

INTEROFFICE

To: All Field Ministers

Date: May 15, 1973

Department:

Subject: Policy of Appeal

From: David L. Antion

The attached policy is intended to make clear to all that each employee is protected by Right of Appeal.

The PROCEDURE of appeal is designed to insure that all employees follow an orderly process in this right of appeal. I Cor. 14:40 says, "Let all things be done decently and in order."

Although the procedure outlined will not work perfectly in every case, we feel it is the safest and most practical method to use. No man in authority should deny anyone under him the right of appeal to those over him.

To illustrate its application, if any Regional Director came to me and said he could not conscientiously go along or agree with a decision I had made--because it was either Biblically wrong or it was so administratively wrong that he felt it would hurt the Church--he should come to me and state the problem. If and when a Regional Director presented this to me, I would immediately halt any action and reconsider the matter. I would discuss it thoroughly with the man who had the question and see where I was wrong or where there was a misunderstanding. This gives me a chance to correct my action if, indeed, I were making a mistake. However, if I felt duty bound to go ahead with my action--feeling it was right--I would then stick with my original proposal. It is at this point that the Regional Director must decide to either go along with my decision or to request the right of appeal to my superiors. I must at this point grant this appeal.

This is a safety measure for the employee and the employer. It can work for the good and unity of the entire organization.

It gives my superior a chance to see and examine my judgments. It also gives the employee the right of appeal on matters of conscience. And it gives me (or any other person in authority) an opportunity to re-examine my stand on a matter where one of my trusted employees has brought it to my attention that he conscientiously disagrees.

This same procedure should be followed by every pastor with the members of his congregation. The pastor should make known to

the members of his congregation that they have the right of appeal to his superior on any ministerial decision involving matters of conscience. The procedure for them is essentially the same as for those employed by the Work.

POLICY

AC 643

WORLDWIDE
CHURCH OF GOD

SUBJECT

RIGHT OF APPEAL

DATE ISSUED

May 15, 1973

NO.

1. 1. 2

CHURCH ADMINISTRATION DEPARTMENT • UNITED STATES FIELD MINISTRY

RIGHT OF APPEAL

All employees of the Church Administration Division have the right of appeal to the superiors of their immediate supervisor on matters in which they cannot conscientiously agree.

SUBJECT

RIGHT OF APPEAL

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CHURCH ADMINISTRATION DEPARTMENT • UNITED STATES FIELD MINISTRY

<u>Responsibility of</u>	<u>Action</u>
subordinate	<ol style="list-style-type: none">1. In a respectful manner the employee should discuss any conscientious disagreement first with his supervisor (to allow the supervisor an opportunity to reconsider his decision which led to the disagreement). Note: <ol style="list-style-type: none">a. If the subordinate and supervisor arrive at a mutual understanding and agreement, the problem is solved.b. He should never go to his supervisor's superior without first discussing the matter with his supervisor.2. If no change occurs in the supervisor's thinking and the employee is just as determined as before in his feelings of conscience, the employee may request for the supervisor to arrange a meeting with the employee and the supervisor's superior.
supervisor	<ol style="list-style-type: none">3. Must then, promptly, arrange for the requested meeting. He should clearly explain to his supervisor the circumstances that led to the decision in question.
subordinate	<ol style="list-style-type: none">4. Will then go to the supervisor's superior. He should present the issue in a manner that is objective and fair to the supervisor and himself.

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page 2

Responsibility of

superior

5. Discusses situation leading to disagreement with supervisor alone, or with supervisor and subordinate as appropriate.
6. Meets with supervisor and discusses judgment rendered. Outlines course of action to be taken in regard to subordinate.

supervisor

7. Meets with subordinate and discusses superior's rendered judgment in a manner intended to achieve positive, willing cooperation of subordinate.