

THE CONSTITUTION OF THE CHURCH OF PENTECOST

THE PREAMBLE

IN THE NAME OF THE ALMIGHTY GOD, we, the Members of The Church of Pentecost, IN EXERCISE of our natural right and freedom to establish a CHURCH which shall be used to propagate the WORD of GOD;

1. WHEREAS we regard as part of the body of CHRIST The Church of Pentecost (hereinafter called "THE CHURCH") which traces its origins to the Ministry which Rev. JAMES MCKEOWN began in 1937 culminating in the establishment of The Gold Coast Apostolic Church in 1953 and of which JESUS CHRIST is the Head. **On the attainment of independence by the Gold Coast in 1957, the Church became known as Ghana Apostolic Church.**
2. AND WHEREAS on the first day of August, 1962 The Ghana Apostolic Church adopted the name The Church of Pentecost as its new name and thereafter registered its Board of Trustees under its new name on the 14th day of June, 1971 under Certificate No. XO 158 as a Religious Non-profit Making Organization;
3. AND WHEREAS the primary aims and objectives of The Church of Pentecost are to practice and propagate what our Lord Jesus Christ commanded in Mark 16:15-16 (KJV) "And He said unto them, Go ye into all the world, and preach the gospel to every creature. He that believeth and is baptized shall be saved; but he that believeth not shall be damned; and in Matthew 25:40 "inasmuch as ye have done it unto one of the least of these my brethren, ye have done it unto me".

IN A SPIRIT of oneness and peace with all other Churches and organizations with similar doctrines, aims and objectives through affiliation THE CHURCH is empowered to use all net receipts for religious, charitable, educational and any other related purposes;

AND IN SOLEMN declaration and affirmation of our commitment to carry out the LORD'S COMMISSION and all the TEN TENETS of The CHURCH;

DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.

CHAPTER I

ARTICLE 1 TENETS

1.1 THE BIBLE

We believe in the divine inspiration and authority of the Holy Scriptures. That the Bible is infallible in its declaration, final in its authority, comprehensive and all-sufficient in its provisions. (2 Ti. 3:16, 17; 2 Pe. 1:20, 21).

1.2 THE ONE TRUE GOD

We believe in the existence of the One True God, Elohim, maker of the whole universe; indefinable but revealed as Triune God – the Father, the Son and the Holy Spirit (Ge. 1:1; 1:26; Mt. 3:16, 17; 28:19; 2 Cor. 13:14); one in nature, essence and attributes – Omnipotent (Dt. 6:4; Job 42:2; Isa 46:9, 10; Rev. 19:6); Omnipresent (Ps. 139:7-12; 147:5); Omniscient (Job 42:2; Isa. 46:9, 10; Ac. 5:4, 5); etc.

1.3 MAN'S DEPRAVED NATURE

We believe that “all men have sinned and come short of the glory of God” (Gen. 3:1-19; Isa. 53:6; Rom. 3:23), and are subject to eternal punishment (Mt. 13:41, 42; Rom. 6:23), and need Repentance (Ac. 2:38; Mt. 4:17; Ac. 20:21) and Regeneration (Jn. 3:3, 5; Tit. 3:5).

1.4 THE SAVIOUR

We believe man's need of a Saviour has been met in the person of Jesus Christ (Mt. 1:21; Jn 4:42; Ac. 2:36; Eph. 5:23; Php. 2:6-11), because of His Deity (Isa. 9:6; Jn. 1:1; 20:28; Rom 9:5; Tit. 2:13,14), Virgin Birth (Isa. 7:14; Mt. 1:18; Lk. 1:25-26), Sinless Life (Jn 8:46; Heb. 4:15; 2 Cor. 5:21), Atoning death (Rom. 3:25; Heb. 9:22; Jn. 2:2), Resurrection (Mt. 28:5-7; Ac 2:24; Ac. 2:36; 10:39,40; 1 Cor. 15:3,4) and Ascension (Ac. 1:9-11; 2:33-36), His Abiding Intercession (Rom. 8:34; Heb. 7:25) and His second coming to judge the living and the dead (Ac.1:11; 10:42; 1 Th.4:16-18; 2Ti. 4:1; Rev. 22:12, 20).

1.5 REPENTANCE, JUSTIFICATION AND SANCTIFICATION

We believe all men have to repent and confess their sins before God (Lk. 15:7; Ac. 2:38; 3:19; 17:30), and believe in the vicarious death of Jesus Christ before they can be justified before God (Rom.4:25; 5:1). We believe in the sanctification of the believer through the working of the Holy Spirit (1 Cor. 1:30; 6:11) and God's gift of eternal life to the believer (Jn. 17:2, 3; 10:27, 28; Rom 6:23b; 1Jn. 5:11-13).

1.6 THE SACRAMENTS OF BAPTISM AND THE LORD'S SUPPER OR COMMUNION

We believe in the sacrament of Baptism by immersion as a testimony of a convert who has attained a responsible age of 13 years. (Mt. 3:16; Mt. 28:19; Mk. 1:9, 10; 16:16; Ac. 2:38). Infants and children are not baptized, but are dedicated to the Lord (Mk. 10:13-16; Lk. 2:22-24, 34). We believe in the sacrament of the Lord's Supper or Holy Communion, which should be partaken by all members who are in full fellowship (Lk. 22:19, 20; Ac. 20:7; 1 Cor. 11:23-33).

1.7 BAPTISM, GIFTS AND FRUIT OF THE HOLY SPIRIT

We believe in the Baptism of the Holy Spirit for all believers with the initial evidence of speaking in tongues (Joel 2:28, 29; Ac. 2:3,4,38,39; 10:44-46; 19:16), and in the operation of the gifts and fruit of the Holy Spirit (Rom. 12:6-8; Gal. 5:22,23 and 1 Cor. 12:8-11; 28-30).

1.8 DIVINE HEALING

We believe that the healing of sicknesses and diseases is provided for God's people in the atonement (Isa. 53:4,5; Mt. 8:7-13, 16,17; Mk. 16:17,18; Lk.13:10-16; Ac. 10:38; Jas. 5:14-16). However, the Church is not opposed to medication by qualified medical practitioners.

1.9 TITHES AND OFFERINGS

We believe in tithing and in the giving of freewill offerings towards the cause of carrying forward the Kingdom of God. We believe that God blesses a cheerful giver (Gen. 14:18-20; Mal. 3:6-10; Mt. 23:23; Ac. 20:35; Heb. 7:1-4; I Cor. 16:1,2; 2 Cor. 9:1-9).

1.10 THE SECOND COMING AND THE NEXT LIFE

We believe in the second coming of Christ and the resurrection of the dead, both the saved and the unsaved. They that are saved to the resurrection of life and the unsaved to the resurrection of damnation (Da. 12:2; Mk. 13:26; Jn. 5:28, 29; Ac. 1:11; 10:42; Rom. 2:7-11; 6:23).

ARTICLE 2 TRUSTEES

2.1 MEMBERSHIP

The General Council shall on the recommendation of the Executive Council approve seven persons three of whom shall be Ministers and four Elders to be Trustees for and on behalf of The Church, to hold or acquire, convey, assign, surrender or demise all movable or immovable property acquired by The Church.

They shall have power to sue and be sued in the corporate name.

2.2 TERM OF OFFICE

The term of office of a trustee shall be five (5) years and may be reviewed for further terms. Trustees for the missionary areas shall be appointed by the respective National Councils.

ARTICLE 3 COMMON SEAL

The Church shall have a common seal approved by the General Council.

The Common Seal shall be affixed on all Deeds, Agreements and similar documents by the General Secretary in the presence of at least one (1) Trustee.

The Common Seal, when not in use, shall be kept in safe custody by the General Secretary or a person appointed by the Executive Council during the General Secretary's absence.

ARTICLE 4 SERVICES AND CONVENTIONS

4.1 PURPOSE

To propagate the Gospel and to deepen the spiritual lives of the Saints.

4.2 SERVICES

Church Services shall be held on the Lord's Day (Sunday). There shall also be evening services on Wednesdays and Fridays for teaching and prayers. Services may also be held whenever necessary.

4.3 CAMPAIGNS

There shall be evangelistic campaigns in cities, towns and villages to enable new Assemblies to be opened.

4.4 RALLIES

Rallies shall be held in cities, towns and villages at times appointed by the District Minister or Local Presbytery to carry the Gospel to the unsaved.

4.5 DISTRICT CONVENTIONS

There shall be district conventions under the chairmanship of the District Minister or his representative(s).

4.6 AREA AND ZONAL CONVENTIONS

There shall be Area and Zonal Conventions under the chairmanship of the Area Head or his representative(s).

4.7 GENERAL CONVENTIONS

Whenever approved by the General Council, General Conventions may be held in one or more places under the chairmanship of the Chairman of The Church or his representative(s).

4.8 RETREATS

There shall be retreats at Local, District, Area, Zonal and National levels to train officers in The Church.

“There shall be retreats at Local, Worship Centre, District, Area, Zonal and National levels to teach and train officers and members of the Church.”

This provision is to cater for Worship Centres and also the fact that Retreats are also organized for the benefit of members.

4.9 MINISTRY MEETINGS

The various Ministries of The Church may also meet as and when necessary.

CHAPTER II GOVERNMENT OF THE CHURCH

ARTICLE 5 GENERAL COUNCIL

- 5.1** There shall be a General Council made up of all Apostles, Prophets, Evangelists and ordained Pastors of the Church, Area Executive Committee members, National Heads, National Deacons, **National Secretaries**, Trustees, Chairmen of Boards and Committees, and Ministry's General Leader(s) or Director(s). Specialists, Retired Ministers and other persons may be invited to attend without voting rights.

5.1(1) FUNCTION

- (a) The General Council shall be the highest policy making body.
- (b) It shall be the final appellate body in all disciplinary matters affecting members of the General Council for which purpose the Council may appoint an appellate Committee.
- (c) It shall elect the Chairman, the General Secretary, the International Missions Director and the Executive Council Members.
- (d) It shall have the duty to impeach any member of the General Council on grounds of stated misconduct should the Executive Council fail to do so.
- (e) It shall receive and approve reports submitted by the various organs of The Church.

5.1(2a) CONVOCATIONS

- (i) General Council Meetings shall be held biennially. It shall be duly constituted by Apostles, Prophets, Evangelists and fifty percent of ordained Pastors of the Church in Ghana, the National/Area Heads, Missionary Attaches, National Deacons, Trustees, Chairmen of Boards and Committees, Ministry /Fellowship General Leaders and Directors, three (3) Elders' Representatives made up of the Area Deacon and two others on the Area Executive Committee.
- (ii) Representation of the 50% ordained Pastors from Ghana, at the General Council Meetings, shall be on rotation basis upon due elections by YES or NO process or by consensus at a meeting of the ordained pastors.
- (iii) The names of all accredited ordained Pastors shall then be forwarded in writing by the Area Heads to the Chairman of the Church at least Forty (40) days before the due date for the General Council Meeting.
- (iv) The Chairman shall then formally write to invite the accredited ordained pastors to the meeting at least 30 days before the date for the General Council meeting.

5.1(2b) CONVOCATIONS

- (i) In between General Council Meetings, the Chairman or his representative may convene Extraordinary Council Meetings of Executive Council Members, Trustees, Apostles, Prophets, Evangelists, National/Area Heads, Heads of Committees/Boards, Ministry/Fellowship General Leaders or Directors and three (3) representatives of the Area Executive Committees, namely Area Deacon, one Elders' representative and one Pastors' representative.

ARTICLE 5.1 (2) CONVOCATIONS

a) GENERAL COUNCIL MEETINGS

General Council Meetings shall be held biennially. It shall be duly constituted as follows:

i) GHANAIAN REPRESENTATION

All Apostles, Prophets, Evangelists, Area Heads and fifty percent (50%) of ordained Pastors, Trustees, Chairmen of Boards and Committees, Ministry/ Fellowship General Leaders and Directors, three (3) Elders' Representatives made up of the Area Deacon and two (2) others on the Area Executive Committee.

ii) EXTERNAL REPRESENTATION

All Apostles, Prophets, Evangelists, National Heads, Area Heads, Missionary Attaches, National Deacon and National Secretaries,

The Committee after careful deliberations was of the firm opinion that it would be ideal to separate the Representations from Ghana and the External Branches to make for easy interpretation and implementation.

The Committee is also of the opinion that having regard to their roles in the administration of the National Councils and National Executive Councils, it would be appropriate to make National Secretaries delegates in their own rights

On the 50% representation of the Pastorate at General Council, the Committee recognized the strong representations to include the entire Pastorate at General Council meetings.

The Committee however realized the practical logistics and infrastructural constraints. As the Pastorate enlarges, it is expedient to cut down the number of Pastors attending General Council meetings.

Accordingly, the Committee has recommended the retention of the 50% representation. Thus when the 50% of the Ordained Pastors attend General Council meetings, they do so in the name and on behalf of the entire Pastorate.

Representations were also made for direct representations for the Headquarters Pastors and the Pentecost University College Pastorate.

The Committee was of the opinion that these Pastors are part of the various Areas and thus have the opportunity to attend the General Council meetings as representatives of their respective areas.

iii) Representation of the 50% ordained Pastors from Ghana, at the General Council Meetings, shall be on rotation basis upon due elections by YES or NO process or by consensus at a meeting of the ordained pastors.

iv) The names of all accredited ordained Pastors shall then be forwarded in writing by the Area Heads to the Chairman of the Church at least Forty (40) days before the due date for the General Council Meeting.

- v) **The Chairman shall then formally write to invite the accredited ordained pastors to the meeting at least 30 days before the date for the General Council meeting.**

b) EXTRAORDINARY COUNCIL MEETINGS

In between General Council Meetings, the Chairman or his accredited representative may convene Extraordinary Council Meetings of Executive Council Members, Trustees, Apostles, Prophets, Evangelists, National/Area Heads, Heads of Committees/Boards, Ministry/Fellowship General Leaders or Directors and three (3) representatives of the Area Executive Committees, namely Area Deacon, one Elders' representative and one Pastors' representative.

By this formulation, CONVOCATION shall be the Heading of Article 5.1 (2) in its entirety and sub-clauses (a) and (b) shall then deal respectively with General Council Meetings and Extraordinary Council Meetings.

5.1(3) QUORUM

Two-thirds (2/3) of the General Council members present shall form a quorum.

5.1(4) VOTING

Voting at the General Council convocation shall be by secret ballot, acclamation or show of hands.

ARTICLE 6 EXECUTIVE COUNCIL

- 6.1** There shall be an Executive Council which shall be responsible for the administration of The Church.

6.2 MEMBERSHIP

It shall be made up of nine (9) members comprising:

- (a) The Chairman
- (b) The General Secretary
- (c) The International Missions Director.
- (d) One (1) Apostle/Prophet/National Head elected from the external Anglophone Zone.
- (e) One (1) Apostle/Prophet/National Head elected from the external Francophone Zone.
- (f) Four (4) others elected from among the Apostles and Prophets in Ghana.

It shall be made up of nine (9) members comprising:

- (a) **The Chairman**
- (b) **The General Secretary**
- (c) **The International Missions Director.**
- (d) **One (1) Apostle/Prophet/National Head elected from the external Francophone Zone.**

- (e) **One (1) Apostle/Prophet/National Head elected from other External Language zones**
- (f) **Four (4) others elected from among the Apostles and Prophets in Ghana.**

The reason for this recommendation is that with the expansion of the Church into other Language zones, it would appear inappropriate to deny the other Language zones representation at Council Meetings. The expansion of (e) would open up the possibility of other language zones such as the Hispanics and Eastern block Countries and the Far East.

6.3 FUNCTIONS

- (a) The Executive Council shall be responsible to the General Council.
- (b) It shall implement policies and decisions of the General Council.
- (c) In cases of emergency, the Executive Council may act for and on behalf of the General Council and report to the same for ratification of its said decisions.
- (d) The Executive Council shall receive reports and memoranda from Boards, Committees, Ministries and Fellowships and report to the General Council.

The Executive Council shall receive reports and memoranda from Boards, Committees, Ministries, Ministries and Fellowships and report to the General Council.

This would cater for the Report of the Ministries.

- (e) During the incapacitation of the Chairman or the General Secretary or the International Missions Director, the Executive Council shall appoint an Acting Chairman or an Acting General Secretary or an Acting International Missions Director as the case may be for a period not exceeding one (1) year.
- (f) In case of death of the Chairman or the General Secretary or the International Missions Director, the Executive Council shall convene a meeting of the General Council within three (3) months to elect a Chairman or a General Secretary or an International Missions Director as the case may be.
- (g) The Executive Council shall be responsible for callings, upgrading, appointments, revocations, dismissals, impeachment, transfers and retirement of Ministers and national office holders of The Church. These functions shall be discharged in consultation with National and Area Heads where applicable.
- (h) The Executive Council may recommend policy matters for consideration by the General Council.
- (i) The Executive Council shall have power to take any or all administrative measures in any matters not otherwise provided for in this Constitution, provided

that such measures are not contrary to the fundamental provisions of the Constitution.

- (j) In the event of the Chairman proceeding on leave, course or conference the Executive Council shall appoint an Acting Chairman from among its members excluding the General Secretary and the International Missions Director, until his return.

6.4 ELECTIONS

- (a) In respect of the Ghanaian representation on the Executive Council the Chairman shall nominate six (6) candidates from the Apostles and Prophets and present them to the General Council for simultaneous voting. The first four (4) candidates, who receive the highest votes cast, shall serve on the Executive Council.
- (b) In respect of candidates from the external zones, the Chairman shall put up three (3) candidates for each zone to be voted upon. The candidate who obtains the highest votes shall serve on the Executive Council.
- (c) Executive members so elected into office shall remain in office until their terms expire or retire or are removed. Vacancies thereby created shall be filled by the General Council.
- (d) A Chairman elected under this Constitution shall inherit the existing Executive Council members whose terms of office have not yet expired.
- (e) The Chairman in consultation with the Executive Council may co-opt other members either from the clergy or laity to Executive Council meetings as and when necessary on meeting-to-meeting basis.

6.4.1 VOTING

Shall be by secret ballot.

6.5 FILLING OF VACANCIES

Whenever vacancies occur in the Executive Council either from or through retirement, death, resignation, removal or expiration of term of office the following shall be the procedure for filling the vacancies.

- (a) For one (1) vacancy, the Chairman shall present three (3) candidates to be elected by simple majority.
- (b) For two (2) vacancies, four (4) candidates shall be presented for election.
- (c) For three (3) vacancies, five (5) candidates shall be presented for election.
- (d) Voting shall be by secret ballot.

6.6 MEETING

The Executive Council shall meet as and when necessary. The Chairman or in his absence the Acting Chairman shall preside over all meetings of the Executive Council. Five (5) members shall form a quorum for all meetings.

6.7 TERM OF OFFICE

The term of office of the Executive Council members shall be five (5) years. Members of the Executive Council may be re-elected for further terms.

ARTICLE 7. AREA PRESBYTERY

7.1 There shall be an Area Presbytery which shall be the coordinating and the highest policy-making body in the Area to which the Area Executive Committee shall be responsible. It shall be chaired by the Area Head.

7.2 MEMBERSHIP

The Area Presbytery shall comprise the following: -

- (a) The Area Head
- (b) The Area Executive Committee members
- (c) All Area Office holders
- (d) All District Executive Committee members
- (e) Two (2) Deacons' representatives from each District
- (f) Three (3) Deaconesses' representatives from each District/Worship Centre.
- (g) All other serving Ministers in the Area
- (h) All Ministers' wives in the Area
- (i) Retired officers may be invited to attend but without voting rights.

The Committee was unanimous in its view that the Ministers wives play very important roles in the Districts and could equally play these roles in the Area and ought to be made integral part of the Area Presbytery.

7.3 FUNCTIONS

- (a) It shall be the highest policy-making body in the Area.
- (b) It shall elect the Area Executive Committee members.
- (c) It shall receive and approve reports submitted by the various organs of The Church in the Area.
- (d) It shall appoint and review Area office holders.
- (e) It shall approve the Area Budget.

7.4 NOMINATION AND ELECTION OF DEACONS' REPRESENTATIVES

The District Executive Committee shall nominate four (4) Deacons to be voted upon by the District Presbytery. The two (2) Deacons who obtain the highest votes shall represent the District.

7.5 NOMINATION AND ELECTION OF DEACONESSSES' REPRESENTATIVES

The District Executive Committee shall nominate five (5) Deaconesses to be voted upon by the District Presbytery.

The three (3) Deaconesses who obtain the highest votes shall represent the District.

7.6 NOMINATION OF MINISTERS WIVES' REPRESENTATIVES (To be deleted in view of insertion of 7.2 (i))

Ministers' wives' representatives shall be nominated by the Area Executive Committee.

7.7 VOTING

Shall be by secret ballot.

7.8 TERM OF OFFICE

Deacons', Deaconesses' and Ministers Wives' representatives, shall hold office for three (3) years and may be reviewed for further terms.

7.9 AREA HEAD

There shall be an Area Head who shall be an Apostle, Prophet or an experienced minister appointed by the Executive Council for ratification by the General Council.

7.9.1 FUNCTIONS

(a) He shall be responsible to the Chairman of The Church for the administration of The Church in the Area.

“He shall be responsible to the General Council through the Chairman of the Church for the administration of The Church in the Area”

It was felt that since the General Council, as the Highest authority of The Church, meets about once a year, it would be appropriate that the Area Head is answerable to it but through the Chairman.

(b) He shall chair the meetings of the Area Presbytery, the Area Executive Committee and every Area meeting, convention or rally he attends in the Area.

(c) He shall implement the policies and decisions of the General Council and the Executive Council in the Area.

(d) He shall be responsible for the administration of The Church in the Area and the implementation of the decisions of the Area Presbytery.

(e) He shall perform such functions as are assigned to him by the Chairman and the Executive Council.

(f) He shall be an ex-officio member of all Boards and Committees in the Area.

(g) He shall report on the Area to the General Council through the Chairman of The Church.

(h) He shall organize retreats, seminars, and prayer sessions for the Area.

7.10 AREA EXECUTIVE COMMITTEE

There shall be established an Area Executive Committee at the Area level to be responsible to the Area Presbytery.

7.10.1 MEMBERSHIP

Each Area Executive Committee shall be made up of seven (7) members as follows:

- (a) The Area Head as Chairman
- (b) The Area Secretary who shall be a Minister.
- (c) Two (2) Ministers.
- (d) The Area Deacon
- (e) Two (2) Elders
- (f) (i) In an Area where a Prophet is a District Minister, he shall become an automatic member of the committee.
(ii) If he joins the Area after the formation of the committee, he shall be co-opted until a vacancy occurs in the membership of Ministers.

7.10.2 FUNCTIONS

- (a) It shall be responsible for the administration of The Church in the Area, and the implementation of the decisions of the Executive Council and the Area Presbytery.
- (b) It shall adjudicate on all matters brought to it either by the Executive Council or on its own initiative and report to the Executive Council.
- (c) It shall act as an appellate body in all matters decided upon by the District Executive Committee.
- d) It may consider policy matters affecting the Area and make recommendations to the Area Presbytery for consideration.

7.11 INCAPACITATION OR ABSENCE OF AREA HEAD

In the event of incapacitation or absence of the Area Head, the Executive Council shall arrange for temporary replacement.

7.12 ELECTION OF MINISTERS

- (a) The Area Head in consultation with the Chairman of The Church shall nominate four (4) Ministers to be voted upon by the Area Presbytery.
- (b) The first two (2) candidates who receive the highest votes of the members present and voting shall serve on the committee.
- (c) Where there is a Prophet as a District Minister, three (3) Ministers shall be nominated for the election.
- (d) The candidate who receives the highest votes shall serve on the committee.

7.13 ELECTION OF ELDERS

The Area Head shall nominate four (4) elders to be voted upon by the Area Presbytery. The first two (2) candidates who receive the highest number of votes shall serve on the committee.

7.14 CO-OPTION

- (a) The Area Executive Committee may co-opt other members from either the clergy or the laity to serve on the committee on meeting-to-meeting basis as and when the need arises.
- (b) The co-opted members shall have no voting right.

7.15 QUORUM

Five (5) members of the Area Executive Committee shall form a quorum. The quorum of the Area and District Presbyteries shall be two-thirds (2/3) of the respective membership.

“The quorum of the Area Presbyteries shall be two-thirds (2/3) of the membership”.

The reference to the District Presbyteries under the sub-clause is inappropriate as the Article deals with Area Presbyteries

7.16 TERM OF OFFICE

- (a) Members shall hold office for a term of four (4) years and may be reviewed for further terms.
- (b) In case(s) of vacancies created by virtue of retirement, transfer or any other reasons(s), the vacancy shall be filled within three (3) months.
- (c) Should the vacancy be created in respect of the (1) member, three (3) members shall be nominated. In the case of two (2) vacancies, four (4) nominations shall be made.

7.17 VOTING

Shall be by secret ballot.

7.18 AREA SECRETARY

There shall be an Area Secretary who shall be a Minister appointed by the Area Presbytery.

7.18.1 FUNCTIONS

- (a) He shall take minutes at the Area Presbytery and Area Executive Committee meetings.
- (b) He shall be responsible to the Area Head.
- (c) He shall be an ex-officio member of all Committees in the Area.
- (d) He shall perform such other functions as are assigned to him by the Area Head.

7.18.2 TERM OF OFFICE

The Area Secretary shall hold office for three (3) years and maybe reviewed for further terms.

ARTICLE 8 DISTRICT PRESBYTERY

- 8.1 a)** There shall be a District Presbytery which shall consist of the Minister, his wife, Elders, Deacons and Deaconesses in the District.

(b) “In the event of the absence on course, leave, etc. of a District Minister, the Area Head shall appoint a Minister to stand in for him until he resumes”

c) In the event of incapacitation, the matter shall be referred to the Executive Council to fill the vacancy.

8.2 FUNCTIONS

- (a) It shall be the highest policy-making body in the District.
- (b) It shall discuss and decide on matters affecting the welfare of the Local Assemblies in the District.
- (c) It shall elect the District Secretary and other Executive Committee members.
- (d) It shall receive and approve reports submitted by the various organs of The Church in the District.
- (e) It shall appoint and review District office holders.
- (f) It shall approve the District Budget.

8.3 MEETINGS

It shall meet at least once in four (4) months.

8.4 DISTRICT MINISTER

There shall be a District Minister who shall be appointed by the General Council on the recommendation of the Executive Council.

8.4.1 FUNCTIONS OF THE DISTRICT MINISTER

- (a) He shall be responsible to the Area Head for the administration of The Church in the District.
- (b) He shall chair meetings of the District Presbytery, the District Executive Committee and every meeting, convention or rally he attends in the District.
- (c) He shall implement the policies and decisions of the General Council and the Area Presbytery in the District.
- (d) He shall be responsible for the administration of The Church in the District.
- (e) He shall perform such functions as shall be assigned to him by the Area Head.
- (f) He shall be an ex-officio member of all Boards and Committees of The Church in the District.
- (g) He shall organize rallies, seminars, retreats prayer sessions for the District.
- (h) He shall perform pastoral duties sanctioned by the Constitution.

8.5 DISTRICT EXECUTIVE COMMITTEE

There shall be established a District Executive Committee at the District level to be responsible to the District Presbytery.

“There shall be established a District Executive Committee to be responsible to the District Presbytery”

The words “at the District level” have been deleted as they are redundant

8.5.1 MEMBERSHIP

A District Executive Committee shall be made up of

- (a) The District Minister
- (b) The District Secretary

- (c) Chairman of the District Finance Committee and
- (d) Four (4) Elders
- (e) The Area Deacon shall not serve on the District Executive Committee.

8.5.2 FUNCTIONS

- (a) It shall be responsible for the administration of The Church in the District, implementing decisions of the Area Executive Committee including decisions of the Executive Council
- (b) It shall adjudicate on all matters brought to it by the Area Executive Committee or on its own, and report to the Area Executive Committee.
- (c) It may consider policy matters affecting the District and make recommendations to the District Presbytery.

8.5.3 ELECTION OF ELDERS

- (a) The District Minister in consultation with the Area Head shall nominate six (6) candidates from the Eldership to be voted on by the District Presbytery.
- (b) The first four (4) candidates who receive the highest votes cast shall serve on the Executive Committee.

8.5.4 TERM OF OFFICE

Three (3) years and may be reviewed for further terms.

“Members shall hold office for a term of three (3) years and may be reviewed for further terms.”

8.5.5 QUORUM

The quorum of the District Presbytery shall be two-thirds (2/3) of the membership”

There was no provision for quorum. This will call for re-numbering of next clauses accordingly

8.5.6 VOTING

Shall be by secret ballot.

8.5.7 FILLING OF VACANCIES

- (a) In cases of vacancies created by virtue of retirement, transfer or any other reason(s), the vacancies shall be filled within three (3) months.
- (b) Should a vacancy be created in respect of one (1) member, three (3) members shall be nominated; in the case of two (2) vacancies, four (4) nominations shall be made.

8.6 DISTRICT SECRETARY

There shall be a District Secretary who shall be an Elder.

8.6.1 FUNCTIONS

- (a) He shall take minutes at the District Presbytery and District Executive Committee meetings.

- (b) He shall be responsible to the District Minister.
- (c) He shall be an ex-officio member of all Committees in the District.
- (d) He shall perform such other functions as are assigned to him by the District Minister.

8.6.2 ELECTION

- (a) The District Minister shall in consultation with the District Executive Committee nominate one (1) Elder to be voted upon by the District Presbytery.
- (b) The candidate so nominated shall be elected by two-thirds (2/3) majority votes of the members present and voting.

8.6.3 TERM OF OFFICE

Three (3) years and may be reviewed for further terms.

“He shall hold office for a term of three (3) years and may be reviewed for further terms.”

8.7 DISTRICT FINANCE CHAIRMAN

There shall be a District Finance Committee Chairman who shall be an Elder of good repute and integrity with a fair accounting knowledge.

8.7.1 FUNCTIONS

- (a) He shall be responsible to the District Presbytery and the District Minister.
- (b) He shall preside at meetings of the Finance Committee.
- (c) He shall see to it that the Local Assemblies submit their tithes and financial statements in good time for collection and payment to the Area office.
- (d) He shall ensure that Financial Secretaries/Clerks keep all books of account up to date and that all cash/ Cheques are banked intact and in good time.
- (e) He shall ensure that a Bank statement is obtained from the bank and bank reconciliation is prepared monthly.
- (f) He shall ensure that all payment are authorized and properly audited.
- (g) He shall ensure that the Annual District Budget is prepared in good time for approval by the District Presbytery.
- (h) He shall ensure that financial policies of the Church are implemented.
- (i) He shall perform such other functions as are from time to time assigned by the District Minister or District Presbytery or District Executive Committee.

8.7.2 ELECTION

- (a) The District Minister shall in consultation with the District Executive Committee, nominate a qualified Elder to be voted upon by the District Presbytery.
- (b) The candidate so nominated shall be elected by two-thirds (2/3) majority of the members present and voting.

8.7.3 TERM OF OFFICE

Three (3) years and may be reviewed for further terms

ARTICLE 9 LOCAL PRESBYTERIES

- 9.1** **a)** There shall be a Local Presbytery which shall consist of the Minister, his wife, Elders, Deacons and Deaconesses of the Local Assembly.
- b)** Local Ministry Leaders who are not ordained officers shall be co-opted to the Local Presbytery, where applicable but shall not have voting rights.

9.1.2 FUNCTIONS

It shall decide on matters concerning the Local Assembly.

9.1.3 MEETINGS

It shall meet at least once a month.

9.2 LOCAL SECRETARY

There shall be a Local Secretary who shall be an officer or member of the Local Assembly.

9.2.1 FUNCTIONS

- (a)** He shall take minutes at the meetings of the Local Presbytery and keep a Minutes' Book.
- (b)** **"He shall be responsible to the District Minister through the Presiding Elder".**

9.2.2 ELECTION

The District Minister or the Presiding Elder in consultation with the District Minister shall nominate an officer or a member to be elected by the Local Presbytery by two-thirds (2/3) majority votes of the members present and voting.

- (a) "The Presiding Elder in consultation with the District Minister shall nominate an officer or a member to be elected by the Local Presbytery.**
- (b) The candidate so nominated shall be elected by two-thirds (2/3) majority votes of the members present and voting".**

9.2.3 TERM OF OFFICE

Three (3) years and maybe reviewed for further terms.

"He shall hold office for a term of three (3) years and may be reviewed for further terms."

ARTICLE10 WORSHIP CENTRE

10.1 There shall be established such Worship Centres in any Area as the Area Head may, in consultation, with the Executive Council determine.

10.2 A Worship Centre shall have the status of a District and all other provisions for the Districts shall apply to a Worship Centre with such modifications as are appropriate

The Worship Centres as they exist now have no Constitutional backing. We accordingly recommend an Additional Article similar to the provisions for the Districts to cover the Worship Centres.

ARTICLE 11 NATIONAL COUNCIL

11.1 There shall be established National Councils in the missionary lands which shall act as liaison between the International Missions Board and the Local Assemblies The Council shall meet at least once a year.

11.2 FUNCTIONS

They shall perform such functions as set out in their National Constitutions or Charters.

11.3 MEMBERSHIP OF NATIONAL COUNCILS

- (a) The National Head who shall be the Chairman of the Council.
- (b) All Ministers
- (c) All Chairman and Secretaries of Boards and Committees.
- (d) The Elders' representatives from the Area or Districts
- (e) National Ministry Leaders.
- (f) Area Deacons or District Finance Board Chairmen.
- (g) The Trustees of the National Church.
- (h) The National Deacon
- (i) The National Secretary
- (j) Deacons and Deaconesses' representatives.

MEMBERSHIP OF NATIONAL COUNCILS

As set out in their National Constitutions or Charters.

11.3.1 CO-OPTION

The Chairman may co-opt other members as he deems necessary who shall have no voting right.

11.4 NATIONAL EXECUTIVE COUNCIL

There shall be established for each National Territory outside Ghana, a National Executive Council, which shall be responsible for the administration of The Church.

11.4.1 FUNCTIONS

- (a) It shall be responsible to the National Council.
- (b) It shall execute policies and decisions of the National Council.

11.4.2 MEMBERSHIP OF NATIONAL EXECUTIVE COUNCIL

The National Executive Council shall be composed of seven (7) members as follows:

- (a) The National Head as Chairman
- (b) The National Secretary and
- (c) Five (5) other persons.

The National Executive Council shall be constituted in accordance with the National Constitutions or Charter.

11.4.3 TERM OF OFFICE

Members shall hold office for four (4) years and may be reviewed for further terms.

11.5 NATIONAL CHARTER

Each National Territory shall promulgate a Charter in accordance with the principles of the Constitution of The Church.

CHAPTER III

ADMINISTRATION

ARTICLE 12

12.1 CHAIRMAN

There shall be a Chairman of The Church who shall take precedence over all other officers and members of The Church.

12.1.1 QUALIFICATION

He must be a Minister not below the office of an Apostle or a Prophet.

12.2 FUNCTIONS

- (a) He shall chair the Executive Council and the General Council meetings.
- (b) He shall be an ex-officio member of every Board and Committee of The Church.
- (c) He shall chair every meeting, convention or rally he attends.
- (d) He shall direct action on issues and correspondence pertaining to Missionaries and External Branches.
- (e) He shall be the Chairman of the Missions Board.
- (f) He shall assign to the General Secretary and the International Missions Director such duties as he shall deem necessary.
- (g) He shall during the short absence of the General Secretary or the International Missions Director not exceeding six (6) months be responsible for appointing an Acting General Secretary or an Acting International Missions Director from among the Executive Council members or Apostles and Prophets.
- (h) Subject to the provisions of this Constitution, he may take decisions and actions with any Area Head where disciplinary or other action is urgently required in an Area and afterwards report to the Executive Council.
- (i) He shall organize retreats, seminars, and prayer sessions for National/Area Heads and Ministers.
- (j) He may issue pastoral and circular letters as and when he deems necessary.
- (k) He shall confer with the General Secretary and the International Missions Director on matters concerning Government and outside bodies.
- (i) He shall give a formal address on the state of The Church at every General Council meeting.

12.3 ELECTION

- (a) The Executive Council, regulating its own proceedings shall, after prayerful consideration, present a candidate from the list of eligible candidates, to the Electoral College for open discussion and secret ballot.
- (b) Members of the Executive Council, Apostles, Prophets, **Evangelists**, National Heads and Area Heads shall constitute an Electoral College to put forward a candidate for the Chairmanship for ratification by the General Council.
- (c) Elections at the Electoral College shall be done by a secret ballot supervised by an Electoral Commission appointed by the Executive Council. Elections at the Electoral College shall be by simple majority.
- (d) The candidate so elected at the Electoral College shall be presented to the General Council for ratification by two-thirds (2/3) majority votes of the members present and voting.
- (e) If the candidate so presented fails to obtain the required two-thirds (2/3) majority votes from the General Council, the Electoral College shall nominate a second candidate for ratification by two-thirds (2/3) majority votes of members present and voting.
- (f) If the second candidate also fails to obtain the two-thirds (2/3) majority votes from the General Council, the Electoral College shall nominate a third candidate for ratification by two-thirds (2/3) majority votes of members present and voting.
- (g) If the third candidate presented by the Electoral College also fails to obtain the two-thirds (2/3) majority votes, then the two (2) candidates who drew the highest number of votes shall be presented to the General Council for election on simple majority basis.
- (h) Where there is a tie, it shall be resolved by the casting of lots.
- (i) Where there is a directive prophecy, it shall be judged on its own merits by the Electoral College and tested by the General Council **through voting**.

12.3.1 VOTING

Shall be by secret ballot.

12.4 TERM OF OFFICE

The Chairman shall hold office for a term of five (5) years and may be re-elected for a further term only i.e. he shall not be elected to hold office for more than two (2) terms.

12.5 ABSENCE, INCAPACITATION OR DEATH

- (a) During the absence or incapacitation of the Chairman, the Executive Council shall appoint an Acting Chairman for a period not exceeding one (1) year.
- (b) In case of death, the General Council shall appoint a Chairman within three (3) months from the date of death.

12.6 DISCIPLINARY ACTION

- (a) Should the Chairman abuse his office, it shall be the duty of the Executive Council to interdict him and appoint an independent body within The Church to go into the matter according to the Constitution and the principles of The Church (ref. articles 7:11; 7:12; 14:2; 14:3).
- (b) The body so appointed shall report to the Executive Council within three (3) months.

- (c) If the Chairman is found guilty and the seriousness of the offence so requires, the Executive Council shall give him a written notice of his removal from office forthwith.
- (d) During the period of interdiction, an Acting Chairman shall be appointed by the Executive Council.

12.6.1 APPEAL

- (a) The Chairman shall have a right to appeal to the General Council within one (1) month of the date of service of the removal notice.
- (b) The decision of the General Council shall be final.

ARTICLE 13 GENERAL SECRETARY

13.1 There shall be a General Secretary of The Church.

13.1.1 QUALIFICATION

He must be a mature Minister with a good standard of education.

13.2 FUNCTIONS

- (a) He shall take minutes at the General and Executive Council meetings.
- (b) He shall deal with the correspondence of The Church.
- (c) He shall be responsible to the Chairman for the Head Office Administration.
- (d) He shall perform such duties as are assigned to him by the Chairman and the Executive Council.
- (e) He shall be an ex-officio member of all Boards and Committees.
- (f) The General Secretary shall not be a field Minister while in office.
- (g) He shall keep the official seal of The Church.
- (h) He shall report to the General Council on the performance of the Headquarters Administration.
- (i) He shall prepare the Agenda for General Council meetings in consultation with the Chairman.

13.3 ELECTION

- (a) The Executive Council, regulating its own proceedings shall, after prayerful consideration, present a candidate from the list of eligible candidates, to the Electoral College for open discussion and secret ballot.
- (b) Members of the Executive Council, Apostles, Prophets, Evangelists, National Heads and Area Heads shall constitute an Electoral College to put forward a candidate for the General Secretaryship for ratification by the General Council.
- (c) Elections at the Electoral College shall be done by a secret ballot supervised by an Electoral Commission appointed by the Executive Council. Elections at the Electoral College shall be by simple majority.
- (d) The candidate so elected at the Electoral College shall be presented to the General Council for ratification by two-thirds (2/3) majority votes of the members present and voting.
- (e) If the candidate so presented fails to obtain the required two-thirds (2/3) majority votes from the General Council, the Electoral College shall nominate a second candidate for ratification by two-thirds (2/3) majority votes of members present and voting.

- (f) If the second candidate also fails to obtain the two-thirds (2/3) majority votes from the General Council, the Electoral College shall nominate a third candidate for ratification by two-thirds (2/3) majority votes of members present and voting.
- (g) If the third candidate presented by the Electoral College also fails to obtain the two-thirds (2/3) majority votes, then the two (2) candidates who drew the highest number of votes shall be presented to the General Council for election on simple majority basis.
- (h) Where there is a tie, it shall be resolved by the casting of lots.
- (i) Where there is a directive prophecy, it shall be judged on its own merits by the Electoral College and tested by the General Council **through voting**.

13.3.1 VOTING

Shall be by a secret ballot.

13.4 TERM OF OFFICE

The General Secretary shall hold office for a term of five (5) years and may be re-elected for a further term only i.e. he shall not be elected to hold office for more than two (2) terms.

13.5 ABSENCE, INCAPACITATION OR DEATH

- (a) During the absence or incapacitation of the General Secretary, the Executive Council shall appoint an Acting General Secretary to act for a period not exceeding One (1) year.
- (b) In case of death, the Executive Council shall appoint a General Secretary within three (3) months.

13.6 DISCIPLINARY ACTION

- (a) Should the General Secretary abuse his office, it shall be the duty of the Executive Council to interdict him and appoint an independent body within The Church to go into the matter according to the Constitution and the principles of The Church.
- (b) The body appointed shall report to the Executive Council within three (3) months. If the General Secretary is found guilty and the seriousness of the offence so requires, the Executive Council shall give him a written notice of his removal from office forthwith.
- (c) During the period of interdiction, an Acting General Secretary shall be appointed.

13.6.1 APPEAL

- (a) The General Secretary shall have the right to appeal to the General Council within one (1) month of the date of service of the removal notice.
- (b) The decision of the General Council shall be final.

ARTICLE 14

14.1 THE INTERNATIONAL MISSIONS DIRECTOR

There shall be an International Missions Director as a Headquarters Officer of The Church.

14.1.1 QUALIFICATION

He shall be an Apostle or Prophet of The Church.

14.2 FUNCTIONS

- (a) The International Missions Director shall be the Secretary of the Missions Board, and shall record the minutes of the Board.
- (b) He shall prepare the agenda for meetings of the Board in consultation with the Board Chairman.
- (c) He shall be responsible to the Chairman through the Missions Board for the administration of the International Missions.
- (d) He shall be responsible for the provision of missionary information in official publications of the Board.
- (e) He shall be responsible to the Chairman for all correspondence pertaining to the International Missions and any missionary work.
- (f) By virtue of his office, he shall be an ex-officio member of each National Council.
- (g) He and the Chairman shall represent the Board and The Church in all matters relating to Government or authorities where missionary activities are involved.
- (h) He shall organize seminars and retreats for training Ministers and Officers in the International Missions.
- (i) He shall advise Missionaries and where appropriate, organize with them crusades, rallies and conventions for effective evangelism.
- (j) He shall implement decisions of the Board and perform such other functions and duties as may be directed by the Chairman and the Executive Council.

14.3 ELECTION

- (a) The Executive Council shall, after prayerful consideration, present a candidate from the list of eligible candidates to the Electoral College for open discussion and a secret ballot.

“The Executive Council, regulating its own proceedings shall, after prayerful consideration, present a candidate from the list of eligible candidates, to the Electoral College for open discussion and secret ballot

- (b) Members of the Executive Council, Apostles, Prophets, **Evangelists**, National Heads and Area Heads shall constitute an Electoral College to put forward a candidate for the position of International Missions Director for ratification by the General Council.
- (c) Election at the Electoral College shall be by secret ballot supervised by the Electoral Commission appointed by the Executive Council. Elections at the Electoral College shall be by simple majority.
- (d) The candidate elected at the Electoral College shall be presented to the General Council for ratification by two-thirds (2/3) majority votes of the members present and voting.
- (e) If the candidate so presented fails to obtain the required two-thirds (2/3) majority votes from the General Council, the Electoral College shall nominate

- a second candidate for ratification by two-thirds (2/3) majority votes of members present and voting.
- (f) If the second candidate fails to obtain two-thirds majority votes from the General Council, the Electoral College shall nominate a third candidate for ratification by the two-thirds (2/3) majority votes of members present and voting.
- (g) If the third candidate presented by the Electoral College also fails to obtain two-thirds (2/3) majority votes, then the two (2) candidates who drew the highest number of votes shall be presented to the General Council for elections on simple majority basis. Where there is a tie, it shall be resolved by the casting of lots.
- (h) Where there is a directive prophecy, it shall be judged on its own merit by the Electoral College and tested by the General Council through voting.

14.3.1 VOTING

Shall be by secret ballot.

14.4 TERM OF OFFICE

The International Missions Director shall hold office for a term of five (5) years and may be re-elected for a further term only i.e. he shall not be elected to hold office for more than two (2) terms.

14.5 ABSENCE, INCAPACITATION OR DEATH

- (a) During the incapacitation of the International Missions Director, the Executive Council shall appoint an Acting International Missions Director to Act for a period not exceeding one (1) year.
- (a) In case of death, the General Council shall appoint an international Missions Director within three (3) months from the date of death.

14.6 DISCIPLINARY ACTION

- (a) Should the International Missions Director abuse his office, it shall be the duty of the Executive Council to interdict him and appoint an independent body within the Church to go into the matter according to the Constitution and the principles of The Church.
- (b) The body appointed shall report to the Executive Council within three (3) months.
- (c) If the International Missions Director is found guilty, and the seriousness of the offence so requires, the Executive Council shall give him a written notice of removal from office forthwith.
- (d) During the period of interdiction, an Acting International Missions Director shall be appointed by the Executive Council.

14.6.1 APPEAL

- (a) The International Missions Director shall have the right to appeal to the General Council within one (1) month of the date of service of the removal notice.
- (b) The decision of the General Council shall be final.

ARTICLE 15 MINISTERS

- 15.1 (a) According to the teaching of the New Testament, there are ministers through whom the ascended Lord governs The Church which is His body (1 Cor. 12:28; Eph. 4:11-13).
- (b) Approved proven men of God are called to these offices by divine revelation, directive prophecy or recommendation by the Executive Council for ratification by the General Council.
 - (c) New entrants from Ghana shall be recommended to the Executive Council by the National Ministerial Committee.
 - (d) Prospective candidate shall have been approved by the hierarchy of Local, District and Area Presbyteries through the respective ministerial committees.
 - (e) In the case of the external branches of The Church, the Executive Council shall call proven men of God into the ministry upon the recommendation of or in consultation with a National Executive Council.

15.1.1 QUALIFICATION FOR ADMISSION INTO THE FULL-TIME MINISTRY OF THE CHURCH (1 TIM. 3:1-7)

- (a) The person must be born again and be baptized in the Holy Spirit.
- (b) He must qualify in terms of 1 Timothy 3:1-7 and Titus 1:6-8
- (c) He must possess at least a moderate amount of formal education.
- (d) He must possess a clear voice without impediment in his speech.
- (e) He must be willing to learn.
- (f) He must be of sound body and mind proven by medical examination.
- (g) He must be a mature person not above forty-two (42) years.
- (h) He must be obedient to the General Council and the Executive Council.
- (i) He must be recommended by an Apostle or an Area Head in consultation with the Local, District and Area Presbyteries respectively.
- (j) Elders of proven pastoral ability who are above the age of forty-two (42) years may be called into the Ministry on the recommendation of the Executive Council provided that in all such cases they shall be approved by the General Council.

15.2 CATEGORIES OF MINISTERS

15.2.1 PROBATIONARY OVERSEERS

New entrants shall be put on probation for at least two (2) years effective from the date of admission into the Ministry after which period they may, on the recommendation of the respective National or Area Heads to the Executive Council, be confirmed as Overseers or released from the Ministry.

15.2.2 FUNCTIONS

They shall perform all duties of an Overseer under a District Pastor as in 15.4(1) except 15.4(1) d of this Constitution.

15.3 OVERSEERS

New entrants or Probationers who perform satisfactorily shall be confirmed into the full-time Ministry as Overseers.

15.3.1 FUNCTIONS

They shall perform all pastoral duties except the blessing of marriages.

15.4 PASTORS

Overseers who prove themselves capable of pastoral work shall be called and ordained into the pastorate.

15.4.1 FUNCTIONS

- (a) To feed and care for the flock
- (b) To administer the Lord's Supper
- (c) To visit the sick
- (d) To bless marriages
- (e) Baptize new converts
- (f) To dedicate children
- (g) To bury the dead
- (h) To teach and preach the gospel
- (i) To do all other things incidental to the calling except dedication of church buildings and ordination of officers.

15.5 TEACHERS

Ministers whose ministry stands out in the Teaching Ministry may be called to the Office of a Teacher.

15.5.1 FUNCTIONS

- (a) They shall perform pastoral functions
- (b) They shall teach the Word of God and faithfully point the body of Christ to sound and life-giving Christian doctrine.

15.6 EVANGELISTS

Ministers whose ministry stands out in evangelism may be called to the office of an Evangelist.

15.7.1 FUNCTIONS

- (a) They shall perform pastoral functions.
- (b) They shall preach the Gospel especially to the unsaved and
- (c) Break new grounds for the opening of new Assemblies (Ac. 8:5-7).

15.7 PROPHETS

These are Ministers who exercise the prophetic Ministry and are called into the office of Prophet.

15.8.1 FUNCTIONS

- (a) The Office of a Prophet is complementary to that of the Apostle in calling, directing and ordaining Ministers and other Officers of The Church. (1 Cor. 12:28; Eph. 4:11-13).
- (b) This Office is distinguishable from the exercise of the gift of prophecy which edifies, exhorts and comforts the saints (1 Cor. 14:3, 4).
- (c) Dedicate church building.

15.8 APOSTLES

These are ordained ministers who exercise Apostolic Ministry and are called into the Office of Apostle.

15.9.1 FUNCTIONS

- (a) They establish churches, and build and care for them, meeting the spiritual needs of the various officers and members in the Church.
- (b) They ordain Ministers and Officers of The Church.
- (c) Keep discipline in the Church.
- (d) Impart spiritual gifts to others (Rom. 1:11; 2Tim. 1:6; Lk. 6:13)
- (e) Dedicate church buildings.

15.9 TENT-MAKING MINISTERS

Elders who are specialists in their chosen fields of endeavour and are of proven pastoral ability and have not attained the age of 65 years may be called into the ministry as “TENT-MAKING” MINISTERS on the recommendation of the Executive Council, provided that in all such cases they shall be approved by the General Council.

15.10.1 FUNCTIONS

To perform all functions prescribed under clause 15.4.(i) of this Constitution.

15.10 RETIRING AGE

- (a) Ministers shall retire at the age of sixty-five (65) years.
- (b) Nevertheless, a Minister, upon attaining the age of sixty-five (65) years, may apply for extension of his Ministry.
- (c) If in the opinion of the Executive Council and after due medical examination he is found healthy enough to continue in the full-time Ministry, he may be permitted to continue for one (1) or two (2) years subject to the approval of the General Council on the merits of each case.
- (d) However, his retiring benefits shall be computed on the salary pertaining at the age of sixty-five (65) years.

15.11.1 PREMATURE RETIREMENT

A minister may be prematurely retired from the full-time Ministry:

- (a) On medical grounds.
- (b) In circumstances which will not permit him to continue in the full-time ministry.

15.11.2 COMPLETION OF OFFICE

A Chairman, a General Secretary or an International Missions Director who, when voted into office, will not have served his full term of office before the attainment of the age of sixty-five (65) years, and notwithstanding the attainment of the age of sixty-five (65) years shall complete his term of office.

15.11.3 BENEFITS OF PENSION SCHEME

A Minister who retires at the age of sixty-five (65) years or is prematurely retired shall be entitled to all benefits under the Pension Scheme.

15.11 VOLUNTARY RETIREMENT OR RESIGNATION

Subject to section 15.11.1 above, The Church shall not encourage voluntary retirement of Ministers called into the full-time Ministry before the retiring age. Nonetheless, a Minister may resign or retire before the retiring age of sixty-five (65) years and shall be paid such reduced pension benefits as are applicable under the Pension Scheme.

15.12 CONDUCT THAT WILL LEAD TO DISMISSAL OF A MINISTER

A Minister may be dismissed on any of the following grounds: -

- (a) Unfaithfulness to the Church
- (b) Disobedience to his calling
- (c) Refusal to fellowship with fellow Ministers after attempts have been made to settle the misunderstanding.
- (d) Preaching erroneous doctrine.
- (e) Living questionable life
- (f) Insubordination
- (g) Getting involved in any conduct either directly or indirectly which in the opinion of the General Council may bring The Church into disrepute.

15.13 SUMMARY DISMISSAL

15.14.1 OFFENCES

The Chairman and an Area Head or the Executive Council may summarily dismiss a Minister who commits any of the following offences:

- (a) Theft
- (b) Fraud
- (c) Dishonesty
- (d) Immorality

15.14.2. APPEAL

The aggrieved party may appeal to the General Council through the General Secretary within thirty (30) days of the service of the dismissal letter.

ARTICLE 16 MISSIONARIES

The Church shall recognize the following missionary status.

16.1 MINISTERIAL MISSIONARY

These are persons who hold apostolic, prophetic or pastoral offices in The Church and whose appointments by the Executive Council have been ratified by the General Council for missions work on regular basis with approved financial support.

16.2 ASSOCIATE MISSIONARY

These are recognize missionaries of Pentecostal Denominations desirous of working in association with The Church of Pentecost Missionaries under the general direction and supervision of the General Council and acceptable to the International Missions Board.

16.3 VOCATIONAL MISSIONARY

- (a) These are professional members of The Church of Pentecost or any other acceptable Pentecostal Church who serve in Mission fields and who hold no apostolic, prophetic or pastoral offices in the Church. They may support themselves financially or may be wholly or partially supported by the International Missions Board.
- (b) These persons shall work under the direction and supervision of the National Council and be subject to the conditions laid down by the International Missions Board.

16.4 QUALIFICATIONS

16.4.1 MINISTERIAL MISSIONARY

- (a) A candidate shall fulfill the theological training required for the Ministry of The Church of Pentecost.
- (b) A Ministerial Missionary shall have ministerial experience in The Church.
- (c) He must have passed an interview by the Executive Council.

16.4.2 ASSOCIATE MISSIONARY

- (a) He must produce reference endorsed by an acceptable Pentecostal Church or Organization.
- (b) He shall accept the Tenets of The Church and its missionary position offered.

16.4.3 VOCATIONAL MISSIONARY

- (a) He shall professionally be qualified to fulfill the position offered.
- (b) He shall be of good standing in The Church or any other recognized Pentecostal Church.
- (c) He shall accept the Tenets of The Church.

16.5 MISSIONARY APPOINTMENT

- (a) With the exception of the Ministerial Missionaries, all other missionaries may be appointed upon application in writing for missions service with the International Missions Board.
- (b) The application, addressed to the International Missions Director, shall be considered by the Missions Board, which shall make recommendations to the Executive Council.
- (c) The decisions of the General Council shall be final.

CHAPTER IV

MINISTRIES, MINISTRIES AND FELLOWSHIPS

ARTICLE 17 EVANGELISM MINISTRY

17.1 ESTABLISHMENT

There shall be established an Evangelistic Wing of The Church to be known as the Evangelism Ministry. It shall hold meetings at least once a week.

17.1.1 MEMBERSHIP

The Evangelism Ministry shall be open to all members of The Church.

17.2 FUNCTIONS

- (a) To carry out EVANGELISM, i.e. preaching, Evangelizing, winning and discipling souls.
- (b) To encourage church members to participate in the full programmes and activities of The Church and to further expose them to the various ministries within The Church.
- (c) To afford the members of The Church the opportunity to plan and organize programmes and activities for evangelism in villages, towns and cities.

17.3 EVANGELISM MINISTRY EXECUTIVE COMMITTEE

The Evangelism Ministry shall be **administered** by an Executive Committee of seven (7) members made up of four (4) Ministers and three (3) Elders.

17.3.1 APPOINTMENT

The Executive Council shall, **with the prior approval of the General Council**, appoint the Evangelism Ministry Executive Committee as follows:

- (a) An Apostle, a Prophet or an experienced Minister as Patron who shall be Chairman of the Ministry.
- (b) A Minister as full-time Evangelism Ministry Director.
- (c) A Minister as Deputy Evangelism Ministry Director.
- (d) A Minister and
- (e) Three Elders.

17.4 FUNCTIONS OF THE PATRON

- (a) The Patron shall be Chairman of the Evangelism Ministry.
- (b) He shall be an adviser to the Evangelism Ministry Director and other officers of the Ministry.
- (c) He shall chair Evangelism Ministry Executive Committee meetings and in his absence the Evangelism Ministry Director shall preside.

17.5 FUNCTIONS OF THE EVANGELISM MINISTRY DIRECTOR

- (a) He shall be responsible for the **administration** of the Evangelism Ministry.
- (b) He shall chair the Evangelism Ministry Executive Committee meetings in the absence of the Patron.
- (c) He shall prepare and carry out the Ministry's programmes and implement decisions of the General Council, the Executive Council and the Ministry's Executive Council and the Ministry's Executive Committee.
- (d) He shall prepare the Agenda for Evangelism Ministry Executive Committee meetings and make them available to members.
- (e) He shall plan programmes for evangelism in cities, towns and villages.
- (f) He shall direct affairs during the Ministry's Leadership meetings and other related activities of the Ministry.
- (g) He shall provide study material for the Ministry.

- (h) He shall perform such other functions and duties as may be assigned by the Ministry's Executive Committee or The Chairman of The Church.
- (i) He shall liaise with other evangelistic bodies in the para-churches and other Christian organizations.
- (j) He shall be responsible to the Chairman of The Church.
- (k) He shall report on the state of the Ministry to the General Council through the Executive Council.

17.6 FUNCTIONS OF THE DEPUTY EVANGELISM MINISTRY DIRECTOR

- (a) He shall deputize for the Evangelism Ministry Director in his absence.
- (b) He shall assist the Evangelism Ministry Director in the discharge of his functions.
- (c) He shall perform such other functions as he may be assigned by the Evangelism Ministry Director or the Executive Committee of the Ministry.

17.7 TERMS OF OFFICE

The Patron, the Evangelism Ministry Director, the Deputy Director and all other members shall hold office for four (4) years and may be reviewed for further terms.

17.8 EVANGELISM AREA EXECUTIVE COMMITTEE

17.8.1 APPOINTMENT

The Evangelism Ministry shall be administered by a seven-member Executive Committee appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

17.8.2 MEMBERSHIP

- a) **Leader**
- b) **Assistant Leader**
- c) **Four (4 Elders one of whom shall be the Secretary**
- d) **One (1) Deaconess**

17.8.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms.

17.9 AREA EVANGELISM MINISTRY LEADER

Two (2) Ministers shall be appointed as Area Evangelism Leader and Assistant Area Evangelism Leader respectively.

17.9.1 APPOINTMENT

The Area Evangelism Leader and his Assistant shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

17.9.2 FUNCTIONS

- (a) The Area Evangelism Leader shall be responsible to the Area Presbytery through the Area Head for the **administration** of the Ministry in the Area.
- (b) He shall plan programmes for evangelism, discipleship and leadership training in villages, towns and cities.
- (c) He shall chair meetings of the Ministry.
- (d) He shall be responsible for the formation, sustenance and growth of the Ministry in the Area in the fulfillment of the Great Commission.
- (e) He shall report termly to the Evangelism Ministry Director and the Area Presbytery on the state of the Ministry in the Area.
- (f) He shall perform such other functions as the Evangelism Ministry Director and/or the Area Presbytery shall assign to him from time to time.

17.9.3 TERM OF OFFICE

The Area Evangelism Leader and his Assistant shall hold office for three (3) years and may be reviewed for further terms.

17.10 DISTRICT EVANGELISM EXECUTIVE COMMITTEE

17.10.1 APPOINTMENT

The Evangelism Ministry shall be administered by a five-member Executive Committee appointed by the District Presbytery on the recommendation of the District Executive Committee.

17.10.2 MEMBERSHIP

- a) Patron
- b) Leader
- c) Assistant Leader
- d) One (1) Deacon and one (1) Deaconess one of whom shall be the Secretary.

17.10.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

17.11 DISTRICT EVANGELISM MINISTRY LEADER

An Elder shall be appointed District Evangelism Leader. He shall have an Assistant.

17.11.1 APPOINTMENT

The District Evangelism Leader and his Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

17.11.2 FUNCTIONS

- (a) He shall supervise the Ministry in the District.
- (b) He shall communicate all relevant matters with the consent of the District Minister to the Area Evangelism Leader.
- (c) He shall see to the teaching of the Word of God and lessons in the Ministry Syllabus.
- (d) He shall be responsible for the preparation of programmes for Ministry meetings in consultation with the District Minister.

17.11.3 TERM OF OFFICE

The District Evangelism Leader and his Assistant shall hold office for three (3) years and may be reviewed for further terms.

17.12 LOCAL EVANGELISM EXECUTIVE COMMITTEE

17.12.1 APPOINTMENT

The Evangelism Ministry shall be administered by a five-member Executive Committee appointed by the Local Presbytery.

17.12.2 MEMBERSHIP

- a) Patron
- b) Leader
- c) Assistant Leader
- d) Two (2) others including a female.

17.12.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of two (2) years and may be reviewed for further terms

17.13 LOCAL EVANGELISM MINISTRY LEADER

There shall be appointed a Local Evangelism Leader who shall have an Assistant.

17.13.1 APPOINTMENT

The Local Evangelism leader and his Assistant shall be appointed by the Local Presbytery.

17.13.2 FUNCTIONS

- (a) He shall supervise the Evangelism Ministry in the Local Assembly.
- (b) He shall communicate all relevant matters with the consent of the Presiding Elder to the District Leader.
- (c) He shall see to the teaching of the Word of God and lessons in the Ministry syllabus.

- (d) He shall be responsible for the preparation of programmes for the Ministry meetings in consultation with the District Pastor/Presiding Elder.

17.13.3 TERM OF OFFICE

The Local Evangelism Leader and his Assistant shall hold office for two (2) years and may be reviewed for further terms.

17.14 FINANCE

Freewill offerings shall be taken at meetings. A percentage as determined by the General Council from time to time shall be paid into the Central Fund.

ARTICLE 18 PENTECOST YOUTH MINISTRY

18.1 ESTABLISHMENT

There shall be established a PENTECOST YOUTH MINISTRY as the Youth Wing of The Church.

18.1.1 MEMBERSHIP

It shall comprise the PENTECOST STUDENTS and ASSOCIATES (PENSA) which shall operate in colleges and other tertiary institutions, a TEENAGE MINISTRY and other youth. Meetings shall be held at least once a week.

18.2 FUNCTIONS

- (a) To carry out EVANGELISM, i.e. preaching, Evangelisming and winning souls.
- (b) To encourage the youth to participate in the full programmes and activities of The Church and to further expose them to the various Ministries within The Church.
- (c) To afford the youth the full opportunity to plan and organize programmes and activities for evangelism in schools, colleges and the tertiary institutions and to encourage them to develop the gifts and qualities of leadership.
- (d) To plan and organize programmes and activities that meet the peculiar needs and aspirations of the youth.

18.3 PENTECOST YOUTH MINISTRY EXECUTIVE COMMITTEE

The Pentecost Youth Ministry shall be administered by an Executive Committee of seven (7) members made up of three (3) Ministers, two (2) Elders, one (1) Deaconess and one (1) Minister's wife.

18.3.1 APPOINTMENT

The Executive Council shall **with the prior approval of** the General Council appoint the Youth Executive Committee as follows:

- (a) An Apostle, a Prophet or an experienced Minister as Patron who shall be an Honorary Chairman of the Ministry.
- (b) A Minister as a full-time Director of the Ministry
- (c) A Minister/An Elder as a Deputy Director
- (d) One (1) Minister
- (e) Two (2) Elders
- (f) One (1) Deaconess
- (g) One (1) Minister's Wife

18.4 FUNCTIONS OF THE PATRON

- (a) The Patron shall be Honorary Chairman of the Ministry.
- (b) He shall be an adviser to the Youth Director and other Officers of the Ministry.
- (d) He shall chair the Youth Ministry Executive Committee meetings and in his absence, the Youth Director shall preside.

18.5 FUNCTIONS OF THE YOUTH DIRECTOR

- (a) He shall be a full-time Director and shall prepare and carry out the ministry's programmes and implement decisions of the General Council, the Executive Council and the Pentecost Youth Ministry Executive Committee.
- (b) He shall be responsible for the administration of the Youth Ministry.
- (c) He shall in consultation with the Patron plan programmes for evangelism in schools, colleges and the universities and to plan special programmes for the youth occasionally.
- (d) He shall prepare the Agenda for the Pentecost Youth Ministry Executive Committee meetings and shall arrange to make them available to members.
- (e) He shall chair the Pentecost Youth Ministry Executive Committee meetings in the absence of the Patron.
- (f) He shall direct affairs during Pentecost Youth Ministry leadership meetings and other related activities of the Ministry.
- (g) He shall provide study material for the Ministry.
- (h) He shall perform such other functions and duties as may be directed by the Pentecost Ministry executive Committee or the Chairman of The Church.
- (i) He shall be responsible to the Chairman of The Church.
- (j) He shall liaise with other youth bodies in the para-churches and other Christian organizations.

18.6 FUNCTIONS OF THE DEPUTY YOUTH DIRECTOR

- (a) He shall deputise for the Youth Director in his absence.
- (b) He shall assist the Youth Director in his duties except for exclusive ministerial functions where he is an Elder.
- (c) He shall perform such other functions as may be assigned by the Youth Director or the Executive Committee of the Pentecost Youth Ministry.

18.7 TERM OF OFFICE

The Patron, the Youth Director, the Deputy Youth Director and all other members of the Executive Committee shall hold office for four (4) years and may be reviewed for further terms.

18.8 YOUTH AREA EXECUTIVE COMMITTEE

18.8.1 APPOINTMENT

The Youth Ministry shall be administered by a seven-member Executive Committee appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

18.8.2 MEMBERSHIP

- a) **Leader**
- b) **Assistant Leader**
- c) **Four (4)Elders one of whom shall be the Secretary**
- d) **One (1) Deaconess**

18.8.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms.

18.9 AREA YOUTH LEADER

A Minister shall be appointed as an Area Youth Leader. He shall be assisted by an Elder.

18.9.1 APPOINTMENT

The Area Youth Leader and his Assistant shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

18.9.2 FUNCTIONS

- (a) The Area Youth Leader shall be responsible to the Area Presbytery through the Area Head for the administration of the Youth Ministry in the Area.
- (b) He shall plan programmes for evangelism, discipleship and leadership training in schools, colleges and universities.
- (c) He shall chair meetings of the Ministry.
- (d) He shall be responsible for the formation, sustenance and growth of the Youth Ministry in the Area for the fulfillment of the Great Commission especially by the Youth.
- (e) He shall report bi-annually to the Youth Director and the Area Presbytery on the state of the Youth Ministry in the Area.
- (f) He shall perform such other functions as the Youth Director and/or the Area Head shall assign to him from time to time.

18.9.3 TERM OF OFFICE

The Area Youth Leader and his Assistant shall hold office for three (3) years and may be reviewed for further terms.

18.10 DISTRICT YOUTH EXECUTIVE COMMITTEE

18.10.1 APPOINTMENT

The Youth Ministry shall be administered by a five-member Executive Committee appointed by the District Presbytery on the recommendation of the District Executive Committee.

18.10.2 MEMBERSHIP

- a) **Patron**
- b) **Leader**
- c) **Assistant Leader**
- d) **One (1) Deacon and one (1) Deaconess one of whom shall be the Secretary.**

18.10.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

18.10 DISTRICT YOUTH LEADER

An Officer shall be appointed as a District Youth Leader. He or she shall have an Assistant.

18.10.1 APPOINTMENT

The District Youth Leader and the Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

18.10.2 APPOINTMENT

The District Youth Leader and the Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

18.10.3 FUNCTIONS

- (a) He shall supervise the Youth Ministry in the District.
- (b) He shall communicate all relevant matters with the consent of the District Minister to the Area Leader.
- (c) He shall see to the teaching of the Word of God and lessons in the Youth Ministry Syllabus.
- (d) He shall be responsible for the preparation of programmes for Youth Ministry meetings in consultation with the District Minister.

18.10.4 TERM OF OFFICE

The District Youth Leader and the Assistant shall hold office for three (3) years and may be reviewed for further terms.

18.11 LOCAL YOUTH EXECUTIVE COMMITTEE

18.11.1 APPOINTMENT

The Youth Ministry shall be administered by a five-member Executive Committee appointed by the Local Presbytery.

18.11.2 MEMBERSHIP

- a) **Patron**
- b) **Leader**
- c) **Assistant Leader**
- d) **Two (2) others including a female.**

18.11.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of two (2) years and may be reviewed for further terms

18.12 LOCAL YOUTH LEADER

There shall be appointed a Local Youth Leader who shall have an Assistant.

18.12.1 APPOINTMENT

The Local Youth Leader and his Assistant shall be appointed by the Local Presbytery.

18.12.2 FUNCTIONS

- (a) He shall take charge of the Youth Ministry in the Local Assembly
- (b) He shall communicate all relevant matters with the consent of the Presiding Elder to the District Leader.
- (c) He shall see to the teaching of the Word of God and lessons in the Youth Ministry Syllabus.
- (d) He shall be responsible for the preparation of programmes for the Youth Ministry meetings in consultation with the District Minister.

18.12.3 TERM OF OFFICE

The Local Youth Leader and his Assistant shall hold office for two (2) years and may be reviewed for further terms.

18.13 FINANCE

Freewill offerings shall be taken at Pentecost Youth Ministry meetings. A percentage as determined by the General Council from time to time shall be paid into the Central Fund.

ARTICLE 19 PENTECOST MEN'S FELLOWSHIP (PEMEF)

19.1 ESTABLISHMENT

There shall be established a PENTECOST MEN'S FELLOWSHIP (PEMEF) to cater for the interest of all the men in The Church.

19.2 FUNCTIONS

To organize seminars, workshops, lectures and symposia on all aspects of life including:

- (a) Marriage enrichment, husband's responsibilities at home, child care and education.
- (b) Business management and techniques.
- (c) Leadership and responsibility in The Church and The State.
- (d) Current affairs at both national and international levels.
- (e) The teaching of basic principles of domestic Law e.g. the making of Wills and Agreements for the purchasing or real and personal properties.
- (f) The Church of Pentecost History.

19.3 MEETINGS

They shall hold meetings at least once a month.

19.4 NATIONAL PEMEF EXECUTIVE

The Pentecost Men's Fellowship shall be run by an Executive Committee of seven (7) members made up of four (4) Ministers and three (3) Elders.

19.4.1 APPOINTMENT OF NATIONAL PEMEF EXECUTIVE

The General Council, on the recommendation of the Executive Council, shall appoint to serve on the PEMEF Executive Committee, the following:

- (a) An Apostle, a Prophet or an experienced Minister as PEMEF Patron who shall be Chairman of the fellowship.
- (b) A PEMEF General Leader who shall be a Minister.
- (c) A Deputy PEMEF General Leader who shall be an Elder of good repute.
- (d) Two (2) Ministers
- (e) Two (2) Elders

COMMENT ON POSITION OF PATRON

On the issue of PEMEF it was considered that the concept of General leader should be kept. The committee opined that the General Leader should be an Apostle a Prophet or an experienced minister. With such a leader there should be no need for a Patron to superintend. The position of the patron should be abolished.

19.5 FUNCTIONS OF THE PATRON

- (a) The Patron shall be Chairman of the Fellowship.
- (b) He shall be an adviser to the PEMEF General Leader and other Officers of the Fellowship.
- (c) He shall chair the PEMEF Executive Committee meetings and in his absence the PEMEF General Leader shall preside.

19.6 FUNCTIONS OF THE PEMEF GENERAL LEADER

- (a) He shall be responsible for the administration of the Fellowship.
- (b) He shall chair the Men's Fellowship Executive Committee meetings in the absence of the Patron.
- (c) He shall have general supervision of the PEMEF.
- (d) He shall submit the Men's Fellowship general reports to the General Council through the Church's Chairman.
- (e) He may assign to the Deputy PEMEF General Leader such duties as he deems necessary.
- (f) He shall be responsible to the Church's Chairman
- (g) He shall be responsible for the preparation of the PEMEF Syllabus.

19.7 FUNCTIONS OF THE DEPUTY GENERAL PEMEF LEADER

- (a) He shall assist the General PEMEF Leader in the supervision of the Men's Fellowship.
- (b) He shall deputise for the PEMEF General Leader at meetings and other functions when he is absent.
- (c) He shall perform such functions as shall be assigned to him by the PEMEF General Leader or the PEMEF Executive Committee.

19.8 TERM OF OFFICE

The term of office of the PEMEF General Leader, the Deputy PEMEF General Leader and all other Executive members shall be four (4) years and may be reviewed for further terms.

19.9 AREA PEMEF EXECUTIVE COMMITTEE

19.9.1 APPOINTMENT

The PEMEF shall be administered by a seven-member Executive Committee appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

19.9.2 MEMBERSHIP

- a) **Leader**
- b) **Assistant Leader**
- c) **Five (5) Elders two (2) of whom shall be District Leaders**

19.9.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms.

19.10 AREA PEMEF LEADER

A Minister shall be appointed as an Area PEMEF Leader. He shall be assisted by an Elder.

19.10.1 APPOINTMENT

The Area PEMEF Leader and his Assistant shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee and the Ministers.

19.10.2 FUNCTIONS

- (a) He shall have general supervision of the PEMEF in the Area.
- (b) He shall work in consultation with the Area Head and report to the Area Presbytery.

19.10.3 TERM OF OFFICE

The term of office of the Area Leader and his Assistant shall be three (3) years and may be reviewed for further terms.

19.11 DISTRICT PEMEF EXECUTIVE COMMITTEE

19.11.1 APPOINTMENT

The PEMEF shall be administered by a five-member Executive Committee appointed by the District Presbytery on the recommendation of the District Executive Committee.

19.11.2 MEMBERSHIP

- a) **Leader**
- b) **Assistant Leader**
- c) **Two (2) Elders**
- d) **One (1) Deacon.**

19.11.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

19.12 DISTRICT PEMEF LEADER

An Elder shall be appointed as a District PEMEF Leader. He shall have an Assistant.

19.12.1 APPOINTMENT

The District PEMEF Leader and his Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

19.12.2 FUNCTIONS

- (a) He shall supervise the work of the PEMEF in the District.
- (b) He shall report through the District Minister.
- (c) He shall see to the teaching of the men the Word of God and the lessons in the PEMEF syllabus.
- (d) He shall be responsible for the preparation of programmes for PEMEF meetings in consultation with the District Minister.

19.12.3 TERM OF OFFICE

The term of office shall be three (3) years and may be reviewed for further terms

19.13 LOCAL PEMEF EXECUTIVE COMMITTEE

19.13.1 APPOINTMENT

The PEMEF shall be administered by a five-member Executive Committee appointed by the Local Presbytery.

19.13.2 MEMBERSHIP

- a) **Leader**
- b) **Assistant Leader**
- c) **Three (3) other members**

19.13.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of two (2) years and may be reviewed for further terms

19.14 LOCAL PEMEF LEADER

There shall be appointed an Elder or a Brother of good repute as Local PEMEF Leader who shall have an Assistant.

19.14.1 APPOINTMENT

The Local PEMEF Leader and his Assistant shall be appointed by the Local Presbytery.

19.14.2 FUNCTIONS

- (a) He shall co-operate with the Local Presbytery and with the Minister in the discharge of his duties.
- (b) He shall take charge of the Local PEMEF meetings.
- (c) He shall see to the teaching of the Word of God and the lessons in the PEMEF syllabus.

19.14.3 TERM OF OFFICE

The term of office shall be two (2) years and may be reviewed for further terms.

19.15 FINANCE

Freewill offerings shall be taken at meetings. A percentage determined by the General Council from time to time shall be paid into the Central Fund.

ARTICLE 20 WOMEN'S MINISTRY

20.1 ESTABLISHMENT

There shall be a Women's Ministry which shall consist of all the women in the Local Assemblies. It shall hold meetings at least once a week.

20.2 FUNCTIONS OF THE WOMEN'S MINISTRY

- (a) To pray for the growth of the Church.
- (b) To organize seminars, workshops, lectures and symposia in all aspects of life including:
 - (i) Marriage enrichment, wives' responsibilities at home, child welfare, care and education.
 - (ii) Business management and techniques.
 - (iii) The teaching of basic principles of law relating to the family e.g. succession, marriage, etc.
- (c) To promote the welfare of widows, orphans, the needy, etc.
- (d) To carry out evangelism i.e. preaching, Evangelism, and winning souls for the Lord.
- (e) To train women to be responsible married women in The Church and the society.
- (f) To develop the talents of women and the total womanhood to enhance the social, physical, spiritual and intellectual status of the women.

20.3 EXECUTIVE COMMITTEE

The Women's Ministry shall be administered by an Executive Committee of seven (7) members appointed by the General Council on the recommendation of the Executive Council.

20.3.1 MEMBERSHIP

The Executive Committee of the Women's Ministry shall be made up of the following:

- (a) One (1) Apostle, Prophet or an experienced Minister as Patron.
- (b) One (1) Women's Director
- (c) One (1) Deputy Women's Director
- (d) Two (2) Ministers' Wives
- (e) Two (2) other Women.

20.3 PATRON

The Executive Council shall appoint a Minister as Women's Ministry Patron to be ratified by the General Council.

The Executive Council shall with the prior approval of the General Council appoint a Minister as Women's Ministry Patron.

20.3.1 FUNCTIONS

- (a) The Patron shall be responsible to the Chairman of The Church.
- (b) He shall have general supervision of the Women's Ministry.
- (c) He shall be an adviser to the Women's Director and other Officers of the Ministry.
- (d) He shall chair the Women's Ministry Executive Committee meetings and in his absence, the Women's Director shall preside.
- (e) He shall chair Women's Ministry General Conventions.

20.4 WOMEN'S MINISTRY DIRECTOR

The Executive Council shall appoint a Deaconess of good repute to be the Director of the Women's Ministry for ratification by the General Council.

"The Executive Council shall with the prior approval of the General Council appoint a Deaconess of good repute to be the Director of the Women's Ministry".

20.4.1 FUNCTIONS

- (a) She shall be a full-time Director and shall prepare and carry out the Ministry's programmes and implement decisions of the General Council, the Executive Council and the Ministry's Executive Committee.
- (b) She shall be responsible for the administration of the Ministry.
- (c) She shall prepare Agenda for the Women's Ministry meetings and shall arrange to make them available to the members.
- (d) She shall chair the Women's Executive Committee meetings in the absence of the Patron.
- (e) She shall submit the Women's Ministry General reports to the General Council.
- (f) She shall supply study material for the Ministry.
- (g) She shall perform such functions and duties as may be directed by the Ministry's Executive Committee or the Chairman of The Church.
- (h) She shall be responsible to the Chairman of The church for the effective administration of the Ministry.

- (i) She shall direct affairs during Women's Ministry Leadership meetings and other related activities of the Ministry.
- j) **"She shall perform any other functions that she may be assigned by the General Council or the Executive Council."**

20.5 DEPUTY WOMEN'S MINISTRY DIRECTOR

The Deputy Women's Director shall be appointed by the Executive Council for ratification by the General Council.

The Executive Council shall with the prior approval of the General Council appoint a Deputy Women's Ministry Director

20.5.1 FUNCTIONS

- (a) The Deputy Women's Director shall deputise for the Director.
- (b) She shall assist the Women's Director in her functions.
- (c) She shall perform such duties as may be assigned by the Women's Director or the Executive Committee of the Ministry.

20.6 TERM OF OFFICE

The Patron, the Director and the Deputy Director of the Women's Ministry and all other Executive members shall hold office for four (4) years and may be reviewed for further terms.

20.7 AREA WOMEN'S MINISTRY PATRON

The Area Women's Patron shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee and the other ministers.

"The Area Women's Patron, who shall be a Minister, shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee and the other ministers"

In line with the practice, it is recommended that the Patron ought to be a Minister.

20.7.1 FUNCTIONS

- (a) The Area Women's Patron shall be responsible to the Area Head.
- (b) He shall have general supervision of the Women's Ministry in the Area.
- (c) He shall be an advisor to the Area Women's Leader and the Area Women's Leadership.
- (d) He shall chair the Women's Ministry Executive Committee meetings and in his absence the Area Women's Leader shall preside.
- (e) He shall chair the Women's Ministry Area Conventions.

20.8 WOMEN AREA EXECUTIVE COMMITTEE

20.8.1 APPOINTMENT

The Women's Ministry shall be administered by a seven-member Executive Committee appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

20.8.2 MEMBERSHIP

- a) **Patron**
- b) **Leader**
- c) **Assistant Leader**
- d) **One (1) Pastor's wife**
- e) **Three(3) Deaconesses one of whom shall be the Secretary**

20.8.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms.

20.9 AREA WOMEN'S MINISTRY LEADER

A Deaconess of good repute shall be appointed as an Area Women's Leader. She shall be assisted by another Deaconess.

20.9.1 APPOINTMENT

The Area Women's Leader and her Assistant shall be appointed by the Area Presbytery on the recommendation of the AREA Executive Committee.

20.9.2 FUNCTIONS

- (a) To have a general supervision of the Women's Ministry in the Area.
- (b) She shall work in consultation with the Area Head and report to the Area Presbytery.

20.10 TERM OF OFFICE

The Area Women's Patron, the Area Women's Leader and her Assistant shall hold office for three (3) years and may be reviewed for further terms.

20.11 DISTRICT WOMEN EXECUTIVE COMMITTEE

20.11.1 APPOINTMENT

The Women Ministry shall be administered by a five-member Executive Committee appointed by the District Presbytery on the recommendation of the District Executive Committee.

20.11.2 MEMBERSHIP

- a) **Patron**
- b) **Leader**
- c) **Assistant Leader**
- d) **Two (2) Deaconesses one of whom shall be the Secretary.**

20.11.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

20.12 DISTRICT WOMEN'S MINISTRY LEADER

A Deaconess of good repute shall be appointed as a District Women's Leader. She shall have an Assistant.

20.12.1 APPOINTMENT

The District Women's Leader and her Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

20.12.2 FUNCTIONS

- (a) She shall supervise the Women's Ministry in the District.
- (b) She shall communicate all relevant matters with the consent of the District Minister to the Area Leader.
- (c) She shall see to the teaching of the women the Word of God and lessons in the women's syllabus.
- (d) She shall be responsible for the preparation of programmes for Women's Ministry meetings in consultation with the District Minister.

20.12.3 TERM OF OFFICE

The term of office shall be three (3) years and may be reviewed for further terms.

20.13 LOCAL WOMEN'S EXECUTIVE COMMITTEE

20.13.1 APPOINTMENT

The Women's Ministry shall be administered by a five-member Executive Committee appointed by the Local Presbytery.

20.13.2 MEMBERSHIP

- a) Patron
- b) Leader
- c) Assistant Leader
- d) One (1) Deaconess and One (1) member.

20.13.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of two (2) years and may be reviewed for further terms

20.14 LOCAL WOMEN'S MINISTRY LEADER

A Deaconess of good repute shall be appointed as the Local Women's Leader. She shall have an Assistant.

20.14.1 APPOINTMENT

The Local Women's Leader and her Assistant shall be appointed by the Local Presbytery.

20.14.2 FUNCTIONS

- (a) She shall co-operate with the Local Presbytery and the Minister in the discharge of her duties.
- (b) She shall take charge of the Local Women's Ministry meetings
- (c) She shall see to the teaching of the women the Word of God and lessons in the women's syllabus.

20.14.3 TERM OF OFFICE

The term of office shall be two (2) years and may be reviewed for further terms.

20.15 FINANCE

Freewill offerings shall be taken at meetings. A percentage as determined by the General Council from time to time shall be paid into the Central Fund.

ARTICLE 21 CHILDREN'S MINISTRY

21.1 ESTABLISHMENT

There shall be a Children's Ministry made up of the children and their teachers in the Local Assembly.

21.2 FUNCTIONS

- (a) To hold Sunday morning service to pray, fellowship and to study God's Word.
- (b) It shall hold periodic competitions and such other activities as shall ensure the children's spiritual growth and sustain their interest in the Ministry.

21.3 THE CHILDREN'S MINISTRY EXECUTIVE COMMITTEE

There shall be an Executive Committee of seven (7) members appointed by the Executive Council for the ratification of the General Council.

There shall be an Executive Committee of seven (7) members appointed by the Executive Council with the prior approval of the General Council.

21.3.1 MEMBERSHIP

The Executive Committee of the Children's Ministry shall be made up of the following: -

- a) One (1) Patron
- b) One (1) Director
- c) One (1) Deputy Director
- d) One (1) Minister
- e) One (1) Elder
- f) One (1) Deaconess
- g) One (1) Minister's Wife

21.4 PATRON

The Executive Council shall appoint a Minister as the Patron of the Children's Ministry to be ratified by the General Council.

The Executive Council shall with the prior approval of the General Council appoint a Minister as the Patron of the Children's Ministry.

21.4.1 FUNCTIONS

- (a) He shall be the Chairman of the Ministry.

- (b) He shall advise the Children's Director and other officers of the Ministry.
- (c) He shall chair Executive Committee meetings and in his absence, the Director of the Ministry shall preside.
- (d) He shall be responsible to the Chairman of The Church.

21.5 CHILDREN'S MINISTRY DIRECTOR

The Executive Council shall appoint a Minister as a Director of the Children's Ministry to be ratified by the General Council.

The Executive Council shall with the prior approval of the General Council appoint a Minister as a Director of the Children's Ministry.

21.5.1 FUNCTIONS

- (a) He shall have general supervision of all the activities of the Ministry.
- (b) He shall plan such activities as shall help the children grow and sustain their interest in the Ministry.
- (c) To plan and execute such training schemes as will equip the teachers for the spiritual upbringing of the children.
- (d) He shall be responsible for the preparation of the Ministry's syllabus and arranging for teaching and learning aids for the Ministry.
- (e) To arrange rallies from time to time for the Ministry.
- (f) He shall be responsible to the Chairman of The Church for the effective administration of the Children's Ministry.
- (g) **"He shall perform any other functions that he may be assigned by the General Council or the Executive Council."**

21.6 DEPUTY CHILDREN'S MINISTRY DIRECTOR

The Executive Council shall appoint an Elder as Deputy Director of the Children's Ministry to be ratified by the General Council.

The Executive Council shall with the prior approval of the General Council appoint an Elder as Deputy Director of the Children's Ministry.

21.6.1 FUNCTIONS

- (a) The Deputy Director of the Children's Ministry shall deputise for the Director of the Children's Ministry in his absence.
- (b) He shall assist the Director of the Children's Ministry in his absence.
- (c) He shall perform such other functions as may be assigned by the Children's Director or the Executive Committee of the Ministry.

21.6.2 TERM OF OFFICE

The Patron, the Director and the Deputy Director of the Children's Ministry and all other officers shall hold office for four (4) years and may be reviewed for further terms.

21.7 CHILDREN'S AREA EXECUTIVE COMMITTEE

21.7.1 APPOINTMENT

The Children's Ministry shall be administered by a seven-member Executive Committee appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

21.7.2 MEMBERSHIP

- a) Leader**
- b) Assistant Leader**
- c) Two (2) Elders, one of whom shall be the Secretary.**
- d) Two (2) District Leaders**
- e) One (1) Pastor's wife**

21.7.3 TERM OF OFFICE

The Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

21.8 AREA CHILDREN'S MINISTRY LEADER

A Minister shall be appointed an Area Children's Ministry Leader. He shall be assisted by an Elder.

21.8.1 APPOINTMENT

The Area Children's Ministry Leader and his Assistant shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

21.8.2 FUNCTIONS

- (a) He shall have general supervision of the Ministry in the Area.**
- (b) He shall work in co-operation with the District and local teachers.**
- (c) He shall chair all Area rallies and meetings of the Ministry.**

21.9 TERM OF OFFICE

The Area Children's Ministry Leader and his Assistant shall hold office for three (3) years and may be reviewed for further terms.

21.10 DISTRICT CHILDREN'S EXECUTIVE COMMITTEE

21.10.1 APPOINTMENT

The Children's Ministry shall be administered by a five-member Executive Committee appointed by the District Presbytery on the recommendation of the District Executive Committee.

21.10.2 MEMBERSHIP

- a) Patron**
- b) Leader**
- c) Assistant Leader**
- d) Two (2) others one of whom shall be a local leader.**

21.10.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of three (3) years and may be reviewed for further terms

21.11 DISTRICT CHILDREN'S MINISTRY LEADER

An Officer shall be appointed District Children's Ministry Leader. He shall have an Assistant.

"An Officer shall be appointed District Children's Ministry Leader. He or she shall have an Assistant".

An officer may be of either sex.

21.11.1 APPOINTMENT

The District Children's Ministry Leader and his Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

"The District Children's Ministry Leader and his or her Assistant shall be appointed by the District Presbytery on the recommendation of the District Executive Committee".

21.11.2 FUNCTIONS

- (a) To supervise the activities of the Ministry in the District.
- (b) To communicate regularly with the Area and Local Leaders in consultation with the District Minister.
- (c) To co-ordinate the activities of the Ministry in the District.
- (d) To perform such duties as the Area Leader shall assign to him in the District with the consent of the District Minister.
- (e) To chair all meetings of the Children's Ministry in the District.

21.12 TERM OF OFFICE

The District Leader and the Assistant shall hold office for three (3) years and may be reviewed for further terms.

21.13 LOCAL CHILDREN'S EXECUTIVE COMMITTEE

20.13.1 APPOINTMENT

The Children's Ministry shall be administered by a five-member Executive Committee appointed by the Local Presbytery.

20.13.2 MEMBERSHIP

- a) Patron
- b) Leader
- c) Assistant Leader
- d) **Two (2) others including a female.**

20.13.3 TERM OF OFFICE

The Patron, Leader, Assistant and all other members shall hold office for a term of two (2) years and may be reviewed for further terms

20.14 LOCAL CHILDREN'S MINISTRY LEADER

An Officer or a member of good repute with keen interest in Children's work shall be appointed the Local Leader of the Ministry. He shall have an Assistant.

"An Officer or a member of good repute with keen interest in Children's work shall be appointed the Local Leader of the Ministry. He or she shall have an Assistant".

An officer may be of either sex.

21.14.1 APPOINTMENT

The Local Leader and the Assistant shall be appointed by the District Minister and the Local Presbytery.

21.14.2 FUNCTIONS

- (a) To co-operate with the Local Presbytery and the Minister in the discharge of his functions.
- (b) To carry out such functions as are assigned to him by the District Leader.

21.15 TERM OF OFFICE

The Local Leader and the Assistant shall hold office for two (2) years and may be reviewed for further terms.

21.16 FINANCE

Freewill offerings shall be taken at meetings. A percentage of the offerings as determined by the General Council from time to time shall be paid into the Central Fund.

ARTICLE 22 PENTECOST PRISONS MINISTRY

22.1 ESTABLISHMENT

There shall be a Pentecost Prisons Ministry as the Prisons Evangelistic Wing of the Church.

MEMBERSHIP

22.2 It shall comprise members of the Church who show interest in prison evangelism.

22.3 FUNCTIONS

- a. To carry out evangelism in the prisons, i.e. preaching, Evangelising and winning souls.
- b. To carry out teaching of the Bible to ground converted prisoners and prison officers in the Christian faith.
- c. To assist the Prisons Service in undertaking the reformation and rehabilitation of prisoners.
- d. To provide special counseling to inmates who might urgently need it.
- e. To assist the Prisons Service in meeting the welfare needs of prisoners.

- f To perform any other functions as the Executive Council may direct.**

22.4 PENTECOST PRISONS MINISTRY EXECUTIVE COMMITTEE

22.4.1 The Pentecost Prisons Ministry shall be administered by an Executive Committee of seven (7) members made up of three (3) ministers, two (2) elders, a deaconess and a Minister's wife.

22.4.2 APPOINTMENT

It shall be appointed by The Executive Council with the prior approval of the General Council and shall comprise:

- a. An Apostle, Prophet or an experienced Minister who shall be the Patron of the Ministry.**
- b. A Minister as the Coordinator of the Ministry.**
- c. An Elder as Deputy Coordinator.**
- d. One (1) Minister.**
- e. One other Elder.**
- f. One (1) Deaconess, and**
- g. One Minister's Wife**

22.5 PATRON

22.5.1 The Executive Council shall with the prior approval of the General Council appoint an Apostle, Prophet or an experienced Minister as the Patron of the Prisons Ministry.

22.5.2 FUNCTIONS OF THE PATRON

- a. The Patron shall be the Chairman of the Ministry.**
- b. He shall be an adviser to the Coordinator and other Officers of the Ministry.**
- c. He shall chair the Prisons Ministry Executive Committee meetings and in his absence, the Coordinator shall preside.**

22.6 COORDINATOR

22.6.1 He shall be a Minister appointed by the Executive Council with the prior approval of the General Council

22.6.2 FUNCTIONS OF THE COORDINATOR

- a. He shall prepare and carry out the Ministry's programmes and implement decisions of the General Council, the Executive Council and the Pentecost Prisons Ministry Executive Committee.**
- b. He shall be responsible for the administration of the Ministry.**
- c. He shall in consultation with the Patron plan programmes for the Ministry.**
- d. He shall prepare the Agenda for the Pentecost Prisons Ministry Executive Committee meetings and shall arrange to make them available to members.**

- e. He shall chair the Pentecost Prisons Ministry Executive Committee meetings in the absence of the Patron.
- f. He shall direct affairs during Pentecost Prisons Ministry leadership meetings and other related activities of the Ministry.
- g. He shall prepare for the Ministry study materials useful for the reformation of prisoners.
- h. He shall be responsible to the Chairman of the Church of Pentecost.
- i. He shall liaise with other Prison Ministries.
- j. He shall arrange for the necessary permits and authorization for members to visit the prisons.
- k. He shall perform such other functions and duties as may be directed by the Pentecost Prisons Ministry, the Executive Committee or the Chairman of the Church of Pentecost.
- l. There shall be a Deputy Coordinator appointed by the Executive Council with the prior approval of the General Council and he shall deputize for the Coordinator in his absence.

22.7 DEPUTY COORDINATOR

22.7.1 He shall be an Elder appointed by the Executive Council with the prior approval of the General Council

22.7.2 FUNCTIONS OF THE DEPUTY COORDINATOR

- a. He shall deputize for the Coordinator in his absence
- b. He shall assist the Coordinator in his duties except for exclusive ministerial functions.
- c. He shall perform such other functions as may be assigned to him by the Coordinator or the Executive Committee of the Ministry.

22.7.3 TERM OF OFFICE

The Patron, the Coordinator and all other members of the Executive Committee shall hold office for four (4) years and may be reviewed for further terms.

22.8 AREA PRISONS COMMITTEE COORDINATOR

22.8.1 A Minister shall be appointed as an Area Prisons Committee Coordinator who shall be assisted by an Elder

22.8.2 APPOINTMENT

The Area Prisons Committee Coordinator and the Assistant shall be appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

22.8.3 FUNCTIONS

- a. The Area Prisons Committee Coordinator shall be responsible to the Area Presbytery through the Area Head for the administration and oversight of the Prisons Ministry in the Area.
- b. He shall plan programmes for prison visitations for the purpose of preaching, teaching, counseling and prisoners' welfare activities.
- c. He shall plan training programmes in consultation with the Prisons Ministry Coordinator for Prison Ministry volunteers in the Area.
- d. He shall chair meetings of the Ministry at the Area Level.
- e. He shall report half-yearly to the Prisons Ministry Coordinator and the Area Presbytery on the state of the Prison Ministry in the Area.
- f. He shall perform such other functions as the Prisons Ministry Coordinator or the Area Head shall assign him from time to time.

22.9 TERM OF OFFICE

The Area Prisons Committee Coordinator and the Deputy shall hold office for three (3) years and may be reviewed for further terms.

22.10 DISTRICT PRISONS COMMITTEE COORDINATOR

22.10.1 An Officer shall be appointed as a District Prisons Committee Coordinator in Districts that have prison establishments within their jurisdiction. He shall be assisted by a Deputy.

22.10.2 APPOINTMENT

The District Committee Coordinator and the Deputy shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

22.10.3 FUNCTIONS

- a. He shall be responsible for the Prisons Ministry work in the District.
- b. He shall communicate all relevant matters with the consent of the District Minister to the Area Prisons Committee Coordinator.
- c. He shall mobilize members from the local assemblies who show interest in Prison Ministry to serve as a team of volunteers for prisons visitation.
- d. He shall be responsible for the preparation of programmes for Prisons Ministry in consultation with the District Minister.

22.11 TERM OF OFFICE

The District Prisons Committee Coordinator and the Deputy shall hold office for three (3) years and may be reviewed for further terms.

22.12 FINANCE

Prisons Ministry activities shall be financed by the

Headquarters, Areas, Districts and Locals as appropriate.

ARTICLE 23 THE CHURCH OF PENTECOST – NORTHERN OUTREACH MINISTRY

23.1 There shall be established an Internal Missions and Evangelism wing of the Church to be known as Northern Outreach Ministry.

23.2FUNCTIONS

- a) To carry out evangelism among the Northern Ghanaian and other West African communities in the Southern part of Ghana.**
- b) To foster coordination and cooperation with the Areas, Districts, Assemblies, Missions Committees and other Ministrys to reach the unreached Northern Ghanaian and other West African Communities in Southern Ghana.**
- c) To develop effective strategies and related materials for evangelizing the Northern Ghanaian and other West African communities.**
- d) To work together with the Areas, Districts and Locals to plant assemblies for the Northern Ghanaian and other West African communities.**

23.3 NORTHERN OUTREACH MINISTRY EXECUTIVE COMMITTEE

The Ministry shall be administered by an Executive Committee of seven (7) members made up of four (4) ministers including the Patron, one (1) Minister's wife, and two (2) elders appointed by the Executive Council with the prior approval of the General Council comprising;

- a. The International Missions Director as Patron**
- b. The National Coordinator**
- c. Two (2) Ministers**
- d. One (1) Minister's wife**
- e. Two (2) Elders**

23.4 FUNCTIONS OF THE PATRON

- (a) The Patron shall be chairman of the Ministry.**
- (b) He shall be adviser to the National Coordinator and other officers of the Ministry.**
- © He shall chair the Ministry's Executive Committee meeting and in his absence the National Coordinator.**

23.5NATIONAL COORDINATOR

There shall be a National Coordinator who shall be an experienced minister appointed by the Executive Council with the prior approval of the General Council.

23.6 FUNCTIONS OF THE NATIONAL COORDINATOR

- (a). He shall be responsible for the administration of the ministry.**
- (b) He shall coordinate the work of the ministry.**
- © The Coordinator shall submit the ministry's report to the General Council through the International Missions Director**
- (d) He shall perform such functions and duties as may be directed by the Patron or the Chairman of the Church.**
- (e) He shall design and implement training programs for the leadership of the ministry.**
- (f) He shall liaise with the Area Heads for creation of Districts for the Ministry.**
- (g) He shall be responsible to the Chairman of the Church through the Patron for the effective administration of the ministry.**

23.7 TERMS OF OFFICE

The National Coordinator and all other members of the Executive Committee of the Ministry shall hold office for four (4) years and may be reviewed for further terms.

23.8 OTHER MINISTERS OF THE MINISTRY

All the other Ministers of the Ministry shall function as District Ministers under their respective Area Heads. They shall report to the National Coordinator through their respective Area Heads.

CHAPTER V OFFICERS AND MEMBERS

ARTICLE 24 UNPAID OFFICERS

24.1 There shall be unpaid officers of The Church

24.2 AREA DEACON

The Area Presbytery shall appoint an Elder of good repute and integrity with a fair accounting knowledge to be the Area Deacon.

24.2.1 FUNCTIONS

- (a) He shall be responsible for the finances of The Church at the Area, District and Local Levels.
- (b) He shall be responsible for the submissions of tithes and other funds of The Church to the Headquarters.
- (c) He shall be responsible to the Area Head and the Area Presbytery.
- (d) He shall prepare annual financial reports to the Area Presbytery and the Finance Board.
- (e) He shall chair meetings of the Area Finance Committee.
- (f) He shall be an ex-officio member of every District and Local Finance Committee within the Area.
- (g) He shall perform such duties as are assigned to him by the Area Head or the Area Executive Committee.

24.2.2 ELECTION OF AREA DEACON

One qualified Elder shall be nominated by the Area Executive Committee and all other Ministers in the Area to be voted upon by the Area Presbytery. The candidate so nominated shall be elected by two-thirds (2/3) majority votes of members present and voting.

24.2.3 TERM OF OFFICE

He shall hold office for four (4) years and may be reviewed for further terms.

24.3 ELDERS

There shall be Elders of The Church ordained by an Apostle or Prophet who will be unpaid Officers.

24.3.1 QUALIFICATION

- (a) These persons must be born-again and be baptized in the Holy Spirit.
- (b) They must qualify in terms of 1 Timothy 3:1-7 and Titus 1:6-8.
- (c) They must possess at least a moderate amount of education or be functionally literate.
- (d) They must possess a clear voice without impediment in their speech.
- (e) They must be willing to learn.
- (f) They must be mature persons of sound body and mind.
- (g) They must be recommended by the District Minister in consultation with the District/Local Presbytery for approval of the Area Head.

24.3.2 FUNCTIONS

- (a) They shall be responsible for the effective running of the Local Assembly.
- (b) They shall administer the Lord's Supper.
- (c) They shall conduct funerals in the absence of the Minister.
- (d) They shall teach sound biblical doctrine.
- (e) They shall conduct naming of children.
- (f) They shall keep the register of names and addresses of members of The Church.
- (g) They shall acquire property for The Church in the name of the Trustees.
- (h) They shall act in the absence of the Minister.

- (i) They shall perform any other functions as may be assigned by the District Minister.

24.4 PRESIDING ELDER

The District Minister shall present one of the Elders to be voted upon by the Local Presbytery to preside over a local Assembly and the Local Presbytery in the absence of the Minister. Where this is not applicable, the District Minister, in consultation with the District Executive Committee, shall transfer an Elder to preside at a Local Assembly.

- a) **The District Minister shall present one of the Elders to be voted upon by the Local Presbytery to preside over a local Assembly and the Local Presbytery in the absence of the Minister. Where this is not applicable, the District Minister, in consultation with the District Executive Committee, shall transfer an Elder to preside at a Local Assembly.**
- b) **For a Worship Centre, the Resident Minister shall present one of the Elders to be voted upon by the Worship Centre Presbytery to preside over the Centre and the Centre Presbytery in the absence of the Minister.**

Sub-clause (b) caters for Worship Centres.

24.4.1 TERM OF OFFICE

The term of office of a Presiding Elder shall be two (2) years and may be reviewed for further terms.

24.5 DEACONS AND DEACONESSES

These are ordained brothers and sisters called to look after the physical assets of the Local Assembly.

24.5.1 QUALIFICATION

- (a) These persons must be born-again and be baptized in the Holy Ghost.
- (b) They must qualify in terms of 1Timothy 3:8-13 and Titus 2:3-5.
- (c) They must possess a clear voice without impediment in their speech.
- (d) They must be willing to learn.
- (e) They must be of sound body and mind.
- (f) They must be recommended by the Local Presbytery in consultation with the District Minister.
- (f) They shall be recommended by the Local Presbytery in consultation with the District or Resident Minister for the approval of the Area Head

They must be recommended by the Local Presbytery in consultation with the District /Resident Minister and with the approval of the Area Head. As is the practice now, it is proper that the Area Head's approval is sought.

24.5(2)FUNCTIONS

They shall look after the material things of the Local Assembly, namely:

- (a) Collections (local funds), lighting, cleaning the Church and the Lord's Supper utensils.
- (b) They shall perform any other functions assigned by the Presiding Elder or the District Minister.

24.6 RETIREMENT OF UNPAID OFFICERS

Unpaid Officers of The Church shall be retired from active service at the age of sixty-five (65) years.

ARTICLE 25 CHURCH MEMBERSHIPS

25.1 There shall be both adult and children members of The Church.

25.1.1 ADULT MEMBERS

Any member who is thirteen (13) years or more and who has accepted the Lord as his/her Lord and personal Saviour and is baptized into The Church becomes an adult member. Continued full membership shall, however, depend on living a blameless life in accordance with the teachings of the Lord Jesus Christ and obedience to the rules and conduct of The Church.

25.1.2 CHILDREN MEMBERS

Children who are below thirteen (13) years of age and have been dedicated by a Minister of The Church become members but such members shall not be communicants until baptized into The Church.

25.2 RIGHT HAND OF FELLOWSHIP

- (a) Admittance into full membership of The Church shall be by the ceremony of extension of the Right Hand of Fellowship. The Right Hand of Fellowship shall be extended by a Minister or a Presiding Elder during church service.
- (b) Backsliders who repent and return to Fellowship may also be given the Right Hand of Fellowship within two (2) months.

25.2.1 CONDITIONS PRECEDENT

The following conditions shall be fully met before the Right Hand of Fellowship is extended within a reasonable time of conversion not exceeding three (3) months.

- (i) A clear testimony of salvation/repentance.
- (ii) Baptism by immersion.

25.3 POLYGAMOUS CONVERTS

Converts who are polygamists shall be baptized but shall not be received into full membership of The Church until they renounce polygamy.

ARTICLE 26

DISCIPLINE

26.1 We believe that the purpose of church discipline is for the glory of God, the purity of The Church, and the spiritual benefit of members. It serves as a warning to the

congregation and also averts reproach upon the name of Christ and for the transgressor, especially, that he/she may repent and be saved.

26.2 DISCIPLINE OF MEMBERS

An Officer or member of The Church who commits any of the following offences shall be disciplined in accordance with the principles of The Church.

- (a) Habitually visiting questionable places.
- (b) Falling into open sin
- (c) Embracing or spreading false doctrine
- (d) Divorcing wife or husband
- (e) Marrying more than one wife
- (f) A sister getting married to a married man
- (g) Disobeying and showing disrespect to The Church authority at any level.
- (h) Practicing immorality.

26.3 SANCTIONS

Depending upon the gravity of the offence committed an offending officer or member:

- (a) May be publicly rebuked.
- (b) May be suspended from taking active part in all church programmes and activities.
- (c) Shall not partake of the Lord's Supper.
- (d) Shall not minister or Evangelism on the platform of The Church, etc.
- (e) May be removed from office.
- (f) The Office of Elder, Deacon or Deaconess may be revoked by the appointing authority.
- (g) In extreme cases, an offending member/officer may be excommunicated from The Church by the Executive Council on the recommendation of the Area Head and the Area Executive Committee.

26.4 RIGHTS OF APPEAL/REVIEW

(a) APPEAL

There shall be a right of appeal in all cases of sanctions. The appeal shall first be made to the District Executive Committee, then to the Area Executive Committee and finally to The Church Executive Council where applicable.

(b) REVIEW

Decisions of any council or committee may be reviewed upon a petition of the affected person. This opportunity will be in addition to the right of appeal.

(c) Any Appeal/Application for Review shall be lodged within thirty (30) days from the date of the decision appealed from.

(d) "A member may resort to proceedings outside The Church to redress issues or grievances within the Church only after exhausting the laid down procedures of the Church."

This, it is envisaged, would prevent frivolous Legal proceedings in the Law Courts

CHAPTER VI

BOARDS AND COMMITTEES

ARTICLE 27 INTERNATIONAL MISSIONS BOARD

27.1 ESTABLISHMENT

There shall be established an International Missions Board which shall be responsible for the spread of the Gospel worldwide and in Africa in particular.

27.1.1 MEMBERSHIP

The Chairman of The Church, the General Secretary and the International Missions Director shall be automatic members of the Board by virtue of their offices. One (1) Apostle/Prophet, one (1) Minister, one (1) Elder and Finance Board Chairman shall be appointed by the Executive Council to serve as the other members of the Board. One (1) Trustee, the Finance & Administration Director and the Missions Accountant shall be co-opted members.

27.2 FUNCTIONS

The Board, which shall be responsible to the General Council through the Executive Council, shall have the following functions:

- (a) To develop and maintain relations with overseas church missions, boards and donor organizations.
- (b) To organize missionary work outside and seek opportunities to establish churches wherever possible.
- (c) To plan and co-ordinate missionary programmes.
- (d) To establish principles and standards of ethics that shall govern all parties concerned with missionary programmes.
- (e) To encourage and enable Assemblies of The Church to support missions activities and work.
- (f) To promote the programmes of the Board to raise funds and interest therein.
- (g) To receive and transmit appeals in matters relating to missionary programmes to the Executive Council for determination.

27.3 TERMS OF OFFICE

With the exception of the Chairman, the General Secretary and the International Missions Director who shall serve on the Board during their term of office, other members of the Board shall serve for four (4) years and may be reviewed for further terms.

27.4 AREA MISSIONARY COMMITTEE

There shall be established an Area Missionary Committee.

27.4.1 MEMBERSHIP

There shall be two (2) Ministers, one (1) of whom will be the Chairman, one (1) Evangelism Ministry representative, one (1) representative of the Women's Ministry, two (2) Elders and one (1) Deaconess.

27.4.2 APPOINTMENT

The members of the Area Missionary Committee shall be appointed by the Area Presbytery.

27.4.3 FUNCTIONS

They shall be responsible for the co-ordination and promotion of missions interest in the Area and shall report to the International Missions Director through the Area Head.

27.4.4 TERM OF OFFICE

Members shall hold office for three (3) years and may be reviewed for further terms.

27.5 DISTRICT MISSIONARY SECRETARY

27.5.1 District Missionary Secretary shall be appointed by the District Presbytery on the recommendation of the District Executive Committee.

27.5.2 FUNCTIONS

The District Missionary Secretary shall be responsible for the co-ordination and promotion of Missionary interest in the District and Assemblies.

27.5.3 TERM OF OFFICE

He shall hold office for two (2) years and may be reviewed for further terms.

27.6 SECRETARIAT OF THE INTERNATIONAL MISSIONS

The day-to-day administration of the Missions Board shall be under the International Missions Director who shall be responsible to the Executive Council through the Board. He shall be assisted in his duties by such officers to be appointed by the Executive Council of The Church as shall from time to time become necessary.

27.7 GRANT OF AUTONOMY TO EXTERNAL BRANCHES

The Executive Council shall, where it is satisfied, recommend the granting of autonomy to a National Church to the General Council for ratification when the prerequisites for attaining autonomy prescribed in the Missions Manuals have been fulfilled by a National Church.

ARTICLE 28 FINANCE BOARD

28.1 ESTABLISHMENT

There shall be a nine-member Finance Board which shall be appointed by the Executive Council for ratification by the General Council.

There shall be a nine-member Finance Board which shall be appointed by the Executive Council with the prior approval of the General Council

28.1.1 MEMBERSHIP

- (a) A Chairman
- (b) One (1) Apostle
- (c) One (1) Pastor

- (d) One (1) Accountant
- (e) One (1) Banker
- (f) The Finance and Administration Director
- (g) Two (2) Area Deacons
- (h) One (1) Trustee

The Finance Manager and the Internal Auditor, the Missions Accountant and all other Trustees shall be co-opted members.

28.2 FUNCTIONS

- (a) To administer the Central Fund of The Church.
- (b) To prepare and submit an annual Budget to the General Council.
- (c) To encourage tithing and the spirit of Christian giving.
- (d) To promote sound methods of raising church fund.
- (e) To ensure that an effective audit system is maintained at the Head office and other branch offices of The Church; e.g. Area, Zonal and District offices.
- (f) To ensure timely internal audit of the General Accounts of The Church including those of the Headquarters, the Area, District and Zonal offices.
- (g) To undertake monthly appraisal of Budget performance of the departmental heads and the Finance and Administration Director.
- (h) To review the Budget performance quarterly.
- (i) To submit to the Executive Council the Audit Reports and action taken thereon, the Balance Sheets and Accounts for each financial year.
- (j) To invest funds of The Church with the prior approval of the Executive Council.

28.2.1 TERM OF OFFICE

The term of office is four (4) years and maybe reviewed for further terms.

27.8 PENTECOST UNIVERSITY

There shall be established University(ies) by The Church to be called Pentecost University to train ministers and provide tertiary education in accordance with the policy of The Church and the laws of Ghana governing tertiary education.

29 UNIVERSITY AND TERTIARY INSTITUTIONS

29.1 “The Church may establish such Universities and Tertiary Institutions as the General Council may determine in accordance with the policy of the Church and the Laws of the country governing tertiary education

This general article empowers the Church to establish other Universities and Tertiary institutions.

29.2 PENTECOST UNIVERSITY COLLEGE

29.2 (i) The Pentecost University College as established in Ghana shall train ministers and provide tertiary education in accordance with the policy of the Church and the Laws of the Country governing tertiary education

29.2.(ii) PENTECOST UNIVERSITY COLLEGE COUNCIL

The Pentecost University shall have a governing Council, which shall govern, control and manage its administration and academic affairs among other matters on behalf of The Church of Pentecost.

29.2. (iii) FUNCTIONS

As prescribed by the Statutes of the University.

29.2 (iv) MEMBERSHIP

The University Council shall have 15 members made up of a Chairman, the Rector, eight (8) representatives of The Church of Pentecost including an educationist, a lawyer and an industrialist, three (3) Distinguished personalities, two (2) members form Convocation.

29.2 (v) CHANCELLOR OF THE PENTECOST UNIVERSITY COLLEGE

There shall be a Chancellor of the Pentecost University.

The Chairman of The Church of Pentecost or his representative shall always serve as the chancellor of the University.

29.2 (v) (a) FUNCTIONS

As prescribed by the statutes of the Pentecost University.

29.2 (v) (b) TERMS OF OFFICE

The term of office shall be four (4) years and may be reviewed for further terms.

29.2 (vi) RECTOR

As stated in the statutes of the Pentecost University

ARTICLE 30 PENSIONS BOARD

30.1 ESTABLISHMENT

There shall be a Pension Board of nine (9) members which shall be appointed by the Executive Council for ratification by the General Council to administer the Pension Scheme of The Church.

“There shall be a Pension Board of nine (9) members which shall be appointed by the Executive Council with the prior approval of the General Council to administer the Pension Scheme of The Church’.

30.1.1 MEMBERSHIP

- (a) Two (2) Apostles or Prophets one (1) of whom shall be Chairman.
- (b) Two (2) Ministers
- (c) One (1) Area Deacons
- (d) One (1) Elder
- (e) One (1) Trustee
- (f) One (1) Lawyer
- (g) One (1) Accountant/Investment Banker
- (h) Two (2) retired Ministers may be co-opted from time to time.

30.2 FUNCTIONS

- (a) They shall be responsible for the overall administration of the Pension Scheme.
- (b) They shall have the right to invest the capital or income of the Fund in any Bank, Discount House or any permanent and safe investment not in any way contrary to the principles of The Church.
- (c) They shall cause proper Books of Account to be kept for the Fund and final accounts prepared once a year.
- (d) They shall organize fund-raising activities to raise funds to support the Pension Scheme.
- (e) They shall run programmes to prepare Ministers for pension.
- (f) They shall run programmes to sustain Pensioners.

30.3 TERM OF OFFICE

The term of office shall be four (4) years and may be reviewed for further terms

30.4 AREA PENSION COMMITTEE

There shall be an Area Pension Committee made up of seven (7) members appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

30.4.1 MEMBERSHIP

Three (3) Ministers, one of whom shall be the Chairman, three (3) Elders and one (1) Deaconess. The Area Head and the Area Deacon shall be ex-officio members.

30.4.2 FUNCTIONS

- (a) They shall implement the programmes and policies of the Pension Board.
- (b) They shall organize fund-raising activities to support the Pension Scheme.
- (c) They shall organize programmes to educate officers and members of The Church on the Pension Scheme and their own pension.
- (d) They shall run programmes to sustain the retired Ministers of The Church in the Area.
- (e) They shall be responsible to the Pension Board through the Area Executive Committee.

30.4.3 TERM OF OFFICE

The term of office shall be three (3) years and may be reviewed for further terms.

ARTICLE 31 NATIONAL MINISTERIAL COMMITTEE

31.1 ESTABLISHMENT

There shall be a National Ministerial Committee made up of five (5) members appointed by the Executive Council for ratification by the General Council.

There shall be a National Ministerial Committee made up of five (5) members appointed by the Executive Council with the prior approval of the General Council.

31.1.1 MEMBERSHIP

- (a) Two (2) members of the Executive Council one (1) of whom shall be the Chairman.
- (b) Two (2) Ministers

(c) The Rector of the University College

31.2 FUNCTIONS

To interview and recommend to the Executive Council successful candidate(s) into the Ministry.

31.3 TERM OF OFFICE

Members shall hold office for four (4) years and may be reviewed for further terms.

31.4 AREA MINISTERIAL COMMITTEE

There shall be established an Area Ministerial committee made up of five (5) members appointed by the Area Presbytery on the recommendation of the Area Executive Committee.

31.4.1 MEMBERSHIP

The Area Head as the Chairman and four (4) other Ministers.

31.4.2 FUNCTIONS

To interview and recommend successful candidate(s) into the Ministry to the National Ministerial Committee; and also candidates into other offices of The Church.

31.4.3 TERM OF OFFICE

Members shall hold office for three (3) years and may be reviewed for further terms.

31.5 DISTRICT MINISTERIAL COMMITTEE

There shall be a District Ministerial Committee made up of five (5) members appointed by the District Presbytery on the recommendation of the district Executive Committee.

31.5.1 MEMBERSHIP

District Minister as Chairman and four (4) Elders.

31.5.2 FUNCTIONS

To recommend to the Area Ministerial Committee successful candidate(s) into the Ministry and candidate(s) for any other office(s).

31.5.3 TERM OF OFFICE

The term of office shall be three (3) years and maybe reviewed for further terms.

ARTICLE 32 PENTECOST SOCIAL SERVICES

32.1 ESTABLISHMENT

The General Council shall maintain a Unit of The Church which shall fulfill the social/charitable mission of The Church. It shall be known as PENTECOST SOCIAL SERVICES hereinafter called “PENTSOS” Committee which shall be appointed by the Executive Council for ratification by the General Council.

The General Council shall maintain a Unit of the Church which shall fulfill the social/charitable mission of The Church. It shall be known as PENTECOST SOCIAL SERVICES hereinafter called “PENTSOS”.

32.2 PENTSOS BOARD

There shall be a nine-member Board appointed by the Executive Council with the prior approval of the General Council

32.2.1 MEMBERSHIP

The PENTSOS Committee shall be made up of nine (9) members as follows:

- (a) One (1) Apostle or Prophet as Chairman
- (b) One (1) Minister
- (c) One (1) Educationist
- (d) One (1) Agriculturist
- (e) One (1) Medical Practitioner
- (f) One (1) Social Worker
- (g) One (1) Lawyer
- (h) Two (2) others including one (1) woman

32.2.1 MEMBERSHIP

The PENTSOS Board shall be made up as follows:

- (a) One (1) Apostle or Prophet as Chairman**
- (b) One (1) Minister**
- (c) One (1) Educationist**
- (d) One (1) Agriculturist**
- (e) One (1) Medical Practitioner**
- (f) One (1) Social Worker**
- (g) One (1) Lawyer**
- (h) The PENTSOS Director and one (1) woman**

32.3 FUNCTIONS

- (a) To be responsible to the General Council through the Executive Council for the initiation, promotion, development and management of social services and projects of The Church.
- (b) To promote the active involvement of members of The Church in social services in their communities.
- (c) To advise The Church in matters relating to social services into he country.
- (d) To represent the interest of The Church in all social service-related functions as the need arises.
- (e) To serve as the technical consulting body for all social projects initiated by The Church at all levels.
- (f) To liaise with other non-governmental organizations and donor/aid agencies and other Christian donor organizations in matters relating to support for PENTSOS projects through the office of the Chairman.
- (g) To perform such other social assignments as the Executive Council may delegate or assign.

32.4 TERM OF OFFICE

Members shall serve for four (4) years and may be reviewed for further terms.

NB ARTICLE ON MEDICAL COMMITTEE DELETED AS COMMITTEE ABOLISHED

33 ESTATE COMMITTEE

33.1 ESTABLISHMENT

There shall be an Estate Committee made up of seven (7) members appointed by the Executive Council for ratification by the General Council.

There shall be an Estate Committee made up of seven (7) members appointed by the Executive Council with the prior approval of the General Council

33.1.1 MEMBERSHIP

- (a) Two (2) Ministers, one (1) of whom shall be chairman
- (b) Two (2) Trustees
- (c) One (1) Lawyer
- (d) Two (2) Technical men
- (e) The Estate Manager (co-opted)

33.2 FUNCTIONS

- (a) It shall give technical advice on the construction of major buildings of The Church.
- (b) It shall advise the Board of Trustees on all estate or property matters.
- (c) It shall advise the Area Deacons on the acquisition, demarcation, retracing or reclaiming of any lost Church properties.
- (d) It shall keep record of all properties of The Church.
- (e) It shall advise Assemblies in the choice and acquisition of properties.
- (f) It shall be responsible for collection and preservation of documents and records pertaining to the properties.

33.3 TERM OF OFFICE

Members shall hold office for four (4) years and may be reviewed for further terms.

ARTICLE 34 LITERATURE COMMITTEE

34.1 There shall be a Literature Committee made up of nine (9) members appointed by the Executive Council for ratification by the General Council.

There shall be a Literature Committee made up of nine (9) members appointed by the Executive Council with the prior approval of the General Council

34.1.1 MEMBERSHIP

- (a) Two (2) Ministers one (1) of whom shall be the Chairman.
- (b) One (1) representative of the Evangelism Ministry
- (c) One (1) representative of the Youth Ministry
- (d) One (1) representative of Women's Ministry
- (e) One (1) Children's Ministry representative
- (f) One (1) Lawyer
- (g) The Editor of the official Church magazine.

- (h) The Managing Director of the Pentecost Press Limited

34.2 FUNCTIONS

- (a) To vet, edit and recommend church literature for approval of the Executive Council.
- (b) To see to the literature needs of The Church including tracts.
- (c) To vet, edit and recommend for approval of the Executive Council independent publications by Ministers of The Church.

34.3 TERMS OF OFFICE

Members shall serve for four (4) years and may be reviewed for further terms.

35 NATIONAL MUSIC COMMITTEE

35.1 There shall be a National Music Committee made up of nine (9) members appointed by the Executive Council with the prior approval of the General Council

35.1.1 MEMBERSHIP

It shall comprise the following;

- a) A Chairman who shall be an Apostle ,Prophet or Evangelist with interest in music
- b) Three Ministers
- c) Three Elders
- d) Two Deaconesses

35.1.2 TERM OF OFFICE

Members shall serve four (4) years and may be reviewed for further terms

35.2 FUNCTIONS OF THE NATIONAL MUSIC COMMITTEE

- a) To control song leaders teach them and give them the necessary instructions as to how to comport themselves during worship and to give them tuition on music where necessary.
- b) Organize seminars and workshops during retreats for song leaders, instrumentalist and singing groups on how to play music skillfully and decently and how to perform on stage.
- c) Compilation of all songs for the Church and writing and reviewing song books for the church.
- d) Production of the songs into audio and audiovisual tapes and disks for use by the Church and for promotion and sales of the works.
- e) Arrange the Church songs into staff notation.
- f) To educate and discipline singing groups, instrumentalists and song leaders in the Church to live according to Christian ethics and values.
- g) Protection and preservation of the Church's songs from adulteration.
- h) Any other functions that the Executive Council or the General Council may assign to them.

35.3 AREA MUSIC COMMITTEE

35.3.1 There shall be an Area Music Committee made up of seven (7) members appointed by the Area Presbytery on the recommendation of the Area Executive Committee

35.3.2 MEMBERSHIP

A Chairman who shall be a Minister.

Six other members

35.3.3 FUNCTIONS

- a) The Area Music Committee shall be responsible to and implement programmes and policies of the National Musical Committee within the Area.
- b) To record and compile all prophetic songs that come out in the area and submit them to the National Executive Committee with details of the District and Assembly where the song came up, the occasion and the receiver of the song
- c) Any other functions that the National Music Committee may assign them.

35.3.4 TERM OF OFFICE

The Area Music Committee shall hold office for four (4) years and may be reviewed for further terms

35.4 DISTRICT MUSIC COMMITTEE

There shall be a District Music Committee made up of five (5) members appointed by the District Presbytery on the recommendation of the District Executive Committee

35.4.1 MEMBERSHIP

- a) A Chairman who shall be an Elder.
- b) Four (4) other members.

35.4.2 FUNCTIONS

- a) The District Music Committee shall be responsible to and implement programmes and policies of the National/Area Musical Committee within the District.
- b) To record and compile all prophetic songs that come out in the District and submit them to the Area Music Committee with details of the Assembly and the occasion where the song came up and the receiver of the song.
- c) Any other functions that the National Music Committee or the Area Music Committee may assign them.

35.4.3 TERM OF OFFICE

The District Music committee shall hold office for three (3) years and may be review for further terms

35.5 LOCAL MUSIC COMMITTEE

35.5.1 There shall be a Local Music Committee made up of three (3) members appointed by the Local Presbytery.

35.5.2 MEMBERSHIP

- a) A Chairman who shall be an Elder.

- b) Two (2) other members.

35.5.3 FUNCTIONS

- a) The Local Music Committee shall be responsible to and implement programmes and policies of the National Musical Committee within the area.
- b) To record and compile all prophetic songs that come out in the Local Assembly and submit them to the District Music Committee with details of the occasion the song came up and the receiver of the song
- c) Any other functions that the National/Area/District Music Committees may assign them.

35.5.6 TERM OF OFFICE

The Local Music Committee shall hold office for two (2) years and may be review for further terms

ARTICLE 36 NATIONAL ELECTORAL COMMISSION

36.1 ESTABLISHMENT

There shall be an Electoral Commission made up of five (5) persons appointed by the Executive Council. It shall be responsible for the conduct of elections at the National and the Executive Council levels. The Executive Council shall appoint its Chairman.

36.2 TERM OF OFFICE

The Commission shall hold office for four (4) years and may be reviewed for further terms.

36.3 AREA ELECTORAL COMMISSION

There shall be an Area Electoral Commission made up of three (3) persons appointed by Area Presbytery who shall conduct elections at the Area and District levels.

36.3.1 TERM OF OFFICE

The Commission shall serve for four (4) years and may be reviewed for further terms.

ARTICLE 37 OTHER BOARDS AND COMMITTEES

- 37.1 The Church's Executive Council shall have power to establish such other Boards and Committees as shall become necessary for the smooth running of The Church.

37.2 AREA, DISTRICT AND LOCAL COMMITTEES.

The various Area, District and Local Presbyteries shall have power to establish Area, District and Local Branches of the National Committees which are provided for in this Constitution.

CHAPTER VII

FINANCIAL ADMINISTRATION

ARTICLE 38

38.1 FINANCE

The General Council shall devise appropriate measures to raise funds to meet the various financial commitments of The Church.

38.2 SOURCES OF FINANCE

The Church shall be financed from Tithes and offerings, free-will offerings, missionary offerings and any other monies received from other sources.

38.3 CENTRAL FUND

- (a) There shall be a Central Fund at The Church's Headquarters into which all monies received from the Area and any other sources shall be paid. Both capital and recurrent expenditure of The Church shall be paid out of the Central Fund.
- (b) The Central Fund shall be operated for and on behalf of the Finance Board by the Finance and Administration Director appointed by the Executive Council. He shall be responsible to the Executive Council through the General Secretary.

38.4 AREA, DISTRICT AND LOCAL FUNDS

There shall be established Area, District and Local Funds. These funds shall be made up of offerings taken during week days except offerings made to the Missionary Funds and such other offerings as shall be specifically requested from the Headquarters.

38.5 MISSIONARY FUND

There shall be a Missionary Fund into which missionary offerings taken every first Sunday of each month after the normal Tithe/offerings shall be paid. The Missionary Fund shall be used to support missionary work.

38.6 OTHER FUNDS

There shall be other funds such as the Women's Ministry Fund, Evangelism Ministry Fund, Children's Ministry Fund, PEMEF Fund, McKeown Fund and Pension Fund and such other Funds as may be approved by the General Council which shall be used For the purpose of furthering the work of the Lord.

38.7 AUDITORS AND AUDITS

38.7.1 EXTERNAL AUDIT AND CONTROL

- (a) The Executive Council shall have the Accounts of The Church and of its Boards, Committees and legal corporations audited at least once each calendar year and the Auditor shall report upon same to The Executive Council annually. The Auditor's report shall be presented also to the General Council. The Auditor shall also be responsible for the auditing of the Areas and District Accounts. The Auditor shall be under the general direction of the Executive Council.
- (h) The Auditor shall audit the books of all such organs or institutions as shall fall under the Central Fund of The Church.

- (i) For effective performance of his duties, the Auditor shall have right of access at all times to all books accounting records, accounts and vouchers of The Church, its organs, Boards, Corporations or Committees.
- (j) The Auditor shall have the right to require from officers of The Church such information as he may need, in the performance of his duties.
- (k) The Auditor shall be appointed by the General Council on the recommendation of the Executive Council and paid such fees as may be approved by the General Council.
- (l) The External Auditors of the Church shall present the Audited Accounts of The Church for each year at the General Council Meeting upon invitation by the Chairman of The Church. The appointment of the Auditors may be renewed for further terms based on merit.

38.7.2 INTERNAL AUDIT AND CONTROL

- (a) The Church shall maintain an Internal Auditor appointed by the Executive Council for ratification by the General Council.

The Church shall maintain an Internal Auditor appointed by the Executive Council with the prior approval of the General Council

- (b) The Internal Auditor shall ensure effective internal control and internal audit of all the organs and institutions of The Church and provide measures to achieve internal accounting objectives.
- (c) The Internal Auditor shall be responsible to the Chairman of The Church.
- (d) The Internal Auditor's report shall be submitted to the Executive Council through the Chairman.

38.8 BANKING ACCOUNT

Bank Accounts shall be opened at various Local, District, Area and National levels and operated by such signatories as may from time to time be approved by the Executive Council, Area, District or Local Presbyteries as the case may be.

CHAPTER VIII

ARTICLE 39 MISCELLANEOUS PROVISIONS

39.1 GENERAL COUNCIL APPROVALS

Where in this Constitution, the General Council is to give approval for decisions or appointments, such approval may be given by acclamation or consensus or in any other manner as the General Council may deem fit.

39.2 MARRIAGES

- (a) The Church believes in chastity before marriage.
- (b) Marriages shall be blessed in The Church's registered buildings.

- (c) The Church encourages the registration and solemnization of customary marriages.
- (d) The Church does not encourage divorce, neither does it condone polygamy (Mat. 5:31-32; 19:3-11; Rom.7:1-3; 1Cor. 7:10-15).
- (e) Homosexuality, lesbianism and other perverse sexual practices are not permitted in The Church as these are not biblically acceptable practices.

39.3 INHERITANCE

The Church upholds patrilineal inheritance.

39.4 AMENDMENTS TO THE CONSTITUTION

No provision of this Constitution shall be amended or deemed to have been amended or altered whether directly or indirectly by an act or conduct of The Church unless that act or conduct shall have been approved at the General Council Meeting by two-thirds (2/3) majority of the members present and voting.

39.4.1 MODE OF AMENDMENT

- (a) Any member of The Church who seeks to effect any amendment of any provision of this Constitution shall have the same considered at the Area level. If approved by two-thirds (2/3) majority of the Presbytery members present and voting, a notice of the proposed amendment shall be sent to the General Council meeting through the General Secretary.
- (b) If the proposed amendment originates from any of the National Bodies created by its Constitution then the proposed amendment shall be communicated through the General Secretary to the General Council.
- (c) The General Secretary shall cause the said proposal to be circulated to General Council members at least one (1) month before the General Council meeting.
- (d) The proposal shall be put on the agenda and debated and accepted if it draws two-thirds (2/3) of the votes from General Council members present and voting.
- (e) Voting shall be by secret ballot or show of hands.

39.5 PATRONS FOR MINISTRIES / MINISTRIES / FELLOWSHIPS IN DISTRICTS AND LOCALS

39.5.1 “The District and Local Presbyteries may appoint Patrons for the various Ministries and Fellowships from among members of the Presbytery”

39.5.2 A District Patron shall hold office for a term of three (3) years and may be appointed for further terms”

39.5.3 “A Local Assembly Patron shall hold office for a term of two (2) years and may be re-appointed for further terms”

39.5.4 “Where a District or Local Leader of a Ministry or Fellowship is an Elder, there shall be no Patron”.

(It was realized that although in practice most Districts and Local Assemblies have Patrons for the various Ministry's, Ministries and Fellowships, there is no constitutional backing for these appointments.

We accordingly recommend the above clause as part of the miscellaneous items to cover these appointments.)

39.6 EXISTING OFFICES, COMMITTEES AND BOARDS

All members of existing Committees and Boards immediately before the coming into force of this Constitution shall continue in office until their terms expire.

Any person who immediately before the coming into force of this Constitution held or was acting in any office or was serving on a Committee or Board in existence immediately before the coming into force of this Constitution shall continue in office until his term expires.

This fifth amendment of the Constitution was promulgated at the 35th Session of the General Council Meetings held on May 19 and 20, 2005, at the Pentecost University College, Sowutuom, Accra.

In faith whereof the undersigned being duly authorized thereto signed this Constitution.

NB: All quotations are from the King James Version of the Bible

**APOSTLE DR. OPOKU ONYINAH
(CHAIRMAN)
(THE CHURCH OF PENTECOST)**

