

PENTECOSTAL ASSEMBLIES OF THE WEST INDIES (PAWI) INTERNATIONAL
BYLAWS

These Bylaws are made under the authority conferred by Article XIII of the Constitution.

BYLAW 1 - PARLIAMENTARY ORDER

The work of the General Conference shall be governed by a spirit of Christian love and Fellowship, and by the rules of parliamentary procedure as are agreed upon by the General Conference.

BYLAW 2 - GENERAL CONFERENCE

2.1. FUNCTION

The General Conference shall exercise administrative and judicial authority within the PAWI Fellowship, in accordance with the provisions of the Constitution and Bylaws, and the laws of the various member Districts.

2.2. DUTIES AND POWERS

2.2.1. The General Conference shall possess all the powers of the general meeting of the members of the Fellowship duly convened and all the powers granted to the corporations by letters patent, and the incidental and auxiliary powers possessed by the corporations in accordance with laws of the various member countries.

2.2.2. The General Conference shall possess power to:

- i. Make Bylaws from time to time for the conduct and management of the Fellowship.
- ii. Exercise power by a seventy-five percent (75%) majority of the members of the General Conference present and voting to authorize a sale of the undertakings or assets of the property at 85 Tunapuna Road, the West Indies School of Theology at Fourth Bridge, Maracas Valley, and such other properties as may be acquired by or may belong to the Fellowship through the International Office.
- iii. Designate criteria for parliamentary procedure for itself and for the member Districts and/or other official bodies of the Fellowship.
- iv. Elect such officers as it shall choose in accordance with the provisions of these Bylaws.

2.3. BUSINESS

2.3.1. The business of the General Conference shall include:

- i. The report of the General Bishop.
- ii. The report of the General Administrator.
- iii. The report of the Executive Director of Church Ministries.
- iv. The financial report.
- v. Other reports as deemed necessary.
- vi. Unfinished business.
- vii. New business.
- viii. Election of officers.
- ix. Adjournment.

2.3.2. All reports to the General Conference shall be submitted in printed form.

2.4. ELECTIONS

2.4.1. VOTING CONSTITUENCY

2.4.1.1. The voting constituency shall comprise the following persons present and duly registered at a General Conference:

- i. Members of the General Executive.
- ii. Accredited credential holders and missionaries under appointment.
- iii. Accredited representatives of affiliated Assemblies and other bodies.
- iv. District Heads of Departments.

2.4.1.2. Each Assembly consisting of fifty (50) or more members shall have the right to be represented by one (1) delegate. Delegates shall be spirit-filled members, in good standing with the Assembly.

2.4.2. QUORUM

A quorum shall consist of a simple majority of the persons registered at the General Conference.

2.4.3. RESOLUTIONS

A resolution calling for the adoption or amendment of a Bylaw must receive at least a two-thirds (2/3) majority vote of the General Conference. Other resolutions must be receive a simple majority of those present and voting, except that a resolution once passed shall not be amended or rescinded in the same Conference except by at least a two-thirds (2/3) majority vote of the General Conference.

2.5. VACANCIES

2.5.1. GENERAL EXECUTIVE OFFICES

In the event that any member of the General Executive vacates office by virtue of the death, resignation, or dismissal of the incumbent, the General Executive shall call a special meeting of the General Executive within sixty (60) days for the purpose of filling the vacancy until the next General Conference. However, where a vacancy occurs at the level of District Presiding Bishop, the District shall fill the office within sixty (60) days.

2.5.2. BALLOTING

The General Executive Officers shall be elected by secret ballot in the following manner, and in the event of a tie the Conference shall vote again:

1. The first ballot shall be a nominating ballot, and only those persons having five percent (5%) or more of the votes cast shall become nominees for election.
2. A two-thirds (2/3) majority of the votes cast in favour of any one (1) nominee shall constitute an election.
3. Nominees may withdraw their names before the first election ballot is taken.
4. If a nominee receiving more than fifty percent (50%) of the votes cast withdraws his name a second nomination ballot shall be required.
5. Where no election is declared as a result of the nomination ballot an election ballot shall be taken. If no election is declared as a result of the third election ballot, the two (2) candidates receiving the highest number of votes shall be the nominees for

the next ballot.

6. For these two candidates a simple majority vote shall constitute an election.

BYLAW 3 - GENERAL EXECUTIVE

3.1. COMPOSITION

The General Executive shall comprise those persons specified in Article IX of the Constitution.

3.2. AUTHORITY

- 3.2.1. The affairs of the Fellowship shall be managed by the General Executive.
- 3.2.2. The General Executive shall exercise any of the powers, authority and discretion vested in or exercised by the General Conference, except such matters that are specifically reserved to the General Conference by the Bylaws.

3.3. FUNCTIONS

- 3.3.1. The General Executive shall carry out the wishes of the General Conference, promote the interests of the Fellowship, and serve as the chief governing body when the General Conference is not in session.
- 3.3.2. The General Executive's responsibilities shall include:
 1. Human resource development at all levels of the organization and coordination of development with respective District Executives.
 2. Providing the infrastructure for the establishment of hospitals, schools, homes for the

aged, health-care facilities and other forms of social ministry on a macro scale.

3. Maximizing present financial potential and creating new sources of income.
4. Creating a structure for effective communication throughout the Fellowship, especially from the International Office to all congregational members.
5. Encouraging real estate development.
6. Structuring and promoting World Missions.
7. Issuing and withdrawing credentials.

3.4. ORDER OF PRECEDENCE

The following order of precedence shall be established for General Executive Officers:

1. General Bishop
2. Assistant General Bishop
3. General Administrator
4. Executive Director of Church Ministries
5. Executive Director of World Missions.

3.5 QUALIFICATIONS

3.5.1. MEMBERS OF THE GENERAL EXECUTIVE

1. The members of the General Executive shall be members of the Fellowship, and shall be men of mature experience and ability, ordained for a period of not less than five (5) years, whose life and ministry are above question, and who possess qualities

suitable for such offices.

2. The qualification of ordination shall not be applicable in the case of the Chairman of the Board of Directors of the West Indies School of Theology or the three persons nominated by the General Executive and approved by the General Conference.

3.6 CRITERIA FOR ELECTION TO OFFICE OF DISTRICT, NATIONAL, OR GENERAL EXECUTIVE

1. Districts shall assess persons who are interested in light of the agreed criteria and submit their names with resumes as nominees for District, National and General Office, utilizing appropriately designed application form.
2. Notwithstanding this process (in #1 above), District, National or General Conference shall entertain other nominations from the Conference Floor at the time of Election.
 - a. All those seeking to be elected to Office shall ensure that they have met their financial obligations to the PAWI District in which they are working.
 - b. All those seeking to be elected to Office shall ensure that they have given consistent support (at least 60% attendance) to the programs of the PAWI District in which they are working.
 - c. All those seeking to be elected to Office shall ensure that they have been consistently attending District and General Conference.
 - d. All those seeking to be elected to Office shall ensure that they have all their dealings with financial institutions or other loan arrangements in an acceptable manner.

- e. All those seeking to be elected to Office shall ensure that they have demonstrated stability in their local assemblies or ministries in the last two years.
- f. All those seeking to be elected to Office shall ensure that they have the relevant competencies for the Office.
- g. All those seeking to be elected in District National General Conferences shall ensure that they have paid up their or Assembly financial obligations to the District/Fellowship.

3.7 TERM OF OFFICE

- 3.7.1. Executive members shall be elected for a term of two (2) years, the term of office commencing within three (3) months following the General Conference.
- 3.7.2. Once a person has served the full term in good standing in the capacity of Bishop, that individual shall retain the title of Bishop after demitting office.

3.8 DUTIES AND RESPONSIBILITIES OF EXECUTIVE OFFICERS

3.8.1. GENERAL BISHOP

The General Bishop shall:

- 1. Be the Chief Executive Officer of the Fellowship and shall normally preside at all meetings of the General Conference and General Executive.
- 2. Be the Spiritual Head of the Fellowship and shall promote and coordinate efforts towards the fulfillment of the objectives of the Fellowship.

3. Act in an advisory capacity to the Districts.
4. Exercise authority throughout the Fellowship in areas of doctrinal purity, moral integrity and constitutional authority, as determined by the General Conference and the General Executive.
5. Sign all instruments which require his signature and perform all duties as determined by the General Conference and General Executive.
6. Be an *ex-officio* member of all boards, conferences and committees of the Fellowship.

3.8.2. ASSISTANT GENERAL BISHOP

The Assistant General Bishop shall:

1. Act in the capacity of the General Bishop in the absence of the General Bishop.
2. The Assistant General Bishop shall be responsible for Church Planting and Evangelism from a macro perspective consistent with the strategic objectives of PAWI's strategic plan 2014-2019, in the areas of – training, forecasting, coordinating, and policy formulation. Appropriate terms of reference shall be worked out and applied to the portfolio.
3. Perform such other duties that may be assigned to him from time to time by the General Bishop or General Executive.

3.8.3. GENERAL ADMINISTRATOR

The General Administrator shall:

1. Contribute to and assist in implementing the vision of the Fellowship.
2. Ensure that notices of all meetings of the General Executive and General Conference are issued in a timely fashion.
3. Have charge of the minute books, charter and records of the Fellowship, and keep accurate records of the proceedings of the General Conference and the General Executive, and publish the same as approved and directed.
4. Give oversight to the General Conferences, the Constitution and Bylaws, financial management and reporting, record keeping, the Pensions Plans, property, and the general management of the Fellowship.
5. Be responsible for the issuance of approved credentials.
6. Perform such other functions as are incidental to that office.

3.8.4. EXECUTIVE DIRECTOR OF CHURCH MINISTRIES

The Executive Director of Church Ministries shall:

1. Be responsible for directing the Ministries to fulfil their purpose as outlined in the Bylaws. These Ministries include Youth Ministries, Men's Ministries, Women's Ministries, Christian Education, and Crusaders.
2. be responsible, along with the General Directors of the various Ministries, for the raising of funds for the Ministries under his supervision and the distribution of such funds.
3. be responsible for the preparation and publication of all information relating to the Ministries.