

Time Requirements for Remedial and Disciplinary Cases

PC(USA) Book of Order, The Rules of Discipline

Reference

| Book Of Order Reference | Action | Time Requirements | Insert Your Dates Here |
|--------------------------------|-----------------------|--------------------------|-------------------------------|
| D-4.0100 | Request for Reference | No time limits stated. | |

Remedial Cases

| Book of Order Reference | Action | Time Requirements | Insert Your Dates Here |
|--------------------------------|--|---|-------------------------------|
| D-6.0103 | Stay of Enforcement | w/in 45 days of decision/action | |
| D-6.0103 | Objection to Stay of Enforcement | w/in 45 days of filing of stay | |
| D-6.0202 | Complaint of Irregularity | w/in 90 days of irregularity | |
| D.6.0202 | Complaint of Delinquency | w/in 90 days of delinquency | |
| D-6.0303 | Answer to Complaint by Committee Council | w/in 45 days of receipt of Complaint | |
| D-6.0306 | Challenge to Findings of Moderator and Clerk | w/in 30 days of Issuance of Findings | |
| D-6.0306 | Hearing to Challenge Findings | At least 30 days prior to Trial | |
| D-6.0307 | List of Relevant documents by Respondent | w/in 45 days of receipt of Complaint | |
| D-6.0307 | Complainant Request for Additional Documents | w/in 15 days of receipt of above List | |
| D-7.0400 | Objections to Organization/Jurisdiction of PJC | During Trial, after Moderator's announcement to begin | |
| D-7.0402 | Written trial decision by PJC | Immediately after trial | |
| D-7.0402 | PJC decision filed with State Clerk | 30 days after trial | |
| D-7.0501/8.0200 | Appeal of Trial decision | 45 days from receipt of opinion | |
| D-7.0601 | Preservation of the Trial Record | 14 days after final decision (kept for 2 years) | |
| D-8.0302 | Challenge of Preliminary Appeal Findings | w/in 30 days of issuance of Findings | |

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| D-8.0302 | Hearing to Challenge Appeal Findings | 30 days prior to hearing on appeal | |
| D-8.0303 | List of Relevant documents by Respondent | w/in 45 days of receipt of Complaint | |
| D-8.0303 | Complainant Request for Additional Documents | w/in 15 days of receipt of above List | |
| D-8.0303 | Extension of time limits | By Stated Clerk for reasonable period | |
| D-8.0304 | Appellant's Brief Due | w/in 30 days of filing of record | |
| D-8.0305 | Appellee's Response Brief Due | w/in 30 days of filing of Appellant's Brief | |
| D-8.0306 | Transmission of records and briefs | Upon receipt or expiration of time | |
| D-8.0404 | Written Decision of Appeal | Immediately after Appeal | |
| D-8.0404 | Appellate Decision filed with State Clerk | w/in 30 days of conclusion of hearing | |

Vindication

| Book Of Order Reference | Action | Time Requirements | Insert Your Dates Here |
|-------------------------|-------------------------|------------------------|------------------------|
| D-9.000 | Request for Vindication | No time limits stated. | |

Disciplinary Cases

| Book of Order Reference | Action | Time Requirements | Insert Your Dates Here |
|-------------------------|---|---|------------------------|
| D-10.0103 | Clerk Referral to Investigative Committee | Upon receipt, but after report to governing body. | |
| D-10.0106 | If case alleges Sexual Abuse (paid leave) | IC formed within 3 days | |
| D-10.0202 | If IC deems mediation necessary | Completed w/in 120 days | |
| D-10.0204 | Petition to review IC procedures | w/in 30 days of receipt of Petition | |
| D-10.0204 | Decision of Hearing to review | w/in 15 days of hearing | |
| D-10.0303 | Petition to Review Decision of IC | w/in 30 days of receipt of report | |
| D-10.0303 | Decision of PJC to Review | w/in 90 days of report | |

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| D-10.0401 | Charges Filed | w/in 3 years of offense or w/in 1 year from IC formation, whichever first | |
| D-100401 | If Civil Charges also filed | Up to 6 months after dispensation by civil authorities, unless sexual abuse - no time limit | |
| D-10.0405 | Pretrial Conference | w/in 30 days of receipt of charge | |
| D-10.0405 | Trial | w/in 30 days of pretrial conference | |
| D-10.0406 | Witness List | w/in 20 prior to trial date | |
| D-10.0406 | Trial Decision filed with the Clerk | Promptly | |
| D-13.0200 | Appeal of Trial Decision | w/in 45 days of receipt of judgment | |
| D-13.0302 | Challenge to Preliminary Question | w/in 30 days of receipt of Findings | |
| D-13.0302 | Hearing to Challenge Findings | At least 30 days prior to appeal hearing | |
| D-1.0303 | List of Evidence in Record | w/in 45 days of receipt of Notice of Appeal | |
| D-13.0303 | Complainant Request for Additional Records | w/in 15 days of receipt of above List | |
| D-13.0304 | Appellant's Brief | w/in 30 days of filing of the Record | |
| D-13.0305 | Appellee's Brief | w/in 30 days of filing of Appellant's Brief | |

Visit <http://www.synod.org/pcusa/pdf/book-of-order2011-2013.pdf> to download a pdf of the Book of Order. The Rules of Discipline begin on page 151 of the pdf.

- D-4.0100 is on page 158
- D-6 references are on pages 165-171
- D-7 references are on pages 173-177
- D-8 references are on pages 179-184
- D-9 is on page 189
- D-10 references are on pages 187-194
- D-13 references are on pages 209-214