

TABLE OF CONTENTS

	<u>PAGE</u>
Preamble	2
Article 1: Name	2
Article 2: Definitions	3
Article 3: Aims	4
Article 4: Standard of Faith	4
Article 5: Ordinances and Practices	5
Article 6: Membership	6
Article 7: Establishment of Assemblies	8
Article 8: Establishment of Districts	13
Article 9: Boundaries Review Commission	17
Article 10: Executive Committee	18
Article 11: Composition of the Executive Committee	20
Article 12: Executive Officers	20
Article 13: Administrator	23
Article 14: Church Council	25
Article 15: Conferences	28
Article 16: Quorum	30
Article 17: Trustees	31
Article 18: Board of Trustees	31
Article 19: Properties	32
Article 20: Invalidation of Previous Contracts	32
Article 21: Power to establish contacts	33
Article 22: Dispute Resolution	33
Article 23: Disciplinary, Arbitration, Restoration and Counseling Committees	34
Article 24: Assembly DARC	35
Article 25: District DARC Committees	36
Article 26: Executive DARC Committee	37
Article 27: Elections and Appointments dispute resolution	38
Article 28: Appeals and Arbitration Tribunal	38
Transitional Provisions	40
By –Laws:	40 - 46

PENTECOSTAL ASSEMBLIES OF GOD -KENYA
CONSTITUTION (2024)
MINIMUM AMENDMENTS TO PAG-KENYA CONSTITUTION
(1998)
AS DIRECTED BY JUSTICE KAMAU IN VIHIGA HIGH
COURT PETITION NO. 1 OF 2023 VIDE JUDGEMENT
DELIVERED ON 11/7/2024 AND IN COMPLIANCE WITH THE
SOCIETIES ACT CAP 108 OF THE LAWS OF KENYA

PREAMBLE

This is the amended Constitution of Pentecostal Assemblies of God-Kenya, herein referred to as PAG Kenya as per the judgement of Justice Kamau in Vihiga High Court Petition No. 1 of 2023 delivered on 11/7/2024, and in compliance with the Societies Act Cap 108 of the Laws of Kenya, which amendments were presented and approved by the Church Council on 28/11/2024 and adopted by the Special Conference of the Church on 06/12/2024.

ARTICLE 1: NAME

The name of this constitution shall be PENTECOSTAL ASSEMBLIES OF GOD-KENYA CONSTITUTION (2024).

ARTICLE 2: DEFINITIONS

2.1 Any reference in this document to Constitution shall mean the Pentecostal Assemblies of God-Kenya Constitution (2024).

2.2 Unless the context otherwise admits, any reference in this document to PAG-Kenya shall mean Pentecostal Assemblies of God –Kenya.

2.3 Any reference in this document to the Executive Committee shall mean the Executive Committee of Pentecostal assemblies of God-Kenya.

2.4 Any reference in this document to the Council shall mean the Church Council of the Pentecostal Assemblies of God-Kenya.

2.5 Any reference in this document to Special Conference shall mean the Business Conference which has been specifically convened after due notice to consider matters set out in ARTICLE 14.2(b).

2.6 Any reference in this document to DARC shall mean Disciplinary, Arbitration, Restoration and Counseling Committee.

ARTICLE 3: AIMS/OBJECTIVES:

The aims/objectives of the Pentecostal assemblies of God-Kenya shall be as follows:

3.1 To preach the Gospel according to the Holy Scripture and as inspired by the Holy Spirit.

3.2 To establish self-supporting, self-governing, self-propagating Assemblies and Districts which believe, obey and propagate the full Gospel message.

3.3 To provide sound Christian teaching for all members and adherents.

3.4 To operate on its own or in collaboration with other individuals, bodies, organizations, departments, financial institutions, and charities so as to further the accomplishment of the objectives herein or improve the welfare of members and the society at large.

3.5 To acquire, own, develop and/or use such properties either freehold or leasehold through registered Trustees within and without Kenya in such manner as shall promote and further the accomplishment of the aims and objectives of PAG-Kenya.

3.6 To conduct or celebrate monogamous marriages between adult members of the opposite sex.

3.7 To be a non-profit making and a non-political organization.

ARTICLE 4: STANDARD OF FAITH

Members of the Pentecostal Assemblies of God-Kenya shall subscribe to the following fundamental beliefs;

4.1 The Bible is inspired by God and is the only infallible and authoritative word of God, the only rule for Christian faith and conduct.

4.2 There is one God, eternally existent in three persons: God the Father, the Son and the Holy Spirit.

4.3 The deity and humanity of our Lord Jesus Christ, His virgin birth, his sinless life, His bodily resurrection, His ascension to the right hand of the Father, and his personal future return to the earth in power and glory to rule over the nations.

4.4 The universal sinfulness and guilt of human nature since the fall, rendering man powerless and subject to God's wrath and condemnation.

4.5 The only means of salvation is by grace, a turning to God in repentance, and faith in the Lord Jesus Christ; and that this results in regeneration by the Holy Spirit.

4.6 The redemptive work of the Lord Jesus Christ on the cross provides healing in the human body in answer to prayer of faith.

4.7 The Baptism of the Holy Spirit with the outward evidence of speaking in tongues according to Acts 2 is given to believers who meet God's condition for receiving.

4.8 The sanctifying power of the Holy Spirit by who's indwelling the Christian is enabled to live a holy life.

4.9 The resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.

ARTICLE 5: ORDINANCES AND PRACTICES

All PAG-Kenya members shall recognize the following ordinances and practices:

5.1 Baptism in water

All who believe in Christ as Savior and Lord and repent of their sins, are baptized in water by immersion, declaring to the world that they have died with Christ and that they have been raised with Him to walk in the newness of life. (Matthew 28:19,Rom.6:1).

5.2 Holy Communion

This is the Lord's supper consisting of bread and the fruit of the vine, symbolic of the believers' sharing the divine nature of the Lord Jesus Christ (2Peter 1:4), a memorial of his suffering and death (1Cor.11:26), and the promise of His second coming and is enjoined to believers until He comes.

5.3 Dedication of children

5.4 Christian marriage

5.4.1 PAG-Kenya recognizes marriage to be a voluntary union between spouses, meaning a husband and a wife, to further mean a man and woman of mature age, and which will be presided over by a duly licensed minister/registrar under the laws of Kenya, duly recognized by the church, and which will be conducted in accordance with Christian rites, and specifically a monogamous marriage as observed by the PAG-Kenya church.

5.4.2 All Marriages celebrated in any of the PAG-K Church, shall be in accordance with the laws of the Country more particularly the Marriage Act (2015).

5.4.3 All ministers licensed as marriage registrars shall maintain a Register, have custody of marriage book (s) and make returns to the Registrar of Marriage (office of the Attorney General) within the prescribed timelines prescribed by the Laws of Kenya.

5.4.4 All ministers licensed as marriage registrars shall maintain a local register of marriages celebrated and retain copies of the certificates issued which shall be forwarded to the headquarters of PAG-Kenya on a quarterly basis.

5.5 Christian burial of the dead

5.6 Prayer for the baptism in the Holy Spirit

5.7 Prayer for the sick

ARTICLE 6: MEMBERSHIP

The Church consists of the following:

6.1 Adherents: Adherents include all who wish to fellowship and receive spiritual nourishment through the local assembly.

6.2 Junior Membership: Persons between the ages of 12 and 16 who fulfill the requirements for full membership shall be eligible for junior membership. Such members do not qualify for voting privileges at assembly meetings.

6.3 Associate Members: Associate membership is open to persons;

- a) over 16 years of age who are born again.
- b) who are members of other churches but wish to fellowship with the local assembly
- c) whose admission into full membership is under process and consideration.

6.4 **Full Members:** Full membership is open to persons who are over 16 years of age, provided the following qualifications are met:

- a) the persons have given a credible confession and profession of faith in the Lord Jesus Christ as Saviour.
- b) has been baptized in water by full immersion.
- c) lives a life that portrays holy living as evidenced by refraining from acts of sinful nature such as; sexual immorality, impurity,

debauchery, idolatry, witchcraft, hatred, discord, fits of rage, selfish ambition, dissention, factions, envy, drunkenness, orgies, and the like (Gal.5:19-21). Sexual immorality shall be interpreted to mean common-law relationships, premarital and extramarital sexual relationships (1Cor.6:15-18, 7:1-2, 1Thessalonians. 4:3-8, Hebrews. 13:4) and all forms of homosexual and lesbian activity, along with all other practices deemed inexcusable for Christian conduct which places a person under God's judgement (Rom.1:26-2:11).

- d) subscribes to the PAG-Kenya Constitution and Standard of Faith and Practices.
- e) if married, the marriage must be recognized as a valid monogamous one.
- f) strives to live in harmony with the believers in the assembly.
- g) be willing to be a regular financial supporter of the assembly in tithes, offerings and gifts.

6.5 **Transfer of Membership**

A member (s) of an assembly moving to another locality may be given a letter of transfer by the membership committee of the Assembly from which he/she is transferring to the new assembly.

6.6 **Resignation**

Any member desiring to resign from the assembly shall submit his/her resignation in writing to the assembly Secretary and it shall take effect from the date of receipt by the Secretary of such notice.

6.7 Suspension/termination of membership in an assembly shall include the following:

- a) Any proven immoral act of unchristian conduct after full investigation of evidence.
- b) The propagation of doctrines and practices contrary to those set out in the Standard of Faith which cause serious discord, disunity and dissention with malicious intent (Romans16:17,18).

ARTICLE 7: ESTABLISHMENT OF ASSEMBLIES

7.1 **An Assembly** is a group of members who have agreed to come together in a local church which meets in a building owned, leased or rented in the name of the registered Trustees of PAG-Kenya, to worship God, fellowship, observe church ordinances, and be instructed in the Bible and church doctrine.

7.2 **The District Committee** shall verify that a prospective assembly has attained the minimum required condition necessary and petition the Boundaries Review Commission for the granting of assembly status.

7.3 **Self Government:** The assembly shall have the right to govern itself according to the New Testament Scriptures (Ephesians 4:3, 13) and according to this constitution.

7.4 **Real Estate:** A self-governing assembly shall have the right to purchase, acquire by gift, lease or rent real estate through registered Trustees as may be necessary for the furtherance of the assembly's purposes.

7.5 **Authority:** A self-governing assembly shall be free to deal with the land in whatever manner it deems necessary through the registered Trustees for the furtherance of the interests of PAG-Kenya.

7.6 **Minimum size:** An assembly must have not less than fifty (50) adult attendees on a regular basis.

7.7 **Financial Requirements:** A self-governing assembly must demonstrate its ability to care for the pastor's stipend and all other expenses.

7.8 **Autonomy:** When an assembly reaches the level of 500 and above adult attendees on a regular basis that Assembly shall be eligible for full autonomy status which may be granted upon petition to the Boundaries Review Commission.

7.9 **Officers:** An assembly shall have the following officers who shall form the Assembly Committee:

- a) a credentialed pastor
- b) a secretary
- c) a treasurer
- d) deacons and deaconesses
- e) and such other officers as may be determined by the assembly from time to time.

7.10 **General Meetings:** There shall be two classes of assembly meetings- Annual Assembly Meeting and Special Assembly meeting.

7.11 **Agenda for Annual Assembly Meeting**

The agenda for an Annual Assembly Meeting shall consist of the following:

- a) confirmation of the minutes of the previous Annual Assembly Meeting or Special Assembly meeting.
- b) consideration of the audited statement of accounts.
- c) election of the assembly committee.
- d) appointment of a three-member (3) audit committee, whose members must not be committee members, for the coming year.
- e) such other matters as the assembly committee may decide on as to which notice shall have been given in writing by a member or members to the Secretary at least two weeks before the date of the meeting.

7.12 **Qualifications of Pastor**

The pastor of an assembly must fulfill the requirements of 1Timothy 3:1-7, Titus 1:5-9, Acts14:23, have successfully completed Bible College training and possess an appropriate credential given by the PAG-Kenya Credentials Committee.

7.13 **Appointment of a Pastor**

When an Assembly has no pastor, the District Committee may post a pastor to that Assembly after consultations with the assembly Committee.

- a) Initial posting shall be for a period of up to six months, within which time the assembly will assess the suitability of the pastor and make its recommendation for the pastor's continued service.
- b) Within that period of six (6) months, the pastor will be at liberty to request a different posting.
- c) No Assembly shall be without a pastor for more than one (1) month.
- d) After the initial posting and period of probation, appointment to an Assembly shall run for a four (4) year term which may be renewed for a similar period only once.
- e) This agreement shall be nullified should disciplinary action be taken against the same pastor.

7.14 Resignation of a pastor

If a pastor wishes to resign from an Assembly, he/she must give three (3) months written notice to the Assembly Committee with a copy to the District Overseer.

7.15 Duties of the Pastor

A Pastor shall;

- a) be considered the spiritual overseer of the Assembly and shall direct all its activities.
- b) act as chairman of all business meetings.
- c) be an ex-official member of all committees in the Assembly and shall be notified of all meetings of such committees.
- d) be chairman of the Assembly Committee.
- e) if ordained, be qualified to administer water baptism, Holy communion, and upon recommendation by the District Overseer, to the Executive committee, may be appointed to serve as a licensed marriage registrar in accordance with the Laws of Kenya.

7.16 **Qualifications of Deacons/deaconesses**

Deacons /Deaconesses shall be full members, of good report and of sound business judgement, faithful, exemplary in matters of stewardship, church attendance, and spiritual.

7.17 **Number of Deacons/Deaconesses**

An assembly must have a minimum of four elected Deacons/Deaconesses.

7.18 **Duties of Deacons/deaconesses:**

Deacons and Deaconesses shall;

- a) serve the assembly and act with pastor in all matters pertaining to the assembly in its spiritual life as well as its financial and business affairs.
- b) At their first meeting after the general annual meeting, appoint all department heads needed in the assembly and elect from among the elected deacons/deaconesses a Secretary and a Treasurer.
- c) ensure that a tithe ten percent (10%) of the Assembly's general offerings and tithes is forwarded to the District Treasurer monthly.
- d) assist in the ministry of the Ordinances.
- e) Examine all applications for membership, approving or rejecting them according to Article 6 of this constitution.
- f) act in the administration of discipline in the assembly.
- g) assist in the management, upkeep and maintenance of all church property.
- h) Endeavor to see that the pastor is provided with a stipend.
- i) Not be eligible for nomination as Deacon/Deaconess until he/she has attended the Assembly from at least two (2) years.
- j) Establish such departments or organs as may be necessary to further the goals and objectives of the Assembly.

7.19 **Branch Churches**

With the approval of the Annual Assembly Meeting, the Assembly Committee may:

- a) establish branch churches that will come under the direct supervision of the mother Assembly.
- b) branch churches may become Assemblies when they attain Assembly Standards, with the provision that should any Assembly fall below an average of fifty (50) adult attendees, it shall then revert to being a branch church. (Ref. Article 7.6).

7.20 **Treasurer**

Treasurer shall:

- a) follow proper business practices in the keeping of assembly finances which include using receipt books, payment vouchers, and books of account.
- b) keep accurate records of all tithes and offering received in all Assembly meetings.
- c) Be responsible for the prompt counting of all tithes, offerings and gifts which must be counted by at least two trusted and responsible members appointed by the Assembly Committee.
- d) send all designated money for the District Committee, Executive Committee, Pentecostal Bible), Nyang'ori Industrial Training Centre, PAG-Kenya Medical Clinics, Pastor's Provident Fund contribution etc to the District Treasurer each month.
- e) ensure that all expenditure of funds that deals with major expenditures, capital investment and the buying and selling of property must be authorized by an Annual Assembly Meeting or Special Assembly Meeting.
- f) ensure that all Assembly cheques are signed by any two of the following authorized signatories: Pastor, Treasurer, Secretary.
- g) prepare the Assembly accounts for auditing and presentation to the Annual Assembly Meeting.

7.21. **Audit of Accounts**

The appointed audit committee of three shall do a thorough audit each calendar year and the audit committee's report must form part of the agenda for the Annual Assembly Meeting.

7.22. **Secretary**

The Assembly secretary shall be responsible to issue notices of Annual and Special Business Meeting and keep an accurate, up-to-date record of all proceedings of all Assembly Business Meetings and Assembly Committee Meetings.

7.23. **Association**

Any church fellowship that is not a PAG-Kenya Assembly wishing to become an Assembly of PAG-Kenya or affiliated with PAG-Kenya shall apply to the Executive Committee through the nearest District Committee and if accepted, it shall comply with all qualifications required of an Assembly and abide by the PAG Kenya Constitution and Standard of faith and Practice.

ARTICLE 8: ESTABLISHMENT OF DISTRICTS

8.1. **District**

A District is a group of Assemblies in a given geographical area presided over by a District Committee under the chairmanship of a District Overseer and must not have less than thirty-five (35) Assemblies in a high-density population area or twenty (20) Assemblies in a low density population area.

8.2. **District Committee**

The District Committee is comprised of the following:

- a) District Overseer
- b) District Secretary
- c) District Treasurer
- d) District Women's Director
- e) District Christian Education Director (CED)
- f) One (1) lay person
- g) Three (3) ordained pastors

8.3. **Elections**

All of the above positions shall be nominated by secret nomination ballot from the floor of the District Conference from among the eligible persons in the District.

Elections shall be done by secret ballot.

8.4. **District Clerk**

The District Committee shall appoint a person conversant with record maintenance and book keeping as a District Clerk whose duties shall include:

- a) the Administrator of the District.
- b) the Recording secretary of the District Committee.
- c) Examining the Assemblies' books of accounts and generally supervising the Assembly Treasurers.
- d) Reporting to the District Committee any Assembly that does not observe proper accounting systems.

8.5. **District By-laws**

Any District may make proposals as to by-laws to meet its own local circumstance, save that such proposals shall not become by-laws until they have been approved by the Executive Committee after the General Administrator has issued a certificate that such proposals are not inconsistent with any part of this Constitution or by-law in force.

8.6. **Duties of the District Committee:**

The District Committee

- a) Will encourage and give direction to the Assemblies in its district.
- b) Shall verify that branch churches applying to the Boundaries Review Commission for Assembly status meet the required conditions.
- c) Will assist in acquiring of church plots in liaison with the Registered Trustees.
- d) Shall receive and forward designated funds.
- e) Shall ensure that a tithe of ten percent (10%) of all the Assemblies' general offerings and tithes that have been sent to the District is forwarded to the General Treasurer monthly.
- f) Shall ensure that all finances are cared for, using correct accounting methods.
- g) Shall receive copies of annual audited financial report from the Assemblies.
- h) May handle matters of discipline that come to its attention from the Assemblies.

- i) Shall operate within the framework of the Constitution of PAG-Kenya and under the guidance of the Executive Committee.
- j) Will be responsible for appointing and suspending evangelists, caring for their stipend and place of work.
- k) Will be responsible for arranging adequate Bible Courses in conjunction with PAG-Kenya Regional Bible Training (RBT) for lay people and other such courses or seminars for pastors as shall be deemed necessary from time to time.
- l) May make recommendations for transfers of pastors from its District to the Posting Committee.
- m) Shall receive names from the Posting Committee to consider for appointment.

8.7. Duties of The District Overseer

The District Overseer shall:

- a) Work together with the Executive Committee for the furtherance of the gospel within the District.
- b) Present quarterly reports to the Executive committee.
- c) In consultation with the Assembly Committee, organize District Conventions, Rallies, Evangelistic and District wide prayer conferences, arrange for training seminars for pastors and lay leaders.
- d) Supervise the work of Assembly pastors and evangelists.
- e) Promote, in the district, the work of all departments such as Pentecostal Bible College, Nyang'ori Industrial Training Centre, PAG-Kenya Medical Clinics, Women's Ministries, PAG-Kenya Missions, Regional Bible Training and the Christian Education Department.
- f) Post pastors in consultation with the respective Assembly Committee.

8.8. Qualification of the District Overseer

- a) The District Overseer must be a pastor ordained for a period of not less than six (6) years and holder of a Certificate in Bible as a minimum.

- b) No person having served on the Boundaries Review Commission shall be qualified for nominations as District Overseer.

8.9. Duties of the District Secretary:

The District Secretary shall:

- a) ensure that accurate records of the minutes of District Annual Meetings and District Committee Meeting are kept.
- b) Maintain an up-to-date record of all Assemblies, pastors and committee members.
- c) Be a signing officer of the District Committee bank account(s), cheques, and official notices.

8.10. Duties of the District Treasurer

The District Treasurer shall

- a) Keep proper financial records of all money received and disbursed.
- b) Receive from the Assemblies in the District, tithes and designated funds.
- c) Forward all designated funds, intact, promptly to the General Treasurer.
- d) Send a tithe (10%) of all the assemblies' tithes sent to the District Committee to the General Executive for its operating requirements.
- e) Ensure that all Assemblies' books of account are audited once a year.
- f) Be directly accountable to the District Overseer and the District Committee.

8.11. Duties of other Committee Members

Without prejudice to the foregoing, the District Committee may assign duties to other members or employees as it may deem fit.

8.12. District Conference

- a) Delegates – The District Conference voting delegates shall consist of the following:
 - i) All pastors
 - ii) Assembly |Committee Members

b) **Timing of District Conference:**

Without prejudice to the provisions of the transitional provisions stated in the By-laws, the outgoing District Officials shall call the District Conference, in consultation with the Executive Committee, as soon as practicable after the Business Conference, but in any case, not later than the end of February following the Business Conference.

c) **The District Conference shall be presided over by an appointee of the Executive Committee and shall elect the District Overseer and the District Committee.**

ARTICLE 9: BOUNDARIES REVIEW COMMISSION

9.1 Duties

The Boundaries Review Commission shall be a standing committee whose duties will include:

- a) The review of District boundaries once every three years.
- b) Upgrading branch churches to Assembly status.
- c) Conferring upon Assemblies the status of full autonomy.
- d) Listening to interested parties, before reaching a decision.
- e) Maintaining accurate records of Assemblies and Districts.

9.2. Composition:

The Boundaries Review commission will be comprised of representatives from:

- a) Kisii
- b) Coast/Nairobi
- c) Central
- d) Western two (2) Representatives
- e) Rift Valley
- f) Lake/ Siaya

9.3. Qualifications:

Members of the Boundaries Review Commission must be people that:

- a) Have mature pastoral experience and ability.
- b) Have previously served as a member of the council
- c) Been ordained for a period of not less than fifteen (15) years.

9.4. Appointment

The Boundaries Review Commission members shall be appointed by the Executive Committee and will serve for a period of seven years.

9.5. Operating Rules

Subject to the provisions of this article, the Boundaries Review Commission shall make its own rules for regulating its business in compliance with PAG Kenya Constitution and the laws of Kenya.

The Boundaries Review Commission in performance of its duties shall not be subject to the direction of any person or authority.

ARTICLE 10: THE EXECUTIVE COMMITTEE

10.1. Management Committee

The Executive Committee shall be the supreme management committee of the church and the implementing authority of PAG-Kenya policies.

10.2. Finance Committee

The Executive Committee shall be a standing Finance Committee which shall be charged with the responsibility of reviewing the budget prepared by the General Treasurer and forwarding it to the Council.

10.3. Quorum

The quorum of the meeting of the Executive Committee shall be five (5) members.

10.4. Duties of The Executive Committee

The Executive Committee:

- a) Shall supervise and provide general guidance to all departments and Districts and is authorized to act for the church in all matters that affect its interest.
- b) Shall until election is held, fill temporarily all elective positions falling vacant due to death, resignation, disciplinary action, or disability within the District Committees.

- c) Shall ensure that elections to fill all vacancies within District Committee due to death, resignation, disciplinary action or disability are held within ninety (90) days and in which case, those elected to office in these circumstances shall hold office until the next regularly scheduled elections.
- d) Shall diligently manage inventory and professionally manage and invest church funds in furtherance of the aims and goals of the church.
- e) Shall ensure that proper books of account are maintained and audited annually.
- f) Shall cause all properties belonging to the church; to be bought, taken, held, sold, transferred, mortgaged, leased, assigned or conveyed in the name of the registered Trustees as necessity may dictate.
- g) May recommend to the council the establishment of such departments, institutions, charities, and funds as will enhance the health, education and well-being of members of the church, the disadvantaged and general society.
- h) Shall fulfill any other duties assigned to it by the Council/or the Business Conference.

10.5 Special Provisions:

- a) Any decision that may be taken by a member of the General Executive Committee, may be taken by the Executive Committee sitting as a committee provided there is a quorum.
- b) The Executive Committee, sitting as a committee, may take any action or make any decision that ought to have been taken or made by a member of the Executive but which he has, for whatever reason, been unable to carry out.
- c) Nothing done by the Executive Committee shall be deemed to be contrary to this constitution or unlawful unless it contravenes some specific article (s) of this constitution or by-laws made there under, and the laws of Kenya.

ARTICLE 11: COMPOSITION OF THE EXECUTIVE COMMITTEE.

The composition of the Executive Committee shall be as follows:

- a) General Superintendent
- b) General Secretary
- c) General Treasurer
- d) Principal - Pentecostal Bible College
- e) The person for the time being serving as District Overseer of the District within which the Headquarters of the Pentecostal Assemblies of God-Kenya is situated.
- f) The National Women's Ministries Director
- g) The National Missions' Director
- h) One (1) lay person: one respected and suitable lay person who shall be co-opted by the Executive Committee, at its first meeting after the Business Conference, who shall henceforth serve as a member of the Executive Committee until the next Business Conference.
- i) General administrator, who shall be an ex-official member without voting privileges,
- j) Co-opted experts, provided that on the recommendation of the General Administrator, the Executive Committee may admit into its meetings any such number of experts that it may require to consult before resolving any issue at hand.

ARTICLE 12: THE EXECUTIVE OFFICERS

12.1. General Superintendent

The General Superintendent:

- c) Shall be the head of PAG Kenya and the official spokesman of the church.
- d) Shall preside as the chairman at all National Conference, and Executive Committees meetings.
- e) Will be at liberty to attend and participate in meetings of other committees of the church, save for the Assembly and District (DARC).
- f) Shall articulate, promote and co-ordinate all church ministries throughout the fellowship.
- g) Shall be signatory of the main bank account.

- h) Shall be the convener of all National Conferences and shall give Notice of not less than three months.
- i) Perform all duties incidental to his office and have such other power and duties as may from time to time be assigned to him by the Business Conference.

12.2. **General Secretary**

The General Secretary shall:

- a) Be secretary to all National Conference, the Executive Committee, and the Credentials Committee.
- b) Cause to be issued notices of all meetings of the Executive Committee.
- c) Present all proposals to amend the constitution or by-laws to the Business Conference.
- d) Be a member of all committees, save for Assembly and District (DARC).
- e) Be signatory of the main bank account.
- f) Ensure that all acts of correspondence or reports to or from the PAG-Kenya are received or dispatched in the name of the General Secretary.
- g) Shall be responsible for the issuance of credentials to pastors as directed by the Credentials Committee.
- h) Shall keep a record of all credential holders and Assemblies.
- i) Shall keep a true and accurate record of all proceedings of the Council and Executive Committees and shall publish the same as approved.
- j) Shall perform such other duties as are incidental to his office or that the Business Conference, the Executive Committee or the Council may assign him from time to time.

12.3. **General Treasurer**

The General Treasurer shall:

- a) Have the care and custody of the funds and securities of the fellowship and cause the same to be deposited or invested in the name of the PAG-Kenya in such Bank(s) or financial institutions as the Council may direct.

- b) Unless otherwise provided by a resolution of the Executive Committee, he shall be the first signatory on all cheques, drafts, notes and orders for disbursement of money in accordance with the provisions of this Constitution and By-laws.
- c) Sign and counter-sign such instruments that require his signature.
- d) Prepare the budget for discussion by the Finance Committee and thereafter present it with or without amendments to the Council for approval.
- e) Ensure that all the books of accounts of the District Treasurers are audited once a year.
- f) Issue written financial guidelines to the District Treasurers with regard to financial controls.
- g) Perform all duties incidental to his office or that may be properly assigned to him by the Executive Committee, the Council or the Business Conference.

12.4. **Qualifications of the General Officers**

The General Officers shall be members of PAG-Kenya and shall be men and women of mature experience and ability, who shall not be younger than 40 years of age at the time of first nomination and not older than 60 years of age at the time of nomination, ordained for period of not less than ten (10) years, whose life and ministry are above question, holding a Diploma in Bible or above.

12.5. **Term of Office**

The General Superintendent, the General Secretary and the General Treasurer shall serve for a term of five (5) years, renewable only once upon re-election, without prejudice to the transitional provisions herein.

12.6. **Nomination and Elections**

- a) **Nominations:** At the pastors' Conference, nominations shall be made from the floor by secret ballot for each of the offices of General Superintendent, General Secretary and General Treasurer which shall be submitted to the Electoral Committee.

- b) **Elections:** The Electoral Committee will submit not less than three names to the council for verification of qualifications and return them to the Electoral Committee who will present them to the Business Conference for election by secret ballot.

ARTICLE 13: ADMINISTRATOR

13.1. The Administrator shall:

- a) Be in charge of the day-to-day administration of church affairs under the direction of the Executive Committee.
- b) Co-ordinate the activities of all departments.
- c) Be the recording secretary of all the Executive Committees and the Conferences.
- d) Be the chief advisor to the Executive Committee and Council on all matters of a technical nature and where his advice is not complied with or is varied, may demand that his advice as given be recorded in the minutes.
- e) Be the official custodian of the seal of the PAG-Kenya and shall have custody and control over all movable property as well as custody of all documents of title in respect of immovable property owned by the registered Trustees of PAG-Kenya.
- f) With the approval of the Executive Committee, formulate a suitable personnel policy and work out terms and conditions of service for all employees, save for those who are directly under Assemblies.
- g) Cause to be deposited in a bank account all monies received in the course of his duties.
- h) Be answerable to the General Treasurer in financial matters and shall furnish him with such records, vouchers, receipts and other documents that will enable the general Treasurer to discharge his constitutional responsibilities.
- i) Provide the General Treasurer with the entire technical backup as necessary for the General Treasurer to discharge his responsibilities.
- j) Perform any other duties that may be delegated to him from time to time by any one or several of the Executive Officers or assigned to him by the Executive Committee.

- k) In the day- to-day performance of his duties, the Administrator shall report to the Executive Committee.

13.2. **Appointment of the Administrator**

The appointment of the Administrator shall be accomplished as follows:

- a) The position to be filled by the Administrator shall be advertised.
- b) The Administrator shall be recruited by the Executive Committee.
- c) The Administrator shall be a committed Christian with administrative skills and have an understanding of sound financial management.
- d) The Administrator's term and conditions of service shall be determined by the Council and such terms shall not be reviewed to the detriment of the Administrator while his contract is in force.
- e) The Administrator shall be appointed on a renewable contract of seven (7) years, subject to the satisfactory completion of a six (6) month probationary period at the commencement of the first contract provided that he/she shall retire upon attainment of 60 years of age.

13.3. **Removal**

- a) The Administrator shall come under the discipline of the Executive Committee should there be need for such.
- b) The Executive Committee shall refer the matter to the Council in committee whose majority decision shall be final.
- c) Cause for disciplinary action may include: incompetence, mishandling or misappropriation of funds, departure from the Standard of faith and practice of the Church, insubordination, misconduct, and dishonesty.

ARTICLE 14: CHURCH COUNCIL

14.1. **Purpose:** The Council shall be the body for harmonious debate and free exchange of ideas and different views on church affairs in the spirit of Godly love and fellowship.

14.2. **Duties:** The Council shall:

- a) Have the final power or interpretation of the constitution.

- b) Be vested with the power to recommend to the Business Conference desirable changes to the constitution, by-laws and policies of the church.
- c) Oversee the implementation of all policies laid down by the Business conference.
- d) Have the right to query and demand information on policy implementation and day to day running of affairs of the church.
- e) Allow any member of the Council to demand, on reasonable notice which shall not be less than fourteen (14) days, that copies of certain documents or information relevant to the issue at hand be made available to the Council by the General Secretary, provided that, if in the opinion of the Executive Committee, the document or information demanded by the Council member is of a confidential nature and /or its production to the Council may prejudice the interest of the church, the General Secretary may decline to produce the document or information demanded, in which case, the Executive Committee may convene a special meeting of the Council-in Committee for the purpose of explaining the general nature of the document or the information without injuring the interest of PAG-Kenya.
- f) Consider all budget proposal presented to it by the Executive Committee and either approve them as presented or reject them, save that any budget proposals presented again at an appropriate time with necessary amendments.
- g) Approve and appropriate funds as are necessary to enable it carry out its responsibilities, provided for that purpose in the approved budget.
- h) Once properly convened, remain in session on a day basis until it has exhausted all its business for that session and should it become necessary to adjourn for more than twenty-four (24) hours, then it must be adjourned to the next scheduled meeting.

14.3. **Composition of the Council**

The following shall be members of the council:

- a) All members of the Executive Committee, who shall be Ex-official members with no voting privileges.

- b) District Overseer who have Diploma in Bible or higher.

14.4 **First Council Convener**

The General Superintendent shall convene the first Council and preside over the election of its first Chairman and Secretary and soon thereafter, hand over the chair to the newly elected chairman.

14.5 **Officers**

- a) The council, without prejudice to the above provision, shall elect its own Chairman and secretary who shall not be member of the Executive Committee.
- b) Should, for any reason, the chairman or the secretary not be able to perform their duties, the members present shall appoint, from among themselves, an acting Chairman or Secretary.
- c) In the event that the elected Chairman is permanently unable to fulfill his duties, the General Superintendent will conduct a new election.

14.6. **Minutes of Council Meetings**

The Secretary shall cause the proceedings of the church to be clearly recorded, showing the contribution of each member.

14.7. **Convener**

The council shall be convened on the instructions of the Chairman of the Council once every six-month upon the giving notice of at least thirty (30) days to all members of the Council.

14.8. **Quorum**

The quorum of the council shall be fifty percent (50%) of the members who hold voting rights.

14.9. **Executive Privilege**

Any member of the Executive Committee who wishes to be heard on any point in debate by the Council shall be allowed to address the Council before any decision is taken on the point.

14.10. **Confidential matters**

The Council, shall constitute itself into a Council in Committee, when considering matters of a confidential nature, including matters affecting:

- a) Personnel of the church.
- b) Individual members of the church
- c) Budget proposals
- d) Relations between PAG-Kenya and other churches or the state Government.
- e) Nominations of candidates for various offices.
- f) Term and conditions of employment, dismissals, or the filling of vacancies within the Executive Committee.

14.11. **Confidentiality**

Meetings of the Council-in-Committee need not be open to non-members and its minutes need not show the contribution and voting patterns of the members.

14.12. **Action Procedures**

Decisions of the Council in Committee may be effected immediately, provided that with regard to the filling of vacancies in the Executive Committee, this must be ratified by the Business Conference within a period of six (6) months if they have to continue in force.

14.13. **Rules**

Subject to the provision of this article, the council shall make its own rules for regulating its business which shall be in compliance with the PAG Kenya constitution and the laws of Kenya.

ARTICLE 15: CONFERENCES

There shall be four classes of conferences:

15.1.1. **Pastors' Conferences which will:**

- a) Review pastoral ministries
- b) Review the task of evangelism and missions
- c) Review tithes and offerings
- d) Receive new credential holders

- e) Nominate candidates for the Executive once a notice of elections has been issued by the Executive Committee.

15.1.2. Composition of Pastors' Conferences

- a) General Superintendent, who shall be Chairman
- b) General Secretary, who shall be Secretary
- c) Members of the Executive Committee
- d) Administrator who shall record proceedings
- e) All pastors.

15.1.3. Frequency of Convening Pastors' Conferences

Pastors' Conferences shall meet after every two and one half (2 1/2) years or as often as need arises.

15.2. Business Conference

The Business Conference shall be the supreme policy making body of PAG-Kenya which shall:

- a) Approve the General Superintendent's report
- b) Approve the General Secretary's Report.
- c) Consider and approve the General Treasurer's report which shall include the Auditor's report.
- d) Approve Departmental reports
- e) Appoint a firm of auditors
- f) Approve the creation of Districts
- g) Conduct elections of the three General Officers

15.2.1 Composition of the Business Conference:

- a) Executive Committee members
- b) District Committee members
- c) Departmental Directors
- d) Bible College Faculty
- e) All Pastors.

15.2.2 Convener of the Business Conference:

- a) The Convener of the Business Conference shall be the General Superintendent save that on the instructions of two thirds majority

of the Council, the Administrator shall convene the Business Conference within three months of the vote.

- b) If after the resolution of the two thirds majority of the council, the Administrator fails to convene the Business Conference within three month or fails to convene it in accordance with this constitution or any by-laws relating thereto, the council may suspend the Administrator and appoint a suitable person who shall convene the Business Conference within three months and in accordance with the provisions of the Constitution and relevant by-laws.
- c) Where the Administrator is suspended from office in accordance with this article, he shall continue to receive all the fixed emoluments due to his office until the Business Conference ratifies or annuals his suspension.
- d) Where the decision of the Council with regard to the suspension of the Administrator shall be deemed to have been terminated with effect from the date of ratification.

15.3 Special Conference

The Special Conferences shall be convened for the purpose of:

- a) Approving all amendments to the Constitution and By-laws
- b) Giving consideration to official Council decisions.
- c) Giving consideration to policy matters.

15.3.1 Composition of Special Conference

- a) Executive Committee members
- b) District Committee members
- c) Departmental Directors
- d) Bible College Faculty
- e) All pastors.

15.4 General Conferences

Which shall be convened for the purpose of:

- a) Prayer
- b) Fellowship
- c) Encouragement

15.4.1 Composition of General Conference:

- a) Executive Committee members
- b) District Committee members
- c) Departmental Directors
- d) Bible College Faculty
- e) All Pastors
- f) Assembly Committee members

15.4.2 Frequency of General Conferences

The General Conference shall meet as often as possible but not less than once every five years.

ARTICLE 16: QUORUM

- a) A third of the members of any class of conference, Annual Meeting or any committee without prejudice to any other provision of this constitution shall form a quorum of the Conference, Annual Meeting or Committee.
- b) Notwithstanding anything to the contrary in this Constitution, a record of all delegates invited to the conference shall be kept open to all the members of the conference bar and only if there is sufficient evidence that a notice and the agenda of the meeting were served on all the members shall the quorum be one third of all those invited, otherwise the quorum at Conference shall be one half of all the members.

ARTICLE 17: TRUSTEES

A Board of Trustees answerable to the Council and not less than three in number shall be appointed by the Council in Committee for the purpose of:

- a) Holding all immovable property of the church
- b) Serving as trustees of the Pension Fund subject to their meeting the qualifications set out in any law in force in Kenya
- c) Holding and investing all trust funds in accordance with the law and advice by experts.

ARTICLE 18: BOARD OF TRUSTEES

- 18.1 a) The Board of Trustees shall consist of the person who in the meantime holds the position of the General Superintendent plus two other members, who shall not be members of the Executive Committee.
- b) Members of the Board of Trustees shall appoint from among themselves a chairman who shall not be the General Superintendent.

18.2 Term of Office

Every Trustees shall hold office for a period of 10 years from the date of appointment, save that the General Superintendent shall cease to be member on the expiry of his term of office.

18.3 Qualifications

Qualifications of the member of the Board of Trustees shall be as follows:

- a) A full member of Pentecostal Assemblies of God – Kenya.
- b) A man or women of mature experience and ability both in spiritual and administrative matters whose life and ministry shall be above question.
- c) Is not an undischarged bankrupt or under any legal disability.

18.4 Removal from Office

A Trustee may be removed from the office if:

- a) A receiving order is made against him by a court of law
- b) He suffers from infirmity of body or mind.
- c) He resigns or is suspended or membership is terminated.

18.5 Vacancies

In the event of a vacancy on the Board of Trustees due to death, resignation, or removable from the office, the Council in Committee will fill the vacancy in accordance with this Constitution.

ARTICLE 19: PROPERTIES

19.1 Any immovable property acquired by PAG-Kenya shall vest in the Board of Trustees together with such church premises and other properties that may from time to time be acquired or inherited or handed

over from the Pentecostal Assemblies of Canada, any other church organization, or any individual.

19.2 a) For the purpose of this constitution, PAG-Kenya shall be deemed and is hereby declared to be the sole heir and successor of The Pentecostal Assemblies of Canada assets in Kenya.

b) Notwithstanding any provision herein, nothing in this constitution shall be construed to compel the PAG-Kenya to inherit any liabilities of The Pentecostal Assemblies of Canada that had not accrued or were unknown to PAG-Kenya as at 30th November, 1979.

19.3. PAG-Kenya may in its sole discretion which discretion shall be exercised in the ordinary manner, in accordance with this Constitution take cognizance of any liability of The Pentecostal Assemblies of Canada, and deal with it as it deems fit.

ARTICLE 20: INVALIDATION OF PREVIOUS CONTRACTS.

20.1 This constitution supersedes any agreement, understanding or protocol, whether written or verbal entered into between PAG-Kenya and any other church, including The Pentecostal Assemblies of Canada, and any such agreement, understanding, or protocol shall remain valid only to the extent to which it is consistent with this constitution.

20.2 Subject to the provisions of 20.1 above, the Executive Committee shall have sole authority to grant credentials and accreditations to foreign missionaries working with PAG-Kenya.

ARTICLE 21: POWER TO ESTABLISH CONTACTS WITH OTHER CHURCHES, ORGANIZATIONS OR INSTITUTIONS

The Executive Committee shall have the power to establish contacts with other churches, including The Pentecostal Assemblies of Canada Headquarters, organizations or institutions within or without Kenya in a spirit of Christian love, based on the principles of partnership and

fellowship in the Gospel of our Lord Jesus Christ in so far as such contacts and or relationships do not derogate from or conflict with Pentecostal faith and practice.

ARTICLE 22: DISPUTE RESOLUTION

22.1 No member, pastor or official of the church shall take any matter or dispute involving a member, pastor, official, organ of the church or the church to a court of law or any tribunal without first exhausting the dispute resolution machinery hereinafter.

22.2 a) All members of the church are encouraged to follow the Scripture pattern found in Mathew 18:15, 16 before bringing their complaint to one of the committees.

b) If the matter is not resolved, or is inappropriate, then the relevant committee may be contacted, following Mathew 18:17, 18.

22.3 The provision in 22.2 shall not be enforced in the following cases where the offended is:

- a) under age.
- b) mentally or physically infirm.
- c) is psychologically under the control of the offender.

22.4 The committee will listen to such cases, faithfully causing a record of statement made in the case to be kept, and take appropriate action.

ARTICLE 23: DISCIPLINARY, ARBITRATION, RESTORATION AND COUNSELING COMMITTEES:

23.1 There shall be Disciplinary, Arbitration, Restoration and Counseling committee (DARC) at the assembly, District and Executive level whose main function shall be:

- a) To correct, restore to fellowship and, where necessary, discipline those who yield to all manner of temptations.

- b) To reconcile or arbitrate in disputes and differences arising between and among any of the following: members, pastors, assemblies, districts and officials of the Executive Committee.

23.2 Procedure

- a) No complaint of misconduct or improper act shall be considered by the DARC unless made in writing and duly signed by the complainant, save for the provision made in ARTICLE 22.
- b) The member complained against shall be advised in writing and invited to appear before the committee at which time he/she will be asked to answer verbally to the complaint.
- c) If there is an admission of guilt and if contrition, sorrow and repentance are evident, the DARC shall decide what action to take, which may include one or more of the following:
 - (i) Order restitution.
 - (ii) Order reimbursement of the complainant's costs.
 - (iii) Demand an apology.
 - (iv) Order removal of privileges
 - (v) Order compensation
 - (vi) Issue reprimand
 - (vii) Other action of the committee

23.3 In the event that he/she does not admit to the complaint, a date shall be set for a hearing before the committee in the presence of the complainant when both the complainant and the person complained against together with their witness will be heard and a verdict given.

23.4 If wrongdoing is established, the DARC may take one or more of the following actions:

- a) order restitution
- b) order reimbursement of the complainant's costs.
- c) demand an apology.
- d) order removal of privileges
- e) Order compensation
- f) Issue reprimand

- g) Order suspension from the fellowship.
- h) Order excommunication from the fellowship, save that only the Executive DARC shall have the power to order or confirm excommunication from the fellowship.

23.5 Frivolous and Unwarranted Complaints

If a complainant is found to be frivolous and unwarranted from the beginning or actuated by malice or spite, the DARC may take any of the following actions against the complainant:

- a) Demand an apology.
- b) Issue a reprimand
- c) Order reimbursement of costs to the person complained against.
- d) Order suspension or dismissal from membership, provided that in all cases, where disciplinary action other than excommunication is taken against a member, all efforts shall be taken to counsel and restore the member to fellowship.

ARTICLE 24: ASSEMBLY DARC

Assembly Disciplinary, Arbitration, Restoration and Counseling Committees shall deal with disputes and differences arising between and among its members touching on the family, unbecoming conduct, hostility, contentions and related matters.

24.1 Composition:

- a) The Assembly Pastor who shall be the Convener and Chairperson save that where the Pastor Himself/herself is a subject of disciplinary proceeding or is for some reason unable to chair the Assembly DARC, the Assembly committee shall appoint a temporary Convener who shall chair the DARC.
- b) The Assembly Women's Ministries Director.
- c) A Deacon appointed by the Assembly Committee
- d) No member who is a subject of disciplinary proceedings shall sit on the Assembly DARC unless and until the disciplinary proceedings have been terminated and the member declared innocent, until such time, the appointing authority shall

temporarily replace that member; if a verdict is pronounced against him, he shall be substantively replaced until elections are held.

24.2 Term of Office

They shall remain in office for two (2) years.

24.3 Procedure for Consideration of Excommunication Cases:

If after hearing a complaint, the Committees is of the view that the offender is to be excommunicated from the fellowship, it shall forward the complaint and the record of proceedings to the District DARC for onward transmission to the Executive DARC for sentence or review.

ARTICLE 25: DISTRICT DARC COMMITTEES

25.1 The District DARC Committee shall:

- a) Deal with disputes and differences arising between and among:
 - i. Pastor in the District,
 - ii. Assemblies within the District,
 - iii. Pastors and their Assemblies
- b) Hear appeals arising from Assembly DARC Committees within its jurisdiction and no further appeals shall lie from its decisions while sitting on appeal.
- c) Receive for onward transmission to the Executive Restoration Committee all Excommunication cases originating from Assembly DARC Committees.

25.2**Composition:**

- a) District Overseer who will be the Convener and Chairman
- b) Two (2) pastors appointed by the District Committee
- c) District Women's Ministries Director
- d) District Secretary.

25.3 Term of Office

The term of office shall be five (5) years.

ARTICLE 26: EXECUTIVE DARC COMMITTEE.

26.1 The Executive DARC Committee Shall:

- a) Deal with disputes and differences arising between and among:
 - i) Districts,
 - ii) District Overseers
 - iii) Members and District Overseers
 - iv) District Department and Heads of Departments,
 - v) Assemblies and their District touching on posting by the Assemblies, financial mismanagement of District funds, and creation of new Districts,
- b) Deal with accusations of departure from doctrinal tenets of faith, unscriptural and unbecoming conduct, failure to co-operate in the Ministry, incompetence and causing harm rather than edifying the body of Christ, the propagation of doctrines, and practices contrary to those set out in the Standard of Faith and Fundamental Beliefs which cause serious discord, disunity, and dissension with malicious intent, disputes on the posting of pastors.
- c) Hear appeals arising from District DARC committees.
- d) Shall have original jurisdiction to it by the Assembly and District DARC Committees.

26.2 **Composition:**

- a) General Superintendent who shall be the Convener and Chairman
- b) General Secretary
- c) General Treasurer
- d) Women's Ministries Director
- e) Lay member of the Executive Committee

26.3 **Term of Office**

The term of office shall be five (5) years.

ARTICLE 27: ELECTIONS AND APPOINTMENTS DISPUTE RESOLUTION

27.1 **Every DARC Committee:** shall have jurisdiction with all disputes and appeals arising out of election or appointment of a member or members of a committee below it and take any of the following actions:

- a) Discuss the complaint or appeal as the case may be.
- b) Nullify the election or appointment and order fresh elections or appointment within ninety (90) days.
- c) Order reimbursement of expenses incurred by the innocent party, provided that in election and/or appointment disputes, no second appeal shall be made, and provide that in the course of hearing an election or appointment dispute, the DARC is of the view that any person who has committed an offence for which a disciplinary action is warranted, it may, in addition to any action prescribed herein, take disciplinary action it may deem necessary.

27.2 Disputes arising out of the election or appointment to the Executive Committee shall be heard by the Tribunal which shall, with regard to elections and appointments, exercise similar power as the DARC Committees.

27.3 Any Member being aggrieved by the results of an election or an appointment to a committee may lay a written complaint to the appropriate DARC Committee or Tribunal as the case may be, provided that it is accompanied by at least five (5) signatures of witnesses who shall testify.

ARTICLE 28: APPEALS AND ARBITRATION TRIBUNAL

28.1 The appeals and Arbitration Tribunal shall:

- a) Hear all disputes and differences arising between and among members of;
 - i. The Executive Committee
 - ii. The Executive Committee and the Council
 - iii. Pastors and the Executive Committee
 - iv. Departments

- v. Departmental Heads and the Executive Committee
- b) Hear all appeals arising out of ex-communication cases
- c) Deal with matters touching on departure from the tenets of faith, unscriptural and unbecoming conduct, failure to co-operate in the ministry, incompetence, causing harm rather than edifying the body of Christ, the propagation of doctrines and practices contrary to those set out in the Standard of Faith which cause serious disunity and dissention with malicious intent, and disputes on the posting of pastors.
- d) Hear all other appeals from the Executive DARC committee in both its original and appellate jurisdiction.

28.2. **Composition:**

- a) One senior minister from Christ is The Answer Ministries (CITAM)
- a) One Pentecostal Bible College Representative
- b) A lawyer who must be a practicing Christian and in agreement with the Church's Standard of Faith who shall be appointed by the Executive Committee.
- c) One Pentecostal Assemblies of Canada (PAOC) representative.
- d) Two retired pastors who must have served on the Council who shall be appointed by the Executive Committee.
- e) One lay person co-opted by the Tribunal at its first meeting.
- f) One mature and respected PAG-Kenya woman appointed by the Women's Ministry.

28.3 **Term of Office**

The term of office shall be 7 years.

28.4 **Inaugural Meeting**

- a) For its first meeting, the General Secretary shall within thirty days of the Business Conference, write to all organizations entitled to send their representative's name to him within thirty days.
- b) He shall be the convener of the inaugural meeting of the Tribunal at which meeting; members of the Tribunal shall choose their Chairman and Secretary as well as Co-opt one lay person.

28.5 Decisions of Tribunal:

The Tribunal's decision on any matter in dispute shall be final and conclusive.

TRANSITIONAL PROVISIONS

1. Commencement Date: The commencement date of this constitution shall be immediately after ratification by the Special Conference.
2. Term of Office for the Executive Officers: The General Superintendent, the General Secretary and the General Treasurer elected in 2024 shall take their position immediately and remain in office until 1st October, 2029 unless lawfully removed or the office falls vacant due to death, resignation, or disability.
3. Term of office of District Committees: The District Committees elected after the Business Conference of 2024 shall remain in office for the term set out in Article 8 of this Constitution.

THE PENTECOSTAL ASSEMBLIES OF GOD-KENYA

BY-LAWS made under the authority of the Revised Constitution of the Pentecostal Assemblies of God-Kenya.

BY- LAW 1: DEPARTMENTS

In pursuit of attaining its objective, the PAG-Kenya shall be involved in the establishment and/or operations of the following departments/institutions:

- i) Pentecostal Bible College (PBC)
- ii) Nyang'ori Industrial Training Centre (NITC)
- iii) Pan Africa Christian College (PACC) – Nairobi
- iv) Creative – Goibei
- v) Evangel Publishing House (EPH) – Nairobi
- vi) Christian Education Department (CED)
- vii) Women's Ministries Department (WED)
- viii) Pastor's Provident Fund (PPF)
- ix) Missions and Evangelism Department (MED)
- x) Education Department (ED)
- xi) Medical Department (MD)

xii) Regional Bible Training (RBT)

Each Department or institution shall be coordinated by a Department Head appointed by the Executive Committee or by the Governing Board concerned.

BY-LAW 2: STANDING COMMITTEES

2.1 Missions and Evangelism Committee

The Missions and Evangelism Committee shall be comprised of the National Missions Director, who by virtue of his office, is Secretary of the Standing Missions and Evangelism Committee, the General Secretary and the general Superintendent and three (3) other people, nominated by the Executive Committee. It shall meet at the call of the Chair who is the General Superintendent.

2.2 Christian Education

The Christian Education Committee shall consist of the Christian Education Directors from each of the District of PAG-Kenya. The National Director of Christian Education and Youth shall be chairman for the Committee. The Committee shall meet at the call of the Chair for the planning of programmed and method of implementation on a national scale, subject to the approval of the Council.

2.3 Women's Ministries

The Women's Ministries Committee shall consist of the District Women's Director. The National Women's Ministries Director shall be the Chairwoman of the Committee. The Committee shall meet at the call of the chair for the planning of programs and methods of implementation on a national scale, subject to the approval of the Executive Committee.

2.4 Pastors' Provident Fund Committee

The Pastors' Provident Fund Committee shall consist of the General Superintendent, the General Secretary, The General Treasurer who shall be its chairman, and the Administrator. The Committee shall meet at the call of the chair. This Committee, among other things, will deal with

retirement of pastors and advise Provident Fund Trustees of those who have attained Retirement age of Sixty-five (65) years.

2.5 National Education Committee

The National Education Committee shall consist of the General Superintendent, the Principal of Pentecostal Bible College, National Christian Education Department Director, CREATE Director, Missions Director, three (3) Headmasters/Headmistresses from PAG-Kenya sponsored schools, three (3) Members appointed by the Executive Education Secretary. The Committee shall be chaired by the National Education Director.

2.6 Posting Committee

The Posting Committee will include the General Superintendent, who will be its Chairman, the General Secretary, the General Treasurer, the Principal of Pentecostal Bible College, two (2) other qualified members appointed by the council who will serve for a period of two (2) years but may be re-appointed. This committee will be responsible to review the recommendations from the Districts regarding transfer of pastors from one District to another and to recommend to districts, pastors without Assemblies. The committee shall meet at the call of the chair.

2.7 Credentials Committee

The Credential Committee is comprised of the members of the Posting Committee. The Credentials Committee will be responsible for reviewing annually all credential holders and issuing credentials to all PAG-Kenya workers. They will also be empowered to withdraw credentials from any worker if deemed necessary after thorough investigation by relevant committees.

2.8 Electoral Committee

- a) The Electoral Committee Chairman shall be informed by the General Superintendent when the pastors' Conference and related Business Conference will be called for the purpose of conducting elections.
- b) The Electoral Committee is responsible for organizing and conducting the elections in consultation with the Executive Committee.

- c) Composition: The Members of the Electoral Committee are as follows, provided that these members must not be the same as those on the Appeals and Arbitration Tribunal:
- i) one senior minister from Christ Is The Answer Ministries (CITAM) who will be the Chairman.
 - ii) one representative from Pentecostal Bible College.
 - iii) a lawyer who must be a practicing Christian and in agreement with the church's Standard of Faith who shall be appointed by the Executive Committee.
 - iv) one Pentecostal Assemblies of Canada (PAOC) representative.
 - v) two (2) retired pastors who must have served on the Council who will be appointed by the Executive Committee and who are not members of the Appeals and Arbitration Tribunal.
 - vi) one lay person co-opted at its first meeting.
 - vii) one mature respected PAG-Kenya women appointed by the Women's Ministries.

3 Election Procedure

The nomination and election procedure shall be as follows:

- a) The delegates at the Pastors' Conference will nominate, by secret nomination ballot, candidates for the position of General Superintendent.
- b) The Electoral Committee shall cause these ballots to be counted and forward not less than three names to the Council for verification of qualifications.
- c) These names will be returned to the Electoral Committee who will present the three names with the highest number of nominations to the Business Conference for election by secret ballot. If there is no clear winner in the first election ballot, there will be a second election ballot cast with the candidate who received the lowest number of votes in the first round being dropped from the list of candidates. A simple majority in the second election ballot will be deemed sufficient to declare an election.

- d) once the General Superintendent is elected, the Pastors' Conference will be re-convened to nominate, by secret ballot, candidates for the position of General Secretary. The same procedure followed in b) and c) above will be used to effect an election.
- e) Finally, after the General Secretary has been elected, the Pastors' Conference will be re-convened to nominate, by secret ballot, candidates for the position of General Treasurer. The same procedure followed in b) and c) above will be used to effect an election.
- f) Nomination and election ballot will be kept in a secure place for six months from the date of election after which time they may be destroyed.

4. **Autonomous Assemblies**

- a) Application for such status shall be made by the relevant Assembly to the Boundaries Review Commission.
- c) Autonomous Assemblies shall deal directly with the PAG-Headquarters in their contribution of tithes and designated funds.
- d) Autonomous Assemblies shall have the right to call their own pastor(s). Term and conditions of service for their pastor(s) will be the responsibility of the Assembly Committee.
- e) Autonomy shall in no way be used to flaunt or contradict the PAG-Standard of Faith and practice nor violate the spirit of fellowship within the movement.

5. **Annual and special Assembly Meetings**

- a) The Annual Assembly Meeting shall be held not later than March 31 of each year. A notice of the Annual Assembly Meeting shall be given on the three consecutive Sundays immediately preceding such meeting and copy of the Notice and the agenda shall be posted on Assembly bulletin board and the annual statement of audited accounts shall be displayed in the Assembly office fourteen days prior to the Annual Assembly Meeting.
- b) Special Assembly Meeting may be called for any purpose by the assembly Committee. A Notice of such Special Assembly

meeting shall be given on the three consecutive Sundays immediately preceding such meeting and a copy of the Notice and the agenda shall be displayed on the Assembly bulletin board or other conspicuous place.

6. **Deacons/Deaconesses**

All Deacons, Deaconesses and all other Assembly Officers other than the Pastor shall be elected by the full members of the Assembly by secret ballot and shall serve for a two- year period and may stand for re-election. Their term of office begins on the first day of the month following the date of election. No member shall be eligible for nomination as Deacon/Deaconess until he/she has attended the Assembly for at least two years.

7. **Business Practices**

- a) The collection counting slip shall be filled in ink and signed by the persons counting the collection of the tithes and offerings. Under no circumstance whatsoever is one person to count the offering alone.
- b) **Numbered Receipts Books:** The treasurer shall receive the collection along with the collection counting slip, write a receipt which must agree with the counting slip, using a numbered receipt book, and keep the original counting slip in a file for audit purposes.
- c) **Bank Accounts:** Assemblies are strongly advised to have bank accounts where the assembly funds are kept.
- d) Numbered Payment Vouchers must be used for all payments. People receiving money from Assembly funds for whatever purpose must sign the payment voucher or provide a properly filled in receipt which must be signed by the treasurer or person authorized to pay out money. These vouchers must be kept in a file along with other financial documents.
- e) **Disbursement of Funds:** The Assembly Committee shall give instruction to the treasurer for the disbursement of Assembly funds for the following purposes:
 - i) General expenses

- ii) Upkeep of buildings and contents
- iii) Pastor's stipend
- iv) Evangelistic activities
- v) Benevolence and other approved activities
- vi) No Funds of the Assembly shall be distributed among the members of the Assembly, save for benevolent situations.
- vii) Accounting Practices: Proper accepted accounting practices must be followed.

8. **Record Keeping:** The Assembly Secretary shall cause the following records to be kept up to-date:-

- a) Membership Roll
- b) Register of Children's Dedication
- c) Baptisms
- d) Deaths
- e) Inventory of Assembly Property
- f) Register of Important Documents kept in the PAG-Kenya Headquarters
- g) Attendance Records

9. **Fees and Charges for DARC Committee**

The following charges will be paid to the respective DARC Committee:

- 1. Assembly DARC Committee: Shs. 50/=
- 2. appeals from Assembly to District: Kshs. 200/=
- 3. original cases in the District : Kshs. 300/=
- 4. Appeals from the District DARC to the Executive DARC: Kshs. 1,000/=
- 5. Original cases in the Executive DARC: Kshs. 5,000/=
- 6. Appeals to the Appeals and Arbitration tribunal: Kshs. 10,000/=

10. **Appeals**

- 1. All appeals must be filed within sixty (60) days of the verdict.
- 2. Complaints must be filed within six months from the date the act or omission complained of was committed, save that the DARC may, in its discretion, extend the period to twelve months where it can be shown that the delay in filing the

matter was not occasioned by negligence, spite or malice on the part of the complainant.

11. Reimbursement of Costs:

The successful party will be entitled to a reimbursement of costs that may be incurred. If these are not paid to him within a reasonable period after the verdict, the DARC that awarded the costs may impose further sentence in lieu of or in addition to the reimbursement.