

## **UNIFORM POLICY ON DISCIPLINE, RESTORATION, AND APPEAL PREAMBLE**

Discipline is an exercise of scriptural authority for which the church is responsible. The Christian and Missionary Alliance (C&MA) believes the Scriptures establish standards of conduct and belief by which members of a C&MA church and individuals serving Christ through licensed ministry within the C&MA must live. The goals of discipline are to preserve the honor of God; to protect the purity of the Church; to guard other Christians from being tempted, misled, divided, or otherwise harmed; and to bring fallen Christians to repentance. Discipline is administered to achieve restoration, while also providing for the spiritual welfare of the local church. Discipline is to be corrective and redemptive and to be exercised under a dispensation of mercy. Restoration does not necessarily result in a reinstatement of credentials and/or local church membership.

The Uniform Policy on Discipline, Restoration, and Appeal (Policy) and the disciplinary proceedings are ecclesiastical in nature, founded on the most sacred teachings of the Christian faith. The Policy and proceedings seek to guide the behavior and belief of persons holding positions of authority and leadership within the Christian Church and to monitor the relationship of those persons in the Christian Church. In addition, they seek to regulate the behavior and belief of members of C&MA churches who, by their membership, have submitted to the authority and discipline of the church. In any case of disagreement or dispute concerning the proceedings followed, or the decisions made under or in application of the Policy, the jurisdiction to decide such matters lies only with the vice president for the Division of National Church Ministries (NCM) and only as provided in the Policy. Appeal before a civil tribunal is not permitted.

The Policy is not intended to create a legally enforceable contract or promise. The Board of Directors of the C&MA reserves the right, in its sole discretion, to modify the Policy at any time and for any reason.

### **I. BIBLICAL BASIS FOR DISCIPLINE**

1. **Growth in Faith.** Discipline serves to encourage growth and development in faith. Rebuke them sharply, so that they will be sound in faith . . . (Titus 1:13).

2. **Redemption and Restoration.** Discipline serves to spiritually redeem and restore those who have fallen into immoral or otherwise unChrist-like ways. Brothers, if someone is caught in a sin, you who are spiritual should restore him gently (Galatians 6:1). If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over . . . (Matthew 18:15).

3. **Bearing Another's Burden.** Discipline benefits the church because it teaches the church to be redemptive by carrying the burden of seeking to restore fallen believers. Carry each other's burdens, and in this way you will fulfill the law of Christ (Galatians 6:2).

4. **Forgiveness, Comfort, Love.** Discipline involves compassion, even for those who have committed wrongful acts and espoused beliefs contrary to Scripture. . . . you ought to forgive and comfort him, so that he will not be overwhelmed by excessive sorrow (2 Corinthians 2:5-7).

5. **Warning to the Divisive.** Discipline serves to deter and instruct against beliefs and conduct contrary to Scripture. Warn a divisive person once, and then warn him a second time. After that, have nothing to do with him (Titus 3:10).

6. **Judgment and Expulsion.** Discipline may lead to judgment, including expulsion from the church. . . . Are you not to judge those inside (the church)? God will judge those outside. "Expel the wicked man from among you" (1 Corinthians 5:12,13).

## **II. SCOPE OF THE POLICY**

1. **Persons Subject to Discipline.** This Policy applies to all workers licensed within the C&MA as defined by the Constitution and Bylaws, policies, and regulations of the C&MA; certified non-clergy professionals; officers, employees, and elected personnel of the national C&MA entity, district entity, and church entity; and all members of C&MA churches.

2. **Submission of a Charge.** The disciplinary process is initiated by a written and signed charge submitted in person or by certified mail. A charge may be submitted through its governance authority (as defined below) by any entity within the C&MA, such as the denomination, district, and church; or a charge may be submitted by any two licensed workers within the C&MA or members of a C&MA church as long as the individuals are not members of the same immediate family. (Two persons are in the same immediate family if their relationship is one of husband and wife, parent and child, brother and sister, or grandparent and grandchild.) In the case of sexual misconduct or child/vulnerable adult abuse, any one person, whether or not part of the C&MA, may submit a written charge. Any person(s) making false statements in submitting a charge or providing false information in a disciplinary proceeding may be subject to discipline or other actions at the discretion of the governance authority.

3. **Governance Authority.** Disciplinary proceedings will be initiated and administered by one of the following governance authorities:

- a. If the charge relates to a licensed worker or certified non-clergy professional, the governance authority will be the person who licensed/certified the individual.
- b. If the charge relates to an employee of the U.S. C&MA National Office or any district office, the governance authority will be the "president" of the entity.
- c. If the charge relates to a member or unlicensed employee of a local C&MA church (excluding licensed worker or certified non-clergy personnel), the governance authority will be the chairman of the Board

of Elders. Note: The chairman of the elders is usually the senior pastor unless he has chosen an elder to assume the position.

4. **Basis of Discipline.** Matters that may give rise to discipline include but are not limited to:

- a. Holding to and/or promulgating doctrines contrary to the fundamental tenets of the Christian faith as outlined in the C&MA Statement of Faith.
- b. Defiance or failure to submit to constituted authority as defined by the Board of Directors of the C&MA.
- c. Moral failure involving sexual misconduct.
- d. Moral or ethical failure other than sexual misconduct.
- e. Theft, misappropriation of funds or property, and other financial transgressions.
- f. Dishonesty, fraud, perjury, and other misrepresentations.
- g. Spreading false rumors about another.
- h. Violence or abuse directed toward others, especially a child or vulnerable adult.
- i. Interference in the current ministry of a church by a former pastor or former member, provided the former member is an active member of another Alliance church.
- j. Judgment of guilty by a civil or criminal court of law, excluding minor traffic violations.

### **III. GENERAL PROCEDURES AND CONSIDERATIONS**

1. **Investigators and Committee Members.** Investigators and members of the Committee on Discipline will be persons respected for their integrity, spiritual stature, capability of communicating loving concern, and lack of bias in the case at hand (Galatians 6:1,2). A member of the Sensitive Issues Consultative Group or another qualified professional may be requested to consult with any committee in the disciplinary process at the discretion of the governance authority.

2. **Tone of Discipline Procedures.** Disciplinary proceedings will be conducted with compassion for all affected and "in the spirit of meekness." While it is necessary to ask difficult questions, investigators and Committee members must set aside personal feelings about the individuals involved, focus on the evidence gathered and presented, and seek guidance in the Scriptures and through prayer.

3. **Confidentiality and Disclosure.** Disciplinary proceedings will be conducted with confidentiality in all aspects of the proceedings; however, there is no guarantee of confidentiality within disciplinary proceedings for any participant. It may be necessary to disclose the facts and circumstances of the charge, including the identities of the accused and those submitting the charge, in connection with investigating and remedying the charge and considering and carrying out possible restoration. In addition, the findings and conclusions of the disciplinary proceeding may be announced to appropriate parties who were an integral part of the proceedings, affected members of the church congregation,

and licensed workers associated with the body that originally licensed the charged worker.

If the investigator or a member of the Committee on Discipline is contacted by the press, law enforcement authorities, attorney or other individual associated with civil/criminal proceedings, or other persons not involved with the disciplinary proceedings but seeking information, the governance authority responsible for the case will be contacted immediately. No information will be disclosed without the permission of the governance authority.

The findings, conclusions, and records of the disciplinary proceedings may be communicated to churches and entities within the C&MA for decisions concerning employment, volunteer service, ministry work, church membership, and licensed worker's status. A record of the findings and conclusions will be entered in the licensed worker file and may be conveyed with the file if the licensed worker seeks to transfer from one C&MA organization to another. In like manner, the record of a lay member may be transferred to another Alliance entity when determined appropriate by the governance authority who conducted the disciplinary proceeding. Information may be transmitted even after restoration to the individual's former position or status.

**4. Relationship to Employment.** In the case of an individual employed by a C&MA entity or by a district or church entity, information presented in the disciplinary proceeding may be conveyed to the appropriate managing supervisor of the employee and may affect the employment relationship independent of the disciplinary proceeding. Also, the information may form the basis for a charge or complaint under another C&MA policy or regulation.

An individual subject to a charge or disciplinary proceeding may be immediately suspended from employment or public ministry, or subject to other personnel action as determined by the governance authority.

This Policy is not intended to create an expressed or implied contract of employment, to require the procedures of this Policy be followed before any action is taken, or to otherwise modify the at-will employment relationship which may exist between the employee and the employing entity .

#### **IV. PROCEDURES FOR DISCIPLINARY PROCEEDINGS**

**1. Preliminary Inquiry.** Reports or complaints of alleged violations (see Section II, item 4) or confessions by church members and/or licensed workers will be subjected to a preliminary inquiry by the governance authority, or his designee, to determine whether the charges have been properly brought, as outlined below.

a. **Interview with Complainant(s).** The person(s) who signed the written charge will be interviewed to ascertain the facts and to clarify any portions of the written charge.

b. **Interview with the Defendant.** The defendant will be interviewed regarding the charges. Prior to the interview, the defendant will be provided a copy of the written charge and informed of the right to submit a written response to the charge. An oral statement of confession, a statement of intent to resign

one's ministry, return credentials and/or membership in The Christian and Missionary Alliance, or an oral decision to immediately resign one's ministry, return credentials and/or membership in The Christian and Missionary Alliance, will be recorded by the governance authority. However, the governance authority shall continue the investigation process as outlined herein with or without the cooperation of the defendant.

c. **Proper Submission of Charge.** If it is determined the charge was submitted properly under this Policy, the governance authority will proceed with a formal investigation as outlined below. If it is determined the charge was not submitted properly, the charge will be dismissed and all involved personnel notified. A charge is not properly submitted if it is not a basis for discipline, if the defendant is not subject to discipline, or if the charging party(ies) has no standing to submit a charge.

d. **Rights of Governance Authority.** The governance authority, at its sole discretion, may dismiss or delay the formal investigation of a charge of a private dispute regarding matters not normally considered a basis for discipline. In such instances the governance authority will provide instructions on resolving the matters according to Matthew 18:15,16.

e. **Request for Review.** If a charge is dismissed, the charging party may request review of the dismissal decision as outlined in Section X below.

2. **Formal Investigation.** When required, the governance authority will appoint two or more persons (at the local church, elders) to conduct an investigation of the charge. A female may be appointed when the defendant or primary complainant is a woman. The appointment of the investigators will be by letter, and a copy of the letter will be provided to the defendant and the next level of jurisdiction. Normally, the investigation will be completed within thirty days from the date of appointment and will include:

a. Interview with the person(s) making the charge.

b. Interview with the defendant. Unwillingness to appear at a scheduled interview without acceptable reason will be noted in the report. The governance authority shall continue the investigation as outlined herein.

c. Interview with witnesses identified by the person(s) making the charge and the defendant.

d. Review of any written statements provided by the defendant and any documents presented by the person(s) making the charge, the defendant, or any other person identified as having relevant information.

e. Collection and review of other documentary evidence relevant to the charge.

The investigators will determine the scope of investigation. Interviews with the person(s) making the charge, victims of the alleged wrongful conduct (if they did not submit the charge), and the defendant will be conducted by at least two investigators.

**Summary of Investigation.** The investigators will prepare a written report of the investigation including a summary of evidence relevant to the charges, specific charges

substantiated by the evidence, and recommendations. A copy will be provided to the person(s) making the charge, the defendant, and the governance authority.

**3. Intermediate Action by Governance Authority.** Upon receipt of the report of investigation, the governance authority will take one of the following actions.

a. If the governance authority determines the charge is unsubstantiated, and there is no reasonable basis for proceeding with a hearing, a letter will be provided to the person(s) making the charge, the defendant, and all appropriate personnel who had knowledge of the allegation(s). The charging party(ies) may request a review of the decision to dismiss according to Section X below.

b. If it is determined the charge is substantiated, the governance authority, in addition to appointing a minimum of five persons to serve as members of the Committee on Discipline, will serve as the moderator and will provide copies of the following documents: the written charge, the written response statement, if any, and the investigation summary. One member who served on the original Committee on Investigation will serve as prosecutor without vote and will be excused prior to deliberations. If the Committee determines the charges are undisputed or admitted, the hearing may be limited to specific issues such as questions addressing the penalty to be assessed and the appropriateness of the plan of restoration.

**4. Scheduling the Hearing.** As soon as possible following appointment, the moderator will schedule a disciplinary hearing at a date and time mutually agreeable to the defendant and others participating in the hearing. Normally, the hearing will be conducted within thirty days of the moderator's appointment.

**5. Prehearing Conference.** A prehearing conference may be (and will be if the defendant requests) set by the moderator no later than one week prior to the hearing. The purpose of the conference is to narrow the number and scope of disputed issues and to plan for an orderly hearing. At that time the prosecutor and defendant will identify all probable witnesses and give a summary of their anticipated testimony.

## **V. DISCIPLINARY HEARING**

**1. Committee on Discipline.** The Committee on Discipline will make decisions by majority vote and determine its own procedure as consistent with this Policy.

a. **Moderator.** The moderator will be responsible for the orderly conduct of the hearing and may rule on all procedural questions, subject to the majority vote of the Committee.

b. **Secretary.** A secretary will be appointed by the moderator to keep accurate records of all proceedings and to preserve all documents submitted to the Committee.

c. **Prosecutor.** The prosecutor will present the witnesses and documents relevant to the charge. An effort will be made to present only the witnesses and documents of greatest relevance to the issues raised in the charge, both favorable and unfavorable to the defendant. If possible, repetitive testimony will be avoided.

2. **Defendant.** The defendant may recall witnesses presented by the prosecutor, call additional witnesses, provide additional testimony on his/her behalf, and/or submit a written statement at the time of the hearing. The defendant will have the right to an advocate at the hearing and may choose a colleague, Christian friend, or member of the church. Since this is an ecclesiastical hearing, legal counsel of any kind is not acceptable.

If unable to be present at a scheduled hearing, the defendant may request the advocate to appear in his/her place or may request a rescheduling of the hearing. Unwillingness to appear or be represented at an agreed-upon hearing without acceptable reason may be considered an implication of the guilt of the defendant. The absence of the defendant or advocate at any hearing will not prevent the Committee on Discipline from proceeding with the hearing.

3. **Witnesses.** Witnesses may be examined by the prosecutor, defendant (and defendant's advocate, if any), and one or more members of the Committee on Discipline.

4. **Questioning of Testimony.** Any Committee member, including the moderator, may ask questions of any person testifying. One or more members of the Committee (usually not the moderator) may be selected to question the defendant and any witnesses on behalf of the Committee.

5. **Recordings as Evidence.** A recording will be made of everything said during the hearing and may be used during the hearing, Committee deliberations, and appeal. Tape recordings and other types of magnetic recordings will be admitted as evidence only if the recordings had been made with the full knowledge of those giving testimony or being charged. The names of all individuals whose voices are recorded will be given at the beginning of the recorded testimony. Recordings may be made of any sessions of investigation.

6. **Persons Present.** Persons present during the hearing will only include the Committee on Discipline, the prosecutor, the charging party(ies), the defendant, and one witness at a time while testifying. The defendant's spouse and advocate may be present while any testimony is being given.

7. **Record of Proceedings.** The record of the proceedings and the supporting documents, after being properly signed by the secretary and moderator, will be given into the custody of the moderator. If an appeal is made, the records will be forwarded to the proper body and returned to the moderator after use.

8. **Hearing Steps.**

- a. Reading the charge.
- b. Defendant's response to the charge.
- c. Presentation of the prosecutor's evidence.
- d. Presentation of the defense.
- e. Statement by the prosecutor.
- f. Defendant summation.
- g. Prosecutor summation.

h. Deliberation of the Committee on Discipline in executive session and a decision on each charge. A majority vote is required for a decision of guilty.

i. Judgment of the Committee on Discipline. The Committee will submit its decision in writing with respect to each charge and the discipline to be imposed, and will advise the defendant of the right to appeal and the process to be followed. Each member of the Committee will sign the document and a signed copy will be given to the defendant. A copy will be forwarded to the next higher level of jurisdiction. The Committee may announce its decision at the conclusion of the hearing or later in its written decision. Usually, the Committee's written decision will be prepared and issued following the conclusion of the hearing.

## **VI. PENALTIES AND RESTORATION**

1. One of the following forms of discipline will be imposed for any offense for which a defendant is found guilty.

a. **Reprimand.** Reprimand is the lowest degree of censure and consists of reproving, warning, and exhorting the offender to a more consistent walk with the Lord. This form of discipline may be applied to all persons subject to this Policy, including employees who are neither church members nor licensed/certified workers. The official relationship with a C&MA church or status as a licensed/certified worker is not altered. The governance authority will administrate the discipline.

b. **Probation.** During the period of probation the defendant's relationship with the church and/or the privileges and responsibilities of ministry and/or employment may be limited as determined by the Committee on Discipline. This form of discipline may be applied to all persons subject to this Policy, including employees who are neither church members nor licensed/certified workers. The duration of the probation will be set by the Committee in view of the circumstances of the case but usually will not exceed six months.

During the probation the defendant will meet regularly with a spiritual advisor appointed by the governance authority, will daily live a life above reproach as directed by the Committee, and will prove himself/herself before God and the church. The Committee may impose other conditions of probation. During the probation the Committee may impose more stringent discipline if it determines the defendant has not progressed appropriately. At the conclusion of the probation the Committee will evaluate whether evidence of genuine repentance and other expected progress have been achieved (as defined in 2 Corinthians 7:10,11). If progress has not occurred, the defendant may be subject to revocation or expulsion.

c. **Revocation.** Revocation applies to licensed/certified workers and church members, but usually does not apply to persons who are employees only. During revocation the defendant's privileges and responsibilities as a licensed/certified worker will be discontinued. For laity, all public ministries will be discontinued. Further, the official worker license and other certifications (except ordination) will be surrendered to the governance authority. The

Committee on Discipline will determine the appropriate duration for revocation, usually from six months to two years. In all cases of sexual moral failure, however, the period of revocation will not be less than two years. The Committee may extend the period of revocation but may not initiate expulsion if determined the defendant has not progressed appropriately. The Committee may require regular meetings with a spiritual advisor and may impose other conditions as appropriate.

The governance authority may lift the revocation after evidence of genuine repentance and other expected progress have been achieved and a request for restoration received. If restoration is not filed within the required thirty-day period of time, the person will remain classified under revocation indefinitely. If in the future the person shows evidence of repentance and requests to be placed in the restoration process, restoration (as outlined in Section VIII below) may be initiated. Reinstatement is then requested after the originally established period of revocation and the approved plan of restoration have been completed.

d. **Expulsion.** Expulsion is the most severe penalty that may be handed down by the Committee on Discipline. A decision to impose expulsion will be automatically appealed to the next higher level of jurisdiction (as defined in Section IX.2. below) before becoming effective. Expulsion applies to licensed/certified workers and church members, but usually does not apply to persons who are employees only. Expulsion results in the permanent discontinuation of all rights, responsibilities, and privileges of membership in the local church and the automatic withdrawal of the Certificate of Membership. For licensed/certified workers, expulsion results in the permanent discontinuation of all credentials and all rights, privileges, and responsibilities associated with the status. It will result in the automatic withdrawal of ordination.

2. In addition to or in lieu of the above penalties, the Committee on Discipline, at its discretion, may impose requirements on the terms and conditions of the defendant's employment, including but are not limited to personnel action such as adjustment in job duties, transfer, demotion, or reassignment; disciplinary action; and/or immediate termination of employment. This Policy is not intended to create an express or implied contract of employment, to require the procedures of this Policy be followed before any action is taken, or to otherwise modify the at-will employment relationship which may exist between the employee and the employing entity.

## **VII. DETERMINATION OF SEVERITY OF DISCIPLINE**

The facts and circumstances of an individual case determine what discipline will be imposed. If the offense is isolated and considered relatively minor with no actual harm to others, then a less severe discipline may be appropriate. If the offense involves flagrant misconduct, maliciousness, gross rejection of scriptural principles or C&MA doctrine, failure to submit to constituted authority, repeated incidents, or a pattern of wrongful behavior involving harm to others, then a more severe discipline may be deemed necessary. Evidence of remorse and repentance and a genuine desire to change, especially

if occurring prior to the disciplinary proceeding, may be grounds to opt for a lesser penalty. In determining the discipline to be imposed, the Committee on Discipline will seek guidance in Scripture and through prayer and will seek to promote the purity and faith of the spiritual body of believers while striving to promote growth and restoration in the defendant.

## **VIII. RESTORATION PROCESS**

**1. Determination of Restoration.** If the penalty imposed on the defendant is revocation, the Committee on Discipline will consider whether a plan for restoration is appropriate. If the penalty is expulsion, the Committee will admonish the person to become reconciled with God but will not initiate or oversee a plan for restoration.

a. Reinstatement to licensed ministry or church membership is not guaranteed.

b. In rare instances the Committee may determine the defendant's conduct was so heinous and the defendant's attitude so contrary to Christian principles that reinstatement to licensed ministry, church membership, and/or other public ministry is not possible at any time.

c. Restoration will not involve an agreement by the governance authority, Committee on Discipline, employing entity, or any other person involved in the disciplinary proceeding to withhold information concerning the proceeding, including the results, in the event the restored individual seeks new church membership or a new position with the denominational, district, or church entity, or an auxiliary organization of the C&MA.

### **2. Restoration Process/Plan.**

a. The individual seeking restoration will:

(1) Develop a plan for restoration within thirty days of the rendering of the verdict and obtain approval for the plan by the governance authority. However, in rare instances the governance authority will grant permission to receive, approve, and direct plan implementation at any time before and after the thirty-day time frame. A plan for restoration may be submitted to the governance authority in another community if the individual seeking restoration has relocated. In this situation the governance authority receiving the plan for restoration will obtain and review the record of the original disciplinary proceeding and, if possible, consult with the original governance authority and/or members of the Committee on Discipline to become informed regarding the history of the case.

(2) Where appropriate, engage in ongoing fellowship in an Alliance church which has been approved by the Committee.

b. The governance authority will:

(1) Provide oversight and direction.

- (2) Outline the specific process of restoration and the expectations and requirements.
- (3) Appoint an advisor.
- (4) Assure that specific biblical principles and standards of conduct and belief are identified and implemented by the offender.
- (5) Provide a schedule for review of the offender's progress.

3. **Reinstatement.** After finishing the plan for restoration, the individual will prepare a written request for reinstatement and provide evidence of successful completion of the plan for restoration to the governance authority. An individual under restoration is not guaranteed full reinstatement to all rights and privileges previously held. Factors prohibiting the offender from obtaining reinstatement include but are not limited to:

- a. Failure to guarantee that the offence will not be repeated.
- b. Involvement in multiple offenses, repeated sexual misconduct, or any child/vulnerable adult abuse.
- c. Rejection of any aspect of the disciplinary or restoration process.
- d. Refusal of the secular or religious community to accept the offender after reinstatement. The decision on reinstatement will be subject to the appeal to the appropriate official as outlined below.

## **IX. APPEAL**

1. **Grounds for Appeal.** One and only one appeal may be made from any verdict of the Committee on Discipline to the next higher level of jurisdiction, and the resulting decision on the matter will be considered final. Grounds for appeal are:

- a. Material error in the Committee's factual determination based on the evidence presented.
- b. Material error in the Committee's application of standards of conduct and belief as expressed in the Scripture or C&MA doctrine.

2. **Procedure for Appeal.** Only the defendant has the right to appeal a decision of the Committee on Discipline.

- a. The appeal will be made in writing to the next level of jurisdiction no later than thirty days after the verdict of the Committee has been communicated. A copy of the appeal will be submitted to the governance authority who convened the original disciplinary hearing.
- b. The original governance authority will forward a copy of all proceedings to the governance authority to whom appeal has been made, along with copies of all correspondence with the individual making the appeal.
- c. The governance authority to whom the appeal has been made may appoint a committee to assist in the appeal process and in reviewing all previous proceedings.
- d. The governance authority and committee, if any, may:
  - (1) Affirm the decision of the Committee on Discipline.
  - (2) Reverse the decision in part or in whole.

(3) Return the case to the Committee on Discipline for further consideration.

(4) Reduce the penalty.

e. Disputes regarding or arising out of the appeal process, including whether the decision was supported by the evidence, will be decided by this appeal process as a matter of ecclesiastical law, and not in or through a court of law or according to civil law.

**3. Levels of Jurisdiction.** Levels of jurisdiction used in the appeal process:

a. If the defendant is a church member, the appeal is made to the district superintendent.

b. If the defendant is a district worker, the appeal is made to the vice president for National Church Ministries.

c. If the defendant is a C&MA National Office employee or officer, the appeal is made to the chairman of the Board of Directors.

## **X. REQUEST FOR REVIEW**

The individual who submitted the original charge may request a review of the decision to dismiss the charge as outlined in Section IV, item 1 or 3 above. The request for review will be submitted in writing to the appropriate level of jurisdiction as identified in Section IX, item 2. The request will be submitted within fourteen calendar days following the decision to dismiss. The scope of the review is determined by the governance authority conducting the review. The review decision is final.

## **XI. AMENDMENTS**

Amendments to this document may be made by the Board of Directors of The Christian and Missionary Alliance.