

UNITED STATES POWER SQUADRONS
DISTRICT 9
STANDARD OPERATING PROCEDURE

Title:

1st TIMERS PROGRAM

No. **38**

Date Created: 19 Sep 1998

Revised:

1. Purpose: To introduce and inform members of the squadrons of District 9 that have never attended a District Conference, just what to expect at this event.
2. There shall be a box to check on the registration page of the "Interlaker" to indicate that this is a member's first time to attend a District Conference.
3. The Host Squadron Registration Chairman will forward the names and addresses of the "1st Timers" to the District Membership Involvement Chairman on a timely basis.
4. The Coordinator will mail the "1st Timers" pamphlet to those individuals.
5. On Friday the Coordinator will man a table in the registration area at the hotel to check in the "1st Timers" and inform them of the time and place to meet the District Bridge Officers and National Representative.

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SOP 38 HISTORY:

CREATED : 19 Sep 1998

REVISED: