

Constitutions and General Directory of the Society of the Divine Savior



Incorporating changes made by the General Chapters
since 1987 and approved by the Holy See

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Constitutions of the Society of the Divine Savior



MMXIX



SOCIETAS DIVINI SALVATORIS
CURIA GENERALIZIA DEI SALVATORIANI

Via della Conciliazione, 51
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Fr. Milton Zonta SDS
Superior General

Protocol No. AVB 19-102

Rome, 21 July 2019

Dear Confreres,

Our life as Christians, and more specifically as Salvatorians, is based upon the gospel, where we can find revealed the definitive way that God has revealed himself through his Son, Jesus Christ, the Savior of the world.

Fr. Francis Mary of the Cross Jordan, our Venerable Founder, was compelled by the Holy See to provide the original rule of the Apostolic Teaching Society, which expressed and made accessible his own spirituality as reflected in the charism of his Foundation, for his then and future spiritual sons and daughters: the Salvatorians.

This original rule, an expression of Fr. Francis' deep experience of God and his explicit desire for the salvation of all people, was written by our Founder in his historical, cultural and geographical context. It is for this reason that it has been subject to changes over time, in order to keep the core of it always accessible and understandable; the world changes continuously, as does our Salvatorian reality. Therefore, the way we express the original spirituality of the Founder and the charism of his Foundation, nowadays known as the Society of the Divine Saviour with its own Constitutions and General Directory, has to be open for adaption.

The XIX General Chapter, held in Sankt Ottilien Abbey in Germany in 2018, the Centenary of the death of Fr. Francis Jordan, approved changes to the Constitutions and General Directory. Since changes to the Constitutions require approval by the Holy See, the Generalate submitted those changes to the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life. The Dicastero has informed the Generalate that all the changes were approved, and also, they suggested other changes we have integrated.

I am pleased that on this, the date of the anniversary of the Founder's ordination to the priesthood, we can make available for all members the new text of our Constitutions and General Directory, and I express my fervent hope that this rule of life will help all of us live as faithful spiritual sons of Fr. Francis Jordan, making known the love of God for all people everywhere and always.

In Christ the Savior,



Fr. Milton Zonta SDS
Superior General



Fr. Agustín Van Baelen SDS
General Secretary

PREFACE

Dearly Beloved,
teach all nations, especially the children,
to know the true God
 and him whom he has sent, Jesus Christ.
I charge you in the sight of God and Jesus
who will judge the living and the dead
by his coming and his kingdom:
proclaim the word of God,
 be urgent in season, out of season,
rebuke with all patience and teaching.
Go, and with perseverance
speak all words of eternal life
 to the people.
Announce and write the heavenly doctrine
 to all without respite.
This is the will of God, dearly beloved,
that all people may know the eternal truths.
I beseech you not to falter

from announcing the whole
of God's purpose,
so that with St. Paul you can say:
I am innocent of the blood of all.
Do not cease, day or night,
to admonish each and everyone,
even with tears.
Overlook no useful opportunity
to announce and teach the doctrine
of God to all,
both publicly and from house to house.

Rule 1884

CHAPTER ONE

OUR SALVATORIAN CALL AND MISSION

The purpose of the Apostolic Teaching Society is to strengthen, to defend and to spread the Catholic Faith everywhere in so far as this is committed to it by Divine Providence. Therefore, by exercising this ecclesiastical teaching function in word and writing, it intends to achieve the end that all people might know more and more the one true God and Him whom He sent, Jesus Christ, and that they might live holy lives and save their souls.

Rule 1882

- 101 The kindness and love of God for humanity
have appeared in Jesus Christ.
In Him, the one true Savior of the world,
all people are called to union with God
and one another
to form the People of God.
Inspired by the Holy Spirit
and out of concern for the salvation of all
Father Francis Mary of the Cross Jordan
founded the Society of the Divine Savior
and gave it the apostolic purpose
to announce to all people
that Jesus is the Savior.
- 102 Christ urges us, as he did the Apostles,
to embrace a life of total dedication to God.
Our baptismal call urges us

to strive for perfect love
 which for us is realized in life in community
 according to the evangelical counsels
 and apostolic service.

- 103 Moved by the words of the Gospel:
 “Eternal life is this: to know You,
 the only true God, and Jesus Christ whom You have sent,”
 our Founder gave us the command and mission
 not to rest content
 until all people know, love, and serve Jesus
 as their Savior.
- 104 To progress toward this ideal
 we endeavor to grow
 in the knowledge and love of the Savior
 and make Him known to others.
 We foster an unshakeable trust in God
 and a true spirit of prayer,
 being convinced that we can do all things
 in Him who strengthens us.
- 105 Like our Founder,
 we seek to fulfill God’s will
 as we live and work in faithfulness to the Church,
 serving others in simplicity and humility,
 thereby manifesting to the world
 the goodness and love of God our Savior.
- 106 The Society of the Divine Savior
 is an apostolic clerical religious institute
 with papal approbation.
 It has its own habit
 worn according to the norms
 of the universal law of the Church.

- 107 To achieve our apostolic aspiration more effectively,
we promote cooperation
with the Sisters of the Divine Savior,
with whom we share our origin and purpose.
- 108 According to the original intention of our Founder,
we seek to promote cooperation
with individuals and groups
joined with us in his spirit and apostolic purpose.
They collaborate in the apostolic works
of the Society without the right of participation
in its internal life or governmental structures.
- 109 The Society is dedicated to the Divine Savior.
Our patrons are Mary, Mother of the Savior,
the Apostles, St. Michael, and St. Joseph.

CHAPTER TWO

OUR APOSTOLIC LIFE

By their example, by means of the spoken and written word, and by all ways and means which love for Christ may inspire, the members should seek wisely and zealously in the Lord to make known to all and to glorify everywhere God the Father and His Son, Jesus Christ, and the Holy Spirit, in order to bring people to salvation.

Rule 1886

- 201 Our Salvatorian life is apostolic
and is the expression of the love of Christ
urging us to spend ourselves
for the salvation of all people,
confident that thereby we ourselves grow continually
in our union with God.
- 202 We proclaim Jesus Christ to all people
by all ways and means which the love of Christ inspires,
especially through the witness of our lives,
our kindness,
and our apostolic zeal.
In fulfilling this ministry
we always respect human dignity,
and we are ready to serve all people without distinction.
- 203 In the selection of our apostolic activities,
faithful to the charism of the Founder
and the purpose of the Society,

we are guided by the call of the universal Church,
 the demands of the local Church,
 the signs of the times,
 the manifold needs of all people,
 and the capabilities and gifts of the members.

- 204 It is our special concern
 to promote the development of the Christian vocation
 of those people who devote themselves
 to the fashioning of human society
 and the proclaiming of the Gospel message.
- 205 Jesus Christ had a preferential love
 for the poor and oppressed.
 The work of justice and peace in the world
 is part of our task of evangelization.
 Therefore, in all our apostolates,
 we wish to promote social justice
 and cooperate with those
 who work in the spirit of Christian love
 to overcome poverty,
 injustice, and oppression of every kind.
- 206 We are obliged to evaluate
 our apostolic activities periodically,
 especially according to Gospel values,
 and to update the methods and means
 we employ in them,
 in order to ensure an ever more adequate response
 to the needs of the People of God.
- 207 The Society is absolutely committed
 to the protection of children,
 adolescents and vulnerable adults,
 including our own members,
 from sexual and other forms of abuse.

This requires collaboration
between the generalate and the units
with the implementation
of clear and specific safeguarding policies
and procedures at both
the generalate and unit levels.

CHAPTER THREE

OUR LIFE ACCORDING TO THE EVANGELICAL COUNSELS

THE EVANGELICAL COUNSELS IN GENERAL

The rule and life of this order is to observe the holy Gospel of our Lord Jesus Christ by living Obedience, Poverty, Chastity, and the Apostolate.

Rule 1884

- 301 Jesus Christ calls all to holiness of life
and to collaboration in His work of salvation.
We answer this call
by following the way of the evangelical counsels
in the Society of the Divine Savior.
- 302 By religious profession
we radically dedicate ourselves to God
and we commit ourselves for the sake of the Kingdom
to a life of celibate chastity,
poverty,
and obedience
in our Society,
according to its rules.
Through this dedication and commitment,
we worship God,
we deepen our personal union with Christ,
we strengthen our unity as a community,
and we increase our availability for apostolic ministry.

- 303 By progressing day to day in our commitment,
we become ever more authentic witnesses
to the healing presence of Christ in our world
and testify to the new and eternal life
which he has won and promised to us.
- 304 In our following of Christ,
we see Mary and the Apostles as our example and help;
they joyfully and generously
cooperated in Christ's salvific work.

PROFESSION FORMULA

- 305 The following is the formula for the profession
of temporary or perpetual vows:

*Lord Jesus Christ, Savior of the World, in order to follow
You faithfully and to serve You and Your work of Salvation,
I, N. N., dedicate myself to You in Your Church without
reserve to a life of apostolic service in the Society of the
Divine Savior. In order to do this, I vow to You (for life or
for one year), in the presence of N. N. (and the community),
celibate chastity, poverty, and obedience according to the
constitutions. At the same time, I trust in the help of our
Blessed Lady, Mother of the Savior, and all the patrons of
the Society, as well as the daily help of my confreres. Accept,
O Lord, my commitment and with your grace strengthen
my resolution to fulfill all my life what I have vowed.*

CONSECRATED CHASTITY

*Faithfully observe the vow of chastity; keep yourself most chaste in body
and in mind.*

Rule 1884

- 306 God, who has loved us first,
has given us the charism of celibate chastity
and calls us to open our hearts in love to Him

and to all people.
In response to His call,
we freely dedicate ourselves to God
in order to promote His Kingdom
with the total strength of our love.
Through celibate chastity,
we wish to follow Christ,
to build our community in brotherly love,
and to increase our apostolic availability.

307 Through temporary and perpetual profession,
we oblige ourselves by vow
to live consecrated chastity,
in which we forego marriage
for the sake of the Kingdom
and observe perfect continence,
so that we grow in our commitment to God
and in self-giving service
to those with whom we live
and to whom we are sent.

308 Consecrated chastity is strengthened
by the celebration of the sacraments,
fidelity to prayer,
meditation on the word of God,
prudent self-control,
and generosity in service.

309 Consecrated chastity is more easily lived
where there is found in the community true charity,
extended to all,
and binding all together.

310 Consecrated chastity, lived in faithfulness and joy,
is a sign which witnesses to God's love for all
and foreshadows the union of all people

in the world to come.
 The love of God in us
 gives us the strength
 to mature in this state of life.

POVERTY

The members should possess nothing as their own; whatever they acquire they acquire for the Society. I admonish each and every one of you in the Lord to observe holy poverty faithfully and uprightly as the foundation of our Society. You ought to rightly say with Blessed Peter: "Behold we have left all things and have followed you" (Mt 19:27).

Rule 1884

- 311 Jesus Christ lived poorly and simply
 and did not cling to and depend upon
 the goods of this world.
 He invites us to live in like manner
 and calls us to leave all things
 and follow Him.
 Through our life in evangelical poverty,
 we free ourselves
 to place ourselves, our talents, our abilities,
 and all that we have
 effectively at the service of God's people.
- 312 Through temporary,
 and perpetual profession,
 we oblige ourselves by vow
 to live evangelical poverty,
 in which we renounce the right
 of independently using or disposing of material goods,
 so that we grow in our reliance on God,
 and free ourselves for service and witness.

- 313 Our Founder had an unshakeable trust
in Divine Providence.
We likewise consider evangelical poverty
fundamental to our Society
being convinced that a spirit of poverty
is absolutely necessary
for the credibility of our lives
and witness.
- 314 We live our evangelical poverty
through a community of goods,
sharing with one another
all that we are,
all that we have,
and all that we receive,
using everything responsibly.
Bound by the common law of labor,
we work together for our livelihood
and plan the most fruitful disposition of our resources
in our ministry.
- 315 We live our personal and communal poverty
in solidarity and responsibility
with the poor of the world,
because each person has a fundamental right
to live in human dignity
and to share in the goods of the world.
We avoid unnecessary accumulation
of goods and share with those in need.
Our lifestyle must be a witness to the Gospel.
- 316 The members retain the right of ownership
of the goods they possessed
before their first profession in the Society
and also over those which they acquire
through inheritance, legacy, or legal gift.

- 317 The members renounce
the right of administration
and the benefits of these goods.
Therefore, before their first profession,
by means of an appropriate document,
they appoint an administrator of their property
and freely dispose of its use
and the benefits that accrue from it.
Changes in this document may be made
with the permission of the unit superior.
- 318 Before perpetual profession
the members also make a will.
Permission of the unit superior
is requested prior to a change in it.
- 319 After their first profession in the Society,
all that the members gain by their work
is gained for the community.
Gifts, pensions, and insurance payments
become the property of the community
and are at its disposal.
In the use of community goods,
the members are under the direction of the superior
who takes into account the will of the community.
- 320 One who leaves the community
has no claim for reimbursement from the Society
for services rendered,
nor can he claim repossession
of what he has earned from his labor.
However, in equity and charity,
the Society helps him start a new way of life.
Statutes of the unit give directives.

OBEDIENCE

Just as our Lord and Master Jesus Christ did not come into this world to do His own will but the will of His Father, so also the members have not entered the Society to do their own will, but the will of their heavenly Father, for the obedience which is shown to superiors is shown to God.

Rule 1886

- 321 Jesus fulfilled in all things
the will of His Father
and redeemed all people.
God calls us to place our lives entirely at His service.
Through evangelical obedience
we answer this call,
integrate ourselves into a fraternal community,
and share Christ's work of salvation.
- 322 Through temporary and perpetual profession,
we oblige ourselves by vow
to a life of obedience
in which we embrace the Salvatorian way of life
and its ministries
in obedience to our superiors
in accordance with our rules,
so that we grow in the freedom of the children of God
and respond as faithfully as possible to His will.
- 323 In communal dialogue and prayer,
we seek to discern God's will
through His word in scripture,
through the directives of the Church,
through our rules,
through the directives of legitimate authority,
and through personal conscience,

interpreting the signs of the times
and responding to the needs of the People of God.

- 324 Superiors exercise authority as a service
in responsibility before God and the community.
It is their task to encourage,
unite, and lead the members
in fidelity to the Gospel
and our Salvatorian vocation,
furthering the realization of our mission in the Church.
In exercising this service,
they have the right to make decisions
and issue commands, if necessary.
- 325 Since we share in responsibility
for the well-being of our Society and its mission,
our obedience is to be active,
enlightened, and mature.
Responsible obedience presupposes
a good relationship
between the members and their superiors.
This demands mutual trust and openness.
We seek to fulfill our duties in the community
and in ministry wholeheartedly
and in a spirit of obedience and cooperation.
- 326 We respect the authority of the superior
as well as the dignity,
gifts, and personal initiative of every member.
Thus, in a proper balance of rights and responsibilities,
we foster a community among ourselves
in which we channel our energies
towards the mission of the Society
and are willing and available
to accept the tasks assigned to us.

327 We also share in Christ's work of salvation
when, in obedience,
we accept the will of God
even though it involves suffering.
In this we bear witness to others
of the redemptive value of their own sufferings.

CHAPTER FOUR

OUR COMMUNITY LIFE

I beseech you, to lead a life worthy of your vocation, bearing with one another charitably, in complete selflessness, gentleness, and patience. Above all, have a constant mutual love for one another; for charity covers a multitude of sins. A new commandment I give you, says the Lord, love one another; just as I have loved you, you also must love one another. All your deeds must be done in love.

Rule 1884

- 401 We are called by God
to a community of faith,
fraternity,
and apostolate.
Following the example of the first Christians,
we share with our confreres
our faith experience,
our friendship and fraternal living
and our apostolic activities.
- 402 Gathered in the name of Christ, the Savior,
we are assured that He is in our midst
as the continuing source of our unity,
our strength, and our apostolic effectiveness.
- 403 Our community life is characterized by its apostolic spirit
and our apostolic life is formed by a spirit of community
and mutual love,
sharing, and service.

Hence our community life is flexible
and open to the demands of our ministries.
The structure and life of each community
is regulated by the specific norms
contained in the provincial statutes.

- 404 In our community life
we respect the individuality of each member.
We accept differences,
and we recognize the wealth of gifts
which enrich our community.
We try to overcome our failings
and pardon one another,
mutually bearing our shortcomings and limitations
with patience.
- 405 Mutual understanding and acceptance
are essential for the well being of our community.
Hence we enter into dialogue with one another
to discover what is good for the individual,
the community, and our work for the Kingdom of God.
Prayer and love for one another sustain us in unity
through all differing views.
- 406 It is an important task of the superior
to animate the community in unity and sharing.
The members participate in community activities
to promote the general well being and spirit.
Our common activities,
which are periodically evaluated,
include common prayer, meals, recreation, and dialogue.
- 407 Every member belongs to a local community,
even when, for a legitimate reason
and in accord with universal law
and with appropriate permissions granted,

- he lives apart from the community.
Members who, because of age and ill health,
can no longer exercise their active apostolate
may so far as possible live
in the community of their choice.
- 408 The sick and the older members
deserve our special love, gratitude, and care.
They are given proper medical assistance
and every spiritual ministry
- 409 Continued love for deceased confreres,
parents, relatives, and benefactors
demands that we remember them
in our personal and communal prayers.
Particulars are specified in the provincial statutes.
- 410 Wherever feasible,
one portion of the house is reserved
for the exclusive use of the community.
An atmosphere of peace and quiet prevails,
as these are important for our life and work.
- 411 The better we live
a fraternal and apostolic community life,
the more it becomes
a sign of God's love and prophetic witness
that Christ abides in us and unites us in love.

CHAPTER FIVE

OUR UNION WITH CHRIST

Since there is no hope of an effective ministry in the vineyard of the Lord without striving for one's perfection, the members are obliged to strive for daily progress in the way of holiness. They should especially remember that all such progress is attributable to divine grace which they should continually seek for themselves through prayer to the Father of Light.

Rule 1882

- 501 Jesus Christ is the center
and source of strength for our life.
He calls us
to union with Himself
and we respond to that call
through our prayer
and through our love for Him,
our confreres, and all people.
As ministry and prayer were one in Jesus,
so we search for greater integration
of ministry and prayer in our lives.
- 502 Our entire life is grounded in union with Christ.
We constantly deepen this union
through the celebration of the liturgy,
through reflection on the word of God,
through personal and communal prayer,
through our dedication to His work of salvation,

and through our encounter with Christ
in all people and in daily experiences.

- 503 We daily celebrate or participate
in the Eucharistic sacrifice
as the source, the center, and the culmination
of our personal, communal, and apostolic life.
The Eucharist unites us with Christ,
helps us to live out His commandment of love,
strengthens us in our weakness,
sends us forth for apostolic service,
and is the pledge of our ultimate union
with Him in heaven.
- 504 God speaks to us in the living word of scripture
which nourishes our faith, hope and love.
We receive God's word respectfully
and reflect on it regularly
so that we ourselves may more deeply understand
the mystery of salvation,
live it more fully,
and effectively proclaim it to others.
- 505 Jesus, by His example and teaching,
insistently exhorted us to prayer.
Our Founder admonished us to be persons of prayer;
therefore we attach great importance to prayer.
Our personal and communal prayer
includes daily meditation
as well as those forms of prayer
which each province and community
chooses as most helpful.
Wherever possible,
a community prays a part
of the Liturgical Hours together.

- 506 Mary, Mother of the Savior,
prayed with the Apostles
awaiting the first Pentecost.
We honor and love her,
asking that we may be ever more open
to the Holy Spirit
and grow in the likeness
of the Divine Savior.
Among the various traditions
and devotions to Mary
in the practice of the Church,
we consider the rosary
as a special devotion.
- 507 Christ reveals Himself to us in daily events.
Above all, we learn to recognize Him in all people,
especially in our confreres,
the poor, the distressed, and the oppressed.
- 508 Our life must be a continual conversion to Christ.
Through Him we are reconciled;
from Him we learn
to be humble and unassuming,
unselfish and generous.
For His sake we discipline ourselves
so that we may better direct our energies
for service in the Kingdom of God.
- 509 Concerned for our spiritual growth,
we daily examine our consciences,
frequently use the sacrament of Reconciliation
as well as other forms of reconciliation
with God and others,
and make use of periodic days of recollection
and an annual retreat of five days.

510 Union with Christ
leads us to participate
in His sufferings and death.
Our personal sufferings remind us
that by baptism and religious profession
we share in the suffering, death,
and resurrection of Christ.

CHAPTER SIX

OUR INITIAL AND CONTINUING FORMATION

No one may enter this Society except who is called by God; everyone, therefore, test himself and be tested... Superiors, I entreat you, let no one enter who is not called by God. Pray and examine before God... You, however, who are called by God, put on the vesture of humility and of the apostolate, hold it as your faithful guardian angel and a reminder of your vocation.

Rule 1884

- 601 Jesus Christ, who came to make all things new, calls us to renew ourselves continually.
We respond to this call through initial and continuing formation, by which we constantly grow in the following of Christ and in the spending of ourselves for the salvation of all.
Hence, formation is of vital importance for each one personally as well as for the continuing development and effectiveness of our Society.
- 602 Formation, at every stage of religious life, helps us integrate and adapt to the changing circumstances of the times the essential elements of our life: the following of Christ

in the evangelical counsels,
prayer, community life,
and apostolic ministry.

- 603 Formation also considers
the development of the whole person,
promoting his spiritual,
intellectual, psychological,
and professional growth.
- 604 Vocations to the Society are a gift of God;
we pray for vocations
and do all we can to attract candidates,
mindful of the influence of the credibility and witness
of our lives as individuals and communities.
- 605 The Society accepts candidates
who are able and willing to cooperate
in the fulfilling of its mission.
It respects the individuality of each one,
fostering the development
of his talents and his capacity to make decisions
and assume responsibility in the community.
It expects a candidate
to show adequate moral, intellectual,
and emotional maturity as well as openness
to the spiritual, communal, and apostolic life.
All requirements of our rules
and the universal law of the Church
are to be observed.
- 606 Initial formation starts with candidature,
continues with a novitiate
for at least twelve months
and a period of temporary profession
of not less than three years,

and finishes with perpetual profession.
With perpetual profession
a person attains definitive membership
in the Society.

- 607 The novitiate is a period of introduction to Salvatorian religious life. In an atmosphere of reflection and prayer, and under the guidance and leadership of the novice master, the novice strives to deepen his knowledge and experience of God and ever more clearly to know himself. He lives community life and the evangelical counsels and is introduced to apostolic activities. Through mutual discernment, the novice and the Society determine the possible fulfillment of his vocation within the Society and his compatibility with its life and mission. Thus the novice prepares himself for temporary profession.
- 608 A novice makes his novitiate in a house designated for that purpose. By exception the novitiate can be made outside the novitiate house. For the validity of the novitiate, all requirements of our rules and the universal law of the Church are to be observed.
- 609 The novitiate is preceded by a retreat of at least five days. The candidate is received into the novitiate

in a simple ceremony.

The novitiate lasts twelve months.

The provincial superior may extend it up to two years in individual cases.

- 610 Through temporary profession the member is formally incorporated into the Society and obliges himself to live the evangelical counsels according to our rules.
- 611 The period of temporary profession allows for a deepening of the knowledge and experience of God and Salvatorian religious life. The member gradually assumes responsibility within the community and by work and study prepares himself ever more fully to share in its ministries. The initial commitment is thus tested and strengthened, leading to perpetual vows.
- 612 The provincial superior with the consent of his council, admits to novitiate and to temporary and perpetual profession. In each case he receives a written request from the member and takes into account the reports of formation personnel and the recommendations of the community where the member lives. The temporary and perpetual profession

are received by the provincial superior or his delegate in the name of the Society and the Church.

- 613 Continuing formation is a lifelong endeavor; we are obliged to renew ourselves continually. As communities and individuals we make use of all opportunities and means which help us in our formation in order to respond to the needs of the world, the Church, the community, and ourselves.
- 614 The competent provincial superior chooses personnel for initial and continuing formation mindful above all of their personal abilities, their living of religious life, and their interest in this task. These members must be adequately prepared.
- 615 The novice master and director of scholastics must be perpetually professed, a priest, and at least thirty years old.
- 616 Those responsible for formation are appointed by the provincial superior, with the consent of his council, for a specific period of time. At least once a year those responsible for formation must submit a report to the provincial superior.

CHAPTER SEVEN

GOVERNMENT OF THE SOCIETY

The members should keep before their minds the word of the Apostle: “Do not render service for appearance only and to please men, but do God’s will with your whole heart as slaves of Christ”.

Rule 1886

GOVERNMENT IN GENERAL

- 701 Our Society,
called together to fulfill a mission within the Church,
has the authority
to initiate, guide, and direct
the individual and communal activities of its members
toward the attainment of this mission.
The exercise of authority is a service
which seeks the discernment of the Divine Will
and coordinates our individual and communal efforts
towards the achievement of the common good
by fostering the growth and development of our gifts.
- 702 Superiors in our Society,
by virtue of their office,
have authority as described by our rules
and the universal law of the Church.
It is their duty to lead, inspire, and sustain
the individual members and the community,
so that both mature in their commitment
to religious life and ministry

in the spirit of the charism
and the rules of the Society.

They encourage dialogue
and lead the community
in discerning God's will.

- 703 Each member
integrates his own call and mission
into that of the Society
under the direction of its superiors.
He shares in responsibility
by cooperating in the decision making process,
by holding office,
and by accepting the authority
of those who exercise it.
- 704 By exercising and accepting authority
as a mutual service,
we give witness
to the teaching and example of Jesus Christ,
who came to do the Father's will
and to serve and not be served.
- 705 The Society as a whole
has the following governmental structures:
- a) the general chapter,
which has the highest authority when in session;
 - b) the superior general,
who has the highest authority in the Society
in an ordinary way.
He is assisted by the general council,
and also by the general synod
acting as an extended general council.
- The government of the Society
is carried out according to our rules
and the universal law of the Church.

- 706 Participation of the members
in the governing process of the Society
is exercised in the following manner.
- a) Members in perpetual profession
have active and passive voice within the Society
according to our rules
and the universal law of the Church.
 - b) Members with temporary profession
have active voice in the local community
to which they belong and in the province.
They may be elected
delegates to the provincial chapter.
The provincial statutes contain further specifications.
- 707 Government in our Society
is exercised in the following manner:
- a) The chapters of the Society
are composed of delegates elected by the members
and certain office holders.
These chapters establish
rules (the proper law of the Society),
ordinances (binding directives for a given term of office),
recommendations (guidance given on a particular mat-
ter for a given term of office),
and resolutions (exhortations for a given term of office)
and, in some cases,
elect superiors on the various levels of the Society.
They also have and may exercise
the right to evaluate the actions of these superiors.
 - b) The superiors
are responsible for implementing
the rules, ordinances, and directives of the chapters.
They are responsible leaders
who have the right to issue directives
and make applications of the law
in the day-to-day affairs of the Society.

They are responsible
to the authorities of a higher level and chapters
for the welfare of the Society
under their direction.

- c) Each member and group
has the right to a formal appeal
according to the general directory
and the provincial statutes.
The formal appeal
goes through the provincial superior
to the superior general
and may then go to the general chapter.
In addition, each member has the right
to appeal to the Holy See.

THE GENERAL CHAPTER

- 708 The general chapter
is the highest authority in the Society;
it exercises its authority collegially.
- 709 The general chapter
is a special opportunity for the Society,
under the inspiration of the Holy Spirit,
to evaluate its apostolic and religious life.
The chapter evaluates the state of the Society
and gives directions for its life
and ministry within the Church.
It also helps build a spirit of unity
within the whole Society.
All of its deliberations
proceed in an atmosphere
of prayer and discernment.
We prepare for the chapter,
conscientiously elect the delegates,
and support the chapter with our prayers.

- 710 The ordinary general chapter elects the superior general and his consultors for a six year term and provides for the election of the officers of the generalate according to the prescriptions of the general directory. It proposes changes in the constitutions to the Holy See, and it changes the general directory on its own authority, both at the request of a two-thirds majority. It enacts ordinances and directives which promote the growth and well-being of the Society.
- 711 The ordinary general chapter is convoked every sixth year by the superior general, who presides at the chapter. An extraordinary general chapter is convoked by the superior general with the consent of his council or at the request of two-thirds of the members of the general synod. For a session of a general chapter to be lawful, all members of the general chapter must be notified and two-thirds of the members must be present.
- 712 The general chapter is composed of
- a) ex-officio members, who are the superior general and the general consultors; the immediately preceding superior general;

the general treasurer;
 the secretary general and the mission secretary
 if they are not general consultors;
 provincial and pro-provincial superiors
 or their vicars, if the superiors are unable
 to attend for grave reasons;
 and the superiors of vicariates
 with more than twenty members
 in perpetual vows.

- b) elected delegates
 from the provinces, pro-provinces,
 and vicariates or their substitutes
 if they are impeded from attending
 for grave reasons.
 Delegates must be perpetually professed.
 The number of elected delegates
 is always more
 than the number of ex-officio members.

THE GENERAL SYNOD

713 The general synod
 is an enlarged general council
 with consent and consultative vote
 as determined by the general directory.
 It promotes cooperation
 among the provinces and the generalate
 by its deliberations and decisions
 between general chapters.
 It meets in ordinary or extraordinary sessions
 as a group,
 or functions through a poll of its membership.

714 The general synod is composed of
 a) the members of the generalate
 and the general treasurer;

- b) provincial and pro-provincial superiors
or for grave reasons their vicars.

THE GENERALATE

715 The generalate is composed of the superior general and his council, which consists of a vicar general and at least three other consultors. They are elected by the general chapter for a six year term.

The superior general and his council begin their term of office on a date fixed by the general chapter.

To be elected superior general a member needs the absolute majority of those present. If no candidate receives the absolute majority in three ballotings, in the fourth and fifth balloting only the two members (or as close to two as possible) with the highest number of votes from the third balloting are placed on the ballot; they do not enjoy active voice in the election. If the fifth ballot is a tie, the member who has made profession first is elected, or if both are professed at the same time, the member who is older is elected superior general. The superior general makes the profession of faith in the presence of the general chapter, according to the universal law of the Church.

For the election of the vicar general
and the other consultors
the superior general submits
names of eligible members
to the chapter and the election proceeds
as described in the general directory.

- 716 The superior general with his council
promotes the spirit of the Society
and fosters international unity and collaboration.
He has the duty
of directing and coordinating
the activities of the entire Society
according to the rules,
fostering the spiritual growth of the members,
strengthening the members and communities
in faithfulness to the spirit of the Founder,
and encouraging their service
in our apostolic mission within the Church.
Other specific tasks are given
in the constitutions
and the general directory.
- 717 The superior general holds the highest office
and has authority
over all the units, houses and members
according to our rules.
He exercises oversight of the whole Society
and ensures that all units develop
in conformity with the constitutions,
the charism of our Society
and the priorities
of the most recent general chapter.
He maintains close dialogue
with the unit superiors

and gives guidance, support
and direction where appropriate.

- 718 The superior general
must be perpetually professed
for at least ten years,
a priest, and at least thirty five years old.
He may be re-elected for a second term,
but for a third consecutive term
he must receive two-thirds of the votes
cast by the second ballot;
otherwise he is ineligible for election.
- 719 The vicar general
aids the superior general
and performs the duties assigned to him
by the superior general,
general directory
and the ordinances of the general chapter.
He completes the unexpired term of the office
of the superior general
when it becomes vacant,
except in cases of removal.
The vicar general exercises the same authority
as the superior general
when the superior general is unable
to perform his duties.
He must be perpetually professed
for at least ten years.
- 720 In the event that the superior general
dies or resigns,
the vicar general succeeds
to the office of superior general.
The new superior general
makes the profession of faith

in the presence of the other members
of the general council
according to the universal law of the Church.
The new superior general
calls for an extraordinary session
of the general synod
to meet within three months,
if an ordinary session
will not take place within nine months,
to elect a new vicar general.

The same procedure is followed
when the office of vicar general
becomes vacant
through death, resignation, or removal.
In case the superior general
decides to resign,
he submits his resignation
to the Holy See
in accord with the universal law of the Church.

In the case of removal of the superior general,
the vicar general
immediately convokes a general chapter,
if one is not already scheduled
to meet within nine months,
to elect a new superior general
to complete the term of office.

- 721 In the event that any other consultor
or the general treasurer
dies, resigns, or is removed from office,
the superior general
proposes a replacement
and the candidate is elected
by the superior general

with the consent of all other consultors,
after consultation with the general synod.

- 722 For a just and urgent cause,
an individual general consultor
can be removed from office
by the superior general
with the consent of the remaining consultors.
A two-thirds majority is required.

For a just and urgent cause,
the general treasurer
can be removed from office
by the superior general
with the consent of his council.
A two-thirds majority is required.

In the case of the removal of the superior general,
the universal law of the Church is followed.

- 723 The superior general
needs the consent of his council for
- a) the appointment of a provincial superior
from candidates proposed by a province,
or for the confirmation of a provincial superior
elected by a province according to art. 737;
 - b) the acceptance of the resignation of the vicar general,
the other consultors,
the general treasurer
and of a provincial superior;
 - c) the removal of a provincial superior;
 - d) the appointment of the mission secretary,
the general secretary,
and the procurator to the Holy See;
 - e) the granting of dispensations
from temporary vows
and the approval of petitions

- for dispensation from perpetual vows to be submitted to the Holy See;
- f) the hearing of formal appeals;
 - g) the approval of provincial and vicariate statutes and changes in them;
 - h) the calling of an extraordinary general chapter;
 - i) the establishment or suppression of a province, pro-province or vicariate or the uniting of two or more provinces, pro-provinces or vicariates, after consulting the units involved;
 - j) the establishment, transfer and suppression of a novitiate house;
 - k) the permission for a third consecutive term of a provincial superior and a local superior;
 - l) the making of other decisions according to the rules, the universal law of the Church, and the ordinances of the previous general chapter.
- For a decision requiring the consent of the council, an absolute majority of those entitled to vote is needed for the decision to be valid.

724 In cases of departure and dismissal of a member in temporary or perpetual profession, or transfer of a member in perpetual profession to another religious institute, as well as of readmission, the norms of the universal law of the Church are followed.

725 The superior general or his delegate makes at least one visitation to each unit during his term of office,

according to the procedures of the general directory.
The main purpose of the visitation
is for the superior general
to fulfill his responsibilities
as described in articles 716 and 717.

OFFICES AND COMMISSIONS

- 726 The general treasurer,
elected according to the norms of the general directory,
administers the property of the generalate
and the funds contributed by the provinces
for the support of the generalate
and international projects of the Society.
In addition, he has all the rights and duties
assigned to him
by the constitutions and general directory.
- 727 The general mission secretary
coordinates the work of the Society
in fulfilling its obligations
to the missions.
- 728 The general secretary
is responsible for
the secretarial affairs of the generalate
and the collection and maintenance of documents,
as well as the publication of information
concerning the international activities of the Society
for the membership and the general public.
- 729 The procurator to the Holy See
is the liaison officer for the generalate
and the units of the Society
to the various congregations
and officials of the Holy See,
especially the Congregation

for Institutes of Consecrated Life
and Societies of Apostolic Life.

It is his responsibility to be well informed,
and to keep the superior general and his council
and, if needed, all members
updated on all decisions of the Holy See
which are important for the Society.

- 730 The Society has international commissions
which are established by the general chapter.
They are to assist the generalate
and are under its direction.

PROVINCES, PRO-PROVINCES, AND VICARIATES

- 731 The Society is organized in units,
which are provinces, pro-provinces, and vicariates.
The name of the unit
is determined in its own statutes.
Unless otherwise stated,
all references to provinces
in the constitutions and general directory
are applicable to pro-provinces.
- a) A province has at least three local communities,
thirty members in perpetual vows,
at least two different types of apostolate,
and financial self-reliance for its ordinary needs.
 - b) A pro-province has at least twelve members
in perpetual vows for five years
and two local communities.
 - c) A vicariate is an administrative unit
of at least six members in perpetual vows
directly under the authority
of the superior general and his council.
The rights and duties
of the members of the vicariate

are specified in the vicariate statutes.

When a vicariate has less than six members,
the generalate facilitates it
becoming a community of another unit.

732 A province or pro-province
has the following governmental structures:
a provincial chapter and a provincialate,
which is composed of
the provincial superior and his council.

733 The provincial chapter
when in session
is in an extraordinary way
the highest authority in the province.

The provincial chapter is convoked
by the provincial superior
at least every three years.

It is composed of ex-officio members,
who are the provincial superior and his council,
the provincial treasurer, the local superiors,
other officers according to the provincial statutes,
and elected delegates of the province;
the number of the elected delegates
is always more than the number
of the ex-officio members.

For a session of a provincial chapter
to be lawful,
all members must be notified
and two-thirds of the members must be present.

The provincial chapter is not a standing body.
Its functions are analogous
to those of the general chapter.
It gives direction

to the life and ministry of the province and builds links among the communities.

- a) It reviews the reports submitted by the provincial superior, the provincial treasurer, and the superiors of the local communities;
- b) it formulates provincial statutes or changes in them by a two-thirds majority, and enacts ordinances, makes recommendations and resolutions by absolute majority. Statute changes and ordinances need the approval of the superior general and his council and are submitted to him within three months after the provincial chapter;
- c) it elects delegates for the general chapter according to the provincial statutes;
- d) it makes proposals or requests to the general chapter;
- e) it studies the acts of the general chapter, applies them to the province, and modifies, if necessary, the provincial statutes in accordance with them;
- f) it elects the provincial superior after nomination by all members of the province according to art. 737, if he is not elected by the members with active voice of the province, or appointed by the generalate;
- g) it may propose for election by the whole membership of the province candidates for provincial consultors

- and other officers
- or elect them according to the provincial statutes;
- h) it performs other required tasks specified in the provincial statutes.

734 The provincialate consists of
a provincial superior,
a vicar provincial,
and at least one other consultor.

The rights and duties of the provincialate are analogous to those of the generalate. The provincial superior and his consultors are chosen according to art. 733 f and 737 respectively and the provincial statutes

To be elected provincial superior a member needs at least the absolute majority of those present. The election proceeds in the same manner as the election of the superior general (cf. art . 715).

The provincial superior makes the profession of faith in the presence of his council, according to the provincial statutes and the universal law of the Church.

- a) The provincial superior with the consent of his council:
 - 1) admits candidates to novitiate, temporary and perpetual profession and ordination;
 - 2) appoints the novice master and the member responsible for initial formation;
 - 3) confirms the election of a local superior elected by the members of his community

- or appoints local superiors
after due consultation with the community
according to the provincial statutes;
- 4) makes other decisions
according to the universal law of the Church
and the provincial statutes.
- b) The provincial superior
with the consultative vote of his council:
- 1) assigns members
to local communities and apostolates;
- 2) performs other required duties
assigned by the universal law of the Church
and our rules.
- c) The provincial superior
gives or withholds permission
to members of the province
to publish writings on matters of religion,
morals, and the Society,
according to the provincial statutes
and the universal law of the Church.
- 735 The provincial superior
holds the highest office
and has authority over the whole province.
He animates the apostolic and
religious life of the province and
the spiritual growth of individuals.
He promotes unity with the local Church
and with the superior general and other provinces.
He keeps in close contact with the superior general.
He keeps the superior general up to date
with the affairs of the province
and each stage in the process
of making important decisions
affecting the life of the province.

- 736 The vicariates have the following governmental structures:
- a) a general consultor who is appointed by the superior general in order to assist the vicariate;
 - b) a superior, vicar superior, and consultors who are appointed by the superior general with the consent of his council after consulting the members of the vicariate.
- 737 Provincial and pro-provincial superiors must be perpetually professed for at least five years, priests and at least thirty years old. They are elected or appointed for a three year term and may be reelected or reappointed for a second and third consecutive term. For a third consecutive term of office the province statutes provide directives and the permission of the superior general is required according to art. 723 k of the constitutions. In the election or appointment of these provincial superiors, the provincial statutes must specify the following:
- a) that the members of the province participate effectively in the selection procedure;
 - b) that the generalate either appoint as provincial superior one of the candidates proposed by the members of the province, or confirm the provincial superior elected by a provincial chapter or elected by all members of the province. In those two cases, in accordance with the provincial statutes,

the members of the province propose candidates for the provincial superior to be elected, submitting them to the generalate for its approval.

The members, both of the chapter and of the province, remain free to vote for anyone whom they consider worthy and who is eligible by law.

The provincial vicar must be perpetually professed for at least five years.

LOCAL GOVERNMENT

- 738 Each community of six or more members has a form of government consisting of a superior, at least two consultors of which one is the vicar, and a treasurer who can be a consultor. The superior can be elected for two consecutive three year terms, must be perpetually professed for an appropriate period of time specified in the provincial statutes, and a priest. For a third consecutive term the permission of the superior general with the consent of his council is required. The method of appointing or electing superiors is specified by the provincial statutes. The local superior makes the profession of faith in the presence of the local community and the provincial or his delegate,

according to the provincial statutes
and the universal law of the Church.

Smaller groups
must be formed into a community
or joined to another community,
but all communities
should have a designated local superior
to whom the members are accountable.

- 739 The local superior
animates the community,
directs and coordinates its activities,
and is the liaison to the provincial government,
according to the statutes.
The vicar replaces him in his activities
when he is absent or impeded.
The local treasurer administers
the goods of the community
according to the statutes.

- 740 The rights and duties of local communities
are specified in the provincial statutes

ADMINISTRATION OF MATERIAL GOODS

- 741 The Society as a whole,
individual provinces, and individual communities
have the right to possess, acquire, administer,
and alienate their own material goods
according to the norms of ecclesiastical and civil law.
- 742 The goods of the Society are divided into
those of the Society as a whole,
which are administered by the generalate,
and those of the provinces and local communities,
which they themselves administer.

The provincial statutes specify the rights and duties of the local communities.

- 743 Each administrative level is responsible for its own financial affairs and the consequences thereof, keeping in mind the principles of solidarity:
- a) all units make an annual contribution to the generalate to enable it to fulfill its duties;
 - b) the generalate cannot mortgage or alienate goods of a province or local community without the written approval of the major superior and his council;
 - c) the individual local communities are obliged to serve with their goods the needs of the whole unit.
- 744 On all administrative levels, the treasurers administer the material goods under the direction of superiors and their councils. In financial matters they are to be consulted if they are not on the council. They cannot handle any matter which belongs to the extraordinary administration without the consent of the superior. They must inform their superior and consultors accurately on all financial matters. The treasurer of the higher administrative level has the right of inspection over the administration of the material goods of a lower administrative level; he reports problems to his superiors.

745 All administrative levels
administer their goods
according to a recognized bookkeeping system
which meets the requirements
of ecclesiastical and civil law.

CHAPTER EIGHT

OUR RULES AND THEIR PURPOSE, OBLIGATION, AND INTERPRETATION

The members should frequently and attentively read the rules of the Society. They should hold them in high esteem, make themselves familiar with them, and often make their particular examination of conscience on the observance of the individual rules.

Rule 1891

- 801 The Society has rules which describe its nature and purpose according to the charism and ideals of the Founder and its tradition. These rules help us preserve our unity and spirit in our dedication to God for apostolic service. They are faithful to the directives of the Church and adaptable to the times.
- a) The constitutions are our fundamental rule which contains the evangelical principles of our Salvatorian religious life and the basic structures of our Society; they are established by the general chapter and approved by the Holy See.
 - b) The general directory contains the necessary universal applications of the constitutions;

it is established and approved
by the general chapter.

- c) The provincial statutes
contain specific norms
that correspond to the needs of time and place.
They must be in accord
with the principles and general norms
contained in the constitutions
and general directory.
They must also respect
international unity
and contain provisions
for their own periodic re-evaluation and revision.
They are established by the provincial chapter
and approved by the generalate.

802 Each member
must recognize the Roman Pontiff
as his highest superior and obey him,
also in virtue of the vow;
respect the universal law of the Church
and all directives of the Holy See
applicable to him as a religious;
and observe the rules of the Society.

803 For our rules to be effective,
we must know them,
meditate on them,
and put them into practice.
They are the guidelines for our lives,
but the love of God and neighbor
calls us to serve
beyond the letter of the written rule.

804 The norms contained in our rules
oblige us in accordance with our religious profession

OUR RULES

as long as no higher demand
flowing from the love of God and our neighbor
obliges us to act otherwise.

805 In matters of discipline,
superiors, within the limits of their competence,
may for just reasons
dispense from individual prescriptions of our rules
for a specified time.

806 The superior general
has the authority in the first instance
to interpret the constitutions
and other legislation of our Society.

If lack of clarity persists
the authentic interpretation of the constitutions
belongs to the Holy See.

In other instances,
the legislative body which enacted the legislation
is its authentic interpreter.

General Directory of the Society of the Divine Savior



MMXIX

CHAPTER ONE

OUR SALVATORIAN CALL AND MISSION

- 1.1 The emblem of the Society shows the image of the teaching Savior with the cross in the background and the circular inscription: IESUS CHRISTUS, DEI FILIUS, SALVATOR (Jesus Christ, Son of God, Savior).
- 1.2 The seal of the Society bears the same image of the teaching Savior with the cross, but with the proper inscription of the respective office.
- 1.3 The habit of the Society has a cincture with four knots symbolizing the three vows and the apostolate. Its use is specified in the provincial statutes, respecting the customs of the local Church.
- 1.4 The titular feast of our Society is the Nativity of our Lord and Savior. The principal Marian feast is that of Mother of the Savior (October 11). We celebrate our foundation day on the feast of the Immaculate Conception (December 8) on which day we renew our commitment to God in the Society.

We also venerate Mary as Queen of the Apostles.
 We observe the feasts of our patrons
 and we commemorate
 the feast of Blessed Mary of the Apostles (September 5)
 and the anniversary
 of our Founder's death (September 8).

- 1.5 Membership in our Society consists of those who have professed vows in the Society: priests, deacons, brothers, and scholastics, according to our rules and the universal law of the Church. By virtue of their baptism and religious profession, there exists among all members a fundamental equality regarding dignity and action by which all cooperate in our community life and mission in accord with each one's own condition and function.
- 1.6 The Society of the Divine Savior, the Congregation of the Sisters of the Divine Savior and the International Community of the Divine Savior form the Salvatorian Family. All are inspired by the same charism and sent for the same mission. Faithful to Father Jordan's vision, the Society strives to fulfill its mission more effectively by collaborating with the Congregation and the International Community. The Society promotes Salvatorian ideals among others and encourages them to undertake apostolic commitments to build up the Christian spirit in their environment.

CHAPTER TWO

OUR APOSTOLIC LIFE

- 2.1 Each province has the duty and right to choose its own apostolic ministries in agreement with the local Church. The province determines in its statutes the procedures for accepting, continuing, and giving up apostolic ministries. In choosing apostolates, the province considers the recommendations and follows the ordinances of the general chapter and consults the generalate. If apostolic directions of a province are to be changed, the consent of the generalate is sought.
- 2.2 It is the task of the provincial chapter to evaluate the apostolates of the province and adapt them to the needs of the times.
- 2.3 The members are expected to be ready to work in and support communal apostolates.
- 2.4 In conformity with Christ's will that all be one, we readily cooperate in ecumenical endeavors among God's people.
- 2.5 Provinces are to identify and prepare members and co-workers for service in developing Churches and to provide spiritual and material help.

- 2.6 Before any members begin their ministry in the Church of other lands or cultures, they receive special training so that they can understand and accustom themselves to the lifestyle and mentality of the people they will serve.
- 2.7 Following the spirit of our Founder, we employ all modern means of communication in our apostolates.
- 2.8 Each unit and the motherhouse has a comprehensive safeguarding policy for the protection of children, adolescents and vulnerable adults.
- a) This policy is approved and promulgated by the superior general with the consent of his council and reviewed once in every term of office of the generalate.
 - b) The policy is implemented at the unit level by a standing body that has a majority of members who are lay specialists in this field.
 - c) Each apostolate directed towards children or vulnerable adults in the control of our Society has its own safeguarding policy.
 - d) These safeguarding policies are to address the following issues:
 - i) the establishment of unit safeguarding commissions with the involvement of lay professionals;
 - ii) the neutral and objective investigation of all allegations;

- iii) the provision of compassionate outreach and care for victims;
- iv) the appropriate management of accused members;
- v) the reporting to civil authorities;
- vi) the regular education of members both in initial and continuing formation on appropriate conduct and the reality of sexual misconduct;
- vii) the policies and procedures of the universal and local church.

2.9 To ensure implementation of safeguarding policies

- a) unit superiors report all allegations of sexual misconduct with children or vulnerable adults by a member to the superior general in a timely manner together with an account of the actions taken in each case;
- b) the generalate establishes procedures to ensure reporting of all allegations of abuse of children or vulnerable adults against our members by means of an annual questionnaire to unit superiors. It reviews all actions taken by units to ensure that proper procedures have been carried out.

CHAPTER THREE

OUR LIFE ACCORDING TO THE EVANGELICAL COUNSELS

THE EVANGELICAL COUNSELS IN GENERAL

- 3.1 The commitment to a life of the evangelical counsels of celibate chastity, poverty, and obedience in the Society of the Divine Savior is made initially in a profession of temporary and then in a profession of perpetual vows.
- 3.2 A document indicating the place and date of temporary or perpetual profession must be signed both by the one making the profession and the one receiving it. This must be preserved in the provincial archives.

POVERTY

- 3.3 The provincial statutes ensure that the documents specified in articles 317 and 318 are drawn up at the appropriate time and in such a way that they are legally valid. These documents are to be kept in the provincial archives.

- 3.4 The community, in general,
provides equally for all members.
With regard to personal needs,
consideration is given
to differing individual conditions,
work, health, and ages of the members.
- 3.5 Personal accounts or funds
over which the community
has no control are forbidden.
Members give an account of all monies
as prescribed in the provincial statutes.
- 3.6 The Society uses its possessions
only for the training and support
of its members,
for carrying out its mission,
for improving the conditions
of the poor and distressed,
and for supporting charitable works.
The provincial statutes give concrete norms.
- 3.7 Wherever in the world
Salvatorians are living,
their life style must be marked
by simplicity and detachment.
Our communities must avoid luxury,
any struggle for profit,
and the amassing of collective wealth.
Provincial statutes give norms in this matter.
- 3.8 Insofar as possible,
each community is self-supporting
and contributes to the administration
and development of the province,
the education and formation of the members,
and the proper care of sick and retired.

- 3.9 Community of goods entails that the apostolates which have priority in the individual province are supported by all the members and communities of the province. It further implies solidarity among the provinces and with the missionary administrative units and the Society as a whole.

OBEDIENCE

- 3.10 Each community has regular meetings in which the members listen to one another, respecting the interests of the individual, the community, the Society, and the Church, in order better to discern and fulfill God's will.
- 3.11 It is the duty of the superior to lead the community to a decision and to see that it is carried out. When no decision is reached, the community will follow the decision of the superior.
- 3.12 Members who have a conflict of conscience with regard to an assigned task should honestly reconsider their own position and that of the superior and the community. They may, when they believe it necessary, appeal.

CHAPTER FOUR

OUR COMMUNITY LIFE

- 4.1 Provincial statutes give directives to maintain and foster community life.
- 4.2 Private matters of the community and its members are to be respected in confidence.
- 4.3 Home visits, vacations, and personal trips are regulated in the provincial statutes.
- 4.4 Our fraternal concern extends to those who have left the Society; we remain in contact with them as far as possible.
- 4.5 We promote hospitality in our houses. Parents, relatives, benefactors, and co-workers are particularly welcome and enjoy a special place in our prayers.
- 4.6 Those employed in our community services are treated in accordance with the principles of social justice and Christian charity.

CHAPTER FIVE

OUR UNION WITH CHRIST

- 5.1 We promote a vital liturgy in our houses and pastoral ministry so that all may actively participate.
- 5.2 We daily spend at least one half hour in meditation and some time in spiritual reading.
- 5.3 We recognize the importance of self-discipline, the principles of ascetical life, and the need for good physical and emotional health as integral parts of the spiritual life. Superiors and communities are to ensure that guidance is available and to encourage individual members to seek help when needed.

CHAPTER SIX

OUR INITIAL AND CONTINUING FORMATION

VOCATIONS

- 6.1 Provinces provide for suitable personnel, an adequate program, and material resources to promote vocations to the Church and to the Society. Details are determined in the provincial statutes.
- 6.2 It is the task of each member to seek vocations. We promote the monthly day of prayer for vocations.

ACCEPTANCE INTO THE SOCIETY

- 6.3 Acceptance into novitiate is preceded by a candidature. Provincial statutes provide criteria for acceptance into candidature and norms for its duration and form, as well as other details.

NOVITIATE

- 6.4 The novitiate program of studies includes at least the following: scripture and the basic questions of faith; religious life and vows;

our rules, charism, and history;
 and the study of the social, cultural,
 and theological realities of ministry.
 No professional studies are assumed during novitiate.

- 6.5 Each province may integrate
 into its novitiate program
 formation periods of apostolic activity
 outside the novitiate house
 according to the universal law of the Church.
- 6.6 The novices are under the direction
 of a novice master
 who is responsible for the implementation
 of the formation program in the novitiate.

TEMPORARY AND PERPETUAL PROFESSION

- 6.7 The novitiate concludes with temporary profession.
- 6.8 Those in temporary profession
 are members of the Society
 and with perpetual profession
 are definitively incorporated
 into our community
 with all rights and duties
 as prescribed in our rules.
- 6.9 The initial formation of a member
 is continued during temporary profession
 and the period of ordinary studies.
 Those studying for the priesthood
 or permanent diaconate
 remain under the direction
 of the one responsible for their formation
 until ordination and/or the completion
 of ordinary theological studies.

OUR INITIAL AND CONTINUING FORMATION

- 6.10 Temporary profession is renewed each year for at least three years and normally for not more than six years. In exceptional cases it may be extended to nine years. This profession may be anticipated according to the provisions of the universal law of the Church. provincial statutes can specify within these limits.
- 6.11 A member is received into temporary and perpetual profession in a rite which is described in The Rite of Religious Profession. A period of spiritual renewal precedes the public pronouncement of vows. More concrete norms are given in the provincial statutes.

CONTINUING FORMATION

- 6.12 All members have the duty to participate in programs of personal and professional growth. Provincial statutes state how this is done and provide for the necessary personnel and funding.
- 6.13 It is necessary that all members have free time and keep a healthy balance between work and leisure.

FORMATION PROGRAMS

- 6.14 Each province develops a program for initial and continuing formation which respects the charism

and apostolic purpose of our Society,
ecclesiastical directives,
and the cultural and social conditions of its country.
The initial formation programs
need the approval of the generalate.

- 6.15 Whenever desirable,
a cooperative formation program
may be set up
on an inter-provincial or regional basis.
Furthermore, provinces cooperate
in sharing formation materials and methodology.
- 6.16 Provinces periodically evaluate
their formation programs
to make sure that they respond to their needs.
- 6.17 All provinces provide opportunities
for suitable members
to prepare themselves for the tasks
of directing initial and continuing formation.

CHAPTER SEVEN

GOVERNMENT OF THE SOCIETY

GOVERNMENT IN GENERAL

- 7.1 The following principles regulate our participation in government:
- a) Shared responsibility affirms that the welfare of the Society as a community is the responsible concern of all the members. Therefore, the members share in the exercise of communal responsibility through active participation in governmental processes and through sincere collaboration, dialogue, and consultation with one another and with those who serve the community in holding office.
 - b) Subsidiarity affirms that decisions should be made at the lowest level possible and the highest level necessary. It safeguards the free initiative and relative autonomy of individuals and lower administrative units in regard to higher authority. The higher level coordinates and unifies the efforts of lower levels. They further the aims of the lower and give aid when necessary.

The higher level intervenes
only when it is necessary
for the general good,
the good of the unit in question,
or the good of the lower units.

- c) Solidarity affirms
that each member and group
must respect and cooperate for the good of all,
both on the same level and other levels.
Units cooperate
in actions and directives of the generalate
in order to promote the common good.
- d) Accountability affirms
that each member must be ready
to accept the legitimate directives
of those in authority,
while those in authority
must take care that the members
adhere to the spirit, tradition,
and rules of the Society.
All who hold office are accountable
to God, the Church, and the community.
Those who exercise
special responsibility in the Society
must give clear reports of their administration
as specified in our rules.

7.2 Active and passive voice are further defined as follows:

- a) Members living and working
in another unit under contract
have active and passive voice in that unit,
as long as they are under contract.
They retain passive voice
in their home unit
only according to the terms of the contract.

- b) The members of the generalate and the general treasurer retain active voice in their unit. The other officers and staff members of the generalate retain active and passive voice during their absence from the unit according to the contract between the unit and the generalate.
- c) Exclaustrated members have no active or passive voice.
- d) Members may only exercise active voice in one unit at a time.

THE GENERAL CHAPTER

7.3 The following procedures are to be observed when a general chapter is called:

- a) The superior general convokes the ordinary general chapter nine months before it is to begin.
- b) In his letter of convocation he announces the time and the place of the general chapter which has been determined by the generalate after consultation with the general synod.
- c) The superior general also indicates the general topics to be discussed by the general chapter, but other topics can be added to the agenda at the request of the provincial chapters and the individual members.
- d) The superior general's letter reminds the members of the importance of the chapter and urges them to support the chapter with their prayers.

- 7.4 Each province holds a chapter within four months of the issuance of the letter of convocation at which delegates to the general chapter will be elected and proposals formulated for the general chapter. The results of these chapters are sent to the generalate within five months after the letter of convocation has been issued.
- 7.5 The generalate provides secretaries, translators, recorders, and any other personnel needed for the effectiveness of the chapter.
- 7.6 The election of the delegates and their substitutes to the general chapter is done as follows:
from the provinces, pro-provinces, and vicariates on the following proportional basis:
for each fifty members, or fraction thereof, with temporary or perpetual profession, the units elect one delegate in perpetual vows.
A member is counted only in the unit where he is exercising active voice.
The count is made as of the day the superior general sends his letter of convocation.
- 7.7 The generalate or the general chapter, by themselves or at the request of a province, can call periti to the general chapter. They are not members of the general chapter and do not enjoy active voice in the chapter nor passive voice for any of its offices.

- 7.8 Before the first session of the general chapter, the generalate publishes the procedures and agenda for the consideration of the capitulars.
- 7.9 With the superior general as president, the capitulars discuss, amend, and approve the procedures and agenda; and they can establish committees and make committee assignments.
- 7.10 The other officials of the general chapter are elected as follows:
- a) The president, after gaining the consent of the candidates, nominates for election members of the general chapter for the offices of scrutators, secretary of the chapter, and two vice presidents. The procedure used for these elections is the same as that for the election of general consultors.
 - b) The chairpersons of the committees of the general chapter are elected by the members of the individual committees according to the procedures adopted by each committee.
- 7.11 The steering committee is composed of the president and two vice presidents, the secretary of the chapter, and a member of the generalate. It directs the affairs of the chapter and has the power to propose changes

in the agenda and procedures, if necessary.
It sets the daily schedule
and coordinates the work of the committees
and the plenary sessions of the chapter.
The president of the chapter
serves as the chairperson
of the steering committee,
acts officially in the name of the chapter,
and submits the minutes of the chapter
to the generalate.

- 7.12 The scrutators of the chapter
see that the written ballots for elections
are cast in a valid manner,
that is, secretly and separately.
Before tabulating the results of the balloting,
they count the ballots.
The number of ballots
must not exceed the number of voters present.
They then proceed to tabulate the ballots
by reading the votes aloud.
At the conclusion of the tabulation,
the president of the chapter
announces the official results of the balloting.
- 7.13 The recorders of the chapter
keep the minutes of the plenary sessions.
They prepare them as soon as possible
and make them available to the capitulars.
- 7.14 The secretary of the chapter
coordinates the secretarial services.
He makes sure materials are translated,
typed, duplicated, and distributed to the capitulars.
He sees that a committee

is selected by the chapter
to read, approve, and sign the minutes.

- 7.15 The general chapter
can give specific tasks to committees.
It is the duty of the committees
to study the matters assigned to them,
to consider the formulations
of the preparatory commission,
and to make proposals in writing
to be considered by the plenary sessions.
Each committee presents and explains
its proposals to the plenary session.
- 7.16 The general chapter determines
by an absolute majority of those present
when to proceed to the election of the generalate.
If there is a test vote for superior general,
at least one day must elapse before the election.
After the election of the superior general,
he is given time to select his candidates
for vicar general and general consultors.
Any member elected to the generalate
and not present as a member of the general chapter
enjoys active voice in the rest of the proceedings.
Members of the previous generalate
continue to enjoy
active and passive voice in the chapter.
- 7.17 The president of the chapter
accepts or asks for the motion to close the chapter.
This motion must be carried
by a two-thirds majority of those present.
The chapter may refer to the generalate
unfinished business which does not involve
basic decisions affecting the whole Society.

- 7.18 Procedures for extraordinary general chapters are adapted by the generalate from those for ordinary general chapters.
- 7.19 The members of the generalate are elected as follows:
- a) The superior general is elected by the general chapter by an absolute majority of those present according to the following procedures: Before the election itself, the general chapter may decide to have one or more test votes in which each elector gives two names in order of priority. The results of the test votes are published, indicating the number of first and second choices each member received. In the first balloting of the election, the electors write the name of their candidate; they are free to vote for whomever they consider to be worthy from among those eligible for the position. If no candidate receives an absolute majority of those present, the procedure is repeated through a second and third balloting, if necessary. In the fourth balloting, the two members (or as close to two as possible) with the highest number of votes from the third balloting are placed on the ballot. Should this ballot fail to elect, a fifth ballot,

identical in manner to the fourth, takes place.

If the fifth ballot is a tie,
the member who has made profession first is elected,
or if both are professed at the same time,
the member who is older
is elected superior general.

b) The vicar general

is proposed by the superior general
and elected by the general chapter
in the following way:

the superior general submits
the names of up to three eligible members,
and the election proceeds
in the same manner
as the election of the superior general.

c) The other general consultors

are proposed and elected
in the following way:
after consulting with the vicar general
and other capitulars,

the superior general,
mindful of the tasks to be done,
proposes one eligible member
for each of the positions
and submits the list of the proposed candidates
to the general chapter.

The general chapter considers
the proposal for each position in turn
and the election proceeds
in the same manner
as the election of the superior general.

7.20 The general chapter

reviews the Society's life and apostolic spirit
in the light of the charism of the Society.

It makes all decisions through voting or election.
 All decisions need an absolute majority
 unless otherwise stated.

The tasks of the general chapter include:

- a) to make changes in the constitutions,
 subject to the approval of the Holy See;
 such changes require a two-thirds majority;
- b) to revise the general directory;
 such changes require a two-thirds majority;
- c) to review the ordinances and directives
 established by the previous general chapter;
- d) to enact new ordinances and directives;
- e) to elect the superior general,
 general consultors, and general treasurer,
 and to elect other officers if it wishes;
- f) to elect the members of the finance commission;
- g) to make changes
 in the general procedural norms
 for the international government;
- h) to approve priorities
 for the next term of office of the generalate;
- i) to establish and describe
 the competency of international commissions;
- j) to review reports
 submitted by the superior general,
 the consultors, the general treasurer,
 and the provincial, pro-provincial
 and vicariate superiors;
- k) to approve or amend
 a biennial financial plan of operation
 submitted by the generalate
 and to appropriate from provinces
 the funds necessary
 for the operation of the generalate
 and the support of international projects;

- l) to enact ordinances which determine the competency of the generalate to make or cancel contracts in the name of the Society, to incur debts or other obligations, and to approve the expenditure or investment of funds, provided that in all these cases only the funds and possessions of the generalate are involved;
- m) to provide for the publication of reports for the membership on the general state of the Society and actions taken by the general chapter. The editing and publishing are done by the generalate;
- n) to determine the period of time within which provincial chapters are to meet following the general chapter in order to fulfill its obligations.

THE GENERAL SYNOD

7.21 All sessions of the general synod are called at a time and place determined by the generalate after consulting with the general synod. An ordinary session of the general synod meets every two years after a general chapter. Extraordinary sessions can be called by the generalate or at the request of at least one-half of the members of the synod. The general synod requires a quorum of two-thirds to act validly.

- 7.22 Vicariate superiors are observers at general synods.
 The generalate or the general synod,
 on their own authority
 or at the request of a provincial superior,
 may call other observers and periti
 to a general synod.
 Observers and periti
 are not members of the synod
 and do not enjoy active voice in the synod
 or passive voice for any of its offices.
- 7.23 The procedures for all sessions of the general synod
 are adapted from those of the general chapter
 by the generalate, subject to the approval of the synod.
- 7.24 As an extended general council,
 the general synod
 can be consulted at any time.
 The duties of the ordinary session
 of the general synod include:
- a) to evaluate reports submitted by the generalate,
 the provincial superiors,
 and officers of the generalate;
 - b) to evaluate and revise, if necessary,
 the priorities established by the general chapter;
 - c) to provide for the publication
 of reports for the membership
 on the general state of the Society
 and the actions taken by the general synod;
 - d) to perform other duties assigned to it.
- 7.25 The consent of the general synod
 is required by the superior general:
- a) to clarify and adapt the ordinances
 of the previous general chapter
 according to the clear intention of the chapter;

- b) to approve the biennial financial plan of operation submitted by the generalate and make adjustments in the plan for contributions from the provinces;
 - c) to fill the vacancy for the office of vicar general;
 - d) to determine the method of preparation for the general chapter and the composition and meeting dates of the preparatory commission.
- 7.26 The general synod has the right to request an extraordinary general chapter by a two-thirds vote.
- 7.27 The extraordinary session of the general synod addresses the question for which it was convoked. It can also perform any duties of an ordinary session.
- 7.28 All members of the general synod may vote on all matters brought before it, except in cases of the following:
- a) judgment on their own administrative actions;
 - b) the legality or validity of actions or directives of their provinces;
 - c) their execution of directives established by the general chapter or the general synod or received from the generalate.

THE GENERALATE

- 7.29 The generalate is composed of the superior general, the vicar general, and at least three other consultors. Upon the recommendation of the incoming superior general,

the general chapter determines
 the number of consultors for his term of office
 by an absolute majority of those present.
 All general consultors
 are elected by the general chapter
 for a six year term and can be re-elected.

7.30 In addition to the tasks given in the constitutions,
 the superior general with his council
 is responsible for the furtherance
 of the apostolic purpose of the Society,
 its expansion,
 its initial and continuing formation,
 and communications.
 Specific tasks are given to him
 by each general chapter.

7.31 Officers of the generalate are:

- a) the general treasurer,
 elected for a six year term
 by the general chapter;
- b) the general secretary,
 the general mission secretary,
 and the procurator to the Holy See;
 they can be consultors
 and are appointed by the generalate;
- c) the postulator and archivist,
 appointed by the generalate.

7.32 The superior general assigns to general consultors
 different tasks for the good of the Society,
 taking into account their particular abilities.

The superior general coordinates and supervises
 the execution of the tasks of the consultors.
 Important decisions to be made

concerning the office and competency
of one or more of the consultors
are made by the superior general
with the consultative vote of the consultors.

- 7.33 The following procedure
is used at the meetings of the generalate:
- a) The superior general calls and conducts the meetings.
 - b) A majority of members is necessary for a quorum.
In the absence of the superior general
decisions are made only with his approval.
 - c) A simple majority, unless specified otherwise,
carries a motion.
With the consent the superior general
needs the absolute majority of his council.
 - d) For the validity of a decision
with a consultative vote
the superior general must listen to his council
but he is free to make the decision
according to his own conscience.
- 7.34 The generalate must act
on provincial statutes and changes in them
within three months after they have been submitted.
When the generalate does not approve statutes,
it may propose amendments to the province.
If the amendments are accepted,
the statutes become effective immediately.
If these recommendations are not accepted,
the province has the right
to appeal to the general chapter;
the questioned statutes
are not effective until they are approved.
The same is true
for provincial chapter ordinances.

- 7.35 The superior general
with the consent of his council:
- a) approves the ordinances of provincial chapters;
 - b) approves the initial formation programs of provinces;
 - c) specifies and regulates the work
of those appointed to assist the generalate;
 - d) makes or cancels contracts in the name of the Society;
 - e) decides, after consultation of the provinces involved,
on the extension, limitation, or suppression
of individual works involving several provinces;
 - f) grants dispensations to provinces
from particular rules of the Society
for a limited time,
according to the provisions of art. 805;
 - g) approves an administrative plan
for the term of office
that incorporates the priorities
and decisions of the general chapter
and other matters as needed;
 - h) proposes,
together with the international finance commission,
the biennial financial plan of operation
to be submitted to the general chapter
or the general synod for approval;
 - i) decides after consultation
to change the status of a province or proprovince;
 - j) decides extraordinary expenses
of the general administration
from 10,000 euro to 100,000 euro;
 - k) gives approval to provinces
for the suppression of houses;
 - l) approves the change
of apostolic directions of a province;
 - m) appoints officers not elected by the general chapter;

- n) approves, after consultation with the general synod and with the recommendation from the finance commission, the incurring of debts by the generalate or provinces over 250,000 euro. For such a decision a two-thirds majority of all members of the generalate is necessary;
- o) fills the vacancy for the offices of the other consultants, the general treasurer and members of the finance commission;
- p) accepts the resignation or removes a member of the finance commission;
- q) appoints the formators of the international formation houses after consultation with the respective unit superiors;
- r) decides important matters involving the common good of the whole Society.

7.36 For the resignation of a provincial superior to be effective, it must be accepted by the superior general with the consent of his council. The province, after receiving this acceptance, immediately begins the procedures to fill the vacancy.

7.37 For serious reasons, a provincial superior can be removed from office by the superior general with the consent of his council. These procedures are followed:

- a) The provincial superior must be informed of all the reasons by the superior general.

He has the right to answer the charges
or the reasons given
before he can be removed from office.

It is the decision of the provincial superior
if he wishes to inform his council of the reasons.

- b) If the initiative comes from the province,
the superior general receives
a written charge with reasons,
signed by the majority of the provincial council
or by a majority of the members
of a provincial chapter.
- c) The provincial superior
can have recourse to the Congregation
for Institutes of Consecrated Life
and Societies of Apostolic Life
but must be sure to observe their strict time limits.

7.38 Should it become necessary or warranted
to dismiss a member in perpetual vows,
the directives of canons 694-700
regarding causes, processes, and defense
are to be followed.

- 7.39 In hearing cases of appeal
from a province or member,
the superior general with his council
observes the following procedures:
- a) Either side in a case
can appeal to the superior general
according to the provincial statutes.
 - b) If the appeal bypasses the procedures
or juridical bodies of the province,
it is sent back to the one who appealed.
 - c) If the case is properly appealed,
all the papers dealing with the case

are sent to the superior general.

These papers contain the charges against the member and his defense.

- d) The superior general with the consent of his council can decide to uphold the decision of the provincial authority without hearing the case, but the legal reasons for doing so must be stated (cf. 723 f).
If the appeal is rejected, the member can appeal to the Holy See within thirty days from the time of receiving the letter.
- e) If the superior general decides to hear a case, both the provincial authority and the member can submit new material.

THE SUPERIOR GENERAL

7.40 The specific tasks of the superior general are:

- a) to see to the execution of the decisions of the general chapter;
- b) to issue executive directives which are necessary to fulfill the duties of any of the general consultors, officers, and international commissions.
He may also issue directives and recommendations to the provinces in accordance with the principles of government in our rules;
- c) to coordinate international projects and programs and arrange for or implement inter-provincial contracts;
- d) to make changes in officers with the consent of his council;

- e) to make changes in staff positions,
and international commissions
with the consultative vote of his council.

7.41 The following procedures are observed when the superior general issues an official decision or communication:

- a) it must be signed by the superior general and the general secretary or his substitute to be valid;
- b) it states the policy or written rule upon which it is based and the reason for its issuance;
- c) it states the date when it becomes effective and, if applicable, indicates how appeal is possible.

7.42 The following are procedures for ordinary visitation:

- a) The superior general informs the unit superior of the visitation six months in advance together with the name of the visitor. The unit superior notifies the members and communities of the visitation and proposes an itinerary for the visitor.
- b) When necessary, the visitor is accompanied by a translator, secretary, and periti appointed by the superior general. The province provides other personnel needed for the effectiveness of the visitation.
- c) Prior to the visitation, the unit is to conduct a self-study of its community life and apostolic activity, based on a set of evaluative criteria published by the generalate. These criteria are designed to measure the extent

to which the province is meeting
the requirements of the constitutions
and general directory
as well as the decisions of a general chapter
and of unit statutes and ordinances.

A report of the self-study is to be submitted
to the superior general
one month before the visitation.

- d) Upon his arrival, the visitator consults
with the unit superior and his council,
visits locations of communities,
meets with and solicits the views of members,
and addresses other matters as warranted.
- e) The visitator listens carefully
to the unit superior and his council
as well as to all sides in any disputed matter.
- f) At the end of the visitation
the visitator meets
with the unit superior and his council
to give an oral report
and to ascertain their feedback.
- g) The visitator issues a written report
to the superior general and his council.
After discussion in the generalate,
the superior general sends a letter
with his observations
and recommendations or directives
to the unit superior.
The unit takes the necessary steps
to implement any recommendations.

7.43 The superior general can initiate
an extraordinary visitation
in order to investigate and deal
with specific issues of concern within a unit.

The superior general
with the consultative vote of his council
appoints the visitor
and gives appropriate guidelines for the visitation.
He informs the unit superior
of the name of the visitor
and the reasons why he is being sent.

The visitor reports
his findings and recommendations
to the superior general.

The superior general
with the consent of his council
decides on any action to be taken
and communicates this decision
to the unit superior.

OFFICES AND COMMISSIONS

THE GENERAL TREASURER

- 7.44 The general treasurer is elected by the general chapter
in the same way as a general consultant.
He must be consulted
when the generalate discusses financial matters.
His duties are further specified in the rules.
He must also:
- a) prepare a biennial financial plan of operation
for the generalate and adapt it year to year;
 - b) collate financial documentation
from all parts of the Society and its agencies;
 - c) act as the liaison between the generalate
and the international finance commission.

THE GENERAL MISSION SECRETARY

- 7.45 The general mission secretary
is responsible for matters

that involve the missionary administrative units.
If he is not a member of the generalate,
he must be called to all meetings
when mission concerns are discussed.
He promotes interest in our missionary units,
requests personnel for them
through the superior general,
and supervises the preparation of mission personnel.
He cooperates with the province mission directors
and fosters relationship with ecclesiastical,
private and public funding organizations.

- 7.46 The superiors of the missionary units
submit their budgets for the coming year
to the general mission secretary
no later than December 15.
The general mission secretary
submits these budgets to the annual meeting
of the mission procura directors,
which he calls and organizes
and over which he presides.
This meeting is held before the end of February
and it fixes the amounts the mission procuras
are able to contribute to these budgets.
The general mission secretary then submits
the results of the meeting
to the generalate for its approval,
which is to be given no later than March 31.
The generalate, after consultation
with the mission procura directors,
decides for which units the mission procuras
provide financial assistance.
If the mission procura directors
are unable to cover

all the proposed budgets of these units,
the generalate seeks means to cover the remainder.

The superiors of the missionary units
submit the balance sheets of their unit
to the general mission secretary.

The mission procura directors
give an annual report
on the mission procura of their province
to the general mission secretary.

The general mission secretary submits
all the financial documents on the missionary units
to the international finance commission
for its information.

THE GENERAL SECRETARY

- 7.47 The general secretary
takes the minutes of the meetings of the generalate,
keeps its official record,
and countersigns all official documents of the generalate.
He coordinates:
- a) the work of the secretarial staff of the generalate;
 - b) the publishing of material for the generalate,
including a publication (Annales)
which is issued at least once a year
and contains official communications,
reports of the generalate,
and other articles of interest to the whole Society;
 - c) the regular publishing of a bulletin
of current information (Informationes);
 - d) the translation of reports and instructions;
 - e) the inter-provincial exchange of information;
 - f) the providing of information about the Society
to those responsible
for public relations in the provinces.

7.48 He is aided in his work
by a trained archivist
and other trained personnel, as needed.

7.49 The general archivist
collects the historical material of the Society,
orders it, maintains it in the general archives,
and makes it available for study
according to the rules of the archives of the Society.
He promotes and coordinates
the cooperation of the archivists of the provinces
so that the archives are well ordered and well kept
for the good of the entire Society.

Three copies of all publications by members
and all published materials concerning the Society
are to be sent to the general archivist.

Specific directives are given in the provincial statutes.

PERSONNEL FOR THE GENERALATE

7.50 The superior general uses the following procedures
in the recruitment of officers
and staff for the generalate:

- a) He notifies the provincial superiors
of the needs of the generalate,
asking for qualified members.
- b) If a member is to work for the generalate,
a contract is signed by the superior general,
the provincial superior, and the member himself.
This contract contains a job description,
his legal status in the community,
the length of service, and the provisions
for terminating the contract.
- c) If the superior general fails to find
sufficient or qualified members for staff positions,
the generalate has the right to employ others.

INTERNATIONAL COMMISSIONS OF THE SOCIETY

- 7.51 A general chapter
can establish through ordinances
commissions needed
for the work of the generalate.
In preparation for the next general chapter,
the generalate provides for an evaluation
of the effectiveness of each commission.
- 7.52 The chairpersons of international commissions
are appointed by the superior general
with the consent of his council.
Members of the generalate
may be chairpersons of these commissions,
with the exception
of the international finance commission.
- 7.53 All expenses of the international commissions
are included in the budget of the generalate.
- 7.54 The international finance commission
is a standing commission of the Society
composed of three members
elected by the general chapter
according to the following procedures:
- a) The new generalate,
after consulting the provincial superiors,
proposes candidates for the commission.
The general chapter elects them
in the same manner as general consultants.
 - b) When a vacancy occurs
on the international finance commission,
the superior general
with the consent of his council
appoints a new member.

- 7.55 The duties of the international finance commission are:
- a) to advise the generalate
in all important financial matters;
 - b) to recommend to the generalate
any transactions of extraordinary administration
which involves more than 250,000 euro;
 - c) to recommend to the generalate
approval for incurring debts
by the generalate or provinces over 250,000 euro;
 - d) to review the budgets
of the administrative units
dependent on financial support
from the international level,
reporting to the generalate, the general synod,
and the general chapter;
 - e) to review the annual financial reports
of the generalate and all provinces,
reporting to the generalate, the general synod,
and the general chapter;
 - f) to initiate the following procedures
if it feels a unit is experiencing
financial difficulties or pursuing
questionable fiscal policies:
 - 1) the finance commission hears the unit involved
and then makes recommendations
to the superior general and his council;
 - 2) after the superior general
with the consent of his council
approves the recommendations
or issues directives,
the general treasurer informs the unit
of these recommendations or directives;
 - g) to recommend solutions to the generalate,
if it feels the generalate is experiencing

- financial difficulties, and to report to the general synod, if necessary;
- h) to review each year the biennial financial plan for the operation of the generalate and calculate the amounts to be contributed by the various provinces for the support of the generalate for the next fiscal year.

RESIDENCE OF THE GENERALATE

- 7.56 All members of the generalate live in or near the international headquarters in Rome. This house can also serve as an international house of studies.
- 7.57 Since this house does not belong to a province, the community has the right, according to the norms of the general directory, to devise particular rules for their way of life and to participate in the election of their own government.
- 7.58 The board of appeals for the community of the motherhouse consists of the members of the generalate. If one or more members of the generalate are involved in the appeals, they do not vote.

PROVINCES, PRO-PROVINCES, AND VICARIATES

- 7.59 A province is ordinarily established for a specific area. It can also have communities outside this area, having obtained permission of other provinces if they are involved. In accord with universal and proper law, a province has the right:
- a) to determine its own form of government;

- b) to incorporate members into the province,
and thus into the Society;
- c) to direct its community life,
apostolate, and formation;
- d) to establish houses after consultation
and suppress houses with the approval
of the superior general
with the consent of his council;
- e) to treat any other matters
granted by our rules
or ordinances of a general chapter.

7.60 A pro-province has the right to determine, in accord with universal and proper law, its own form of government, incorporate members into the pro-province, and direct its community life.

The generalate takes special concern to help the pro-province develop, especially in the areas of recruitment, formation, and apostolate.

The pro-province establishes or suppresses houses with the consent of the generalate.

7.61 A vicariate is under the care of the generalate and has its own form of government, incorporates members into the Society and directs its community life according to the vicariate statutes.

- a) The relationship of the superior general to a vicariate is analogous to that of a provincial superior to his province. The superior general has the discretion to delegate to a given vicariate superior

- those specific administrative competencies of a provincial superior which the superior general deems appropriate for the person, place, and time.
- b) The incurring of debts, the sale or purchase of property, and any transactions of more than 25,000 euro must be approved by the superior general with the consent of his council.
 - c) A member of the general council attends a vicariate chapter, if possible the consultor who is the contact person with the vicariate.
- 7.62 A region is a geographic section of a province, bound by the statutes of the province and established by a charter granted to it by the provincial superior and his council. The rights and duties of the region are specified in the charter which becomes an integral part of the province's statutes.
- 7.63 Units submit the minutes and official acts of a unit chapter, assembly, or synod to the general secretary, as soon as possible. Minutes of unit council meetings or a summary of them are also sent to the generalate.
- 7.64 Under the direction or with the cooperation of the superior general, the provincial superiors of the same cultural or geographical area may coordinate their personnel, activities, and financial resources when they, or the whole Society, will benefit from joint effort.

- 7.65 Wherever profitable, administrative personnel and commissions of various provinces meet together and share information to further mutual cooperation.
- 7.66 The unit superiors, either by themselves or at the request of the superior general, can arrange transfers of members from one unit to another for a defined period of time or permanently. When such a transfer is made, the following occurs:
- a) The opinion of the member involved is heard by both unit superiors.
 - b) A contract between both unit superiors specifies the length of the transfer, the reason for the transfer, provisions for termination, and any other pertinent information.
 - c) A precondition for a permanent change to another unit is that the member must have worked in the receiving unit for a reasonable time.
 - d) The consent of both councils is required. The member and both unit superiors sign the contract. Copies are kept by all the parties concerned, and one copy is sent to the generalate.
- 7.67 The provincial statutes specify the competent authority to deal with necessary and/or generalate requested changes in provincial statutes and ordinances in the interval between provincial chapters.

- 7.68 The provincial statutes contain norms guaranteeing that programs and directives of the international Society will be supported by the necessary offices, programs, personnel, and/or money.

ADMINISTRATION OF MATERIAL GOODS

- 7.69 Money and goods given to us can be used only according to the will of the donor. If this money does not become our own, for example, money given for the mission, it must be administered separately.
- 7.70 All monies of our communities are to be noted in the official account book and kept in a common fund.
- 7.71 Local superiors and treasurers consult the community and respect its decisions for expenditures over and above the day-to-day operating expenses. In such cases, due consideration is also given to the financial status of the province and the Society as a whole. The provincial statutes give further specifications.
- 7.72 Members entrusted with the administration of material goods administer them as a service to the community and at specific times render a detailed account according to our rules. Ordinarily, the offices of superior and treasurer are not to be combined. For provinces the statutes contain further details.

- 7.73 The provincial statutes specify to what extent communities and members who live alone can dispose of material goods on their own and how they give an account to the province.
- 7.74 Each unit has a finance commission elected by the unit chapter. The members are not to be members of the unit council. The unit treasurer participates in the commission as a non voting member. Unit statutes specify the responsibilities of the commission.
- 7.75 The financial administration of all apostolates, including those carried out by a community as such, is to be separated from the administration of the properties of the community, as much as possible, so that the financial implications of our apostolates can be better seen and our own attitude regarding poverty can be better evaluated.
- 7.76 It is the task of treasurers:
- a) to keep on file all records concerning contracts and all fiscal documents;
 - b) to keep a current inventory and valuation of all movable and immovable goods;
 - c) to keep a special record of Mass obligations, including the number of Masses received, the intentions, the stipend, and the fulfilled obligation. This is inspected regularly by the superior or his delegate;

- d) to list all obligations of endowments, together with the record of receipt and eventual implementation of the obligation;
- e) to draw up a monthly account and yearly balance sheet;
- f) to prepare an annual budget;
- g) to obtain an annual financial report prepared by a public accountant.

7.77 Financial reports of the units and the general treasurer are submitted as follows:

- a) A financial report prepared by a public accountant is sent to the general treasurer within nine months after the end of the unit's fiscal year. If this is not possible, an explanation should be forwarded to the general treasurer.
- b) The annual financial reports of the provinces are carefully examined by the general treasurer; if necessary, he requests clarifications. He presents these reports, together with the generalate report, all converted to a common currency, to the generalate and international finance commission for consideration.
- c) The general treasurer submits the consolidated balance and that of the generalate together with the report of the finance commission to the general synod at its next meeting or to the general chapter.

7.78 The general treasurer has the right to inspect the financial administration of the units and those houses which are immediately subject to the generalate.

Any recommendation he makes

on the basis of this inspection
must be approved by the superior general
with the consent of his council.

He informs the provincial superior
and the treasurer of his recommendations
before he submits them to the generalate.

- 7.79 The following are extraordinary administrative acts:
- a) purchasing or selling real estate, buildings, or other valuable property;
 - b) purchasing of long-lasting equipment (technical installations), except in cases of replacement;
 - c) remodeling or adding to existing buildings;
 - d) mortgaging property or contracting debts;
 - e) changing the purpose of an immovable property, for example, leasing or renting a property of the Society to an outsider;
 - f) accepting guarantee-ships, trusteeships, and donations with obligations attached.
- 7.80 Financial transactions of extraordinary administration follow these procedures:
- a) Provincial statutes determine for what amount a local community needs the consent of the provincial superior with the consent of his council.
 - b) A province or the generalate can make financial transactions up to 250,000 euro on its own; for more than 250,000 euro the consent of the superior general with the consent of his council with the recommendation of the finance commission is needed.

- c) The consent of two-thirds of the generalate, the consultation of the general synod, and the recommendation of the finance commission is necessary for the generalate or a province to incur a debt of more than 250,000 euro.
- d) In all cases, care must be taken that no other administrative level is thereby burdened.
- e) The generalate and the provinces must observe the prescriptions issued by the Holy See for the individual countries stating for which amount they need the special consent of the Holy See.

7.81 Units are to make their contributions to the generalate as soon as possible after January 1. At least half will be paid by the end of May and the balance no later than the end of September. If a unit is unable to comply, the unit treasurer writes a letter of explanation to the general treasurer.

7.82 If and when any properties that have been purchased and built with funds from the international Society are sold in the future, money is to be returned to the generalate in proportion to the amount the international Society contributed to the total cost. The amounts of the original contribution from the international Society must be visible on the unit's balance sheets so as to verify their existence for the future. Monies returned to the generalate from the sale of property in an area that originally was a mission area will be reinvested in the missions.

- 7.83 A unit gives at least 20% of the proceeds from the sale of real estate to the generalate for Salvatorian missions, expansion units, or new foundations. Real estate generating income sold to be reinvested in income producing real estate is exempted. Real estate sold to be reinvested in other apostolates of the unit is exempted.
- 7.84 All units donate at least one percent of their gross income for Salvatorian mission works through their own mission procura as an expression of solidarity and co-responsibility, as well as a sign of lived poverty. In addition, they contribute another one percent of their gross income to build up the Francis Jordan Endowment Fund. The fulfillment of these obligations must be reflected in their annual returns, using the forms provided by the general treasurer.

FUNDS OF THE GENERALATE

- 7.85 The generalate shall maintain a Restricted Fund in the amount of 250,000 euro. The interest from this fund can be used either for the current expenses of the generalate or to build up the fund itself. The recommendation of the international finance commission is required before the principal of this fund can be used.
- 7.86 The Solidarity Fund exists to help units in need or to undertake necessary projects.

- a) A percentage of the gross income of the units will be transferred annually to the Solidarity Fund.
The percentage is determined by a general synod or a general chapter.
- b) Requests for financial help from the Solidarity Fund will be presented to the generalate through the general treasurer.
The generalate reviews carefully the request and presents it together with the result of its review to the international finance commission for its recommendation.
Only with the recommendation of the international finance commission can the generalate give final approval to the project and the amount of money to be granted.
- c) If the sum requested from the Solidarity Fund is greater than that available, the generalate can request help from the provinces.
The generalate can give the approval after it has received from the provinces the amount of their specific donations.

7.87 The Projects Fund is a separate accounting unit used by the generalate to account for major projects and extraordinary expenses. The primary reason for this accounting unit is to keep these expenditures separate from the Society general administration and the motherhouse.
All rental income from the hotel, shops, etc., in the motherhouse will be accounted for in the Projects Fund.

7.88 The Francis Jordan Endowment Fund has the following purposes:

- a) To finance initial formation in expansion units;
to assist with administrative costs of the generalate;
to provide a loan for the remodeling
of the motherhouse;
to acquire patrimony in expansion units.
- b) The superior general
with the consent of his council,
the recommendation
of the international finance commission (IFC)
and the general treasurer,
determines the investment allocation
(i.e. how the principle is invested).
The IFC and the general treasurer
will also recommend to the generalate
where to invest the money.
Annual grants will be no more than 5%
of the three-year moving average
of the value of the fund.
The superior general
with the consent of his council
upon the recommendation of the IFC
and the general treasurer
will approve grants and loans.

CHAPTER EIGHT

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- 8.1 The official language of the constitutions and general directory is English.
- 8.2 The generalate approves translations from the official text.

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