

U.N.I.F.A.S.
(INTERNATIONAL UNION OF THE SERVITE FAMILY)

STATUTE OF THE INTERNATIONAL UNION OF THE SERVITE FAMILY

(UNIFAS)

Name

1. On the 4th of May, 1987, the International Union of the Servite Family (UNIFAS) was established, with its seat in Rome.

Nature and purpose

2. UNIFAS brings together the general representatives of all component groups of Servite men and women that exist throughout the world.

It encourages cooperation, sharing, and reciprocal assistance in the promotion and the continual renewal of fidelity to the "common Charism", while respecting the independence and the identity of each group.

3. The purpose of the Union is to express, foster, and promote communion and cooperation within the Servite Family by means of:

a) reciprocal knowledge and communication;

b) mutual help in the common sectors of our life and of our commitment to service (vocations, formation, study, research, history, Mariology, liturgy, mission, evangelization, apostolic service, etc.);

c) the reading together of the signs of the times and the search for adequate answers;

d) consultation on themes and initiatives of joint interest.

4. UNIFAS may establish relationships of cooperation with the various Servite leadership bodies that exist in different countries.

Membership

5. The following are members of the Union:

- the prior general of the Order of Servants of Mary;
- the federal representatives of the monasteries of cloistered Servite nuns;
- the general representatives of the congregations of Servite Sisters and of the Servite Secular Institutes;
- the national representatives of the Servite Secular Order and of the lay groups;
- the representatives of national UNIFAS groups;
- the friar regional coordinators of the Order of Servants of Mary.

6. The Union has no juridical authority over the member groups.

National UNIFAS groups

7. Each national UNIFAS group includes the various components of the Servite Family in a particular geographical region and gathers on a regular basis to foster communion and collaboration within the Servite Family. Each national group selects a president or a contact person to communicate with the international secretariat.

Organization

8. The Union functions through:

- the Assembly;
- the Council;
- the Secretariat.

9. All members of the Union as listed in article 5 take part in the Assembly with voting rights; when they are prevented from so doing, they may chose to be represented by

delegates who are chosen preferably from the members of their Councils; these have the same rights.

10. When matters of specific interest are being discussed, experts, presidents of national Servite organizations, and representatives of various groups, etc., may be invited.

President

11. The President of the Union is the Prior General of the Order of Servants of Mary. At the end of his mandate, the newly elected Prior General automatically succeeds him.

The President convokes the Assembly and the Council and presides at the meetings.

Assembly

12. The general Assembly ordinarily meets every four years. The President convokes it six months before the actual date of Assembly and prepares the Agenda with the Council.

If necessary, the President of the Union, having consulted the Council, may convoke an extraordinary Assembly.

13. The Assembly has the following functions:

- a) to exchange ideas and information of mutual interest;
- b) to offer indications, suggestions, and guidelines about matters connected with the nature and purpose of the Union (cf arts 2 and 3);
- c) to propose initiatives relating to various aspects of communion in the Family;
- d) to give guidelines for the work to be carried out in the following four years;
- e) to give indications about the possible establishment of study or working committees on particular matters;
- f) to oversee and examine the financial business of the Union;
- g) to propose to the Council names, chosen from sisters and brothers of the Servite Family, for the constitution of the Secretariat.

14. The Assembly elects the Council. On the first ballot, an absolute majority is required, while on the second, a relative majority is sufficient.

Council

15. The Council, the executive organ of the Union, is composed of the President and five Councillors representing the various components, elected from among the members of the Assembly as follows:

- one cloistered nun;
- two sisters of the women's congregations (one Italian and one non-Italian);
- one member of the Secular Institutes;
- one member of the Secular Order of Servants of Mary.

16. The Council sees to:

- the election of a Vice President from among its own members;
- the appointment of a Secretary and Treasurer; these may be chosen outside the members of the Assembly;
- the establishment of the Secretariat, keeping in mind the Assembly's indications.

17. The Council meets at least once a year. Its tasks are:

- a) to put into effect the decisions and orientations of the Assembly;
- b) to furnish the members of the Union with the necessary documentation and information;
- c) to proceed to the establishment of special committees for specific purposes, and to follow their work;
- d) to handle the financial administration of the Union.

Secretariat

18. The Secretariat is the operational arm of the Union.

19. It is the task of the Secretariat:

- a) to study the contents and find ways of implementing the initiatives decided upon by the Assembly and defined by the Council;
- b) to facilitate the work of reflection, research, and communication;
- c) to guarantee the secretarial services necessary for the functioning of the Union;
- d) to assist the Council to achieve points b, c, and d of art. 17;
- e) to keep the Archive of the Union up to date;
- f) to keep minutes of the meetings of the Assembly and of the Council;
- g) to foster and put into operation contacts between the Union and other Church leadership agencies, especially Servite ones, in the different part of the world;
- h) to compile an information sheet;
- i) to make use of collaboration with "Cosmo".

20. The Secretariat is under the direction of the Secretary appointed by the Council.

The Secretary: takes part in the meetings of the Assembly and of the Council and compiles the minutes;

must be free from responsibilities that might impede the adequate fulfilment of his/her duties.

21. The Secretary may avail herself/himself of co-workers.

Duration and substitution of terms

22. All terms of office are for a period of four years and they may be renewed.

23. If a Councillor goes out of office in his/her component group, his/her successor in office completes the term on the Council.

24. In the case of a Councillor being impeded from finishing the appointed mandate, the Council will nominate a substitute from the component will deputize until the end of the term in question.

International conferences

25. An international conference is ordinarily held every four years as decided by the Council.

Financial administration

26. The members of UNIFAS will pay an annual contribution, fixed by the Council, to cover the expenses of the Union and especially those of the Secretariat.

27. A fund may be created to assist those who are experiencing economic hardship to enable them to participate in the general Assemblies and international conferences.

28. The financial administration of the Union is entrusted to a Treasurer who gives an account of its management to the Assembly and to the Council.

29. Modifications to this Statute may be made by the Assembly if approved by a two-thirds majority of those voting.