

**TERMS OF REFERENCE
APPLICABLE TO ALL LWF COUNCIL COMMITTEES**

The Council of the Lutheran World Federation is empowered to establish Program and Standing Committees to facilitate the proper discharge of the Council's responsibility for the total work of the LWF and for oversight of the units within the LWF Secretariat.

Each member of the LWF Council shall serve on one Program or Standing Committee. Additionally, the Council may appoint up to a total of 30 persons from outside its own number to serve as members of these committees. The appointment of such persons from outside the Council shall be on the basis of professional expertise in respect to the programmatic assignments of particular committees. Such appointments shall be with the concurrence of the persons' member churches/national committees. They shall serve as full members of the committees with vote, but shall not have vote in the Council plenary.

The responsibilities of these committees shall be as follows:

1. The agenda for these committees is to reflect the Terms of Reference for the particular unit of the Secretariat for which the committee bears responsibility.
2. These committees are to review and evaluate the work of assigned Secretariat units, to report to the Council on the work of the Secretariat units, and to propose to the Council policies, strategies, and short- and long-range programs for the Secretariat units. In every case it is the Council which is the final decision-making body.
3. Each committee, in pursuing its task, shall be guided by staff as to relationships of its agenda to those of other committees in order to make appropriate recommendations.
4. Each committee shall indicate to the Council the priority to be assigned to requests and programs within its area of responsibility.
5. Each committee shall in its proposals and planning take into account to the fullest possible extent relevant facilities made available through LWF member churches, national committees, related

agencies, and other appropriate bodies within the Lutheran and ecumenical communities.

6. Committees may request the Council to appoint subcommittees to deal with issues of special concern within their areas of responsibility.
7. Committees shall fulfill such other responsibilities as may be assigned by the Council.