

**OPERATING POLICY
OF THE
ATLANTIC CARIBBEAN UNION MISSION OF SEVENTH-DAY ADVENTISTS**

Article I – Name

The name of this organization shall be the Atlantic Caribbean Union Mission of Seventh-day Adventists, hereinafter referred to as the union or union mission.

Article II – Purpose

The purpose of this union mission is to make disciples of Jesus Christ who live as His loving witnesses and proclaim to all people the everlasting gospel of the Three Angels' Messages in preparation for His soon return (Matthew 28:18-20, Acts 1:8, Revelation 14:6-12).

Article III – Relationships

The Atlantic Caribbean Union Mission is a member unit of the global Seventh-day Adventist Church and is located in the territory of the General Conference of Seventh-day Adventists-Inter-American Division. The purposes, policies, and procedures of this union mission shall be in harmony with the working policies and procedures enacted by the executive committee of the General Conference of Seventh-day Adventists-Inter-American Division or the General Conference of Seventh-day Adventists. This union mission shall pursue the mission of the Seventh-day Adventist Church in harmony with the Fundamental Beliefs, programs, initiatives, and actions adopted and approved by the General Conference of Seventh-day Adventists at its sessions.

Article IV – Geographic Territory

The territory of this union mission shall consist of The Bahamas, Cayman Islands, and Turks and Caicos Islands.

Article V – Membership/Constituency

The membership of this union mission/section shall consist of such local conferences or local missions/fields/sections as have been or shall be organized in any part of the territory served by the union and which have been formally approved for membership by vote of the delegates at any regular or special union constituency meeting.

Article VI – Principal Office

The principal office for the transaction of the business of the Atlantic Caribbean Union Mission is fixed and located at 116 Gladstone Road, Nassau, New Providence, The Bahamas. The executive committee of the Inter-American Division may change the location of the principal office.

Article VII – Membership/Constituency Meetings

Sec. 1. Regular Meetings:

This union shall hold a regular quinquennial membership/constituency meeting* at such time and place as the executive committee of the union mission shall designate. In the event that the union executive committee fails to call a regular constituency meeting within the quinquennial period, the General Conference of Seventh-day Adventists-Inter-American Division Executive Committee, or General Conference Executive Committee in the case of unions directly attached to the General Conference, may give notice for such a meeting and designate the time and place.

In case regional conditions make it imperative to postpone the calling of the constituency meeting, the division executive committee, in a regular or special meeting, shall have authority to make such postponement, not to exceed one year, giving notice to all constituent organizations. In the event that the executive committee exercises its authority to postpone a constituency meeting, it shall also have the authority to set the subsequent regular constituency meeting at such time and place as it shall see fit, not to exceed five calendar years from the date of the postponed constituency meeting. Notice of the time and place of the meeting of the delegates representing the members shall be given by:

- a. A notice printed in the official publication of the union mission/section at least four weeks before the date of session, or
- b. A method approved by the Atlantic Caribbean Union Mission Executive Committee, provided all member units receive notice with sufficient time to select delegates, or
- c. **A method approved by the Inter-American Division Executive Committee, in the event of inaction or failure to call a constituency meeting by the Atlantic Caribbean Union Mission Executive Committee.**

*The membership/constituency meeting is a business meeting of the membership of this union mission. These meetings may also be called membership/constituency sessions.

Sec. 2. Special Meeting:

- a. **The executive committee of this union mission/section shall call a special constituency meeting when:**
- 1) It is voted by the executive committee, or**
 - 2) It is voted by the delegates at any constituency meeting, or**
 - 3) It is requested by seventy-five percent (75%) of the executive committees of the conferences and missions/fields/sections within the union mission/section, or**
 - 4) It is voted by the Inter-American Division Executive Committee or the General Conference Executive Committee.**
- The date for such a meeting in response to paragraphs 3) and 4) above shall not be more than 90 days from the date when the actions described in paragraphs 3) and 4) above are communicated to the officers/executive committee of the union.**
- b. **In the absence of a timely response by the union executive committee to paragraphs 2) through 4) in Section 2. a. above, the Inter-American Division Executive Committee or the General Conference Executive Committee may call a special constituency meeting of the union mission/section and designate the time and place for such a meeting.**
- c. **The agenda for special constituency meetings shall be included in the notice of the meeting.**
- d. **Notice as to the time and place of special constituency meetings shall be given in the same manner as for regularly scheduled constituency meetings.**

Sec. 3. Virtual Attendance at Constituency Meetings:

Generally, regular and specially called constituency meetings are to be held in person and onsite. However, delegates when requested by the executive committee, and if permitted by local law, may participate by means of an electronic conference or similar communications by which all persons can hear each other at the same time, and participation by such means shall constitute presence in person and attendance at such a meeting.

Sec. 4. Chair and Secretary for Constituency Meetings:

The president of this union mission/section shall serve as chair, and the secretary of this union shall serve as secretary for constituency meetings of this union. The president may designate other individuals to assist in chair duties from time to time. In the event that the president's office is vacant or that the president is unavailable to serve as chair, the highest-ranking division officer present shall serve as chair for the meeting.

Arrangements may be made for secretary pro tem if the secretary's office is vacant or the secretary is unavailable to serve at the constituency meeting.

Sec. 5. Regular Meeting Business:

The business of the regular constituency meeting will include the election/appointment of personnel for various positions (see Sec. 11. and 12. below.), the receipt of reports from the president, secretary, treasurer/chief financial officer (report based on audited statements), departmental directors, and the auditor. In addition, the constituency meeting shall review/create plans for moving the union mission/section toward union conference status. It shall also endorse/approve/develop plans for the conduct of the work as are desirable and in harmony with the policies of the General Conference of Seventh-day Adventists-Inter-American Division.

Sec. 6. Quorum:

At least fifty-one percent (51%) of the delegates authorized hereinafter under Sec. 1. and 2. of Article VIII must be present at the opening of any regular or special constituency meeting to constitute a quorum for the transaction of business. Once the meeting is declared open, the delegates remaining shall constitute a quorum.

Sec. 7. Proxy Voting:

All delegates must be present in person at any constituency meeting, or participating by electronic means, in order to be eligible to vote. There shall be no voting by proxy.

Sec. 8. Voting Rights of the Delegates:

Each delegate appointed to act on behalf of the members of this union mission shall be entitled to one vote on each question to be decided by the body. The voting rights of the individual delegates representing the members as hereinafter provided shall be limited to the particular constituency meeting of the union mission in which they have been designated to represent a local conference or local mission/field/section, institution, the division, or the General Conference of Seventh-day Adventists.

Sec. 9. Voting:

The voting on matters of business shall normally be by *viva voce*. The chair may call for the vote by other means, including a secret ballot, when it is deemed advisable or is requested by the membership. Votes cast remotely shall have the same validity as if the delegates met and voted onsite.

Sec. 10. Parliamentary Authority:

The parliamentary authority for constituency meetings pertaining to all rules and procedures not covered by its bylaws shall be based on those published in the *General Conference Rules of Order*, and any adaptation or supplement approved by the General Conference of Seventh-day Adventist Division Executive Committee, unless otherwise determined by a two-thirds (2/3) majority vote of the constituency meeting.

Sec. 11. Elections/Appointments and Term of Office:

a. Elections:

The president, secretary, and treasurer/chief financial officer of this union mission shall be elected by the division executive committee and not in the constituent meeting of the union. The election of departmental directors, associate departmental directors, associate secretaries, or associate treasurers for this union mission, if not determined by the delegates at the union constituency meeting, shall be referred to the union executive committee for appointment. The union constituency meeting shall also elect the members (other than ex officio) of the union executive committee and, where required by the governance documents of union institutions, the chief administrator(s) and board members of such entities.

b. Term of Office:

Persons elected at the constituency meeting and those appointed by the union executive committee normally serve until the next regular constituency meeting. However, their period of service may be shorter due to resignation, voluntary retirement, retirement in situations where a mandatory retirement age policy is in effect, or removal from office, for cause, by the union executive committee or a special constituency meeting.

The phrase “for cause” when used in connection with removal from an elected or appointed position, or from employment, shall include but not be limited to 1) incompetence; 2) persistent failure to cooperate with duly constituted authority in substantive matters and with relevant employment and denominational policies; 3) actions which may be the subject of discipline under the *Seventh-day Adventist Church*

Manual; 4) failure to maintain regular standing as a member of the Seventh-day Adventist Church; 5) theft or embezzlement; or 6) conviction of or guilty plea for a crime.

Sec. 12. Election of Local Mission/Field Officers and Term of Office:

a. Elections:

The president, secretary, and treasurer/chief financial officer of local missions/fields within the territory of this union mission shall be elected by the union constituency meeting or by the union executive committee between constituency meetings.

b. Term of Office:

Local mission/field officers elected at the constituency meeting normally serve until a midterm meeting of the union executive committee, unless they resign, voluntarily retire, retire in situations where a mandatory retirement age policy is in effect, or are removed from office, "for cause," (see definition of "for cause" in Sec. 11, paragraph b. above) by the union executive committee or by a special constituency meeting.

(Note: Sec. 12. above is applicable to union missions/sections in whose territory there is a local mission/field/section.)

Article VIII – Representation at Constituency Meetings

Sec. 1. Regular Delegates:

Each member organization shall be represented at union mission constituency meetings by duly appointed delegates as follows:

- a.** Each local conference or local mission/field shall be entitled to one delegate without regard to conference or mission/field membership and one additional delegate for each one thousand two hundred (1200) church members or major fraction thereof.
- b.** Such delegates shall be chosen, by the respective local conference or local mission/field executive committees, from among those who hold membership in a duly organized local church within the respective conference or mission/field or from among those who are employees of the member organizations.
- c.** The delegation from each conference or mission/field if comprised of three or more individuals shall include representation from laity, pastors, and/or other frontline employees of the respective conference or mission/field and include males and females.

Sec. 2. Delegates at large:

Delegates at large to a union mission constituency meeting include:

- a. The current members of the executive committee of this union mission.**
- b. Such other persons from the union mission staff, institutions owned and operated by the union, institutions operated by the division and located within the union territory, and local conferences or local missions/fields, as may be recommended by the union mission executive committee and accepted by the delegates in the constituency meeting. The number of such delegates shall not exceed ten percent (10%) of the total number of regular delegates provided for hereinabove.**
- c. Members of the General Conference and Inter-American Division executive committees who may be present at any constituency meeting of this union mission. The number of such delegates shall not exceed ten percent of the total number of delegates otherwise provided for.**
- d. A person who is not elected to a new term of office at a constituency meeting does not thereby lose delegate status at the current constituency meeting.**

Sec. 3. Church Membership Requirement:

All delegates appointed to represent the members of this union mission/section at any constituency meeting shall be members in regular standing of the Seventh-day Adventist Church.

Article IX – Constituency Meeting Committees

(Note: Division executive committees may authorize a process whereby the session organizing and nominating committees may be selected and empowered to perform their tasks in advance of the session. The process to select such committees for a session shall involve constituency representation rather than being accomplished by the executive committee alone. Unless a division executive committee has approved other arrangements as described above, the following provisions shall apply for the appointment and functioning of session committees.)

Prior to each union mission constituency meeting, the executive committee shall provide for such temporary committees as may be necessary to conduct the preliminary work for the session.

To facilitate the business of the session, constituency meeting committees may convene by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time. **These committees include:**

Sec. 1. Organizing Committee:

- a. **An Organizing Committee shall be appointed for each constituent meeting. It shall consist of three (3) representatives from each local conference or local mission/field, and one (1) additional representative from each local field with more than ten thousand (10,000) members, a representative from every institution operated by the union or institution operated by the General Conference of Seventh-day Adventists-Inter-American Division in the territory of this union, in addition to the president of the General Conference of Seventh-day Adventists-Inter-American Division, or the person designated by him, who will preside over the meeting and who will have the right to vote. The administrators of the General Conference and the Inter-American Division or their representatives who are present will be invited to attend the organizing committee as advisors.**
- b. **The members of the organizing committee shall be appointed by their respective delegates as one of the first items of business at each regularly scheduled constituency meeting.**
- c. **The organizing committee shall nominate, and the constituency shall elect:**
 - 1) **A nominating committee.**
 - 2) **The chairman and secretary of the Plans and Recommendations Committee.**
 - 3) **Other committees as may be necessary.**

Sec. 2. Nominating Committee:

The Nominating Committee shall consist of one representative from each conference or mission with no regard for its membership, and one additional delegate for each two thousand (2000) church members based on the December 31 membership of the previous year, and the highest-ranking member of each institution of the union mission. The administrators of the General Conference and the Inter-American Division or their representatives who are present will be invited to attend the nominating committee as advisors.

The president of the General Conference of Seventh-day Adventists-Inter-American Division or his designee shall serve as chairman of the Nominating Committee during the quinquennial session of the union mission and will have the right to vote.

- a. Those chosen as members of the Nominating Committee must be duly appointed delegates in attendance at the constituency meeting.
- b. Persons holding elective office, as outlined in Article VII, Sec. 11. and 12. in the current term, excluding non-ex officio members of the executive committee, shall not be eligible to serve on the Nominating Committee.
- c. The Nominating Committee shall limit its nominations to those positions for which persons are to be elected at the constituency meeting and for which budgetary provisions have been made.
- d. The Nominating Committee shall also nominate members for the union executive committee and for the boards of union institutions whose bylaws indicate that board members for the entity are elected at a union constituency meeting.

Sec. 3. Planning and Recommendations Committee.

The Planning and Recommendations Committee shall comprise of all delegates attending the session. The recommendations for the fields should be sent through the regular channels.

Article X – Executive Committee

Sec. 1. Membership of Executive Committee:

The executive committee of the Atlantic Caribbean Union Mission of Seventh-day Adventists shall be elected in their regular session and will consist of: the president, the secretary, and treasurer of the union, the president, the secretary, and treasurer of local missions and conferences, the directors of the union institutions, the departmental directors of the union, an appointive member from each conference, mission, or institution of the union, fifteen percent of the number detailed above will comprise of persons not employed by the church, and who will be appointed at the constituency meeting of the union. The officers of the General Conference of Seventh-day Adventists and the officers of the General Conference of Seventh-day Adventists-Inter-American Division are members ex officio of the union mission executive committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent of the committee membership present.

(Note: The division may indicate in this operating policy the minimum percentage of laypersons on the union executive committee.)

Sec. 2. Delegated Authority:

The executive committee of this union mission unless replaced at a special constituency meetings, is delegated the authority to act on behalf of the constituents between constituency meetings, including the authority to remove, for cause (see definition of "for cause" in Article VII, Sec. 11 above), persons who have been elected at a union constituency meeting including officers of local missions/fields, directors of departments/services, chief administrators of institutions, and members of boards and committees whose election or appointment is a result of constituency meetings or executive committee action and to fill, for the remaining portion of the term, any vacancies thus created. (The offices of union mission/section president, secretary, and treasurer/chief financial officer are always filled by action of the division executive committee.) The removal of those named under Article VII, Sec. 11 shall require the affirmative vote of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present.

Sec. 3. Administrative Authority:

The executive committee shall have full administrative authority:

- a. To fill for the current term any vacancies that may occur by death, resignation, or otherwise, in its boards, committees, departments, or in offices which have been filled by union mission constituency meeting election.
- b. To appoint committees, such as an administrative committee, with their terms of reference.
- c. To employ such personnel as may be necessary to execute its work effectively.
- d. To grant and withdraw credentials and licenses. The withdrawal of credentials shall require the consent of two-thirds (2/3) of those voting at a union executive committee meeting where a majority of members is present.
- e. To appoint the local conference or local mission auditors at the first meeting held after the union session. The appointment of the local conference auditor shall be made upon the recommendation of the local conference administration.

Sec. 4. Meetings:

Meetings of the executive committee may be called at any time or place by the president, or in his absence by the acting chair appointed by the union executive committee. If the president is absent from the field and no acting chair has been appointed, such a meeting may be called by the secretary upon the written request of any five members, or twenty-five percent (whichever is more), of the executive committee.

Sec. 5. Attendance at Meetings:

Where allowed by local law, executive committee members may participate in meetings by means of an electronic conference or similar communications by which all persons participating can hear each other at the same time, and participation by such means shall constitute presence in person at such a meeting.

Sec. 6. Notice of Meetings:

Notice as to time and place, and any other requirements under this operating policy, shall be provided to all members in a reasonable manner at least 48 hours prior to the meeting if the meeting is to take place by electronic conference or similar communications, or at least 96 hours if the meeting is to take place in person.

Sec. 7. Quorum:

Unless otherwise required in the Operating Policy, five (5) members, including the president, of the union mission executive committee shall constitute a quorum.

Article XI – Officers and their Duties

Sec. 1. Executive Officers:

The executive officers of this union mission shall be a president, a secretary, and a treasurer/chief financial officer. The secretary and treasurer/chief financial officer may be one individual known as the secretary-treasurer. It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by division executive committee, the constituency in session, and/or the union executive committee. These plans, policies, and programs shall be in harmony with the Fundamental Beliefs and actions adopted and approved by the General Conference of Seventh-day Adventists in its quinquennial sessions.

The union mission/section executive officers shall be appointed by the division year-end meeting/council, or by the division executive committee, and shall hold office for the period of five years or until their successors are appointed and enter upon their duties. Vacancies in such offices shall be filled by action of the division executive committee.

a. President:

The president, who shall be an ordained minister of experience, is the first officer and shall report to the executive committee of the union mission in consultation with the secretary and the treasurer/chief financial officer. He shall act as chair of constituency meetings and of the union executive committee and serve in the general interests of

the union mission/section as the constituency and the executive committee shall determine. In his leadership, he shall adhere to the policies of the Inter-American Division and of the General Conference of Seventh-day Adventists, work in harmony with the division executive committee and in close counsel with the division officers.

When a union president is to be absent from the field for prolonged periods of time, the union executive committee shall be authorized, in counsel with the division officers, to appoint an individual to act as chair during such absences.

b. Secretary:

The secretary, associated with the president as an executive officer, shall serve under the direction of the executive committee and shall act as vice-chair of the executive committee. The secretary shall report to the executive committee of the union mission after consultation with the president. It shall be the duty of the secretary to keep the minutes of the union constituency meetings and of the executive committee meetings, and to furnish copies of such to all members of the executive committee and to the division officers. The secretary shall also be responsible for providing information as may be requested by the president or by the union or division executive committee; and shall perform such other duties as pertain to the office.

c. Treasurer/Chief Financial Officer:

The treasurer/chief financial officer, associated with the president as an executive officer, shall serve under the direction of the executive committee. The treasurer/chief financial officer shall report to the executive committee of the union mission after consultation with the president. The treasurer/chief financial officer shall be responsible for providing financial leadership to the organization which will include, but shall not be limited to, receiving, safeguarding, and disbursing all funds in harmony with the actions of the executive committee, for remitting all required funds to the division/General Conference in harmony with the Inter-American Division of Seventh-day Adventists policy, and for providing financial information to the president and to the executive committee. The treasurer/chief financial officer shall also be responsible for furnishing copies of the financial statements to the division officers.

Sec. 2. Other Officers:

Other individuals may serve as officers of the union mission/section, such as associate secretary and associate treasurer.

Article XII – Directors of Departments/Associations/Services

Sec. 1. Advisory Role:

The directors of departments/associations/services of this union mission shall work under the direction of the executive committee and the president and shall serve in an advisory relationship to the field.

Sec. 2. Departments/Associations/Services Structure:

Union mission departments, associations, and services shall be organized in harmony with the department/association/ service structure of the General Conference but shall not necessarily duplicate the departments/ associations/services at the division or the General Conference of Seventh-day Adventists.

Article XIII – Other Organizations

Sec. 1. Unincorporated Organizations:

The Atlantic Caribbean Union Mission may carry on its ministry through unincorporated subsidiary organizations. Constituency meetings of such organizations shall be held in conjunction with the regularly scheduled constituency meetings of this union mission/section.

Sec. 2. Corporations:

The Atlantic Caribbean Union Mission may form corporate bodies provided it obtains prior approval of the Inter-American Division. Membership meetings and elections of boards of directors shall be held as provided by articles and bylaws of the corporations and in harmony with applicable laws.

Article XIV – Finance

Sec. 1. Tithes and Offerings:

The church funds managed by this union mission/section shall be:

- a. Such portion of tithe as it shall be assigned by policy and receive from its respective conferences/missions/fields.**
- b. Appropriations from the Inter-American Division or the General Conference of Seventh-day Adventists.**
- c. Special donations and funds, legacies, gifts, devises, and bequests made to it.**

- d. The assigned portion of tithe from churches not directly under the local fields of the union.

Sec. 2. Policies:

The portion of tithe which is reserved for this union mission/section, as specified by policy, and all other funds shall be used in harmony with the policies of the Inter-American Division of the General Conference of Seventh-day Adventists; and in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. Tithe is shared with the division on fixed percentages as set by the division executive committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee. This union mission/section shall pass on to the Inter-American Division the specified tithe percentage, retirement fund percentages as may be decided by the division executive committee, and all mission offerings.

Sec. 3. Bank Accounts:

The funds of this union mission/section shall be safeguarded in harmony with the financial policies of the Inter-American Division of the General Conference of Seventh-day Adventists. Moneys shall be deposited in the name of the Atlantic Caribbean Union Mission of Seventh-day Adventists in regular or special accounts in such banks or savings institutions as the executive committee shall designate, and shall be withdrawn only by persons authorized by resolution of the executive committee.

Sec. 4. Financial Statements:

The Atlantic Caribbean Union Mission shall regularly prepare statements of income and fund balances and shall be responsible for the filing of copies of the annual financial statement with the Inter-American Division and the General Conference of Seventh-day Adventists and, to the extent required by law, with any branch of local or national government.

Sec. 5. Major Trust Funds:

Major trust funds belonging to this union mission shall be deposited with the division until needed to fulfill the purpose for which they were raised.

Article XV – Budget, Employee Compensation Review, and Financial Audit

Sec. 1. Budget:

The Atlantic Caribbean Union Mission shall prepare an annual budget in harmony with the policies of the Inter-American Division and the General Conference of Seventh-day Adventists.

Sec. 2. Employee Compensation and Expense Review:

The executive committee shall appoint an employee compensation and expense review committee, including a division officer or one or more representatives appointed by the division executive committee. The tasks of this committee are outlined in General Conference *Working Policy*.

Sec. 3. Independent Audit:

The financial statements of this union mission shall be audited at least annually by an auditor chosen in harmony with General Conference *Working Policy*; and the records of this union mission or any of its subsidiaries, agencies, or institutions shall at all times be open to said auditor.

XI – Dissolution and Disposition of Assets

This union mission/section may be dissolved only by action of the division executive committee.

In the event of the dissolution of this union mission/section and unless otherwise required by local law, all assets remaining after all claims have been satisfied shall be transferred to a legal entity authorized by the Inter-American Division of the General Conference of Seventh-day Adventists.

Article XVII – Indemnification

Sec. 1.

To the extent permitted by law, this union mission/section shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, because he/she is or was a member of the union mission/section executive committee or an officer, employee, or agent of the union mission/section against expenses (including legal fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interest of the union mission/section, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.

Sec. 2.

This right of indemnification shall be in addition to, and not exclusive of, all other rights to which such member of the executive committee, officer, or department director may be entitled.

(Note: This right of indemnification may be expanded or contracted as allowed under local law and as adopted by the constituents.)

Article XVIII – Amendments

At any annual meeting of the Inter-American Division Executive Committee or at a Division Council, this operating policy may be amended by a majority vote (unless local law requires a higher majority), provided that such amendments shall not be inconsistent with the Constitution and Bylaws of the General Conference and the working policy of the Inter-American Division of the General Conference of Seventh-day Adventists, and with the spirit of the Union Mission/Section Model Operating Policy. However, those portions of this operating policy which are essential to the unity of the Church worldwide and are designated in the bold print shall only be amended or revised from time to time by the Inter-American Division Executive Committee by a simple majority vote (unless local law requires a higher majority) in order to comply with changes to the Union Mission/Section Model Operating Policy as voted by the General Conference Executive Committee in its annual meetings.