

CONSTITUTION

OF THE CATHOLIC BIBLICAL FEDERATION

CONSTITUTION
of the
CATHOLIC BIBLICAL FEDERATION

*approved by the IX Plenary Assembly,
Nemi (June 18-23, 2015)
and by the Holy See
(October 19, 2015)*

CONTENT

I.	NAME	5
II.	NATURE, GOVERNMENT AND REGISTERED OFFICE.....	5
III.	PURPOSE.....	7
IV.	MEMBERS.....	8
V.	ORGANS AND OFFICERS	11
VI.	PLENARY ASSEMBLY	11
VII.	THE EXECUTIVE COMMITTEE	14
VIII.	THE ADMINISTRATIVE BOARD	18
IX.	THE PRESIDENT OF THE FEDERATION	21
X.	THE TREASURER	21
XI.	THE GENERAL SECRETARY AND OTHER FEDERATION LEVEL APPOINTED OFFICERS	23
XII.	REGIONS AND SUBREGIONS	25
XIII.	REGIONAL AND SUBREGIONAL COORDINATORS	26
XIV.	THE COORDINATORS' CONFERENCE.....	27
XV.	RESIGNATION AND DISMISSAL OF OFFICERS ...	28
XVI.	ADMINISTRATION OF FINANCES AND PROPERTY	29
XVII.	INTERPRETATION AND AMENDMENTS OF THE CONSTITUTION, DISSOLUTION OR SUPPRESSION OF THE ASSOCIATION	31

I. NAME

Art. 1. The name of the association is the **Catholic Biblical Federation (CBF)**, hereinafter referred to as the Federation.

II. NATURE, GOVERNMENT

AND REGISTERED OFFICE

Art. 2. The Federation is a Catholic world fellowship of administratively distinct international and local organizations committed to biblical pastoral ministry.

Art. 3. The Federation came into existence on April 16, 1969 to implement the Second Vatican Council's Constitution on Divine Revelation "Dei Verbum" (DV) and, in particular, its chapter VI on "The Sacred Scriptures in the Life of the Church", and this on the initiative of Cardinals Augustin Bea and Johannes Willebrands and Rev. Fr. Walter M. Abbott, S.J. with the encouragement of Pope Paul VI. It was established by the Holy See as an international public association of the faithful through the Pontifical Council for Promoting Christian Unity. As such it is *ipso iure* a juridical person in the Church (cf. cann. 313 CIC and 573 CCEO) and is governed by the canons of the Codes of Canon Law on public associations (cf. cann. 298-320 CIC and 573-583 CCEO) and by the relevant canons of the Codes concerning church property (cf. cann. 1254-1310 CIC and 1007-1054 CCEO), as well as by its own statutes.

Art. 4. The Federation relates to the Holy See through the Pontifical Council for Promoting Christian Unity, which constitutes the competent ecclesiastical authority (cf. cann. 312 §1 CIC and 575 §1,3 CCEO) of the Federation. The representative of the Pontifical Council for Promoting Christian Unity has the right to participate in and speak at meetings and other events of the Federation in a non voting capacity.

Art. 5. The Federation is a non-profit organization, incorporated in Germany. The Federation pursues altruistic, exclusively and directly non-profit, charitable or church purposes, according to the terms of chapter “Tax-privileged purposes” of the “German Tax Code”. Any profits made may only be used for purposes as laid down in the Constitution.

Art. 6. The registered office of the Federation and its organizational structure, the General Secretariat, are situated in Sankt Ottilien, Bavaria, Germany.

Art. 7. The decision to change the location of the registered office of the Federation is subject to a three-quarters vote of approval by the full members voting on the basis of a motivated proposition made by the Executive Committee after consultation of the Administrative Board and of the Coordinators’ Conference. The competent ecclesiastical authority mentioned in Art. 4 shall be notified of this decision immediately.

Art. 8. The Federation is governed by this constitution which was approved by the Plenary Assembly in Nemi on June 18, 2015 and by the Holy See on October 19, 2015 and promulgated by the president of the Federation on October 22, 2015. The official, legally binding form of this constitution is in the English language. The Constitution shall be translated into German for the purposes of German law.

III. PURPOSE

Art. 9. The Federation seeks to

- 9.1.** promote and develop the Biblical Pastoral Ministry in such a way as to allow the Word of God as present in Sacred Scripture to become a dynamic source of inspiration for all areas of the life and mission of the Church in today's world, following the lines set forth in the Second Vatican Council's Dogmatic Constitution on Divine Revelation "Dei Verbum" and in the Post-Synodal Apostolic Exhortation "Verbum Domini", as well as in the documents of the Pontifical Biblical Commission, and in collaboration with the Bishops and the Bishops' Conferences
- 9.2.** participate actively in the Church's mission of evangelization by sharing the Good News of God's love for all creation as manifested in the life and death of Jesus Christ, the Word of God par excellence, and in the movement of the Holy Spirit
- 9.3.** facilitate a fruitful sharing and networking of Biblical Pastoral experiences and reflection, methods and materials as well as other resources among its various members, in a spirit of solidarity and subsidiarity
- 9.4.** foster and support the work of its member organizations in whatever way possible.

Art. 10. In particular, the Federation shall promote

- 10.1.** the translation, publication and widespread diffusion of the Sacred Scriptures
- 10.2.** the development and use of methods both of prayerful and studious reading, interpretation and living of the Bible by the Catholic Clergy and the faithful at large

- 10.3.** the development of forms of pastoral ministry that are solidly founded in the Scriptures (liturgy, homiletics, the commitment to justice, reconciliation and peace ...)
- 10.4.** the development of programs of Biblical pastoral formation
- 10.5.** the reflection on and study of subjects of importance to Biblical Pastoral Ministry
- 10.6.** constructive dialogue between scientific exegesis, theology and Biblical Pastoral Ministry
interconfessional and ecumenical cooperation in Biblical Pastoral Ministry.

Art. 11. The Federation will accomplish its purpose and goals by organizing, assisting and maintaining:

- 11.1.** centers of Biblical Pastoral Ministry
- 11.2.** coordination structures for Biblical Pastoral Ministry
- 11.3.** the creation of study groups or commissions or the organization of congresses
- 11.4.** Biblical Pastoral publications
- 11.5.** initiatives in view of lobbying in favor of the Biblical Pastoral Ministry
- 11.6.** other initiatives deemed appropriate and useful.

IV. MEMBERS

Art. 12. There are two categories of members: Full and Associate.

- 12.1.** A Full Member is the Catholic organization or office or department entrusted by a national or international

Bishops' Conference, a Federation of Bishops' Conferences or an equivalent authority, with an official mandate for the biblical pastoral ministry and for the coordination of the biblical apostolate in a particular ecclesiastical territory. The request for membership is to be addressed to the Executive Committee by the competent national or international ecclesiastical authority.

12.2. An Associate Member is any other Catholic organization engaged in biblical pastoral ministry admitted to membership by the Executive Committee.

Art. 13. Duties and rights of members:

13.1. Members have the duty:

- to be actively engaged in the implementation of “Dei Verbum” and the promotion of Biblical Pastoral Ministry;
- to promote the aims and interests of the Federation to the best of their ability;
- to submit an annual report to the Executive Committee and to the regional and/or subregional coordinator and to regularly update its contact information;
- to pay an annual membership fee;
- to encourage membership in the Federation;
- to contribute to the development of the financial resources necessary for the Federation's activities.

13.2. Members have the right:

- to all the services and help the Federation can give them;
- to receive the Federation's publications;
- to be regularly informed of the decisions of the Federation boards and of Federation activities on the world, regional and subregional levels;

- to send a delegate to plenary assemblies and to the assemblies of their respective subregions and regions.
- to receive the official minutes of the plenary assembly and of the respective regional and subregional meetings.

Art. 14. Cessation and suspension of Membership

14.1. Membership ceases

- when the competent ecclesiastical authority of a Full Member or the Associate Member submits a motivated letter of resignation to the Executive Committee.
- when the member ceases to exist.

14.2. A member organization loses its rights as a member when it

- fails, over a period of two consecutive years, to pay the annual membership fee
- does not provide the General Secretariat with its contact information over a period of three consecutive years.

14.3. Membership may be revoked by the Executive Committee

- when the membership has remained inactive for a period of three years
- when, for serious reasons and after consultation with the member organization and the competent ecclesiastical authority, the Executive Committee decides by a two-thirds vote to exclude the member from the Federation; in this case, the member has the right of appeal to the Plenary Assembly.

V. ORGANS AND OFFICERS

Art. 15. The official organs of the Federation are:

- The Plenary Assembly
- The Executive Committee
- The Administrative Board
- The Coordinators' Conference

Art. 16. The officers of the Federation are:

- The President
- The Moderator of the Executive Committee
- The Chairperson of the Administrative Board
- The Treasurer
- The General Secretary
- The Regional and Subregional Coordinators

VI. PLENARY ASSEMBLY

Art. 17. The supreme internal governing body of the Federation is the Plenary Assembly.

Art. 18. The Plenary Assembly is a meeting of delegates of the Full and Associate Members of the Federation and is normally held every six years, at a time and place determined by the Executive Committee.

Art. 19. The Plenary Assembly's functions are to:

- 19.1.** decide the general policy of the Federation;
- 19.2.** decide on resolutions by a simple majority vote;

- 19.3.** confirm the assembly secretary, the moderator(s) and the recording secretary nominated by the Executive Committee;
- 19.4.** receive, discuss and approve financial and other reports from the Executive Committee and officers of the Federation;
- 19.5.** receive, discuss and approve global priorities and strategic plans as proposed by the Executive Committee in consultation with the Administrative Board and with the Coordinators' Conference or as submitted by the regions or subregions or as elaborated during the Plenary Assembly;
- 19.6.** elect the Executive Committee (cf. Articles 20.2 and 21.2);
- 19.7.** decide on the creation of new regions and subregions, as well as on the modification or suppression of existing regions and subregions;
- 19.8.** approve amendments to the constitution.

Art. 20. Full Members have the right to:

- 20.1.** choose an individual person as its delegate to the Plenary Assembly;
- 20.2.** nominate and elect the representative of their respective regions to the Executive Committee;
- 20.3.** vote on all motions, including the modification, derogation or abrogation of the Constitution, which come before the Plenary Assembly.

Art. 21. Associate Members of the Federation have right to:

- 21.1.** choose an individual person as its delegate to the Plenary Assembly;

- 21.2.** nominate candidates from among the Associate Members and to elect three of them to the Executive Committee;
- 21.3.** vote on all motions, except the modification, derogation or abrogation of the Constitution, which come before the Plenary Assembly;
- 21.4.** express their opinion on the modification, derogation or abrogation of the Constitution through a consultative vote.

Art. 22. For the realization of the Plenary Assembly the following hold true:

- 22.1.** The Plenary Assembly is summoned by the Executive Committee in written form with the enclosed agenda not later than six months before it is convened.
- 22.2.** Each delegate of a Full Member or of an Associate Member may be designated as a delegate for only one further Full or Associate Member respectively.
- 22.3.** The quorum for the Plenary Assembly is reached when more than half of the total number of Full Members of the Federation are represented.
- 22.4.** The record of the resolutions of the Plenary Assembly is to be drawn up and then signed by the recording secretary, the assembly moderator(s) and the assembly secretary.
- 22.5.** An Extraordinary Plenary Assembly may be convened when the Executive Committee, after consultation of the Administrative Board, deems it necessary. It must be convened when at least half of the full members plus one make the request. The competent ecclesiastical authority mentioned in Art. 4 (cf. cann. 312 CIC and 575 CCEO) has the right to convoke an Extraordinary Plenary Assembly, when the circumstances justify so doing in its judgment.

VII. THE EXECUTIVE COMMITTEE

Art. 23. The Executive Committee is responsible for the government of the Federation between Plenary Assemblies. It fulfills its obligation in close collaboration with the Administrative Board.

Art. 24. The Executive Committee consists of:

24.1. Seven Full Members elected from each of the following regions:

- Africa (1)
- Asia (1)
- Europe (1)
- Latin America and the Caribbean (1)
- the Middle East (1)
- North America (1)
- Oceania (1)

24.2. Three Associate Members elected according to Article 21.2.

24.3. Four ex-officio members

- the President of the Federation (Art. 41)
- the Chairperson of the Administrative Board or another member of the Administrative Board who represents him/her
- the Treasurer, in a non voting capacity
- the representative of the competent ecclesiastical authority mentioned in Art. 4, in a non voting capacity.

24.4. Should a member institution that was elected to serve on the Executive Committee be dissolved or decide to leave the Catholic Biblical Federation or no longer accept its responsibility as a member of the Executive Committee, the Executive Committee has the right

either to nominate another institution as interim representative or to decide to leave this post vacant until the next Plenary Assembly.

24.5. The delegates of the elected Executive Committee members (representatives of the regions or of associate members) may not assume any other office within the CBF.

Art. 25. Members serve on the Executive Committee for six years, between two ordinary plenary assemblies, without salary.

Art. 26. The Executive Committee is responsible to the Plenary Assembly.

Art. 27. It promotes the aims and purposes of the Federation as determined by the Constitution and by the Plenary Assembly.

Art. 28. It carries out all rights and duties of the Federation as long as they are not the direct responsibility of the Plenary Assembly.

Art. 29. In particular, the functions of the Executive Committee are to:

29.01. elect a bishop to become the President of the Federation and to present his name to the competent ecclesiastical authority mentioned in Art. 4 for confirmation (cf. can. 317 §1 CIC); the dismissal of the President by the Executive Committee becomes effective with the approval of the competent ecclesiastical authority (cf. Art. 71-72);

29.02. appoint and dismiss the general secretary and other officers of the Federation, to specify their tasks and to receive reports from them;

- 29.03.** elect and dismiss members of the Administrative Board and to receive and approve its reports;
- 29.04.** delegate special tasks to the appointed officers and to the Administrative Board;
- 29.05.** approve the six year work plan of the Federation and its General Secretariat within the framework of the decisions of the Plenary Assembly and its own governance competences;
- 29.06.** approve the annual work plan and the annual report of the General Secretary;
- 29.07.** approve the annual financial report and budget;
- 29.08.** determine the annual membership fees;
- 29.09.** appoint such committees as may be deemed necessary, to formulate regulations for them consistent with the bylaws of the Federation, and to receive reports from them;
- 29.10.** determine the time and place of the Plenary Assembly, propose its agenda, make arrangements for its organization and nominate its assembly secretary, moderator(s) and recording secretary;
- 29.11.** elaborate and modify the bylaws, in consultation with the Administrative Board and the Coordinators' Conference (cf. Art 81);
- 29.12.** call an Extraordinary Plenary Assembly when necessary according to Art. 22.5.

Art. 30. All members of the Executive Committee, with the exception of the representative of the competent ecclesiastical authority mentioned in Art. 4 and the Treasurer, have the right to vote on all motions that come before the Executive Committee.

Art. 31. The Executive Committee elects from among its members its moderator, its vice moderator and such other officers

which may be deemed necessary. Ex officio members of the Executive Committee are not eligible.

Art. 32. The Executive Committee meets at least once in every two years. Its meetings and regular consultations may be held with the help of modern means of communication.

- 32.1.** Its moderator may, and on request of four committee members must, call a special meeting of the Executive Committee, giving one month's notice of such a meeting and its agenda.
- 32.2.** At any meeting of the Executive Committee, a quorum is constituted by its moderator (or vice moderator) and one half of the remaining ex officio members and delegates of member associations. These meetings may entail the physical presence of the participants and/or their participation with the help of modern means of communication. If for whatever reason a quorum is not reached for a particular meeting, then a second meeting may be convened with the same agenda within a period of three months at which meeting the presence of the moderator (or vice-moderator) and one third of the remaining members or delegates constitutes the necessary quorum, and this in consultation with the competent ecclesiastical authority mentioned in Art. 4.
- 32.3.** In case of necessity between Executive Committee meetings, the moderator or vice moderator may authorize discussions and voting making use of all modern means of communication.
- 32.4.** The moderator is the speaker of the Executive Committee and has the right to attend meetings of the Administrative Board.

VIII. THE ADMINISTRATIVE BOARD

Art. 33. The Administrative Board takes part in the government of the Federation under the authority of the Executive Committee to which it is responsible. It is the legal and financial arm of the Executive Committee. For the purposes of German law (since the Federation is incorporated in Germany) the Administrative Board constitutes the legal entity of the Federation. It constitutes the finance committee as specified in Canon Law (cf. can. 1280 CIC).

Art. 34. The Administrative Board consists of:

- the Chairperson of the Federation as incorporated, who is also the head of the Administrative Board;
- the Vice Chairperson;
- the Treasurer; and
- at least one other member.

Art. 35. The Administrative Board members:

- 35.1.** are persons with expertise in financial, legal, managerial, biblical, theological and pastoral affairs;
- 35.2.** are elected by the Executive Committee to which they are responsible;
- 35.3.** serve, without salary, during the term of office of the Executive Committee.

Art. 36. For the purposes of German law, the legal representatives of the Federation are the Chairperson of the Administrative Board and the Vice Chairperson, with each of them being individually authorized to represent the Federation. Internally, however, it is agreed that the Vice Chairperson is

authorized to represent the Federation only if the Chairperson is unable to do so.

Art. 37. The functions of the Administrative Board are to:

- 37.1.** be responsible for all financial and legal aspects of the Federation in line with the directives of the Executive Committee, to which it is responsible, and according to the law of the country where the Federation is incorporated, in particular to:
 - a.** hold and secure the registration of the Federation in the country where its organizational structure is located;
 - b.** oversee the preparation of the annual budget by the General Secretary in view of its approval by the Executive Committee and to appoint auditors and to receive the audited accounts;
 - c.** purchase, lease or otherwise acquire land, buildings, or property of any kind, moveable or immovable, or any interest in the same, for or in connection with or to further the above mentioned purposes;
 - d.** pursue any other financial or legal activity compatible with the purpose of the Federation;
 - e.** legally employ the salaried officers and personnel of the Federation in line with the directives of the Executive Committee and, with regard to the personnel of the office, according to the agreement reached with the General Secretary;
- 37.2.** supervise the work of the General Secretary in accordance with the decisions of the Executive Committee and to advise the General Secretary in financial, legal and administrative matters;
- 37.3.** oversee the development and implementation of a diversified fundraising strategy.

Art. 38. The Administrative Board presents an annual report covering finances and other activities to the Executive Committee.

Art. 39. The Administrative Board meets at least twice a year.

39.1. The quorum is established when at least half of the members participate in the meetings, either physically or by means of modern communications.

39.2. Every Administrative Board member has the right to vote. In the event of a tie, the chairperson has the casting vote.

39.3. Decisions are reached by a simple majority of the participants.

39.4. The Minutes of Administrative Board meetings, approved by the Board and countersigned by the chairperson and the recording secretary, summarize the discussions and record the decisions of the board's meetings. A copy of the minutes is made available to the members of the Executive Committee.

Art. 40. The administration of temporal goods of the Federation remains subject to the overall direction of the competent ecclesiastical authority mentioned in Art. 4 to which it is required to render an annual account (in accordance with cann. 319 CIC and 582 CCEO).

IX. THE PRESIDENT OF THE FEDERATION

Art. 41. The presiding officer of the Federation is the President.

Art. 42. The President is a bishop, elected by the Executive Committee and presented to the competent ecclesiastical authority mentioned in Art. 4 for confirmation.

Art. 43. The term of office of the President is six years.

Art. 44. The President's functions, of a representative nature, are:

- 44.1.** to preside over the Federation;
- 44.2.** to inspire and guide the Federation;
- 44.3.** to represent the Federation to the Holy See;
- 44.4.** to open and close the plenary assembly.

Art. 45. The President is *ex-officio* a member of the Executive Committee and has the right to attend and speak at meetings of the Administrative Board and of the Coordinators Conference in a non-voting capacity.

X. THE TREASURER

Art. 46. As a member of the Administrative Board, the Treasurer, a person with broad expertise in financial administration, is elected by the Executive Committee and is an *ex officio* member of the Executive Committee, without voting rights.

The Treasurer's term of office corresponds to that of the Administrative Board of which he/she is a member (cf. 35.2).

Art. 47. The duties of the Treasurer are to:

- 47.1.** supervise all Federation accounts and the entire accounting process;
- 47.2.** inform the Executive Committee and the Administrative Board of the financial and budgetary implications of their decisions;
- 47.3.** advise the Executive Committee and the Administrative Board on policies and decisions for the provision of reserve funds to secure the long-term financial viability of the Federation;
- 47.4.** present an annual report to the Administrative Board and to the Executive Committee and a detailed comprehensive report to the Plenary Assembly, as well as the necessary reports to the competent ecclesiastical authority mentioned in Art. 4, financial statements that satisfy the requirements of canon law and civil law;
- 47.5.** inform the Administrative Board and the Executive Committee whether or not the General Secretary administers the financial resources and other temporal goods of the Federation in accordance with canon law and civil law, and with the policies adopted by the Executive Committee.

Art. 48. The Treasurer is not to hold concurrently any other office or role in the Federation nor may he be a member of the General Secretariat.

XI. THE GENERAL SECRETARY AND OTHER FEDERATION

LEVEL APPOINTED OFFICERS

Art. 49. The Executive Committee, in consultation with the Administrative Board and the Coordinators' Conference, appoints the General Secretary and other such officers as are necessary for the proper functioning of the Federation.

Art. 50. The General Secretary, a person with academic and pastoral expertise in fields related to biblical pastoral ministry and having acquired confirmed publishing and managerial experience, is responsible to the Executive Committee; prior to publication of his appointment, the name of the General Secretary is to be communicated to the competent ecclesiastical authority mentioned in Art. 4.

Art. 51. The principal functions of the General Secretary are to:

- 51.1.** be at the service of the Executive Committee and the Plenary Assembly for the elaboration and implementation of the Federation's decisions, action plans and projects;
- 51.2.** act as secretary of the Executive Committee and the Administrative Board with full speaking rights but in a non-voting capacity;
- 51.3.** be responsible for the organization and the management of the General Secretariat, including the direction of its staff;
- 51.4.** prepare the annual budget and financial report under the supervision of the Administrative Board;

- 51.5.** facilitate communication and networking among the central organs of the Federation and between the central organs of the Federation and the individual members, the subregions and the regions, in particular through regular participation in regional and subregional meetings;
- 51.6.** advise and support the coordinators in the accomplishment of their tasks;
- 51.7.** convoke and chair the meetings of the Coordinators' Conference without voting rights;
- 51.8.** perform such other duties as may be assigned by the Executive Committee.

Art. 52. The General Secretary is normally a full-time salaried officer.

Art. 53. The General Secretary's term of office is six years, renewable.

Art. 54. Other officers deemed necessary for the effective functioning of the Federation are appointed by the Executive Committee upon the recommendation of the General Secretary.

Art. 55. The responsibilities and the terms of office for all officers are determined by contract.

XII. REGIONS AND SUBREGIONS

Art. 56. To achieve its purpose the Federation is divided into regions and subregions.

Art. 57. Regions are aligned, in as far as possible, with recognized “federations of bishops’ conferences”. New regions may be created by the Plenary Assembly on the basis of a motivated recommendation presented by the Executive Committee that includes the opinion of the competent ecclesiastical authority.

Art. 58. Regions may be divided into subregions in order to enable a more effective sharing of experience and collaboration among the members of a particular cultural or linguistic area in view of supporting their biblical pastoral ministry.

Art. 59. The regions and subregions create and maintain their own structures, guidelines and statutes, to network with the national and regional bishops’ conferences in developing common action plans for biblical pastoral activities and to assume responsibility for their own finances, under the supervision and control of the Federation Treasurer.

Art. 60. Their coordination is entrusted to a regional, respectively to a subregional committee, composed of full member delegates and associate member delegates.

Art. 61. The regional or the subregional committee proposes a regional or subregional coordinator, whose name is submitted to the Executive Committee for appointment, after consultation of the General Secretary. Regional coordinators may be identical with the persons mandated by the competent “federation of bishops’ conferences” for the coordination of biblical pastoral work in the corresponding ecclesiastical region.

Art. 62. The regional and subregional committees submit to the Executive Committee:

- 62.1.** a copy of their respective statutes for approval;
- 62.2.** the names of the members of the regional and subregional committees;
- 62.3.** an annual report covering both activities and finances.

XIII. REGIONAL AND

SUBREGIONAL COORDINATORS

Art. 63. Regional and subregional coordinators are Federation officers at the service of the members in the respective regions and subregions in view of facilitating, promoting, networking and coordinating biblical pastoral work and in implementing the strategy and action plans, elaborated by the Plenary Assembly and the Executive Committee and by the regional or subregional committees, on the regional and subregional levels.

Art. 64. Regional and subregional coordinators

- 64.1.** are, with reference to the Federation, directly responsible to the Executive Committee and to their respective regional or subregional committee;
- 64.2.** are appointed for a term of office of three years, renewable, unless otherwise specified by the competent ecclesiastical authority;
- 64.3.** organize meetings of the regional or subregional committee and of the members of a particular region or subregion at large in accordance with the relevant statutes;

- 64.4.** develop an action plan for the region or subregion, taking into account the global strategic plan elaborated by the Plenary Assembly and the Executive Committee, in close collaboration with the regional or subregional committee and in consultation with the General Secretary;
- 64.5.** submit an annual report, covering both activities and finances, to the regional or subregional committee and members as well as to the Executive Committee and the Treasurer of the Federation.

XIV. THE COORDINATORS'

CONFERENCE

Art. 65. The Coordinators' Conference is a management level body that promotes inter-regional sharing and coordination of biblical pastoral work and provides a forum for the discussion of issues vital to the life and development of the Federation as well as for the elaboration of position papers concerning these questions.

Art. 66. All regional coordinators are members of the Coordinators' Conference and attend its meetings. In the event that the regional coordinator's participation is impossible, he/she may be represented by another person with full voting rights.

Art. 67. The General Secretary is the chairperson of the Coordinators' Conference and convokes its meetings. He/she has full speaking but no voting rights.

Art. 68. The meetings and consultations of the Coordinators' conference, which shall take place at least once every three years,

may be facilitated by the use of all means of modern communications.

Art. 69. The Coordinators' Conference submits a report of its meetings to the Executive Committee.

Art. 70. The financing of the meetings of the Coordinators' Conference is normally the responsibility of the regions.

XV. RESIGNATION AND DISMISSAL

OF OFFICERS

Art. 71. The Federation officers (the President, the Executive Committee Moderator, the Treasurer, the members of the Administrative Board, the General Secretary and Regional and Subregional Coordinators) cease to hold office upon expiry of their term of office and in the following cases:

- 71.1.** resignation, accepted by the Executive Committee;
- 71.2.** dismissal, decided by the Executive Committee, in the event of serious proven failure in the execution of their duties and in conformity with the dispositions of canon law concerning due process;
- 71.3.** and, with regard to the Moderator of the Executive Committee, the loss of his office, in the event that the member organization which he represents withdraws from the Executive Committee (cf. Art. 24.4).

Art. 72. In the event of the decision by the Executive Committee to dismiss the President, the confirmation of the competent ecclesiastical authority mentioned in Art. 4 is required.

XVI. ADMINISTRATION OF

FINANCES AND PROPERTY

Art. 73. The Federation derives its income from the following sources:

- 73.1.** membership fees;
- 73.2.** gifts, earnings and grants including legacies, annuities, rents, interest from investments, foundations, etc.;
- 73.3.** sales of publications;
- 73.4.** other sources acceptable to the Federation.

Art. 74. No assets of the Federation shall be divided among its committee members, officers or other personnel and no net earnings of the Federation may enure to the benefit of any individual or be used for any other than Federation purposes.

Art. 75. The ordinary administration of the financial resources and other temporal goods of *the Federation* falls under the competence of the General Secretary, guided by the Administrative Board and under the supervision of the Treasurer, in accordance with the Code of Canon Law, the laws of the country in which the Federation is registered, the Constitution and the Bylaws, and the policies adopted by the Executive Committee.

Art. 76. It also falls to the General Secretary to execute acts of extraordinary administration in accordance with instructions received from the Executive Committee and/or the Administrative Board. The authorization, limits and procedures for acts of extraordinary administration are established by the Executive Committee, in consultation with the Administrative Board and

require the approval of the competent ecclesiastical authority (cf. cann. 1291 CIC and 1035 CCEO).

Art. 77. The acquisition, use and disposal of all property belonging to the Federation or involving the expenditure of the Federation's funds shall be administrated by the Administrative Board, under the direction of the Executive Committee. These affairs shall be managed in such manner as the law of the respective country requires and in respect of the provisions of the Codes of Canon Law (cf. cann. 319 CIC and 582 CCEO). In particular, any form of alienation of goods constituting the stable patrimony of the Federation whose value exceeds the amount set by the Holy See, requires the advance authorization both of the Executive Committee and of the competent ecclesiastical authority (cf. cann. 1291 CIC and 1035 CCEO).

Art. 78. For the annual external audit, external auditors are appointed by the Administrative Board. Internal auditors may be appointed in the manner established by the Bylaws.

Art. 79. The Holy See may request an audit at any time and may also establish a College of Internal Auditors.

XVII. INTERPRETATION AND AMENDMENTS OF THE
CONSTITUTION, DISSOLUTION OR SUPPRESSION
OF THE ASSOCIATION

Art. 80. Between Plenary Assemblies, the Executive Committee is the sole authority for the interpretation of this Constitution.

Art. 81. The Executive Committee draws up Bylaws for the administrative implementation of the Constitution that are submitted to the Administrative Board and to the Coordinators' Conference for opinion. The updated Bylaws enter into effect upon the decision of the Executive Committee.

Art. 82. The modification, derogation or abrogation of the constitution requires

- a. a quorum of at least half of all full members represented,
- b. the approval of a three quarters majority of the full members represented during a Plenary Assembly,
- c. the approval of the competent ecclesiastical authority mentioned in Art. 4 (cf. can 314 CIC)
- d. and the promulgation by the President of the Federation.

Art. 83. The Federation may be dissolved by the same procedure as for amending the Constitution.

Art. 84. The Federation can be suppressed by the competent ecclesiastical authority mentioned in Art. 4, and this after consultation of the Federation organs and officers in compliance

with the Code of Canon Law (cf. cann. 320 §1 and 320 §3 CIC and can. 583 §1 CCEO).

Art. 85. Should the association be dissolved, suppressed or lose its tax-exempt status, then the Federation's property passes to another Catholic non-profit organization with a tax privileged purpose directly and exclusively for the support of biblical pastoral ministry throughout the world. The decision concerning the designation of the beneficiary is made by the Plenary Assembly in the event of the dissolution of the Federation or by the Executive Committee in the event of the suppression of the Federation and is subject to the approval of the competent ecclesiastical authority mentioned in Art. 4.