

**Louisiana Conference
Board of Ordained Ministry
Guidelines for the Transfer Committee
and Conference Membership Transfer Policy Number 103**

What is the function of the committee?

- Interviews all applicants whose files are complete for transfer and recommends to the Conference Board of Ordained Ministry the appropriate relationship to the Louisiana Conference. The scope of the Committee's work includes elders, deacons in full connection, provisional elders and deacons, deacons, and diaconal ministers from other United Methodist Annual Conferences; persons ordained in other Methodist and other Christian denominations.
 - Determines if applicants meet the criteria for the promise of effective ministry within the Louisiana Conference.
 - Makes some value judgments about the applicants.
 - Sends the recommendation of the CBOM to the cabinet and the bishop.
1. Procedures have been developed for all persons from other United Methodist conferences, other Methodist denominations, and other Christian denominations requesting appointments in the Louisiana Conference. An interview with and recommendation by the Transfer Committee of the Conference Board of Ordained Ministry is required. The Transfer Committee recommends to the CBOM, which then recommends to the cabinet and bishop, prior to the appointment. Such appointments are made only if an appointment is available.
 2. Persons requesting appointment under ¶346.1 ("on loan"), ¶346.2 ("O.F."), or ¶331.8 (deacons) must be interviewed by a district superintendent and have their credentials reviewed by the Transfer Committee prior to appointment. A recommendation would then be made to the CBOM, and then the CBOM's recommendation would be sent to the cabinet and the bishop. Note that such appointments are renewed annually.
 3. Review and recommend annually persons "on loan" and appointed as "ministers of other denominations-OF" and recommend their continuance to the CBOM, which recommends to the cabinet.
 4. In order for the Transfer Committee to have adequate time to complete their task, persons seeking to transfer their United Methodist Conference Membership to the Louisiana Conference shall serve at least one (1) year in the Louisiana Conference before their transfer may be approved. However, for missional purposes of the Louisiana Conference and extenuating circumstances (the sending Bishop will not agree to a 346.1, etc.), the Louisiana Conference bishop may request to have the one (1) year service requirement waived and effect the transfer immediately.

Adopted by the Conference Board of Ordained Ministry on January 24, 2006

Updated to be consistent with the 2012 Book of Discipline on March 1, 2013