

## APPENDIX 4

### *How to Organize a Mission Work into a New and Separate Congregation*

#### **When It Is a Mission Work of a Presbytery**

1. The committee of presbytery which has been assigned the responsibility for supervising the progress of the mission work toward its development as a new and separate congregation should assist the members of the Regional Church who constitute the membership of the mission work to petition the presbytery through its home missions committee to be organized as a new and separate congregation.
2. The presbytery's home missions committee, acting on behalf of the presbytery, should be authorized to:
  - a. Draw up a list of members at large from the Regional Church who are part of the mission work and designate them as the charter roll of the new congregation.
  - b. Examine and determine the qualifications of men from within the mission work who may stand for election as ruling elders and deacons.
  - c. Call and conduct the congregational meetings required to elect elders and deacons and to call a pastor.
  - d. Ensure that the mission work conforms in other necessary aspects to the standards of the Orthodox Presbyterian Church, and report to the

presbytery that the mission work is ready to become a new and separate congregation of the Regional Church.

3. The presbytery, after approving the actions and recommendations of its home missions committee with respect to organizing the mission work as a new and separate congregation, should call and conduct a service of recognition, at which time the congregation should be recognized as a new and separate congregation of the Regional Church and its officers should be ordained (if necessary) and installed according to the Form of Government.

### **When It Is a Mission Work of an Existing Congregation**

1. The local session which has the responsibility for supervising the progress of the mission work toward its development as a new and separate congregation should designate a list of members who constitute the membership of the mission work, and should call a meeting of those members to petition the presbytery through its home missions committee to be organized as a new and separate congregation.

2. The presbytery's home missions committee, acting on behalf of the presbytery, should be authorized to:

a. Examine and determine the qualifications of men from within the mission work who may stand for election as ruling elders and deacons.

b. Authorize the session to call and conduct the congregational meetings required to elect elders and deacons and to call a pastor.

c. Ensure that the mission work conforms in other necessary aspects to the standards of the Orthodox Presbyterian Church, and report to the

presbytery that the mission work is ready to become a new and separate congregation of the Regional Church.

3. The presbytery, after approving the actions and recommendations of its home missions committee with respect to organizing the mission work as a new and separate congregation, should call and conduct a service of recognition, at which time the congregation should be recognized as a new and separate congregation of the Regional Church and its officers should be ordained (if necessary) and installed according to the Form of Government.