



**Rules & Order of Business  
Amended – 2019 Department Convention  
Toledo, Ohio**

1. Robert's Revised Rules of Order, Newly Revised (RONR) shall be the authority of parliamentary procedure, with the following modifications:
2. A delegate desiring to make a motion or address the Convention, shall rise, address the chair as "Commander" and state their name and the name and number of their Post before proceeding.
3. Debate shall be limited to three (3) minutes for each speaker.
4. Debate on any one subject presented to the Convention, shall be limited to 30 minutes, except under such special rules as the Convention shall adopt prior to debate.
5. Only two (2) Delegates from any one Post delegation shall be permitted the floor on any one subject. Where disagreement exists within a delegation, one delegate shall be permitted to speak on each side of the subject, except on a division of the question, when this rule shall be applied separately for each division.
6. The floor shall be permitted but once to any individual delegate on any one subject, except by a two-thirds (2/3) vote of the Convention. Chairpersons of Convention Committees may speak as frequently as may be necessary in connection with the report of their committees. The presiding officer shall not entertain any motion which will curtail further debate without affording the Committee Chairperson an opportunity for rebuttal. On request of a delegate, any Resolution contained in a Committee report shall be considered separately at the conclusion of the vote on the remaining report, and after discussion voted upon at that time.
7. Any Resolutions originating on the floor of the Convention shall be in writing, then automatically and without reading, be referred to the Adjutant or Secretary of the Convention, who will refer them to the appropriate Committee for their action and report thereon prior to the end of this Convention.
8. Decisions on Rules and Debate or Parliamentary Order by the presiding officer may be subject to appeal by any two (2) delegates from two (2) different Districts under a point of order. Such an appeal shall take precedence over any pending question and shall be decided forthwith. An appeal from the decision of the Chair shall be put to the Convention on the question: "Shall the decision be sustained."
9. When the poll of any Post delegation is demanded by a delegate of any other Post, the Convention Secretary shall poll the vote without discussion of the question being voted on. When a poll of the Post is demanded, it must be made immediately upon the announcement of the vote of the delegation.
10. On roll calls, the Post delegation chairperson shall poll their delegation on the floor and announce its vote upon presenting their credentials to the person in charge of microphone.
11. Past Department Commanders shall be entitled to vote, provided they are registered as such.



12. Only delegates or their accredited alternates may be heard or given recognition on any issue or in the nomination of candidates unless he or she has two-thirds (2/3) consent of the delegation present.

13. Delegations may arrive at a vote in such a manner as they choose but shall announce it in terms of a full vote and not in terms of a fractional part of a vote. The vote of any delegate absent and not represented by an alternate shall be cast by the majority of the delegates present from his or her Post.

14. There shall be no unit rules of voting in this Convention.

15. Voting shall be by acclamation, except when a roll call or standing count is directed by the Commander or demanded by a Delegate of at least three (3) Posts of three (3) separate Districts. Election of Department Officers shall be by roll call, except when a candidate is unopposed, at which time the vote may be by acclamation. All roll call voting will be as follows: the delegate chairperson or designee will approach the closest microphone and cast votes from the microphone. The delegate chairperson or designee should be prepared prior to the calling of their post number to move toward the closest microphone so that their vote can be cast in a timely manner. All standing count votes will be by District with the District Commander, assisted by the 1st and 2nd Vice Commanders, polling the vote from each Post delegation chairperson. The District Commander will announce the poll to the assembly by Post from the microphone when called upon by the Commander. The registration desk will be closed at least 30 minutes prior to an expected standing count to allow the Credentials Committee to update the delegate strength for the determination of majority and 2/3 of the delegate strength for the standing count.

16. In the event a Post has not provided the method by which alternates shall be designated to serve in the place of absent delegates, the Chairperson or acting Chairperson of the delegation shall make such designation certified by the Post Commander or District Commander.

17. Prior to the election of Department Officers, the Department Commander shall appoint, subject to approval of the Convention, a chief teller of elections, and such number of tellers as The Department Commander deems necessary, provided that the total number of tellers so appointed shall be an odd number. In a contested election each candidate going to the ballot shall be entitled to one teller of the candidate's choice if the candidate so elects.

18. Nomination for Department Officers shall be from the floor. Each Post may present as many candidates as it chooses.

19. Nominating speeches for Department Officers shall be limited to five (5) minutes each. Not more than one seconding speech shall be made for any candidate, and said speech limited to two (2) minutes.

20. When more than two (2) candidates are nominated for any office, voting shall continue until one candidate receives the necessary majority of the votes cast. If on any vote taken no candidate receives the necessary majority to elect, a new vote shall be taken for the place to be filled. The



candidate receiving the lowest number of votes on the preceding vote shall be disqualified. All roll call votes for officers or otherwise will begin with the next sequential Post where the last officer roll call vote ended in previous convention. For the 2019 Convention, we begin with Post 470. *(The 2019 Convention Roll Call ended with Post 194 and will begin at Post 196)*

21. The Order of Election of Officers shall be the Department Commander, First Vice Commander, Second Vice Commander, Treasurer. In even years, we will then elect National Executive Committeeperson and Alternate National Executive Committeeperson.

22. Those recognized by the Department Commander shall be entitled to a respectful hearing, and the Chair shall have the authority to clear the gallery or the floor or have the Sergeant-At-Arms escort from the Convention anyone creating a disturbance or interfering with order of procedure.

23. None of the above rules shall be construed as preventing any member of The American Legion, Department of Ohio from serving on a Convention Committee.

24. The consent of two-thirds (2/3) of the voting strength of the Convention is necessary for suspension of the standing rules of the Convention.

25. The Department Commander will have the authority to appoint a Parliamentarian to assist the Judge Advocate for this Convention.

26. Any amendment originating on the floor to any resolution shall be presented in writing and transmitted to the presiding officer at the time of the introduction of such amendment. However, in the case where a word is stricken and another inserted, this change can be done by the one making the report or introducing the Resolution.