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**Subject:** Policy Development Process

there have been questions about the procedure the Chapter is to use for the adoption of policy statements on social justice issues. This policy was adopted in November 2005 by the Chapter after much discussion and final adoption by the Peace and Justice Committee. It follows below.

#### PROCESS AND FORMAT FOR SUBMISSION OF PEACE AND JUSTICE POLICIES FOR SUBMISSION AND CONSIDERATION BY THE CHAPTER OF ST. PAUL'S EPISCOPAL CATHEDRAL

The following is the minimum that must be part of any proposal for adoption by the Chapter of St. Paul's Episcopal Cathedral as a policy statement on a Peace and Justice issue. Nothing in this process is intended to inhibit any individual clergy, staff, or member from expressing a personal commitment to a position.

A proposed policy paper, written in resolution format, is submitted to the Dean that contains, as a minimum, the following elements. The Dean may refer the proposal back for further study or submit it to the Chapter for consideration.

Describe, generally, the Peace and Justice issue that is being presented to the Chapter for consideration.

What is the position of the National Church found in the resolutions of the Triennial Convention?

Describe in detail the research that was collected and examined relative to the specific Peace and Justice issue. Attach any relevant research.