

**GOVERNANCE POLICY #3- LEADERS
FOR
SOKA GAKKAI INTERNATIONAL ASSOCIATION OF CANADA
ASSOCIATION DE LA SOKA GAKKAI INTERNATIONALE DU CANADA**
(a federal corporation)
hereinafter referred to as “SGI Canada”

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Policy #3

This Governance Policy emanates from General Operating Bylaw No. 8 for SGI Canada, as amended from time to time, and is to be read in conjunction with Bylaw 8 and the other Policies adopted pursuant to Bylaw No. 8.

The definitions contained in Bylaw No. 8, as amended from time to time, shall apply to the provisions of this Governance Policy.

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INTRODUCTION

SGI Canada, like all SGI organizations worldwide, appoints Leaders at various levels of responsibility to support and encourage their fellow Practitioners in their Buddhist practice. Leaders are men and women representing the men’s, women’s, young men’s and young women’s groups (Divisions). SGI President Daisaku Ikeda describes the spirit of leadership in the SGI as follows:

A leader is not one who stands above others, much less one who declares “I am special” and regards others with contempt. The moment one resolves to join in and work alongside everyone, to respect everyone and have the spirit to humbly learn from them, one embarks on the road to becoming a great leader. This was one of the essential points of the “leadership revolution” of which President Makiguchi spoke. (*Faith into Action*, pp.178-79)

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It is important for leaders to love people, to treasure everyone. To the extent that we love others, we will be loved. To the extent that we work for others’ happiness, we will enjoy protection and

support. This is the law of cause and effect. It is also the path for developing our humanity. (Ibid, p.179)

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A leader must always make the effort and have the latitude to listen to each person's opinion. One who can humbly listen to the words of another is wise. A good leader understands the power of dialogue. He or she tenaciously works to create a venue and to make time for discussion. By contrast, a leader who fears and seeks to avoid person-to-person dialogue is going against the times. More likely than not, such a leader is self-complacent and tyrannical in disposition. (Ibid, pp.183-84)

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It is important to have the compassion to respond to a person's needs and situation, to give considered thought to how you can best help him or her and then take appropriate action. Wisdom arises from compassion. (Ibid, p.188)

To serve, to encourage, and to foster capable successors are the primary roles of Leaders in the SGI, showing an example of sincerity and dedication to the happiness of others.

There are Leaders for men, women, young men and young women at each level, wherever possible. These Leaders are appointed to take responsibility for encouraging and supporting the Practitioners in their respective Divisions or Groups. They work together to plan and organize District discussion and study meetings and other SGI Canada activities.

BRIEF EXPLANATION OF THIS POLICY

This Policy applies to the Leaders of SGI Canada. An Individual may qualify to become a Leader of SGI Canada if he or she is an active Practitioner of SGI Canada. To become a Group Leader there is no minimum length of practice required, since the responsibilities of Group Leaders are modest and are meant for newer Practitioners to gain experience in helping a small number of fellow Practitioners in their Buddhist practice within the District. For all other levels of leadership, a candidate must be a Practitioner for at least one (1) year. For all levels, a leadership candidate must be eighteen (18) years of age, or older, have an active involvement with SGI Canada's programs, is in full agreement with the SGI Canada Constitutional Documents, fulfills the qualifications for Leaders described in the passages in the SGI Canada Leadership Handbook, and recognizes that Leadership is a commitment to humble service, not a position of status nor a reward for past service. In calculating the one (1) year period that an Individual was a Practitioner of SGI Canada, all time spent as a member of SGI Canada prior to the adoption of General Operating Bylaw No. 7 will be included.

Leadership positions from other countries are not transferrable and individuals who move to Canada from other countries will not automatically be appointed as Leaders in SGI Canada. However, anyone who has been a leader in an SGI Organization in another country may qualify to be considered for appointment as a Leader in SGI Canada, even if the Individual has been with SGI Canada for less than a year.

Leadership candidates may be recommended by any Leader. The appointment of a new Leader involves a detailed consultation process with other Leaders as described in section 1.02 of this Policy. Once appointed, a Leader is appointed for a one (1) year term, which automatically renews. Since the appointment of a Leader to a particular Leadership position is a privilege, any Leader may be re-assigned to a different Leadership position by the Regional Personnel Committee (for Group, District and Chapter level Leaders) or the Executive Council (for Area, Regional and National level Leaders), although a

discussion with the Leader in question would occur before any re-assignment is finalized. Leaders may take a leave of absence from their Leadership positions for a period of up to one (1) year in cases where the Leader is experiencing personal, health, medical or family issues.

The duties of Leaders are described in section 1.06 of this Policy. They include: the duty to carry out ongoing study and application of the teachings of Nichiren Daishonin; the duty to support each Practitioner's relationship with SGI Canada, which includes supporting each Practitioner's relationship with his or her own District; the duty to assist Practitioners in the spiritual development of their Buddhist faith, practice and study; and the duty to support the leadership and adhere to the procedures of SGI Canada expressed in the Constitutional Documents and the SGI Canada Leadership Handbook.

In order to protect the collective of the Practitioners of SGI Canada in accordance with the teachings of Nichiren Buddhism and the spirit and tradition of the Soka Gakkai and the SGI, Leaders are to abide by the Leadership Standards described in Section 1.07 of this Policy. The Leadership Standards generally require that Leaders contribute to the harmonious unity of SGI Canada through constructive (as opposed to negative) dialogue and demonstration of respect for the opinions of others; following the teachings of Nichiren Buddhism; participating in and promoting kosen-rufu activities of SGI Canada; demonstrating respect for the dignity of each Individual; refraining from using religious activities to involve SGI Canada or Practitioners in political activities (although each Leader may freely engage in political activities independent of SGI Canada); protecting the privacy and confidentiality of Practitioners; refraining from engaging in speech and behaviour that may disturb the faith, practice and study of Practitioners or disrupt the harmonious unity of SGI Canada; fulfilling the fiduciary duties associated with the applicable Level of Leadership for each Leader (by placing the best interests of the Practitioners and SGI Canada ahead of one's personal interests); and adhering to all Practitioner Standards outlined in the Governance Policy on Practitioners.

The difference between duties and standards is as follows: duties are the general responsibilities that Leaders are expected to carry out in their appointed roles. If a Leader is unable or unwilling to carry out these duties, consideration is given as to how the individual could be helped to fulfill their duties through additional support or training, or by reassigning the Leader to a position that is more appropriate for their situation. Standards, on the other hand, refer to the need to conduct oneself in an appropriate manner, such as respecting others and not engaging in harmful behaviour. A breach of standards is therefore more serious and could lead to Leadership Status Review in accordance with the Policy on Status Review for Leaders.

Where a Leader is alleged to have breached a Leadership Standard, there will be several opportunities to try to resolve the matter through informal discussions with responsible Leaders as described in Section 1.08 of this Policy. Where the matter is not resolved through the informal discussions and the General Director determines that Leadership Status Review is needed, the provisions outlined in a separate Governance Policy on Status Review for Leaders will be followed to attempt to restore the Leader to a healthy relationship with SGI Canada and to protect the Practitioners from further harm.

The schedules to this Policy outline the specific qualifications and duties that apply to each particular Leadership position at SGI Canada, including those that apply to Group Leaders, District Leaders, Chapter Leaders, Area Leaders, Regional Leaders, National Leaders and Coordinators.

1.01 Qualification for Leaders

- (a) An Individual may be considered for appointment as a Leader if he or she fulfills all of the following qualifications, as determined in the sole discretion of SGI Canada:
 - (i) is a Practitioner of SGI Canada in good standing and has been a Practitioner of SGI Canada for at least one (1) year, inclusive of any time spent as a member of SGI Canada prior to the adoption of General Operating Bylaw No. 7 (save and except for Group Leaders who are not required to have been a Practitioner of SGI Canada for at least one (1) year);
 - (ii) is eighteen (18) years of age, or older;
 - (iii) has an active involvement with SGI Canada activities;
 - (iv) fulfills the applicable qualifications to be a Leader as described in the passages contained throughout the SGI Canada Leadership Handbook, as amended from time to time;
 - (v) is in full agreement with the SGI Canada Constitutional Documents;
 - (vi) recognizes that Leadership is a commitment to humble service, not a position of honour or status, nor a reward for past service; and
 - (vii) whose application to become a Leader has been approved by the Regional Personnel Committee (for Leaders at the Group, District and Chapter Levels) or the Executive Council (for Leaders at the Area, Regional and National Levels) and whose application to become a Leader has been subsequently approved by a Consensus Resolution of the Board in accordance with sub-section 1.02(d) or (e) of this Policy, as applicable.
- (b) Upon Consensus Resolution of the Board, individuals who were leaders in an SGI Organization from another country may be considered for appointment as Leaders of SGI Canada, as determined in the sole discretion of the Board of Directors of SGI Canada. However, as a qualification requirement thereof the Individual must have provided SGI Canada with a letter of introduction from the SGI Organization of the country from which the individual has come confirming the Individual's status as a Leader in the SGI Organization of that country. The Board of Directors of SGI Canada retains the discretion to accept or refuse the letter of introduction, or to require that the Individual must provide further information relating to the contents of the letter of introduction prior to appointing the Individual as a Leader of SGI Canada.

1.02 Procedures for Appointment of Leaders

- (a) As the step of becoming a Leader arises from the development of a Practitioner's faith, practice and study, where any Leader becomes aware of a potential candidate for Leadership ("Leadership Candidate"), the Leader may verbally suggest the Leadership Candidate to his or her immediate senior Divisional Leader. Recommendations should progress upwards through the various Levels of Leadership within the relevant division

(Men's, Women's, Young Men's or Young Women's, as applicable) until reaching the Levels of Leadership outlined below:

- (i) For Group, District and Chapter Leadership Candidates, the Divisional Area Level Leader who has oversight over the District and Chapter in question;
- (ii) For Area Leadership Candidates, the Divisional Regional Level Leader who has oversight over the Area in question; or
- (iii) For Regional Leadership Candidates, the Divisional National Level Leader;

For greater certainty, candidates for Leadership are not to be informed of their possible appointment until the entire Leadership approval process outlined in this Policy has been completed.

- (b) Upon being advised of a Leadership Candidate, the applicable Area, Regional or National Level Leader, as the case may be, will then discuss the suitability of the Leadership Candidate with other Leaders, as follows:
 - (i) For Group Leadership Candidates, the District Leaders within the same District that the Leadership Candidate might be requested to serve;
 - (ii) For District Leadership Candidates, the District Leaders within the same District that the Leadership Candidate might be requested to serve;
 - (iii) For Chapter Leadership Candidates, the Chapter Leaders within the same Chapter that the Leadership Candidate might be requested to serve;
 - (iv) For Area Leadership Candidates the Area Leaders within the same Area that the Leadership Candidate may serve;
 - (v) For Regional Leadership Candidates, the Regional Leaders within the same Region that the Leadership Candidate might be requested to serve; or
 - (vi) For National Leadership Candidates, the National Leaders.
- (c) Once consensus is achieved at the District, Chapter, Area or Regional Level, as the case may be, the suitability of the Leadership Candidate will be discussed at each next Level up, until consensus is achieved at the Level of Leadership outlined in section 1.02(a)(i), (ii) or (iii), as applicable.
- (d) For Leadership appointments at the Group, District and Chapter Levels, the recommendation to appoint a Leadership Candidate as a Leader is made by the Regional Personnel Committee for the applicable Region, subject to final ratification by the Board of Directors. For greater certainty, approval from the Executive Council is not needed for Leadership appointments at the Group, District and Chapter Levels.
- (e) For Leadership appointments at the Area, Regional and National Levels, approval is given by the Executive Council (formerly referred to as the SGI Canada Personnel

Committee), prior to presentation to the Board of Directors for final approval. Once approval from the Board of Directors has been obtained, the names of the Area, Regional and National Level Leadership Candidates will be presented to SGI Japan for non-binding consultation purposes from the perspective of the SGI doctrine and religious beliefs.

- (f) Once the approval of the Regional Personnel Committee or the Executive Council, as the case may be, has been obtained in relation to a given Leadership Candidate's appointment as a Leader, the appropriate representative of the Regional Personnel Committee or the Executive Council, as the case may be, shall interview the Leadership Candidate and inquire whether the Leadership Candidate is agreeable to the appointment.
- (g) Once the Leadership Candidate has agreed to accept the appointment, he or she will fill out a Leadership form. The Leadership Candidate's appointment shall then be communicated to the National Planning Committee. The following Leaders will also be informed, as applicable:
 - (i) For new Group Leaders:
 - (1) the other Group Leaders within the same District that the new Group Leader will be requested to serve; and
 - (2) all Divisional Leaders having ascending oversight over the District, including Divisional District, Chapter, Area, Regional and National Leaders;
 - (ii) For new District Leaders:
 - (1) the other District Leaders within the same District that the new District Leader will be requested to serve; and
 - (2) all Divisional Leaders having ascending oversight over the District, including Divisional Chapter, Area, Regional and National Leaders.
 - (iii) For new Chapter Leaders:
 - (1) the other Chapter Leaders within the same Chapter that the new Chapter Leader will be requested to serve; and
 - (2) all Divisional Leaders having ascending oversight over the Chapter, including Divisional Area, Regional and National Leaders.
 - (iv) For new Area Leaders:
 - (1) the other Area Leaders within the same Area that the new Area Leader will be requested to serve; and
 - (2) all Divisional Leaders having ascending oversight over the Area, including Divisional Regional and National Leaders.

- (v) For new Regional Leaders:
 - (1) the other Regional Leaders within the same Region that the new Regional Leader will be requested to serve; and
 - (2) the National Leaders.
- (vi) For new National Leaders:
 - (1) the other National Leaders.
- (h) The new Leadership Candidate's appointment will be announced at the next meeting of all of the Leaders in the respective Region. National Leadership appointments will be announced at the "All Leaders Meetings" in every Region.

1.03 Terms for Leaders

- (a) Once appointed, a Leader shall serve for a term of one (1) year, with each one (1) year term automatically renewing unless the following have occurred:
 - (i) written notice is provided by either the respective Leader or SGI Canada within thirty (30) days prior to the conclusion of the one (1) year term indicating an intention not to renew the Leadership term;
 - (ii) a discussion has occurred between the respective Leader and SGI Canada regarding the intention to refrain from renewing the Leadership term; and
 - (iii) the non-renewal of the term for the Leader has been approved by the Board of Directors by Consensus Resolution.

For greater certainty, the non-renewal of the term for a Leader in accordance with section 1.03 of this Policy is separate and distinct from removal as a Leader in accordance with the Governance Policy on Status Review for Leaders.

- (b) There is no maximum number of terms that applies to Leaders and as such, once appointed, a Leader will be eligible for re-appointment as a Leader at the same Level of Leadership at the end of his or her term on a consecutive basis thereafter, provided that such Leader continues to meet the applicable qualification requirements to be a Leader.

1.04 Reassignment of Leaders

The appointment of a Leader to a given Leadership position is a privilege and any Leader may be reassigned to a different Leadership position in the sole discretion of the Regional Personnel Committee or the Executive Council (whichever committee has oversight over the Leader in question). However, discussion should take place between the respective Leader and the applicable senior Leader before a final decision is made by the Regional Personnel Committee or the Executive Council, as the case may be.

1.05 Leave of Absence for Leaders

A Leader may take a leave of absence from his or her Leadership position for a period ranging between one (1) and twelve (12) months, as determined necessary by SGI Canada in consultation with the Leader in question. SGI Canada may grant a leave of absence to a Leader where the Leader is experiencing personal, health or family issues, or other extenuating circumstances. For greater certainty, the granting of a leave of absence for a Leader is separate and different from removal as a Leader in accordance with the Governance Policy on Status Review for Leaders.

1.06 Duties of Leaders

Leaders shall have the following duties:

- (a) The duty to carry out ongoing faith, practice and study and application of the teachings of Nichiren Daishonin and the guidance of SGI President Daisaku Ikeda in order to deepen personal faith and understanding of Nichiren Buddhism;
- (b) The duty to support each Practitioner's relationship with SGI Canada, which includes but is not limited to, supporting each Practitioner's relationship with his or her own District;
- (c) The duty to adhere to the Leadership Standards outlined in section 1.07 of this Governance Policy;
- (d) The duty to assist Practitioners in their spiritual development in Soka Gakkai Nichiren Buddhism, practice and study;
- (e) The duty to fulfill the responsibilities associated with the appointed Leadership position as outlined in the applicable schedule to this Governance Policy, as personal circumstances permit, with consideration to be given to personal illness, family members with special needs or other extenuating circumstances; and
- (f) The duty to respect and support the spiritual leadership and adhere to the procedures of SGI Canada as expressed in the Constitutional Documents and in the SGI Canada Leadership Handbook.

1.07 Standards for Leaders

- (a) All Leaders are required to comply with the Leadership Standards described in section 1.07(c) included in this Policy as determined in the sole discretion of the Board of Directors. The said Leadership Standards have been established in order to: 1) protect the collective body of SGI Canada Practitioners from potential harm or wrongdoing committed by a Leader, and 2) to recognize the higher standard of trust that exists between Leaders and Practitioners in SGI Canada.
- (b) Failure to abide by the Leadership Standards, as determined in the sole discretion of the Board of Directors, may result in Status Review of a Leader in accordance with the terms of the applicable Governance Policy on Status Review for Leaders. For greater certainty, where a Leader has breached a Leadership Standard, the Leader shall only undergo the Status Review process for Leaders in accordance with the terms of the applicable

Governance Policy on Status Review for Leaders upon completion of the informal discussion process outlined in section 1.08 of this Policy herein.

- (c) The following are the Standards for Leaders:
- i) Contributing to the harmonious unity of SGI Canada through constructive (as opposed to negative) dialogue and demonstration of respect for the opinions of others;
 - ii) Following the teachings of Nichiren Buddhism and participating in and promoting kosen-rufu¹ activities of SGI Canada, including, but not limited to, propagation of Soka Gakkai Nichiren Buddhism and contribution of time and effort to advancing the growth of SGI Canada;
 - iii) Demonstration of respect for the dignity of each Individual and neither condoning nor engaging in, either implicitly or explicitly, discriminatory words, actions or behaviour based on prohibited grounds outlined in the applicable human rights laws;
 - iv) Refraining from using religious activities to involve SGI Canada or Practitioners in political activities, recognizing that each Leader may freely engage in political activities independent of SGI Canada;
 - v) Protecting the privacy and confidentiality of Practitioners;
 - vi) Refraining from engaging in speech and behaviour that may disturb the faith, practice and study of Practitioners or disrupt the harmonious unity of SGI Canada in accordance with the principles and teachings of Nichiren Buddhism as outlined in the SGI Canada Statement of Faith;
 - vii) Fulfilling the fiduciary duties (placing the best interests of the Practitioners and SGI Canada ahead of one's personal interests) associated with the applicable Level of Leadership for each Leader; and
 - viii) Adhering to all Practitioner Standards outlined in the Governance Policy on Practitioners.

1.08 Informal discussion process to review suspected breach of Leadership Standards

Where any Leader becomes aware of a suspected breach of the Leadership Standards by another Leader ("Leader Under Consideration"), the said Leader shall describe the alleged wrongdoing verbally (but not in writing nor by email) to the applicable Regional Coordinator. Upon being advised of the said wrongdoing the Regional Coordinator will then select the appropriate Area

¹ Kosen-rufu is a Buddhist term in Japanese that means "wide propagation" or "wide proclamation and propagation" of the Lotus Sutra, which was the will of Shakyamuni Buddha to his successors in the time after his passing. Nichiren (1222-1282), identifying himself as the votary of the Lotus Sutra, made it his lifelong mission to fulfill this injunction of the Buddha—that is, kosen-rufu. He saw widely propagating his teaching of Nam-myoho-renge-kyo, which he identified as the essence of the sutra, as the fulfillment of that mission.

Level Leader to informally speak with the Leader Under Consideration in an attempt to resolve the alleged breach.

- (a) If the Leader appointed by the Regional Coordinator (“First Leader”) is not able to resolve the matter, the matter will be referred to a Leader who is one Level higher than the First Leader (the “Second Leader”), who will then informally speak with the Leader Under Consideration in an attempt to resolve the matter.
- (b) If the Second Leader is not able to informally resolve the matter, the matter will be referred to a Leader who is one Level higher than the Second Leader (the “Third Leader”), who will then informally speak with the Leader Under Consideration in an attempt to resolve the matter. Where the Third Leader is unable to resolve the matter, the matter will continue to be referred up to each ascending Level of Leadership as follows: Area Leader to Regional Leader to National Leader and then to the General Director.
- (c) If the General Director is not able to informally resolve the matter, the General Director may, in his or her sole discretion within a one (1) month period, refer the matter to the Chair of the Board pursuant to the procedure for Status Review for Leaders set out in the Governance Policy on Status Review for Leaders. The General Director shall consult with one or more of the Leaders who were involved with the informal discussion process outlined in section 1.08 of this Governance Policy on Leaders before making a decision to proceed with Leadership Status Review. Where the General Director is suspected of a breach of the Leadership Standards by the Board, the Chair of the Board may, in his or her sole discretion within a one (1) month period, refer the matter to the Board of Directors pursuant to the procedure for Status Review set out in the Governance Policy on Status Review for Leaders.

1.09 SGI Canada Leadership Handbook

All Leaders shall strive to the best of their ability to adhere to the provisions of the SGI Canada Leadership Handbook, as amended from time to time. For greater certainty, failure to adhere to the provisions of the SGI Canada Leadership Handbook, will not necessarily result in Status Review of the Leader unless a Leadership Standard outlined in sub-section 1.07(c) of this Policy has been breached.

1.10 Schedules of Leadership positions attached to this Policy

A description of the various Leadership positions and the duties associated with each Leadership position are outlined in the schedules to this Governance Policy, as follows:

- Schedule “A” – Qualification Requirements and Duties of Group Leaders
- Schedule “B” – Qualification Requirements and Duties of District Leaders
- Schedule “C” – Qualification Requirements and Duties of Chapter Leaders
- Schedule “D” – Qualification Requirements and Duties of Area Leaders
- Schedule “E” – Qualification Requirements and Duties of Regional Leaders
- Schedule “F” – Qualification Requirements and Duties of National Leaders
- Schedule “G” – Qualification Requirements and Duties of Coordinators

Schedule “A” – Qualification Requirements and Duties of Group Leaders

Qualifications for Group Leaders:

An Individual may be considered for appointment as a Group Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been actively involved in District activities, including regularly attending and participating in discussion and study meetings and other District activities; and
2. The Individual is striving to introduce others to SGI Canada and Nichiren Buddhism.

Duties of Group Leaders

Group Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help designated Practitioners develop their faith, practice and study through encouragement and home visits;
2. The duty to work cooperatively with the other Group and District Leaders in introducing new people to the District, helping to organize District meetings, and promoting SGI Canada publications and financial contributions to SGI Canada; and
3. The duty to work with and report to the designated divisional District Leader on a regular basis concerning communications with the designated Practitioners, as requested by the District Leader.

Schedule “B” – Qualification Requirements and Duties of District Leaders

Qualifications for District Leaders:

An Individual may be considered for appointment as a District Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been a Practitioner of SGI Canada for at least one (1) year;
2. The Individual has been actively involved in District activities, including regularly attending and participating in discussion and study meetings and other District activities; and
3. The Individual is striving to introduce others to SGI Canada and Nichiren Buddhism.

Duties of District Leaders

District Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help Practitioners in the District Leader’s District develop their faith, practice and study through personal encouragement and home visits;
2. The duty to work cooperatively with the other District and Group Leaders in developing the District through planning meetings, organizing and promoting District discussion and study meetings, introducing new people to District meetings, and promoting SGI Canada publications and financial contributions to SGI Canada; and
3. The duty to work with and report to the designated divisional Chapter Leader on a regular basis concerning the activities of the District, as requested by the Chapter Leader.

Schedule “C” – Qualification Requirements and Duties of Chapter Leaders

Qualifications for Chapter Leaders:

An Individual may be considered for appointment as a Chapter Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been a Practitioner of SGI Canada for at least three (3) years;
2. The Individual has been a District Leader for at least one (1) year;
3. The Individual has been actively involved in District activities, including regularly attending and participating in discussion and study meetings and other District activities; and
4. The Individual has been striving to introduce others to SGI Canada and Nichiren Buddhism.

Duties of Chapter Leaders

Chapter Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help Practitioners in the Chapter Leader’s Chapter develop their faith, practice and study through personal encouragement and home visits;
2. The duty to work cooperatively with the other Chapter Leaders in developing the Chapter through planning meetings, coordinating meetings, introducing new people to District meetings, and promoting SGI Canada’s publications and financial contributions to SGI Canada;
3. The duty to support the Districts by attending their activities and encouraging the divisional District Leaders; and
4. The duty to work with and report to the designated divisional Area Leader on a regular basis concerning the activities of the Chapter, as requested by the Area Leader.

Schedule “D” – Qualification Requirements and Duties of Area Leaders

Qualifications for Area Leaders:

An Individual may be considered for appointment as an Area Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been a Practitioner of SGI Canada for at least five (5) years;
2. The Individual has been a Chapter Leader for at least one (1) year;
3. The Individual has been actively involved in District and Chapter activities, including regularly attending and participating in discussion and study meetings and other District activities; and
4. The Individual has introduced at least one (1) new Individual who has joined SGI Canada as a Practitioner.

Duties of Area Leaders:

Area Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help Practitioners in the Area Leader’s Area in their faith, practice and study through personal encouragement and home visits;
2. The duty to work cooperatively with the other Area Leaders in developing the Area through planning meetings, coordinating meetings, introducing new people to District meetings, and promoting SGI Canada’s publications and financial contributions to SGI Canada;
3. The duty to support the Chapters and Districts by attending their activities and encouraging the divisional Chapter Leaders; and
4. The duty to work with and report to the designated divisional Regional Leader on a regular basis concerning the activities of the Area, as requested by the Regional Leader.

Schedule “E” – Qualification Requirements and Duties of Regional Leaders

Qualifications for Regional Leaders:

An Individual may be considered for appointment as a Regional Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been a Practitioner of SGI Canada for at least six (6) years;
2. The Individual has been an Area Leader for at least one (1) year;
3. The Individual has been actively involved in District, Chapter and Area activities, including regularly attending and participating in discussion and study meetings and other District activities; and
4. The Individual has introduced at least one (1) new Individual who has joined SGI Canada as a Practitioner.

Duties of Regional Leaders:

Regional Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help Practitioners in the Regional Leader’s Region to develop their faith, practice and study through personal encouragement and home visits;
2. The duty to work cooperatively with the other Regional Leaders in developing the Region through planning meetings, coordinating meetings, introducing new people to SGI Canada, and promoting SGI Canada’s publications and financial contributions to SGI Canada;
3. To duty to support the Areas, Chapters and Districts within the Regional Leader’s Region by attending their activities and encouraging the divisional District Leaders; and
4. The duty to work with and report to the divisional National Leader on a regular basis concerning the activities of the Region, as requested by the National Leader.

Schedule “F” – Qualification Requirements and Duties of National Leaders

Qualifications for National Leaders:

An Individual may be considered for appointment as a National Leader if he or she fulfills all of the following qualifications as determined in the sole discretion of the Board of SGI Canada, in addition to the qualifications for Leaders of SGI Canada as outlined in section 1.01 of this Policy:

1. The Individual has been a Practitioner of SGI Canada for at least seven (7) years;
2. The Individual has been a Regional Leader for at least one (1) year;
3. The Individual has been actively involved in District, Chapter, Area and Regional activities, including regularly attending and participating in discussion and study meetings and other District activities; and
4. The Individual has introduced at least one (1) new Individual who has joined SGI Canada as a Practitioner.

Duties of National Leaders

National Leaders shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Policy:

1. The duty to help Practitioners in SGI Canada to develop their faith, practice and study through personal encouragement and home visits;
2. The duty to work cooperatively with the other National Leaders in developing SGI Canada through planning meetings, coordinating meetings, introducing new people to District meetings, and promoting SGI Canada’s publications and financial contributions to SGI Canada;
3. The duty to support the Regions, Areas, Chapters and Districts by attending their activities and encouraging the divisional Regional Leaders; and
4. The duty to work with and report to the General Director on a regular basis concerning the National activities carried out by the National Leader, as requested by the General Director.

Schedule “G” – Coordinators

In each Level of Leadership, one of the four Divisional Leaders is to be appointed as Coordinator for the District, Chapter, Area or Regional Level of Governance by Consensus Resolution of the four Divisional Leaders in the applicable District, Chapter, Area or Region, as the case may be. The Coordinator serves as the central figure for the District, Chapter, Area and Region, as applicable. The General Director serves as the coordinator for SGI Canada on a National Level.

Duties of Coordinators:

Coordinators shall have the following duties in addition to the duties of Leaders of SGI Canada as outlined in section 1.06 of this Governance Policy:

1. The duty to coordinate the activities of the respective District, Chapter, Area or Region, as the case may be;
2. The duty to communicate with the other three Divisional Leaders (Men’s, Women’s, Young Men’s and Young Women’s, as applicable) and to facilitate consensus on planning and other issues for the applicable District, Chapter, Area or Region, as the case may be;
3. The duty to represent the respective District, Chapter, Area or Region, as the case may be at meetings of SGI Canada; and
4. The duty to work with and report to the Coordinator for the next higher Level of Leadership on a regular basis concerning the activities of the District, Chapter, Area or Region, as the case may be.