

Statutes and Regulations

Lay Claretian Movement

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Statutes and Regulations

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Statutes and Regulations of the Lay Claretian Movement

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Presentación

From its birth in 1983, the Lay Claretians Movement articulated two fundamental texts for its configuration: one of identity character, the Ideology, in which its charismatic features are described; and another of organizational character, the Statutes, in which all the aspects related to its functioning are gathered. At first, both texts were presented in a single document, but already at the second General Assembly held in Buenos Aires in 1987 the decision was taken to separate them and publish them separately, given their different nature.

The first Statutes were approved by the Pontifical Council for the Laity on April 20, 1988, thanks to which the Lay Claretians Movement obtained the official recognition of its charism and its inclusion in the Repertory of International Associations of the Faithful of the Holy See.

Given its charismatic nature the Movement has always been clear that its organizational framework should be open and flexible enough to respond better to what the Spirit is inspiring in each circumstance. But equally, in its process of growth, it has also noted the need to update its Statutes to face new situations, clarify ambiguities and cover the gaps that were detected in its articles.

The V General Assembly (Santo Domingo, 1999) already carried out a first revision of the Statutes - approved by the Pontifical Council for the Laity in February 2000 - and complemented them with some Applied Norms that would provide guidelines that would serve as a reference for the internal life of the Movement.

Subsequently, the VIII General Assembly (Aparecida 2011), in view of certain normative imbalances and some issues that were generating some confusion in their interpretation, decided on the one hand to make a slight change in the Statutes (the extension of the period for holding Regional Assemblies from two to three years, which was approved by the Holy See in December 2012). And on the other hand, to entrust the General Council with the formation of a team of lay people to carry

out a more in-depth analysis of the organisational framework of the Movement. This team presented to the Assembly of Granada (2015) its reflections and a work proposal to specify the measures to be taken. As a result, the Assembly concluded that it was necessary to undertake a new revision and updating of the Statutes and its Application Norms in order to profile the organization of the Movement in the face of the new realities that the groups and communities are encountering.

After an arduous and meticulous process that included multiple meetings and intensive work sessions, various drafts, the study and contributions of groups and communities, and some consultations with the Dicastery for the Laity, the final draft of the proposal to update the Statutes and Applied Norms was presented to the General Assembly in Medellín, which was unanimously approved on July 18, 2019. With the signing of the Decree by the Dicastery for the Laity, the Family and Life giving its approval, the new Statutes officially entered into force on 12 September of that same year.

This second revision of the Statutes and Applicative Norms is the one we present in this publication and it has been carried out under a double criterion: on the

one hand, the clarification of those aspects which in the opinion of the Assembly generated more confusion (especially those referring to the incorporation into the Movement and the criteria of belonging and exclusion); and on the other hand, the updating, reordering and simplification of the structure of the articles as a whole from the absolute respect for their original spirit.

With the renewal of our organizational framework, we, the Lay Claretians, reaffirm our will to remain in continuous missionary tension before the signs of the times and to continue growing in fraternity in order to, as Pope Francis has asked of all the ecclesial movements, continue keeping alive the freshness of our charism and to be always open to the newness of the Spirit, without moving away from a reality that is in continuous evolution. May the Heart of Mary impel and encourage us in this mission.

Lay Claretian Movement
General Council

March 2020

Statutes and Regulations
of the Lay Claretian Movement

Approved by the
X General Assembly
of the Lay Claretian Movement
(Medellin, 18 July 2019)

Ratified by Decree of the
Dicastery for the Laity, Family and Life
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Statutes and Regulations

Chapter 1: NAME AND PURPOSE

E.1. The Lay Claretian Movement is a private association of the faithful, of international scope, recognized by the Holy See and enjoys juridical personality.

N.1.1 The Lay Claretian Movement (LCM) is recognized by the Holy See through the Dicastery for the Laity, Family and Life as an international association of the faithful of private law. The juridical personality confers on it the rights and duties granted to it by law.

N.1.2 Ordinary relations with the Dicastery for the Laity, Family and Life are the responsibility of the General Council.

N.1.3 Relations with other associations and lay movements are the responsibility of the General Council at the international level, the Regional Councils at the national or regional level, and the various groups at the local level.

N.1.4 The name “Lay Claretians” may not be used by any civil entity, unless expressly authorized by the General Council.

E.2. The Movement is a non-profit entity and has as its purpose to promote the understanding and experience of the vocation, mission and spirituality of the Lay Claretian in accordance with its Source Book.

N.2.1 The General Council and the Regional ones will promote programmes of vocational promotion in their territorial area, which may be carried out jointly with other members of the Claretian Family or, periodically, in parish or diocesan spaces.

N.2.2 The General Council and the Regional ones will promote the holding of encounters and the exchange of experiences among groups and Lay Claretians, to reflect on the living out of the vocation, mission and spirituality; and how to respond, as Lay Claretians, to particular challenges or evangelizing urgencies.

N.2.3 The Movement will ensure the charismatic identity. To this end, formation is essential, both that of incorporation and permanent formation, according to the criteria established in the current General Plan of Formation. In this formation, the Word will have a special role as a source and fundamental tool for evangelization.

E.3. The Movement has its headquarters in Rome at Via Sacro Cuore di Maria, 5. The General Council can agree to moving the headquarters by informing all the groups of the change.

- N.3.1 The General Council should inform the Dicastery for the Laity, Family and Life of the addresses of its members so that they can send them communications and periodic publications.
- N.3.2 The Regions will have a fixed headquarters or address (physical or virtual) where they can receive communications, keep archives and formation material, etc..
- N.3.3 Groups should have a place to keep their archives and formation material.

Chapter 2: ORGANIZATION

E.4. The Lay Claretian Movement is organized on three levels: group, regional and general.

- N.4.1 In each of the three levels there will be an animation and coordination team that will act collegially.
- N.4.2 At each level, the relevant animation team may draw up internal rules indicating the distribution of responsibilities, the means of carrying out the tasks assigned and the frequency of meetings.
- N.4.3 The following criteria should be taken into account when choosing people to carry out services of animation at group, regional and general level:
1. To clarify the tasks of animation and coordination that need to be undertaken.
 2. To possess human and Christian maturity demonstrated in:
 - a. Testimony and coherence of Christian life, in communion with the Church, integrating spirituality and mission.

- b. Formation in the Claretian charism.
- c. Identification with the Movement and a capacity for its animation.
- d. Active participation in meetings and encounters of Lay Claretians in the different areas.
- e. Ability to provide the required service.
- f. Realism and emotional balance.
- g. Ability to work in a team.
- h. Possibility and time to provide the service.

N.4.4 The teams of animation of each level will provide all the means to facilitate the task to those who succeed them in the position.

N.4.5 In response to the problems or conflicts that arise in the groups or Councils, they will try to:

- a. Acknowledge that a problem exists.
- b. Analyse it through dialogue and by listening to all the members of the group.
- c. Try to resolve it with maturity.
- d. Reflect on it from the spiritual dimension.

- e. Seek advice from the assessor and the relevant Council.
- f. Accept with an evangelical spirit the decisions made.

N.4.6 Each group or region will be responsible for the commitments undertaken by it in its field of action in accordance with the framework established by these Statutes and its Regulations. The rights and obligations arising from such commitments shall be assumed exclusively by that group or region.

N.4.7 Any initiative, association or local or regional apostolic work or promotion, officially associated with the Lay Claretian Movement, should take into account in its rules the protocols in force in its diocese on the protection of minors and vulnerable adults.

Likewise, any Lay Claretian who collaborates by performing their pastoral work in other associations or apostolic works outside the Movement, commit themselves to know and respect the directive for the protection of minors and vulnerable adults in force in that evangelizing platform.

2.1 THE GROUPS

E.5. The group is the basic element in the organization of the Movement. Each group preserves its own characteristics and name, makes its group project and is governed by its own rules, all of which are reported to the respective council, in accordance with the provisions of these Statutes.

Whenever possible, the groups will be integrated into a Region. Those groups in an area where there is no established Region will be accompanied by the General Council.

N.5.1 The group or community project will be reviewed periodically and should include its mode of operation and its general and specific objectives. It will also be in harmony with the objectives and operational lines established in the Regional and General Assemblies.

N.5.2 Each group will seek to:

- a. Encourage communication and communion among group members.
- b. Care for and promote its identity, mission and spirituality.
- c. To stimulate the creation of new

groups of Lay Claretians and the incorporation of new members into the group.

- d. Be attentive to the sick, elderly and most needy people in the group.

E.6. Each group will establish an Animation and Coordination Team to animate its functioning in accordance with its reality and needs in fidelity to these Statutes and their Regulations.

N.6.1 The Animation and Coordination Team will provide the following services:

1. Coordination
2. Formation.
3. Economy.
4. Communication.

As far as possible each service will be taken over by a different person. In addition, the person in charge of assessing the group will form part of the Animation Team, in accordance with the Statutes (E.29)

Other support services for the Animation and Coordination Team may be established.

N.6.2 The Animation and Coordination Team of the group has the following functions:

- a. Convene group meetings and gatherings.
- b. Motivate the creation and implementation of the group project.
- c. Promote the living out of the Source Book (Vocation, Mission, Spirituality), taking care of the ongoing formation of the group and its members, taking into account the needs of the group and the agreements in this regard in the regional and general assemblies
- d. Care for the discernment process of the lay people who want to join the group.
- e. Maintain appropriate communication and information with the Regional and General Councils.
- f. Prepare every three years a report of the group's activities for presentation to the Regional Assembly, according to the criteria established by the Regional Council
- g. Establish the means of financing the group's activities and the contributions to the general and regional funds.

- h. Provisionally cover the departures from the team, until the group names substitutes.
- i. Ensure that the group always has an assessor, preferably from the Claretian Family.
- j. Maintain communication with the local Church and other branches of the Claretian Family.

N.6.3 The Animation and Coordination Team will be renewed when the group decides. It will ensure that, over time, all members assume responsibilities within the group itself.

E.7. Each group must place much interest in promoting the formation of all its members, paying special attention to the Claretian formation, to the training for evangelization and understanding the documents of the Church. To do this, it will draw up its own formation plan under the guidance of the corresponding councils and assemblies.

N.7.1 All groups must include a formation plan in their community project. Within this plan, it is important to carry out an analysis of the social and ecclesial reality..

N.7.2 The formation of the group must be in harmony with the General and Regional Formation Plans, without forgetting the doctrinal orientations of the local and universal Church.

2.2 THE REGIONS

E.8. A Region comprises the groups in its territorial area. The determination of the regions is within the competence of the General Council, after consultation with the groups concerned.

N.8.1 A Region will be made up of a minimum of four groups admitted to the Movement that have cultural affinity, geographical proximity, etc. When a Region is created, its capacity to carry out its functions and cover its economic needs must be guaranteed by the groups that make it up.

E.9. The animation and coordination of the movement at the regional level is the responsibility of the Regional Assembly and the Regional Council.

2.2.1 The Regional Assembly

E.10. The Regional Assembly is formed by the members of the Regional Council and as many delegates of the groups in the Region as approved at the previous Regional Assembly.

The Assessors of the groups in the Region, or a representation of them and other invited guests as determined by the Regional Council, participate in the Regional Assembly, although without the right to vote.

N.10.1 The modification of the criteria for participation in the Regional Assembly can only be approved by the Assembly itself, but it will take effect from the following convocation.

E.11. The Regional Assembly will ordinarily meet every three years having been convened by the Regional Council. The same Regional Council will convene an extraordinary session of the Assembly when so requested, in writing, by at least half of the groups in the Region or one-third of the members of the Region, or when, in the judgement of the Council, there are exceptional circumstances.

- N.11.1 If the Regional Council fails to convene the regular Assembly within the established time limit, any group may request in writing that the General Council convene it.
- N.11.2 Exceptionally, the General Council may also convene an extraordinary Regional Assembly at the request of half of the groups of the Region, or one third of the members of the Region. This request must be made in writing.
- N.11.3 Exceptionally, the General Council may authorize a Region to postpone the holding of the Regional Assembly. To this end, the Regional Council shall send a request to the General Council six months before the date on which the Assembly is to be held. The General Council may seek further information from other bodies and consult the Region before issuing its authorisation or refusal.
- N.11.4 When the Regional Assembly is not held in the months following the General Assembly, it will be advisable to convene

a regional meeting in order to work on the conclusions of that Assembly.

In the case of groups without a region, the General Council will promote zonal meetings for the same purpose.

E.12. The Regional Assembly has, among others, the following functions:

- a. Promote mutual understanding, friendship and support.**
- b. Elect the Regional Council, set the guidelines for its performance and evaluate its management.**
- c. Study and reflect on the different aspects of the identity, mission and spirituality of the Lay Claretian.**
- d. Foster the sharing of goods between the groups of the Region and, from these, with the Movement, and to set the regional quota.**
- e. Establish the criteria for participation in the next Regional Assembly.**
- f. Approve the rules for the functioning of the Assembly itself, in which the conditions and procedures to be followed for decision making on the part of the same are established.**

2.2.2 The Regional Council

E.13. The Regional Council is elected by the Regional Assembly for a period of three years. No one may be a member of the Regional Council for more than two consecutive full terms. Exceptionally, it is possible to be re-elected for a third term by a majority of 2/3 of the votes of those present in the Assembly at the time of the vote.

E.14. The Regional Council will be composed of the number of members to be determined by the Regional Assembly with a minimum of 3 and a maximum of 5, including the Assessor. It will meet as often as necessary for the performance of their duties and at least once a year in person.

N.14.1 At least 2 years of membership in the Movement will be required to become a member of the Regional Council.

N.14.2 The Regional Council shall provide at least the following services:

1. Coordination:
Responsible for ensuring that the Regional Council fulfils the tasks assigned at the Assemblies, remains active and is able to carry out its functions. In addition, it will be responsible for the internal and external relations and communications of the Region.

2. Formation:
Motivate and encourage the fulfillment of the agreements related to the formation of the Regional and General Assemblies; seek the adaptation of the criteria of the General Plan of Formation in the Region, encourage vocation promotion in the groups, and inform them of the available formation resources.

3. Economy:
Motivate and encourage everything related to the financial activities of the Region and the sharing of goods within and outside the Region in order to foster the activity of evangelization.

4. Regional Assessor:
Accompanies and collaborates with the Regional Council in accordance with the Statute E.29.

If necessary, a Council member could assume two services simultaneously.

- E.15. The Regional Council has, among others, the following functions:**
- a. Encourage communication and coordination between the groups in the Region.
 - b. Stimulate the ties and participation of the groups in the life of the Movement.
 - c. Organize the formation in the Region in coordination with the internal dynamics of the groups.
 - d. Convening the Regional Assembly and organizing its celebration.
 - e. Organize other regional and inter-regional encounters and activities.
 - f. Stimulate the creation of new groups.
 - g. Resolve the requests for incorporation into the Movement of new groups as well as the new members of groups already admitted.

- h. Ensure compliance with the criteria for admission into the Movement established by these Statutes.
- i. Determine the exclusion from the Movement of individuals or groups that depart from the Source Book and the Statutes of the Movement, without prejudice to the right of appeal to the General Council by the group or individuals affected.
- j. Maintain appropriate communication with the General Council.
- k. Establish means of financing the activities of the Region and to co-ordinate with the General Council the payment of the prescribed quota.
- l. Provisionally cover the vacancies occurring in the Council itself until the next Assembly.
- m. Inform the General Council, at least once a year, on the state of the Movement in the Region: the highs and lows, the formation activities, the sharing of goods, and any relevant aspect of the same.
- n. Inform the General Council of the convening and conclusions of the Regional Assembly and the composition of the new Council.

- o. Submit to the Regional Assembly, the report of the management performance in the three years of its function.
- p. Prepare for submission to the General Assembly a report of the quadrennium in the region, according to the criteria established by the General Council.
- q. Ensure the representation and participation of the Movement in the coordinating bodies of the Claretian Family and the local church in its area.

N.15.1 The Regional Council may delegate functions and create commissions or special services to carry out the activities entrusted to it for an improved service of the Region.

E.16. With regard to the internal functioning of the groups, the Regional Council will only have authority over those matters expressly provided for and regulated by the present Statutes or the Regulations.

2.3 THE MOVEMENT AT THE GENERAL LEVEL

E.17. The animation and coordination of the Movement at the general level rests with the General Assembly and the General Council.

2.3.1 The General Assembly

E.18. The members of the General Council, one representative from each of the Regional Councils and as many delegates of the groups as approved in the previous General Assembly form part of the General Assembly.

In addition, the Assessors of the Regional Councils and other invited guests, as determined by the General Council, can participate in the General Assembly, although without the right to vote

N.18.1 Modification of the criteria for participation in the General Assembly can only be approved by the Assembly itself, but will take effect from the following convocation.

N.18.2 In view of the possible difficulties of the groups to send delegates and in order to encourage participation, there is the possibility to delegate the vote. Given that, according to Canon Law, each person only has the right to one vote, the delegation will be made to an admitted Lay Claretian who is not a delegate of his own group.

N.18.3 To delegate the vote, the group coordinator must inform the General Council in writing of the full name of the person being delegated, at least two days before the start of the Assembly.

E.19. The General Assembly will ordinarily meet every 4 years having been convened by the General Council.

The General Council will convene an extraordinary session of the General Assembly when at least half of the groups of the Movement or one-third of the members admitted make a request in writing or when, in the judgement of the Council, exceptional circumstances arise.

N.19.1 The General Assembly shall have rules of operation which shall determine the procedure for decision-making and the conduct of elections.

- E.20.** The General Assembly has, among others, the following functions:
- a. Promote mutual understanding, friendship and encouragement.
 - b. Study and reflect on the different aspects of the identity, mission and spirituality of the Lay Claretian.
 - c. Assess the situation of the Movement at a general level.
 - d. Elect the General Council, set the guidelines for its activity and evaluate its management.
 - e. Foster the sharing of goods between those groups and regions and fix the quota of the Movement at a general level.
 - f. Modify the Source Book and the Statutes of the Movement and establish its Regulations.
 - g. Approve the rules of functioning for the Assembly, in which the conditions and procedures to follow for decision making on the part of the same are established.

The resolutions of the Assembly are to be respected by the General Council, the regions and groups.

E.21. The Source Book and these Statutes may only be modified by a qualified majority of at least 2/3 of the votes of those present in the Assembly at the time of the vote. For the Regulations it will require an absolute majority of votes on the first and second ballot, and a simple majority in the third ballot.

The amendments to the Statutes need to be approved by the Dicastery for the Laity, Family and Life before coming into force.

2.3.2 The General Council

E.22. The General Council is elected by the General Assembly for a period of four years. No one may be a member of the General Council for more than two consecutive full terms. Exceptionally, they may be re-elected for a third term by a majority of 2/3 of the votes of the Assembly.

N.22.1 Exceptionally, a new Council may be elected at an Extraordinary General Assembly called for this purpose, with the same mechanisms and requirements as the Ordinary one. This Extraordinary Assembly may deal with as many issues as it deems appropriate and shall set the following Ordinary Assembly

N.22.2 The General Assembly and the General Council may establish such delegations as they deem necessary for the better performance of the tasks and functions of the Movement.

E.23. The General Council will be composed of four people with the following services: General Secretariat, Secretariat of Formation, Secretariat of Economy and the Assessor. It will meet at least once a year.

N.23.1 At least 4 years of membership in the Movement will be required to become a member of the General Council.

E.24. The General Council has, among others, the following functions:

- a. Represent the Movement.
- b. Ensure the participation of the Movement in international affairs and in global organizations of lay people.
- c. Promote communication between the regions and groups of the Movement.
- d. Assist in the formation of Lay Claretians.
- e. Administer the goods of the Movement.
- f. Promote the sharing of goods and propose to the General Assembly the

- minimum quotas that each member should contribute through their group.
- g. Convene the General Assembly and arrange its celebration.
 - h. Provisionally cover the vacancies occurring in the General Council until the next Assembly.
 - i. Determine the constitution of the Regions with the agreement of the groups involved.
 - j. Convene, with the agreement of the groups, the constituent Regional Assembly for the new Regions and determine the criteria for the representation of these groups.
 - k. Accompany the groups without a region.
 - l. Determine finally the admission to or exclusion from the Movement of individuals or groups without a Region as set out in E.31 and E.32.
 - m. Interpret the Statutes and Regulations of the Movement.

N.24.1 It is the task of all members of the General Council:

- a. To monitor the progress of the Regions and groups in order

- to maintain the charism of the Movement and to comply with the resolutions of the General Assemblies.
- b. To promote the growth of the Movement and, where it is not present, to analyse the reasons and seek possibilities.
 - c. To promote the integral formation of the members of the Movement.
 - d. To disseminate evangelizing experiences with a witnessing and missionary dimension of groups or Lay Claretians.
 - e. To be attentive to the new evangelizing urgencies of the times and to bring the reflection to the attention of the Council in order to see the possibilities of responding as a Movement.
 - f. To submit to the General Assembly the report on the management of the four years of its function.
 - g. Motivate the Claretian Family to promote the Lay Claretian Movement.

- E.25.** The service of the General Secretariat will have the following functions:
- a.** Represent the Movement legally.
 - b.** Maintain, on behalf of the Movement, the relationship with the Dicastery for the Laity, Family and Life; with the general coordination of the members of the Claretian Family; with other ecclesial organizations; and with other bodies the Council may consider.
 - c.** Coordinate the functioning of the General Council and ensure compliance with its functions.

- N.25.1.** The General Secretariat shall be responsible for the following services:
- a. Exercise the functions defined in the current statutes.
 - b. Receive requests for acceptance of groups into the Movement and for the creation of regions and submit them to the other members of the Council for approval.
 - c. Maintain communication, in the name of the General Council, with the Regions and groups. It may be assisted by a Delegate for Communication.

- d. Prepare and keep the minutes of the meetings of the General Council and the General Assemblies.
- e. Keep a record of the information of the groups and Lay Claretians admitted in the Movement, as well as those in the period of discernment: addresses of the groups, of the Regional Councils and of the Animation and Coordination Teams of the Groups.

N.25.2 The remaining members of the Council shall perform the following services:

1. The Formation Secretariat will be responsible:
 - a. To update and disseminate the General Plan for the formation of the Movement taking into account the guidelines of the General Assembly.
 - b. To promote formation programmes for the Movement to foster knowledge, experience and fidelity to the charism.

- c. To promote a programme to train formators for the Movement.
 - d. To provide guidance for the development of the group project and the provision of formation.
2. The Economy Secretariat will be responsible for:
- a. To motivate and concretize the sharing of goods in the Movement.
 - b. To keep control of the economic reports and quota contributions of the regions and groups without region to the general fund.
 - c. To keep control of the economic reports and quota contributions of the regions and groups without region to the general fund.
 - d. Llevar la contabilidad de los ingresos y gastos del Movimiento.
3. The General Assessor will be responsible for:
- a. To accompany and collaborate with the General Council, as established in these Statutes. (E.29.)

- b. To stimulate and orient, together with the Secretariat of Formation, the integral formation on the Claretian, lay, missionary and prophetic charism of the Lay Claretian Movement.
- c. To accompany the service of the Assessors.
- d. To facilitate the collaboration between the Claretian Family and the Movement in joint experiences and projects..

E.26. All members of the General Council will be elected separately by the General Assembly in the following order:

- 1. General Secretariat**
- 2. Secretariat of Formation**
- 3. Secretariat of Economy**
- 4. Assessment Service**

Chapter 3: ECONOMY AND SHARING OF GOODS

E.27. Each group manages its assets according to their rules, always taking into account the following guiding criteria:

- a. The obligation to always orient the goods to the service of the Gospel in the development of the group's mission.
- b. The sharing of goods between the economically stronger with those in need of help.
- c. The commitment to be governed by principles of austerity, renouncing all desire for profit.
- d. The need to be self-financing, given the autonomous status of each group.

E.28. The expenses of the Movement will be covered as follows:

- e. At the general level, by the contributions from all its members made through their groups, in order to enable them to cooperate in the financing of the Movement. The General Council will propose the minimum contribution,

which will be approved by the General Assembly.

- f. At the regional level, by the contributions from its members collected through its groups following, at the regional level, the same criteria as at the general level.
- g. The groups can have their own contributions for their internal operation.

The groups that may not be able to meet even the minimum contributions of all the individuals who are members, may request a waiver, partial or total, which will be considered and determined individually by the corresponding Council.

N.28.1 The operation of the economy of the Movement, in addition to that set forth in the Statutes, shall be governed by the criteria established by the General Council for the Communion of Goods, following the guidelines of the General Assembly.

Chapter 4: ASSESSMENT SERVICE

E.29. At each of the levels (General Council, Regional Councils and groups), there will be an Assessor who will collaborate especially in the formation aspects. They do not necessarily have to form part of the Lay Claretian Movement, but belong preferentially to the Claretian Family. They will be chosen by the group or corresponding assembly.

Chapter 5: MEMBERSHIP

E.30. Any lay person, feeling identified with the Claretian charism and its community dimension, who accepts the Source Book of the Movement and the present Statutes, and lives the Claretian identity in a group already admitted in the same, can be part of the Lay Claretian Movement.

N.30.1 An individual who wishes to join the Movement will be admitted as a lay person in discernment during a period of formation that guarantees the degree of identification with the charism and with the criteria set out in the basic itinerary of discernment. Normally this will not last more than two years, although this period may be extended to three years in exceptional cases at the discretion of the Regional Council or the General Council as appropriate.

N.30.2 The basic path of discernment and the criteria for admission to the Movement will be defined by the General Plan of Formation in force. The Regional Councils may adapt this itinerary to the reality of their area.

N.30.3. In order to carry out the process of discernment of a new group, the corresponding Council will designate a person as a companion to guide it during the process. In the case of a personal incorporation into an admitted group, the group will designate this companion. If due to exceptional circumstances it is not possible to accompany the group in person, it will be permitted to accompany the group from a distance, using the different means of communication and new technologies, trying as far as possible to make at least one visit a year.

5.1 INCORPORATION

E.31. The incorporation of lay people into the Movement is carried out through by the personal admission, with a connection to any of its groups, or through the admission of a new group.

Each group is able to establish, with suitable criteria, and following the general and regional guidelines, the procedure for the incorporation of new members, following these minimum criteria:

- a. Over 18 years old, a baptized Catholic and to have received the sacrament of Confirmation.
- b. Having made a prior discernment for a period of at least six months and a maximum of two years, extendable to three years with prior authorization from the corresponding Council.
- c. The requirements defined in E.30.

The final decision for incorporation into the Movement is the responsibility of the Regional or General Council, as appropriate, at the request of the person or group concerned.

N.31.1 Each group will define its own criteria for admission according to the minimum criteria established in the itinerary of discernment that has been defined in the General Plan of Formation and, where appropriate, in those defined at the regional level.

N.31.2 It is the responsibility of the group to designate a companion for the person or persons applying for admission to the group, whose function will be to guide the process of discernment. When the process of discernment of incorporation is carried out by a group, the companion will be designated by the corresponding council.

- N.31.3 When the layperson or group, in agreement with their companion, considers their discernment to be complete, they may request in writing their definitive incorporation. This will be resolved by reasoned agreement of the corresponding council, after consultation with the person who has carried out their accompaniment.
- N.31.4 When the person joins the Movement, they will receive an official letter of admission, issued by the corresponding council, which will make them a fully-fledged Lay Claretian.
- N.31.5 The groups must notify the corresponding council at least annually of changes in their list of members, in their Animation Team, contact details, designation, etc.
- N.31.6 The groups and regions will creatively look for a public or private celebratory space, where the new Lay Claretians can make explicit their personal and community commitment, as well as their acceptance of the Source Book, the Statutes and the Regulations.

N.31.7 Each Lay Claretian will be linked to an admitted group. Their participation in the ordinary life of the group will be preferably in person. In case it is not possible, a fluid communion of life and faith will be maintained by having recourse to all the available means of communication. In this case, efforts will be made to have a face-to-face meeting at least once a year.

5.2 EXCLUSION

E.32. A person who ceases to feel identified with the Claretian charism and its community dimension and is not consistent with the Source Book of the Movement or fails to comply unjustifiably with its Statutes will be excluded from the Lay Claretian Movement.

To proceed to the expulsion, the corresponding Council will initiate a process recording the prior warning to the person concerned; if they persist in their attitude, the process will continue by giving a hearing to the individual involved.

The person concerned may appeal against the resolution for expulsion adopted by a Regional Council to the General Council. If the resolution of expulsion is adopted or endorsed by the General Council, they may appeal to the Dicastery for the Laity, Family and Life within two months.

N.32.1 The competence for exclusion from the Movement is held by the corresponding Councils. Some criteria for exclusion, both for individuals and groups, are:

- a. The unjustified absence from the life of the group for more than 1 year.
- b. Dual membership, i.e. participation in another group involving all aspects of life or whose means or ends are not compatible with those of the Movement.
- c. Not participating in the sharing of goods within the Movement by repeated and unjustified refusal to pay the established fees.

N.32.2 An excluded layperson may request to be reinstated in the Movement. Such a request shall be made in writing. The corresponding Council will study each case in a personal manner, with the reasoned report of their original group.

Chapter 6: DISSOLUTION OF THE MOVEMENT

E.33. The Lay Claretian Movement can be wound-up by a decision of the General Assembly taken in a single scrutiny, with the qualified majority of two thirds of the votes of those present.

In the event of the winding-up or dissolution of the Lay Claretian Movement, the assets of the same will be handed over by the General Council to institutions of the Claretian Family in accordance with the provisions as determined by the General Assembly, in the extraordinary session of dissolution, as provided for in E.19.

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