

JANUARY 2018 CIRCULAR

(MAILED – JANUARY 16, 2018)

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**PROVINCIAL COMMAND
BRANCH INFORMATION SHEET**

January 2018

Please complete the information below so we can keep our files current.

Branch Name & Number _____

Mailing Address _____

Physical Address _____

City/Province _____

Postal Code _____

Phone _____

Fax _____

Email* _____

PROVIDE EMAIL THAT ALL CORRESPONDENCE IS TO BE SENT TO

Do you own your building? Yes No

What taxes do you pay on your building?
(Ontario Branches Only) \$ _____

Is your branch a licensed premise? Yes No

Is your branches term of office: one (1) year two (2) years

Does your branch employ an office manager/secretary? Yes No

Hours of Operation

	<i>From</i>	<i>To</i>
Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____
Saturday	_____	_____
Sunday	_____	_____

Does your branch have a Ladies Auxiliary? Yes No

	Name	Home/Cell #
LA President	_____	_____

Executive Contact Information

	Name	Home/Cell #
President	_____	_____
1st VP	_____	_____
VP	_____	_____
VP	_____	_____
Sgt-At-Arms	_____	_____
Secretary	_____	_____
Treasurer	_____	_____
Poppy Chairman	_____	_____
Membership	_____	_____
Service Officer	_____	_____

**Please complete this form and
return it to Provincial Command as soon as possible.**



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January 16, 2018

MEMO
BY-LAW REVIEW

To all Presidents and By-Law Chairmen:

Let me introduce myself, I am Cde. Jerry Lava Constitution, Laws and Legislation Chairman for MB/NWO Command.

I have been reviewing the list of all Branch By-Laws and approved amendments.

Upon my review I noticed that many Branch By-Laws have not been reviewed or amended for more than 10 years. Therefore, I am requesting that you please mail your last approved By-Laws to the Provincial Command office.

If you now plan to review your By-Laws let Command know so our files reflect By-Laws are under review.

A reminder that your By-Laws must be approved by your membership and submitted to Command for review and approval. For Branches who do not have their own approved By-Laws, then you must operate with the attached By-Laws. You can also find them as Appendix "A" to the General By-Laws of the Manitoba & Northwestern Ontario Command of the Royal Canadian Legion.

Again, please respond to Command office by February 19, 2018 with your approved By-Laws or that a review is in progress. Then we can check off your Branch that the By-Laws are up to date, if your Branch operates with the Appendix "A" By-Laws, still let the Command office know.

If you have any questions, please contact me.

Sincerely,

Jerry Lava
Constitutions, Laws and Legislation Chairman
Man./NWO Command
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LEGION DRESS TRAINING SESSION TO MEMBERS
OF DOMINION EXECUTIVE COUNCIL
NOVEMBER 24, 2017

Thank You President Dave for the opportunity of addressing the members of D.E.C. here today regarding Legion Dress.

Comrades, in your Public Relations Training Day yesterday, one of the things that was included in the training was that Public Relations provides value to an organization by helping it manage its reputation and image with internal and external publics. And this is so true in our organization in helping our reputation and image through what we wear.

As we all know, our rules, regulations and guidelines within the Royal Canadian Legion have been crafted over the years through various resolutions and motions passed and approved through various Dominion Conventions or by the members of D.E.C. This is also the case with our current Ritual, Awards and Protocol Manual regarding the wearing of Legion Dress.

We as members of The Royal Canadian Legion project an image when wearing our distinctive dress. It is a positive image that recognizes our organization and demonstrates pride in our country and ourselves. In order to ensure that this image is reinforced, it is of utmost importance that we wear our distinctive dress in the appropriate manner. And in particular, it is important that we, as members of Dominion Executive Council set the example by wearing our Legion Dress in the appropriate manner as set out in our RAP manual.

What constitutes proper Legion Dress is all described in Chapter 1 of our manual and I would like to briefly review some of the important factors in this chapter with you at this time.

In Section 101, we mention when Legion dress is recommended to be worn while attending various formal functions. One of those formal functions is our DEC meetings which you are attending this weekend. And at our Executive Council meetings, Standard Legion Dress is the dress of the day.

This includes the wearing of a navy-blue blazer, complete with the appropriate Legion blazer crest on the left-hand breast pocket and Legion buttons on the front and on the sleeves. A Regimental Service Blazer Badge of the regiment, unit/or service being served or was served or an RCMP Blazer Badge may be worn on the lower right side pocket of the Legion Blazer. If for any reason the wearing of the Regimental Badge or RCMP Badge on the lower right side pocket would bring discredit to the regiment/unit or service, then and only then, would the Badge be allowed to be worn on the lower left side pocket of the Legion Blazer.

A Veteran sew on scroll may also be worn on the Legion Blazer by all Legion members who qualify as a Veteran as described in Section 101 2. of our GBL's and may be worn directly below the Legion Blazer crest.

Black shoes, black socks, grey trousers for males, dark grey hose, grey knee length skirts or slacks for females. Black shoulder strap purses may be carried on parade and small stud or keeper earrings are appropriate for females. A plain white shirt and the official Legion long striped tie.

Legion headdress also forms a part of Standard Legion Dress, although it is not normal practice for headdress to be worn indoors with the exception of course of the Sgt.-At-Arms, Colour Bearers, members of the Ladies Auxiliary, and by Officers presiding at official functions, such as Installations and may also include those who are being installed.

Legion headdress is of course to be worn at all outside ceremonial events when Legion dress is worn. While gloves are also worn by comrades participating at ceremonies.

So that is your basic Legion Dress. Then we get into the wearing of accoutrements. And what is currently authorized for wear on standard Legion Dress is as follows:

- A Legion name tag may be worn on the right side of the Legion Blazer
- Only one Legion lapel badge of choice shall be worn on the left lapel of the blazer. A Canadian Armed Forces Service lapel pin may also be worn to the left of the Legion lapel badge. A Minister of Veterans Affairs Commendation lapel badge may be worn as well on the left lapel to the left of the Legion Lapel Badge or to the left of the service discharge button or a Canadian Armed Forces Service lapel pin
- From time to time, commemorative or celebratory pins may be authorized for wear on Legion Dress for a specified time. At the present time, the only commemorative pins authorized for wear on Legion Dress is the We Support Our Troops lapel pin and the Vimy pin. The Vimy pin was only authorized for wear for a one-year period and that is until the end of this year. The We Support Our Troops lapel pin is authorized for wear on Legion Dress with no time frame in place. The We Support Our Troops lapel pin is worn at the top parallel to the Legion badge.

So Comrades, if you are wearing anything else other than underwear and a belt and what I have mentioned, all I can say is that you are improperly dressed.

I mentioned earlier that Standard Legion Dress is the dress of the day to be worn at Executive Council Meetings. There of course is also of course the wearing of Legion Dress with medals. As members of DEC, we wear our Legion Dress with medals for Convention parades and the ceremonies held at cenotaphs. We also wear Legion Dress with medals at the opening and closing of a convention. In addition, Legion

medals should also be worn on **such Legion occasions** as described in Section 113 of our manual. But I am not about to review all of these occasions with you.

Now of course there are other forms of Legion Dress as well. There is the wearing Summer Dress that is described in Section 103 of our manual and this has not been changed since it was first introduced in 2010. Summer dress is worn on occasions where, in the opinion of the body issuing the invitation or instruction, the wearing of Summer dress would be appropriate. And again, Summer dress has not changed and is the same as for the standard Legion dress except that blazers are not worn. Ties are optional, a Legion shirt badge is displayed on the shirt pocket, and **no epaulettes, shoulder badges, or medals are to be worn**. Undress Service Ribbons only may be worn.

And then we have Formal Legion Dress. Although not many of us ever have the opportunity to wear Formal Legion Dress, from time to time, some of our officers are called upon to attend formal military or civilian events. And while our Standard Legion Dress would be apropos, there are times when some invitations call for Black Ties and others call for White Tie and the wearing of blues and greys with standard medals with a long Legion tie, pocket badges and name tags etc. just does not fit the normal requirement of "formality" for these occasions.

Therefore, an optional Legion Formal Dress for all "formal" occasions, military or civilian, where black tie or white tie is called for, has been authorized by DEC. And what the makeup of Legion Formal Dress consists of, can all be found in Section 104 of our manual. Other pertinent information concerning the wearing of Legion Dress, the wearing of medals, medal precedence, accoutrements, and the wearing of the Poppy on Legion Dress, can all be found in Chapter 1 of our manual.

Although another topic that I would just like to mention that does not form as a part of Legion Dress is Legion Saluting. And I am not about to go on and on about who and when saluting should take place while wearing headdress, I would suggest that everyone reads Section 1016 through to and including Section 1021 of our manual as I have seen incorrect saluting taking place on a few occasions by elected officers.

Comrades, I could go on and on, but was asked by our President to speak for about 15 minutes about the wearing of proper Legion Dress and I believe my time is up. But as we all always remind our members, if in doubt, 'Read The Book', as everything that anyone needs to know about the wearing of proper Legion Dress can be found in Chapter 1 of our Ritual, Awards and Protocol Manual.