

On Church Institutions



Spirituality for these Critical Times

United
Church of
Christ in the
Philippines

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**On
Church Institutions**

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Policy Guidelines on Church-Related Schools

**United Church of Christ in the Philippines
1948-2014**

On the Ministry of Church-Related Schools

Ref.: Action 49-46, EC, May 13-14 1949, p13

Standards or Requirements for Church-Related Schools

1. Fulfillment of requirements of the Bureau of Private Schools.
2. The Bible should be taught at least two periods a week. There should be periodic student convocations patterned after the Protestant Worship, including the reading of the Scriptures, prayer, and sermon.
3. There shall be a preponderance of Evangelical Christians on the Faculty, and the head shall be an Evangelical Christian.
4. There shall be a preponderance of Evangelical Christians on the Board of Trustees, and the Chairman shall be an Evangelical Christian.
5. Full cooperation with the general program of the United Church of Christ in the Philippines.
6. The school shall have, as a definite aim for each student, the formation of Christian character, and the consecration of the individual to personal loyalty to Jesus Christ and to life of service in His name.
7. The school as an institution shall stand for high moral principles, for service, and for the application of Christian teachings to all of human affairs.
8. A Baccalaureate Service shall be held as a regular feature of the graduation activities.
9. The school shall be a non-profit institution. It is understood that a reasonable interest on capital loaned or invested may be paid.
10. Provisions shall be made to safeguard all donations to school, reserving such donations and their corresponding value increment for the purpose of the institutions.
11. In the event of dissolution, all excess of the property value, after the retirement of all stocks or loans, shall be turned over to the UCCP for educational purpose.

Recognition of a Church-Related School

Any school to attain the status of "church-related school" must accept official actions of the governing body the requirements as authorized by the Assembly of the UCCP or the Executive Committee, and forward this acceptance, signed by the School director and the president or chairman and secretary of the Board of Trustees with a letter of application for such recognition to the Commission on Education. It is possible for a school to be related to the General Assembly without being directly related to or controlled by the Annual Conference.

The provisions for the recognition of Church-related schools apply also to those schools being established by Annual Conferences on condition that its Board of Trustees pledge in writing that in the course of establishment of their school they will fulfill all the requirements for a church-related school.

Basis for Recommending Aid to Schools

1. Recognition as a "Church-related school"
2. Submission of the request to the Commission on Education and a copy of the request to the Annual *Conference* for recommendation.
3. All recommendations for aid will be on a project basis.

Policy for Church-Related Schools

Ref: Action 54-24, EC, December 6-11, 1954, p27

1. Church-related schools when their aim is definitely Christian and when administered efficiently are to be regarded as a vital part of the program of the Church's evangelistic outreach and at the same time a valuable agency in the preparation of young people for responsible citizenship.
2. A school which fulfills the requirements for assuming a Church-related school status will be assisted in planning and implementing its total program, particularly with *reference* to the Christian aim, and will be extended well-defined financial aid when possible and necessary. This aid might be given in the following forms:
 - a. The providing of full salary of one qualified and approved teacher of Bible, who has completed a four-year course of study in Christian or religious education in one of our recognized theological institutions.
 - b. The providing of the necessary textbooks when the curriculum of Bible courses has been planned or approved by the Department of Christian Education.
 - c. By approving, when feasible, grants or subsidies from US Mission Boards for occurring and special needs with particular consideration being given to those institutions who seek capital funds for the purchase of land to be used for agriculture projects thus to provide for both self-support and a training experience for the students.
 - d. The Church, while interested in strengthening the program of Bible instruction, is likewise concerned that the Church-related schools have a unifying philosophy of education which regards all truth as one, with God as its author, whether it be scientific, historical, or religious, so that every subject taught will contribute to the implementation of the Christian aim of the school and every teacher will be committed to the realization of that aim: namely, that of acquainting the student with God and his truth in all aspects so as to effect his well-rounded growth and fit him for a useful life in the community and nation.

Statement of Policies and/or Guidelines for Church-Related Institutions that are Incorporated as Judicial Entities of the General Assembly

Ref: EC, July 12-14, 1979

1. That Church-Related Institutions such as hospitals, schools, and or foundations are incorporated as agencies of the United Church of Christ in the Philippines: to enable them to operate and/or transact business with legal personality and/or to administer the temporalities of the church.

2. That the Charter of Incorporation of said institutions must be consistent with or supportive of the policies of the General Assembly of the United Church of Christ in the Philippines as contained in its Constitution and Bylaws or such rules and regulations as may be promulgated by the General Assembly or its Executive Committee.
3. That the governing boards of such incorporated institutions and/or agencies must operate and/or conduct the affairs, or business of said corporation within or under the general policies of the General Assembly of the United Church of Christ in the Philippines.
4. In case where the Articles of Incorporation and Bylaws of said corporation are inconsistent with the policies and rules promulgated by the General Assembly, the same shall be amended in accordance with the provisions of the Corporation Laws of the Philippines to be consistent with the said policies and/or rules promulgated by the General Assembly; the same shall be required of Church bodies or judicatories that intend to establish corporations as holding bodies for and in behalf of the General Assembly, the Jurisdiction, the Conference, or the Local Church.
5. Any privately-owned institution or agency that is incorporated and wishes to be affiliated with the United Church of Christ in the Philippines shall be required to make the necessary amendments in their Charter of Incorporation that shall be consistent with or supportive of the policies or rules of the United Church of Christ in the Philippines.
6. Membership and/or representation in the Board of Trustees of church-related institutions shall be in accordance with the policies, rules and regulations of the General Assembly of the United Church of Christ in the Philippines.
7. In order to comply with statutory requirements or the provisions of the Corporation Law, the following procedures in the election of the Board of Trustees shall be observed.
 - a. The Church officer and/or representative to the Board of Trustees of a church-related institution as mandated in the General Assembly policies/rules, shall be considered as a nominee for membership in the corporation and to the governing board of trustees; the members of the corporation shall elect said nominee to the Board of Trustees at their corporate membership meeting immediately following said nomination.
 - b. Membership in the Board of Trustees of said Church-Related Institution shall be co-terminus with the term of office of said officers or representative nominated by the Church Judicatory.
8. In the event that the corporate meeting of the Church-Related Institution would not or does not coincide with those action or nomination by said Church Judicatory, the nominee shall be allowed to sit in the meetings of the Board of Trustees and shall participate in the business of the corporation without vote until such time as they are elected to the governing board by the corporate members immediately at its next meeting called for the purpose.
9. Considering that only natural persons may be members of the corporation and/or its Board of Trustees, it is understood that any representative of the General Assembly-or the Jurisdiction, or Conference to the Corporation or its Board of Trustees shall carry and/or represent the concerns of the United Church of Christ in the Philippines and shall so act on behalf of the church.
10. All institutions and/or agencies organically related to the United Church of Christ in the Philippines shall make provision in its Charter of Incorporation that in the event of its dissolution, all properties or assets, after having satisfied its legal obligations or debts should there be any, shall revert and/or pass on to the United Church of Christ in the Philippines or such institution or agency as may be designated or appointed by the United Church of Christ in the Philippines.

11. All real properties of Church-related institutions acquired from Mission Boards or through the instrumentality of the United Church of Christ in the Philippines, shall not *be* sold, disposed of, or encumbered without the previous approval of the General Assembly or its Executive Committee.

Definition of Relationship between Church-Related Schools and the Church

Ref: Action 90-90, GA, May 21-26, 1990, Cebu City

1. That church-related schools and colleges are juridical personalities as required by law;
2. The organic governance of the United Church of Christ in the Philippines in these schools and colleges are through its membership in the governing bodies/boards;
3. That church-related schools and colleges are programs performing the education ministry of the church; and
4. That we request both the Conferences and the heads of schools and colleges to take initiatives in strengthening their cooperative and coordinative relationships.

As part of its ministry of teaching, healing and service, the Church shall continue its participation in the ownership of schools, hospitals and other service institutions. The administration, operation and maintenance of schools, hospitals and other service institutions wholly or partially-owned by the Church shall be subject to annual review by the National Council to ensure the quality of their service and their contribution to the mission of the Church. The Church shall take steps to ensure their continued viability.

Article V, Section 28, UCCP Bylaws, 1993

Creation of a Consultative Body on COIs/CRIs/CROs (1998)

Ref: Actions 30 and 31, NC, 23-27 August 1998

- Proposal: To create a consultative body from the Conference level up to the National level; that this body shall serve as a venue: a) by which the CRIs, CROs, and COIs would be able to know the other concerns of the Church; b) by which the concerns of the different CROs, CRIs, and COIs will be made known to the national leadership; c) for coordinating activities of the different CRIs, COIs, and CROs.
- Voted: To create a consultative body from the Conference level up to the National level with two (2) representatives each from the COIs, CROs, and CRIs, hospitals and service agencies whether wholly or partially-owned by the Church.
- Voted: To approve that Church-Related Institutions (CRIs) be included in the annual review, limited to the subjects as mentioned in article V. Section 8 of the UCCP Bylaws.

Guidelines on UCCP COIs/CRI Representatives Drafted by the Consultative Body

Approved by the Council of Bishops, 13-14 November 1998

Definition of Terms

Church-owned institutions (COIs): institutions which are either wholly or partially-owned by the church in terms of real property (i.e., land and building), and the leadership of which is within the control of the Church. The term "control" means the ability to enforce UCCP policies.

Church-related institutions (CRIs): institutions which are not necessarily owned by the Church but which serve as arm of the Church for specific ministries, and where the leadership of which the Church is not represented.

Criteria for Appointment of UCCP Representatives to COIs/CRIs

1. good grasp and understanding of the dynamic heritage of the Church and its mission, faith and order, as well as its structure, Constitution and Bylaws, policies and statutes;
2. working knowledge of the history and mission of the COIs or CRIs to which the representative is to be appointed;
3. strong prophetic will, integrity and determination in carrying out the mandate of the Church *vis a vis* the COI/CRI;
4. competence in his/her field of specialization;
5. good standing in the Church community and among his/her peers; and
6. adherence to the vision, mission and goals as well as the Bylaws and rules, of the COI/CRI.

Right of Appointing Power

The concerned body to be represented (General Assembly, Jurisdictional Area, Conference) shall have the right to appoint its representatives to the COIs/CRIs. The COIs/CRIs concerned shall confirm the appointment of the former.

Process and Requirements of Appointment of GA Representatives

1. The need for a representative to the COI/CRI shall be transmitted by the Office of the General Secretary to the Bishop of the Jurisdictional Area concerned.
2. The Bishop of the Jurisdictional area, in consultation with proper bodies (COI/CRI, Cabinet) shall submit nominees to the office of the General Secretary. It is understood that the Bishop had had a preliminary discussion with the nominee/s. The bio-data of the nominee and a certification from the Conference Minister (in the case of church workers) or the Local Church pastor (in case of lay members) as to the membership and the qualification of the nominee shall accompany the nomination.
3. The General Secretary makes the recommendation to the General Assembly or its National Council. It is understood that the general secretary had done some inquiries on/validation of the

qualifications of the recommendee before bringing the recommendation to the General Assembly or its National Council.

4. The General Assembly or its National Council acts on the recommendation.
5. A covenant shall be signed between the Church and the representative.

Accountability

The accountability of the representative shall be to the General Assembly or its National council (or to the Jurisdictional Area Cabinet in the case of the Jurisdictional area representative), which has the right to appoint as well as terminate such appointment with due process.

Rights of UCCP Representatives

1. to be appraised of the UCCP policies *vis a vis* COIs/CRI in general, and the particular COI/CRI to which the representative is appointed;
2. to be given orientation on the history and situation of the COI/CRI concerned;
3. to be given reimbursement of his/her actual expenses relative to performance of official function in the COI/CRI, and a reasonable honorarium to be given by the COI/CRI concerned.

Duties of the UCCP Representative

1. to see to it that UCCP policies and/or mandates are carried out in the COI/CRI concerned;
2. to help in the formulation of policies beneficial to the COI/CRI and its clientele or target beneficiaries;
3. to see to it that the COI/CRI is managed on sound Christian principles;
4. to submit annually a written report to the General Assembly or its National Council through the General Secretary (or the Jurisdiction through the Bishop or the Conference through the Conference Minister as the case may be). The report may be rendered collectively by the representatives.
5. to report to the General Secretary as soon as possible matters needing immediate action by the Church.

Limitation of Appointment

1. No appointee shall represent the Church in more than two (2) COIs/CRI at the same time.
2. No appointee shall serve for more than two (2) consecutive terms as UCCP representative to a COI/CRI.
3. No relative of a chief executive officer (CEO) of COI/CRI up to the fourth civil degree of consanguinity or affinity may be appointed as UCCP representative to said COI/CRI.

Removal of UCCP Representative

The appointment of the UCCP representative to a C01/011 may be terminated by the General Assembly or its National Council (or the Jurisdictional area Cabinet or the Conference Council as the case may be) on any of the following grounds:

1. non-attendance to COI/CRI meetings for three (3) consecutive times without valid reason;
2. failure to represent the concern/interest of the Church in the COI/CRI concerned specially when specifically mandated.

On CRIs

GA 2002-94

1. The Church has the right to establish standards for religious and moral instruction/ Christian education in church-owned and church-related institutions which include curricula, faculty and educational resources.
2. Church-owned and church-related institutions should be intentional in formulating and carrying out programmes in conformity with the theological and ethical thrusts of the Church as expressed in the UCCP Statement of Faith and its vision, mission and goals. The schools comply with the state requirements and guidelines; they conform to Church policies as a matter of loyalty and faithfulness to it.
3. It may happen that church-related schools must deal with conflicting demands by the Church and the state in values orientation and ethical valuation of issues. These schools should use every space of academic freedom granted by the state in pursuing the vision, mission, and goal of the Church.
4. On the other hand, the schools must endeavor to find the widest possible interpretation of Church guidelines on specific social issues in order to deal responsibly with the goals of the state. In any case, the schools should take every opportunity to foster dialogue and discussion with both entities.
5. The UCCP encourages all schools to continue to forge relations among themselves and with others, to share and be co-stewards of gifts and resources, and to develop and expand competencies. The schools shall intentionally relate with the various judicatories of the Church and be one of the instruments in the continuing process of strengthening Church unity.
6. The schools shall endeavor to provide education that is holistic, liberative, nationalist, and scientific; and develop young people who live their lives in the service of others.
7. There shall be a Commission on Formal Education with the following functions:
 - a. To provide policy direction with regard to formal education;
 - b. To establish guidelines and procedures for the annual review of Church-owned and Church-related institutions as provided for in the UCCP Constitution and By-Laws;
 - c. To provide a forum for cooperation and integration among schools.

The Commission on Formal Education shall be composed of the following:

- a. Two (2) representatives from the Council of Bishops
- b. One (1) representative from the Theological education Board
- c. Three (3) representatives from CREATE

- d. Three (3) representatives from ECE
- e. Three (3) members-at-large

Amended:

NC 04 Voted: To amend the statement on the function of the Commission on Formal Education to **NC 04-29** read: "To provide direction and guidance in the establishment and operation of church- owned institutions, whether wholly or partially, and to recommend as well, policies and guidelines for the operation of church-related institutions towards helping align and ensure the quality of their services and their contribution to the mission of the Church."

NC 04-30 Voted: To nominate CREATE representatives to the Commission, with representation for each curricular level namely: Basic Education and Tertiary Education.

Following these actions, the Council, by unanimous consent, changed **the name** of the body from Commission to Board.

Policies and Guidelines for Church-Owned and Related Institutions

GA 2006/NC 2007

1. Church-Owned and Related Institutions such as hospitals, schools and/or foundations are agencies of the UCCP incorporated as juridical entities to enable them to operate and/or transact business with legal personality and/or administer the temporalities of the UCCP.
2. Church-Owned and Related Institutions may be incorporated as stock or non-stock corporations or foundations and beneficial ownership over them insofar as appertains to the equity contribution or investment of the UCCP belongs to, and remains with, the UCCP, and shall not be sold, disposed of, or encumbered without the prior express approval of the General Assembly.
3. Considering that only natural persons may be members of the Church-Owned and Related Institutions and/or their Boards of Trustees or Directors, it is understood that:
 - a. The sole right and prerogative to name, appoint and designate as well as to recall or replace such members belongs to the UCCP, exercised by the General Assembly or when not in session, by the National Council or the Administrative Council, on recommendation of the Council of Bishops;
 - b. The term of membership in the Church-Owned and Related Institutions and/or its Boards of Trustees or Directors shall be five (5) years, renewable for another five (5) years, subject always to the pleasure of the General Assembly or when not in session, of the National Council or the Administrative Council, on recommendation of the Council of Bishops.
 - c. The incumbent officers and members of the Church-Owned and Related Institutions and their Boards of Trustees or Directors commit and obligate themselves to respect and accept the nominees for membership of the General Assembly or when not in session, of the National Council or Administrative Council, on recommendation of the Council of Bishops.
 - d. As far as practicable, the Council of Bishops shall ensure that membership in the Church-Owned and —Related Institutions shall be equitably drawn from among the jurisdictions, conferences and local churches.

- e. No two or more members from the same family or relatives within the fourth civil degree of consanguinity or affinity shall at any time be members in the same Church-Owned and Related Institutions and their Board of Trustees or Directors.
- f. No amendment, revision or modification of the articles of incorporation and by-laws of Church-Owned and Related Institutions may be made, adopted or approved and registered with the pertinent government agency without the prior written approval of the General Assembly or when not in session of the National Council or Administrative Council, on recommendation of the Council of Bishops and the Commission on Stewardship and Resource Development.

A Declaration of Principles and Self Understanding by the Church Institutions of the United Church of Christ in the Philippines CIs, 2011

We, the heads and representatives of the various educational and health care institutions of the United Church of Christ in the Philippines, in a historic, first joint-consultation held at the UCCP Shalom Center last August 1-3, 2011, after a thorough and open discussion of our respective roles and mission in the life and ministry of the UCCP, do hereby make these declarations:

1. That we affirm to serve in faithful obedience to the mandate of our Lord Jesus Christ to serve and to be an instrument of the Church in the proclamation of the Gospel in both words and deeds;
2. That we affirm to acknowledge the heritage of our evangelical faith and the efforts of the Foreign Mission Boards, which missionaries founded local churches, schools, hospitals, dormitories or student centers in some parts of the Philippine archipelago;
3. That we affirm to recognize that the church institutions--some are created as products of the missionary enterprise and some were founded by our evangelical Christian forebears with the same missionary spirit to serve and work side by side with the churches for the same evangelistic goal, which makes every feature of each institution distinct and subsumed under a **common** purpose of spreading the evangelical faith and meant to complement one another;
4. That we affirm our identity as UCCP institutions abiding by its Statement of Faith, by upholding the authority of its Constitution and By-Laws Article 5, Section 32, and by supporting its vision, mission, and goals as a church and committing ourselves to participate in the various ministries of the Church;
5. That we affirm to bear the name and presence of the United Church of Christ in the Philippines in all our services, research works, programs and ministries; and by this declaration, we enjoin the church institutions to include the UCCP Logo as part of their institutional name;
6. That we affirm to uphold a strong sense of moral values, biblically based ethical standards and attitudinal disposition that manifest the distinctive character of redeeming and nurturing, healing and caring, restoring and reconciling church institutions;
7. That we affirm the virtues of humility, sensitivity, openness, sharing, caring, compassion and justice; and that we shall always be imbued with the spirit of generosity towards our clientele and towards fellow institutions of the Church in carrying out our mission and ministry;

8. That we affirm to strive in rendering high quality programs, research, and services guided by the culture of excellence in educational and healthcare institutions, developing and maximizing core competencies, upgrading facilities and equipment without compromising the mission orientation to serve and to witness to our faith;
9. That we affirm our inter-connectedness and interdependence as partners and fellow instruments of the Church for mission; acknowledging each others' gifts and limitations, each others' resources, capabilities, and expertise as well as embracing each others' challenges and opportunities;
10. That we affirm the principle of mutuality in mission, the willingness and generous spirit in the sharing of material and human resources to enable each one to become more effective in carrying out its mission task;
11. That we affirm to actualize the ideals of mutuality in mission and manifest our interconnectedness with the principal (UCCP) by means of joyful sharing of financial blessings as our way of expressing support to various ministries of the Church and to build up its institutional development support fund;
12. That we affirm, as a matter of strategy of actualizing the ideals of mutuality in mission, to consider setting apart a tithe from the income of our institutions as one means of showing, as well as, working towards financial self-reliance for the Church and for the church institutions;
13. That we affirm the need for the sustainability of church institutions by adopting more creative and innovative strategies of resource generation and development as well as upholding the principle of stewardship accountability and transparency in the resource development and management of our institutional resources;
14. That we affirm, as a matter of strategy for sustainability, to commit in installing appropriate mechanism of internal control in the resource management systems of each institution towards a more effective utilization of the material, financial and human resources of institutions;
15. That we affirm, as a matter of strategy for sustainability, to always strive towards self-reliance financially by tapping the internally generated resources, such as maximizing the development and utilization of the various properties of the institutions -- land, buildings and other assets-- to support the mission programs of the church and of the institution;
16. That we affirm, as a matter of strategy towards sustainability and self-reliance, to endeavor establishing meaningful partnership with the communities that we are serving, as well as with other local, national and international partner communities, churches and institutions;
17. That we affirm, as a matter of strategy, to endeavor supporting the efforts of each other to engage in pioneering areas of mission and ministry, such as in the field of early childhood education as well as community health programs;
18. That we affirm, being driven by the moral and ethical imperatives of our faith, to the imperative of UCCP to make a strong moral stand against persisting high prices of medicines, and excessive and exorbitant professional fees, making health care inaccessible to so many of our people, as well as making moral stand against other persisting issues affecting church institutions;
19. That we affirm, as a matter of general principle of governance, that church institution's administration and management may be considered autonomous; however, as church institutions — related to and connected to the Church — the Church shall always be represented in the governing boards; and functionally, church institutions shall always be considered as the

institutional arm and extension of the Church in their respective areas and may therefore seek spiritual and theological guidance from the Church in setting the direction of their mission work; and

20. That we affirm to commit and keep alive the spirit of oneness, openness and sharing among church institutions; and we shall endeavor to come together regularly and to collectively plan the ways by which we can move forward to participate in the common mission and ministries with more concrete steps and doable actions applying the principles and strategies we just affirmed in this declaration document.

Affirmed and issued during the meeting and consultation of heads and representatives of the church institutions of the UCCP (church-related educational and health care institutions) held on August 1-3, 2011 at UCCP Shalom Center, Malate, Metro Manila, Philippines.

Implementing Guidelines for the Healing Ministry of the Church

August 2013

We, the representatives of the different hospital institutions of the United Church of Christ in the Philippines (UCCP) have come together at the UCCP Shalom Center, this 3rd day of August, 2013, to journey together for the purpose of establishing the warm fellowship of the church in the ministry of healing.

In this light, we therefore affirm the following principles and guidelines:

1. That we serve in faithful obedience to the mandate of our Lord Jesus Christ and to be an instrument of the church in the proclamation of the Gospel in both word and deed;

Hospitals can serve as instruments of the evangelism of the Church;

Patients of the hospitals may have access to the preaching/teaching of the gospel through the services being provided by the chaplaincy programs: thru regular chapel services and bible studies within the hospital premises and even spiritual counseling for distressed patients;

2. That we affirm our identity as UCCP Institution abiding by the Statement of Faith of the UCCP, upholding the authority of its Constitution and By Laws and supporting its vision, mission and goals as a church;

We encourage all hospitals to put up in more prominent places in the hospital premises, copies of UCCP Statement of Faith, and to make this available to any interested patients, doctors and staff of the hospital, together with the UCCP's zeal or logo.

3. That we bear the name and presence of the UCCP in all our services and programs and enjoin the church institutions to include the UCCP Logo as part of their institutional name;

To enjoin the hospitals to include the name of the UCCP in their stationeries, official communications, official vehicles, and as part of their official institutional name.

4. That we uphold a strong sense of moral values, biblically based ethical standards and attitudinal disposition and render high quality health service;

We enjoin the hospitals to conduct regular seminars, fora, and make available study materials that will reflect the moral and ethical foundation and principles upon which the institution is founded, together with continuing staff development programs to upgrade their skills and qualifications;

5. That we affirm the need for more creative and innovative strategies of resource generation and development and to install appropriate mechanisms of internal control in the resource management systems for a more effective utilization of the material, financial and human resources;

To harness the financial and managerial expertise of the lay members of our church and to engage them as consultants in the upgrading and improvement of the financial and managerial systems of our institutions;

6. That we uphold the principle of stewardship, accountability and transparency in the resource development and management of our resources; and joyfully share material blessings as our way of actualizing the ideal of mutuality in mission to our Church judicatories;

The hospitals are enjoined to regularly engage the services of an external auditor and have his or her report be published and made accessible to the stakeholders of the institutions;

For the hospitals to conduct regular inventory of all their resources and properties and to plan for their appropriate development to maximize their potentials in supporting their healing ministries;

For the hospitals to regularly engage in consultations and dialogue for purposes of planning together on how they can share and maximize the utilization of their resources for the mutual benefit and support.

7. That being driven by the moral and ethical imperatives of our faith, we will respond to the challenge of persisting high prices of medicines in the country today making them inaccessible to so many of our people;

To enjoin the hospital to promote the use of generic drugs so as to maintain the most affordable price of medicine that will be prescribed for their patients;

To promote pooling together of medicine equipment and other supplies for bulk purchase by all the hospitals to ensure the lowest or cheapest acquisition price that can be obtained

8. That we shall always be imbued with the spirit of generosity towards our clientele and shall endeavour to establish partnerships with the communities that we are serving;

To encourage the hospitals to engage in community outreach projects that will involve the residents of such communities in the actual implementation of said projects.

9. That, as a matter of strategy, we shall consider setting apart a tithe from the income of the hospital as one means of working towards financial self reliance for the church and its ministries;

To encourage the hospitals to set aside a tithe of the NET SAVINGS of the hospital which may then be channeled to the respective church judicatories and national church in support of their various programs and ministries;

To monetize the value of other non-cash contributions and gifts extended by the hospitals to the various entities and judicatories of the church and to consider them as part of the tithes of the institutions;

Hence, proper accounting of such contributions must be carried out as part of their periodic report to the UCCP national treasurer.

On the Contribution of Church Institutions CSRD,

March 2014

1. General Policy Statement

Church institutions, schools and hospitals must allocate a tithe in their annual budget to be remitted to the General Assembly annually.

2. Basic Principles

The contribution of church institutions is

- a. an affirmation of the interconnectedness and interdependence as partners and fellow instruments of the church for mission;
- b. an acknowledgment of each other's gifts and limitations, each other's resources, capabilities and expertise as well as embracing each others' challenges and opportunities;
- c. an affirmation of the strategy of actualizing their ideals in mutuality in mission, to consider setting apart a tithe from the income of institutions as one means of showing, as well as working towards financial self-reliance for the church and for the church institutions.¹

3. Implementing guidelines:

a. Service Centers (95%)

Under the existing One-Management System there shall be a unified budget for all service centers.

- i. Service centers shall remit to the General Assembly 95% of the net income. This shall be done on a monthly basis.
- ii. Net income shall be determined after deduction of all operational and statutory requirements.
- iii. Service centers shall exercise accountability and transparency in its financial management.

b. Educational Institutions (1%)

- i. Educational institutions shall contribute to the General Assembly an amount not less than one tenth (1/10) of one percent of its gross operating income which should be properly reflected in its budget. (EC 86-76)
- ii. The value of other non-cash distributions and gifts extended by the hospitals to the various entities and judicatories of the church shall be monetized and shall be considered as part of the tithe of the institution.
- iii. Proper accounting of such contributions must be carried out as part of their periodic report to the UCCP National Treasurer.
- iv. Educational institutions shall exercise accountability and transparency in its financial management.

¹Declaration of Principles and Self-Understanding by the Church Institutions of the UCCP

c. Hospitals (1%)

- i. Hospitals shall set aside a tithe of the net savings which may then be channeled to the respective Church judicatories and to the General Assembly in support of the various programs and ministries. The determination of net savings shall be from the annual audited financial statement.
- ii. The value of other non-cash distributions and gifts extended by the hospitals to the various entities and judicatories of the Church shall be monetized and shall be considered as part of the tithe of the institution.
- iii. Proper accounting of such contributions must be carried out as part of the periodic report to the National Treasurer.
- iv. Hospitals shall exercise accountability and transparency in its financial management

All UCCP representatives to the different Boards of Trustees of Church institutions shall ensure that these policies are implemented in their respective institutions.

On the Adoption/Use of Primary TIN Registration under BIR Registration 011-08 "Consolidated Revenue Regulation on Primary Registration"

CSR, March 2014

1. Rationale

The UCCP has a BIR/TIN which is used in transactions with government agencies where payments, taxes and fees are involved.

Our identity as UCCP can be enhanced when we adopt one TIN under said BIR regulation. Many issues and problems arise when churches are required to issue official receipts in transactions in their localities and they cannot produce one. Further, the availment of tax exemptions cannot be processed if there is no church affiliation duly recognized by the government where it can be applied.

The alignment of these churches and/or institutions with the benefits of tax exemption will strengthen our cohesiveness in this aspect as UCCP.

Said BIR regulation, after proper consultation with a competent professional on the aspect is needed for applicability to said proposed policy.

2. Policy Statement

All churches and institutions shall adopt a primary registration with the BIR under BIR Reg 011-08 "Consolidated Revenue Regulation on Primary Registration" for purposes of consolidation based on "Head Office — Branch (National Office — Local Church/Institutions) Model.

Declaration of Principles and Self Understanding by the Church Institutions of the United Church of Christ in the Philippines

We, the heads and representatives of the various educational and health care institutions of the United Church of Christ in the Philippines, in a historic, first joint-consultation held at the UCCP Shalom Center last August 1-3, 2011, after a thorough and open discussion of our respective roles and mission in the life and ministry of the UCCP, do hereby make these declarations:

1. That we affirm to serve in faithful obedience to the mandate of our Lord Jesus Christ to serve and to be an instrument of the Church in the proclamation of the Gospel in both words and deeds;
2. That we affirm to acknowledge the heritage of our evangelical faith and the efforts of the Foreign Mission Boards, which missionaries founded local churches, schools, hospitals, dormitories or student centers in some parts of the Philippine archipelago;
3. That we affirm to recognize that the church institutions--some are created as products of the missionary enterprise and some were founded by our evangelical Christian forebears with the same missionary spirit to serve and work side by side with the churches for the same evangelistic goal, which makes every feature of each institution distinct and subsumed under a common purpose of spreading the evangelical faith and meant to complement one another;
4. That we affirm our identity as UCCP institutions abiding by its Statement of Faith, by upholding the authority of its Constitution and By-Laws Article 5, Section 32, and by supporting its vision, mission, and goals as a church and committing ourselves to participate in the various ministries of the Church;
5. That we affirm to bear the name and presence of the United Church of Christ in the Philippines in all our services, research works, programs and ministries; and by this declaration, we enjoin the church institutions to include the UCCP Logo as part of their institutional name;
6. That we affirm to uphold a strong sense of moral values, biblically based ethical standards and attitudinal disposition that manifest the distinctive character of redeeming and nurturing, healing and caring, restoring and reconciling church institutions;
7. That we affirm the virtues of humility, sensitivity, openness, sharing, caring, compassion and justice; and that we shall always be imbued with the spirit of generosity towards our clientele and towards fellow institutions of the Church in carrying out our mission and ministry;
8. That we affirm to strive in rendering high quality programs, research, and services guided by the culture of excellence in educational and healthcare institutions, developing and maximizing core competencies, upgrading facilities and equipment without compromising the mission orientation to serve and to witness to our faith;
9. That we affirm our inter-connectedness and interdependence as partners and fellow instruments of the Church for mission; acknowledging each others' gifts and limitations, each others' resources, capabilities, and expertise as well as embracing each others' challenges and opportunities;
10. That we affirm the principle of mutuality in mission, the willingness and generous spirit in the sharing of material and human resources to enable each one to become more effective in carrying out its mission task;

11. That we affirm to actualize the ideals of mutuality in mission and manifest our interconnectedness with the principal (UCCP) by means of joyful sharing of financial blessings as our way of expressing support to various ministries of the Church and to build up its institutional development support fund;
12. That we affirm, as a matter of strategy of actualizing the ideals of mutuality in mission, to consider setting apart a tithe from the income of our institutions as one means of showing, as well as, working towards financial self-reliance for the Church and for the church institutions;
13. That we affirm the need for the sustainability of church institutions by adopting more creative and innovative strategies of resource generation and development as well as upholding the principle of stewardship accountability and transparency in the resource development and management of our institutional resources;
14. That we affirm, as a matter of strategy for sustainability, to commit in installing appropriate mechanism of internal control in the resource management systems of each institution towards a more effective utilization of the material, financial and human resources of institutions;
15. That we affirm, as a matter of strategy for sustainability, to always strive towards self-reliance financially by tapping the internally generated resources, such as maximizing the development and utilization of the various properties of the institutions -- land, buildings and other assets-- to support the mission programs of the church and of the institution;
16. That we affirm, as a matter of strategy towards sustainability and self-reliance, to endeavor establishing meaningful partnership with the communities that we are serving, as well as with other local, national and international partner communities, churches and institutions;
17. That we affirm, as a matter of strategy, to endeavor supporting the efforts of each other to engage in pioneering areas of mission and ministry, such as in the field of early childhood education as well as community health programs;
18. That we affirm, being driven by the moral and ethical imperatives of our faith, to the imperative of UCCP to make a strong moral stand against persisting high prices of medicines, and excessive and exorbitant professional fees, making health care inaccessible to so many of our people, as well as making moral stand against other persisting issues affecting church institutions;
19. That we affirm, as a matter of general principle of governance, that church institution's administration and management may be considered autonomous; however, as church institutions — related to and connected to the Church — the Church shall always be represented in the governing boards; and functionally, church institutions shall always be considered as the institutional arm and extension of the Church in their respective areas and may therefore seek spiritual and theological guidance from the Church in setting the direction of their mission work; and
20. That we affirm to commit and keep alive the spirit of oneness, openness and sharing among church institutions; and we shall endeavor to come together regularly and to collectively plan the ways by which we can move forward to participate in the common mission and ministries with more concrete steps and doable actions applying the principles and strategies we just affirmed in this declaration document.

Affirmed and issued during the meeting and consultation of heads and representatives of the church institutions of the UCCP (church-related educational and health care institutions) held on August 1-3, 2011 at UCCP Shalom Center, Malate, Metro Manila, Philippines.

Signed:

Name:	Institution:
Dr. Caesar I. Agnir, President	Northern Christian College, Laoag City
Dr. Myrna Carreon, Rep	Union Christian College, San Fernando, LU
Dr. Antonio Orenca, CEO	Bethany Hospital-La Union, San Fernando
Dr. Miguel T. Udtohan, President	The College of Maasin, Maasin City
Rev. Dr. Noriel Capulong, Rep	Divinity School-SU, Dumaguete City
Mr. Braulio Laurino, Jr., Adm	Bethany Hospital-Tacloban, Tacloban City
Rev. Mequeuias R. Camba, CEO	Visayas Community Medical Center, Cebu City
Mrs. Doberly M.T. Moriles, Rep	National Heroes Institute, Kananga, Leyte
Rev. Dr. Leopoldo Naive, President	Brokenshire College, Davao City
Rev. Dr. Ruben de la Cruz, CEO	Brokenshire Integrated Health Ministries, Davao City
Mr. Pio Baconga, President	Pilgrim Christian College, Cagayan de Oro City
Dr. Fedelinda Tawagon, President	Dansalan College Foundation, Marawi City
Rev. Dr. Progreso Umacob, President	Southern Christian College, Midsayap, South Cotabato

Witnesses:

Bishop Reuel R. Marigza, General Secretary
Bishop Elorde Sambat, North Luzon Area Bishop
Bishop Jaime Monies, West Visayas Area Bishop
Bishop Melzar Labuntog, Northwest Mindanao Area Bishop
Bishop Modesto Villasanta, Southeast Mindanao Area Bishop
Bishop Constante D. Claro, UCCP National Secretariat
Mrs. Edna J. Orteza, UCCP National Secretariat
Mr. Norman Ramiro, CSRD-UCCP Chairman
Mrs. Grace S. Paris, Chairperson UCCP-GA

DECLARATION OF PRINCIPLES AND SELF-UNDERSTANDING**Implementing Guidelines for the Healing Ministry of the Church**

We, the representatives of the different hospital institutions of the United Church of Christ in the Philippines (UCCP) have come together at the UCCP Shalom Center, this 3rd day of August, 2013, to journey together for the purpose of establishing the warm fellowship of the church in the ministry of healing.

In this light, we therefore affirm the following principles and guidelines:

1. That we serve in faithful obedience to the mandate of our Lord Jesus Christ and to be an instrument of the church in the proclamation of the Gospel in both word and deed;

Hospitals can serve as instruments of the evangelism of the Church;

Patients of the hospitals may have access to the preaching/teaching of the gospel through the services being provided by the chaplaincy programs: thru regular chapel services and bible studies within the hospital premises and even spiritual counseling for distressed patients;

2. That we affirm our identity as UCCP Institution abiding by the Statement of Faith of the UCCP, upholding the authority of its Constitution and By Laws and supporting its vision, mission and goals as a church;

We encourage all hospitals to put up in more prominent places in the hospital premises, copies of UCCP Statement of Faith, and to make this available to any interested patients, doctors and staff of the hospital, together with the UCCP's zeal or logo.

3. That we bear the name and presence of the UCCP in all our services and programs and enjoin the church institutions to include the UCCP Logo as part of their institutional name;

To enjoin the hospitals to include the name of the UCCP in their stationaries, official communications, official vehicles, and as part of their official institutional name.

4. That we uphold a strong sense of moral values, biblically based ethical standards and attitudinal disposition and render high quality health service;

We enjoin the hospitals to conduct regular seminars, fora, and make available study materials that will reflect the moral and ethical foundation and principles upon which the institution is founded, together with continuing staff development programs to upgrade their skills and qualifications;

5. That we affirm the need for more creative and innovative strategies of resource generation and development and to install appropriate mechanisms of internal control in the resource management systems for a more effective utilization of the material, financial and human resources;

To harness the financial and managerial expertise of the lay members of our church and to engage them as consultants in the upgrading and improvement of the financial and managerial systems of our institutions;

6. That we uphold the principle of stewardship, accountability and transparency in the resource development and management of our resources; and joyfully share material blessings as our way of actualizing the ideal of mutuality in mission to our Church judicatories;

The hospitals are enjoined to regularly engage the services of an external auditor and have his or her report be published and made accessible to the stakeholders of the institutions;

For the hospitals to conduct regular inventory of all their resources and properties and to plan for their appropriate development to maximize their potentials in supporting their healing ministries;

For the hospitals to regularly engage in consultations and dialogue for purposes of planning together on how they can share and maximize the utilization of their resources for the mutual benefit and support

7. That being driven by the moral and ethical imperatives of our faith, we will respond to the challenge of persisting high prices of medicines in the country today making them inaccessible to so many of our people;

To enjoin the hospital to promote the use of generic drugs so as to maintain the most affordable price of medicine that will be prescribed for their patients;

To promote pooling together of medicine equipment and other supplies for bulk purchase by all the hospitals to ensure the lowest or cheapest acquisition price that can be obtained

8. That we shall always be imbued with the spirit of generosity towards our clientele and shall endeavour to establish partnerships with the communities that we are serving;

To encourage the hospitals to engage in community outreach projects that will involve the residents of such communities in the actual implementation of said projects

9. That, as a matter of strategy, we shall consider setting apart a tithe from the income of the hospital as one means of working towards financial self reliance for the church and its ministries;

To encourage the hospitals to set aside a tithe of the NET SAVINGS of the hospital which may then be channeled to the respective church judicatories and national church in support of their various programs and ministries;

To monetize the value of other non-cash contributions and gifts extended by the hospitals to the various entities and judicatories of the church and to consider them as part of the tithes of the institutions;

Hence, proper accounting of such contributions must be carried out as part of their periodic report to the UCCP national treasurer.

SUMMARY OF OUTCOMES OF THE NATIONAL CONSULTATION WITH CHURCH LEADERS AND HEADS OF CHURCH INSTITUTIONS (SCHOOLS AND HOSPITALS) HELD ON MARCH 3-4, 2014 AT UCCP-SHALOM CENTER

A. POLICY STATEMENT ON THE DECLARATION OF SELF-UNDERSTANDING BY THE INSTITUTIONS OF THE UNITED CHURCH OF CHRIST IN THE PHILIPPINES

1. Affirming our identity as UCCP institution, as a matter of policy, refers to organizational relationship not much of property ownership; the membership of institutions with UCCP doesn't extinguish the institution's corporate personality.
2. That church institutions, as a matter of policy, are partners in mission of the UCCP to promote and spread the good news from the evangelical faith, tradition and perspective.
3. Acknowledging that education and health service ministries, in a sense, generate resources for the institutions toward sustaining their growth and development; and consistent with our Christian value of sharing, it is proper to allocate a tithe out of the net income.
4. That church institutions shall include in their annual budgets the allocation for support, donation, assistance and the like for various other ministries of the UCCP.
5. That church institutions as extension of the church in its ministries, shall be opened to share its facilities as venues or utilization of the same as part of their participation in the wholistic ministries of the church.
6. For mutuality in mission, the church institutions shall, as practicable, share their human resources especially expertise in the development of church leaders as well as in the management of church resources.

7. That church institutions, as arms of the church in its stewardship and resource development, education and nurture, witness and service, and evangelism and church development thrusts, are enjoined to patronize the use of resource materials, which are endorsed by the church, and are prepared and written from the evangelical perspective.
8. That being part of the larger Christian community and recognizing UCCP as principal of the ministries, the church institutions shall provide UCCP regular update information or report containing the highlights of their institutional life and specific ministry as well as reflecting the various contributions in kind or in cash to church judicatories and other church entities.
9. That stable church institutions, individually or collectively, shall include as their contribution to the church ministries, the assistance to smaller institutions (schools or health clinics) in providing leadership, in priming the development of their resources, and in enhancing the effective management of the same for their growth and sustainability.
10. Recognizing that the church institutions have fiscal autonomy, that in the spirit of mutuality in mission with the church, the church institutions will look into the feasibility of pooling resources together for investment and resource generation purposes.

B. STRUCTURAL RECOMMENDATION

To be realistic in achieving the outcome of the above policy-statement gleaned from the Church Institutions' Declaration Document, the following recommendations were made:

1. Church Institution Ministry Desk — to be organized under the UCCP National Secretariat
 - The Desk will take coordination functions of church institution activities directly or indirectly related to the church ministries — CREATE, UHA, etc.
 - Facilitate the exchange of resources — human and material—among church institutions, as well as the circulation of resource materials especially those endorsed by the church for wider utilization.
 - Facilitate the handling of institutional concerns — e.g., with BIR for taxation issues, with SEC for corporate issues, with PRC, DOH, CHED, TESDA, and DepEd for programmatic and specific service issues.
 - In consultation with the Church Institution Heads, facilitate the preparation of plans and programs to actualize and translate into doable activities each of the provision stated in the policy-statement.
2. The Desk shall have the following personnel:
 - 1 Executive Director -- with at least 5 years of experience in organizational management and administrative supervisory roles, preferably with theological training and background.
 - 2 Program Assistants — 1 for schools and 1 for hospitals / medical centers -- with specific background consistent with the needs of specific group of church institutions
 - 1 office secretary — with appropriate knowledge and experience in office management and computer literate.
3. The Operation Budget of the Desk

As proposed during the group discussion session with church institution heads and church leaders, the Desk will be supported mainly by the following sources:

- From the 1% share from the Wider Mission Support
- From contributions from the Church Institutions — CREATE-UCCP and UHA-UCCP
- (Futuristic outlook) From the share of revenues generated from the patronage in the use of resource materials (specific Go and Tell) and other potential donors (national and international funding sources) that heads of CIs and the church could tapped.
- (Futuristic Outlook) From the revenues generated from the collective investments of CIs by pooling their fund sources together.