STATE HEADQUARTERS
DEPARTMENT OF CALIFORNIA
VETERANS OF FOREIGN WARS OF THE UNITED STATES

General Orders No. 5 - 2009-2010 Series

1. Attention is directed to Section 217 of the National By-Laws and Manual of Procedure covering the nomination, election and installation of Post Officers. Post Election Report forms have been mailed to Post Quartermasters with instructions on how to complete. These forms are to be submitted to National Headquarters immediately following the election of Post Officers.

   Special Note: All Post Election Reports are to be forwarded directly to National Headquarters who will be responsible for forwarding to the Department.

2. Attention of Post Commanders is directed to Section 222 of the National By-Laws, which provides that each Post shall register, in advance, at least one delegate to the National Convention by payment of a fee in the amount of $10.00 for each delegate.

3. Attention of Post Commanders, in accordance with the provisions of the National By-Laws and Department By-Laws each Post shall pay a $8.00 registration fee for each accredited delegate to the Department Convention.

4. Attention of Post Commanders is directed to Section 215 of the National By-Laws, which provides that all members shall be eligible to hold any office in a Post provided that proof of eligibility has been submitted and verified by the Post Commander and Adjutant prior to being installed.

5. Installing officers will see that the provisions of Section 217 of the National By-Laws and Manual of Procedure are properly carried out and that all officers are members in good standing and qualified to hold office prior to installing Post officers for the current year. Post officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed.

   The installing officer shall ascertain that a Post Election Report has been mailed to National Headquarters prior to the installation. If a Post Election Report has not been forwarded to National Headquarters, the installing officer shall complete and forward such report at the time he installs the Post officers. Attention is directed to see that the proper amount of dues the Post charges is reported to National Headquarters.

6. Section 222 of the National By-Laws provides that Posts shall elect delegates and alternates as follows:

   Delegates and alternates to District Convention shall be elected at a regular Post meeting held not less than thirty (30) days prior to the District Convention at which District Officers are to be elected; one (1) delegate and (1) alternate for each fifteen (15) members or fraction thereof in good standing in the Post at the time of election or as the Department By-Laws may provide.

Delegates and alternates to the Department Convention shall be elected at a regular meeting of the Post held not less than thirty (30) days prior to the to the Department Convention. Posts are entitled to one (1) delegate and (1) alternate for each thirty (30) members or fraction thereof in good standing in the Post at the time of the election or as the Department By-Laws may provide.

7. Pursuant to Section 403 of the National By-Laws and Manual of procedure, each District shall hold an annual District Convention for the purpose of electing District Officers, such convention to be held not less than ten (10) days or more than seventy-five (75) days prior to the convening of the Department Convention. District Officers shall not assume the duties of their office until the Department Commander is installed. District Officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed in accordance with Section 416 of the National By-Laws.

8. All State By-law amendments pertaining to the 2010 State Convention that have been properly proposed and approved by a Post or a District, or have been recommended by a State Officer shall be made available on the State website, published in the May/June issue of the California Veteran and a written notice together with a copy of the proposed amendments, shall be mailed to each Post Commander by the State Adjutant at least thirty (30) days before the assembling of the State Convention.

BY COMMAND OF
JACK TURNER
STATE COMMANDER

OFFICIAL:

James R. Rowoldt

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State Adjutant/Quartermaster