



SONS OF THE  
AMERICAN  
LEGION

# SONS OF THE AMERICAN LEGION

## DETACHMENT OF ARIZONA

### STANDING RULES



Revised 2024, approved by the Detachment of Arizona 06/22/2024,  
The American legion Department of Arizona Executive Committee 06/23/2024,  
at State Convention 2024, Oro Valley, Arizona.

Filed with The American Legion, Office of the National Sons of The American Legion National Adjutant June 2024.

# **Detachment of Arizona Standing Rules**

## **Standing Rules Overview**

Standing Rules are the rules an organization uses to administer its affairs under the provision of its Constitution and By-Laws. They set forth the procedures adopted to accomplish specific areas. Standing Rules are more flexible than the Constitution and By-Laws, and may be changed or suspended at any General Membership Meeting by a majority vote. Standing rules are generally not adopted but are developed as the need arises. Standing Rules serve as a guide to ensure the orderly transfer of duties from one administration to the next and are a valuable tool for the orientation of new officers. Standing Rules are effected upon approval of the Constitution, By-Laws and Standing Rules.

### **Standing Rule 1                      Detachment Convention Per Capita**

The Detachment Executive Committee determines Convention voting fees as follows:

- 1) If your Squadron has: 100 members or less, your fee is: \$6.00  
\$1.00 for the charter and \$5.00 for membership, totaling \$6.00
- 2) 101 members or more but less than 501 members, your fee is: \$11.00  
\$1.00 for the charter and \$10.00 for membership, totaling \$11.00
- 3) 501 members or more but less than 1001 members, your fee is: \$16.00  
\$1.00 for the charter and \$15.00 for membership, totaling \$16.00

### **Standing Rule 2                      PMP (Trade name: S.A.L. Permanent Member Plan)**

The Detachment of Arizona Permanent Member Plan (PMP) is a registered trade Name with the Department of State Trade Name Certification, State of Arizona by The American Legion Department of Arizona, 4701 N. 19<sup>th</sup> Ave., Suite 200, Phoenix, AZ 85015 as of April 15, 2019. The PMP plan was approved by the Detachment in 2016 by the Detachment and entered into service in 2020. The Permanent Membership Plan (PMP) Standing Rules to apply in any given year of processing:

#### **Section One**

Permanent Membership must be issued by the Detachment of Arizona only, and supervised by a Permanent Membership Committee.

The Committee consists of at least (5) voting members. The Detachment Adjutant, Detachment Finance Officer and Detachment Membership Chairman are automatic appointments.

Detachment Liaisons to the Sons of The American Legion will be ex-officio members of the committee without a vote.

The Detachment Commander appoints the two remaining members of the Committee.

The Committee must elect amongst themselves a Committee Chairman.

#### **Section Two**

Permanent Membership is only sold through a permanently chartered Squadron of the Detachment of Arizona. No memberships will be sold directly to individuals.

Each PMP application must have a separate check issued by the Squadron payable to "S.A.L. Permanent Member Plan".

## **Standing Rule 2    PMP (Trade name: S.A.L. Permanent Member Plan)**

(Continued)

### **Section Three**

To qualify for Permanent Membership, a member must be in good standing with his Squadron, paid current Detachment and National Dues, and possess a Sons of The American Legion membership number at the time his enrollment is issued.

### **Section Four**

All applications are to be made in triplicate. Upon completion and signing, the original is filed at Detachment Headquarters, the duplicate is returned to the Squadron and the triplicate is mailed to the enrolled Permanent Member.

### **Section Five**

Detachment Headquarters will issue the regulation membership card at the beginning of each year, or on a date established by the Committee.

### **Section Six**

Refunds are not made for any reason, even upon death of the member and even if the death occurs one day after the purchase of the "S.A.L. Permanent Member Plan".

### **Section Seven**

Because the Permanent Membership Plan is a contract between the member and the Detachment of Arizona, it is not transferable outside the Detachment of Arizona, and such transfer of membership outside the Detachment of Arizona will render the Permanent Membership Plan null and void with zero residual value.

However, transfers within the Detachment of Arizona are permitted. Permanent Member transfer requests to another Squadron within Arizona must be made in writing directly to the Detachment Adjutant (a letter separate of the member data form normally used for transfers), to the Permanent Membership Committee.

Transfer of membership from your current Squadron to a new Squadron of record, and PMP transfers are two separate processes that occur simultaneously; both must be completed fully to complete the transfer of:

- a. Your membership of record with national and
- b. Payment of dues by Detachment via the Permanent Member Plan

A signed Member Data Form by the member, and the gaining Squadron will serve as written notice when accompanied with a short & simple cover letter to the PMP Committee.

- All transfer requests must include a nonrefundable fee of \$5.00 payable to the S.A.L. Permanent Member Plan.
- Upon approval of transfer, only the amount of excess dues may be paid to the gaining Squadron. The gaining Squadron will not be entitled to any reimbursement until the transferring member is reported on the National Membership Roster, and the next membership year processing of cards is completed.
- A signed Membership Data Form by the gaining Squadron will serve as acceptance of the Permanent Member. Gaining Squadrons will attach to the Member Data Form a letter of notice from the member authorizing the change of Squadron in the PMP records.

The Detachment Adjutant will attach a copy of the letter to the losing Squadron's copy of the Member Data Form as official notice the transfer is in process for a Permanent Member Plan enrollee.

## **Standing Rule 2     PMP (Trade name: S.A.L. Permanent Member Plan)**

(Continued)

### **Section Eight**

A Squadron can vote to bestow an "honorary" Permanent Membership by either following the same procedure as regular Permanent Member Plan (PMP Plan) or use the traditional method where the Squadron follows the National American Legion procedures (must adhere to both Legion and SAL National and Department processes) where the Squadron chooses to pay the Detachment and National per capita amounts for the life of the member through a regular Squadron and subsequently a Post binding motion.

An "honorary" membership issued by a Squadron through the PMP plan is transferable to other accepting Squadrons. The Honoree is not obligated to repay any amounts to the losing Squadron for transfer.

## **Standing Rule 3     PDC Per Capita Payments (Dues)**

After election and completed honorable service in the role of Detachment Commander. Past Detachment Commanders who retain membership in good standing in the Detachment of Arizona shall be intitled to have their annual per capita dues paid at Detachment and National level for life.

- The above standing rule shall be to include all existing PDCs with current membership in good standing in the Detachment of Arizona.

## **Standing Rule 4     PDC Ring Payments**

After election and completed honorable service in the roll of Detachment Commander. The Outgoing (JR) Commander may elect to have a PDC Ring with 50% of total cost (purchased through Detachment at Emblem Sales) paid by Detachment with the other 50% of the total cost being the responsibility of the Outgoing (Jr) Commander. The Outgoing (Jr) Commander has up to the finish of his term as Outgoing (Jr) Commander to place this order with the Detachment Adjutant.

## **Standing Rule 5     Emergency Budget**

At Fall Convention 2023 an Emergency Budget (based off %-percentages of the immediate year previous budget) was approved by the Detachment and Department as a fail-safe measure incase of failure to pass an approved Detachment budget during a State Convention. This budget is approved to take affect under the circumstances listed (failure to pass a budget) until an approved budget can be passed by Detachment and approved by Department.

## **Standing Rule 6 Detachment Election Donation Fund (Restricted)**

The Detachment has established a restricted fund to help members of the Detachment of Arizona seek National Office. The fund is set at \$25,000.00 and to be funded or replenished with a budget line item of no more than \$5000.00 in any Detachment Fiscal Year. This fund may only pay out upon motion and passed vote of the Detachment body during a called meeting, and only for an Arizona Detachment member in good standing seeking National Office.

### **Revised Detachment Standing Rules submitted by:**

Sons of The American Legion, Constitution and Bylaws Committee 2024:

Committee Chairman – Jeff Frain, Detachment Judge Advocate, PNC, PDC

Committee Member – Ed Cleary, PNVC, PDC


Committee Member – Dennis Pittman, Detachment Adjutant

Committee Member – Mike Bryant, Detachment Membership Director, PDVC

Detachment Commander 2023-2024 – Chris Balsley

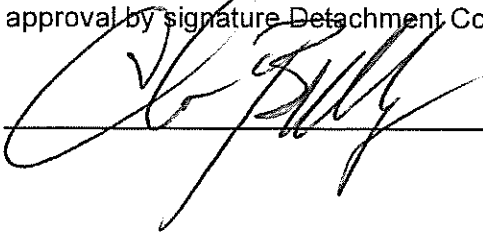
**Standing Rules submitted to:** Sons of The American Legion, Detachment of Arizona, signed and dated by the Constitution and Bylaws Committee Chairman on behalf of the Committee as a whole in recommending the approval and adoption of the attached Constitution by the Detachment of Arizona, subject to the approval of the Executive Committee of the Department of Arizona:

### **Constitution, Bylaws and Standing Rules Committee:**

Dated and Signed by the Committee Chairman:  Jeff Frain,  
dated 21<sup>st</sup>, of June 2024.

### **Executive Committee Detachment of Arizona:**

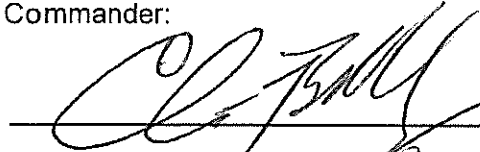
Standing Rules approved by Sons of The American Legion, Detachment of Arizona Executive Committee, in Executive Session, Tucson, Arizona dated 22<sup>nd</sup>, June 2024 and acknowledged approval by signature Detachment Commander:



**Chris Balsley**, (Detachment Commander presiding)

**Detachment of Arizona:**

Standing Rules approved by Sons of The American Legion, Detachment of Arizona during the Detachment Convention, in General Membership Meeting, Tucson, Arizona, dated 22<sup>nd</sup>, June 2024 and acknowledged approval by signature Detachment Commander:

 **Chris Balsley**, (Detachment Commander presiding)

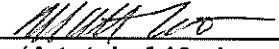
Attested June 22<sup>nd</sup>, Tucson, Arizona, by Detachment Adjutant:

 **Dennis Pittman**, (Detachment Adjutant)

**Department of Arizona:**

Standing Rules approved within The American Legion, Department of Arizona protocols during regular meetings of the Department Executive Committee, Tucson, Arizona, dated 23<sup>rd</sup>, June, 2024 and acknowledged by signature of Department Commander

 **Steve Sperl**, (Department Commander presiding) and

Additionally, witness by the Department Adjutant Corps , with signed originals distributed and filed with the following **(A total of 10 signed originals of the approved Standing Rules with original signatures)**

**Distributed to the following**

- Each person whose signature appears on this page receives a signed set with original signatures (5 original signed copies)
- Detachment of Arizona receives two signed sets with original signatures (2 original signed copies)
- Department of Arizona receives two signed sets with original signatures (2 original signed copies)
- Sons of The American Legion National Headquarters receives a signed set with original signatures (1 original copy)

**National Sons of The American Legion, SAL National Adjutant:** Standing Rules Mailed to: National Headquarters in care of the National Sons of The American Legion Adjutant of record.