

THE POLICIES AND GUIDELINES OF THE BUKAS LOOB SA DIYOS COVENANT COMMUNITY

(December 15, 2008 – For District Implementation)

SECTION 12 GOVERNANCE AND PROCESS OF EMERGENCE

The BLD Process of Emergence is a process of selecting community leaders; namely, the Servant Leaders and District Stewards of the Bukas Loob sa Diyos Covenant Community on a call to higher responsibility.

The BLD Process of Emergence is the process of discerning the voice of the Holy Spirit, who chooses our leaders. His voice is heard through prayers, fasting, and sacrifices by both the body, but more intently by the leaders earlier anointed by the same Holy Spirit, to exercise the three-fold office of Christian leadership - priest, prophet, and king. Thus we defer to the wisdom of the Community Spiritual Director (CSD) for the selection of the Community Council of Servant Leaders (CCSL) and of the Executive Council of Servant Leaders (ECSL) for the selection of the District Council of Stewards (DCS). It is not an election exercise or a popularity contest, nor aspiring for position or pursuit of personal ambition.

The BLD Process of Emergence is a two-step process of discernment. The first step occurs at District level where Covenanted members prayerfully discern and nominate their leaders. The second step occurs at the Global level where the Community Spiritual Director prayerfully discerns and selects the CCSL members, and the ECSL prayerfully discerns and selects the DCS members. In their discernment at the second step, the CSD and the ECSL consider the Covenanted members' nomination at the District level as a co-discernment.

12.1 The Process of Emergence for the Community Council of Servant Leaders (CCSL)

The BLD Community Spiritual Director, after prayerful discernment, selects the members of the BLD Community Council of Servant Leaders (CCSL), composed of the Executive Council of Servant Leaders (ECSL) and District Servant Leaders (DSL), from among a list of eligible and available Covenanted Disciples nominated through the process of general emergence by all qualified Covenanted Disciples from all BLD Global Community Districts. The CCSL shall serve and fulfill their functions as a couple.

The term of office of a CCSL shall be three (3) years. The CCSL may be selected to serve for another term of three (3) years. After two (2) consecutive terms, the members of the CCSL are required to take a

Sabbatical Leave of one (1) year. A CCSL who has served for two (2) continuous years is considered to have served one (1) full term.

One (1) year Sabbatical Leave applies to a leader (CCSL or DCS) who has served for two (2) consecutive terms, regardless of whether he has served as CCSL or DCS (e.g. two terms as CCSL, or two terms as DCS, or combination thereof).

After the Sabbatical Leave, the CCSL may be selected to serve again through a general or special emergence or at the discretion of the BLD Community Spiritual Director.

12.1.1 The process of emergence for the CCSL encompasses the selection and emergence of:

- (a) Five (5) Executive Council of Servant Leaders (ECSL), who shall be emerged globally as couples and are Covenanted members of the BLD Districts, residing in the Archdiocese of Manila, Suffragan Dioceses of Antipolo, Caloocan, Cubao, Novaliches, Pasig, Paranaque, Dioceses of Malolos and San Pablo, and the AFP-PNP Military Ordinariate in Manila. Each of the ECSL shall be responsible for an Apostolate, either for Pastoral, Evangelization, Formation, Mission, or Management Apostolate.
- (b) District Servant Leaders (DSL), who shall be emerged as couples within a Cluster and are Covenanted members of a Full-Term BLD District. A BLD cluster is composed of a Full-Term District together with its assigned Full-Fledged Districts and Districts-in-Process.

The AFP-PNP District, with its unique characteristic of being a Military Ordinariate and having chapters all over the Philippines, is represented in the CCSL by a Shepherd of the District Cluster (SDC), while it is a Full-Fledged District. The SDC is appointed by the BLD Community Spiritual Director upon the recommendation of the incumbent ECSL. He shall report directly to the ECSL. Upon elevation to a Full-Term District, the SDC shall be replaced by a DSL chosen through the process of special emergence.

The West Coast Districts of North America which have no Full-Term District, have been organized into Clusters of West Coast Full-Fledged Districts each headed by a Shepherd of the District Cluster (SDC), who will represent the Cluster in the CCSL. The SDC's are appointed by the Community Spiritual Director upon the recommendation of the incumbent ECSL and report directly to the

ECSL. Upon elevation of any Full-Fledged District in a Cluster to a Full-Term District, the SDC shall be replaced by a DSL, chosen through the process of special emergence.

The BLD Full-Fledged District of Hong Kong, being the lone Asian District outside of the Philippines, shall not have a SDC. The DCS, through the Presiding Steward, shall report directly to the ECSL for Mission. Upon elevation to a Full-Term District, BLD Hong Kong will be represented in the CCSL by a DSL, chosen through the process of special emergence.

In case a Full-Fledged District is elevated to a Full-Term District, the incumbent DCS will remain as the DCS until the next General Emergence. A DSL for the Full-Term District will be chosen through a process of special emergence. Nominees for the DSL position shall include the incumbent DCS.

12.1.2 Overseers of the Process of Emergence for CCSL (ECSL/DSL)

- (a) The process of emergence for the BLD Global Community is supervised by a Community Committee of Emergence Overseers (CCEO). The CCEO is composed of three (3) active Covenanted Disciples, who are not eligible for nomination to the CCSL. The members of the CCEO are appointed by the BLD Community Spiritual Director, upon written recommendation of the incumbent ECSL. The members of the CCEO shall choose among them one (1) who will chair the CCEO, whose name will be submitted to the BLD Community Spiritual Director. The CCEO shall report directly to the BLD CSD.
- (b) The functions and responsibilities of the CCEO shall end when the BLD Community Spiritual Director issues the Circulars to the BLD Global Community for the next General Emergence, and the ECSL issues a Community Bulletin to initiate the process of emergence. However, members of the CCEO may be reappointed by the CSD upon the recommendation of the incumbent ECSL.
- (c) The CCEO is authorized to provide the DSL and District Committee of Emergence Overseers (DCEO) with the Implementing Guidelines prepared by the ECSL for the process of emergence. Any necessary revisions to the Implementing Guidelines shall be approved by the BLD CSD upon the recommendation of the ECSL and CCEO.

Note: For DCEO, please see section 12.2.2

- (d) The members of the CCEO and DCEO must have:
- (i) Integrity – Careful adherence and compliance to the process to safeguard all Nomination Forms and tabulation results;
 - (ii) Transparency and Accountability – While all the decisions of the CCEO and DCEO must be transparent, the confidentiality of the emergence results must be complete. Pre-mature disclosures of partial results could cast doubts on the integrity of the process. Proper documentation of the entire process must be made so that results may be verified if questions arise.
 - (iii) Consensual Decision-making – The CCEO and DCEO must make consensual decisions on any issue that may arise in the process of emergence. Consultations with the BLD Community Spiritual Director, the incumbent ECSL, and the incumbent DCS are appropriate from time to time; and
 - (iv) Independence and Impartiality – The CCEO and the DCEO, although appointed by the BLD Community Spiritual Director and DCS respectively, are deemed independent and impartial. Only members of the CCEO and DCEO shall be present during the tabulation process.
 - (v) Computer Know-how – At least one (1) member of the CCEO and the DCEO must have working knowledge of computer applications (e.g. Word and Excel) and of communications through the email.
- (e) Active Covenanted disciples of Districts-in-Process (DIP's) shall participate in the process of emergence for ECSL and for the DSL of their own cluster. The process of emergence for DIP's with qualified Covenanted disciples is supervised by one (1) of the DCEO of the DIP's Administering District.

12.1.3 Nominators and Nominees for Community Council of Servant Leaders (CCSL)

- (a) The Management Stewards of all BLD Districts are responsible in preparing two lists: 1) a Nominators List and 2) a Nominees List. Both lists are to be approved by the incumbent DCS or Interim DCS and concurred by the DSL or SDC.

The initial Nominators List consists of all active Covenanted Disciples, who have complied with the policy of each District on

faithful attendance at Community Worship / Eucharistic Celebration and Word Sharing Circles.

The initial Nominators List is circularized by the DCS for Management among all Covenanted Disciples of the District for comments on any omissions or inclusions, two (2) weeks before submission to the DCS or Interim DCS, for approval and finalization.

The final Nominators List as approved by the DCS or Interim DCS, and concurred by DSL or SDC, shall be submitted by DCS for Management to the CCEO, for reference and assignment of Nominators' Number one (1) week after circularization.

An active Covenanted Disciple is one who meets the required faithful attendance policy as defined by each District.

- (b) The Initial Nominees List consists of active Covenanted Couple Disciples with the following qualifications:
- (i) Who are included in the final Nominators List, and
 - (ii) Who have remained active Covenanted members in the BLD Community for at least five (5) full years (excluding leave periods) immediately preceding the Emergence.

The Criteria for selecting CCSL (ECSL & DSL) are:

- (i) Compliance with the values, norms, and culture of the BLD Community;
- (ii) Evidence of Christian Leadership (1Pt.5:1-4, 1Tim. 3:1-13, Ti. 1:5-9);
- (iii) Availability for the performance of Apostolate Functions.
- (iv) Strong working knowledge of and witness to the Word of God;
- (v) Spirit of Servanthood (humility, submission to recognized authority, respect for others, answering the needs of others ahead of oneself, other oriented);
- (vi) Fruitfulness in shepherding service;
- (vii) Sensitive to the needs of the larger Church;
- (viii) Working understanding of the BLD Covenant of Communion (COC), segregated into the BLD Statutes and BLD Policies and Guidelines;
- (ix) Free from spiritual pride and self-righteousness;
- (x) Meaningful, contributive presence;
- (xi) Family and personal life in order;

- (xii) Headship in the conjugal relationship and in the family;
 - (xiii) Ability to work with others and in a team;
 - (xiv) Openness to feedback and critique;
 - (xv) Managerial ability (resourcefulness, ability to delegate, prudent and open advocacy of convictions, ability to acquire information relevant to decision-making, ability to integrate differing opinions or options, effectiveness in written and oral communication);
 - (xvi) For the ECSL, coming from the BLD Districts in the Archdiocese of Manila and its Suffragan Dioceses including the AFP-PNP Military Ordinariate in Manila; and
 - (xvii) For the DSL, coming from a Full-Term District.
- (c) The initial Nominees List is circularized by DCS for Management among all Covenanted Disciples of the District for comments on any omissions or inclusions, two (2) weeks before submission to the CCEO.
- (d) If a Covenanted Couple Disciple who is in the initial Nominees List is unavailable to be a couple member of the CCSL, they must register their unavailability by informing the DCS through the Presiding Steward in writing for their evaluation, during the two-week period prior to submission to the CCEO. Unavailability must strictly be due to health, time, and residency reasons only. Once the DCS accepts the reason for unavailability, the Covenanted Couple Disciple is considered to have declined the nomination.
- (e) The final Nominees List from all BLD Districts, which includes only Covenanted Couple Disciples who are eligible and available for CCSL, is approved by the DCS and concurred by their DSL. It is then submitted to the CCEO together with their Personal Information Sheet (PIS Form 6), four (4) weeks before the Emergence Date. Once the final Nominees List is submitted to the CCEO, a Nominee can no longer decline.
- (f) The final Nominees List and nominees profile are forwarded by the CCEO to all BLD Districts, two (2) weeks before the Emergence Date, and circularized by the District Management Steward among the Covenanted Disciples in the Nominators List for their prayerful discernment.
- (g) Any Covenanted or Committed Disciple may register his/her personal objection or reservation regarding any Nominee, listed in the final Nominees' List, provided this is done in writing, signed, sealed, and delivered to the BLD Community Spiritual

Director, within the two-week period prior to the Emergence date. The BLD Community Spiritual Director, at his sole discretion, may consider the submitted personal objection or reservation and may request a face-to-face dialogue between the parties concerned. Once the two-week period elapses, objections and reservations will no longer be entertained.

- (h) The District will devote one session to convene all eligible Covenant Disciples for their awareness and instructions pertaining to the Process of Emergence. The DSL/DCEO shall preside over this special meeting and shall provide reference documents for this purpose.

12.1.4 The Nomination Process for CCSL (ECSL and DSL)

On the specified Nomination Day, the District Spiritual Director is exhorted to celebrate the Eucharist and lead the Nominators in prayerful discernment. Immediately after the Eucharistic Celebration, all Nominators shall select from the Final Nominees List those whom they have prayerfully discerned to be considered for CCSL, with the use of a Nomination Form. On nomination day, the Pastoral Steward, together with the District Spiritual Director, shall ensure the spiritual and prayerful discernment of the process. The DCEO will supervise the nomination process.

- (a) All Nominators must select a minimum of seven (7) and a maximum of ten (10) Nominees for ECSL and indicate their first and second preferences as to what Apostolate the Nominees are to serve. These Apostolates are Evangelization, Formation, Management, Mission, and Pastoral.
- (b) All Nominators must also select three (3) Nominees for DSL for their Cluster.
- (c) A Nominator, who is a Couple Nominee, cannot nominate themselves for any CCSL position; otherwise their names in their nomination forms shall be considered void.
- (d) To keep the sanctity of the Emergence Process, campaigning for a Nominee by a Nominator or any community member is strictly disallowed.
- (e) All Nomination Forms shall be submitted to the DCEO for examination, verification, and tabulation. There shall be two (2) tabulated results, one for the ECSL nomination and another for the DSL nomination.

- (f) The fully tabulated results of the nomination shall be duly signed by the DCEO and will be initially transmitted, labeled “Confidential”, by email or fax to the CCEO no later than three (3) to five (5) days after Emergence. All original documents including the Nomination Forms, tally sheet, and a transmittal letter signed by the members of the DCEO shall be labeled “Confidential” and sent by courier to the CCEO, no later than one (1) week after the date of emergence. The CCEO shall then summarize and turn over the emergence results to the CSD for his discernment and final choice. All emergence documents, not submitted to the CSD, shall be burned by the CCEO one (1) month after announcement of emergence results. The CSD has the option to file the original documents if he chooses.
- (g) The CCEO shall tabulate the results of the nominations from all BLD Districts. The CCEO shall list the top fifteen (15) names from the consolidated tabulation for ECSL and the top three (3) names for DSL of each Cluster. The CCEO shall forward both lists to the BLD Community Spiritual Director for his prayerful discernment and final selection.

12.1.5 The Emerged CCSL (ECSL/DSL) Members

- (a) After his discernment and personal confirmation, the BLD Community Spiritual Director will announce to the BLD Global Community Districts, his selection of the ECSL members and their assigned Apostolates and the DSL for each Cluster.
- (b) The date of anointing of the new CCSL is tentatively set in June on the celebration of the Foundation Day of the BLD Community. The date of formal assumption into office of the new CCSL is on July 1.
- (c) There will be an “interim” period of at least one (1) month from the time the new CCSL is announced until their formal assumption of office on July 1. During this interim period, the new CCSL members shall have sessions with the BLD Community Spiritual Director and with the outgoing CCSL members to coordinate and implement a proper turnover of responsibilities and functions of their respective Apostolates and the Council in general. For DSL’s, there will be turnover of matters relating to their respective Clusters.

- (d) The position of Presiding Servant Leader shall be rotated among the five ECSL, with a term of seven (7) months each. One of the ECSL will serve for eight (8) months. The new ECSL shall determine among themselves the sequence of serving as Presiding Servant Leader.

12.2 The Process of Emergence for District Council of Stewards (DCS) of Full-Term and Full-Fledged BLD Districts

The BLD Executive Council of Servant Leaders (ECSL), after prayerful discernment, selects the members of the BLD District Council of Stewards (DCS) from among the list of eligible and available Covenanted Disciples nominated through the process of General Emergence by all qualified Covenanted Disciples of the Full-Term or Full-Fledged BLD District. The ECSL shall take into consideration both functional and general ranking of the emergence results from the Districts, with the latter being given only a secondary role. The DCS shall serve and fulfill their functions as a couple.

The term of office of a DCS shall be three (3) years. The DCS may be selected to serve for another term of three (3) years. After two (2) consecutive terms, the members of the DCS are required to take a Sabbatical Leave of one (1) year. A DCS who has served for two (2) continuous years is considered to have served one (1) full term.

One (1) year Sabbatical Leave applies to a leader (DCS or CCSL) who has served for two (2) consecutive terms, regardless of whether he has served as DCS or CCSL (e.g. two terms as DCS, or two terms as CCSL, or combination thereof).

After the Sabbatical Leave, the DCS may be selected to serve again through a general or special emergence or at the discretion of the ECSL.

12.2.1 The process of emergence for the DCS of Full-Term and Full-Fledged BLD Districts encompasses the selection and emergence of:

- (a) Five (5) DCS couple-members for the Full-Term BLD District to serve as DCS for five (5) Apostolates; namely: Evangelization, Formation, Management, Mission, and Pastoral; or
- (b) Four (4) DCS couple-members for the Full-Fledged BLD District to serve as DCS for four (4) Apostolates; namely: Evangelization, Formation, Management, and Pastoral. If there is an existing mission area at the time of emergence, a DCS for Mission can be included. After the General Emergence of four (4) DCS, should the BLD Full-Fledged District have an approved

mission area, one (1) DCS couple-member for Mission Apostolate may be added, which the ECSL will choose from the past General Emergence or Special Emergence results.

12.2.2 Overseers of the Process of Emergence for DCS

- (a) The process of emergence for DCS of Full-Term and Full-Fledged BLD Districts is supervised by the District Committee of Emergence Overseers (DCEO). The DCEO is composed of three (3) or five (5) Committed or Covenanted Disciples, who are not eligible for nomination to the DCS. The members of the DCEO are appointed by the incumbent District Council of Stewards and concurred by the DSL or SDC. In case of Districts-in-Process which have been approved for elevation to Full-Fledged Districts, the DCEO shall be appointed by the incumbent Interim DCS or the DCS of the Administering District, in consultation with their DIP Shepherd, and concurred by their DSL or SDC. The role of the DIP Shepherd ends as soon as the emerged DCS are anointed.
- (b) The members of the DCEO shall choose among them, a covenanted member who will chair the DCEO. The composition of the DCEO and the name of the chairman shall be submitted to the CCEO for reference. The DCEO shall report directly to the CCEO.
- (c) The functions and responsibilities of the DCEO ends (terminates) as soon as the emerged DCS are anointed.
- (d) The DCEO shall receive late nomination forms after the appointed nomination period in consultation with the CCEO. A late nomination form shall be counted only if a letter stating the reason for the delay accompanies the nomination form.
- (e) "Absentee" nomination may be allowed for those who will be "out-of-town" on nomination day. The Nominator shall submit a letter to the DCEO explaining the reason for his/her absence and shall request for a nomination form ahead. The accomplished nomination form must be submitted on or before the nomination day. If submitted late, provision on late nomination will be followed. Nominators who will not be "out-of-town", but are not available to join the actual nomination activity cannot submit an "absentee" nomination.

12.2.3 Nominators and Nominees for District Council of Stewards (DCS)

The Management Stewards of the Full-Term or Full-Fledged BLD District are responsible in preparing two lists: 1) a Nominators List, and 2) a Nominees List. Both lists are to be approved by the incumbent District Council of Stewards (DCS) or Interim DCS and concurred by the DSL or SDC.

- (a) The initial Nominators List will consist of all active Covenanted Disciples, who have complied with the District's policy on faithful attendance at Community Worship/Eucharistic Celebration and Word Sharing Circles.
- (b) The initial Nominators List is circularized among all Covenanted Disciples of the District for comments on any omissions or inclusions, within two weeks before submission to the DCS/IDCS, for approval and finalization.
- (c) The final Nominators List as approved by the DCS/IDCS and concurred by the DSL/SDC shall be submitted by the DCS for Management to the DCEO, for reference and assignment of Nominators' Number, one (1) week after circularization.
- (d) The initial Nominees List will consist of active Covenanted Couple-Disciples with the following qualifications:
 - (i) Those who are included in the final Nominators' List.
 - (ii) Those who have remained active Covenanted members in the BLD Community for at least three (3) full years (including leave periods), immediately preceding the Emergence.
 - (iii) Those who have served or are serving in any one of the following positions: (1) sharer (encounter or LSS), (2) worship leader, (3) teacher, or (4) DLC member (ministry or homestead coordinators, DIP shepherds). One spouse as sharer or teacher shall qualify the couple.
- (e) The criteria for selecting DCS are:
 - (i) Compliance with the values, norms, and culture of the BLD Community;
 - (ii) Evidence of Christian Leadership (1Pt.5:1-4, 1Tim. 3:1-13, Ti. 1:5-9); and
 - (iii) Availability for the performance of Apostolate functions.
 - (iv) Strong working knowledge of and witness to the Word of God;
 - (v) Spirit of Servanthood (humility, submission to recognized authority, respect for others, answering the needs of others ahead of oneself, other oriented);

- (vi) Fruitfulness in shepherding service;
 - (vii) Sensitive to the needs of the larger Church;
 - (viii) Working understanding of the BLD Covenant of Communion (COC) as segregated into the BLD Statutes and BLD Policies and Guidelines;
 - (ix) Free from spiritual pride and self-righteousness;
 - (x) Meaningful, contributive presence;
 - (xi) Family and personal life in order;
 - (xii) Headship in the conjugal relationship and in the family;
 - (xiii) Ability to work with others and in a team;
 - (xiv) Openness to feedback and critique;
 - (xv) Managerial ability (resourcefulness, ability to delegate, prudent and open advocacy of convictions, ability to acquire information relevant to decision-making, ability to integrate differing opinions or options, effectiveness in written and oral communication);
- (f) The initial Nominees List is circularized among all Covenanted Disciples of the District for comments on any omissions or inclusions by DCS for Management two (2) weeks before submission to the DCEO.
- (g) If a Covenanted Couple-Disciple who is in the initial Nominees List is unavailable to be a member of the DCS, they must register their unavailability by informing in writing the DCS through the Presiding Steward for their evaluation, during the two-week period prior to submission to the DCEO. Unavailability must strictly be due to health, time, and residency reasons only. Once the DCS accepts the reason for unavailability, the Covenanted Couple-Disciple is considered to have declined the nomination.
- (h) The final Nominees List from the Full-Term or Full-Fledged BLD District, which includes only Covenanted Couple-Disciples who are eligible and available for DCS, is approved by the DCS concurred by their DSL/SDC and submitted by the DCS for Management to the DCEO for consolidation, four (4) weeks before the emergence date. Once the final Nominees List is submitted to the DCEO, a Nominee can no longer decline.
- (i) The final Nominees List is forwarded by the CCEO to all BLD Districts two (2) weeks before the Emergence Date, and circularized by the DCS for Management among the Covenanted Disciples in the Nominators List, for their prayerful discernment.

- (j) Any Covenanted and Committed Disciple may register his/her personal objection or reservation regarding any Nominee, listed in the final Nominees List within the two-week period prior to the Emergence Date. Objection or reservation should be done in writing, signed, sealed, and delivered to the District Spiritual Director. The District Spiritual Director, at his sole discretion, may consider the submitted personal objection or reservation and may request a face-to-face dialogue between the parties concerned. Once the two-week period elapses, objections and reservations will no longer be entertained.
- (i) If resolution is reached, the District Spiritual Director will write a letter (will) to the DSL or SDC. The resolution shall lead to either the continuing eligibility of the Nominee or the voluntary exclusion of the Nominee. If the resolution is voluntary exclusion of the Nominee, the Nominee himself shall write the DCEO requesting for his exclusion.
- (ii) If no resolution is reached, the District Spiritual Director shall immediately advise the DSL or SDC. A dialogue between the involved parties may be conducted under the supervision of the DSL or SDC. In cases where the objection is based on a serious wrongdoing, the DSL may undertake further investigation.
- (iii) If still no resolution is reached by the DSL or SDC one week before the Emergence Date, the District Spiritual Director (DSD) and DSL/SDC will decide whether the Nominee will still be included in the final Nominees List and advise the DCEO.
- (k) The District will devote one session to convene all eligible Covenant Disciples for their awareness and instructions pertaining to the Process of Emergence. The DSL and the DCEO shall preside over this special meeting and shall provide reference documents for this purpose.

12.2.4 The Nomination Process for DCS

On the specified Nomination Day, the District Spiritual Director is exhorted to celebrate the Eucharist and lead the Nominators in prayerful discernment. Immediately after the Eucharistic Celebration, all Nominators shall select from the Final Nominees List those whom they have prayerfully discerned to be considered for DCS, with the use of a Nomination Form. On nomination day, the Pastoral Steward, together with the District Spiritual Director,

shall ensure the spiritual and prayerful discernment of the process. The DCEO will supervise the nomination process.

- (a) All Nominators must select a minimum of seven (7) and a maximum of ten (10) names from the final Nominees List. Then Nominators must select two (2) Nominees for each of the Apostolates and indicate their rank preference by giving their first preference for each specific Apostolate a rank of "1" and their second preference a rank of "2".
- (b) A Nominee may not be nominated twice with the same rank points. For example: A Nominee may be nominated with first preference rank of "1" for Evangelization and same Nominee may be nominated for Management as second preference rank of "2". A Nominee nominated twice with the same rank points shall not be counted.
- (c) A Nominator, who is a Couple Nominee, cannot nominate themselves for any DCS position; otherwise their names in their nomination forms shall be considered void.
- (d) To keep the sanctity of the Emergence Process, campaigning for a Nominee by a Nominator or any Community member is strictly disallowed,
- (e) All Nomination Forms shall be submitted to the DCEO for examination, verification, and tabulation. The DCEO shall tabulate the top fifteen (15) Nominees and specify number of nominations received for each Apostolate.
- (f) The fully tabulated results of the nomination shall be duly signed by the DCEO and will be initially transmitted and labeled "Confidential" by email or fax to the CCEO no later than three (3) to five (5) days after Emergence. All original documents including the Nomination Forms, tally sheet, and a transmittal letter signed by the members of the DCEO shall be labeled "Confidential" and sent by courier to the CCEO, no later than one week after the date of emergence.
- (g) The CCEO shall then summarize the results of nomination from all BLD Districts and list the top fifteen (15) names for DCS from each consolidated tabulation. The CCEO shall then turn over the emergence results and list by District to the ECSL for their discernment and final selection. All emergence documents, not submitted to the ECSL, shall be burned by the CCEO one (1)

month after announcement of emergence results. The ECSL shall file the original documents submitted by the CCEO.

12.2.5 The Emerged DCS Members

- (a) The ECSL prayerfully discerns the emerged DCS couple-members and their Apostolate assignments for the Full-Term and Full-Fledged BLD District. In the discernment process, the ECSL shall consult the incumbent DSL or SDC as co-discerners. The DSL or SDC may in turn confer with their respective DSD.
- (b) After a prayerful discernment process, the ECSL shall request the incumbent DSL or SDC to reconfirm availability and acceptance of the chosen DCS. After confirmation, the ECSL will announce the couple-nominees who are chosen as DCS through a Circular to the respective BLD Districts.
- (c) The date of the anointing of the new DCS shall be coordinated with the incumbent ECSL and the incumbent DSL or SDC.
- (d) There will be an “interim” period of at least one month from the time the new DCS is announced until their formal assumption of office on July 1. During this “interim” period, the new DCS members shall have sessions with their District Spiritual Director and with the outgoing DCS members, to coordinate and implement a proper turn-over of responsibilities and functions of their respective apostolates
- (e) For the Districts-in-Process (DIPs), which have been approved for elevation to Full-Fledged Districts, the incumbent IDCS with the assistance of DIP Shepherd of the administering District, shall conduct a smooth turn-over of functions to the in-coming DCS. The incoming DCS shall then report directly to the DSL.
- (f) The position of Presiding Couple-Steward shall be rotated among the members of the DCS. The new DCS shall determine among themselves, and in consultation with the DSL or SDC the basis and sequence of the rotation. The Presiding Couple-Steward shall serve for a term of not less than three (3) months per rotation.

12.2.6 Appeal System

- (a) Decisions of the DCEO relating to the process of emergence can be appealed directly to the CCEO.

- (b) Decisions of the CCEO relating to the process of emergence of the District Council of Steward can be appealed directly to the ECSL.
- (c) Decisions of the CCEO relating to the process of emergence of the CCSL shall be appealed directly to the Community Spiritual Director.

12.3 Interim District Council of Stewards of District-in-Process

The members of the Interim District Council of Stewards (IDCS) of a BLD District-in-Process (DIP) are appointed by the ECSL upon the recommendation of the DCS of the Administering BLD District and the assigned DIP Shepherd, in consultation with the DSL or SDC. The IDCS shall serve until the end of the term of the DCS of the Administering District. The IDCS may be re-appointed and may serve for a maximum of two consecutive three-year terms.

12.4 Back-up System, Temporary and Permanent Replacement of CCSL and DCS

12.4.1 Back-up System and Temporary Replacement of CCSL (ECSL and DSL)

- (a) When an ECSL goes on leave for a period of two (2) weeks to no more than three (3) months, the pre-agreed back-up ECSL takes over the functions of the Apostolate. As a general rule, the back-up ECSL should not exercise dual functions beyond three months, in order not to sacrifice their respective functions in their Apostolates.
- (b) When a DSL goes on leave for period of two (2) weeks to no more than three (3) months, the District Spiritual Director of the Full-Term District shall choose one of the DCS of the Full-Term District to take over the DSL functions as the back-up. As a general rule, the back-up DSL should not exercise dual functions beyond three months, in order not to sacrifice their respective functions.
- (c) When the leave is from three (3) months to no more than six (6) months, the Community Spiritual Director has the sole discretion to either extend the back-up arrangement or appoint a temporary replacement. In appointing a temporary replacement, the Community Spiritual Director may request a former CCSL, even one on Sabbatical Leave, to temporarily assume the vacant position until the CCSL on leave is able to resume office.

12.4.2 Back-up System and Temporary Replacement of DCS

- (a) When a DCS goes on leave for a period of two (2) weeks to no more than three (3) months, the pre-agreed back-up DCS takes over the functions. As a general rule, the back-up DCS should not exercise dual functions beyond three (3) months, in order not to sacrifice their respective functions of the Apostolates.
- (b) When a DCS goes on leave for a period of three (3) months to no more than six (6) months, a temporary replacement is called for. One of the Ministry Coordinator Couples in the same Apostolate will be recommended by the DCS to assume the position on a temporary basis, subject to the approval of the ECSL. The Ministry Coordinator Couple must have been previously confirmed by the ECSL as members of the District Leaders' Conference (DLC).

12.4.3 Permanent Replacement of CCSL (ECSL or DSL)

- (a) Any position in the CCSL may be declared vacant due to the following reasons:
 - (i) Leave of absence for more than 6 months
 - (ii) Resignation when accepted by the CSD
 - (iii) Removal for cause
 - (iv) Death of spouse

The ECSL shall write the CSD recommending that the CCSL position be declared vacant.

- (b) When a CCSL (ECSL or DSL) position is declared vacant for the reasons stated above, a permanent replacement shall be appointed by the BLD Community Spiritual Director, who has the sole authority to appoint the CCSL, based on any of the following procedures:
 - (i) The Community Spiritual Director may choose from the list of emerged Nominees who figured in the last General Emergence for CCSL and may appoint the CCSL from this list as he has discerned.
 - (ii) The Community Spiritual Director may ask the incumbent ECSL to make recommendations from names in the Nominees' List of the last General Emergence for CCSL.

(iii) The Community Spiritual Director may choose from any former CCSL, who is an active Covenanted Disciple and is no longer on Sabbatical Leave, for the unfinished term. The ECSL shall make available the names of former CCSL to the CSD for his guidance.

(iv) The Community Spiritual Director may call for a Special Emergence as a last recourse.

As soon as the Community Spiritual Director has announced his choice to the Global Community, the new CCSL shall be anointed during the Eucharistic Celebration and shall assume the vacant position.

12.4.4 Permanent Replacement of DCS

(a) Any Apostolate position in the DCS may be declared vacant due to the following reasons:

- (i) Leave of absence for more than 6 months
- (ii) Resignation when accepted by the ECSL
- (iii) Removal for cause
- (iv) Death of spouse

(b) When a DCS position is declared vacant for any of the reasons stated above, the ECSL shall appoint a permanent replacement, based on any of the following procedures:

- (i) The ECSL may choose from the list of emerged nominees who figured in the last General Emergence for DCS of the District and may appoint the DCS from this list as discerned.
- (ii) The ECSL may choose from any former DCS, who is an active Covenanted Disciple and is no longer on Sabbatical leave, for the unfinished term.
- (iii) The ECSL may recommend to the CSD to call for a special emergence as a last recourse.

The ECSL prayerfully discerns the DCS replacement. In the discernment process, the ECSL shall consult the incumbent DSL or SDC as co-discerners. The DSL or SDC may in turn confer with their respective DSD. After, the ECSL shall announce the choice to the District concerned. The new DCS shall be anointed during the Eucharistic Celebration and shall assume the vacant position.

12.5 Special Emergence

When the process of emergence is required outside of the General Emergence, a Special Emergence shall be conducted.

12.5.1 Occurrence of Special Emergence

- (a) For the DCS, when a District-In-Process is elevated to a Full-Fledged District;
- (b) For the DSL, when a Full-Fledged District is elevated to a Full-Term District;
- (c) For a vacant CCSL position, when the Community Spiritual Director decides to conduct an emergence;
- (d) For a vacant DCS position, when the ECSL decides to recommend to the CSD to conduct an emergence.

12.5.2 Guidelines for Special Emergence

The guidelines for the conduct of a Special Emergence will be the same guidelines used in the General Emergence. Any change must be approved by the Community Spiritual Director, upon the written recommendation of the ECSL.

12.6 Special Appointments

Any member of the ECSL may recommend the creation of a Task Force or an Ad Hoc Committee composed of Covenanted or Committed members, who shall serve on an “as-per-need” basis and for a specific period to perform tasks as required. Such appointment shall be with the permission of the DCS of the disciple’s District.

12.7 Global and District Policy Decision and Consultation

All policy decisions affecting the BLD Global Covenant Community shall be made collectively and consensually. No policy decisions may be amended except by the unanimous agreement of the governing body; namely, the CCSL (ECSL and DSL) for global matters and the DCS for district matters.

- 12.7.1 The disciples of all Districts, who are affected by the consequences of or who may significantly contribute to the soundness of the policy decision, shall be consulted and be provided with ample opportunity to express their opinion through the DLC, DCS, and DSL or SDC.

12.7.2 Upon the substantive completion of the consultative process, the ECSL for the Global Community or for a specific District, and the DCS for the Ministries/Homesteads in the District, shall deliberate, discern and form a decision on the policy question on hand.

12.7.3 Any member of the CCSL or the DCS who may have any reservation to the proposed policy, based on the Word of God and on the Church teachings, shall officially register in writing the nature and rationale of his reservation. In such case, the proposed policy shall be approved with the reservation noted and recorded.

12.7.4 In case an objection to the proposed policy is forwarded and a unanimous agreement cannot be reached by the proponents, the proposal may be elevated to higher authority; from the DCS to the CCSL or from the CCSL to the CSD. The decision of the higher authority shall be final.

12.7.5 On questions pertaining to the canonicity or the status of the BLD Covenant Community, the final appellate body is the Episcopal Commission on the Laity of the Catholic Bishop Conference of the Philippines.

12.8 Violation of BLD Statutes and Policies & Guidelines

Violation of the BLD Statutes and the BLD Policies & Guidelines constitutes sufficient ground for a report of wrongdoing. Such wrongdoing shall be addressed through the Pastoral Care System of the Community.

12.9 Resolving Wrongdoings

12.9.1 The complainant shall approach the supposed wrongdoer in private, to seek clarification, dialogue and reconciliation.

12.9.2 If admission, but apology and reconciliation are not attained, the complainant will present at least two (2) witnesses to the defendant, in the presence of the supposed wrongdoer's pastoral head.

12.9.3 If the defendant still does not offer repentance and reconciliation, then the complainant shall present the report to the District Pastoral Steward or to the DIP Shepherd for DIP.

12.9.4 The DCS shall form the District's Reconciliation Committee and the number of its membership, in consultation with the DSD.

12.9.5 A formal inquiry is then conducted by the District’s Reconciliation Committee which submits its recommendation for action by the DCS.

12.10 Amendment, Exception and Interpretation

12.10.1 Any amendments to the policies and guidelines may be adopted by the action of the BLD Community Spiritual Director, upon the recommendation of the Executive Council of Servant Leaders.

12.10.2 Any changes, deviations, and/or exceptions may be allowed for specific meritorious cases upon review and approval by the Executive Council of Servant Leaders.

12.10.3 The ECSL has the sole responsibility for the final interpretation of policies and guidelines.

12.11 Effectivity

Section 12 takes effect immediately and supersedes all policies and guidelines on Governance and Process of Emergence upon written approval of the BLD Community Spiritual Director

- Nothing Follows -

Prepared and Recommended By:

The Executive Council of Servant Leaders:



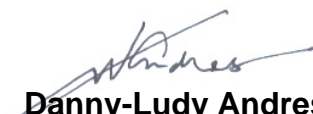
Bogie-Margie Lorenzo
Evangelization



Jun-Baby Delarmente
Formation



Lito-Jasmin Abastillas
Management

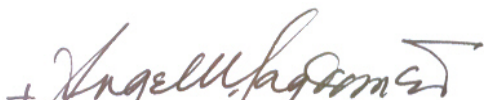


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Approved By:



+Angel N. Lagdameo, D.D.
BLD Community Spiritual Director
January 7, 2009