



DETACHMENT ELECTION OF OFFICERS PROCEDURES

Election of Officers

- Nominations are to be accepted for election of 2021-2022 Detachment officers. Installation of Officers must be completed by May 30.
- Regular Members may nominate and vote on all elected officers. Associate Members may not nominate or vote in Detachment elections.
- Detachment must elect a Commandant, Senior Vice Commandant, Junior Vice Commandant, and Judge Advocate each year.
- Members must be present to nominate, accept a nomination, or cast a ballot. ***Proxy nominations, acceptances, and ballots may not be honored.***
- To be eligible to vote or be elected, members must be in good standing and dues up to date.
- Elections by secret written ballot must be used in the event of multiple candidates.

Appointed Officers

- Commandant must appoint the remaining officers before its Installation of Officers.
- Someone must be appointed for each position listed on the Detachment Report of Installation. **There are no exceptions.**
- To get more Members involved, Commandant should distribute the appointments.
- Associate Members may hold any appointed position.
- The SVC, JVC, and JA may also serve as an appointed officer. Commandant may not serve in any other position.

Report of Officer Installation

- A Report of Officer Installation (ROI) must be submitted to the Department before its next stated meeting.
- All information must be completed and must be typed. Form must have all the appropriate signatures.
- To maintain proper communication, all officers must furnish a current phone number and valid email. In the event an officer does not have email, a spouse or convenient family member may provide an email.

Any breach of these guidelines may cause your Detachment election to be in violation and a new election required.