

**CODE OF PROCEDURE  
NATIONAL SECURITY/FOREIGN  
RELATIONS AND HOMELAND  
SECURITY COMMISSION**

Approved: D.E.C. October 2020

**Section 1.** In the interest of an effective organization and control of American Legion Activities, the Department National Security/Foreign Relations and Homeland Security Commission has adopted a code of Procedure outlining its duties and responsibilities to formulate and guide the Department National Security/Foreign Relations and Homeland Security Commission programs. The following Committees are assigned to this Commission for supervision and coordination. Foreign Relations Committee, Law and Order and Homeland Security Committee, Military Benefits and Quality of Life Committee, National Guard and Reserve Forces Committee. The Chairmen of these Committees shall also be a member of the National Security/ Foreign Relations and Homeland Security Commission.

**Section 2.** This Commission shall consist of five (5) members. The incoming Commander shall appoint a new four (4) year member and one (1) year member to the Commission. He also will pick the Chairperson. The existing Commission members will go from four (4) years to three (3) years; three (3) years to two (2) years and two (2) years to one (1) year.

**Section 3.** This Commission shall meet at the direction of the chairperson or the Department Commander. The chairperson shall report to the Department Commander, the D.E.C. and the annual Department Convention.

**Section 4.** This Commission shall annually prepare and present a budget to the Permanent Finance Commission for their approval prior to the Annual Department Convention.

**Section 5.** A minimum of two (2) meetings must be held each year and the chairperson shall make written report to the Department Commander at years' end. If, by prior information, a

quorum (3 members) cannot be present at called meeting, the Chairman shall contact each member by mail, phone or e-mail and their replies to proposed actions and recommendations shall be the basis for actions and recommendations by the Chairman.

**Section 6.** The Commission shall help all Posts with the programs pertaining to National Security/Foreign Relations and Homeland Security and keep the membership aware of and informed about the world situations.

**Section 7.** The Commission Chairperson shall appoint one (1) member of the Commission to take the position of MIA-POW issue and to help bring this issue to a successful conclusion.

**Section 8.** It shall be the duty of the MIA-POW Chairman to review, keep track of and report on the MIA-POW issue and to help bring this issue to a successful conclusion.

**Section 9.** The National Security/Foreign Relations and Homeland Security Commission Code of Procedure shall be reviewed and updated if necessary, by this Commission for the Fall D.E.C. meeting approval.

**Section 10.** It shall be the duty of the National Security/Foreign Relations and Homeland Security Commission to promote an active relationship with the nearest American Red Cross Chapter to every American Legion Post within this Department. The purpose of this relationship being to promote and encourage The American Legion family to participate in the long-established ARC training programs as students, teachers and blood donors. The Commission shall be responsible for the judging and awarding of the plaques for the program titled “The American Legion Post Blood Donors Program”

(a) The rules and guidelines to follow are published by the American Legion, Department of Oregon, Trophy & Awards Committee Questionnaires bulletin, “NUMER 3 Blood Donor Report”.

(b) A copy of the rules and guidelines to be used by all Posts in the Department of Oregon will be sent out with The American Legion, Department of Oregon Trophy & Awards questionnaires

each year prior to the Annual Department Convention or by requesting it from the Adjutant, The American legion Department of Oregon, P O Box 1730, Wilsonville, OR 97070-1730 or by phone 503-685-5006. A copy is attached.

**Section 11.** This Commission shall be responsible for the program titled "The American Legion Law Enforcement Officer of The Year Award".

- (a) The rules and guidelines to follow are published by the National Security Foreign Relations Division, The American Legion, 1608 K Street, NW, Washington DC 20006 in a memorandum dated December 1, 1998, a copy of which is attached.
- (b) A copy of the rules and guidelines to be used by all Posts in the Department of Oregon can be obtained by requesting it from the Adjutant, The American Legion, Department of Oregon, and PO Box 1730, Wilsonville, Oregon 97070-1730 or by phone 503-685-5006. A copy is attached.

**Section 12.** This Commission shall be responsible for the program titled "The American Legion Firefighter of the Year Award.

- (a) The rules and guidelines to follow are published by the National Security foreign Relations Division. The American Legion, 1608 K Street, NW, Washington DC20006.
- (b) A copy of the rules and guidelines to be used by all Posts in the Department of Oregon can be obtained by requesting it from the Adjutant, The American Legion, Department of Oregon at P.O. Box 1730, Wilsonville, Oregon 97070-1730 or by phone at 503-685-5006. A copy is attached.