

MIDDLE EAST DIVISION COMMITTEE MINUTESBeirut, Lebanon October 5, 1952 3:30 P. M.PRESENT

Geo. J. Appel, R. H. Hartwell, S. Nogeimie, Geo. D. Keough, A. R. Mazat, Wadie Farag, T. S. Geraty, and C. C. Morris.

OPENING

Prayer by A. R. Mazat.

APPROVAL OF MINUTESVOTED, That the minutes of meetings held August 4, 5, September 2, 14, 15, 17 and 20 be approved as read.MR. AND MRS. ROBERT HASSO - CALL FOR

498

VOTED, That the call from the Radio Board for the services of Mr. and Mrs. Robert Hasso, in connection with the Voice of Prophecy Studio, be passed on to the Middle East College Board for consideration.BIENNIAL COUNCIL BOARDING ARRANGEMENTS

499

VOTED, That in-so-far as possible, the hosts of guests attending the Biennial Council provide breakfasts in their homes, that noon meals be provided in town, and evening meals at Middle East College.BIENNIAL COUNCIL PROGRAM

500

VOTED, That the following program be suggested for the Biennial Council:

	7:30	Breakfast
8:15 -	9:15	Devotional
9:30 -	11:30	Council
12:00		Dinner
2:00 -	3:50	Committees
4:00 -	5:15	Council
5:45 -		Supper
6:30 -		Evening Meeting

SABBATH MEETINGS

9:30	Sabbath School
11:00	Sermon
2:00 -	4:00 Voice of Prophecy Rally - October 18
2:00 -	4:00 Young People's Rally - October 25

BIENNIAL COUNCIL STANDING COMMITTEES

501

VOTED, That the following standing committees be suggested for the Biennial Council:BUDGET

-	C. C. Morris
	W. H. Williams
	E. E. Roenfelt
	G. D. Keough
	G. J. Appel

PLANS

- T. S. Geraty
- N. C. Wilson
- A. R. Mazat
- G. D. Keough
- S. Nogeimie
- C. L. Gemmell
- Gordon Zytkoskee
- Helmy Berbawy
- Y. E. Berbawy
- R. H. Hartwell
- Wadie Farag
- Hakim Abadir
- Behnam Arshat
- C. C. Morris
- G. J. Appel

FINANCE

- W. H. Williams
- C. C. Morris
- A. W. Fund
- M. V. Jacobson
- E. J. Green
- A. E. Klein
- A. J. Jones
- G. J. Appel

CREDENTIALS & LICENSES

- N. C. Wilson
- G. D. Keough
- R. H. Hartwell
- E. J. Green
- T. S. Geraty

NOMINATIONS AND
DISTRIBUTION OF LABOR

- G. J. Appel
- R. H. Hartwell
- N. C. Wilson
- S. Nogeimie
- Hakim Abadir
- M. V. Jacobson
- T. S. Geraty
- C. L. Gemmell
- C. C. Morris

ENTERTAINMENT

- C. C. Morris
- A. R. Mazat
- A. W. Fund
- Miss Ruby Williams
- R. H. Hartwell

PLATFORM AND MUSIC

- A. R. Mazat
- Gordon Zytkoskee
- Mrs. R. Hasso

IRAN WORKERS
MEETING

502

VOTED, That the date of the Iran Workers Meeting be set for October 29 to November 8, and that Brethren Roenfelt and Williams be invited to assist in the meetings as much as possible.

BRETHREN ROENFELT
AND WILLIAMS
REVISED ITINERARY

503

VOTED, That Brethren Roenfelt and Williams be requested to come direct to Beirut from Cairo, October 15 or 16, and to stop off at Baghdad enroute to Iran.

DR. W. LESOVSKY
BAGHDAD

504

VOTED, That Dr. and Mrs. W. Lesovsky be requested to connect with the Baghdad Hospital on a temporary assignment.

PAPER STORED IN
ARABIC CHAPEL

505

VOTED, To authorize Brother S. Nogeimie to remove a quantity of paper stored in the Arabic Chapel to the Middle East Press Building.

ELECTRIC FANS FOR
DIVISION OFFICE

506

VOTED, To authorize the purchase of electric fans for the Division offices, as may be required.

STUDENT AID

507

VOTED, To recommend to the Union organizations that they give study to the matter of student aid problems, and grant aid when in their judgment it seems advisable and necessary.

MR. WAKIL PAYMENT
TO ELDER SEITZ

508

Correspondence was presented to the Committee indicating that in 1947 Mr. Wakil, located in Baghdad, paid the sum of ID 52.340 to Elder Seitz shortly before his death. No record has been found in regard to this transaction, and it was

VOTED, That the amount of ID 52.340 be credited through to the Iraq Mission to be paid to Mr. Wakil, and charged to the Division 1950 Debt Reduction Pool.

MARY NACIMIAN
CALL FOR

509

VOTED, That a call be placed with the East Mediterranean Union for the services of Mary Nacimian to connect with the Voice of Prophecy offices.

TURKISH VOICE OF
PROPHECY LESSONS
EDITORIAL WORK

510

VOTED, To request the Middle East College to arrange, if possible, for Mr. Nourhan Ouzounian to edit the 36 Voice of Prophecy lessons in the Turkish language.

GREEK VOICE OF
PROPHECY LESSONS
EDITORIAL WORK

511

VOTED, To authorize the East Mediterranean Union and the Cyprus Mission to provide competent help in editorial work on the Greek Voice of Prophecy lessons.

MANUSCRIPTS FOR HOME
VISITATION TRACTS IN
GREEK AND TURKISH

512

VOTED, To encourage the preparation of manuscripts in the Greek and Turkish languages within their respective fields; the same to be submitted to the Division Home Missionary Department for editorial work and printing.

ADJOURNMENT

VOTED, To adjourn.

G. J. Appel, Chairman
C. C. Morris, Secretary

MIDDLE EAST DIVISION COMMITTEE MINUTESBeirut, Lebanon October 12, 1952 2:00 P. M.PRESENT

Geo. J. Appel, S. Nogeimie, R. H. Hartwell, Geo. D. Keough, A. R. Mazat, Wadie Farag, T. S. Geraty, and C. C. Morris.

OPENING

Prayer by T. S. Geraty.

APPROVAL OF MINUTESVOTED, That the minutes of meeting held October 5, be approved as read.RADIO BOARD
SPECIAL APPROP.

513

VOTED, That a special appropriation of L.L. 3,000.00 be made to the Radio Board to apply on the completion of the interior of the Studio Building, and the purchase of a rug.STUDIO HELP
RECORDING

514

VOTED, That a request be placed with the East Mediterranean Union for the donated services of Miss Alice Yessayan for two hours per week to practice with the the studio choir.MIDDLE EAST PRESS
WATCHMAN WAGES

515

VOTED, That for the time put in at carpentry work, the Press watchman be paid L.L. 7.00 per day, in addition to his wage as a night watchman.ALICE YESSAYAN
CALL FOR

516

VOTED, That a call be placed with the East Mediterranean Union for the services of Miss Alice Yessayan in the Voice of Prophecy offices.ADJOURNMENTVOTED, To adjourn.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

MIDDLE EAST DIVISION BIENNIAL COUNCIL MINUTESBeirut, Lebanon October 19, 1952 8:15 A. M.

The first devotional service of the Biennial Council was conducted by W. H. Williams, Under-treasurer of the General Conference, following which the first business session of the Council came to order at 9:30 A. M.

PRESENT

Geo. J. Appel, E. E. Roenfelt, W. H. Williams, R. H. Hartwell, N. C. Wilson, A. R. Mazat, Geo. Keough, T. S. Geraty, Wadie Farag, S. Noeime, Hakim Abadir, Behnam Arshat, Y. E. Barbawy, Helmy Barbawy, M. V. Jacobson, Gordon Zytkoskee, E. J. Green, Arthur Fund, A. J. Jones, C. L. Gemmill, A. E. Klein, and G. C. Morris.

OPENING

Prayer was offered by Elder E. E. Roenfelt.

DAILY PROGRAM

517

VOTED, That the daily program for this session, as suggested by Committee action of October 5, be approved.

STANDING COMMITTEES

518

VOTED, That the Standing Committees, as suggested by Committee action of October 5, be approved.

E. E. ROENFELT
PLANS COMMITTEE

519

VOTED, That Elder E. E. Roenfelt be added to the Plans Committee.

PRESIDENT'S REMARKS

Elder G. J. Appel made a general statement regarding the work of this present Council Session, mentioning a number of items which were to come before us for consideration. He spoke in particular about the work in the union organizations and Division institutions, stressing the need for enlarged plans for evangelism and special efforts, the publishing of more literature and Spirit of Prophecy books.

TREASURER'S REPORT

520

The treasurer presented the audited statement for the year 1951.

VOTED, That the statement be adopted as presented.

The treasurer then rendered a report covering the operations of the Middle East Division from January 1 to September 30, 1952.

VOTED, That the report be approved as submitted.

MANOUK NAZARIAN

521

The chairman asked for counsel in regard to Brother Manouk Nazarian, who some months ago was forced to leave Iran because he could not secure an extension to his residence permit. Since then, he has located here in Beirut and has been taken on by the East Mediterranean Union and the Lebanon-Syria Mission as pastor of the

Beirut Armenian Church. It was stated that Brother Nazarian could now secure permission to reenter Iran, and the chairman sought his personal viewpoint regarding going back to Iran. Brother Nazarian indicated that he would prefer to continue in the work here.

VOTED, That we counsel Brother Nazarian to continue with his work in the Lebanon-Syria Mission.

Recess for Lunch

After lunch, the Council reassembled at 1:30 P. M. and was lead in prayer by C. L. Gemmell. Time was given to the leaders of the various organizations in the Middle East to present their financial requests, which were later referred to the Session Standing Committees for consideration.

1953 ANNUAL COUNCIL BEIRUT

522

The General Conference Autumn Council date for 1953 has been set for November 2 to 15.

VOTED, That the Middle East Division Annual Council for 1953 be set for November 27 to December 7, providing the General Conference can supply help at that time.

POLICY ON MEDICAL INSTITUTIONS

523

A statement on general principles governing the administration of Seventh-day Adventist medical institutions was read and adopted as follows:

GENERAL PRINCIPLES GOVERNING ADMINISTRATION OF SEVENTH-DAY ADVENTIST MEDICAL INSTITUTIONS

Objectives

There is provided in medical ministry what is perhaps the most effective means of representing the love of God to a suffering world. That is true in all lands and among all people, but more particularly among those whose religion or social usages are such as to place special barriers to the reception of Christian teaching.

It is with the specific objective of representing to the world the love of God in action that Seventh-day Adventists conduct medical institutions in all parts of the world.

By Whom Operated

Medical institutions are and may be operated by:

- (1) The General Conference
- (2) Division Administrations
- (3) Union conferences or missions
- (4) Local conferences or missions.

It is not desirable that a medical institution should be placed under the sponsorship of an organization below that necessary to provide substantial support and sound administrative leadership.

New Institutions -- When, Where, How

While it is the purpose of Seventh-day Adventists to carry every phase of their work as far and as aggressively as means and personnel permit, experience has shown that hasty locating of new institutions or the over-extension of any phase of our institutional work may result in serious loss of effectiveness.

It is therefore urged that the following conditions be permitted to control in planning for new medical institutions:

1. There should be a recognized medical missionary need in the area concerned so that we should not establish enterprises which will be in undue conflict with existing medical work.
2. Finances for the development of the new work should be reasonably assured before any commitments are made.
3. Finances of the sponsoring body and personnel resources must be such that development of the new project will not be at the expense of the existing work.
4. New work will be projected only if existing institutions under the control of the sponsoring body are reasonably well provided for.

Establishment of new medical units shall be on the initiative of the executive committee of the division, union and local conferences concerned in consultation with the General Conference.

Administration

A. Constituencies:

Conditions vary so widely from institution to institution or from country to country that rigid adherence to a universal pattern for constituency representation might prove impractical. In general the constituency will include the executive committee of the sponsoring organization, members of the union, division, or General Conference Committee who may be present, representation from the staff of the institution concerned, representation from the local conference or mission concerned. The number to be selected from each of the represented groups mentioned above will depend upon the size and importance of the institution.

B. Duties of the Constituency:

1. To define over-all policies and principles governing the institution.
2. To hold annual or biennial meetings to receive reports from the board of trustees or the operating board of directors.

3. To elect a board of trustees or operating board to whom will be charged the responsibility of the business of the institution for the ensuing period.

4. To hold special meetings for specific purposes upon request from the board of trustees when deemed necessary and so indicated by a favorable vote by two-thirds of its members.

Board of Trustees (or Operating Board)

A. Membership:

It is not considered desirable for a board of trustees to be made up too largely from among the staff of the institution controlled by the board. Too large a representation from the institution controlled results in a situation of self-management, self-direction and institutionally directed policy formation as opposed to policy formation as a projection of the thinking and purposes of the constituency ultimately responsible for the institution.

Major interests of the institution administration, finance, education and professional service may well be represented on the board by the appropriate individual responsible for these various areas. The actual number of institutional employees to serve on the board may well be determined by the size, importance and complexity of the institution involved. Other members of the board will be selected from the committees on administration of conference, union conference or division conference organizations administratively related or situated in the area of the institution, or such persons, as well, because of experience, responsibility, ability or interest in the institution, be able to bring counsel or support to the administration.

Membership on such boards serves essentially three purposes:

- (1) Representation of the interests of the institution on the administrative board.
- (2) Correlation of the activities of the institution with the other interests of the work in the field.
- (3) Experience to younger or new members in the methods of organization and administration.

In the making up of boards, constituencies are counseled to bear these considerations in mind.

B. Officers of Board:

The officers of the board of trustees will be:

- (1) President or chairman.
- (2) One or more vice presidents or vice chairman.
- (3) Secretary.

The president or chairman will ordinarily be the president of the sponsoring organization. The secretary will be a responsible leader in the institution concerned, such as medical director, administrator, or business manager.

C. Duties of the Board of Directors:

1. To hold meetings at regular intervals for transaction of the business of the institution.
2. To accept legal responsibility for the operation of the institution and the conduct of its business.
3. To appoint all institutional leaders, such as administrator, medical director, business manager, and heads of departments, and committees of the board, and to define the scope of their authority and responsibility.
4. To implement the over-all policy of the institution.
5. To pass upon major business transactions of the institution, such as land purchase, new building, major alterations, purchase of expensive equipment, etc.
6. To pass upon major personnel appointments and changes.
7. To receive gifts, annuities, and other assets in behalf of the institution.
8. To approve the annual budget and to receive from the administration regular reports indicating the relationship of current operating to the budget.

D. Local Board:

In cases of institutions where the leading officers of the board are not resident in the locality, a local board is appointed to carry on the work between meetings of the full board, and in harmony with the general policies and instructions of the full board.

Administration of the Institution

Our medical institutions may be and are administered on one of the following plans:

- (1) Under a medical director and a business manager.
- (2) Under an administrator who may be a physician or layman.

Where there is dual administration under a medical director and a business manager, it is recognized that the medical director is the ranking officer of the institution.

Medical Director

The medical director under the direction of the board is responsible for the professional standards and the ideals of the institution in all its phases. He is directly responsible for the medical work, delegating to associate physicians, the director of the school of nursing, the director of nursing service and other workers in professional lines such duties as he, in harmony with board policy, shall see fit. It is recognized that the major interest of the medical director is the professional and spiritual guidance of the institution.

The Administrator

The administrator of a hospital will carry the recognized duties of the medical director in addition to the general business management of the institution. Under such a plan of organization the staff is responsible to the board through the administrator.

The medical director or the administrator, with the business manager, is responsible to the board for the institution's public relations, both internal and external. Conditions militating against good relations in any area, he must correct, or if beyond his control, report to the board for appropriate action.

The wise administrator seeks the widest counsel available. This is best provided by his associated advisory committees. Successful management makes way for counsel on a committee basis in each major area of administration.

Business Manager

It is the duty of the business manager in collaboration with the medical director, or of the administrator:

1. To prepare the annual budget for presentation to the board.
2. To maintain proper accounts for the institution on such basis as is directed by the board.
3. To render such regular financial reports of current operating as may be directed by the board.
4. To be responsible for the transaction of all routine business of the institution.
5. To be responsible for the maintenance of the equipment and the physical plant in harmony with standards of the area and in accord with the policies of the board.

The business manager will be responsible for all non-medical departments of the institution and for the direction of the personnel of such departments.

It will be the responsibility of the business manager to bring to the attention of the board all matters affecting the financial and economic interests of the institution.

Assistants in Training

Because of our almost universal shortage of key personnel, to facilitate training of workers it should be the policy of our hospitals and sanitariums at home and in mission lands to bring into these institutions assistants to medical directors, business managers, heads of nursing service, deans of nursing schools, supervisors, matrons, technicians, dietitians, chefs, and other workers in key positions.

Job Analysis

One of the more frequent causes of personnel problems in our hospitals and sanitariums is the absence of proper definition of responsibility of departments and individual employees. It is the duty of the ranking officer of the institution to develop or maintain for each of the more responsible employees of the institution a job analysis of sufficient detail to make clear his essential duties and his relationship to other units. Smoother departmental operation will result if the department head develops for each member of his team a comparable job analysis.

House Committee

A. How Appointed:

The appointment of the house committee is the responsibility of the board.

B. Membership and Officers:

Membership in the house committee will include:

1. Medical director or administrator.
2. Business manager
3. Head of the hospital operated school of nursing.
4. Head of nursing services.
5. Representation from major departments, and such other individuals as will bring counsel and strength to the administration.

C. Chairman:

The chairman of the house committee will be the ranking administrative officer of the institution, or an associate designated by him.

D. Areas of Responsibility of the House Committee:

1. The House Committee serves a wider purpose than merely counseling the administration. It is recognized as highly desirable that all matters of substantial importance come before the regularly scheduled House Committee sessions for study.
2. Business matters of a routine nature such as replenishing stocks of regular supplies in amounts consistent with need and the immediate cash situation within the limits set by the board will be handled by the manager on his own responsibility. In case of any possible doubt as to the desirability of such transaction the manager is well advised to consult with the medical director or with the Committee.
3. Major business transactions, the purchase of expensive equipment, the purchase or sale of land or the commitment of the institution to any major obligation of whatever nature will be accomplished only on action of the board.

4. Matters affecting policy may be studied and recommendations made to the board, but introduction of new policies or change of existing policy will be accomplished only on board action.

PRINTING OF TURKISH
AND GREEK VOICE OF
PROPHECY LESSONS

524

VOTED, To authorize the printing of Greek and Turkish Voice of Prophecy lessons on the same general scheme as other lessons have been prepared, namely, the first few lessons printed in larger editions than the later ones. Cost of printing to be met from Voice of Prophecy budget.

VOICE OF PROPHECY
OPERATING POLICY

525

VOTED, That Brethren A. R. Mazat, George Keough, R. H. Hartwell, Wadie Farag, Eldon J. Green and N. C. Wilson comprise a committee to formulate an operating policy for the Voice of Prophecy Correspondence Schools.

GREEK LITERATURE

526

The question of preparing Greek literature was given consideration, and it was pointed out that we may have a supply of Greek literature over in Cyprus.

VOTED, That investigation be made in regard to what may now be available, and further

VOTED, That the Middle East Press be requested to stock such Greek literature as is not now available, in response to orders received from the fields.

GREEK AND TURKISH
TWO COLOR TRACTS

527

The need of more attractive tracts in the Greek and Turkish languages was emphasized, and it was

VOTED, To authorize the printing of two color edition tracts in Greek and Turkish languages, by the Middle East Press.

"DESIRE OF AGES"
IN ARMENIAN
TRANSLATION

528

VOTED, To approve of the translation of "Desire Of Ages" in Armenian in sectional volumes of about one hundred pages each, for use by colporteurs, and in the Voice of Prophecy. Further,

VOTED, That we request the White Estate, through the General Conference, for an appropriation on the initial expense.

REPRINTING "STEPS
TO CHRIST" ARABIC

529

VOTED, To authorize the reprinting of an Arabic edition of 5,000 copies of "STEPS TO CHRIST," same to be financed from the Voice of Prophecy funds.

REPRINT "CIGARETTE"
BOOK - ARABIC

530

VOTED, To authorize the reprinting of an Arabic edition of "Cigarette," 5,000 copies, for use in the Voice of Prophecy. The cost of this edition to be met from the Voice of Prophecy funds.

ADJOURNMENT

VOTED, To adjourn to 4:00 P. M., Monday, October 20.

G. J. Appel, Chairman
C. C. Morris, Secretary

MIDDLE EAST DIVISION BIENNIAL COUNCIL MINUTESBeirut, Lebanon October 20, 1952 4:00 P. M.

The Council assembled at four P. M.; those in regular attendance being present, and was lead in prayer by Gordon Zytkoskee.

APPROVAL OF MINUTES

VOTED, That the minutes of meetings held October 12 and 19 be approved as read.

SALE PRICE OF ARABIC
"BIBLE READINGS"

531

VOTED, That we endeavor to secure permission from Brother Nassif Hasso to sell "BIBLE READINGS" at LL 5.00 per copy, less the cost of postage; and that we encourage the Voice Of Prophecy to do all they can to sell the books, returning to Brother Hasso LL 5.00 per copy, less postage, from each volume sold.

A. R. MAZAT
ITINERATING
PERSIAN GULF

532

VOTED, To refer the item of Brother Mazat's itinerary to the Persian Gulf to the available members of the Division Committee at a later date.

ADJOURNMENT

VOTED, To adjourn.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

October 21, 1952 - 9:30 A. M.PRESENT

Those in usual attendance.

OPENING

Prayer by C. C. Morris.

COMMITTEE ON
NOMINATIONS &
DISTRIBUTION OF LABOR
PARTIAL REPORT

533

The Committee on Nominations and Distribution of Labor rendered a partial report through its secretary, T. S. Geraty, which was adopted as follows:

KHALIL YARED - CABLE TO

VOTED, That a cable be released to Mr. Khalil Yared to ascertain whether or not he would be available for immediate service in the business offices of the Dar El Salaam Hospital.

(End of Distribution of Labor Report)

"THOUGHTS OF PEACE"
TRANSLATION OF

534

VOTED, To ask Miss Olivia Awaida to translate the book, "Thoughts of Peace," after she has completed her work on "The Story of Redemption"--it being understood that an estimate of cost of translation work on "Thoughts of Peace" will be submitted before the work is undertaken.

PRINTING ORDER
"STEPS TO CHRIST"

535

VOTED, To authorize the printing of 10,000 copies of "Steps To Christ" in the L₅ .20 edition, by the Middle East Press; orders for this edition being:

5,000 copies Nile Union
2,500 " East Mediterranean Union
2,500 " To be held in the Press stock room
from which to fill later orders.

IRAN MISSION REPORT

In order to accommodate other arrangements for the evening meetings, the Iran Mission was called upon to report during the business session. Brethren E. J. Green, C. L. Gemmell and G. J. Appel lead out in reporting on various phases of the work done in the Iran Mission during the past two years. Following this, there were questions asked and a general discussion of the work in Iran.

IRAN MISSION
SEGREGATION OF
BUDGET

536

VOTED, That the Budget Committee be requested to give study to the advisability of dividing the Iran Mission budget, as between the Armenian and Farsee sections of the work.

VISITS TO IRAN

537

VOTED, That Brethren W. H. Williams and E. E. Roenfelt be asked to visit Iran, proceeding to Teheran following the Division Council Meetings, if visas can be secured; and that the Division officers join them there in a study of both Mission and Sultanabad Hospital needs.

IRAN MISSION
WORKERS' PETITION

538

The chairman read a petition sent in to the Division Committee, which was signed by all the Armenian workers in Iran, requesting the removal of our Sultanabad Hospital from Arak to some major city in Iran, and that Dr. A. Arzoo be called back to head up the institution. After careful consideration of this petition, it was

VOTED, That by way of reply, the workers in Iran be informed that this Committee is not in favor of recalling Dr. Arzoo to Iran, and the question of the future status of the Sultanabad Hospital is to be given consideration as soon as a representative group can meet at Teheran.

"HOPE" MAGAZINE
RATES TO OUTSIDE
MINISTERS

539

VOTED, That the same subscription rate apply to ministers of other denominations as is granted to our own members.

ADJOURNMENT

VOTED, To adjourn to 4:00 P. M.

G. J. Appel, Chairman

C. C. Morris, Secretary

The Council reassembled at 4:00 P. M., October 21, and was lead in prayer by M. V. Jacobson.

BUDGET COMMITTEE ITEM

540

The Budget Committee asked for authorization from the Council to draw on Division Exchange gains for 1952 in the amount of L£ 50,000.00, to be applied on special requests which have been referred to the Budget Committee.

VOTED, To authorize the allocation of L£ 50,000.00 from 1952 Exchange Gains to apply on special 1953 appropriation requests from the fields and institutions, as submitted to the Budget Committee.

PLANS COMMITTEE
PARTIAL REPORT

541

The Committee on plans rendered a partial report through its secretary, C. L. Gemmell, which upon one reading was adopted.

(Included with final report from Plans Committee)

ADJOURNMENT

VOTED, To adjourn to 9:30 A. M., October 22.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

October 22, 1952 - 9:30 A. M.

PRESENT

Those in usual attendance.

OPENING

Prayer by A. E. Klein.

COMMITTEE ON
NOMINATIONS AND
DISTRIBUTION OF
LABOR - FURTHER
PARTIAL REPORT

542

The Committee on Nominations and Distribution of Labor rendered a further partial report through its secretary, T. S. Geraty, which on one reading was adopted, as follows:

MR. SALIM FARAG
CALL FOR

543

VOTED, To place a call for Mr. Salim Farag, for service in the Nile Union Mission, to come forward as soon as he completes his academic work in Washington.

DIVISION EDUCATIONAL
BOARD
APPOINTMENT OF

544

VOTED, That we appoint the following to constitute the Educational Board of the Middle East Division:

T. S. Geraty, Chairman
Educational Secretary, East Mediterranean Union
Educational Secretary, Nile Union
A. W. Fiedler
C. L. Gemmell

Y. E. BERBAWY
FURLOUGH PRIVILEGES
545

VOTED, That we grant Mr. Y. E. Berbawy furlough privileges, according to policy, as may be arranged by the Middle East Press Board of Managers.

HILAL DOSS
FURLOUGH PRIVILEGES
546

VOTED, To grant Pastor Hilal Doss furlough privileges, according to policy, as may be arranged by the Middle East College Board of Trustees.

IRAN MISSION
OFFICERS
547

VOTED, The appointment of the following to serve as officers of the Iran Mission:

R. C. Skinner - President
Y. O. Sangarloo- Secretary-Treasurer
J. S. Gabriel - Office Accountant
E. J. Green - Division Counsellor to the Secretary-Treasurer for a period of time with residence in Teheran, Iran.

C. L. GEMMELL
MIDDLE EAST COLLEGE
548

VOTED, That C. L. Gemmell, with his salary budget, be released from the Iran Mission to accept the call of Middle East College to join its faculty.

D. V. KUBROCK
RETURN TO IRAN
549

VOTED, That we make every endeavor to secure entrance into Iran for D. V. Kubrock to return to the Iran Mission for service.

ARMENIAN READING
COMMITTEE
550

VOTED, That the following constitute the Armenian Reading Committee:

George J. Appel
A. E. Ashod
Manouk Nazarian
Nourhan Ouzounian

ARABIC READING
COMMITTEE
551

VOTED, That we appoint the following to constitute the Arabic Reading Committee:

George D. Keough
Wadie Farag
Hilal Doss
Abraham Swaidan
Y. E. Berbawy
Naim Awais

C. L. GEMMELL
BUILDING COMMITTEE
552

VOTED, That the name of C. L. Gemmell replace the name of R. C. Dinning on the Division Building Committee.

MIDDLE EAST PRESS
BOARD OF MANAGERS

553

VOTED, That we appoint the following to constitute the Board of Managers for the Middle East Press:

G. J. Appel, Chairman
M. J. McCulloch, Secretary
C. C. Morris
A. R. Mazat
Publishing Dept. Secretary, East
Mediterranean Union
Wadie Farag
Naim Awais
Y. E. Berbawy
Geo. D. Keough
R. H. Hartwell
N. C. Wilson
R. C. Skinner
T. S. Geraty

PLANS COMMITTEE
FURTHER PARTIAL
REPORT

554

The Committee on Plans rendered a further partial report, through its secretary C. L. Gemmill, which on one reading was adopted.

(Included in final report of Plans Committee)

COMMITTEE ON
INGATHERING PAPERS

555

VOTED, That Brethren A. R. Mazat, Y. E. Berbawy, S. Nogeimie, C. C. Morris, and the Home Missionary Secretary of the East Mediterranean Union be a committee on the preparation of Ingathering papers.

MINISTERIAL
INSTITUTE - 1953

556

VOTED, That we look with favor upon holding a Ministerial Institute at Beirut and the Middle East College during the summer of 1953, and that investigation be made as to the possibility of securing General Conference help for the same.

ADJOURNMENT

VOTED, To adjourn to 9:30 A. M., October 23.

G. J. Appel, Chairman

C. C. Morris, Secretary

October 23, 1952 - 9:30 A. M.

PRESENT

Those in regular attendance.

OPENING

Prayer by W. H. Williams.

APPROVAL OF MINUTES

VOTED, That Minutes of meetings held October 20, 21 and 22 be approved as read.

UNION AND LOCAL
COMMITTEE MEETINGS
DATES FOR

557

VOTED, That the East Mediterranean Union Committee Meeting be held October 27 to 29; the Iran Committee and Workers Meetings, November 1 to 8; and the Nile Union Committee Meeting, November 17 to 19.

ELDER RICE'S
ITINERARY

558

VOTED, That Elder M. L. Rice be invited to visit churches in the East Mediterranean Union, the Nile Union, and the Iran Mission, as may be arranged at the time of his coming to the field.

ARABIC TRANSLATOR

559

VOTED, That the question of providing additional Arabic translation work be referred to the available members of the Division Committee.

EVANGELISTIC FUNDS
HOW USED

560

The chairman opened up this topic for discussion, and Brother W. H. Williams made a statement on the purpose for which evangelistic funds are granted by the General Conference, pointing out that these funds are intended for evangelistic efforts in large and small cities to cover items of expense strictly related to such efforts--such as Hall Rent, Advertising, etc., also stating that these funds were not intended to be used for a lot of miscellaneous items of expense which ordinarily the local churches and the mission organizations would care for.

There followed immediately a discussion of lay evangelism and the importance of doing something in the Middle East to encourage our lay members in efforts for non-believers along the line that this same work is being done in other mission lands. We are already working along these general lines here in the Middle East, but it is recognized that much more can be done and the Council expressed its interest in this line of work and gave assurance that it was our plan and intention to utilize this plan to the fullest extent.

RESIDENTIAL WATER
CHARGES

561

VOTED, That in living quarters within our territory, water charges be included as a part of rent.

AUDITING COMMITTEE
APPOINTED

562

VOTED, That the following individuals constitute the Auditing Committee;

G. J. Appel	S. Nogeimie
C. C. Morris	Hakim Abadir
R. H. Hartwell	M. V. Jacobson
N. C. Wilson	T. S. Geraty
E. J. Green	

ADJOURNMENT

VOTED, To adjourn to 9:30 A. M., October 24, 1952.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

MIDDLE EAST DIVISION COMMITTEE COUNCIL MINUTESBeirut, Lebanon October 24, 1952 9:30 A. M.PRESENT

Those in regular attendance.

OPENING

Prayer by E. J. Green.

PLANS COMMITTEE
FINAL REPORT

The Committee on Plans brought in its final report, which was adopted as follows:

563

(The full report of the Plans Committee is given here)

LOAN FOR
WORTHY STUDENTS

564

VOTED, That we look with favor upon the setting up of a scholarship fund to assist worthy students, after their first or second year, to complete their education at Middle East College, that the Division Educational Board set up the details of administration, and that the question of finance be referred to the finance committee.TEMPERANCE
PUBLICATION

565

VOTED, That we publish in Arabic an eight page booklet on Temperance, quarterly, for one year, beginning with the first quarter of 1953.INGATHERING PAPER
FOR 1953

566

VOTED, That we again print an Ingathering paper in Arabic, in the form of a calendar, prepared by a committee of five to be appointed by the chairman of the Council. (See Action No. 555)MISSIONARY VOLUNTEER
LEGION OF HONOR

567

VOTED, That the Middle East Division adopt the General Conference recommendation of a Missionary Volunteer Legion of Honor, as follows:

WHEREAS, There is startling evidence that the forces of evil are directing a mighty assault upon the youth of the remnant church:

1. Through the invasion of the home by radio and television, with the sights and sounds of the theater, of the wrestling and boxing rings, the race track and the tavern;
2. Through the availability of cheap and immoral reading matter designed to destroy youth's high ideals and moral integrity;
3. Through the presentation of seductive and debasing motion pictures;
4. Through the growing appeal of commercialized sports and amusements; and
5. Through the brazen advertising of liquor and tobacco; and

WHEREAS, Young people are counselled by the Lord's servant, "Say firmly: 'I will not spend precious moments in reading that which will be of no profit to me. . . . I will devote my time and my thoughts to acquiring a fitness for

God's service. I will close my eyes to frivolous and sinful things. . . . I will not listen to the subtle reasoning of the enemy. My voice shall not in any way be subject to a will that is not under the influence of the Spirit of God. My body is the temple of the Holy Spirit, and every power of my being shall be consecrated to worthy pursuits."

Messages to Young People, p 270

RESOLVED, That we endorse the plan of the Missionary Volunteer Department of the General Conference to organize a division-wide movement among the youth to be known as the MV LEGION OF HONOR to meet the need created by these conditions, this organization to include the following:

1. The objectives of the MV LEGION OF HONOR shall be:
 - (a) To reaffirm God's laws of living for youth as declared in His Word and the Spirit of Prophecy; and
 - (b) To arouse our youth to the importance of right decisions in this final conflict and to their high destiny in the plan of God.
2. The plan shall be:
 - (a) To recruit the youth by personal covenant into the MV LEGION OF HONOR, this covenant to be:

I volunteer now to join the MV LEGION OF HONOR, and by the grace and power of God do solemnly promise to:

Honor Christ in that which I choose to BEHOLD.
 Honor Christ in that to which I choose to LISTEN.
 Honor Christ in the choice of places to which I GO.
 Honor Christ in my choice of ASSOCIATES.
 Honor Christ in that which I choose to SPEAK.
 Honor Christ in the CARE I give my body temple.

- (b) That we appeal to all workers and the entire church membership to participate fully in this crusade against the exploitation of our youth and homes.

PROCEDURE IN
 RETIREMENT OF
 WORKERS

568

VOTED, That the following procedure in retirement of workers be adopted into the working policy of the Middle East Division:

"If, during the term for which a worker was elected, some condition of health develops which prevents his discharging his duties efficiently, the employing body, after due consultation with physicians, and with the approval of the responsible higher organizations, shall have the authority to effect retirement of such worker before expiration of the term for which he was elected."

RECLAIMING FORMER
CHURCH MEMBERS

569

WHEREAS, The church of God in every land is beset with increasing problems as the day of Christ's return draws near, and backsliding and indifference are prevalent everywhere, and

WHEREAS, The church must "yield their dignity and pride, and go after the wandering ones," weeping over them, praying with them, imploring them to be faithful to God and the truth, as we have been counselled in Testimonies, Vol. 2, page 219, and that ministers must realize that preaching is only the beginning of our work for the flock, which must be visited regularly, prayed with, and cared for by sympathetic personal contact (Test., Vol. 3, page 558), and

WHEREAS, The problem of reclaiming former Adventists is a pastoral problem requiring the help of the whole church in carrying out a spiritual revival which will involve regular visitation of non-attending members and former members,

VOTED,

1. That we request the administration of union and local missions to assume responsibility for an intensive and sustained plan of visitation, laying upon local ministers and elders the burden of caring for the souls of those who once fellowshipped with us, and of seeking to arouse the spiritual life of those members who are indifferent in church attendance and are therefore in danger of backsliding.
2. That names of such persons be obtained by ministers or elders from the church clerk, from the mission office, and from church members who may know of former members still living in the locality.
3. That our missions cooperate closely with each other by passing on names and information regarding members who remove from one place to another, recognizing that this is a world-wide problem demanding the most conscientious collaboration between divisions, unions, and local missions.
4. That this list of names be divided into small groups by the minister or elder, who shall call together the best lay visitors in the church, assigning to them an agreed number of names for personal visitation. This assignment should be based on the suitability of the visitor for the type of visit involved rather than on geographical location.

5. That the minister present to this group of visitors, the great need for, and the importance of this type of work, instructing them in some of the main points of successful visiting, praying with them, and that he keep in touch with each visitor, checking at least once a quarter on results at similar meetings.
6. That where possible this intensive visitation plan be linked up with local evangelistic campaigns, the persons concerned being invited to attend such public meetings. Such a plan could well culminate in the regular church Week of Prayer, in the testimony and prayer meetings which would afford opportunity for praising God for the home-coming of His children.
7. That our mission presidents be asked to present this matter to their workers' meeting, urging them to take this on their hearts as a part of our duty as shepherds of God's flock, and that some plan of reporting and checking on this work be worked out in each mission. These reports, passed in by pastors to local missions, should be passed on by local to union presidents as a matter of evangelistic concern.
8. That a committee be appointed in each division to make a careful analysis of the causes of indifference and apostasy in their respective fields, and suggest methods as to how apostasy may be minimized, or at least drastically reduced.
9. That in seeking the straying sheep we make the Missionary Volunteer Week of Prayer an avenue of approach and an opportunity of reviving the interest of our indifferent youth, and also emphasize the importance of the missing member plan of the Sabbath School as a means of reclaiming these straying ones.
10. That our churches be encouraged to use the plan of temporary subscriptions to our church and missionary periodicals in their respective languages as an aid to reviving the interest of former members in the teachings of the church and the progress of the work.

RELATION OF SEVENTH-
DAY ADVENTISTS TO
WAR

570

VOTED, That we adopt the following revision of our policy on Seventh-day Adventists and War, and incorporate same into the Division Working Policy:

"That the statement on 'The Relation of Seventh-day Adventists to War' which was adopted at the 1951 Autumn Council be amended to read as follows:

"The Seventh-day Adventist church is a religious body that devotes its energies and resources exclusively to spiritual and humanitarian work. It

teaches its members in every land to live blameless lives, to honour their country and obey its laws and to deport themselves in every way as loyal, peaceable citizens. Very particularly, the church teaches its members to pray for the welfare of the state, and for its rulers, in accordance with the instruction of Christ and the holy apostles.

"In time of war Seventh-day Adventists church members seek even more zealously to carry out these teachings. In many lands they offer group training in first-aid medical cadet service, and other forms of relief work, to enable them to give most effective assistance to the wounded, the sick, and the needy-- the kind of assistance that they conscientiously believe they should give to their fellow men and to their country.

"When called by their country, Seventh-day Adventists have been willing and ready to render faithful service, except as it involves training for, and engaging in, combat service and activities which would contribute to the taking of human life. They do not hesitate to risk their lives; they fear only to disobey God. And they believe they would be disobeying their conscientious Christian convictions if they took human life. The same holy apostles who instruct them to pray for rulers, also instruct them that they should obey God rather than man if there is a conflict between the two. Indeed, they do not know how they can give genuinely loyal service to their country unless they first are loyal to their God."

(Note - Underlined words or phrases indicate revisions)

CALL TO EVANGELISM

571

VOTED, That the following "Call to Evangelism" be adopted by the Division and put into action:

"These are staggering times. Billions face Christ or chaos! They live in the shadow of impending doom. Many are in the valley of decision. In the cities, on the highways, across great expanses of countryside and in lands afar, millions on the brink of eternity have not heard the advent message.

"The Spirit of Prophecy declares:

"Now is the time for the last warning to be given....All are now deciding their eternal destiny....Decided efforts should be made to bring the message for this time prominently before the people. The third angel is to go forth with great power." Vol. 6, p. 16.

"In this country and in the foreign countries the cause of present truth is to make more rapid advancement than it has made.' We 'must go as far and as fast as possible with a determination to do the very things that the Lord has said should be done....The world must hear the warning message.'

Mx. 162, (1905).

"We believe the time has come for the fulfillment of this prediction by the messenger of the Lord:

"Servants of God, with their faces lighted up and shining with holy consecration will hasten from place to place to proclaim the message from heaven. By thousands of voices, all over the earth, the warning will be given." --Great Controversy, p. 612.

"This is the time for the church of the living God to go forward in unity and in the fellowship of service. The 'everlasting gospel' must go now to 'every nation, and kindred, and tongue, and people.' Rev. 14:6. To this we pledge our lives and our all in renewed dedication. We come to the cross repentant sinners; we leave it exultant witnesses. And we sound a solemn call to the world church and ministry to unite with us in this last-hour experience. Mantled with the promised power, we shall cause the glory of God to shine forth to the ends of the earth.

"WHEREAS, This call to evangelism brings the advent movement face to face with God's last summons to universal action; and

"WHEREAS, Every resource in men and means must be harnessed now and utilized to the very best advantage, so that 'terrible as an army with banners' we can 'be strong and do exploits' with a maximum efficiency and success,

"We recommend,

- "1. That division, union and local field committees proceed immediately to survey their territories and to marshal their forces with a view to organizing an overall program of integrated evangelism by which the total strength of the ministry, the activities of every department and the resources of every institution shall be focused on soul-winning fruitage.
- "2. That union and/or local fields organize yearly institutes under the direction of the president and the departmental secretaries at which this program of integrated evangelism can be developed, soul-winning techniques presented, and church leaders trained more efficiently, thereby allowing ministers to devote their major time and interest to leadership of public evangelism and to rallying the church, the Sabbath school and the youth in concerted action.
- "3. That we encourage union and local committees to invite occasionally experienced evangelists to meet with them in counsel.
- "4. That when and where practicable, executive committees and boards arrange the duties of all credentialed and licensed workers so that they can conduct, or be associated with, at least one public effort yearly.
- "5. That an ever-increasing evangelistic mold be placed on our colporteur work, and that colporteur evangelists be encouraged to cooperate with ministers in soul-winning by preparing the field with literature prior to a public evangelistic campaign, by reporting the names and addresses of those who have purchased literature in the area, and by personally inviting to the meetings those who have manifested an interest in the message.

- "6. That every Seventh-day Adventist church be organized as an evangelistic center in which a year-round program of public evangelism is carried forward by either the conference worker or trained laymen, and that unless a major evangelistic effort is conducted in the vicinity, the lights be on in our churches each Sunday evening where an evangelistic program can be conducted.
- "7. That the responsible leaders in local and union fields keep this program of expanding evangelism constantly before their committees, workers and churches, informing them of the progress made in achieving the objective."

CERTIFICATE OF ORDINATION

572

WHEREAS, It is desirable to have a uniform certificate of ordination in the Middle East Division,

VOTED,

- 1. That a certificate be prepared in design, color, and size (6 3/4" x 8 3/4"), and that the wording be as follows:

CERTIFICATE OF ORDINATION
TO THE GOSPEL MINISTRY

This certifies that

_____ having given satisfactory evidence of his call to and preparation for the sacred work of the gospel ministry was ordained at

_____ on the _____ day of _____ 19____ and is duly authorized under the provisions of the Seventh-day Adventist Church to perform all functions of the ministerial office.

Officiating Ministers

Issued by the _____ Mission of Seventh-day Adventists

_____ President _____ Secretary

- 2. That these certificates be printed in Arabic and English by the Division, and be made available by the Ministerial Association to any field desiring them.

3. That the revised MINISTER'S MANUAL include in the section on "Instructions for Ordination" a statement to the effect that the ordination certificate be signed and ready to be placed in the hands of the candidate at the conclusion of the ordination service.
4. That a smaller ordination certificate be prepared for convenience, retaining the same wording, and that it be printed on a card.

MINISTERIAL BOOK CLUB

573

WHEREAS, The Ministerial Book Club plan, approved by the 1951 Autumn Council, is being received with a most enthusiastic response; and

WHEREAS, Through this reading plan the ministry and worker group of the Advent movement is unified in its study, objectives, and preparation for larger service; and

WHEREAS, The 1953 volumes include the full reports of the Bible Conference, as well as other valuable sources of research;

VOTED, That our missions and institutions be urged to work unitedly within the framework of the Book Club plan, recognizing this as a valuable source of study for all our workers, the objectives of which are the building up of a stronger and better informed ministry, and that the employing organizations subsidize up to 50 per cent of the cost.

DENOMINATIONAL NAME

574

VOTED, That the official denominational name be

"Adventist-Seventh-day" (Adventist-Septioon).

EMPHASIS ON CHRISTIAN EDUCATION

575

WHEREAS, Our schools have with the blessing of God demonstrated great strength in soul-saving among the children and young people, and will continue to do so; and

WHEREAS, The denomination is greatly dependent on the schools for consecrated and trained leaders, laymen as well as denominationally employed workers; therefore

VOTED,

1. That our denominational workers, particularly evangelists and pastors, be invited to intensify their efforts, by precept and example, to make clear to our people, church members and new converts alike, the fact that Christian education is regarded as essential and fundamental among Seventh-day Adventists.

2. That our people, particularly parents and church officers, be urged to own and study the book Education, which contains the pattern and philosophy of Christian education.

LITERATURE
EVANGELISM

576

WHEREAS, We believe that the coming of the Lord is near and that the message of His coming must be given quickly to every creature,

VOTED,

1. That all missions in the Middle East Division unite in a division-wide literature program with the objective of placing selected pieces of literature in every home in as short a time as possible.
2. That for this purpose, wherever possible, the booklet, "Survival Through Faith" be used.
3. That this literature be distributed both by personal visitation and through the mails.
4. That the working out of the financial aspects of this plan be referred to the Finance Committee.

SCHOOL HOLIDAYS

577

VOTED, That so far as possible, school boards arrange all school holidays in consultation with the school administrators in such a way as to insure the full number of teaching days required by the Educational Department and the government concerned.

BIBLE TEXTBOOKS

578

WHEREAS, There is an urgent need for the preparation of textbooks and materials of a denominational nature; therefore, it was

VOTED, That provision be made to translate or edit an adapted series of Bible textbooks and workbooks for the elementary and secondary fields.

FULL YEAR EMPLOYMENT
OF TEACHERS

579

VOTED, That all missions and unions give consideration to Seventh-day Adventist teachers as regular licensed mission workers, making provision and supervision for their activities and assignments--evangelical, educational, or otherwise--during the months other than during the specific school year, when the board has not employed them for the calendar year.

SCHOOL BOARDS
FOR ALL SCHOOLS

580

VOTED, That all missions and unions insure that their organizations or churches appoint and operate school boards for each of their respective schools.

FRIDAY SCHEDULE
FOR SCHOOLS

581

WHEREAS, It is imperative for school teachers and Adventist students to make preparation for the Sabbath; therefore,

VOTED, That local school boards make arrangements in our schools to terminate the daily schedule on Fridays to allow sufficient time for preparation for the Sabbath.

RESOLUTION OF THANKS

582

VOTED, That the following resolution of thanks be adopted:

RESOLVED,

- (a) That we, the workers of the Middle East Division gathered together here in Council, joyfully express to God our heartfelt thanks for His wonderful blessings upon our efforts in His work in this Division during the year 1952, as manifested in the ingathering of souls, in the expansion of the Voice of Prophecy Correspondence Schools, in the facilities provided for radio broadcasting, in the greatly increased distribution of the literature of the Message, in the growth of the circulation of HOPE, and in the advancement in the education and medical fields. That we gratefully acknowledge His power in overruling the events and affairs of nations. He has held for us the winds of strife, and such disturbances as have come have fallen out to the advancement of the work.
- (b) That we rededicate ourselves to Him, body, soul, and spirit, and laying aside all other interests we unite in constant prayer for the outpouring of the Holy Spirit in the early and latter rains, and each upholding the other's hands we make the finishing of the task assigned us our sole aim and all-absorbing interest in 1953.

TRANSLATIONS FOR
SABBATH SCHOOL

583

VOTED, That the following be translated into Arabic:

"The Sabbath School Service"

"The Organization of the Sabbath School"

SUMMER SESSIONS

584

WHEREAS, We desire to equip our working personnel with an adequate and practical education; and

WHEREAS, some fields find it difficult or expensive to send their workers away from their fields for periods of study; therefore

VOTED, That our Division Department of Education make arrangements on a standing basis with Middle East College and respective unions to conduct summer sessions at the College campus in Beirut and in respective union fields and detached missions in alternate years.

MASTER GUIDE MANUAL
ARABIC TRANSLATION
585

VOTED, That the Master Guide Manual be adapted and translated into Arabic by the Union Missionary Volunteer secretaries.

JUNIOR CAMPS
586

VOTED, That study be given to the conducting of annual Junior Camps in the unions and the detached mission.

YOUTH LEADER CAMP
587

VOTED, That a two weeks Youth Leader Camp be conducted in 1953, if possible, and that representation to this camp be the two union Missionary Volunteer secretaries, the detached mission Missionary Volunteer secretary, and at least one youth leader from each of the missions appointed by the mission committee.

YOUTH RALLIES
1953
588

VOTED, To promote a series of 1953 Youth Rallies, as may be arranged by the respective union and mission committees.

V. O. P. LESSONS
IN SCHOOLS
589

VOTED, That all our teachers strongly promote, as an evangelistic agency, the Voice of Prophecy lessons among their students as an extra-curricular activity.

HOPE CURCULATION
590

In harmony with the challenging appeal of our General Conference leadership for united cooperation in the greatest soul-winning crusade in our history, and recognizing our missionary literature as an invaluable accessory to the attainment of this objective,

VOTED,

1. That the 1953 HOPE crusade be an occasion for united cooperation in encouraging every church member to sponsor the regular visits of our only monthly missionary periodical among their relatives and friends.
2. That the publishers of the HOPE be urged to continue their well-organized program designed to lead every subscriber to the point of decision.
3. That we appeal to all our church members, especially to our professional and business men, to unite in a great endeavor to give the HOPE during 1953 at least double the circulation that the journal has ever had previously.

LITERATURE FOR
LITERATURE EVANGELISM
591

VOTED, That suitable literature for literature evangelism be prepared under the auspices of the Division Literature Committee in consultation with the Division Home Missionary and Publishing departments.

FIFTIETH INGATHERING
ANNIVERSARY PLANS

592

WHEREAS, The year 1953 marks the fiftieth anniversary of the inception of the idea of gathering funds from the general public for the support of our world-wide missions; and

WHEREAS, God moved upon the heart of Jasper Wayne, a layman of Sac City, Iowa, to initiate this plan just when additional sources of funds were necessary for a greater expansion of our world mission program; and

WHEREAS, The Ingathering plan has been signally blessed by God in furnishing more than sixty million dollars for world evangelism, resulting in the salvation of many souls who could not have been reached except for the fact that this layman fifty years ago dared to attempt something new; therefore,

VOTED,

1. That during the year 1953 the fiftieth anniversary of the plan of Ingathering for missions be commemorated with a suitable program to be given in all our churches, and with special publicity in our denominational periodicals.
2. That all unions and mission join in the Fiftieth Anniversary celebration with a division goal of LE 19,550.00. This is to be divided among the unions and detached mission as follows:

Nile Union	<u>LE 6,800.00</u>
East Mediterranean Union	8,250.00
Iran Mission	<u>4,500.00</u>
TOTAL	19,550.00

INDIVIDUAL
INGATHERING GOAL

593

WHEREAS, During the past few years definite individual goals have proved a great blessing in gathering funds in the Ingathering Campaign,

VOTED, That the individual goal for the members of the Middle East Division be set annually by the unions for their local missions, and in the case of detached missions, by the local mission.

VOICE OF PROPHECY
VISITATION

594

VOTED, That the matter of Voice of Prophecy visitation be referred to the Voice of Prophecy Policy Board.

MEMBERSHIP GOAL

595

VOTED, That the membership goal for 1953 be 380, divided as follows:

East Mediterranean Union	200
Nile Union	150
Iran Mission	<u>30</u>
TOTAL	380

SPECIAL DATES
1953 - 1954

596

VOTED, That the following special dates be adopted for the years 1953 and 1954:

	<u>Dates</u>		<u>Days</u>	<u>Offerings</u>
	<u>1953</u>	<u>1954</u>		
Jan.	3	2	Local Church Evangelism (Family Altar Day)	
	10	9	Day of Fasting and Prayer	
	24	23	Religious Liberty Day	Religious Liberty
Feb.	7	6	Home Visitation Day	
	14	13	Literature Ministry	Free Church Literature
	21	20	Local Church Evangelism	
March	7	6	Christian Education	Middle East College
	14	13	Missionary Volunteer Day	
	14-21	13-20	M. V. Week of Prayer	
April	4	3	Colporteur Rally	S. S. Expense Offering
May	2	1	Home Visitation Day	
	9	8	Medical Missionary Day	
June	6	5	Local Church Evangelism	Mid-Summer Offering
	20	19	Sabbath School Rally	S. S. Expense Offering
July	4	3	Local Church Evangelism	
Aug.	1	7	Home Visitation Day	
	8	14	Christian Education	Local Training School
	15	21	Christian Temperance	Temperance
	29 to	28 to		
Sep.	5	Sep. 4	Missions Extension Week	
Sept.	5	4	Missions Extension Day	Missions Extension Off.
Oct.	31	30	Tithe Promotion Day	
Nov.	7	6	Home Visitation Day	
	28 to	27 to		
Dec.	5	4	Week of Prayer & Sacrifice	Week of Prayer & Sac.
	12	11	Local Church Evangelism	

SPECIAL EVENTS

March	21 to	20 to	
Apr.	4	3	"HOPE" Campaign
Sept.	26 to	25 to	
Oct.	31	30	Ingathering Campaign
Oct.	10-17	9-16	Voice of Prophecy Campaign

LITERATURE FOR
HOME VISITATION DAYS

597

VOTED, That the matter of Literature for the four Home Visitation Days in 1953 be referred to the Division Literature Committee.

TRANSLATION
PROPHECY SPEAKS

598

VOTED, That the matter of translating editions of PROPHECY SPEAKS in Arabic, Armenian and Turkish be referred to the Division Literature Committee.

TRANSLATION OF FORMS
MARRIAGE AND FUNERAL
SERVICES, ETC.

599

VOTED, That the Ministerial Association translate into Arabic the essential forms for marriage services, funeral services, and other services which can be used by our pastors in their work. Also

VOTED, That the Duties of the Church Officers and the Fundamental items of church organization be translated into Arabic and placed in the hands of all church elders, evangelists and pastors.

PROCEDURE FOR
COLLEGE APPLICANTS
600

WHEREAS, It is highly desirable for the controlling committees and fields concerned to be cognizant of the needs, problems, and desires of their young people; and

WHEREAS, A screening of applications by controlling committees will help their respective fields to know the plans of the youth for their education; therefore, it was

VOTED, That beginning with the 1953-1954 school year, all applications of students to Middle East College be sent from the local church or district to the respective mission, thence to the union, and forwarded then to the College.

TEMPERANCE PROMOTION
601

WHEREAS, We have been admonished by the servant of the Lord "That God's messengers shall call the attention of statesmen, of editors, of thinking men everywhere to the deep significance of the drunkenness and the violence now filling the land with desolation and death," and that "We should take up the temperance question and drive it home to the hilt," and

WHEREAS, "From the light God has given, every member among us should sign the pledge and be connected with the Temperance Association," and

WHEREAS, We have been admonished that "in all our large gatherings we must bring the temperance question before our hearers in the strongest appeals and by the most convincing arguments,"

RESOLVED

1. That we promote vigorously the annual Pledge Signing Campaign and Membership Drive enlisting every Seventh-day Adventist as an active member of our temperance organization.
2. That we organize and foster chapters of our temperance society in our college and academies so far as possible.
3. That we extend the influence of LISTEN magazine, and our own temperance paper in Arabic, by giving them a wide circulation among statesmen, editors, law-enforcement officers, teachers, clergymen, and thinking men everywhere.

4. That in our large gatherings, at our camp meetings, and in our evangelistic efforts the temperance question be presented before our hearers in the most convincing manner, calling upon men and women, and especially the youth, to take their stand for total abstinence and solicit their active support in the cause of Christian temperance.
5. That we promote World Temperance Sabbath, which comes on Sabbath, in an effective manner throughout the Middle East field calling the attention of our people to the importance of this phase of the message, encouraging them, not only to support the temperance cause with their means but also to take an active part in every effort to control, restrict, or prohibit the manufacture, distribution, sale and consumption of alcoholic beverages.
6. That the date for 1952 be November 22.

LAY EVANGELISM

602

WHEREAS, The servant of the Lord has told us that the church was established to do missionary work, and that genuine missionary work is visiting our neighbors and showing an interest in their eternal salvation; and

WHEREAS, We are admonished to distribute our papers like the leaves of Autumn,

VOTED, That in 1953, four Home Visitation Days be observed throughout the Division; that February 7, May 2, August 1, and November 7 be set aside for a visitation crusade in which a special two-colored tract shall be distributed.

2. That the topics and layout of these Home Visitation tracts be cared for by the standing Literature Committee.

WHEREAS, "The work above all work, the business above all other which should draw and engage the energies of the soul, is the work of saving souls for whom Christ died. Make this the main, the important work of your life." M. Y. P., p. 227. And,

WHEREAS, "It is not preaching that is most important, it is house-to-house work, reasoning from the Word, explaining the Word." G. W. p. 468. And

WHEREAS, "We are not as Christians doing one-twentieth part that we might do in winning souls to Christ." C. S. p 12. And

WHEREAS, The laymen of the Middle East Division offer the largest untapped reservoir of strength among us,

VOTED,

1. That we ask the Home Missionary Department of the Middle East Division to prepare practical instructions for laymen on HOW TO WORK FOR CHRIST, with the intent that every home in the Middle East Division will hear about Jesus.
2. That the Division make provision for the conducting of laymen's institutes throughout the field during 1953.

COLPORTEUR
PROMOTION

603

VOTED, That the matter of colporteur promotion be referred to the Executive Committee.

(End of Plans Committee Report)

TEMPERANCE PAPER
NAME - COMMITTEE

604

VOTED, That G. D. Keough, S. Nogeimie, Y. E. Berbawy, and Naim Awais be a committee to suggest a name for our Division Temperance paper.

FINANCE COMMITTEE
REPORT

605

The Finance Committee rendered its report through Arthur Fund, secretary of the Committee, which was adopted as follows:

SABBATH SCHOOL NEW
WORK PROJECT FOR
1953

606

VOTED, That we recommend two projects to the Sabbath School Department for 1953, as follows:

1. \$ 2,500.00 for the opening up of new work in Damascus.
2. \$ 2,500.00 for the Sudan area.

MISSIONS EXTENSION
PROJECT FOR 1953

607

VOTED, That the project to be requested from the 1953 Missions Extension is for teachers' cottages at the Adventist Institute in Egypt - \$ 7,000.00.

ORDER FOR OVERSEAS
INGATHERING SUPPLIES

608

VOTED, To request the treasurer of the Division to collect the orders from the various fields for overseas ingathering supplies, and place an order for the 1954 supplies as early as possible.

WORKERS' DISCOUNT
AT SCHOOLS

609

VOTED, That there be no change in the discount rates as now established by the College policy, and that this educational allowance which is to be paid by the organization employing the worker is applicable only for students who are children in the worker's immediate family who enter mission schools within our Division territory. Also,

VOTED, That the union and local organizations make provision in their own budgets to care for any necessary financial adjustments incident to fluctuations in currency values as related to the schedule of rates at Middle East College.

AUTHORIZATION FOR
LEGAL ORGANIZATIONS
610

VOTED, That in the future all organizations planning to form legal corporations shall secure approval from the Middle East Division Committee.

UNIFORM FIRE,
WINDSTORM AND
EARTHQUAKE INSURANCE
611

WHEREAS, It is deemed advisable to unify the insurance protection of denominational buildings, equipment, and supplies throughout the overseas fields, and

WHEREAS, The most economical method of providing adequate uniform protection for such property is through use of the General Conference Master Fire, Windstorm, and Earthquake policy,

VOTED,

1. That the fields of the Middle East Division be encouraged to insure denominational buildings and equipment through these facilities.
2. That when this plan is adopted, properties and equipment not now insured be listed for insurance under this plan commencing at once, and that completed lists be mailed not later than March 31, 1953.
3. That as new buildings or major additions and improvements to existing buildings are approved, these also be listed promptly for the same uniform protection.
4. That when this plan is adopted, all fire and related insurance now in force be placed with the General Conference without lapse in coverage at present expiration date of each policy now held.
5. That in harmony with the General Conference working policy, it shall be the duty of the division treasurer, in cooperation with union and local help, to:
 - (a) Compile promptly a list of all denominational insurance needs for each respective field, giving the effective date for commencing the insurance, and the amount to be placed on each risk.
 - (b) Audit all insurance in force at least once each year, giving especial attention to amounts of insurance which fall below the 80% co-insurance requirement.

SOLICITATION OF FUNDS
FOR SPECIAL PROJECTS
NOT INCLUDED IN BUDGET
612

WHEREAS, Reports continue to come in of individuals and groups of church members who promote the raising of funds for special projects not included in the budget for mission lands; and

WHEREAS, This practice weakens the support of the general mission budget and hence endangers the development of the whole mission program of the denomination;

VOTED,

1. That our union and local presidents in the Middle East Division discourage the practice of individuals and special groups raising funds for projects not included in the regular mission budget.
2. That the Division president present the matter to all missionaries, urging them not to make requests or appeals to their personal friends in their homeland.
3. That conference and mission presidents call the attention of workers in the homeland and mission lands to the General Conference Working Policy under "Solicitation of Funds" and to the statement entitled "Private Solicitation of Funds" adopted at the Autumn Council of 1951, which statement is hereby reaffirmed. It reads as follows:

"Questions have arisen from time to time with reference to fund-raising activities in our churches and among Seventh-day Adventists by persons not authorized to undertake such solicitation. This problem is well covered by existing policies, and we would therefore call the attention of our elders, pastors and conference workers to the policy on the solicitation of funds as found on pages 186-188 of the Working Policy and on pages 189-191 of the Church Manual.

"We wish to call attention of our elders and pastors to the fact that even though a person may be a duly credentialed representative of an organization sponsored by Seventh-day Adventist church members, that does not in itself give such a person the right to go to our churches to raise money for his enterprise. The solicitor may be a member in good and regular standing and be able to exhibit letters of encouragement from some of our leading workers, but such solicitation is a violation of the spirit of the regulations set forth above.

"These policies are not drawn up to govern our people arbitrarily in their giving, but to protect them from impositions on their generosity by those who are

collecting funds for enterprises or for personal uses which are never audited by the denomination, as are all our regular church funds, and for which no account is ever given either to the denomination or to the donors.

"We wish to appeal, therefore, to our workers to guard carefully the liberality of our people, but not to allow the funds which they are so ready to give to the work of God to be directed into channels of unauthorized enterprises or for the establishing of personal projects."

RENTAL RATES
REVIEW OF

613

VOTED, That the basic rent be 11.5% of salary, water only included. Other utilities are at personal expense.

V. O. P. TRACTS
STOCK - FINANCE

614

VOTED, That the stock of literature for the Voice of Prophecy (both books and tracts) be handled by the Middle East Press, and that we refer to the Press Board the problem of financing same. Any exception to this plan be referred to the Division Committee.

ITINERATING ALLOWANCE
REVIEW OF

615

VOTED, That the itinerating allowance per day be as follows:

Iran	Rials 85.00	per day		
Egypt	£Eg .350	"	"	
Iraq	ID .350	"	"	
Jordania	JD .350	"	"	
Cyprus	£C 0-06-0	"	"	
Turkey	£Tq 3.50	"	"	
Lebanon-Syria	£L 3.20	"	"	

MOTORCYCLE POLICY

616

VOTED, That where authorization is given by the employing unions for motorcycles, depreciation allowance be given to replace it in five years, and that the mileage rate be set at 1/3 of the regular car rate.

IRAN MISSION ITEMS

617

VOTED, To refer the items of medical assistance for Asatoorian and Issian, and rent subsidy for Sangerloo to the local committee in Iran.

MANOUK NAZIRIAN
MOVING EXPENSE

618

VOTED, That one-half of the Rials 32,500.00 moving expense for Manouk Nazirian be absorbed by the Iran Mission and one-half by the East Mediterranean Union Mission.

IRAN MISSION
1952 SALARY BONUS

619

VOTED, That we refer the item of 1952 salary bonus for the Iran Mission to the auditing committee.

SPECIAL BANK ACCOUNT
RESERVE & TRUST FUNDS

620

VOTED, That every mission organization or institution within the Division open a special bank account for all reserve and trust funds, and that the regular bank account be for operating funds only.

STUDENT LOAN FUND

621

VOTED, That we continue the Student Aid Fund, and that we are not in favor of a Student Loan Fund.

PERSONAL ACCOUNTS

622

VOTED, That our policy on workers personal finances be reaffirmed, and further

1. That we adhere to the General Conference policy that the General Conference or any subsidiary organization shall not loan money to workers, and further
2. That our present policy on "debt control and liquidation" be revised to read, "withhold at least 10% or up to a maximum of 25 % of that worker's salary each month." Also,
3. That statements should be sent out each month to those who have overdraft on their accounts.

EXCHANGE POLICYREVISED

623

VOTED, That we adopt the General Conference Exchange Policy, as revised at the 1952 Autumn Council, as follows:

GENERAL CONFERENCE EXCHANGE POLICY

"1. Division, union, and local fields, including institutions therein, shall prepare annual operating budgets providing for all needs including salaries, travel, local and general expense, equipment, and supplies in local currency.

"2. As nearly all the currencies of the world are in use by our overseas fields, it is necessary for the General Conference dealing with these fields from the standpoint of appropriations and otherwise to use some unit of currency as a basis for handling such business. United States currency is used for this purpose. The budgets prepared and submitted by our overseas fields in local currency are converted by totals to United States currency at denominational fixed rates of exchange established reasonably close to the prevailing current rates of exchange. The budgets thus summarized in United States currency are submitted to our annual Autumn Council for consideration and, although the budget as summarized and finally voted by the Council is tabulated in United States currency, the regular appropriations are in reality granted in local currency on the basis outlined in succeeding sections of this policy.

"3. In order to provide a fixed amount of local currency to the various countries of the world field receiving appropriations from the General Conference, a fixed rate of exchange for each of the currencies used is set at the time of the Autumn Council; and this rate of exchange is used by the General Conference, the divisions, and other organizations in the transaction of business to the extent outlined in this policy. Should substantial changes in prevailing current rates of exchange occur between councils, the General Conference Committee in consultation with division officers shall make such adjustments in fixed rates of exchange as may be deemed advisable.

"4. In the event that local currency accumulates in certain subsidiary organizations of the General Conference in excess of appropriations and other

credits granted to such organizations, the General Conference treasurer may arrange, after consultation with the division concerned, to transfer such excess funds to other parts of the world field at current rates of exchange.

"5. The net exchange gain or loss resulting from applying the current and fixed rates of exchange as hereinafter specified, shall be reported to the General Conference, with an itemized statement as to how the amount is made up.

"6. The General Conference or division treasurers shall make remittances, as shall be agreed upon, to the respective union or local fields in the currency of the country in which such fields are operating, unless it is found advantageous to exchange funds locally, in which case any difference between the current and fixed rates of exchange shall be reported to the next higher organization.

"7. The fixed rates of exchange shall apply to the following transactions only:

"a. Regular base appropriations, appropriations covering church extension funds, and spring in tithes and offerings.

"b. Tithes, offerings, sustentation, and exchange items.

"c. Salaries and expense of workers under appointment, on furlough, or permanently returned to their homelands.

"d. Statistical reports.

"e. Transfer of funds for workers to the extent outlined in succeeding paragraphs of this policy.

"8. Except as outlined in paragraph 7, all appropriations voted by the General Conference to our overseas divisions at the time of the Autumn Council or at other times shall be handled at the current rate of exchange unless otherwise provided in the action granting the appropriation.

"9. All other transactions of business, such as the sale or purchase of foreign currency, and the payment of supplies and equipment for all mission organizations shall be made at the current rates of exchange. The difference resulting from applying the current and fixed rates on such items shall be entered in a General Conference Exchange account in the division books and be reported monthly by the divisions to the General Conference. The current rate of exchange is understood to be the rate at which local currency is purchased by the division treasurer or his agents in exchange for United States or other currency.

"10. The General Conference will appropriate monthly by reversion to the various divisions concerned one-half of the net gain in exchange or will charge them for one-half of the net loss in exchange as reported by each division field. In all transactions handled at fixed rates of exchange in behalf of workers, the difference between the current and fixed rate values shall be credited to the General Conference Exchange account in the division's books and be charged against the division's one-half portion of the net exchange gains.

"11. The General Conference shall enter in an Exchange Reserve account the one-half remaining of the net exchange gains or losses reported by the various overseas divisions. Any net gain thus accrued may be used to meet emergency conditions resulting from unusual exchange fluctuations, or for such purposes as may be determined by the General Conference Committee in Autumn Council.

"12. Transfers of personal funds shall be restricted to transfer of money earned in denominational service while in the mission fields.

"13. All workers, organizations, or departments will be charged at the prevailing current rate of exchange for imported equipment and supplies, whether for mission or personal use, the only exception being as outlined in paragraphs 14 and 18.

"14. A foreign missionary, who is a worker located by the denomination outside his home country, may be allowed the fixed rate of exchange as of the date of the transfer, in the transfer of funds to his home country, on an amount not to exceed 25 per cent of the worker's salary in the field, exclusive of other allowances, cumulative for a period of service between furloughs. This privilege may include such items as school accounts incurred in the education of the worker's children, assistance to dependent relatives, the cost of books, periodicals, equipment and supplies or other purchases for personal use only, and personal salary savings. Transfers under these provisions may be made only by credit through the regular channels, and it should be clearly understood that money once transferred under this privilege is not to be brought back to the mission fields for transfer a second time. Transfers in excess of this 25 per cent privilege provision may be authorized by the division committee, but shall be handled at the current rate of exchange, except as provided in other paragraphs of this policy.

"15. A foreign missionary proceeding on furlough or permanently returned to his homeland may, upon the approval of his division committee, be allowed the fixed rate of exchange in the transfer of additional funds beyond the 25 per cent transfer privilege not to exceed 20 per cent of his salary in denominational work during the time he has been in the mission field, provided he has not previously benefited from this provision. Such transfers may be made only by credit through the regular channels, and the fixed rate shall be that prevailing at the time the funds are deposited with request for transfer. These funds may include receipts from the sale of personal effects and salary savings.

"16. When a foreign missionary is granted furlough by the General Conference and division committee in a country other than his homeland, he may be allowed the fixed rate of exchange on such amount of personal funds as may be authorized by the division committee, not to exceed the limits outlined in paragraphs 14 and 15 and for the purposes and under the conditions therein specified.

"17. If a foreign missionary has unusual school or other necessary expenses overseas, he may be allowed the fixed rate of exchange in the transfer of additional funds above the 25 per cent provision through the regular channel upon consideration and action by the division committee on the merits of each individual case.

"18. Where by action of a division committee with respect to certain countries, it is decided that the provisions of paragraph 14 do not supply

the needed assistance to workers because of the fact that salaries in local currency have a low value in the currency of the worker's home country, foreign missionaries may transfer funds to their home countries up to 25 per cent of their salary earnings under an arrangement in these unusual circumstances, which will provide such missionaries with the currency value of their home countries at a cost which represents approximately a like period of salary earnings as would be the case were they serving in their home countries, with the understanding that no special exchange rates shall be set in any division field.

"To illustrate, suppose an ordained minister, whose homeland is _____ country, is receiving, while in a foreign country a maximum wage, including all living allowances, of 200 units in local currency per week and the fixed rate is 5 to 1, this would amount to the equivalent of 40 units per week in his homeland currency, whereas the rate of such ordained minister in his home country is 50 units. This results in a difference of 10 units, or 25 per cent additional, which may be granted to supplement the worker's local currency wages in arranging for the transfer to meet the worker's homeland obligations.)

"It is understood that any special allowance granted under the provisions of paragraph 18 shall be handled as an operating expense, provision for same being made in the operating budget. If the provisions contained in paragraph 18 are applied, it is understood to take the place of paragraph 14. The division treasurer shall periodically report to the General Conference treasurer the results of the application of this paragraph.

"19. When a worker is transferred within division territory from a country in which salaries in local currency have a low value in the currency of the country to which he is transferred, and who faces financial embarrassment because of these or related conditions, he may be given special assistance in the transfer of funds on the merits of each case by action of the division committee. However, when the worker is transferred from one division territory to another division, or in case a worker is permanently returned to his homeland, if special assistance is given beyond any benefit realized through the percentage fixed-rate transfer privilege, it shall be done only by action of the General Conference Committee on the recommendation of the division concerned. Such special assistance as may be granted under the provisions of this paragraph shall be handled as an operating expense and shall be transferred at the regular fixed rates of exchange.

"20. All workers may be allowed the fixed rate of exchange in securing for personal use only, periodicals and books regularly listed by our denominational publishing houses.

"21. When, upon recommendation and approval of the division committee, a worker or his children leave their home division field to attend one of our own schools, he may be allowed the fixed rate of exchange to meet the expense involved.

"22. All workers, or their dependents, who desire to take courses in the Home Study Institute may, upon the approval of their division, be allowed the fixed rate of exchange in the transfer of funds to cover the cost of such courses, including necessary textbooks.

"23. In order to reduce the amount of clerical work and to eliminate many small items, adjustments of exchange between the fixed and current rates, amounting to fifty cents or less in United States currency or its equivalent in local currency may be disregarded, it being understood that this does not apply to Book and Bible House business, which is handled at the current rate.

"24. The provisions of this Exchange Policy, as pertaining to the transfer of funds in behalf of workers, are not intended to contravene the exchange laws or regulations of countries where our mission workers are located.

"25. The divisions concerned shall keep an auxiliary account for each worker benefiting from the provisions of this Exchange Policy under the percentage transfer plan, giving a record of each transaction involved, with voucher numbers, etc., thus making it possible to determine how the worker's account stands with respect to this arrangement, and these individual records should be available for reference at the time the records are audited.

"26. Detached unions shall apply the provisions of this Exchange Policy in behalf of workers connected with their fields.

"27. All workers traveling outside of the countries in which they reside shall be charged or credited at the current rates of exchange for cash drawn or deposited, whether at their home or other office, and travel expenses shall be reported in detail in the local currency in which the expense is incurred, the total expense in each currency being converted into the worker's home office currency at the same rates of exchange at which the money was drawn or purchased. This plan results in neither gain nor loss in exchange to the worker or organization concerned.

"The provisions of paragraph 27 apply to workers connected with the General Conference and its subsidiary organizations throughout the world.

"28. The General Conference will keep in close touch with the division treasurers, and where it is found that the overseas divisions can purchase exchange at a better rate than the General Conference, the division treasurers will make the purchases so that the maximum income to the cause may be realized. It is understood that the overseas fields and the General Conference shall share equally in the gains resulting from these remittances to the divisions on the purchase of foreign exchange by overseas fields. No portion of the gain in exchange shall be used in Class 1 work, that is, for employment of workers or in payment of any other recurring expenses.

"WE RECOMMEND, That the General Conference Exchange Policy, as revised by the 1952 Autumn Council, become effective January 1, 1953."

Recess for Lunch

The Council reassembled at 1:30 P. M., and was lead in prayer by Brother S. Nogeimie.

BUDGET COMMITTEE
REPORT

The Budget Committee rendered its report through its secretary, Elder E. E. Roenfelt, which was adopted as follows:

DISTRIBUTION OF
CLASS I-A
APPROPRIATIONS

1953

625

VOTED, That the Class I-A Appropriation for 1953, be as follows:

Division Office	LE	8,519.50
Middle East College	LE	64,632.51
Middle East Press	LE	40,805.14
Radio Board (Studio)	LE	26,900.00
East Mediterranean Union	LE	183,057.60
Dar El Salaam Hospital	ID	1,271.403
Iran Mission	Rials	1,585,690.92
Nile Union	LEg	18,810.270

IRAN MISSION BUDGET
SEGREGATION OF

626

VOTED, That the 1953 adjusted base for the Iran Mission (Action No. 625) be distributed as follows:

Administrative	43 %
Farsee Work	20 %
Armenian Work	37 %

CITY EVANGELISM
FUNDS FOR

627

VOTED, That the funds which have been received from the General Conference for city evangelism be held in trust by the Division until requests for assistance for evangelism are received from the respective fields, and that they then be allocated by the Division Committee.

CHURCH EXTENSION
1953

628

The General Conference has made available for distribution in 1953, from the Church Extension Fund, the amount of \$ 12,000.00.

VOTED, That this amount of \$ 12,000.00 be appropriated to the Nile Union for the Cairo City Church building.

SPECIALS - 1953

629

VOTED, That the funds available for Specials in 1953, be distributed as follows:

Available Funds for Specials:

From General Conf. Appropriation	\$	60,500.00
From Gains in Exchange		15,000.00
From Ingathering Revertible		<u>4,500.00</u>
TOTAL AVAILABLE	\$	80,000.00

Distribution:

East Mediterranean Union:		
Baghdad Church Building	\$	5,000.00
El Husn Church Building		5,000.00
North Lebanon Church Building		2,000.00
Repairs to Istanbul House		1,000.00
Amman Church Building		10,000.00
Addition Arabic Church - Beirut		<u>3,000.00</u>

Nile Union:

Heliopolis Building Completion	\$	17,100.00
Adventist Institute - Balance of purchase price, pumping plant, land		15,675.00

Iran Mission:

Tabriz Church Repairs	\$	500.00
Reziah Church Completion		750.00
Voice of Prophecy Building		3,000.00

Middle East College:

Two Homes	\$	10,000.00
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Dar El Salaam Hospital:

Nurses or Workers' Homes	\$	5,000.00
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Voice of Prophecy:

For Literature	\$	<u>1,975.00</u>
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TOTAL	\$	80,000.00
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DIVISION HEADQUARTERS
FUNDS FOR
630

VOTED, That the sum of \$ 45,000.00 which has been appropriated by the General Conference for the construction of headquarters for the Division, be assigned for that purpose.

(Close of Budget Committee Report)

APPRECIATION FOR
APPROPRIATIONS
631

Words of appreciation were spoken by a number for the appropriations which the General Conference has made available to the Middle East for this coming year, and we desire to go on record in expressing our heartfelt appreciation for the funds that have been made available to us, and indicate our desire to use these funds in the most advantageous way for the furtherance of the work in our Division.

ADJOURNMENT

VOTED, To adjourn to 8:15 A. M., October 26.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

MIDDLE EAST DIVISION COMMITTEE COUNCIL MINUTESBeirut, Lebanon October 26, 1952 8:15 A. M.PRESENT

Those in regular attendance.

OPENING

Prayer by Elder E. W. Dunbar.

APPROVAL OF MINUTESVOTED, That the minutes of meetings held October 23 and 24 be approved as read.COMMITTEE ON
NOMINATIONS AND
DISTRIBUTION OF
LABOR REPORT

632

The Committee on Nominations and Distribution of Labor rendered a further partial report, through its secretary, T. S. Geraty, which was adopted.

(Report included with the final report of the Committee on Nominations & Distribution of Labor)

COMMITTEE ON LICENSES
AND CREDENTIALS
REPORT

633

The Committee on Licenses and Credentials rendered its report through its secretary, R. H. Hartwell, which was adopted as follows:

MIDDLE EAST DIVISION

Ministerial Credentials	- G. D. Keough A. R. Mazat
Ministerial License	- Wadie Farag
Missionary Credentials	- Nora Atkins Naim Awais Marie Baart
Honorary Ministerial Credentials	- Basta Bishai R. S. Greaves Shukri Nowfel
Honorary Ministerial License	- Samuel Farag
Honorary Missionary Credentials	- A. E. Ashod
Honorary Bible Instructor's Credentials	- Miss N. Badal
Honorary Missionary License	- Mrs. A. E. Ashod Mrs. R. S. Greaves
Missionary License	- Mrs. G. J. Appel Mrs. C. C. Morris Mrs. G. D. Keough Mrs. A. R. Mazat

DAR EL SALAAM HOSPITAL

- Ministerial Credentials - M. V. Jacobson
- Missionary Credentials - Evangeline Voth
Ruth Tobiassen
Dr. Milena Simeckova
- Missionary Licenses - Ayoub Azar
Zakia Fargo
Mrs. M. V. Jacobson
(Miss) Penna Dekalaita
Louis Rice
Philip Srour
Georgette Kafrouni
Sevart Yerganian
Wadie Saaty
Khalil Yared

MIDDLE EAST COLLEGE

- Ministerial Credentials - P. H. Doss
T. S. Geraty
G. A. Keough
G. M. Krick
- Ministerial License - C. L. Gemmell
R. K. Hasso
- Missionary Credentials - Edith C. Davis
A. J. Jones
- Teachers' Credentials - Shahin Ouzounian
Ibrahim Swaidan
- Bible Instructors' Credentials - A. Ruby Williams
- Missionary Licenses - Ghanim Fargo
Mrs. Ghanim Fargo
Mrs. C. L. Gemmell
Mrs. T. S. Geraty
(Miss) Dola Hasso
Mrs. R. K. Hasso
Mrs. A. J. Jones
Mrs. G. A. Keough
Mrs. G. M. Krick
Nourhan Ouzounian

MIDDLE EAST PRESS

- Missionary Credentials - Y. E. Berbawi
- Missionary License - Latifa Farag
M. J. McCulloch

VOICE OF PROPHECY

Missionary Licenses

- Boutros Ghazal
- Esther Ghazal
- Juhyna Aboud
- Najla Abu-Jauda
- Mousa Kerkamy

IRAN MISSION

Ministerial Credentials

- D. V. Kubrock
- Dr. W. Lesovsky
- K. S. Oster
- Haik Salakian
- Yoash Sangerloo
- R. C. Skinner

Ministerial License

- E. J. Green

Missionary Credentials

- J. S. Gabriel

Teachers Credentials

- Melcom Gasparian

EAST MEDITERRANEAN UNION

Ministerial Credentials

- R. H. Hartwell

Missionary Credentials

- A. W. Fund

NILE UNION

Ministerial Credentials

- Neal C. Wilson

Missionary Credentials

- A. E. Klein

VOICE OF PROPHECY
BOARD OF MANAGERS
PERSONNEL

634

VOTED, That the members of the Board of Managers of the Voice of Prophecy Correspondence School shall be the same as the Radio Board of Managers, as follows:

Geo. J. Appel
Wadie Farag
C. C. Morris
R. H. Hartwell
N. C. Wilson
K. S. Oster
A. R. Mazat
G. D. Keough

ADJOURNMENT

VOTED, To adjourn to 8:15 A. M., Monday, October 27.

Geo. J. Appel, Chairman

C. C. Morris, Secretary

MIDDLE EAST DIVISION COMMITTEE COUNCIL MINUTESBeirut, LebanonOctober 27, 195210:30 A. M.PRESENT

Those in regular attendance.

OPENING

Prayer by S. Nogeimie.

COMMITTEE ON
NOMINATIONS AND
DISTRIBUTION OF
LABOR FINAL REPORT

The Committee on Nominations and Distribution of Labor rendered its final report, which was adopted as read and amended, as follows:

635

DIVISION EVANGELIST
LOCATION OF

Whereas, We should capitalize upon the ripened interests for public evangelism at present in Egypt; and

636

Whereas, The doors of opportunity for such activities are now open and we do not know for how much longer; therefore, it was

VOTED, That we endeavor to place Elder O. Anderson, as Division Evangelist, in Cairo, Egypt, for his first major effort, of one year duration.

WADIE SAATY
CALL FOR

VOTED, That we forward to the East Mediterranean Union Mission the call for Mr. Wadie Saaty for service in the Dar El Salaam Hospital.

637

IRAN MISSION
EXECUTIVE COMMITTEE

VOTED, That we appoint the following to serve as the Executive Committee of the Iran Mission:

638

R. C. Skinner
Y. O. Sangerloo
K. S. Oster (E.J.Green during Oster's furlough)
J. S. Gabriel
A. Sarrafian

K. S. OSTER TO IRAN
V. O. P. BIBLE
CORRESPONDENCE SCHOOL

VOTED, That upon Kenneth Oster's return from furlough, he assume the responsibility for the leadership of the Farsee Voice of Prophecy Bible Correspondence School.

639

RESIGNATION OF
PUBLISHING SECRETARY

Whereas, He has written a letter of resignation from the department; therefore, it was

640

VOTED, To recommend to the General Conference that they accept the resignation of A. R. Mazat as the Publishing Secretary of the Middle East Division.

PUBLISHING DEPARTMENT
TEMPORARY ARRANGEMENTS

VOTED, That we request the Division President to promote the interests of the Division Publishing Department until further support is rendered by the arrival of the manager of the Middle East Press and the problems of production and circulation of literature are re-studied.

641

A. B. KING
PERMANENT RETURN
 642

Whereas, He has cabled the Division of his problems in his return to the Middle East; therefore, it was

VOTED, To recommend with regret the permanent return of A. B. King, and that we cable the General Conference of this action.

A. W. FUND
 TREASURER
EAST MED. UNION
 643

VOTED, That we appoint A. W. Fund as Secretary-treasurer of the East Mediterranean Union Mission.

C. C. CRIDER
CALL FOR
 644

VOTED, That we place a call with the General Conference for C. C. Crider for evangelistic work in the East Mediterranean Union Mission.

(End of Committee on Nominations and
 Distribution of Labor Report)

VOICE OF PROPHECY
 CORRESPONDENCE SCHOOL
WORKING POLICY
 645

The Committee appointed to bring in an operating policy for the Voice of Prophecy Correspondence School rendered its report through its secretary, E. J. Green, which was adopted as follows:

VOICE OF PROPHECY CORRESPONDENCE SCHOOL
PROPOSED WORKING POLICY FOR
Middle East Division

Article I - Name, Territory, and Office

SECTION 1: Name: This organization shall be known as the Voice of Prophecy Bible Correspondence School.

SECTION 2: Territory: This organization shall operate within the territory of the Middle East Division.

SECTION 3: The Voice of Prophecy Bible Correspondence Schools shall be conducted from the Voice of Prophecy office in Beirut.

Article II - Purpose

SECTION 1: Object: The Voice of Prophecy Bible Correspondence School shall present and promote the truth in an orderly, systematic manner, to as many as we can reach, including our church members, and shall arrange for personal follow-up of the interests created by the course of study, so that souls will be brought to Christ.

SECTION 2: Schools: To implement these objectives the Voice of Prophecy shall conduct Bible Correspondence Schools in such countries as the managing Board of Directors deems necessary.

Article III - Board of Managers

SECTION 1: Members: The Radio Board of Managers, consisting of nine members, of which the President of the Middle East Division is chairman, is also the Board of Managers for the Voice of Prophecy Correspondence School.

SECTION 2: Duties: It shall be the duty of the Board of Managers:

1. To appropriate an operating budget for each school.
2. To appoint directors of schools, in consultation with the Division Committee and the schools concerned.
3. To lay such plans as will promote the objectives of the Bible Correspondence Schools throughout the Middle East Division.
4. To attend to such other matters of business as may require the attention of the Board.

Article IV - Personnel

SECTION 1: Workers: All licensed workers in the Middle East Division are recognized as representatives of the Voice of Prophecy Bible Correspondence School and may be authorized to call on Voice of Prophecy correspondence students and hold Bible studies with them. However, no representative may, without specific authorization, grade test papers of the Voice of Prophecy Bible Correspondence lessons.

SECTION 2: Visitation: When Voice of Prophecy Bible Correspondence students reveal sufficient interest in the truth to necessitate personal visitation, their names, addresses, and all pertinent information shall be sent to the respective local mission presidents, who in turn shall arrange for the personal instruction of these students, endeavoring to lead them to baptism and church fellowship. Reports on the success or failure of all such contacts shall be made to the Voice of Prophecy Correspondence School as early as possible, but in no case later than six months after the name of the prospect has been received from the Bible Correspondence School.

Article V - Finances

SECTION 1: Funds: The funds of the Bible Correspondence School shall consist of:

- a. Regular appropriations received from the Middle East Division of Seventh-day Adventists.
- b. Donations received from Voice of Prophecy students.
- c. Special gifts to the Bible Correspondence School.

SECTION 2: Handling of Funds:

- a. The managing Board of Directors shall divide the regular appropriations received from the Middle East Division among the Bible Schools, and the amount allocated shall be known as the operating budget for the current year.
- b. Donations indicated by the donors as tithes or mission offerings shall be forwarded by the Voice of Prophecy to the local missions from whose territories such donations originated.

- c. All costs connected with the printing, handling, and mailing of Voice of Prophecy lessons shall be chargeable to the school issuing the lessons.

Article VI - School Directors and Their Duties

SECTION 1:

- a. The School Directors shall be responsible for smooth and efficient operation of the schools, including grading, recording, and mailing lessons.
- b. Accurate monthly reports by the school directors shall be forwarded to the Beirut office listing:
1. Pieces of mail received.
 2. Pieces of mail sent out.
 3. Applications received.
 4. Offerings and tithe received.
 5. Number of books sent out.
 6. Number of tracts sent out.
 7. Number of people signifying intention to keep the Sabbath.
 8. Number finishing the course.
 9. Number of diplomas issued.
 10. Number awaiting baptism.
 11. Number actually baptized.
 12. Record outstanding experiences.
- c. We recommend whenever possible, that the directors of the schools be members of their respective local or union committee, and that they work in close harmony with said committees in order to evangelize the Middle East in this generation.

MEDICAL CADET
TRAINING
COMMITTEE

646

Elder W. H. Bergherm, of the International Service Commission, is here with us in Beirut, in response to a request for his services in considering the interests of our young people. We are facing war service in the various countries of the Middle East. In order to expedite his work with us, it was felt that a committee should be appointed to work with Elder Bergherm on plans for medical cadet training.

VOTED, That the following be asked to serve on the Medical Cadet Training Committee:

G. J. Appel
R. H. Hartwell
T. S. Geraty
N. C. Wilson
Bethnam Arshat
A. W. Fiedler
Helmy Barbawy
C. C. Morris.

EXPRESSION OF
APPRECIATION FOR
GENERAL CONFERENCE
HELP

SL7

ADJOURNMENT

VOTED, That we extend a vote of thanks to the General Conference for the splendid help rendered during our Council Session by Brethren W. H. Williams and E. E. Roenfelt, and also during the last week-end of our meetings by Brethren E. W. Dunbar and W. H. Bergherm.

VOTED, To adjourn the Biennial Council Session sine die. W. H. Bergherm offered the closing prayer.

G. J. Appel, Chairman

C. C. Morris, Secretary

MIDDLE EAST DIVISION COMMITTEE MINUTES

Beirut, Lebanon October 28, 1952 8:00 P. M.

PRESENT

Geo. J. Appel, R. H. Hartwell, Geo. D. Keough,
N. C. Wilson, Wadie Farag, A. R. Mazat, W. H.
Williams, and C. C. Morris.

APPROVAL OF MINUTES

This meeting of the Committee was called especially to approve the remaining minutes of the Biennial Session.

VOTED, That the minutes of meetings held October 26 and 27 be approved as read.

ADJOURNMENT

VOTED, To adjourn.

G. J. Appel, Chairman

C. C. Morris, Secretary