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The reign of the heavens Healing Center

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Approved at the Board of Directors meeting on __day of _____, 2016

The Articles of Organization of the reign of the heavens Healing Center

1. Name

The name of the Association is reign of the heavens Healing Center (hereinafter “ROHHC”).

2. Principal purpose

The principal purpose of ROHHC is the provision of goods and services for the purposes of health, study, case study and results, hospital, surgery and every other service as provided by the field of medicine within The United States of America. ROHHC operates as an un-incorporated private membership association, internationally outside of The United States of America and Nationally within The United States of America.



3. Powers

3.1 The powers of ROHHC are internal with respect to all services. Any or all nefarious acts shall be settled within the jurisdiction of the General Post Master Council for the Government of The United States of America.

3.2 The powers of ROHHC shall be exercised by the Board of Directors on behalf of the organization.

3.3 Any of these powers may be delegated to a committee of Directors or to an Executive Director.

3.4 The Board of Directors shall set policy for the organization.



3.5 The Board of Directors shall adopt, or set, standards of care, based on usual and customary practices, for the organization.

3.6 The Board of Directors shall ensure that the organization is human rights compliant.

3.7 The Board of Directors shall allocate funds for all fields of practice, case study, studies, operations, medical services and non-medical services, for the organization.

3.8 The Board of Directors shall appoint a Chief Executive to oversee the day-to-day operations of the organization.

3.9 The Board of Directors shall delegate the admission or discharge of patients providing that such powers of admission or discharge be exercised by three (3) or more persons authorized by the Board of Directors, inclusive of the primary physician, or the admitting/discharge physician, or the sub-specialty physician who is providing care at the time of admission or discharge, or a physician of like sub-specialty currently treating the patient..

3.10 The Board of Directors may delegate oversight of Utilization Management, Quality Management, Risk Management, Peer Review, Case Management, voucher authorization and systems development.



4. Board of Directors

4.1 ROHHC is to have a Board of Directors, which shall comprise of Executive Directors.

4.2 The Board of Directors is to comprise of up to seven Executive Directors.

4.3 There shall be the Chief Executive.

4.3.1 The Chief Executive shall be the Accounting Officer. The Accounting Officer is the person who from time to time discharges the functions of the Treasury for The United States of America.



4.4 There shall be an Executive Director of Finance.

4.5 There shall be Executive Directors as registered medical Practitioners.

4.6 They shall comprise of; a registered dentist, a Board Certified surgeon (preferably), a registered chiropractor, a general practice Practitioner, or a family practice Practitioner, or an internal medicine Practitioner, or an osteopathic Practitioner, or any variation of sub-specialty Practitioners, to represent the patients and physicians.

4.7 There shall be a registered nurse or a registered midwife as an Executive Director to represent the Staff and act as an advocate for patients.

5. Board of Directors - Qualification for appointment as Executive Director

5.1 A person may be appointed as an Executive Director only if they qualify for any position as provided in Section 4.



6. Board of Directors – Appointment and removal of Executive Director

6.1 Executive Directors are to be appointed in accordance with Section 4, and removed for nefarious acts against ROHHC or non-performance of duties and responsibilities by a unanimous vote of the Board of Directors.

7. Board of Directors – Appointment of initial Executive Directors

7.1 The Executive Directors' initial appointment shall be by application to the Trustee of ROHHC and under sole discretion of the Trustee.

8. Board of Directors – Appointment and Removal of the Chief Executive and other Executive Directors



8.1 The appointment of the Chief Executive shall require the approval of the Board of Directors by majority vote.

8.2 The Chief Executive Director shall be removed by the approval of the Board of Directors by majority vote.

9. Board of Directors – Disqualification

The following may not become or continue as a member of the Board of Directors:

9.1 a person who within the preceding five years has been convicted in The United States of America of any offence if a sentence of imprisonment (whether suspended or not) for a period of not more than three months (without the option of a fine) was imposed on him/her.

10. Board of Directors – Standing orders

10.1 Standing orders for the practice and procedure of the Board of Directors, shall be established and may be varied from time to time.

11. Board of Directors – Conflicts of interest of Directors

11.1 If a Director has a pecuniary, personal or family interest, whether that interest is actual or potential and whether that interest is direct or indirect, in any proposed contract or other matter which is under consideration or is to be considered by the Board of Directors, the Director shall disclose that interest to the members of the Board of Directors as soon as he/she becomes aware of it.

11.2 The Standing Orders for the Board of Directors shall make provision for the disclosure of interests and arrangements for the exclusion of a Director declaring any interest from any discussion or consideration of the matter in respect of which an interest has been disclosed.

12. Board of Directors – Remuneration and terms of office



12.1 ROHHC shall establish a committee to decide the remuneration and allowances, and the other terms and conditions of office, of the Chief Executive and other Executive Directors.

13. Membership and constituencies

ROHHC shall have members, each of whom shall be a member of one of the following categories:

13.1: The Patients and Physicians

13.2: The Staff

13.3: Support and Supply

13.4: General Membership

13.5 All members must be at least eighteen (18) years old at the time of application or must be authorized by the mother and father of the applicant if under 18 years of age.



14. Application for membership

14.1 An individual who is eligible to become a member of ROHHC may do so on application to ROHHC.

15. The Public

15.1 An American National for The United States of America or foreign National may become or continue as a member of the ROHHC.

16. The Staff



16.1 An individual who is employed by ROHHC under a contract of service with ROHHC may become or continue as a member of ROHHC provided:

16.1.1 he/she is employed by ROHHC under a contract of service which has no fixed term or has a fixed term of at least twelve (12) months; or

16.1.2 he/she has been continuously employed by ROHHC under a contract of service for at least twelve (12) months.

16.2 Individuals who exercise functions for the purposes of ROHHC, otherwise, than under a contract of service with ROHHC, may become or continue as members of the staff provided such individuals have exercised these functions continuously for a period of at least twelve (12) months.

16.3 Those individuals who are eligible for membership of ROHHC by reason of the previous provisions are referred to collectively as the Staff, the patients and physicians, service and support, and general membership.

16.4 Automatic membership by default - staff. An individual who is:

16.4.1 eligible to become a member of the Staff, and

16.4.2 invited by ROHHC to become a member of the Staff shall become a member of ROHHC as a member of the Staff without an application being made, unless he/she informs ROHHC that he/she does not wish to become a member of the association.

17. Patients' and physicians'

17.1 An individual who has, within the period specified below, attended any of ROHHC premises as either a patient or as a physician may become or continue as a member of ROHHC.

17.2 The period referred to above shall be the period of three (3) years immediately preceding the date of an application by the patient or physician to become a member of ROHHC.

17.3 Those individuals who are eligible for membership of ROHHC by reason of the previous provisions are referred to collectively as the membership.



17.4 An individual providing care in pursuance of a contract (including a contract of service) with a voluntary organization, or as a volunteer for a voluntary organization, does come within the category of those who qualify for membership of ROHHC and are referred to as General Membership.

18. Restriction on membership

18.1 An individual who is a member of a category or of a class within a category may not, while a member of one category, remain a member of any other a category.

18.2 An individual who satisfies the criteria for membership of the Staff may not become or continue as a member other than the Staff unless the qualifications of another category are met for the purpose of advancement in careers and seniority.

18.3 Further provisions as to the circumstances in which an individual may not become or continue as a member of ROHHC shall be established by the Board of Directors with the approval of the Trustee.

19. ROHHC focus

19.1 The focus on treatment shall include, but not be limited to, spiritual healing, holistic medicine, pharmacological and contemporary western medical practices.

19.2 ROHHC composition

19.3 The ROHHC shall be comprised of the following departments:

Emergency
Anesthetics
Breast screening
Cardiology
Critical Care
Diagnostic imaging
Dentistry
Ear Nose and Throat (ENT)
Endoscopy
Gerontology
Gastroenterology



General Surgery
Hematology
Holistic Medicine
Laboratory
Microbiology
Neonatal Unit
Nephrology
Neurology
Nutrition and Dietetics
Obstetrics and Gynecology
Occupational Therapy
Oncology
Ophthalmology
Orthopaedics
Orthotics and Prosthetics
Pain management
Pharmacy
Physiotherapy
Radiotherapy
Renal unit
Rheumatology
Sexual Health (Genitourinary Medicine)
Spiritual Healing
Urology



19.4 Support departments

Medical Maintenance and Engineering
Information Technology and Communication
Patient Services/Relations
Admissions
Medical Records
Social Services
Food Services
Educational Affairs
Health Education



Materials Department
Cleaning and Laundry
General Disinfection and Sterilization
Transportation inclusive of van pool, ambulance and air ambulance

19.5 Department heads

19.5.1 There shall be a Department Head to run each department stated in paragraphs 19.1 and 19.2 above.

19.5.2 The Chief Executive shall appoint a committee to determine the qualifications required for each Department Head position.

19.5.3 The positions shall be open to all Members in good standing.

19.5.4 The committee shall conduct interviews and hire department heads based on the qualifications established.

19.5.5 All department heads shall be contracted for services.

19.5.6 All Department Head new hires shall be subject to the approval of the Trustee.

19.6 Administration

19.6.1 The hiring of Administrative staff shall follow the criteria established in paragraphs 19.5.2 to 19.5.6 above.

19.7 Telemetry Medicine shall be offered for all primary care and practitioner services.

19.8 An electronic health records system shall be established to:

- a) Track patient history
- b) Transfer medical records



- c) Conduct Billing
- d) Submit Referrals
- e) Submit prescriptions
- f) Input ICD -10-CM, CPT and HCPCS code classifications

20. ROHHC reimbursements

20.1 All reimbursements shall be made in Continental Dollars.

20.2 Physicians, practitioners and staff will be paid at the contracted rate for professional services rendered.

20.3 Technical services will be billed using the criteria specified in 19.8(f).

20.4 At the time of discharge, or completion of services, ROHHC will present to Patient a voucher designating services rendered and total cost of services.

20.5 Patient will sign the voucher upon receipt.

20.6 ROHHC will submit all signed vouchers to Continental Public Bank for reimbursement.



21. Registers

21.1 ROHHC shall have:

21.2 a register of members showing, in respect of each member, the constituency to which he/she belongs and, where there are classes within it, the class to which he/she belongs;

21.3 a register of Directors; and

21.4 a register of interests of the Directors.

22. Admission to, and removal from, the registers



22.1 Registers will be managed by the registrar of ROHHC, and updated and received by the Board of Directors at least annually.

23. Registers - Inspection and copies

23.1 ROHHC shall not make any part of its registers available for inspection by members other than authorized by the Trustee.

23.1.1 any non-member of ROHHC.

24. Documents available for public inspection

24.1 ROHHC shall make the following documents available for inspection by members of the public free of charge at all reasonable times:

24.1.1 a copy of the current constitution;

24.1.2 a copy of the current authorization;



25. Auditor

25.1 ROHHC shall have an auditor.

25.2 The Board of Directors shall appoint or remove the auditor at a general meeting of the Board of Directors.

26. Audit and Risk Committee

26.1 The Trust shall establish a committee of Non-Executive Directors as an Audit and Risk Committee to perform such monitoring, reviewing and other functions as are appropriate.



27. Accounts

27.1 The Trust shall keep accounts in such form as Monitor may, with the approval of CHF Treasury, direct.

27.2 The accounts are to be audited by the Trust's auditor.

27.3 The Trust shall prepare in respect of each financial year Annual Accounts in such form as Monitor may, with the approval of CHF Treasury, direct.

27.4 The functions of the Trust with respect to the preparation of the Annual Accounts shall be delegated to the Accounting Officer.

28. Annual Reports and forward plans

28.1 The Trust shall prepare an Annual Report and send it to Monitor.

28.2 The Trust shall give information as to its forward planning in respect of each financial year to Monitor.

28.3 The document containing the information with respect to forward planning (referred to above) shall be prepared by the Directors.

28.4 In preparing the document, the preparer shall have regard to the views of the Board of Directors.

29. Meeting of the Board of Directors to consider Annual Accounts and Reports

29.1 The following documents are to be presented to the Board of Directors at a general meeting of the Board of Directors:

29.1.1 the Annual Accounts;

29.1.2 any report of the auditor on them;

29.1.3 the Annual Report.



30. Instruments

30.1 The Trust shall have a seal.

30.2 The seal shall not be affixed except under the authority of the Board of Directors.

31. Office of the Coroner

31.1 The office of the Coroner was placed under the supervision of ROHHC on the 2nd Day in the Year of Yahweh 6018.

31.2 Primary Responsibilities

31.2.1 The key job responsibilities of the office of the Coroner is to determine the manner and cause of deaths for all American Nationals for The United States of America and foreign Nationals, and to maintain an up-to-date database on the preferences/requests for each person upon their death, as it relates to the Government of The United States of America.

31.3 Process upon notification of normal death

31.3.1 The office of the Coroner shall:

- a) Notify next-of-kin, providing all known information on circumstances of decedent's death, if notification is received from an outside source.
- b) Notify the Chief Executive of ROHHC, the office of the Secretary of State and office of the Registrar for the Government of The United States of America, with all known information on the deceased and that next-of-kin have been notified.



- c) Verify the death through a secondary source i.e. obituary or Death Certificate issued under U.S. Jurisdiction; request from next-of-kin. If next-of-kin is uncooperative, access the information through outside sources.
- d) Confirm the mortuary of record with next-of-kin. Discuss with the mortuary any particulars requested by decedent; preparation, flag, religious representation and verses, statements and disposing of remains.
- e) Issue a Death Certificate on behalf of the Government of The United States of America.
- f) Submit the Death Certificate to the office of the Registrar for the Government of The United States of America.
- g) Publish, in the official publication of the Government of The United States of America, a memorialization of the deceased.

31.4. Process upon notification of suspicious death

31.4.1 The office of the Coroner shall:

- h) Notify next-of-kin, providing all known information on circumstances of decedent's death, if notification is received from an outside source.
- i) Notify the Chief Executive of ROHHC, the office of the Secretary of State, the office of the Registrar and the Secretary for the Human Rights Defenders International for the Government of The United States of America, with all known information on the deceased and that next-of-kin have been notified.
- j) Verify the death through a secondary source i.e. obituary or Death Certificate issued under U.S. jurisdiction; request from next-of-kin. If next-of-kin is uncooperative, access the information through outside sources.
- k) Confirm the mortuary of record with next-of-kin. Discuss with the mortuary any particulars requested by decedent; preparation, flag, religious representation and verses, statements and disposing of remains.
- l) Contact the outside law enforcement agency that has jurisdiction over the case and request an Incident Report.
- m) Upon receipt of the Incident Report, submit an Affidavit of Truth, and all related documentation, to the Human Rights Defenders International.



- n) Testify in front of the General Post Master Council as part of the Coroner's Inquest.
- o) Upon receipt of the official findings of the Human Rights Defenders International and the General Post Master Council, issue a Death Certificate, on behalf of the Government of The United States of America, based on those official findings.
- p) Notify next-of kin with the official findings.
- q) Submit the Death Certificate to the office of the Registrar for the Government of The United States of America.
- r) Publish, in the official publication of the Government of The United States of America, a memorialization of the deceased.
- s) Note: Any of these processes can be modified, at any time, based upon changes within ROHHC and the Government of The United States of America.

32. Interpretation and definitions

32.1 Unless a contrary intention is evident or the context requires otherwise, words or expressions contained in this constitution shall bear the same meaning as in the Dictionary Words for the reign of the heavens importing the singular shall import the plural and vice-versa.

References to paragraphs and Annexes are to the paragraphs of and Annexes to this constitution unless the context otherwise requires.

33. Annex 1 - The Membership

33.1 (Paragraphs (15.1 and 17.4) The Membership will be open to all eligible members of the public who live in The United States of America.

34. Annex 2 - The Staff

34.1 (Paragraphs (16.4.1 and 16.4.2) There will be a single Staff constituency of at least 400 members.



35. Annex 3 – The Patients and Physicians

35.1 Paragraphs (17.1 and 17.3).

36. Part 1 - Interpretation

36.1 In these rules, unless the context otherwise requires - “corporation” means the public benefit corporation subject to this constitution; “election” means an election by a constituency, or by a class within a constituency, to fill a vacancy among one or more posts on the Board of Directors; “the regulator” means the Independent Regulator for CHF Foundation Trusts;

A. INTERPRETATIONS and DEFINITIONS

1.1 Save as otherwise permitted by law, at any meeting the Chair of the Trust shall be the final authority on the interpretation of Standing Orders (on which they should be advised by the Chief Executive or Trust Secretary).

1.2 Any expression to which a meaning is given in or by virtue of the Act of the United States, in Congress assembled, or any legislation amending or reenacting it, shall have the same meaning in these Standing Orders and Standing Financial Instructions and in addition:

1.2.1 "Accounting Officer" means the Officer responsible and accountable for funds entrusted to the ROHHC.

1.2.2 "Board of Directors" means the Trust Chair, Executive and Non-Executive Directors of the Trust collectively;

1.2.3 “Board of Directors” means the Directors of the ROHHC;

1.2.4 "Budget" means a resource, expressed in financial terms, proposed by the Board of Directors for the purpose of carrying out, for a specific period, any or all of the functions of the ROHHC;



1.2.5 "Budget holder" means the Director or employee with delegated authority to manage finances (Income and Expenditure) for a specific area of the organization;

1.2.6 "Chief Executive" means the Chief Officer of ROHHC;

1.2.7 "Service Governance Sub-Committee" means a subcommittee of the Audit and Risk Committee whose functions are concerned with the arrangements for the purpose of monitoring and improving the quality of healthcare for ROHHC;

1.2.8 "Commissioning" means the process for determining the need for and for obtaining the supply of healthcare and related services by the Trust within available resources;

1.2.9 "Committee" means a committee or sub-committee created and appointed by the Board of Directors;

1.2.10 "Committee members" means persons formally appointed by the Board of Directors to sit on or to chair specific committees;

1.2.11 "Contracting and procuring" means the systems for obtaining the supply of goods, materials, manufactured items, services, building and engineering services, works of construction and maintenance and for disposal of surplus and obsolete assets;

1.2.12 "Deputy" means the Deputy Director appointed by the Board of Directors to assume the duties of the Chief Executive if absent for any reason;

1.2.13 "Director of Finance" means the Financial Officer;

1.2.14 "Executive Director" means Chief Director;

1.2.15 "Nominated Officer" means an Officer charged with the responsibility for discharging specific tasks within Standing Orders and Standing Financial Instructions;

1.2.16 "Secretary" means a person appointed to act independently of the Board of Directors to provide advice on governance issues to the members, and the Chair, and monitor ROHHC compliance with the law, Standing Orders and the Articles of Organization of ROHHC.



1.2.17 "SFIs" means Standing Financial Instructions.

1.2.18 "SOs" means Standing Orders.

1.2.19 So declared by the committee for the Government of The United States of America on 05-14-2014,

B. INTRODUCTION

2. Frameworks

2.1 Statutory Framework

2.1.1 CHF Foundation Trust is an Act of the United States, in Congress assembled which came into existence on 1 Feb 2008 which is now known as the reign of the heavens Healing Center.

2.1.2 The principal place of business of ROHHC shall be within The United States of America.



2.1.3 ROHHC is governed by the Regulatory Framework.

2.1.4 The functions of ROHHC are conferred by the United States, in Congress assembled.

2.1.5 As a statutory body, ROHHC has power to contract in its own name. In the latter role it is accountable to the Treasurer of The United States of America for those funds deemed to be charitable.

2.1.6 The Regulatory Framework requires the Board of Directors to adopt Standing Orders for the regulation of its proceedings and business. ROHHC has also decided to adopt Standing Financial Instructions (SFIs) setting out the responsibilities of individuals in relation to financial matters.

2.1.7 ROHHC will also be bound by such other statutes and legal provisions which govern the conduct of its affairs.



2.2 Framework

2.2.1 The Board of Directors has drawn up a schedule of decisions reserved to the Board of Directors, and wishes to ensure that management arrangements are in place to enable responsibility to be clearly delegated to senior Executives (a scheme of delegation). The Regulatory Framework requires the establishment of Audit and Risk, and Remuneration and Terms of Service Committees with formally agreed terms of reference. The Code of Conduct and Code of Accountability in the ROHHC makes various requirements concerning possible conflicts of interest of Board members.

2.3 Delegation of Powers

2.3.1 ROHHC has powers to delegate and make arrangements for delegation. The Standing Orders set out the detail of these arrangements under the Standing Orders relating to the Arrangements for the Exercise of Functions. ROHHC is given powers to "make arrangements for the exercise, on behalf of ROHHC of any of their functions by a committee or sub-committee or by an Officer of ROHHC, in each case subject to such restrictions and conditions as ROHHC thinks fit". Delegated Powers are covered in a separate document (Reservation of Powers to the Board and Delegation of Powers). This document has effect as if incorporated into the Standing Orders. Delegated Powers are covered in a separate document entitled - 'Schedule of Matters reserved to the Board and Scheme of Delegation' and have effect as if incorporated into the Standing Orders and Standing Financial Instructions.

C. THE BOARD OF DIRECTORS: COMPOSITION OF MEMBERSHIP, TENURE AND ROLE OF MEMBERS

3. Composition of the membership of the Board of Directors

3.1 In accordance with ROHHC, the composition of the Board of Directors shall be:



3.2. Role of members

3.2.1 The Board of Directors will function as a corporate decision-making body. Executive Directors are full and equal members. Their role as members of the Board of Directors will be to consider the key strategic and managerial issues facing the Trust in carrying out its statutory and other functions. The supporting principles for Board members is outlined in “The CHF Foundation Trust Code of Governance” document.

3.3 Executive Directors

3.3.1 Executive Directors shall exercise their authority within the terms of any Standing Orders and any Standing Financial Instructions and the Scheme of Delegation.

3.4 Chief Executive

3.4.1 The Chief Executive shall be responsible for the overall performance of the executive functions of ROHHC. The Chief Executive shall be responsible for ensuring the discharge of obligations under Financial Directions and in line with the requirements of ROHHC.



3.5 Director of Finance

3.5.1 The Director of Finance shall be responsible for the provision of financial advice to ROHHC and to its members and for the supervision of financial control and accounting systems. The Director of Finance shall be responsible along with the Chief Executive for ensuring the discharge of obligations under relevant Financial Directions.

4. Corporate role of the Board of Directors

4.1 All business shall be conducted in the name of ROHHC.

4.2 All funds received shall be held in the name of the ROHHC.



4.3 The Board of Directors shall define and regularly review the functions it exercises on behalf of ROHHC.

5. Schedule of matters reserved to the Board of Directors and Scheme of Delegation

5.1 The Board of Directors has resolved that certain powers and decisions may only be exercised by the Board of Directors in formal session. These powers and decisions are set out in the ‘Schedule of Matters Reserved to the Board’ and shall have effect as if incorporated into the Standing Orders. Those powers which it has delegated to Officers and other bodies are contained in the Scheme of Delegation.

6. Lead roles for Board members

6.1 The Chief Director will ensure that the designation of Lead roles or appointments of Board members as required by the Regulatory Framework or as set out in any statutory or other guidance binding on ROHHC will be made in accordance with that requirement or guidance.



7. Meetings of the Board of Directors

7.1 Calling meetings

7.2 Ordinary meetings of the Board of Directors shall be held at regular intervals at such times and places as the Board of Directors may determine.

7.3 The Chief Executive may call a meeting of the Board of Directors at any time.

7.4 One-third or more members of the Board of Directors may requisition a meeting in writing. If the Chief Executive refuses, or fails, to call a meeting within seven days of a requisition being presented, the members signing the requisition may forthwith call a meeting.

8. Notice of meetings and the business to be transacted



8.1 Before each meeting of the Board of Directors, a written notice specifying the business proposed to be transacted shall be delivered or emailed to every member, or sent by post to the usual place of residence of each member, so as to be available to members seven (7) calendar days before the meeting. The notice shall be signed by the Chief Executive, or by an Officer authorized by the Chief Executive to sign on their behalf. Want of service of such a notice on any member shall not affect the validity of a meeting.

8.2 In the case of a meeting called by members in default of the Chair calling the meeting, the notice shall be signed by those members.

8.3 No business shall be transacted at the meeting other than that specified on the agenda, or emergency motions allowed under any Standing Orders.

8.4 A member desiring a matter to be included on an agenda shall make his / her request in writing to the Chief Executive at least fifteen (15) clear days before the meeting. The request should include appropriate supporting information. Requests made less than fifteen (15) days before a meeting may be included on the agenda at the discretion of the Chief Executive of ROHHC.

9: Agenda and supporting papers



9.1 The Agenda will be sent to members seven (7) calendar days before the meeting and supporting papers, whenever possible, shall accompany the agenda, but will certainly be dispatched no later than three (3) calendar days before the meeting, save in emergency.

10. Petitions

10.1 Where a petition has been received by the Chief Executive shall include the petition as an item for the agenda of the next meeting.

11. Notice of motion



11.1 Subject to the provision of any Standing Orders: Procedure at and during a meeting', a member of the Board of Directors wishing to move a motion shall send a written notice to the Chief Executive.

11.2 The notice shall be delivered at least fifteen (15) clear days before the meeting. The Chief Executive shall include in the agenda for the meeting all notices so received that are in order and permissible under governing regulations. This Standing Order shall not prevent any motion being withdrawn or moved without notice on any business mentioned on the agenda for the meeting.

12. Emergency motions

12.1 Subject to the agreement of the Chair, and subject also to the provision of 'Motions: Procedure at and during a meeting', a member of the Board of Directors may give written notice of an emergency motion after the issue of the notice of meeting and agenda, up to one hour before the time fixed for the meeting. The notice shall state the grounds of urgency. If in order, it shall be declared to the Board of Directors at the commencement of the business of the meeting as an additional item included in the agenda. The Chair's decision to include the item shall be final.



13. Motions – Procedure at, and during, a meeting

13.1 Who may propose? A motion may be proposed by the Chair of the meeting, or any member present. It must also be seconded by another member.

13.2 Contents of motions

13.2.1 The Chief Executive may exclude from the debate, at their discretion, any such motion of which notice was not given on the notice summoning the meeting other than a motion relating to:

- (a) the reception of a report;
- (b) consideration of any item of business before the Board of Directors;
- (c) the accuracy of minutes;
- (d) that the Board of Directors proceeds to next business;



- (e) that the Board of Directors adjourns;
- (f) that the question be now put.

13.3 Amendments to motions

13.3.1 A motion for amendment shall not be discussed unless it has been proposed and seconded.

13.3.2 Amendments to motions shall be moved relevant to the motion, and shall not have the effect of negating the motion before the Board of Directors.

13.3.3 If there are a number of amendments, they shall be considered one at a time. When a motion has been amended, the amended motion shall become the substantive motion before the meeting, upon which any further amendment may be moved.

13.4 Rights of reply to motions

13.4.1 Amendments: The mover of an amendment may reply to the debate on their amendment immediately prior to the mover of the original motion, which shall have the right of reply at the close of debate on the amendment, but may not otherwise speak on it.

13.4.2 Substantive/original motion: The member who proposed the substantive motion shall have a right of reply at the close of any debate on the motion.

13.5 Withdrawing a motion

13.5.1 A motion, or an amendment to a motion, may be withdrawn.

13.6 Motions once under debate

13.6.1 When a motion is under debate, no motion may be moved other than:

- (a) an amendment to the motion;
- (b) the adjournment of the discussion, or the meeting;
- (c) that the meeting proceeds to the next business;



- (d) that the question should be now put;
- (e) the appointment of an 'ad-hoc' committee to deal with a specific item of business;
- (f) that a member/Director be not further heard.

13.6.2 In those cases where the motion is either that the meeting proceeds to the 'next business' or 'that the question be now put' in the interests of objectivity these should only be put forward by a member of the Board of Directors who has not taken part in the debate and who is eligible to vote.

13.6.3 If a motion to proceed to the next business or that the question be now put is carried, the Chief Executive should give the mover of the substantive motion under debate a right of reply, if not already exercised. The matter should then be put to the vote.

13.7 Motion to Rescind a Resolution

13.7.1 Notice of motion to rescind any resolution (or the general substance of any resolution) which has been passed within the preceding six calendar months shall bear the signature of the Board member who gives it and also the signature of three other Board members, and before considering any such motion of which notice shall have been given, the Board of Directors may refer the matter to any appropriate committee or the Chief Executive for recommendation.

13.7.2 When any such motion has been dealt with by the Board of Directors it shall not be competent for any Director, other than the Chair, to propose a motion to the same effect within six (6) months. This Standing Order shall not apply to motions moved in pursuance of a report or recommendations of a committee or the Chief Executive.

14. Chair of the meeting

14.1 At any meeting of the Board of Directors, the Chair, if present, shall preside. If the Chair is absent from the meeting, the Deputy Chair (if the Board of Directors has appointed one), if present, shall preside.

14.2 If the Chief and Deputy Chief are absent, three members of the Board of Directors present shall choose shall preside.



15. Chair's ruling

15.1 The decision of the Chair of the meeting on questions of order, relevancy and regularity (including procedure on handling motions) and their interpretation of any Standing Orders and any Standing Financial Instructions, at the meeting, shall be final.

16. Quorum

16.1 No business shall be transacted at a meeting unless at least one-third of the whole number of the Chair and members (including at least one Executive Director) is present.

16.2 An Officer in attendance for an Executive Director but without formal acting up status may not count towards the quorum.

16.3 If the Chair or member has been disqualified from participating in the discussion on any matter and/or from voting on any resolution by reason of a declaration of a conflict of interest, that person shall no longer count towards the quorum. If a quorum is then not available for the discussion and/or the passing of a resolution on any matter, that matter may not be discussed further or voted upon at that meeting. Such a position shall be recorded in the minutes of the meeting. The meeting must then proceed to the next business.

17. Voting

17.1 Every question put to a vote at a meeting shall be determined by a majority of the votes of members present and voting on the question. In the case of an equal vote, the person presiding (i.e.: the Chair of the meeting) shall have a second, and casting vote.



17.2 At the discretion of the Chair all questions put to the vote shall be determined by oral expression or by a show of hands, unless the Chair directs otherwise, or it is proposed, seconded and carried that a vote be taken by raising of the right hand.

17.3 If at least one-third of the members present so request, the voting on any question may be recorded so as to show how each member present voted or did not vote.

17.4 If a member so requests, their vote shall be recorded by name.

17.5 In no circumstances may an absent member vote by proxy. Absence is defined as being absent at the time of the vote.

17.6 A Director who has been formally appointed to act up for an Executive Director during a period of incapacity or temporarily to fill an Executive Director vacancy shall be entitled to exercise the voting rights of the Executive Director.

17.7 A manager attending the Board of Directors' meeting to represent an Executive Director during a period of incapacity or temporary absence without formal acting up status may not exercise the voting rights of the Executive Director. An Officer's status when attending a meeting shall be recorded in the minutes.

18. Suspension of Standing Orders

18.1 Except where this would contravene any statutory provision or the rules relating to the quorum, any one or more of any Standing Orders may be suspended at any meeting, provided that at least two-thirds of the whole number of the members of the Board of Directors are present and that at least two-thirds of those members present signify their agreement to such suspension. The reason for the suspension shall be recorded in the Board's minutes.

18.2 A separate record of matters discussed during the suspension of Standing Orders shall be made and shall be available to the Chair and members of the Trust.

18.3 No formal business may be transacted while Standing Orders are suspended.



18.4 The Audit and Risk Committee shall review every decision to suspend Standing Orders.

19. Variation and amendment of Standing Orders

19.1 Any Standing Orders shall not be varied except in the following circumstances:

19.1.1 upon a notice of motion;

19.1.2 upon a recommendation of the Chair or Chief Executive;

19.1.3 that two-thirds of the Board of Directors are present at the meeting where the variation or amendment is being discussed, and that at least half of the Trust's Non-Executive Directors vote in favor of the amendment;

19.1.4 providing that any variation or amendment does not contravene a statutory provision.

20. Record of attendance

The names of the Chief Director and Directors present at the meeting shall be recorded



21. Minutes

21.1 The minutes of the proceedings of a meeting shall be drawn up and submitted for agreement at the next ensuing meeting where they shall be signed by the person presiding at it.

21.2 No discussion shall take place upon the minutes except upon their accuracy or where the Chair considers discussion appropriate.

22. Confidentiality of proceedings

22.1 Business transacted at meetings

22.1.1 Matters to be dealt with by the Board of Directors shall be confidential to the members of the Board of Directors.



22.1.2 Directors and any employee of the Trust in attendance shall not reveal or disclose the contents of Board of Directors' meetings or reports or papers to be discussed at such meetings. This prohibition shall apply equally to the content of any discussion during the Board meeting which may take place on such reports or papers.

22.2 Use of Mechanical or Electrical Equipment for Recording or Transmission of Meetings

22.2.1 Nothing in these Standing Orders shall be construed as permitting the introduction by any person of recording, transmitting, video or similar apparatus outside of ROHHC. Such permission shall be granted only upon resolution of the Board of Directors.

23. Observers at Board of Directors' meetings

The Board of Directors will decide what arrangements and terms and conditions it feels are appropriate to offer in extending an invitation to observers to attend and address any of the Board of Directors' meetings and may change, alter or vary these terms and conditions as it deems fit.



D. APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES

24. Appointment of committees

24.1 Subject to any constraints placed on them by the Regulatory Framework, the Board of Directors may appoint committees of ROHHC for the benefit of the members of ROHHC.

24.2 The Board of Directors shall determine the membership and terms of reference of committees and sub-committees and shall if it requires to, receive and consider reports of such committees.



25. Applicability of Standing Orders and Standing Financial Instructions to Committees

Standing Orders and Standing Financial Instructions of ROHHC, as far as they are applicable, shall as appropriate apply to meetings and any committees established by ROHHC. In which case the term “Chair” is to be read as a reference to the Chair of other committees as the context permits, and the term “member” is to be read as a reference to a member of other committee also as the context permits.

26. Terms of Reference

Each such committee shall have such Terms of Reference and powers and be subject to such conditions (as to reporting back to the Board of Directors), as the Board of Directors shall decide and shall be in accordance with the Regulatory Framework,. Such terms of reference shall have effect as if incorporated into the Standing Orders.

27. Delegation of powers by committees to sub-committees



Where committees are authorized to establish sub-committees they may not delegate executive powers to the sub-committee unless expressly authorized by the Board of Directors.

28. Approval of appointments to committees

The Board of Directors shall approve the appointments to each of the committees which it has formally constituted.

29. Appointments for Statutory functions

Where the Board of Directors is required to appoint persons to a committee and / or to undertake statutory functions as required by the Regulatory Framework, such appointments shall be made in accordance with the Regulatory Framework.



30. Committees established by the Board of Directors

The committees and sub-committees established by the Board of Directors are:

30.1 Audit and Risk Committee

30.1.1 An Audit and Risk Committee will be established and constituted to provide the Board of Directors with an independent and objective review on its financial systems, financial information and compliance with laws, clinical governance, clinical risk management and quality accounts guidance and regulations applicable to ROHHC. The terms of reference will be approved by the Board of Directors and reviewed on a periodic basis. The committee will be known as the Audit and Risk Committee.

30.2 Remuneration and Terms of Service Committee

The purpose of the Committee will be to advise the Board of Directors about appropriate remuneration and terms of service for the Chief Executive and other Executive Directors including:

- (a) all aspects of salary (including any performance-related elements / bonuses);
- (b) provisions for other benefits, including pensions and cars;
- (c) arrangements for termination of service and other contractual terms.

30.3 Trust and Charitable Funds Committee

In line with its role as a corporate trustee for any funds held in Trust, either as charitable or non-charitable funds, the Board of Directors will establish a Trust and Charitable Funds Committee to administer those funds in accordance with any statutory or other legal requirements or best practice required by the Charities Commission. The provisions of this Standing Order must be read in conjunction with SO 9 and the Trust's Standing Financial Instructions.

30.4 Other Committees

The Board of Directors may also establish such other committees as required to discharge the ROHHC's responsibilities.



E. ARRANGEMENTS FOR THE EXERCISE OF TRUST FUNCTIONS BY DELEGATION

31. Delegation of functions to committees and officers

Subject to compliance with the Regulatory Framework, the Board of Directors may make arrangements for the exercise, on its behalf, of any of its functions by a committee or sub-committee appointed, or by an Officer of the Trust, in each case subject to such restrictions and conditions as the Trustee thinks fit.

32. Emergency powers and urgent decisions

The powers which the Board of Directors has reserved to itself may in emergency, or for an urgent decision, be exercised by the Chief Executive. The exercise of such powers by the Chief Executive shall be reported to the next formal meeting of the Board of Directors for noting.

33. Delegation to committees The Board of Directors shall agree from time-to-time to the delegation of executive powers to be exercised by other committees, or sub-committees, which it has formally constituted in accordance with the regulatory framework. The Constitution and Terms of Reference of these committees or sub-committees and their specific executive powers shall be approved by the Board of Directors in respect of its sub-committees.

34 Delegation to officers

34.1 Those functions of ROHHC which have not been retained as reserved by the Board of Directors, or delegated to other committee or subcommittee, shall be exercised on behalf of ROHHC by the Chief Executive. The Chief Executive shall determine which functions the Chief Executive will perform personally and shall nominate Officers to undertake the remaining functions for which the Chief Executive will still retain accountability to ROHHC.

34.2 The Chief Executive shall prepare a Scheme of Delegation identifying proposals which shall be considered and approved by the Board of Directors. The Chief Executive may periodically propose amendment to the Scheme of Delegation which shall be considered and approved by the Board of Directors.



34.3 Nothing in the Scheme of Delegation shall impair the discharge of the direct accountability to the Board of Directors of the Director of Finance to provide information and advise the Board of Directors in accordance with the requirements of the Regulatory Framework. Outside these statutory requirements the roles of the Director of Finance shall be accountable to the Chief Executive for operational matters.

35. Schedule of matters reserved to ROHHC and Scheme of Delegation of powers

The arrangements made by the Board of Directors as set out in the "Schedule of Matters Reserved to the Board" and "Scheme of Delegation" of powers shall have effect as if incorporated into Standing Orders.

36. Duty to report non-compliance with Standing Orders and Standing Financial Instructions

If for any reason these Standing Orders are not complied with, full details of the non-compliance and any justification for non-compliance and the circumstances around the non-compliance, shall be reported to the next formal meeting of the Board for action or ratification. All members of the Board of Directors and staff have a duty to disclose any non-compliance with these Standing Orders to the Chief Executive and Trust Secretary as soon as possible.

F. OVERLAP WITH OTHER TRUST POLICY STATEMENTS / PROCEDURES, REGULATIONS AND THE STANDING FINANCIAL INSTRUCTIONS

37. Policy Statements – General principles

37.1 The Board of Directors will from time-to-time agree and approve policy statements / procedures which will apply to all or specific groups of staff employed by ROHHC. The decisions to approve such policies and procedures will be recorded in an appropriate Board of Directors minute and will be deemed where



appropriate to be an integral part of the Standing Orders and Standing Financial Instructions.

38. Specific policy statements

38.1 These Standing Orders and the Standing Financial Instructions must be read in conjunction with the following Policy statements:

38.1.1 the Standards of Business Conduct for the Staff and Conflicts of Interest Policy for the staff; and

38.1.2 the staff disciplinary and appeals procedures adopted by ROHHC both of which shall have effect as if incorporated in these Standing Orders.

39. Standing Financial Instructions

Standing Financial Instructions adopted by the Board of Directors in accordance with the Financial Regulations shall have effect as if incorporated in these Standing Orders.



40. Specific guidance

40.1 These Standing Orders and Standing Financial Instructions must be read in conjunction with the Regulatory Framework, which includes the following statutes:

G. DUTIES AND OBLIGATIONS OF BOARD MEMBERS / DIRECTORS UNDER THESE STANDING ORDERS

41. Declaration of interests

41.1 Requirements for declaring interests and applicability to Board Members



41.1.1 The Code of Conduct and Code of Accountability, which has been adopted by ROHHC, requires Board members to declare interests which are relevant and material to the Board of which they are a member. All existing Board members should declare such interests. Any Board members appointed subsequently should do so on appointment.

41.2 Interests which should be regarded as "relevant and material" are:

41.2.1 ownership or part-ownership of private companies, businesses or consultancies likely or possibly seeking to do business with ROHHC;

41.2.2 majority or controlling share holdings in organizations likely or possibly seeking to do business with ROHHC;

41.2.3 a position of Authority in a charity or voluntary organization in the field of health and social care;

41.2.4 any connection with a voluntary or other organization contracting for ROHHC services;

41.2.5 research funding / grants that may be received by an individual or their department;

41.2.6 interests in pooled funds that are under separate management.

41.2.7 Any member of the Board of Directors who comes to know that ROHHC has entered into or proposes to enter into a contract in which they or any person connected with them has any pecuniary interest, direct or indirect, the Board member shall declare his/her interest by giving notice in writing of such fact to the Secretary as soon as practicable.

41.3 Advice on Interests

If Board members have any doubt about the relevance of an interest, this should be discussed with the Chief and Secretary. Financial Reporting (issued by the Accounting Standards Board) specifies that influence rather than the immediacy of the relationship is more important in assessing the relevance of an interest. The interests of partners in professional partnerships including general practitioners should also be considered.



42. Recording of interests in Board of Directors' minutes

42.1 At the time Board members' interests are declared, they should be recorded in the Board of Directors' minutes.

42.2 Any changes in interests should be declared at the next Trust Board meeting following the change occurring and recorded in the minutes of that meeting.

43. Publication of declared interests in the Annual Report

Board members' Directorships of companies likely or possibly seeking to do business with ROHHC should be published in the Annual Report. The information should be kept up-to-date for inclusion in succeeding Annual Reports.

44. Conflicts of interest which arise during the course of a meeting

During the course of a Board meeting, if a conflict of interest is established, the Board member concerned should withdraw from the meeting and play no part in the relevant discussion or decision.

45. Register of Interests



45.1 The Chief Executive will ensure that a Register of Interests is established to record formally declarations of interests of Board or committee members. In particular the Register will include details of all Directorships and other relevant and material interests (as defined in above) which have been declared by the Chief Executive.

45.2 These details will be kept up to date by means of a monthly review of the Register in which any changes to interests declared during the preceding month will be incorporated.

45.3 The Register will be available to the public and the Chief Executive will take reasonable steps to bring the existence of the Register to the attention of local residents and to publicize arrangements for viewing it.



45.4 Detailed guidance has been locally adopted by the Trust in line with the “Standards of business conduct in the CHF” and “Code of Conduct for CHF Managers”.

46. Exclusion of Chair and Members in proceedings on account of pecuniary interest

46.1 Definition of terms used in interpreting ‘Pecuniary’ interest

46.1.1 For the sake of clarity, the following definition of terms is to be used in interpreting this Standing Order:

(a) "spouse" shall include any person who lives with another person in the same household (and any pecuniary interest of one spouse shall, if known to the other spouse, be deemed to be an interest of that other spouse);

(b) "contract" shall include any proposed contract or other course of dealing.

46.1.2 “Pecuniary interest”: Subject to the exceptions set out in this Standing Order, a person shall be treated as having an indirect pecuniary interest in a contract if:

(b) that person, or a nominee of that person, is a member of a company or other body (not being a public body), with which the contract is made, or to be made or which has a direct pecuniary interest in the same; or

(c) that person is a partner, associate or employee of any person with whom the contract is made or to be made or who has a direct pecuniary interest in the same.

46.1.3 Exception to pecuniary interests: A person shall not be regarded as having a pecuniary interest in any contract if:

(d) neither that person or any person connected with that person has any beneficial interest in the securities of a company of which he/she or such person appears as a member, or

(e) any interest that that person or any person connected with that person may have in the contract is so remote or insignificant that it cannot reasonably be regarded as likely to influence him/her in relation to considering or voting on that contract, or



47. Exclusion in proceedings of the Board of Directors

47.1 Subject to the following provisions of this Standing Order, if the Chair or a member of the Board of Directors has any pecuniary interest, direct or indirect, in any contract, proposed contract or other matter and is present at a meeting of the Board of Directors at which the contract or other matter is the subject of consideration, they shall at the meeting and as soon as practicable after its commencement disclose the fact and shall not take part in the consideration or discussion of the contract or other matter or vote on any question with respect to it.

47.2 The Board of Directors may exclude the Chair or a member of the Board from a meeting of the Board while any contract, proposed contract or other matter in which he/ she has a pecuniary interest is under consideration.

47.3 Any remuneration, compensation or allowance payable by ROHHC shall not be treated as a pecuniary interest for the purpose of this Standing Order.

47.4 This Standing Order applies to a committee or sub-committee and to a sub-committee as it applies to ROHHC and applies to a member of any such committee or sub-committee as it applies to a member of ROHHC.

48. Standards of Business Conduct

48.1 Policy and National Guidance: All staff and members must comply with the ROHHC's Standards of the code of conduct.

48.2 Interest of Officers in Contracts

48.2.1 Any Officer or employees who comes to know that ROHHC has entered into or proposes to enter into a contract in which he/she or any person connected with him /her has any pecuniary interest, direct or indirect, the Officer shall declare their interest by giving notice in writing of such fact to the Chief Executive or Secretary as soon as practicable.

48.2.2 An Officer should also declare to the Chief Executive any other service or business or other relationship of his/hers, or of a co-habiting spouse / partner, that conflicts, or might reasonably be predicted could conflict with the interests of ROHHC.



48.2.3 ROHHC will require interests, service or relationships so declared to be entered in a register of interests of staff.

48.3 Canvassing of and Recommendations by Members in Relation to Appointments.

48.3.1 Canvassing of members of ROHHC or of any Committee of ROHHC directly or indirectly for any appointment under ROHHC shall disqualify the candidate for such appointment. The contents of this paragraph of the Standing Orders shall be included in application forms or otherwise brought to the attention of candidates.

48.3.2 Members of ROHHC shall not solicit for any person any appointment under ROHHC or recommend any person for such appointment; but this paragraph of this Standing Order shall not preclude a member from giving written testimonial of a candidate's ability, experience or character for submission to ROHHC.

48.4 Relatives of Members or Officers

48.4.1 Candidates for any staff appointment under ROHHC shall, when making an application, disclose in writing to ROHHC whether they are related to any member or the holder of any office under ROHHC. Failure to disclose such a relationship shall disqualify a candidate and, if appointed, render him/her liable to instant dismissal.

48.4.2 Every member and Officer of ROHHC shall disclose to the Board of Directors any relationship between himself/herself and a candidate of whose candidature that member or Officer is aware. It shall be the duty of the Chief Executive to report to the Board of Directors any such disclosure made.

48.4.3 On appointment, members (and prior to acceptance of an appointment in the case of Executive Directors) should disclose to the Secretary whether they are related to any other member or holder of any office under ROHHC.

48.4.4 Where the relationship to a member of the Trust is disclosed, then SO 49 shall apply.



H. CUSTODY OF THE SEAL, SEALING OF DOCUMENTS AND SIGNATURE OF DOCUMENTS

49. Custody of Seal

49.1 The common seal of ROHHC shall be kept by the Secretary in a secure place.

50. Sealing of documents

50.1 Where it is necessary that a document shall be sealed, the seal shall be affixed in the presence of two senior managers, duly authorized by the Chief Executive, and not also from the originating department, and shall be attested by them.

51. Register of Sealing

51.1 The Secretary shall keep a register in which the Secretary, or another member of ROHHC authorized by the Chief Executive, shall enter a record of the sealing of every document.



52. Signature of documents

52.1 Where any document will be a necessary step in legal proceedings on behalf of ROHHC, it shall, unless any enactment otherwise requires or authorizes, be signed by the Chief Executive or any three Executive Directors.

52.2 In land transactions, the signing of certain supporting documents will be delegated to Members and set out clearly in the Scheme of Delegation but will not include the main or principal documents effecting the transfer (e.g. sale/purchase agreement, lease, contracts for construction works and main warranty agreements or any document which is required to be executed as a deed).

53. The Board of Directors – Additional principles

53.1 Main Principle



53.2 Every Trust should be headed by an effective Board of Directors, since the Board is collectively responsible for the exercise of the powers and the performance of ROHHC.

53.3 Supporting Principles

53.3.1 The Board of Directors' role is to provide active leadership of the ROHHC within a framework of prudent and effective controls which enables risk to be assessed and managed.

53.3.2 The Board of Directors is responsible for ensuring compliance by ROHHC with its terms of authorization, its Articles, mandatory guidance issued by Monitor, relevant statutory requirements and contractual obligations.

53.3.3 The Board of Directors should set ROHHC strategic aims, taking into consideration the views of the members, ensuring that the necessary financial and human resources are in place for ROHHC to meet its objectives and review management performance.

53.3.4 The Board of Directors as a whole is responsible for ensuring the quality and safety of healthcare services, education, training and research delivered by ROHHC and applying the principles and standards of clinical governance set out by the United States, in Congress assembled and relevant ROHHC bodies. The Board of Directors should also ensure that ROHHC exercises its functions effectively, efficiently and economically.

53.3.5 The Board of Directors should set ROHHC values and standards of conduct and ensure that its obligations to its members, patients and other stakeholders are understood and met.

53.3.6 All Directors must take decisions objectively in the interests of ROHHC.

53.3.7 All Directors have joint responsibility for every decision of the Board of Directors regardless of their individual skills or status. This does not impact upon the particular responsibilities of the Chief Executive as the Accounting Officer. The Chief Executive should refer to guidance from Monitor on the responsibilities and obligations of the Accounting Officer.

53.3.8 The concept of the Unitary Board refers to the fact that within the Board of Directors and the Executive Directors share the same liability, as per the main



principle. All Directors, Executive have responsibility to constructively challenge the decisions of the Board and help develop proposals on strategy.

I. COMPUTATION OF TIME

54. In computing any period of time for the purposes of the timetable:

- (a) Saturday;
- (b) Spring Equinox, pass over, or feast, or
- (c) a day appointed for public thanksgiving or mourning.
- d) The recognized time computation for ROHHC shall be U.T.C. -6.
- e) The calendar year and fiscal year for ROHHC shall commence anew on March 20th of each year.
- f) The date shall be recognized as “the ___Day in the Year of Yahweh _____”, for documentation purposes.
- g) It is known that the current year is 6018.



THIS DOCUMENT IS SUBJECT TO AMENDING AT ANY TIME.

Accepted and acknowledged this 16th Day in the Year of Yahweh, 6018.

 Trustee



The Government of The United States of America
Rural Free Delivery Route 1



The office of the registrar

Box #4
The United States of America
Global Postal Code-NAC: 850H2 MR7C8

Office hours: 9:00 - 9:00 UTC-6 Monday - Friday
Phone: (602) 845-0473
Email: registrar@generalpostoffice.international



ACKNOWLEDGEMENT

I, **Alice Cenicerros**, certify **under penalty of bearing false witness** under the laws of The United States of America **that the foregoing paragraph is true and correct** according to the best of my current information, knowledge, and belief.

The office of the registrar accepts and acknowledges the document:

The reign of the heavens Healing Center - Articles of Organization

and is recorded on:

16th Day in the Year of Yahweh, 6018
Document Date

3:40 UTC-6 RH-20160404-ROHHC-4166-A1B6-8B9499F19A0E
Time Record File Number

File Name: **20160404-ROHHC-Articles of Organization**

CERTIFIED COPY OF RECORDED DOCUMENT

This is a true and exact reproduction of the document officially recorded and placed on file in the office of the registrar for The United States of America.

Date Issued: 16th Day in the Year of Yahweh, 6018

This copy is not valid unless displaying the Record File Number, Seal, and signature of the registrar for The United States of America.

