Advisory Report Instructions - Clergy and SPRC Chairperson

Log in to Data Services at	Thorth Georgia Conference	Data Services
https://data.ngumc.org. Your username is your email address.	Username:	
If you don't know your password, please use the blue Password Assistance button on the log in page to reset your password.	Login Account Assistance Data in this system is confidential and may or Cookies in this system are used for managing navigation, p	

On the Main Index click on the blue Advisory Reports button.

The Advisory Reports Index has a few options.

- Create a new report by choosing the 'Person | Church' from the drop-down list (1) and then click on the blue 'New Report' button (2). Then complete the report and click submit.
- You may edit and view existing reports using the grid (3).

elect Page	Advisory Reports				Bene	efits	Charge Confe	erence	EOY Reports Min	
* General	Advi	sory l	Repor	ts In	dex					
Main Index HelpGuide Profile Sign Out	To crea Person 0 New Re	Church:	v Adviso	ry Repo	ort selec	t a 'Pers	son Church' from th	ne list and then	n click the New Re	port button
Resources	Approva	als and Ed	its: Report	s can be	edited for	up to 14	days (2 weeks) after they	are approved.		
Church Map Clergy Directory	#	Edit	View	Year	Dst	#	Church	Clergy	Clergy Type	Input Type
Clergy Retired Birthdays Journals Lay Servant Report										

The SPRC Advisory Report asks for a choice and other information. Please realize that this report is preliminary to appointment-making. It will be taken seriously, however, some unexpected changes may be required. If you do not anticipate your pastor's appointment changing and it does because of needs in the annual conference, your Superintendent will consult with you as soon as possible

- We request that our pastor return another year.
- We have concerns about our pastoral leadership and desire to talk with our Superintendent.
- Our pastor has indicated that he or she will not be available next year (e.g., retiring, taking another position, etc.) and we wish to meet with our Superintendent.

The Clergy Advisory Report asks for a choice and other information including signed statements indicating that they recognize and understand the appointive process.

- RETURN: I would like to return top my appointment for another year
- MOVE ADVISABLE: I can return but feel a move may be in the best interest of ministry and/or the church
- MOVE: I understand this to mean a definitive move
- UNAVAILABLE: I am requesting special appointment, retirement, sabbatical, leave of absence, location or disability leave