Full Gospel Business Men's Fellowship International USA

Guidelines for the Levels of Authority Administering Discipline

Note: The guidelines in this document regarding the removal of any individual from his position or from the fellowship pertain only to violations of the Code of Conduct. It does not include such matters as 'inability to act'.

Chapter Presidents:

- Have the authority to unilaterally suspend any member or officer in their chapter pending investigation when protective action is reasonably necessary.
- Have the authority to unilaterally take the following corrective actions: counseling; issuing a written warning(s); temporarily restricting responsibilities; and removing a member from an appointed position (for example a membership chair). This unilateral authority also includes investigating these matters which should involve the chapter Vice President and Secretary if appropriate.
- Are required to inform their Regional Director prior to the permanent removal of any elected chapter officer from their position.
- Are required to inform and consult with their Regional Director prior to the suspension or permanent revocation (cancellation) of membership of any chapter member from the fellowship for a violation of the Code of Conduct. This is necessary to allow the Regional Director to inform the FGBMFI-USA President to then initiate the steps specifically stated in Article XII Section 4 of the FGBMFI-USA Bylaws addressing: *Suspension or revocation of membership including all rights and privileges*.
- Are required to inform their Regional Director before an investigation is begun on any of the following issues in their chapter: violation(s) of the Constitution and Bylaws; sexual harassment; the undermining of leaders and the creation of factions and divisions; mishandling of finances; and irresponsible representation of FGBMFI USA in public and online including misuse of FGBMFI's name and logo.
- Are advised to exercise wisdom and consult their Regional Director on any sensitive or difficult matters not specifically referenced above that may require investigation and result in corrective action. This is especially true if the matter may have broader implications for the organization beyond their chapter.

Regional Directors:

- Have the authority to unilaterally suspend any Chapter President, Regional or Area Coordinator or Field Rep or other similarly positioned individual in their region pending investigation when protective action is reasonably necessary.
- Have the authority to unilaterally take the following corrective actions: counseling; issuing a written warning(s); and temporarily restricting responsibilities. This unilateral authority also includes investigating these matters which should involve two other members of leadership if appropriate.
- Are required to inform the President of FGBMFI USA prior to the permanent removal of any Chapter President, Regional or Area Coordinator or Field Rep or similarly positioned individual in their region from their position.
- Are required to inform and consult with the President of FGBMFI USA prior to the suspension or permanent revocation (cancellation) of membership of any member from the fellowship for a violation of the Code of Conduct. This is necessary for the FGBMFI-USA President to initiate the steps specifically stated in Article XII Section 4 of the FGBMFI-USA Bylaws addressing: *Suspension or revocation of membership including all rights and privileges*.
- Are required to inform the President of FGBMFI USA before an investigation is begun on any of the following issues in their region: violation(s) of the Constitution and Bylaws; sexual harassment; the undermining of leaders and the creation of factions and divisions; mishandling of finances; and irresponsible representation of FGBMFI USA in public and online including misuse of FGBMFI's name and logo.
- Must exercise wisdom and inform the President of FGBMFI USA on any sensitive or difficult matters not specifically referenced above that may require investigation and result in corrective action. This is especially true if the matter may have broader implications for the organization beyond their region.
- Note: The President of FGBMFI USA will assign national leadership resources as needed to assist in any investigations.

National Leadership:

- The FGBMFI USA Constitution and Bylaws address national leadership positions (reference Article XII Section 2 of the Bylaws).

Please note: There is a need for checks and balances (2nd set of eyes) in any disciplinary process to ensure that nothing has been missed, which is why investigations should almost always be conducted by more than one person. It is equally important that Chapter Presidents and Regional Directors inform the men they report to (as required in the guidelines above) because those men might be privy to information that could have an impact on the specific case or that might affect the appropriate level of discipline because of precedents etc. elsewhere in the organization.