “God, who at various times and in various ways spoke in time past to the fathers by the prophets, has in these last days spoken to us by His son, whom He has appointed heir of all things, through whom also He made the worlds (Hebrews 1:1-2).

2. THE CHURCH

We believe that the Church of the Lord Jesus Christ is one, universal and indivisible, and composed of all men regardless of nationality, language, race or custom, who have accepted our Lord Jesus Christ as their Savior and have been baptized into His Body by the Holy Spirit (1 Corinthians 12:13). The members of the Church are united by the bonds of a common faith and love. The flag or banner of the Church is the Name of Jesus Christ before whose emblem the Church marches gallantly as an army on parade (Song of Solomon 6: 10).

3. THERE IS ONLY ONE GOD

We believe there is only one God who has manifested Himself to the world in various forms throughout the ages. He has specially revealed Himself as Father in the creation of the universe, as Son in the redemption of humanity, and as the Holy Spirit pouring out in the hearts of believers.

This God is the Creator of everything that exists, whether visible or invisible. He is eternal, infinite in power, and Holy in His nature, attributes, and purpose. He possesses an absolute and indivisible divinity. He is Infinite in His Immensity, inconceivable in His manner of being, and indescribable in essence. Since an infinite mind can only be comprehended by itself, no one can completely know Him but Himself. He has neither body nor parts;

therefore, He is free of any limitations. The first commandment of all is, “Hear, O Israel: The Lord our God is one Lord” (Mark 12:29; Deuteronomy 6:4). “But to us there is but one God...” (1 Corinthians 8:6).

4. JESUS CHRIST

We believe that the Lord Jesus Christ was born miraculously from the womb of the Virgin Mary through the work of the Holy Spirit, and He is, at the same time, the One and only true God (Romans 9:5; 1 John 5:20). The God of the Old Testament took upon Himself human form (Isaiah 60:13). “And the Word was made flesh and dwelt among us...” (John 1:14). “And without controversy great is the mystery of godliness: God was manifest in the flesh, justified in the Spirit, seen of angels, preached unto the Gentiles, believed on in the world, received up into glory.” (1 Timothy 3:16).

We believe that in Jesus Christ, God’s divine attributes and human nature were combined in a perfect and incomprehensible form. He was human through Mary, in whose womb He took the form of man. He was divine through the Holy Spirit who fathered Him in Mary.

Thus, He is called the Son of God and the Son of Man. Therefore, we believe that Jesus Christ is God “For in him dwelleth all the fullness of the Godhead bodily.” (Colossians 2:9) We also believe that the Bible makes known all His attributes. He is the everlasting Father and, at the same time, a child born unto us (Isaiah 9:6).

He is the Creator of all things (Colossians 1: 16-17; Isaiah 45:18). He is Omnipresent (John 3:13; Deuteronomy 4:39). He performed wonders as the God Almighty (Luke 5:24-26; Psalms 86:10). He has power over the seas (Mark 4:37-39; Psalms 107:29-30). He is always the same (Hebrews 13:8; Psalms 102:27).

5. THE HOLY SPIRIT

We believe in the baptism of the Holy Spirit as promised by God in the Old Testament and as poured out after the glorification of our Lord Jesus Christ, who sends it (Joel 2:28-29; John 7:37-39, 14:16-26; Acts 2:14, 16-18). Furthermore, we believe that the demonstrations that the person has been baptized with the Holy Spirit are the new tongues or languages in which the believer can speak. And this sign applies also in our time.

We also believe that the Holy Spirit is the power that enables us to testify of Christ (Acts 1: 8). The Holy Spirit helps us develop a Christian character more pleasing to God (Galatians 5:22-25).

The same Spirit endows men with gifts for the edification of the Church (Romans 12:6-8; 1 Corinthians 12:1-12; Ephesians 4:7-13). We do not believe that any man has the faculty to impart the gifts of God, “But all these worketh that one and the selfsame Spirit, dividing to every man severally as he will.”

(1 Corinthians 12:11) “But unto every one of us is given grace according to the measure of the gift of Christ.” (Ephesians 4:7)

All members of the Apostolic Assembly must seek the Holy Spirit and strive to live constantly in the Spirit, as recommended in Romans 8:5-16, Ephesians 5:18, and Colossians 3:5.

6. BAPTISM IN WATER

We believe in baptism in water, by immersion in the Name of Jesus Christ and that it should be administered by an ordained Minister. Baptism should be by immersion because only in this way can it represent the death of man unto sin, thus bearing similarity to the death of Christ (Romans 6:1-5). Baptism should be in the name of Jesus Christ because this was the practice of the Apostles and ministers who baptized during the early period of the Church, as recorded in the Holy Scriptures (Acts 2:38, 8:16, 10:48, 19:6, 22:16).

7. THE LORD’S SUPPER

We believe in the literal practice of the Lord’s Supper, which He himself instituted (Matthew 26:26-29; Mark 14:22-25; Luke 22:15-20; 1 Corinthians 11:23-26).

This ordinance shall make use of unleavened bread that represents the sinless body of our Lord Jesus Christ, and unfermented wine that represents the blood of Christ, which consummated our redemption. The object of this ceremony is to commemorate the death of our Lord Jesus Christ and to announce the day in which He shall return to the world, at the same time to give testimony of the communion that exists among believers. No person shall participate in this ceremony who is not a faithful church member or is not in full communion; if a person does participate without fulfilling these requirements, he or she will be unable to discern the body of Christ (1 Corinthians 10: 15-17, 11:27-28; 2 Corinthians 13:5).

After partaking of a supper with His apostles, the Lord washed their feet, an act that marveled them at that moment. When He was done, the Master explained to His Disciples the significance of this act, and recommended that they wash one another’s feet. The Church practices this act in combination or indistinctly with the Lord’s Supper as an act of humility and Christian fellowship (1 Timothy 5:10).

8. THE RESURRECTION OF JESUS CHRIST

We believe in the literal resurrection of Jesus Christ, which took place on the third day after His death as recorded in the Gospels (Matthew 27:60-64; Mark 16:1-20; Luke 24:1-12, 36-44; John 20:12-20). This resurrection had been foretold by the prophets (Isaiah 53:12), and is necessary for our hope and justification (1 Corinthians 15:20; Romans 4:25).

9. THE RESURRECTION OF THE JUST AND UNJUST

We believe that there will be a literal resurrection of the dead in Christ and that they will be given a glorified and spiritual body in which they will live forever in the presence of the Lord (John 5:29; Acts 24:15; 1 Thessalonians 4:16; Job 19:25-27; Psalms 17:15; 1 Corinthians 15:35-54). Christians who are living when Christ comes to take up His Church will likewise be transformed and taken to live forever in glory in the presence of the Lord (1 Thessalonians 4:18; 1 Corinthians 15:51-52).

We also believe that there will be a resurrection of the unjust, but that these will awake from the tombs only to be judged and hear the harsh sentence that will make them heirs of eternal fire (Matthew 25:26; John 5:29; Revelation 20:12-15; Mark 9:44; Daniel 12:2).

10. THE RAPTURE OF THE CHURCH AND THE MILLENNIUM

We believe that the Church, composed of the dead in Christ and the faithful living on earth at the time of the Rapture, will be lifted up to meet the Lord in the air and to take part in the wedding feast of the Lamb of God. Thereafter, the Church will descend with the Lord to earth to pass judgment upon the nations and reign with Christ for a thousand years. This period will be preceded by The Great Tribulation and the Battle of Armageddon, which The Lord will end upon descending on the Mount of Olives with all His saints (1 Thessalonians 4:13-17; 1 Corinthians 15:51-54; Philippians 3:20-21; Isaiah 65:17-25; Daniel 7:27; Micah 4:13; Zechariah 14:1-16; Matthew 5:5; Romans 11:25-27; Rev. 20:15).

11. THE FINAL JUDGMENT

We believe the Lord has prepared a judgment day in which all men who have died without Christ and those living upon the earth at the time of its verification will participate. This judgment, also known as the "Judgment of the Great White Throne," will take place at the end of the Millennium. The Church will not be judged on this occasion, but will itself intervene in the judgment rendered to all men in accordance with the things written in the books that God has prepared.

At the end of this judgment, the present heavens and the earth will be renewed by fire and the faithful will dwell in the New Jerusalem. The Christian dispensation will have come to its end and God will be all things in all (Daniel 7:8-10, 14, 18; 1 Corinthians 6:2-3; Romans 2:16, 14:10; 1 Corinthians 5:10; Revelation 20:5-15, 21:16).

12. DIVINE HEALING

We believe that God has the power to heal all our physical illnesses, if that is His will, and that divine healing is a result of the sacrifice of Christ, for He has borne our griefs and carried our sorrows (Isaiah 53:4). The healing of the body takes place through a combination of the faith of the believer and power in the Name of Jesus Christ, whose Name is invoked when praying for the sick. The Lord Jesus Christ promised that those who believed in His Name would lay hands on the sick and the sick would recover (Mark 16:18). The sick shall be anointed with oil in the Name of Jesus Christ by ordained ministers for the Lord to fulfill His promises (John 14:13; Psalm 103:14; Luke 9:13; 1 Corinthians 12:9; James 5:14-16).

We believe that divine healing is obtained through faith. If, on occasion, a brother needs to submit himself to the care and ministration of medical science, he should not be criticized by his fellow church members, who must weigh the matter and consider themselves lest they be condemned by what they themselves approve (Romans 14:22). We recommend that all members and ministers of our Church abstain from improper criticisms of medical science, whose advancements cannot be denied and originate in the ability that God has given men to discover the secrets of the functioning of the human organism. We also advise against opposing government campaigns for hygiene, vaccination, and cleanliness; instead, we advise that they cooperate in these campaigns decidedly wherever possible.

13. HOLINESS

We believe that all members of the Body of Christ should be holy; that is, separated from sin and consecrated for the service of the Lord. For this reason, they must abstain from all practices, entertainment, and filthiness of flesh and spirit (Leviticus 19:2; 2 Corinthians 7:1; Ephesians 5:26-27; 1 Thessalonians 4:3-4; 2, Timothy 2:21; Hebrews 12:14; 1 Peter 1:16).

However, in the practice of holiness we believe that we must avoid all extremes, asceticism and deprivations with reputation of wisdom in self-imposed worship and humility, and unsparing severity of the body, all which are but a shadow of things to come, but the body is of Christ (Colossians 2:17, 23). Regarding food, we note that “every creature of God is good, and nothing to be refused, if it be received with thanksgiving” (1 Timothy 4:4).

14. MATRIMONY

We believe that marriage is sacred, since it was instituted in the beginning, and honorable among all people (Genesis 2:21-24; Matthew 19:15; Hebrews 13:4). Marriages must be verified in accordance with the laws of the respective countries, and later solemnized in church in accordance with approved practices. Couples who have not legalized their union and wish to be baptized must first meet the requirements of civil laws.

We believe that when a couple unites in marriage, they should remain united as long as both live. When either one dies, the other is free to remarry and does not commit sin if he or she remarries in the Lord (Romans 7:13; 1 Corinthians 7:39).

We also believe that marriages shall take place solely among faithful church members. No Minister shall perform a marriage ceremony between a church member and an unbeliever.

Church members in full communion who marry unbelievers shall be judged by their pastors.

15. CHURCH AND STATE

We believe in the separation of Church and State and that neither should intervene in the internal affairs of the other since this fulfills the biblical precept “render to Caesar the things that are Caesar’s and to God the things that are God’s” (Mark 12:17).

Christians should participate in civil activities according to their abilities and political inclinations, always reflecting their own personal ideas and opinions, and not those of the Church. The Apostolic Assembly is always neutral and has room for men of all political creeds. Nevertheless, all Christians must obey civil authorities and the laws and ordinances issued by these authorities, unless these laws contradict religious principles or force Christians to act against their conscience (Romans 13:1-7).

16. MILITARY SERVICE

The Apostolic Assembly recognizes human government as ordained by God (Romans 13:1-2). Therefore, the Apostolic Assembly admonishes its members to affirm loyalty to their country. As disciples of our Lord Jesus Christ, Christians must obey His precepts and commandments as follows: “But I say unto you, That ye resist not evil” (Matthew 5:39). “Follow peace with all men” (Hebrews 12:14). (See also Romans 12:19; Matthew 26:52; James 5:6; Revelation 13: 10). Given these scriptures, it is believed and interpreted that the followers of our Lord Jesus Christ shall neither destroy someone else’s property nor take someone’s life.

It is considered a sin to participate in acts contrary to those recommended by the Holy Word of God, after having received the knowledge of the truth and having been made new creatures in Christ Jesus (2 Corinthians 5:17; Hebrews 6:4-9, 10:26-27).

All members, therefore, are advised to follow their conscience in freely serving their country, whether in time of peace or war, and in any capacity no matter how hard or dangerous it may be, as long as it is of NONCOMBATANT CHARACTER. Doctrine teaches us to pray that we may always have men of God in authority. It teaches us to pray for them that they may receive divine guidance so that we as a nation might steer clear of any war and live continually in honor and peace (1 Timothy 2:13).

17. SIN UNTO DEATH

We believe, by the light of the Word of God, that there is a sin unto death and that if this sin is committed in the terms expressed in the Bible, the right to salvation is lost (Matthew 12:31-32; Romans 6:28; Hebrews 10:26-27; 1 John 5:16-17). Therefore, we recommend that the faithful abstain from giving ear to doctrines that promise eternal security to the Christian regardless of his conduct and the idea that “once saved, always saved.” The Bible teaches that it is possible to be reprovved and that we must remain faithful unto the end (Romans 2:6-10; 1 Corinthians 9:26-27).

18. ECONOMIC SYSTEM OF THE CHURCH

We believe that the system that the Bible teaches us to obtain the funds necessary to carry out the work of the Lord is that of tithes and offerings, and that this system must be practiced by ministers and believers alike. (Genesis 28:22; Malachi 3:10; Matthew 23:23; Luke 6:38; Acts 11:27, 30; 1 Corinthians 9:3-14, 16:12; 2 Corinthians 8:1-16, 9:6-12, 11:7-9; 1 Timothy 5:17-18, 6:17-19; Galatians 6:6-10; Philippians 4:10-12, 15-19; Hebrews 13:16).

Knowing that the work of the Lord is not only spiritual but also of a material nature, we believe that it is necessary to regulate the acquisition and distribution of the necessary funds to meet the material needs of the work.

19. THE MINISTERIAL BODY

We believe that the ministry is a calling of God and that the Holy Spirit confers upon each Minister the faculty of serving the Church in distinct capacities and with distinct gifts, the manifestations of which are all for the edification of the Body of Christ (Romans 12:6-8; 1 Corinthians 12:5-11; Ephesians 4:11-12).

We believe that the calling to the ministry is of divine origin and the Word of God contains sufficient teaching regarding the requirements that must be met by the person who is to serve in the ministry. Therefore, duly organized ecclesiastical governments are responsible for examining candidates for the ministry to determine whether these candidates should be approved and what tasks they shall be assigned (Acts 1:23-26, 6:1-3; 1 Timothy 3:1-10, 4:14, 5:22; Titus 1:5-9).

We also believe that the Holy Spirit uses the Minister in various ways according to the needs of the work of the Lord and the capability and personal disposition of the ministers. No one can be placed in a higher position than that of which he is worthy (1 Timothy 3:13; Romans 12:3).

We believe that the Bishopric is the highest office work in the ministry. Bishops shall therefore receive special respect and consideration, but without detriment to those who occupy lesser positions.

APPENDIX A

LIST OF ANNEX DOCUMENTS

1. Assimilation Document – *
2. Comisión Encuentros – September 19, 2006
3. Document Ministerial Ethics - *
4. Documento La Practica De La
Ceremonia De Las Quinceañeras – April 4, 2000
5. Documento Protocolario para la Asamblea Apostólica. – Aug. 1, 2017
6. Documento de Procedimientos Parlamentarios - *
7. Documento Oficial de las Relaciones entre la Asamblea Apostólica e
Iglesia Apostólica – November 28-29, 1991
8. Documento Retiro de Pastors – November 23, 2004
9. Documento Sobre el Divorcio – 1993, 1998
10. Documento Sobre La Ley de Inmigración – September 23, 2013
11. Documento Tratado de Amistad con La Iglesia de Guatemala – 1996
12. Documento Tratado de Amistad con La Iglesia de México – May 15, 1997
13. Dorcas – *
14. Exegesis Constitucional Retiro Pastoral *
15. La Proceso de la Restauración – January 15, 1999
16. Jóvenes – *
17. Jubilación Pastoral Retiro – November 23, 2004
18. La Iglesia y la Personería Jurídica- November 28-29, 1991
19. Manual Episcopal – Bishops Manual – September 15, 2014
20. Ministros Evangelísticos – * (Missing Pages)
21. New Work, Mission, Church – February 7, 1995
22. Procedures for Obtaining a Resolution for Purpose, Sale – *
23. Proceso Electoral – *
24. Protocolo Para La Asamblea – March 17, 1994
25. Resolución de Plan de Acción y Mayordomía – September 16, 2009
26. Retirement Documents – February 15, 2007
27. Tax Exempt Documents – April 17, 1964, January 13, 2014
28. Transición Pastoral y Protocolo del Mentor - 2017
29. Tratado de Unificación y Compañerismo con la Iglesia
Apostólica de Nicaragua – December 18, 1993
30. Tratado Misión Iglesia – January 15, 1999
31. Varones – *

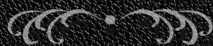
* No Date Available

Also please note this List of Annex Documents may not be complete.





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