



KEV KOOMTEG

Sis paab lawvle vang hu.

MATHAIS 28:18-20

**KEVCAI LIJCHOJ NTXIV
HUV HAUVPAUG KOOMHUM MOOB
NTAWM COV NTSEEG YEXUS
HAB KEV KOOMTEG QHA TXUJ MOO ZOO**

By-Laws of the Hmong District
of the The Christian and Missionary Alliance

2013 Edition
(*Blue Hmong*)

TXHEEJTXHEEM

Zaaj Lug Coj	1
Tej Lug Txhais	1
Phaaj I: Lub Npe	1
Phaaj II: Lub Homphaj.....	1
Phaaj III: HKM Kev Tswjfw m	2
A. Lub Rooj Saablaaj Txwmxyoo	2
1. Sijhawm Saablaaj Txwmxyoo	2
2. Cov Kaavxwm Thaus Saablaaj Txwmxyoo.....	2
3. Cov Tswj Rooj Saablaaj Txwmxyoo	2
4. Feem Muajcai Saablaaj (Quorum)	3
5. Txujcai Tswj Rooj Saablaaj	3
6. Txujcai Tswj Kev Xaivtsaa.....	3
B. Lub Rooj Tsaavxwm Ntawm HKM.....	4
C. Tej Phaab Dlejnum (Department) Ntawm HKM.....	4
D. Cov Kaavxwm Lwmyaam (Standing Committees)	5
1. Kaavxwm Tawm Ntawv & Tsawbkws Ua Xwbfbw (TTX).....	5
2. Kaavxwm Txhawb Kev Xaa Moo Zoo (Mission Mobilization).....	6
3. Kaavxwm Tshuaj Nyajtxag.....	6
4. Kaavxwm Kevcai Lijchoj Ntxiv (KKLN)	7
5. Kaavxwm Nrhav Chaw Saablaaj Txwmxyoo.....	7
6. Kaavxwm Sawvcev HKM Moog Koom C&MA Rooj Saablaaj Txwmxyoo.....	7
7. Kaavxwm Saib Peev Nyaj Paab Cov Kawm Vaajlugkub.....	7
8. Kaavxwm Namtsev	7
9. Kaavxwm Txivtsev	8
Phaaj IV: Cov Xwbfbw.....	8
A. Xwbfbw Kev Su.....	8
B. Xwbfbw Nyaj Hli.....	9
C. Kev Nojhaus Rua Cov Xwbfbw Raug Hloov Dlejnum	9
D. Xwbfbw Kev Faajseeb Khu Mobnkeeg (Health Insurance)	9
E. Xwbfbw Kev Cobqha (Pastor Retreat)	10
F. Xwbfbw Nyaj Foobxaab (Burial Fund)	10
Phaaj V: Ntawv Tso Cai Rua Txwjlaug Ua Vaajtswv Dlejnum.....	10
Phaaj VI: Nyaj Paab HKM	10
Phaaj VII: Nyaj Paab Cov Kawm Vaajlugkub	10
Phaaj VIII: Kev Dlaws Teebmeem Huv Pawg Ntseeg Hab HKM	11
Phaaj IX: Kev Hloov.....	11

ZAAJ LUG COJ

Hauvpaug Koomhum Moob (Hmong District, herein after HKM) ntawm Cov Ntseeg Yexus hab Kev Koomteg Qha Txuj Moo Zoo (The Christian and Missionary Alliance, herein after C&MA) tau tsimtsaa lawv le kevcai huv xeev Colorado, hab muaj cai ua Vaajtswv dlejnum puv npo lawv le nomtswv Colorado tso cai.

Txawm yog C&MA tubyeej muaj phoo Kevcai Lijchoj tav log lawm los phoo ntawv Kevcai Lijchoj ntawd yog tswjfwv moog dlaav-dlaav xwb. The C&MA tso cai rua txhua lub Koomhum nyag muaj nyag cai lug tsim muaj tej Kevcai Lijchoj Ntxiv (Bylaws) lug tswjfwv lub Koomhum ntawd. Yog yuav ua kuas tav cov Homphaj nraag nuav, HKM yuavtsum tsim kuas muaj ib cov Kevcai Lijchoj Ntxiv lug rua HKM tau siv lawv le nraag nuav.

TEJ LUG TXHAIS

Tej lug txhais (definitions) huv qaab nuav siv tau lug txhais tej kevcai lijchoj ntxiv huv phoo ntawv nuav:

Tsaa (appoint): Nrhav, pumzoo, lossis xaiv ib tug lossis ib paab twg lug tuav ib teg dlejnum yaam tsi muaj kev xaiv lossis pumzoo lug ntawm lwm paab.

Taw (nominate): Tso ib tug npe lug sis tw nyob huv kev xaiv tsaa rua ib lub meejmom.

Xaiv (elect): Pumzoo ib tug lug rua ib lub meejmom twg lug ntawm kev tawmsuab ntawm ncauj lossis pov ntawv.

PHAAJ I: LUB NPE

Lub Koomhum nuav npe hu ua Hauvpaug Koomhum Moob (txij nuav moog siv HKM) ntawm cov Ntseeg Yexus hab Kev Koomteg Qha Txuj Moo Zoo (txij nuav moog siv C&MA).

PHAAJ II: LUB HOMPHAJ

Txhawb nqaa Yexus Khetos kws yog Tug Cawmseej, Tug Ntxhuav kuas Dlawbhuv, Tug Khumob Zoo, hab Tug Vaajntxwv kws tseem yuav rovlug; tshaajtawm Nwg Txujmoo Zoo kuas tav; paab tej Moob ntseeg Vaajtswv lug ntawm kev tsim pawg ntseeg tshab, hab nqug suavdlawg lug uake, kuas muaj peevxwm moog tshaajtawm rua cov tsi tau ntseeg; hab qha cov ntseeg tshab ua Yexus thwjtim, cob puab moog ua Vaajtswv dlejnum, hab xaa puab moog tshaajtawm Txujmoo Zoo thoob nplajteb.

PHAAJ III: HKM KEV TSWJFWM

A. LUB ROOJ SAABLAJ TXWMXYOO

1. SIJHAWM SAABLAJ TXWMXYOO

Lub rooj saablaaj txwmxyoo ntawm HKM yuav muaj nyob txhua lub xyoo. Xyoo twg kws muaj xaiv Thawj Tsaavxwm ces muab tso rua lub 6 hli. Xyoo twg tsi muaj xaiv Thawj Tsaavxwm ces muab tso rua lub 6 hli lossis 7 hli.

2. COV KAAVXWM THAUS SAABLAJ TXWMXYOO

Vim muaj dlejnum ntau yaam yuavtsum thaam hab txhimkhu thaus saablaaj txwmxyoo hab txhua tug xaav kuas tej dlejnum tav sai moog rua qhov zoo, cov Tsaavxwm ntawm HKM muaj cai taw ib cov tuabneeg lug ua kaavxwm nrug leg ntau teg dlejnum lawv le nraag nuav:

- 2.01 Kaavxwm Npaaj Rooj Saablaaj
 - Sau Npe
 - Npaaj Chaw Pw
 - Npaaj Suab Nrov (sound system)
- 2.02 Kaavxwm Xaivtsaa
- 2.03 Kaavxwm Txhimkhu
- 2.04 Kaavxwm Nyajtxag
- 2.05 Kaavxwm Npaaj Yexus Rooj Mov
- 2.06 Kaavxwm Faib Ntaubntawv
- 2.07 Kaavxwm Saib Kev Pehawm Vaajtswv
- 2.08 Kaavxwm Tshuaj Thawj Tsaavxwm Phoo Ntawv Tshaabxu
- 2.09 Kaavxwm Suav Tuabneeg & Tswj Txujcai Saablaaj Txwmxyoo
- 2.10 Kaavxwm Komtswj (agenda)
- 2.11 Kaavxwm Saib Kev Thov Vaajtswv hab lwm paab kaavxwm kws cov Tsaavxwm HKM pum zoo

3. COV TSWJ ROOJ SAABLAJ TXWMXYOO

- 3.01 Tug Tswjrooj: Thawj Tsaavxwm HKM yog tug tswjrooj saablaaj txhua xyoo. Yog Thawj Tsaavxwm muaj chaw taabkaum, nwg muajcai cob lub meejmom tswjrooj rua tug Lwm Thawj Tsaavxwm, lossis rua lwm tug, yog Lwm Thawj Tsaavxwm muaj chaw taabkaum lawm hab. Yog Thawj Tsaavxwm hab Lwm Thawj Tsaavxwm xaiv tsi tswjrooj saablaaj, obtug muaj cai cob lub meejmom tswjrooj saablaaj rua lwm tug.
- 3.02 Tug Teev Ntawv: Tug Teev Ntawv ntawm HKM yog tug teev txhua yaam lug thaus saablaaj txwmxyoo; muab cov lug kws nwg teev tseg ntawd koj moog ntaus, luam, hab koj rov lug nyeem rua rooj saablaaj txais yuav. Cov

Tsaavxwm huv HKM muajcai tsa ib lossis ob tug lug paab tug Teev Ntawv ua dlejum huv lub rooj saablaaj txwmxyoo.

3.03 Cov Tsaavxwm Ntawm HKM: Thaus saablaaj txwmxyoo, cov Tsaavxwm ntawm HKM txhua tug yog cov nyob ze Thawj Tsaavxwm hab tug Teev Ntawv, paab saablaaj hab tawm tswvyim nrug tswj lub rooj saablaaj moog rua qhov zoo.

4. FEEM MUAJCAI SAABLAJ (QUORUM)

Yog ib feem peb (1/3) ntawm cov tuabneeg kws muaj npe tuaj saablaaj txwmxyoo nyob txhij lawm ces rooj saablaaj muajcai saablaaj tau.

5. TXUJCAI TSWJ ROOJ SAABLAJ

HKM lub rooj saablaaj txwmxyoo yuav siv Robert's Rules of Order lug tswj lub rooj saablaaj lawv le ua tau.

6. TXUJCAI TSWJ KEV XAIVTSAA

Yog yuav taw ib leeg twg npe rua kev xaiivtsaa yuavtsum nrug tug ntawd thaam uantej. Yog nwg txaus sab ua lawm maam taw nwg npe. Ib leeg tsuas muaj cai taw tau ib lub npe rua ib lub meejmom xwb.

Yog paab Kaavxwm Xaiivtsaa tub nrug ib leeg twg thaam hab taw nwg npe rua ib lub meejmom (position), tabsis nwg tsi kaam rua puab taw, thov kuas nwg tsi txhob pub lwm tug (floor) taw nwg npe lug sis tw rua lub meejmom ntawd lawm.

Tug kws yuav taw npe lug xaiv ua Thawj Tsaavxwm yuavtsum yog ib tug Kws Xwbfwb. Tug kws yuav raug taw npe lug ua tug Canyon yuavtsum tsi txhob yog xwbfwb.

Yog tug kws cov Kaavxwm Xaiivtsaa tub taw npe lawm, lwm tug muajcai taw nwg npe lug rua lwm lub meejmom los tau, tabsis tug kws raug taw ntawd yuavtsum moog rhu npe tawm ntawm cov Kaavxwm Xaiivtsaa es puab txhaj muaj sijhawm moog taw lwm tug lug hloov ua ntej kev tshaabxu zag ob. Tshwj lub meejmom Thawj Tsaavxwm lawm, lwm lub meejmom yog leejtwg tau suab ntau dlua tug ntawd yog tug tau. Yog has tas muaj ob tug tau suab sis npaug, yuavtsum muab obtug rov lug sistw dlua kuas ib tug tau.

Yog lub meejmom twg muaj ib leeg xwb kws tsi muaj lwm tug lug sistw nrug ces thov yuav suab pumzoo ntawm lub Rooj Saablaaj, tsuas tshwj lub meejmom Thawj Tsaavxwm.

Kev taw npe lug rua huv kev xaiv tsa ua Tsaavxwm huv lub Rooj Tsaavxwm huv HKM (DEXCOM) tsuas muaj cai taw tau ib tug lug ntawm ib pawg ntseeg xwb

hab paab kaavxwm nrug tug xwbfbw lossis txwjlaug thaam txug nwg lubneej ntseeg.

Cov kws ua dlejnum puvcaij (full time employee) huv HKM tsi muajcai raug taw npe lug rua cov meejmom Tsaavxwm (DEXCOM) tsuas tshwj lub meejmom Thawj Tsaavxwm hab Lwmthawj Tsaavxwm (Assistant DS) xwb. (RST 2011)

B. LUB ROOJ TSAAVXWM NTAWM HKM

1. Lub Rooj Tsaavxwm ntawm HKM yuavtsum muaj cuaj (9) leeg, xws le: Thawj Tsaavxwm, tug Teev Ntawv, tug Canyon, hab rau (6) leej Tsaavxwm. Tug Paab tug ThawjTsaavxwm (Assistant to the DS) muajcai koom lub Rooj Tsaavxwm tabsis tsi muajcai tawmsuab. Thawj Tsaavxwm yog tug thawj ntawm lub Rooj Tsaavxwm. (RST 2011)
2. Kev xaiv tug Thawj Tsaavxwm hab tug Lwm Thawj Tsaavxwm (Assistant DS) ca xaiv lawv le C&MA txujcai kws yeej muaj tseg lawm. Cov Tsaavxwm yim (8) leej, plaub (4) leeg yog xwbfbw hab plaub (4) leeg yog txwjlaug (Layman). Tug Canyon yog ib tug txwjlaug. Tug Teev Ntawv yog ib tug kws xwbfbw. Ob tug muaj noobnyoog ua dlejnum ib zag twg plaub (4) lub xyoos hab ua tau ob (2) zag sis txuas xwb. Yog kem ib zag lawm ob tug muaj cai rov lug ua tau. Ntawm rau (6) tug Tsaavxwm (members at large) puab noobnyoog ua dlejnum ib zag twg yog ob (2) lub xyoos hab ua tau 3 zag sis txuas xwb. Yog has tas kem ib zag lawm puab muaj cai rov lug ua tau. (RST 2011)

Yim (8) tug Tsaavxwm nuav ca pov ntawv huv lub Rooj Saablaaj Txwmxyoo. Leejtwg tau suab pumzoo ntau ca tug ntawd ua. Yog cov Tsaavxwm yim (8) leej nuav leejtwg su tsi ua Tsaavxwm ntxiv moog lawm, lub Rooj Tsaavxwm muaj cai xaiv dlua lwm tug lug hloov tug ntawd chaw ua dlejnum moog txug caji xaiv dlua tug tshab.
3. Yog Thawj Tsaavxwm ncaim nplajteb, su dlejnum, saav cev, ua tsi taug dlejnum ntxiv, lossis raug rhu tawm, Board of Director ntawm C&MA maam ua tug nrhav ib tug hloov nwg chaw moog txug nub xaiv tsaa.

C. TEJ PHAAB DLEJNUM (DEPARTMENT) NTAWM HKM

Cov Tsaavxwm ntawm HKM muaj cai yuav ntxiv hab rhu tej phaab dlejnum ntawm HKM lawv le puab pum zoo. Kev nrhav tug thawj (director) ntawm tej phaab dlejnum kuas ua lawv le kevcai ua dlejnum (Office Policy) ntawm HKM. Puab teg dlejnum (Job Descriptions) ca rua cov Tsaavxwm le maam ua tug muab. (RST 2011)

D. COV KAAVXWM LWMYAAM (STANDING COMMITTEES)

1. KAAVXWM TAWM NTAWV & TSAWBKWS UA XWBFWB (TTX)

HKM ib paab tub kaavxwm saib kev tawm ntawv hab tsawbkws ua dlejnum rua tej xwbfwb hab ua dlejnum rua huv HKM. Cov kaavxwm nuav yuavtsum muaj tsi pub tsawg tshaaj tsib (5) leeg hab txhua tug kaavxwm yuavtsum yog cov Tsaavxwm ntawm HKM tsaab hab puab yuav lug ua dlejnum peb (3) lub xyoos. Thaus xaiv tau puab lawm, puab maam le xaiv tug Thawj hab tug Teev Ntawv.

a. Thawj Kaavxwm Teg Dlejnum:

- i. Nwg yuav tau qha hab cob dlejnum rua paab Kaavxwm TTX txhua tug kuas nyag saib nyag teg dlejnum kuas tav lawv le lub sijhawm kws tau teem tseg.
- ii. Nwg yuav tau npaaj hab saib kev kawm ua xwbfwb tshab kuas moog lawv nraim le C&MA teev tseg.
- iii. Nwg yog tug tswj lub Rooj Tsawbkws hab kev tsawbkws.

b. Tug Teev Ntawv

Nwg yog tug teev tej lug saablaaj txhua yaam huv lub Rooj Kaavxwm TTX hab ua dlejnum lawv le tug thawj kuas nwg ua.

c. Txujcai hab Dlejnum Ntawm Lub Rooj TTX

Lub Rooj TTX muajcai yuav ntsuag tej tug xwbfwb kws raug xaa tuaj thov kev tsawbkws saib leejtwg tsimnyog ua kev tsawbkws rua. Lub Rooj TTX muajcai yuav cobqha hab qhuabntuag cov yuav raug tsawbkws kuas paub hab ua tau lub neej lawv le lub meejmom Kws Xwbfwb. Lub Rooj TTX yuav ua kev tsawbkws rua tej tug kws teb dlhau kev ntsuag tsawbkws, hab cob ntawv yeebkoob Kws Xwbfwb rua tug ntawd lawv le kevcai tsawbkws. Lub Rooj TTX yuav qha hab txhawb zug rua tej tug kws tsi dlhau kev ntsuag tsawbkws kuas nwg dlhau lwm zag.

d. Kev Tawmntawv Ua Xwbfwb Tshab.

Tug yuav raug tawmntawv ua xwbfwb tshab yuavtsum tau ua tej yaam le nraag nuav:

- i. Yuavtsum xaa cov ntawv povthawj has txug nwg kev kawm ntawv tav huv Bible College, Seminary, lossis CLA tuaj rua cov Kaavxwm TTX.
- ii. Kawm tej phoo ntawv kws cov Kaavxwm TTX tau teev tseg.
- iii. Tuaj rua cov Kaavxwm ntawd nug (oral exam).
- iv. Yog tug twg tubraug C&MA nug hab tshuaj dlhau lawm, nwg yuavtsum tau kuas C&MA xaa nwg cov ntaubntawv tuaj rua cov kaavxwm nuav.

- e. HKM muajcai siv tug kawm CLA tav ntu ob (level II) lawm moog ua xwbfbw rua tej pawgntseeg, tabsis nwg yuav tau kawm kuas tav ntu peb (level III) ntxiv moog.

Txij le 8/24/91 nuav moog, tug xwbfbw hluas twg yuav quaspj noobnyoog yau es ua tsi tau ntawv sis yuav mas HKM yuav ncuat tsi pub nwg ua xwbfbw moog txug nub kws nwg ua tau ntawv sis yuav lawv le numtswv kevcai.

- f. Kev Kawm Ua Kws Xwbfbw:

Txhua tug kws yuav raug tsawbkws ua Kws Xwbfbw yuav tau ua lawv le nraag nuav:

1. Xaa ntawv povthawj (official transcripts) kws has txug nwg kev kawm ntawv tav nyob huv Bible College, Seminary, lossis CLA tuaj rua cov Kaavxwm TTX.
2. Kawm tej phoo ntawv kws C&MA tau teev tseg.
3. Sau cov ntawv ntsuag nwg kev ntseeg lawv le cov Kaavxwm TTX kuas sau hab xaa rov tuaj rua cov kaavxwm ntawd.
4. Tuaj rua cov Kaavxwm TTX nug (oral exam).

- g. Kev Muab hab Rhu Xwbfbw License

Kev muab hab rhu xwbfbw license ca ua raws le C&MA Uniform Policy. (RST 2011)

2. KAAVXWM TXHAWB KEV XAA MOO ZOO (MISSION MOBILIZATION)

Cov kaavxwm nuav muaj tsib (5) leeg hab yog Rooj Tsaavxwm ntawm HKM tsaa. Puab noobnyoog ua dlejnum yog ob (2) lub xyoos. Puab teg dlejnum kuas ua lawv le HKM txuj kaabke (policy) kws tub muaj lawm, hab paab tsaa lub rooj txhawb nqaa kev xaa moo zoo ntawm HKM thaum lub rooj saablaaj txwm xyoo. (RST 2013)

3. KAAVXWM TSHUAJ NYAJTXAG

Kev tshuaj nyajtxag ntawm HKM yuav tau ndlav lwm lub koomhum tshuaj nyajtxag tuaj tshuaj HKM tej nyajtxag ib xyoos twg ib zag. Dlua le nuav, HKM yuav tau tsaa paab kaavxwm Audit Review Committee lug tshuaj saib tej ntaub ntawv kws lub koomhum tshuaj nyajtxag tub tshuaj taag lawm saib puas muaj tej yaam kws yuav tau khu hab yuav tau tshaabxu rua lub Rooj Saablaaj Txwm Xyoo paub. Puab muajcai lug tawm tswvyim rua lub Rooj Tsaavxwm ntawm HKM txug kev khaws nyajtxag kuas moog lawv le numtswv kevcai. Paab kaavxwm nuav muaj peb (3) leeg hab yog lub Rooj Tsaavxwm ntawm HKM tsaa. (RST 2011)

4. KAAVXWM KEVCAI LIJCHOJ NTXIV (KKLN)

Cov kaavxwm nuav muaj tsib (5) leeg hab yog lub Rooj Tsaavxwm ntawm HKM tsaa. Puab noobnyoog ua dlejnum yog plaub (4) xyoos. Puab teg dlejnum yog txhimkhu kevcai lijchoj ntxiv rua HKM. Lub Rooj KKLN nuav tsuas ua tau dlejnum lawv le Thawj Tsaavxwm, lub Rooj Tsaavxwm, lossis lub Rooj Saablaaj txwmxyoo ntawm HKM tso cai rua puab ua xwb.

5. KAAVXWM NRHAV CHAW SAABLAAJ TXWMXYOO

Cov Tsaavxwm ntawm HKM yog cov txavtxim sab yuav npaaj lub rooj saablaaj txwm xyoo rua qhov twg uantej ob (2) lub xyoo hab taw (3) leeg kws nyob ze lub nroog ntawd nrug rua Thawj Tsaavxwm moog nrhav chaw hab npaaj kuas txhij.

6. KAAVXWM SAWVCEV HKM MOOG KOOM C&MA ROOJ SAABLAAJ TXWMXYOO

Cov kaavxwm nuav yuavtsum tau xaiv lawv le C&MA Kevcai Lijchoj (General Council A3-4) hab puab muaj noobnyoog ua dlejnum 2 xyoos hab ua tau 3 zag sis txuas xwb. Cov kaavxwm nuav yuavtsum yog nwg pawgntseeg ua tug them nqe taugkev hab HKM ua tug them nqe nojhaus hab chawpw. Cov kaavxwm nuav ca rua lub Rooj Saablaaj xaiv, thaus xaiv tau lawm, leejtwg yuav sawvcev rua teg dlejnum twg ca cov Tsaavxwm huv HKM maam ua cov taw.

7. KAAVXWM SAIB PEEV NYAJ PAAB COV KAWM VAAJLUGKUB

Cov kaavxwm nuav yog cov Tsaavxwm ntawm HKM tsaa, yaam tsawg tsi pub tsawg tshaaj 5 leeg nrug rua Thawj Tsaavxwm huv HKM. Puab noobnyoog ua dlejnum yog peb (3) xyoos. Cov kaavxwm nuav teg dlejnum yog le nraag nuav: (RST 1996)

- a. Saib cov nyaj kws suavdlawg xaa tuaj rua peev nyaj kws paab cov kawm Vaajlugkub kws muaj teev nyob Phaaj VII.
- b. Nrhav nyajtxag lug rua peev nyaj nuav.
- c. Muaj cai txavtxim sab siv cov nyaj nuav moog paab cov kawm Vaajlugkub lawv le puab pum zoo.

8. KAAVXWM NAMTSEV

Namtsev (Alliance Women Ministries) ntawm HKM kuas coj hab ua lawv le kaabke (policy) ntawm namtsev. Ntawm tug Thawj Namtsev ca rua lub Rooj Saablaaj Txwm Xyoo ntawm HKM ua tug xaiv. Thawj Namtsev hab cov kaavxwm namtsev noobnyoog ua dlejnum ibzag twg yog ob (2) lub xyoos hab ua tau peb (3) zag sis txuas xwb. (RST 2013)

9. KAAVXWM TXIVTSEV

Txivtsev (C&MA Men's Ministry) kuas koj hab ua lawv le kaabke (policy) ntawm txivtsev. Tug Thawj Txivtsev ntawm HKM yog lub Rooj Saablaaj Txwm Xyoo ua tug xaiv. Ntawm lwm tug kaavxwm, ca rua cov sawvcev txivtsev ua tug xaiv. Puab noobnyoog ua dlejnum ib zag twg yog ob (2) lub xyoo hab ua tau peb (3) zag sis txuas xwb. (RST 2013)

PHAAJ IV: COV XWBFWB

A. XWBFWB KEV SU

1. Vacation: Txhua pawgntseeg kws zwm rua HKM muab sijhawm su dlejnum ib lub xyoos twg 4 lub limtam lossis tshaaj le ntawm pawgntseeg pum zoo rua txhua tug xwbfbw kws ua dlejnum puv sijhawm (full time) suav txij lub 1 hlis xyoo 2001 nuav moog. Cov xwbfbw kws ua dlejnum tsi puv sijhawm (part time) ca rua pawgntseeg maam le nrhav kev paab le pawgntseeg muaj cuabkaav paab tau.
2. Sabbatical leave
 - a. Eligibility: Ib tug xwbfbw twg kws ua dlejnum rua ib pawgntseeg twg puv peb (3) xyoos txwm mas nwg muajcai thov su sabbatical le ntawm 30 nub. Yog tug xwbfbw twg ua dlejnum rua pawgntseeg ntawd nto 6 xyoos mas nwg muajcai thov su sabbatical le 45 nub, hab txhua txhua peb (3) lub xyoos tomqaab moog. Tuab lub sijhawm kws xwbfbw su sabbatical mas yuav tsi pub nwg siv nwg cov vacation sibxyaw nrug uake. Yog tug xwbfbw ntawd moog nyob rua pawgntseeg tshab, nwg yuav tau rovqaab cuab cov xyoo ua dlejnum tshab le sau nuav dlua.
 - b. Tug nqe (cost): Thaus twg cov tsaavxwm huv pawgntseeg pub xwbfbw su sabbatical, cov tsaavxwm huv pawgntseeg ntawd yuav tau npaaj ib cov nyajtxag rua huv puab dlaim peevnyaj puagxyoo (annual budget) koj lug paab rua lub sijhawm kws puab tso puab tug xwbfbw moog su sabbatical. Puab tug xwbfbw yuav tau cov nyaj hli hab cov benefits tsi tuncua rua lub sijhawm ntawd.
 - c. Cov tsaavxwm huv pawgntseeg yuav ua cov sojntsuam saib puab tug xwbfbw teg dlejnum su sabbatical le nuav ua lawv le tau coglug tseg (conditions) nraagqaab nuav:
 1. Lub sijhawm kws xwbfbw taabtom su sabbatical nuav, tsi pub kuas xwbfbw siv lub sijhawm nuav moog nrhav lwm txuj dlejnum.
 2. Tug xwbfbw ntawd yuavtsum yeem nrug pawgntseeg ntawd nyob moog kuas puv ib xyoos tomqaab kws pawgntseeg ntawd pub nwg su sabbatical.

Yog tug xwbfbw ntawd moog rua ib qho qhovtwg vim muaj kev yomceev (emergency) los yog tej xwmtxheej tshwjxeb (special situation), tug xwbfbw ntawd yuavtsum them cov nyajtxag kws nwg tau txais (receive) lug ntawm pawgntseeg kuas puvnpov rovqaab rua pawgntseeg rua lub sijhawm kws nwg tau su sabbatical nuav.

3. Xwbfbw yuavtsum sau ntawv qha teg dlejnum kws xwbfbw xaav ua kuas tshwmsim rua cov tsaavxwm huv pawgntseeg paub (saib dlaimntawv thov su sabbatical tomqaab).
4. Thaus kws tug xwbfbw ntawd su sabbatical puv noobnyoog lawm, nwg yuavtsum sau ib tsaabntawv tshaabxu yaam tsawg tsi pub kuas tsawg tshaaj 5 nplooj (5 pages) cob rua cov tsaavxwm huv pawgntseeg hab rua Thawj Tsaavxwm huv HKM. Tug xwbfbw ntawd yuavtsum sau nwg tsaabntawv tsi pub kuas dlhau 3 lub hlis tomqaab kws nwg rovqaab lug cuab ua nwg teg dlejnum. Nwg yuavtsum qha txug teg dlejnum kws nwg ua tau tav hab has txug has tas nwg teg dlejnum muaj feem paab rua nwg txujkev lujhlab fuamvaam ntawm nwg pawgntseeg.
5. Xwbfbw yuavtsum sau ntawv thov su sabbatical 6 lub hlis uantej kws nwg yuav moog su.

B. XWBFBW NYAJ HLI

Xwbfbw nyaj hli ca tej pawgntseeg muab lawv le kev noj haus huv lub nroog hab lub xeev kws pawgntseeg nyob ntawd saib kim los pheejyig; tabsis thov kuas pawgntseeg muab kuas tsimnyog hab txaus noj txaus haus rua xwbfbw.

Ib xyoos twg lub rooj tsaavxwm huv pawgntseeg yuav tau nce nyaj hli rua xwbfbw ib zag. Kev nce nyaj hlis rua xwbfbw yog lub rooj tsaavxwm le dlejnum hab tsuas koj moog rua pawgntseeg pum zoo txais yuav xwb.

C. KEV NOJHAUS RUA COV XWBFBW RAUG HLOOV DLEJNUM

Yog ib tug xwbfbw kws tau ua dlejnum rua pawgntseeg hab tau txais nyaj hli lug ntawm pawgntseeg xwb, raug hloov hab tsi tau muaj dlejnum tuav, pawgntseeg kws nwg nrug nyob ntawd yuavtsum tau paab ib lub nyaj hli rua tug xwbfbw ntawd; tabsis yog tug xwbfbw thov tawm dlejnum ces nwg yuav tsi tau txais ib lub nyaj hli ntawd.

D. XWBFBW KEV FAAJSEEB KHU MOBNKEEG (HEALTH INSURANCE)

Yog ib tug xwbfbw twg ua dlejnum puv caij (full time) rua ib pawgntseeg lawm, pawgntseeg ntawd yuav tau yuav kev faajseeb khu mobnkeeg rua tug xwbfbw ntawd hab nwg tsev neeg.

E. XWBFWB KEV COBQHA (PASTOR RETREAT)

Thawj Tsaavxwm (DS) yuav tau npaaj muaj pastoral retreat rua cov xwbfbw hab nam xwbfbw ib xyoo twg ib zag. Txhua yaam expenses rua xwbfbw hab nam xwbfbw moog koom yog pawg ntseeg them.

F. XWBFWB NYAJ FOOBXAAB (BURIAL FUND)

HKM npaaj muaj ib peev nyaj ua nyaj foobxaab rua cov xwbfbw (Hmong District Protective Benefit Plan), (RST 1989). Kev tswj peev nyaj nuav kuas ua raws le Hmong District Protective Benefit Plan qhov kaabke (policy). (RST 2013)

PHAAJ V: NTAWV TSO CAI RUA TXWJLAUG UA VAAJTSWV DLEJNUM

Peb cov ntseeg kuj muaj ntau yaam kevcai kws yuav tsum tau ua, yog le, HKM txhaj tso cai rua Thawj Txwjlaug lossis Thawj Tsaavxwm ntawm tej pawgntseeg kws tsi muaj xwbfbw ua kevcai hab kaabke rua cov ntseeg. Ib yaam kws tsi tso cai rua ua yog kaabtshoob kevkug kws yuav tsum tau ntauwv ntawm numtswv.

PHAAJ VI: NYAJ PAAB HKM

- A. Txhua pawgntseeg kws zwm rua huv HKM yuavtsum xaa 10% ntawm cov nyaj kws sau tau huv txhua lub hlis tuaj rua HKM ua dlejnum, tsi pub dlhau nub tim 10 ntawm txhua lub hlis. Cov nyaj 10% tsuas xaam cov nyaj kws sau lug paab pawgntseeg kev dlha dlejnum (general operating fund or general receipts) xwb, tsi xaam cov nyaj sau npaaj yuav tuamtsev (building fund), cov nyaj sau paab Kev Xaa Moo Zoo (Great Commission Fund) lossis lwm yaam kev xaa moo zoo, hab tej nyaj kws sau tshwjxeeb (designated fund). (RST 2011)
- B. HKM muajcai sau ntauwv thov nyaj ua dlejnum lawv le kev siv nyaj kws lub Rooj Saablaaj Txwmxyoo tau kom tseg lawm.

PHAAJ VII: NYAJ PAAB COV KAWM VAAJLUGKUB

- A. HKM yuav muab cov nyaj kws cov tswvcuab xaa tuaj paab rua cov kawm Vaajlugkub qeb sab hab cov kws kawm huv C&MA tej tsev kawm ntauwv (Bible Colleges). Yuav paab rua cov kws kawm moog rua 6 yaam le nraag nuav:
1. Cov kawm Pastoral lossis Church Ministries
 2. Cov kawm Missions
 3. Cov kawm Christian Education
 4. Cov kawm Church Music
 5. Cov kawm Youth Ministries (RST 1995)

6. Cov kawm Bible and Theology (RST 1995)
- B. Yog leejtwg kawm tsi tav lossis kawm tav tabsis tsi lug ua dlejšnum rua HKM, nwg yuav tau them cov nyaj kws HKM tau paab nwg lawm rov qaab rua HKM kuas txhaj muaj nyaj paab cov kawm tshab moog ntxiv.
- C. Yog tug tub kawm Vaajlugkub twg yuav quaspuj kws tsi tau ntaubntawv sibyuav, HKM yuav tsi paab nyaj scholarship rua nwg. (RST 2011)

PHAAJ VIII: KEV DLAWS TEEBMEEM HUV PAWG NTSEEG HAB HKM

Kev dlaws teebmeem huv pawg ntseeg hab huv HKM yuav siv C&MA tug Uniform Policy on Discipline, Restoration, and Appeal.

PHAAJ IX: KEV HLOOV

Txhua yaam kws sau rua huv phoo Kevcai Lijchoj Ntxiv nuav yeej muajcai muab khu dlua tshab tau xwsle: tsub ntxiv rua, rhu tawm ib txha, lossis rhuav cov lug qub es hloov dlua cov lug tshab rua, tabsis yuavtsum yog HKM Rooj Saablaaj Txwmxyoo pum zoo txug 2/3 mas txhaj hloov tau, tshwj cov lug sau yuamkev (misspellings), teev tsi yog (inaccurate numbering or inaccurate cross-reference), lossis sau tsi meej (simple edit) kws yeej tsi hloov lub ntsab lug.

Paab Kaavxwm Kevcai Lijchoj Ntxiv xwb txhaj muaj cai khu cov lug sau yuamkev, teev tsi yog, lossis sau tsi meej kws has lug sau nuav. Cov lug khu kws has lug sau nuav tsuas yuav tau (officially adopted) yog tom qaab HMK Rooj Tsaavxwm (DEXCOM) twb pum zoo lawm. HKM Rooj Tsaavxwm lossis paab Kaavxwm Kevcai Lijchoj Ntxiv maam ua ntawv qha cov pawgntseeg tej qhov kws raug khu. (RST 2013)