Addendum to *Theological Foundations and Policies and Criteria for the Ordering of Ministry, 2009*

**THE APPEAL PROCESS OF THE GENERAL COMMISSION ON MINISTRY**

The *Theological Foundations and Policies and Criteria for the Ordering of Ministry, 2009* states in (section K) pg. 44 of the TFPCOM:

The General Commission on Ministry understands that the Right to Appeal extends to persons who, at the time of their appeal, are subject to a decision with adverse effect regarding Ordination, Commissioning, transfer of credentials, and/or Standing. The General Commission on Ministry will not consider any appeal if legal proceedings are pending or in process.

**The acceptable grounds for appeal are:**
- The appellant did not get a fair hearing
- The region violated its own policies and procedures in the matter
- The region violated the *Theological Foundations and Policies and Criteria for the Ordering of Ministry, 2009*

1. The appellant shall request an appeal in writing under his or her own name and authorship. In this request, the grounds for appeal must be stated clearly from the list of acceptable grounds for appeal as stated above. This shall be communicated to the General Minister and President or the Chair of the General Commission on Ministry.

2. No appeal will be considered until the regional appeal process has been exhausted. Upon receipt of a written appeal, the Chair of the General Commission on Ministry shall advise the region of the appeal and ask the region to complete within sixty (60) days any available appeal process particular to that region. When those appeals are exhausted, the region shall notify the Chair of the General Commission on Ministry of the result.

3. If the appeal within the region is denied, the Chair of the General Commission on Ministry shall advise the appellant that the Commission is prepared to proceed and request a letter from the appellant granting permission for the region and all other parties to the case to share any and all pertinent information with the General Commission on Ministry. If permission is not granted, the appeal process shall terminate.

4. The General Commission on Ministry shall appoint at least five (5) members of the Commission to serve as an appeal committee.

5. Letters are sent to all parties by the Chair of the General Commission on Ministry requesting the following:

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a. Any and all information used by the original decision making body in reaching its conclusion, including a concise one-page statement of the grounds for the decision made.

b. Any and all information that the appellant wishes to share, including a concise, one-page statement supporting the grounds for the appeal.

The Chair of the Commission will send the information to the members of the appeal committee no less than thirty (30) days prior to the next regularly scheduled meeting of the General Commission on Ministry.

6. During the next regularly scheduled meeting of the General Commission on Ministry, the appeal committee shall review the file. Normally the parties involved in the appeal will not appear before the committee. However, when appearances are requested by the appeal committee, all expenses of such appearance will be the responsibility of the appellant. The appeal committee shall make a recommendation, including a statement of rationale, to the General Commission on Ministry for final decision. The file will be secured by the Office of General Minister and President.

7. Once a decision is reached by the General Commission on Ministry concerning the appeal, the decision is final and will be submitted as soon as possible by the Chair of the Commission to the appellant and the region.

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