

INSTRUCTIONS FOR COMPLETING THE S-77 NOTIFICATION OF DISFELLOWSHIPING OR DISASSOCIATION

Reporting

- Did you review the notes written on page 143 of the Kingdom Ministry School textbook?
- Did you list one or more of the following judicial offences and Scriptural reference by copying them exactly as they appear in the list below?

Disfellowshipping:

Adultery (Mat. 19:9)
Apostasy (Deut. 13:13, 15; Josh. 22:22; Acts 21:21; 2 Cor. 6:14, 15, 17, 18; 2 John 7, 9, 10, Rev. 18:4)
Drunkenness (1 Cor. 5:11; 6:9, 10)
Fits of anger, violence (Prov. 22:24, 25; Mal. 2:16; Gal. 5:20)
Greed (gambling/extortion) (1 Cor. 5:10, 11; 6:10; 1 Tim. 3:8)
Gross uncleanness (Eph. 4:19, Gal. 5:19)
Loose conduct (Gal. 5:19; 2 Pet. 2:7)
Malicious lying (Prov. 6:16, 19; Col. 3:9; Rev. 22:15)
Manslaughter (Deut. 22:8)
Misuse of tobacco or addictive drugs (2 Cor. 7:1; Mark 15:23; Rev. 21:8; 22:15)
Obscene speech (Eph. 5:3-5; Col. 3:8)
Porneia (Lev. 20:10, 13, 15, 16; Rom. 1:24, 26, 27, 32; 1 Cor. 6:9, 10; Deut. 23: 7, 18)
Adamant refusal to provide for family when having the means to provide (1 Tim. 5:8)
Slander or reviling (Lev. 19:16; 1 Cor. 6:10)
Stealing or fraud (Lev. 6:2, 4; 1 Cor. 6:9, 10; Eph. 4:28)

Disassociation:

Non-neutral activity (Isa. 2:4; John 6:15; 17:16)
Joined another religion (1 John 2:19)
Unrepentant failure to abstain from blood (Gen 9:4; Acts 15:20, 28, 29)

- Did you fill out an original *Notification of Disfellowshipping or Disassociation (S-77)* form and make one copy, retaining the copy for the congregation's confidential file?

Summation

- Did you provide a detailed *summation* of the case, explaining what took place? Did you include the reasons why you judged the person to be unrepentant?
- In the case of disassociation** Did you explain what led to the person's decision, how he responded to efforts to assist him, and what convinced you that his position was adamant?
- If the matter involved child abuse:** Did you provide complete details, including names and dates of birth of those involved? Did you explain the nature and extent of the abuse and how it was substantiated?
- Did you send the *original S-77* form along with the summation in a special blue envelope to the branch office?

Filing

- When you received the stamped S-77 form, did you place it in a sealed envelope in the congregation's confidential file and *destroy* the congregation's copy?
- Did the judicial committee chairman *destroy all other correspondence, except* any letter of disassociation or resignation, as directed on page 2 of the S-77 form?
- Did the chairman sign and date page 2 of the S-77 form?

REINSTATEMENTS AND DEATHS

- When a disfellowshipped or disassociated individual is reinstated or dies, did the secretary sign, check the appropriate box, and date the bottom of the *stamped S-77* form?
- Did the secretary make a photocopy of both sides of the S-77 form for the congregation and mail the *original* to the branch office in a special blue envelope?
- Has the congregation's copy of the S-77 form been retained in the congregation's confidential file?

APPEALS

- When an individual appeals his disfellowshipping, the chairman of the judicial committee should promptly contact the circuit overseer, who will then designate elders to serve on the appeal committee.
- The judicial committee should complete the S-77 forms (except for the date of announcement of disfellowshipping) and give them, along with whatever written records it has from the judicial hearing(s), to the chairman of the appeal committee prior to the appeal hearing.—See *ks91* p. 125.
- The appeal committee’s report is to be in the form of a letter addressed to the branch office, using the appeal committee chairman’s mailing address for the return address.
- It is to be signed by all the members of the appeal committee, with each one’s name and the name of his congregation typed below his signature.
- The letter should provide a detailed *summation* of the appeal hearing and include comments that directly address the following questions: (1) Was there a Scriptural basis for the disfellowshipping? (2) Was there acceptable evidence to establish the wrongdoing? Explain. (3) Was the wrongdoer unrepentant *at the time of the hearing by the original judicial committee*? What convinces the appeal committee of this?
- **If the appeal committee upholds the original committee's decision to disfellowship the individual**, the appeal committee should make certain that the S-77 form is filled out completely, *including the date of announcement of disfellowshipping* and then mail *the original* form along with the appeal committee’s letter to the branch office in the same special blue envelope.
- **If the original basis for disfellowshipping was invalid but other valid grounds for disfellowshipping exist**, new S-77 forms should be made out by the original committee, giving the proper information. The *original* form along with the initial S-77 form and the appeal committee's letter should be sent to the branch office.
- **If both committees agree that the person should not be disfellowshipped**, the individual *should not be told* this. Rather, the appeal committee should send the branch office the *original S-77* form along with separate letters from both the original committee and the appeal committee that supply sufficient details to give a clear picture of the reason(s) for their conclusions. Thereafter, the branch office will provide its comments.
- **If the appeal committee and the original committee are in disagreement**, the appeal committee should send the *original S-77* form to the branch office with a letter giving the reasons for its conclusion and should include a letter from the original committee that expresses that committee's reasons for disagreement.
- **When the matter has been finalized:** All written records from both the original and appeal committees should be destroyed. Only the stamped S-77 form should be retained in the congregation's confidential file. See also the instructions above under the heading “Filing”.