



PAWI
SINCE 1910

**PENTECOSTAL ASSEMBLIES
OF THE WEST INDIES**

CREDENTIAL

APPLICATION FORM

B. PERSONNAL INFORMATION (Q1 -27) (Please print clearly)

1. Name _____

2. Mailing Address _____
Street

_____ City _____ Country

3. Phone (H)_____ (W)_____ (Mobile)_____

Email _____

4. Present marital status: (Circle all applicable responses)

Single Married Divorced Widowed Separated Remarried

5. Name of spouse (if married) _____ Date of Birth ____|__|____

6. Spouse's Phone (H)_____ (W)_____ (Mobile)_____

Email _____

7. Does your spouse hold credentials? Yes No Classification _____

8. Number of children ____

	Name	Date of Birth		
		Day	Month	Year
1				
2				
3				
4				
5				

9. Do you have any financial accounts that are in a dissatisfactory status?

YES NO

If yes, please explain on a separate sheet of paper.

10. Have you ever been victim of any alleged offense or convicted of any crime?

YES NO

If yes, please give details on a separate sheet of paper and include any current litigation

11. State your Post-Secondary academic qualifications (Certificates, Diplomas, Degrees)

.....
.....
.....
.....
.....
.....

12. What personal development sessions have you attended in the last conference term and what additional qualifications have you attained?

Please state, _____

13. What is your authorized ministerial designation? (Circle as appropriate.)

Apostle Prophet Evangelist Pastor Teacher Missionary Bishop

14. Are you filled with the Holy Spirit with the physical manifestation of speaking in other tongues.

YES NO

WORKER SUPPORT

15. How are you supported?

a) By the Church b) By Mission c) Other

16. Are you secularly employed? Yes No

a. If Yes then ,state employer’s name & address _____

b. Hours worked per week ____ Job title _____

FELLOWSHIP RELATIONS

18. Have you attended the last two District Conferences? YES NO
19. Have you attended the last PAWI General Conference? YES NO
20. Do you fully subscribe to PAWI's Doctrinal Statement of Faith?(Constitution Article V)
 YES NO
21. Do you publicly proclaim these Statements of Fundamental Doctrine?
 YES NO
22. A). If the answer to question 21 is NO then Indicate by an X in the box the area where your present viewpoint DIFFERS from that of the General Conference in any of the following areas, refer to PAWI's Constitution, Article V and a - g below:
- a. Inerrancy of the Word of God:
 - b. Speaking in other tongues as the initial physical evidence of the baptism in the Holy Spirit:
 - c. Water baptism by immersion in accordance with Matthew 28:19:
 - d. Premillennial return of our Lord Jesus Christ:
 - e. Divine healing:
 - f. Eternal Security:
 - g. Regeneration:
- B). Where you differ from the General Conference viewpoint in any of the above areas, or in any other area of doctrinal belief, please define your viewpoint on a separate sheet of paper and attach it to this application.
23. Have you read and are you willing to abide by the 2022 issue of the Constitution and Bylaws of the Pentecostal Assemblies of the West Indies? YES NO
 If No please indicate your reasons on a separate sheet.

IF PASTORAL THE COMPLETE SECTION 2 IF NON-PASTORAL

If non pastoral, please state your ministry involvement. (Include church, district, and national and international ministry involvement).

- 24. Name of Home Church
- 25. Address of Church
- 26. Street City Country
- 27. Church Phone () Fax () Email
- 28. If you are a staff member at the church, state your position

SECTION 2 (Q 29- 46) THIS SECTION TO BE COMPLETED BY PASTORS

CHURCH INFORMATION

State classification of assembly:

Pioneer Branch Dependent Autonomous Affiliate

- 29. Give a breakdown of ministry of the church you pastor during the past year.

Indicate frequency OR number of times

	Sunday Worship Services	Bible Study	Prayer & Deliverance Ministry	Evangelistic Outreach	Mission Rallies/ Convention	Seminars/ Conferences	Discipleship & Training
a) frequency (eg. Once per month)							
b) # of times (eg. 12 times)							

- 30. If applicable, in addition to #28 above, what other types of ministry is the church you pastor actively engaged in? Please describe ministry and frequency or number of times the activity/ministry vent was held.

- 31. What outreach ministries has the assembly been engaged in over the past two years?

a. Started a new work or outstation? Yes No ;

Sunday school? Yes No ; If yes Enrollment.....

Bible Club? Yes No ; If yes Enrollment.....

Other (indicate the type of ministry) _____

32. Please fill in membership data of the assembly in the table below:

KEY DATA ELEMENTS	31st December 2019	31st December 2020	30 December 2021
NUMBER AT START OF PERIOD			
¹ Adult Active Members			
² Junior Active Members			
Total Active members			
³ Adult Adherents			
⁴ Junior Adherents			
Total Attendance (Members + Adherents)			
ACTIVITY FOR THE YEAR			
Number of Decisions to accept Christ			
Number of Persons Baptised in Water			
Number of Persons received into Membership			
Number of Persons Baptised in the Holy Spirit			
Number of Marriages			
Number of Baby Dedications			
Total Addition (Membership + Dedications)			
MEMBERSHIP REDUCTIONS:			
Members transferred out			
Members deceased			
Members who stopped attending			
Members who immigrated			
Total Members Out			
NET NUMBER AT END OF PERIOD (Start +Activity – Reductions)			
Adult Members			
Junior Members			
Total Members			
Adult Adherents			
Junior Adherents			
Total Attendance as at Year end			
PERCENTAGE GROWTH/ REDUCTION			

33. Do you have a functioning Church Board in accordance with PAWI Bylaws 9.8?

Yes No If no, give reasons why _____

34. Do you hold an annual business meeting in accordance with PAWI Bylaws9.3?

Yes No If no, give reasons why _____

35. Are departments and ministries functioning in accordance with Fellowship guidelines?

(Bylaw10)? Yes No (If no, use a separate sheet of paper to explain.)

36. A) Please state your average monthly offering last year in your currency:.....

B) What was the average monthly offering for the previous year in your currency? ____

37. What is the current value of church property?

Current value of property (Land and building) _____ State currency _____

Current value of furniture, fixtures and fittings _____ State currency _____

Any other property, please state location, description and value

38. Are all real (land and building) properties held in the name of the Fellowship Yes No

If No please indicate on a separate sheet in whose name is the property registered.

39. Date of last valuation of lands and property? ____/____/____

40. Are all properties covered by insurance? Yes No

41. Does the coverage in Q41 include natural disasters? Yes No
Day Month Year

42. Are all property held in the name of PAWI? Yes No

If No please provide details and supporting documentation on a separate sheet.

43. A) Has the assembly you pastor fulfilled financial support requirements in accord with PAWI Constitution (Article XI,#2) and Bylaws5 during the last two years?

a. Tithes: Yes No

b. Designated Missions: Yes No

c. Undesignated Missions: Yes No

d. West Indies School of Theology: Yes No

B) If No for any of the above, please state why.

44. Has the assembly submitted audited financial statements for the last financial year?

If no, please explain _____

45. On separate sheet of paper, state your assembly's goals and projections for the next two years. If a strategic plan has been developed, please provide a copy and the current completion status.

TO BE COMPLETED BY DISTRICT OFFICE ONLY

Date of interview by District Credentials Committee _____

The _____ District has approved / did not approve the application for the renewal of credential of _____
Recommendation is hereby made to the General Executive to authorize / not authorize this candidate's application for the renewal of credential.

Signed: _____
DISTRICT PRESIDING BISHOP

THIS SECTION IS TO BE COMPLETED BY GENERAL EXECUTIVE OFFICE ONLY

DATED: _____ DISTRICT STAMP

I hereby endorse granting the credential _____ to the applicant as recommended by the District Conference and/or Executive of _____ District, and approved by the General Executive of the Pentecostal Assemblies of the West Indies on this day of _____ 20

Signed: _____
GENERAL BISHOP

Instruction Page for completion of Credential application form

1. This form is to be used by persons who are
 - Applying for credentials for the first time
 - Applying for renewal of credentials
 - Applying for reinstatement of credentials
 - Applying to transfer credentials from one district to another
 - Applying for upgrade of credentials

2. After all questions have been fully considered and answered this application should be returned to the District Secretary's office. This and any other requirements must be completed prior to an interview being scheduled with the district credentials committee

3. The following fees shall apply
 - **First-time Application:**
 - 20 USD, non-refundable application fee. (\$135:00 TT)
 - 110 USD, credential fee. (\$705 TT)
 - **Upgrade and Renewal:** 50 USD (\$335)
 - **Reinstatement:** Two-year lapse- 75 USD; Six years or more – 100 USD.
 - **Ordination:** 100 USD (\$670.00)

Credential holders who are sixty-six (66) years and over before 2016 and who are applying for renewal are not required to submit credential renewal fees

Credential holders who were sixty (60) years and over before year 2016 are also exempted from paying renewal fees.

4. Each application shall be accompanied by the application fee, two (2) passport size photograph and the relevant recommendations. For first time applicants copies of relevant certification if applicable must be submitted.

5. If the District's Credentials Committee find cause not to recommend the application. The District's Presiding Bishop shall advise the applicant in writing, reason/reasons for NOT recommending the renewal of the applicant's credential and a copy sent with the application form to the General Administrator.

6. GLOSSARY OF TERMS

Definition of Terms

- **Applicants** - Persons who submitted applications for credentials.
- **Candidates** - Persons whose applications were approved/accepted by the respective district and they are now eligible to undergo the preparation for credentials.
- **Credential holders** - Persons who were granted credentials and are the credentials are currently valid.
- **District Credential Committee (DCC)** - Committee convened by the district to conduct interviews, communicate with candidates, supervise tests, etc. this may consist of members of the District Executive

- **Districts Executives** - duly elected officers of the district authorized by the Constitution and Bylaws to conduct the business of the District.
- **Intervention**- An action recommended by the District to help strengthen an area of weakness in a candidate.
- **Membership Form Definitions**
 - Adult Active Members: persons over 15 years who have been baptised, received into membership and are attending services over the last three months
 - Junior Active Members: persons under the age of 15 who have been baptised in water and received into the membership of the Assembly and attending services over the last three months
 - Adult Adherents: Persons 18 years or over who attend services regularly but have not yet taken membership in the Assembly. But have been attending services over the last three months
 - Junior Adherents: persons under the age of 18 who attend services and/or Sunday school regularly but have not been baptised nor received into membership. They include, but are not limited to, children of parents/families who are members of the Assembly and or children who were dedicated at the church
- **PAWI** - Pentecostal Assemblies of the West Indies
- **PAWI International Office** -The main administration office which serves the entire PAWI fellowship and contains the Office of the General Administrator.
- **PAWI TT Pentecostal Assemblies of the West Indies Trinidad and Tobago**
- **Personal Development Sessions refers to conferences, workshops etc aimed at development of the individual in academic, spiritual and technical capability.**

APPLICANT'S WAIVER

Recognizing that the information on Credentials Recommendation/Reference Forms remains confidential between the recommender/referee and the Credentials Committees of PAWI, I, the undersigned, hereby voluntarily waive any right or privilege and that of my spouse, to inspect or challenge the content expressed in the recommendations submitted and by those whose names I provide.

Further, I hereby give my consent to PAWI to use and retain all personal information contained in the credential application, reference letters or forms completed on my behalf, and any other information necessary to obtain credentials.

I agree to accept the outcome of the application process, once the reasons for denial are stated.

I agree that, if my application is successful, all personal information provided as part of the credential process will become part of the permanent records of PAWI (It is our practice to destroy incomplete or unsuccessful applications after two years).

I declare that to the best of my knowledge all of the foregoing information is correct and true, and further agree to abide by the commitments made in this application.

Signature of Applicant _____

Date _____

b)

If no for any of the above, please state why. _____

CODE OF ETHICS AND CONDUCT STATEMENT

THE PENTECOSTAL ASSEMBLIES OF THE WEST INDIES

CODE OF ETHICS AND CONDUCT STATEMENT

1. Rationale for the Code

And working together with Him, we also urge you not to receive the grace of God in vain— giving no cause for offense in anything, so that the ministry will not be discredited. (2 Corinthians 6:1, 3)

Only conduct yourselves in a manner worthy of the gospel of Christ . . . (Philippians 1:2).

The Pentecostal Assemblies of the West Indies Code of Ethics and Conduct Statement is created pursuant to PAWI Bylaws 3.9.1, 5.7.4.1, and 6.2.1.

2. Preamble

Ministry is a call to serve both God and people. Credentialed Holders are firstly accountable to God (1 Corinthians 4:4-5), but also to church members and those who receive ministry (Ephesians 4:1-2). Credential Holders are public figures whose lives are on display and are viewed with considerable public scrutiny. The role of the minister encompasses a maze of responsibilities. Within these countless experiences of daily living, the field is ripe for ethical dilemmas. A high degree of conformity is expected with the biblical call to holiness (Matthew 5:48; Titus 2:7-8). Accordingly, ministerial relationships are to be characterized by love, justice, care, and compassion (Micah 6:8). As stated by Joe Trull (January 2003) a code of ethics “will not keep anybody from sinning, nevertheless, a good code of ethics, rightly used, is an encourager to do the right thing” Additionally, it is expected that every profession should have a code of conduct that sets an example of excellence for the society in which it seeks to minister.

3. The Purpose of the Code

PAWI is a Christian organization committed to advancing Christian principles, this Code of Conduct is reflective of its belief. PAWI believes it is imperative to be clear with Credentialed Holders, Executive Boards, and Church Staff about its expectation that they uphold the highest Biblical standards of conduct, personally and professionally. The code of ethics is a set of principles for ministerial behavior. The laws of society provide a general standard; but that is only the

beginning. The code of ethics calls for a rise above the minimum.

This document aims to present guidelines for the Biblical and ethical discharge of service or duty by PAWI Ministers referred to in Bylaw 6.2.

The guidelines are designed to identify areas, articulate relevant principles, note areas of caution, and state what is clearly prohibited in terms of biblical conduct for Credential Holders of PAWI.

4. OUTLINE OF CODE

The code of ethics is specific enough to give real-life application but broad enough for the inevitable unaddressed issues that arise. This code of ethics will not address every potential conundrum. That would be as futile as it is cumbersome. Instead, the code offers general guidelines and rules that uphold core values for a variety of unforeseen situations. The structure consists of Values; Principles; Statements of Intent and Guidelines/Rules.

Values: The starting point for the code is the values that are integral to the Pentecostal Assemblies of the West Indies International, all decision making is based on these.

Principles: The principles present the values in an understandable way; they are positive assertions of how the minister fleshes out the value. They are basic truths, concept or motivating force that addresses appropriate areas of conduct for Credential Holders

Statements of Intent: The rationale underlying a principle and why that ethical principle is important to PAWI and its overall goals and mission.

Guidelines/Rules: The criteria for decision making that are specific to PAWI. These guidelines and rules may prohibit certain actions and require others. The guidelines provide a basis for ethical decision making for Credential Holders and employees. Rules where used have a standard setting function. They may draw on biblical instructions, or existing law as a source or they may lay down other obligations for the fellowship.

5. PURITY

5.1 Value: Godliness. A demonstration of our adherence to the virtues of God.

1.1.1 Core Principle

- 5.1.0.1 PAWI believes that the relationship of marriage is between one man and one woman, and that God intends that those who enter into marriage shall seek mutual love and respect to live as one man and one woman in Christian fidelity as long as they both shall live. Therefore, PAWI follows the biblical formula of being born male and female as constituting manhood and womanhood.
- 5.1.0.2 PAWI believes that God specifically and expressly condemns sexual intercourse outside of the marriage covenant (Exo. 20:17; Matt 5:27-28). This prohibition applies to married persons committing adultery, to sexual relationships between unmarried men and woman, and because God intends that the sexual relationship is between male and female, to homosexual practice.

5.2 Intent

- 5.2.1 To document PAWI's interpretation of Biblical standards for sexual behaviour and the requirement for Credential Holders to live and minister in accordance with biblical values.
- 5.2.2 To set the standard of purity and be an example for others.
- 5.2.3 To earn individual respect and increase our credibility with those we serve

5.3 Guidelines

- 5.3.1 Ministers should be "above reproach" (1 Timothy 3:2). The values of the Gospel of Christ should be obvious to members of the church and wider society (Matthew 5:16; 1 Corinthians 11:1).
- 5.3.2 An effective minister should have a healthy lifestyle and a balance of service, recreation, and family (Ecclesiastes 3:1-11; Titus 1:6).
- 5.3.3 The unique roles of the male and female as clearly defined in the scriptures and that Romans 1:24-32 condemns the homosexual lifestyle (Romans 12:1-2, 1 Corinthians 6:9-20; Ephesians 4:1-11, 5:3-5, 1Thess. 4:3-8; 1Timothy 4:12, 2Timothy 2:19-22, 1Peter 1:15-16, 2:15-17 and 1John 3:1-3).
- 5.3.4 Children under and within your authority shall be safe and protected from abuse and maltreatment.
- 5.3.5 Physical contact: Caution shall be exercised when initiating or receiving physical contact including gestures of comfort that may be unwanted or misinterpreted.
- 5.3.6 Pastoral conversations: A Minister shall be careful in pastoral conversations when a person talks about sexual problems. Consideration shall always be given to whether it is appropriate to refer a person to a suitable counsellor.
- 5.3.7 If a single credential holder meets in a pastoral setting (not a counselling relationship), and there is mutual attraction, then it is important for both parties to acknowledge that the nature of the relationship is changing. Once mutually recognised and acknowledged, it is the responsibility of the Credential holder to disclose this to the Senior Pastor or their supervisor, and to arrange for someone else to assume pastoral responsibility for that person.

5.4 Rules

- 5.4.1 Credential holders shall violate their employment with PAWI or holding PAWI credentials by engaging in any immoral or illicit sexual behavior including but not limited to premarital, extramarital, homosexual activity; sexual harassment; use or viewing of pornographic material or websites; and sexual abuse of children.
- 5.4.2 Credential holders shall avoid sinful sexual behavior and inappropriate involvement with other persons. Resist temptation: "there shall not be even a hint of sexual immorality" (Eph 5:3a).
- 5.4.3 Credential holders in the local church shall implement the PAWI approved Child Protection Policy and procedures
- 5.4.4 Credential holders shall not join in marriage transgender or homosexual persons.
- 5.4.5 Credential holders shall establish clear boundaries when ministering to persons with sexual concerns (Prov 5:21).
- 5.4.6 All inappropriate sexual behavior is forbidden. A Minister shall not have a sexual relationship with a member of the church or anyone who is receiving, or has recently received, pastoral ministry from him/her. It is never acceptable to blame the person who has received counselling or ministry.
- 5.4.7 A Credential worker shall not engage in Sexual innuendo or compliments of a sexual nature.
- 5.4.8 A Credential Worker shall not view pornographic material or go to places of where sex is commercialized, such as strip clubs or visit a brothel (Matthew 5:28; 2 Peter 2:14a; Proverbs 5:3-6; 1 Corinthians 6:18-20; Ephesians 5:12).
- 5.4.9 Credential Workers shall not visit online chat rooms or internet sites of a sexual nature for the purpose of pleasure.

6. PROFESSIONAL CONDUCT

- 6.1 **Value:** Integrity - Wholeness and completeness, uprightness of heart is the bedrock of our actions and decision making.
- 6.2 **Core Principle:** PAWI Credential Holders, shall add value to the organizations and contribute to its ethical success. They are also advocates for the profession by engaging in activities that enhance its credibility and value. And shall strive to meet the highest standards of competence and commit to strengthen their competencies on a continuous basis.

6.3 Intent

- 6.3.1 To build respect, credibility, and strategic importance for the work of PAWI and Credential Holders, the local churches, and the communities in which they work.
- 6.3.2 To inform and educate current and future PAWI Credential Holders, the organizations we serve, and the general public about professional principles and practices that we hold firm in the ministry.

6.4 Guidelines

- 6.4.1 Credential Workers shall develop an awareness of their personal needs and vulnerabilities.

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- 6.4.2 Ministry gifts: It is a Pentecostal distinctive to honour the role of the Holy Spirit who imparts spiritual gifts (1 Corinthians 12:7). There are a variety of gifts (1 Corinthians 12:4) and the true exercise of these gifts will always be consistent with the fruit of the Spirit (Galatians 5:22-23).
 - 6.4.3 Public statements: Credential workers shall show respect and godly care to all people, inside or outside the Christian community (Colossians 4:6).
 - 6.4.4 Care shall be taken in how Workers speak of the ministry of others in public (Mark 9:40) since reputation is something highly valued in Scripture (Proverbs 22:1).
 - 6.4.5 Care shall be exercised when Ministers express a personal opinion on controversial matters. They shall distinguish expressing an opinion from speaking on behalf of a local church, the District, National or General body (1 Corinthians 7:12).
 - 6.4.6 Efforts should actively be made to resolve differences with others (coworkers, administration) by following the Biblical pattern of Matthew 18:15-17. Should the Credential Holder have unresolved issues with other credential holders or governing body after utilizing the Matthew 18 principle, the Credential Holder is bound by PAWI Dispute Resolution and disciplinary procedures.
 - 6.4.7 At all times, recognize that you are a part of a Fellowship that has made significant contributions to your assembly, education, and ministry. As a result, a debt of loyalty is required to the Fellowship and shall strive to fulfill its obligations to co-operate in its efforts to extend the Kingdom of God.
 - 6.4.8 After retirement or resignation from a ministry, the Credential Workers shall terminate existing pastoral relationships to allow their successor to assume responsibility. Friendships may continue as long as the end of the pastoral relationship is mutually recognised. Any request for a continuing pastoral relationship shall only occur with the permission of the new Pastor or the person who has overall pastoral oversight.
 - 6.4.9 It is unethical to be employed by a church, to build up that ministry, and then resign or be dismissed and then start a new work incorporating former church members without the prior knowledge and consent of the former Pastor. It is also unethical for a Minister to do anything to encourage a member of another church to join his or her church/ministry.
 - 6.4.10 Earnestly seek the help of the Holy Spirit for guidance and spiritual growth.
 - 6.4.11 Be faithful to maintain a heart of devotion to the Lord. Be consistent and intentional in prayer and scriptural study: "Take captive every thought to make it obedient to Christ" (2 Corinthians 10:5).
 - 6.4.12 Study the Bible regularly and carefully to understand its message and embrace biblical doctrine.
 - 6.4.13 Informing theology, consider biblical teaching authoritative over all other sources.

6.5 Rules

- 6.5.1 Credential workers shall identify a minister/counselor who can provide personal counseling and advice when needed.
- 6.5.2 Credential holders shall not take advantage of the vulnerabilities of others through exploitation or manipulation.
- 6.5.3 Credential holders shall directly address the misconduct of another clergy member or, if necessary, through appropriate persons to whom that member of the clergy may be accountable.

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- 6.5.4 Qualifications: Credential Holders shall not misrepresent their competence, qualifications, training, or experience.
 - 6.5.5 Credential workers shall not steal church property, coworkers' property, or any other person's property.
 - 6.5.6 Credential holders shall not refuse or deliberately fail to carry out a reasonable instruction of your supervisor.
 - 6.5.7 Staffing and volunteers: Credential holders shall be transparent and express Godly motivation in any employment or ministry offer extended to another credential holder, staff member, or volunteer serving in church or ministry.
 - 6.5.8 Credential holders shall be affected by being indicted or conviction of a felony.
 - 6.5.9 A Credential Holder shall display a godly attitude toward his fellow ministers. Unfavorable comments regarding a predecessor to a congregation are in abysmal taste and shall be eschewed.
 - 6.5.10 Having left an assembly, the Credential Holder shall not interfere in any way in the internal affairs of the assembly. The Credential Holder that interferes shall be deemed to breach this Code and is liable to be sanctioned.
 - 6.5.11 Credential holders shall have breached this Code of Ethics through Excessive tardiness or unauthorized absences.
 - 6.5.12 Credential holders shall have breached this Code of Ethics through public arguing and/or fighting with coworkers, members, or guests.
 - 6.5.13 Credential holders shall have breached this Code of Ethics through using or possessing alcohol or illegal drugs at work or coming to work under the influence of alcohol or illicit drugs.
 - 6.5.14 Credential holders shall have breached this Code of Ethics by using abusive, vulgar, or profane language.
 - 6.5.15 Credential holders shall have breached this Code of Ethics through behavior indicating abuse of alcohol, a controlled substance, or illegal drugs (Colossians 3:17, Titus 2:7-8, 1 Thessalonians 2:10 and Thess. 5:18, 22-23, and James 3:17-18).
 - 6.5.16 Credential holders shall have breached this Code of Ethics through entering into unfair competition with other ministers to secure a place of honor.
 - 6.5.17 Credential holders shall have breached this Code of Ethics through personal conduct of a verbally or physically abusive nature.
 - 6.5.18 Credential Workers shall refrain from the following:
 - 6.5.18.1 Failing to carry out reasonable job assignments.
 - 6.5.18.2 Violating Biblical Principles or church rules adopted by PAWI.
 - 6.5.18.3 Unlawful discrimination or harassment.
 - 6.5.18.4 Possessing any unlawful weapon (Gun, knife, or any device prohibited by the ministry to be brought on the premises.) on the work sites.
 - 6.5.18.5 Using church property or equipment for the Credential Holder's personal use without the prior consent of the church.

7. Accountability

7.1 Value:

Taking full responsibility for our actions and decisions and being answerable to their resulting consequences.

7.2 Core Principle

We are answerable to our congregation, our staff, our spouse, our children, our fellowship, doctrinal statements, and position papers. We are shepherds of God's flock that are under our care, watching over them—; not pursuing dishonest gain, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. (1 Peter 5:2-3)

7.3 Intent

A Minister shall set an example of proper financial accountability in all their financial dealings. This would include the timely payment of debts, the effective management of finances, as well as providing for their family (Romans 13:7-8).

7.4 Guidelines

- 7.4.1 Finances. Credential holders shall ensure the implementation and use of accepted accounting practices and annual audits.
- 7.4.2 Failure to get along with coworkers to the point that morale and productivity suffer.
- 7.4.3 Credential holders shall be willing to be held accountable, admitting to the possibility of human error when exercising the gifts of the Spirit (1 Thessalonians 5:19-21).
- 7.4.4 Credential holders accepting a gift to satisfy cultural traditions shall be sensitive and gracious while still considering the appropriateness of gift. Where Credential holders do accept the gift, they should then look at the appropriate use of the gift to benefit the community of faith. Credential holders should not seek to use "cultural traditions" as a basis for accepting an otherwise inappropriate gift.
- 7.4.5 Credential holders shall ensure clarity in authority structures, decision-making procedures, position descriptions, and grievance policies.
- 7.4.6 Credential holders shall avoid borrowing money from, or lending money to, a person with whom there is a pastoral relationship.
- 7.4.7 Particular care shall be exercised in the appointment of a spouse or family member to a paid position in the church or ministry. It shall be done only with careful consultation with the Board.

7.5 Rules

- 7.5.1 Credential holders shall ensure that church funds are used for their intended ministry purposes.
- 7.5.2 Credential holders shall avoid intentional falsification of an employment application, expense claim, or other church documents.

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- 7.5.3 Credential holders shall refrain from using church equipment, personnel, or facilities to falsify documents or information.
 - 7.5.4 Credential holders shall not seek financial gain for themselves or their families from a pastoral relationship beyond recognized fees, stipends, and entitlements.
 - 7.5.5 Where Credential holders receive gifts resulting from the ministerial relationship the Credential holders shall use discretion concerning the acceptance or return of gifts by considering the intent, value, and affordability of the gift and whether there is a risk of the Minister being compromised or losing objectivity. Credential holders shall seek advice from the appropriate Senior Pastor or District Executive if the Credential holders is uncertain, or others have expressed uncertainty about the appropriateness of a gift.
 - 7.5.6 Credential holders shall not use their ministry to recruit clients for private practice or commercial interests.
 - 7.5.7 Credential holders in fulltime ministry shall not use their ministry skills as a basis for significant commercial benefit while in fulltime ministry with the Fellowship.
 - 7.5.8 The Senior Pastor and the leadership of the local church shall have responsibility for the sound management of church and ministry finances.
 - 7.5.9 The senior Pastor should not be involved in counting or actual transactions but shall ensure the implementation of a proper system for financial integrity and accountability.
 - 7.5.10 All church and ministry accounts should be independently audited.
 - 7.5.11 Credential holders shall Ensure compliance with all PAWI standards and expectations, including regular reports.
 - 7.5.12 Conflicts of interest between personal finances and pastoral responsibilities shall be avoided. If there is anything that could lead to a conflict of interest, then it shall be immediately disclosed to the Board.
 - 7.5.13 It is important to disclose to the Senior Pastor or Board any personal gift or bequest (2 Corinthians 8:21; James 2:1, 2-4) of a large value.
 - 7.5.14 Taxation: Credential holders shall exercise caution with tax minimization strategies and shall not improperly use fringe benefit allowances.
 - 7.5.15 Credential holders shall not seek additional personal advantage or financial gain because of a pastoral role. Naturally, this includes any benefit to a spouse and/or immediate member of his or her family.
 - 7.5.16 Credential holders shall disclose to their Board any situation that could be viewed as a dual relationship, including business agreements.
 - 7.5.17 Credential holders shall never borrow or take church funds without proper authorization.
 - 7.5.18 Credential holders shall not seek financial support from people in a previous church or ministry unless there is authorization by the current Senior Minister, or Board.
 - 7.5.19 On termination of employment with a church (ministry or agency), a Credential holders shall not expect a payment that is excessive, illegal or by private arrangement. In cases of dispute, the matter shall be referred to the District Executive.

7.5.20 Credential holders and members of PAWI shall not place themselves in a position where there is a conflict of interest between their duties as members and personal interests. Every member who is in any way directly or indirectly interested in or may become interested in an existing proposed contract, transaction, or arrangement or who otherwise has a conflict of interest by virtue of involvement of a family member or the involvement of an employer, partner, business associate, or a corporation that the member is involved with as either director, shareholder, officer, Credential Holder, or agent, ventures member shall declare a conflict of interest fully at a meeting of the General, National or District Conference and withdraw from any discussion or vote.

8. Confidentiality

8.1 Value: Respect –

We shall demonstrate utmost respect for ourselves, for others and whatever information is at our disposal.

8.2 Core Principle

Trust is essential in pastoral ministry. Those involved in pastoral care shall note that documents received, formal interviews and casual conversations in a ministry context are pastoral encounters where confidences are shared, and confidential information received. This information shall not be disclosed and shall be treated with the utmost care.

8.3 Guidelines

- 8.3.1 Pastoral records: Pastoral notes and records are important, but caution shall be taken with securing them.
- 8.3.2 Particular care shall be exercised in the publication of personal information in church directories, newsletters, rosters, and websites, etc. This also extends to publishing voices and images of individuals.
- 8.3.3 Preachers should be careful with sermon illustrations, in teaching and especially in publications (Proverbs 11:13).
- 8.3.4 In the processes of the church, there are also times when, because of its personal nature or its potential for misuse or harm, some information may be designated confidential, and is only intended for a particular audience such as a District meeting in closed session, a local church board.
- 8.3.5 In a pastoral relationship Ministers shall take care to discuss the nature and limits of their confidentiality with the other person.

8.4 Rules

- 8.4.1 Credential holders shall ensure computer membership records shall be password protected and access limited to authorized persons.
- 8.4.2 Credential holders shall paper records shall be locked up and access limited to authorized personnel alone.
- 8.4.3 Credential holders shall ensure confidentiality be preserved in peer supervision or in mentoring relationships. All care should be taken to avoid disclosing those being discussed.

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- 8.4.4 Credential holders shall not disclose confidential pastoral conversations except if required by law or if there is a concern for the safety of the person or another person (James 5:16).
- 8.4.5 Credential holders shall not breach confidentiality except as required by law. (Confidentiality is not about secrecy. In the context of a pastoral relationship, it is an assurance that Ministers will not share written or spoken information about an individual without their approval or use it for a purpose other than for which it was collected.)
- 8.4.6 Credential holders shall ensure information received in the context of a pastoral relationship shall remain confidential unless: (i)
- 8.4.6.1 The person gives permission for the particular disclosure
 - 8.4.6.2 Retaining such information would result in significant physical, emotional, or sexual harm to another person or persons.
 - 8.4.6.3 Required by law.
 - 8.4.6.4 Disclosure is necessary to prevent financial loss to some other person due to fraud or other dishonesty.
- 8.4.7 Undue hardship might result.
- 8.4.8 Credential holders shall ensure the integrity of any records, particularly electronic records, by putting in place appropriate security procedures. Confidentiality also requires that Ministers shall not seek to gain sensitive or confidential information to which they are not entitled, or which would require another person to breach a confidence.

9. ACCEPTANCE AND CONFIRMATION

I acknowledge that I have received, read, and understood the Code of Ethics of PAWI. I am in full and complete agreement with the terms of the Code of Ethics and agree to them without reservation. I further covenant and pledge to keep the Code of Ethics. If at any time I should cease to agree with the Statement of Beliefs or the Code of Ethics, I will resign my position as a minister with the Pentecostal Assemblies of the West Indies.

I also acknowledge that, should I cease to agree with the Statement of Beliefs or act in any way to violate the Code of Ethics that this will result in disciplinary action up to and including termination of employment and the withdrawal of credentials as a minister within the Pentecostal Assemblies of the West Indies.

Please sign, date this acknowledgment, and return it to the District/National/International Office.

Date: _____

Print Name: _____

Signature: _____

