ISCJ CONSTITUTIONAL AMENDMENT PROCEDURE
(Procedure No.___________)

Right to propose amendment:

1. A proposed amendment may be submitted by any ISCJ voting member in good standing for the last five consecutive years prior to submitting the amendment. The amendment must be submitted before May 31 for presentation at the next Annual General Body Meeting.

2. A proposed amendment must be supported by at least five voting members in good standing for the last five consecutive years, (who are not close relatives as defined in the ISCJ Constitution) and must be written in English.

Procedures

1. The proposed amendment must be submitted to the Chairperson of the Constitution Committee with a copy to the President and Chief Overseer of the ISCJ.

2. The Chairperson of the Constitution Committee shall acknowledge in writing the receipt of the proposed amendment submitted by any ISCJ voting member in accordance with the above and copy the acknowledgement to the President & the Chief Overseer within 30 calendar days of the receipt of the proposed Amendment.

3. The Constitution Committee shall review the proposed amendment and contact the sponsor by October 1 to schedule a meeting.

4. During the meeting with the sponsor, the Committee shall express its opinion with regard to the proposed amendment and may suggest suitable modifications to the proposed amendment. If the sponsor agrees with the Committee's opinion, then the proposal along with Committee's modifications (if any) shall be presented to the Board of Trustees. If the sponsor disagrees with the Committee's opinion, then the sponsor's proposal as is along with the Committee's opinion and recommendation shall be submitted to the Board of Trustees for its review and decision. It may be possible that the proposed amendment does not get presented to the Board of Trustees if the Committee determines that this is not a tenable amendment and the sponsor agrees.

5. The Board shall have 2 months to review and provide its decision to the Constitution Committee. For the amendment to go forward, it must be approved by 2/3 of the full Board of Trustees. The chairperson of the Constitution Committee shall advise the sponsor of the board’s decision.

6. If the amendment is not voted down by the Board in accordance with the above, the proposed Amendment along with the Constitution Committee's opinion and the Board's decision shall be presented to General Body for vote at the next annual meeting. This information shall accompany the Annual Report that is
mailed to all voting members prior to the annual meeting. Nothing in this paragraph precludes negotiation and agreement on the language of the amendment between the Board and the Constitution Committee along with input from the sponsor.

7. Once the General Body has voted, the amendment will be adopted if it is approved by three quarters of the attending members at a qualified general body meeting. If it falls short of the level of votes required for adoption, the amendment fails. A failed Amendment cannot be placed “as is” on the voting ballot for at least three years.

8. If adopted, the amendment will become effective once the two weeks appeal period from the date of voting has expired without an appeal/protest/objection filed with the Overseers during this period. The protest will be limited to a violation of the above referenced procedures only.

9. The Chief Overseer shall include the results of voting on any amendments voted by the General Body, in its Report to the Board within four weeks after the election/amendments are voted upon.

10. If the amendment is adopted, the Constitution Committee shall revise the Constitution accordingly. The Chief Overseer shall date and affix his/her signature to the new version of the amended Constitution and seal it with an imprint of the ISCJ Seal. This procedure shall be completed within 45 calendar days of the General Body Meeting adopting the amendment.

11. The Amended Constitution shall then be recorded by the Secretary of the Board and issued for record to be maintained at the ISCJ Central Office with a copy to the Chief Overseer and the Chairperson of the Constitution Committee. The Amended ISCJ Constitution shall be scanned and converted to a PDF file on a Read-only, CD-R and copies kept by the ISCJ Office, the Chief Overseer and the Chairperson of the Constitution Committee. The Amended Constitution shall also be posted to the ISCJ Web site in Read-only format.

12. At the next Annual Meeting, a hard copy of the Amended Constitution shall be available for all to review.

13. Adoption of this procedure: The adoption of this proposed procedure to replace any existing procedure addressing the subject (or in absence of any existing written procedure addressing this subject), shall require two-thirds (2/3) majority vote of full bodies of the Constitution Committee and the Board of Trustees.

14. Modification of this Procedure once Adopted: Modification of this procedure once adopted, shall require at least two-thirds (2/3) majority vote of the full bodies of the Constitution Committee and the Board of Trustees.

*Definition:* Full Bodies means: The total number of members of the Constitution Committee and the total number of elected and appointed Board of Trustees.