

**DEPARTMENT OF DEFENSE ECCLESIASTICAL ENDORSING ORGANIZATION
VERIFICATION/REVERIFICATION INFORMATION**

*Form Approved
OMB Number 0704-0190
Expires Dec 31, 1999*

The public reporting burden for this collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0190), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THIS ADDRESS. RETURN COMPLETED FORM TO:
EXECUTIVE DIRECTOR, ARMED FORCES CHAPLAINS BOARD, OUSD(P&R)OASD(FMP)MPP-AFCB, 4000 DEFENSE PENTAGON,
WASHINGTON, DC 20301-4000.**

INSTRUCTIONS

Religious organizations seeking Department of Defense (DoD) recognition as Ecclesiastical Endorsing Organizations for supplying chaplains to the Military Services must fulfill the following requirements:

- (1) Organized exclusively or substantially to provide religious ministries to a lay constituency.
- (2) Possess ecclesiastical authority to grant or withdraw ecclesiastical certification.
- (3) Abide by all DoD issuances and Military Department regulations and policies on clergy serving as military chaplains.
- (4) Notify the DoD and the Military Department concerned of any withdrawal of an existing ecclesiastical endorsement.
- (5) Endorsed clergy will support directly or indirectly the free exercise of religion by all members of the military service, family members and authorized persons.

In accordance with DoD Directive 1304.19, the following information is required from religious organizations applying for recognition by the Department of Defense as Endorsing Organizations. In addition, this information will be updated every three years (October 1996, 1999, 2002, etc.).

Documentation to accompany initial application must include:

- (1) Structure of the organization (copies of by-laws, constitution, etc.).
- (2) Membership requirements of the organization.
- (3) Qualifications and requirements for membership in the clergy (education, licensing ordination, professional experience).
- (4) Documentation of Internal Revenue Service status.
- (5) Name, address, and telephone numbers of each person seeking certification/endorsement for appointment as a military chaplain.

1. APPLICATION DATE <i>(YYYYMMDD)</i>	2. NAME OF ORGANIZATION
---	--------------------------------

3. ADDRESS			
a. STREET <i>(Include apartment or suite number)</i>	b. CITY	c. STATE	d. ZIP CODE

4. TELEPHONE NUMBER <i>(Include area code)</i>	5. FAX NUMBER <i>(Include area code)</i>
---	---

6. PRESIDING OFFICIAL(S)	
a. NAME <i>(Last, First, Middle Initial)</i>	b. TITLE

7. DESIGNATED OFFICIAL AUTHORIZED TO REPRESENT THE ORGANIZATION TO THE MILITARY SERVICES <i>(This cannot be an individual seeking appointment as a military chaplain.)</i>	
a. NAME <i>(Last, First, Middle Initial)</i>	b. TITLE

c. MAILING ADDRESS			
(1) STREET <i>(Include apartment or suite number)</i>	(2) CITY	(3) STATE	(4) ZIP CODE

d. TELEPHONE NUMBER <i>(Include area code)</i>	e. FAX NUMBER <i>(Include area code)</i>
---	---

8. IS YOUR ORGANIZATION/RELIGIOUS BODY PRIMARILY ORGANIZED TO PROVIDE RELIGIOUS MINISTRIES TO A LAY CONSTITUENCY?
(X one. If No, explain.)

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

9. HAS THE MEMBERSHIP AUTHORIZED THE ORGANIZATION TO ACT AS THEIR SOLE AGENCY FOR THE PURPOSE OF CERTIFYING/
ENDORISING CLERGY TO SERVE AS MILITARY CHAPLAINS? (X one. If No, explain.)

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

10. TOTAL NUMBER OF CLERGY

11. TOTAL MEMBERSHIP OF THE ORGANIZATION/RELIGIOUS BODY

12. TOTAL NUMBER OF: (Select the category that most closely fits your organization.)

a. CHURCHES	b. PARISHES	c. CONGREGATIONS	d. LOCAL ASSEMBLIES
-------------	-------------	------------------	---------------------

13. TOTAL NUMBER OF MILITARY CHAPLAINS
CURRENTLY ENDORSED

14. NAME OF ONE CHAPLAIN CURRENTLY SERVING IN ONE BRANCH OF THE ARMED
FORCES

15. ARE YOU LISTED IN THE ENCYCLOPEDIA OF AMERICAN RELIGIONS? (X one. If No, provide the names and addresses of clergy and
congregations/churches you represent.)

<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
--------------------------	-----	--------------------------	----

16. SIGNATURE OF SENIOR PRESIDING OFFICIAL (Listed in Item 6)