

**RESOLUTION**  
**The American Legion, Department of Ohio**  
**Department Executive Committee**  
**5 December 2020**

RESOLUTION NO. 21-06

SUBJECT: ESTABLISH A DEPARTMENT INTERNAL AFFAIRS COMMITTEE

REFERRED TO COMMITTEE ON: DEPARTMENT EXECUTIVE COMMITTEE

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**WHEREAS**, The American Legion Department of Ohio does not currently have an Internal Affairs Committee, or Commission to formulate and recommend policies and the implementation of adopted policies relating to activities conducted for organizational purposes, including, but not limited to such policies as do not properly come within the scope of any other committee; and

**WHEREAS**, The American Legion National Headquarters has an Internal Affairs Commission with a purpose of the following:

- To formulate and recommend policies and to oversee the implementation of adopted policies relating to activities conducted for organizational purposes, including but not limited to such policies as do not properly come within the scope of any other national commission;
- To review and give guidance to the necessary administrative operations of the National Headquarters; To recommend policies and procedures relating to trophies and awards given by the National Organization in connection with American Legion activities;
- To act on all nominations for The American Legion Distinguished Service Medal and report recommendations to the National Executive Committee;
- To be responsible for the contents of the Manual of Ceremonies, promotion of the use of the Manual, the proper wearing of uniforms, caps, regalia, official badges, etc.;
- Such other purposes as may be assigned to it by the National Executive Committee.

**WHEREAS**, The Internal Affairs Commission of The American Legion National Headquarters is comprised of a Constitution & By-Laws Committee, Membership & Post Activities Committee, National Convention Resolutions Committee, 100<sup>th</sup> Anniversary Committee, American Legion Riders Advisory Committee, 50<sup>th</sup> Anniversary of Vietnam War Commemorative Committee, and the 75<sup>th</sup> Anniversary of World War II Commemorative Committee; and

**WHEREAS**, The American Legion Department of Ohio Department Executive Committee has at numerous times created various Ad Hoc Committees to focus on specific areas as assigned which are similar to the purposes described of the Internal Affairs Commission at National; and

**WHEREAS**, The American Legion Department of Ohio National Security Committee has identified the need for the creation of a Department Committee of which policies and procedures regarding operations within the Department including post investigations may be formulated and implemented; now, therefore be it

**RESOLVED**, By The American Legion Department of Ohio assembled at the Department Executive Committee via GoToMeeting on December 5, 2020, That The American Legion Department of Ohio establish an Internal Affairs Committee; and, be it finally

**RESOLVED**, That the Internal Affairs Committee Rules of Authorization, duties and purpose, to include, all members, and terms, who shall serve on the committee be decided by the members of the Department Executive Committee.

Submitted By: Department National Security Committee on 31 October 2020.

Referred To: Department Executive Committee

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This is to certify that this resolution was presented before the 2020-2021 Department Executive Committee with the following action:

Approved          Approved with Amendment          Rejected          Received and Recorded          Consolidated with  
Referred to Standing Commission or Committee on  
Other Action  
Signature of Chairman or Secretary \_\_\_\_\_

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## REGULATIONS

Based on the Uniform Code of Procedure for the Organization of National Conventions of The American Legion, adopted by the National Executive Committee at its October 1956 meeting, the following regulations have been established for the procedure of Convention Resolutions:

1. Each must emanate from a Department after favorable action or from the National Executive Committee, or from any Convention Standing or Special Committee. Resolutions submitted in advance of the Convention by Departments and the National Executive Committee shall be filed with the National Adjutant, who shall refer them to the National Convention Resolutions Assignment Committee.
2. The National Adjutant shall maintain a Convention register of all resolutions received, assigned and processed which shall identify each resolution by number, indicating the committee to which the resolution was referred and the originating source.

In submitting resolutions, the following points should be carefully observed:

- a. A resolution shall deal with only one subject. Do not attempt to deal with more than one subject in the RESOLVING clauses.
- b. All local RESOLVING clauses are to be omitted, substituting therein a clause resolving national action, i.e. the resolution as submitted should be worded for the National Convention as follows:

**RESOLVED, By The American Legion in National Convention assembled in Cincinnati, Ohio, August 30, 31, September 1, 2016, That —**

If the resolving clause is not stated as above (using convention business session dates) it necessitates having to re-write the resolution to show the proper resolving clause.

- c. Each resolution is to be worded in full, including all WHEREAS clauses as well as the RESOLVING clauses.
- d. Each resolution is to be signed in black ink and the originating source clearly typewritten or indicated, unless it is submitted as a computer file. Then the originating source is to be placed in the footer of the form.
3. In accordance with Resolution No. 21, adopted by the National Executive Committee in regular meeting assembled on May 4-5, 2016, each resolution should be supported by the identification of the individual or group originating the resolution, and also by a written statement or brief containing the supporting arguments in favor of the action sought, and clearly establishing the material relevance of the subject to the purpose for which The American Legion was formed.
4. In accordance with Resolution No. 50, adopted by the National Executive Committee in regular meeting assembled on May 5-6, 1965, resolutions adopted by Departments and destined for consideration by the National Convention shall be forwarded to the National Adjutant, to be in his hands fourteen (14) days prior to the opening session of the National Convention. The only exception to this provision shall be in instances where Department Conventions are held at such time that it becomes physically impossible to comply with this provision, in which instances, the resolutions shall be forwarded to the National Adjutant immediately upon the adjournment of the Department Convention.
5. The National Convention Resolutions Assignment Committee may return through the Secretary of the National Convention to the source, inappropriate or non-germane resolutions that may be resubmitted, when corrected, to the National Executive Committee or National Convention by the originator. Inappropriate or non-germane resolutions include, but are not limited to: Convention resolutions (1) containing more than one subject, (2) calling for or requiring the expenditure of funds, (3) containing personal attacks or derogatory characterizations, (4) outside the purview, (5) not pertinent or inappropriate for action by the National Convention or (6) unclear and undocumented. Deficient resolutions, once corrected, in order to be reconsidered, need to be resubmitted to the National Convention or National Executive Committee as provided in the National Constitution and By-Laws.