

**CHARTER
OF THE
EASTERN REGION COMPANY GRADE OFFICERS' COUNCIL**
(Approved on 28 May 10)

THIS CHARTER ESTABLISHES THE EASTERN REGION COMPANY GRADE OFFICERS' COUNCIL, HEREAFTER REFERRED TO AS THE ERCGOC.

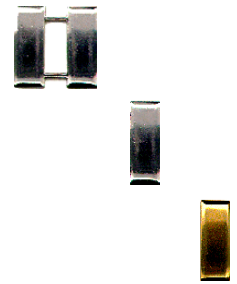
ARTICLE I – PURPOSE

- A. PROMOTE THE PROFESSIONAL DEVELOPMENT OF COMPANY GRADE OFFICERS (CGOs) WITHIN THE EASTERN UNITED STATES BY INCREASING THE AVAILABILITY OF OPPORTUNITIES FOR ENHANCED CAREER AND PERSONAL DEVELOPMENT.
- B. FUNCTION AS A CATALYST TO ENHANCE THE EFFECTIVENESS AND COMMUNICATION AMONG COMPANY GRADE OFFICERS' COUNCILS (CGOCs), INCLUDING THE AIR FORCE CGOC, OR EQUIVALENT ORGANIZATIONS WITHIN THE EASTERN UNITED STATES.
- C. PROVIDE AN ORGANIZATIONAL STRUCTURE FOR COMMUNICATION AMONG CGOs WITHIN THE EASTERN UNITED STATES BY SHARING PLANS, IDEAS, AND LESSONS LEARNED.
- D. IDENTIFY ISSUES AFFECTING CGOs THROUGHOUT THE REGION AND PROVIDE THAT INFORMATION TO THE AIR FORCE CGOC.
- E. PROMOTE ESPRIT DE CORPS AMONG CGOs.

ARTICLE II – ORGANIZATION

- A. MEMBERSHIP IN THE ERCGOC WILL CONSIST OF REPRESENTATIVES FROM CGOC/CGOAs, OR EQUIVALENT ORGANIZATIONS, WITHIN THE EASTERN UNITED STATES, INCLUDING ALL BASES STATED IN SECTION C OF THIS ARTICLE.
- B. THE EXECUTIVE COMMITTEE OF THE ERCGOC SHALL CONSIST OF THE PRESIDENT, VICE PRESIDENT AND EXECUTIVE OFFICER.
- C. THE EASTERN REGION SHALL BE DIVIDED INTO THE FOLLOWING FOUR DIVISIONS:

NORTHERN	CENTRAL	NATIONAL CAPITAL	SOUTHERN
DOVER HANSCOM MCGUIRE ROME WRIGHT-PATTERSON WILLOW GROVE ANG	ARNOLD CHARLESTON COLUMBUS LANGLEY POPE SCOTT SEYMOUR-JOHNSON SHAW	ANDREWS BOLLING DIA (JJOC) FORT MEADE NGA (JJOC) NRO (JJOC) PENTAGON	EGLIN HURLBURT KEESLER PATRICK MACDILL MAXWELL/GUNTER MOODY ROBINS TYNDALL



- D. THE PRESIDENT SHALL APPOINT DIVISION CHIEFS, FROM EACH RESPECTIVE REGION, TO FURTHER FACILITATE COMMUNICATION BETWEEN THE BASE COUNCILS AND THE ERCGOC EXECUTIVE COMMITTEE. DIVISION CHIEFS SHALL BE APPOINTED NO LATER THAN 30 DAYS AFTER THE NEW EXECUTIVE COMMITTEE IS IN PLACE.
- E. THE ERCGOC SHALL ALSO INCLUDE AN ADVISOR POSITION TO ACT AS A MENTOR AND UNOFFICIAL OVERSIGHT FOR THE ERCGOC. THIS POSITION SHALL BE OF THE GENERAL OFFICER RANK, WITH PREFERENCE GOING TO AN OFFICER CO-LOCATED WITH THE ERCGOC PRESIDENT. IF NO INTERESTED GENERAL OFFICERS EXIST AT THAT LOCATION, THE OFFER MAY BE EXTENDED TO THE REST OF THE EASTERN REGION BASES.

ARTICLE III – OPERATING PROCEDURES

A. MEMBERSHIP

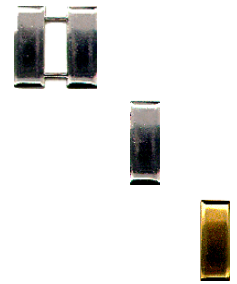
- 1. MEMBERSHIP SHALL BE LIMITED TO OFFICERS IN THE GRADE OF O-1 TO O-3 STATIONED AT OR ATTACHED TO ONE OF THE EASTERN REGION BASES STATED IN ARTICLE II, SECTION C.
- 2. THE LIST OF EASTERN REGION BASES SHALL BE REVIEWED SEMI-ANNUALLY BY THE EXECUTIVE COMMITTEE ALLOWING ANY ADDITIONS OR REMOVALS TO TAKE PLACE AT THAT TIME.
- 3. ANY CGO STATIONED IN THE EASTERN UNITED STATES MAY PARTICIPATE IN ACTIVITIES OF THE ERCGOC.

B. REPRESENTATION

- 1. EACH CGOC, OR EQUIVALENT ORGANIZATION, WITHIN THE EASTERN REGION SHALL HAVE THEIR ELECTED PRESIDENT SERVE AS THEIR PRIMARY REPRESENTATIVE TO THE ERCGOC.
- 2. IT IS THE RESPONSIBILITY OF THE OUTGOING REPRESENTATIVE TO INFORM THEIR RESPECTIVE DIVISION CHIEF OF ANY CHANGE IN STATUS RESULTING IN A NEW REPRESENTATIVE FROM THEIR ORGANIZATION. THIS INCLUDES, BUT IS NOT LIMITED TO, ELECTIONS, RE-ASSIGNMENT, DEPLOYMENT, MISSION NEED, ETC.
- 3. A QUORUM OF AT LEAST TWO THIRDS OF THE EASTERN REGION CGOCs, OR THEIR EQUIVALENT ORGANIZATIONS, SHALL BE REQUIRED TO CONDUCT OFFICIAL BUSINESS AT ANY MEETING OF THE ERCGOC. IF NECESSARY, BUSINESS ITEMS CAN BE DECIDED BY ABSENTEE VOTES.

C. OFFICERS

- 1. OFFICERS OF THE ERCGOC (THE EXECUTIVE COMMITTEE) WILL BE ELECTED BASED ON THE ELECTION PROCEDURES OUTLINED IN SECTION H. THE PRESIDENT SHALL SERVE A TWO YEAR TERM, IDEALLY ALIGNED WITH HOSTING THE CONFERENCE IN THE SECOND YEAR OF THEIR TERM. THE VICE-PRESIDENT AND EXECUTIVE OFFICER SHALL SERVE A ONE YEAR TERM. THESE TERMS SHOULD BEGIN NO LATER THAN 1 JULY.



2. THE ERCGOC PRESIDENT MAY NOT REPRESENT HIS/HER BASE AT THE ANNUAL CONFERENCE.
3. IN THE CASE OF A PERMANENT ABSENCE OR REMOVAL OF ANY EXECUTIVE COMMITTEE MEMBER, WITH EXCEPTION OF THE PRESIDENT, AN INTERIM OFFICER MAY BE APPOINTED BY THE ERCGOC PRESIDENT TO SERVE UNTIL THE NEXT ELECTION. IF THE VACANCY OCCURS AT THE POSITION OF PRESIDENT, THE VICE-PRESIDENT SHALL ASSUME THE PRESIDENCY AND BACKFILL HIS/HER POSITION WITH THE EXECUTIVE OFFICER OR BY APPOINTMENT.
4. THE ANNUAL CONFERENCE LEAD SHALL SERVE AS AN EX-OFFICIO MEMBER OF THE EXECUTIVE COMMITTEE WHEN THE ANNUAL CONFERENCE IS HELD IN THE REGION.
5. REELECTION IS PERMISSIBLE.

D. CONFERENCE SITE SELECTION

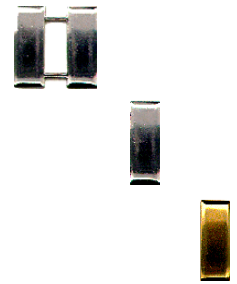
1. ERCGOC MEMBER BASE ORGANIZATIONS DESIRING TO HOST THE FORTHCOMING CONFERENCE SHALL COORDINATE THEIR PROPOSAL WITH THEIR REGION LEADERSHIP IN LINE WITH THE REGION HOSTING THAT YEAR'S CONFERENCE. THE DECISION SHALL REST WITH THE AFCGOC EXECUTIVE BOARD AND UNDER IDEAL CIRCUMSTANCES WILL BE DECIDED PRIOR TO AND ANNOUNCED AT THE PRIOR YEAR'S CONFERENCE.
2. CONFERENCE SITE SELECTION WILL BE ROTATED BETWEEN THE EASTERN AND WESTERN REGIONS. THE EASTERN REGION SHALL HOST THE CONFERENCE ON THE ODD YEARS AND THE WESTERN REGION SHALL HOST THE CONFERENCE ON THE EVEN YEARS.
3. UPON SELECTION OF A CONFERENCE SITE IN THE EASTERN REGION, THE HOST BASE SHALL APPOINT A CONFERENCE LEAD TO SERVE AS THE OFFICIAL POINT OF CONTACT FOR THE EVENT. THE CONFERENCE LEAD WILL REPORT DIRECTLY TO THE AFCGOC VICE-CHAIR.

E. EXECUTIVE COMMITTEE MEETINGS

1. THE EXECUTIVE COMMITTEE OF THE ERCGOC SHALL MEET OR CONFERENCE CALL AT LEAST MONTHLY TO REVIEW THE ACTIONS OF THE COUNCIL, AND PLAN FOR THE ANNUAL CONFERENCE. THE PRESIDENT WILL DETERMINE THE TIME AND MEANS FOR EACH MEETING.

F. ANNUAL CONFERENCE

1. THE ANNUAL CONFERENCE IS SPONSORED BY THE AFCGOC AND HOSTED BY THE LOCAL CGOC IN CONJUNCTION WITH THE HOSTING REGION.
2. FIRST AND FOREMOST, THE FLAVOR AND STYLE OF THE CONFERENCE IS TO REFLECT THE WISHES OF THE HOSTING ORGANIZATION, IN ESSENCE A LOCAL AND REGIONAL ACTIVITY. CLOSE COORDINATION AND FLEXIBILITY IS REQUIRED OF ALL COORDINATORS AT THE LOCAL, REGIONAL AND AIR FORCE LEVEL. ULTIMATELY, THE AFCGOC CHAIR, VICE-CHAIR AND APPROPRIATE REGIONAL PRESIDENT, IN CONSIDERATION WITH THE



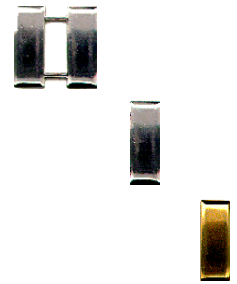
AFCGOC ADVISOR'S RECOMMENDATIONS, HAVE FINAL AUTHORITY OVER THE CONFERENCE AGENDA

3. THE CONFERENCE WILL OCCUR IN THE MONTH OF MAY EACH YEAR. UNDER EXTREME CIRCUMSTANCES OR UNFORESEEN OPERATIONAL SCHEDULING CONFLICTS, TIMEFRAME FOR THE CONFERENCE IS PERMITTED TO BE EARLIER OR LATER THAN THE ABOVE LISTED DATES. CONFERENCE SITE IS CHOSEN IN ACCORDANCE WITH ARTICLE D.
4. THE AGENDA FOR THE ANNUAL CONFERENCE SHALL BE VETTED THROUGH THE VICE-CHAIR AND APPROVED BY THE AFCGOC CHAIR NO LATER THAN 30 DAYS PRIOR TO THE START OF THE CONFERENCE. ANY CHANGES TO THE AGENDA AFTER THAT TIME MUST BE COORDINATED DIRECTLY WITH THE CHAIR AND THE AFCGOC ADVISOR FOR APPROVAL.
5. THE HOST BASE WILL OPERATE A "NON-PROFIT" CONFERENCE IN REGARDS TO FUNDING AND CHARGES LEVIED TO ATTENDEES. IN THE EVENT OF A SURPLUS OF CONFERENCE FUNDING, THE SURPLUS WILL BE DIVIDED EVENLY AMONG ATTENDEES AND REFUNDED. IN THE CASE OF A DEFICIT, THE HOSTING COUNCIL SHALL LOOK FOR ADDITIONAL SPONSORSHIP AND/OR HOLD FUNDRAISERS TO COVER THE COST. ALL EXPENSES MUST BE TOTALED AND INCLUDED IN THE REGISTRATION FEE TO KEEP THIS DEFICIT FROM OCCURRING. EVERY EFFORT WILL BE MADE TO ENSURE THE MOST EFFICIENT USE OF FUNDS POSSIBLE SINCE MANY CONFEREES ATTEND THE CONFERENCE AT PERSONAL EXPENSE.
6. THE CONFERENCE LEAD SHALL ENSURE THAT MINUTES, CONTINUITY FILES, AND/OR ANY OTHER CONFERENCE DOCUMENTS AND MATERIALS ARE MADE AVAILABLE TO THE ATTENDEES AFTER OR AT THE CONCLUSION OF THE ANNUAL CONFERENCE. ALL SUITABLE CONFERENCE MATERIALS WILL BE POSTED TO THE AIR FORCE CGOC WEBSITE.

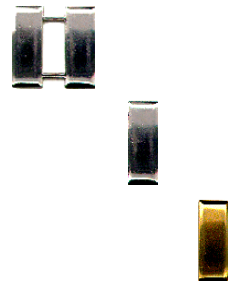
G. VOTING PROCEDURES

1. EVERY ITEM BEING CONSIDERED FOR VOTE SHALL RECEIVE AMPLE TIME FOR CONSIDERATION.
2. EACH BASE CGOC OR EQUIVALENT ORGANIZATION SHALL HAVE ONE VOTE TO INCLUDE ELECTIONS FOR NEW STAFF AND ANY OTHER ISSUES THAT AFFECT THE REGION.
3. A SIMPLE MAJORITY VOTE OF THE QUORUM OF MEMBER ORGANIZATIONS (ARTICLE III, SECTION B.3) SHALL BE REQUIRED FOR ALL ACTIONS OF THE ERCGOC, UNLESS OTHERWISE HEREIN STATED.
4. THE PRESIDENT MAY CAST A VOTE ONLY TO BREAK A TIE.
5. THE PRESIDENT MAY DEEM CERTAIN ISSUES TO BE HANDLED BY THE EXECUTIVE COMMITTEE ALONE. IN SUCH CASES THE EXECUTIVE COMMITTEE SHALL VOTE ON THOSE ISSUES REQUIRING A 2/3 VOTE TO PROCEED.

H. ELECTION PROCEDURES FOR THE EXECUTIVE COMMITTEE



1. ANY CGO IN THE EASTERN REGION IS ELIGIBLE TO BE NOMINATED; HOWEVER, EXPERIENCE IN A BASE-LEVEL COUNCIL POSITION IS DESIRED. NOMINEES FOR PRESIDENT ARE REQUIRED TO HAVE SERVED AS A BASE-LEVEL CGOC PRESIDENT/VICE-PRESIDENT, OR HAVE PREVIOUS REGIONAL (ANY AFCGOC REGION) CGOC EXPERIENCE. ALL NOMINATIONS WILL BE RECOGNIZED IF ACCEPTED BY THE NOMINEE. NOMINEES SHOULD ACCEPT NOMINATION ONLY IF ANTICIPATING AT LEAST ONE FULL YEAR IN THE EASTERN REGION (PCSING TO ANOTHER BASE WITHIN THE REGION IS PERMISSIBLE.) THE NOMINEE SHOULD CONSIDER WORKLOAD AND DEPLOYMENTS WHEN DETERMINING WHETHER TO ACCEPT. IT IS PREFERRED THAT THE NOMINEE NOT HOLD A BASE LEVEL POSITION CONCURRENT WITH ERCGOC EXECUTIVE COMMITTEE DUTIES.
2. THE ELECTION PROCESS WILL BE RUN BY THE ERCGOC VICE-PRESIDENT IF NOT RUNNING FOR A POSITION, OR OTHER OUTGOING ERCGOC EXECUTIVE COUNCIL OR AFCGOC EXECUTIVE COUNCIL MEMBER WHO IS NOT RUNNING FOR AN ERCGOC POSITION. THIS PERSON IS REFERRED TO AS THE ELECTION OFFICER. THE NOMINATION PERIOD WILL TAKE PLACE DURING THE MONTH OF MAY.
 - I. EACH PERSON NOMINATED WILL PROVIDE A BRIEF BIOGRAPHY OUTLINING THEIR QUALIFICATIONS FOR THE OFFICE SOUGHT. BIOGRAPHIES WILL BE IN STANDARDIZED FORMATS PROVIDED TO THE CANDIDATES BY THE ELECTION OFFICER.
 - II. UNDER NO CIRCUMSTANCES WILL A CANDIDATE BE ALLOWED TO CAMPAIGN FOR A POSITION. THE NOMINATION FORM WILL BE THE ONLY INFORMATION DISTRIBUTED TO THE REGIONS FOR VOTING, UNLESS INFORMATION IS NEEDED FOR CLARIFICATION. IF A CANDIDATE IS FOUND TO BE CAMPAIGNING FOR THEIR POSITION BY CONTACTING BASES VIA PHONE OR EMAIL AND/OR PROVIDING ERRONEOUS INFORMATION ON OTHER CANDIDATES, THAT CANDIDATE WILL BE IMMEDIATELY REMOVED FROM THE RUNNING AND WILL NOT BE ALLOWED TO RUN FOR A POSITION FOR AT LEAST ONE YEAR.
3. ELECTIONS WILL BE HELD IMMEDIATELY FOLLOWING THE ANNUAL CONFERENCE, STARTING WITH A CALL FOR NOMINEES AND COMPLETED NOMINATION FORMS, FOLLOWED BY THE FORMAL ELECTION PROCESS. NOMINATIONS WILL BE OPEN FOR 2 WEEKS.
4. THE ELECTION OFFICER WILL COMPILE THE FINAL LIST OF NOMINEES AND DISTRIBUTE THEM TO EACH BASE ON A VOTING SCORE CARD. EACH BASE WILL RANK ORDER THE NOMINEES FOR EACH POSITION, BASED ON THEIR CHOSEN METHOD, AND RETURN THEIR SCORE CARD TO THE ELECTION OFFICER NLT 5 BUSINESS DAYS FOLLOWING START OF ELECTIONS. NOMINEES MAY RUN FOR MORE THAN ONE POSITION. THE NOMINEE WITH THE LOWEST SCORE IN EACH CATEGORY WILL WIN THAT POSITION. SHOULD THE SAME NOMINEE HAVE THE LOWEST SCORE IN MORE THAN ONE CATEGORY, THEN HE/SHE WILL RETAIN THE HIGHER OFFICE AND THE NOMINEE WITH THE SECOND LOWEST SCORE IN THE REMAINING POSITION WILL WIN THAT POSITION.
 - I. EASTERN REGION AWARDS PROGRAM
 1. THE ERCGOC AWARDS PROGRAM SHALL CONSIST OF CGOC OF THE QUARTER, CGOC OF THE YEAR AND CGO OF THE YEAR.



2. THE CGOC OF THE QUARTER AWARD SHALL BE BASED ON EACH BASE'S QUARTERLY REPORT (ARTICLE IV, SECTION G.4). THE WINNER IS DETERMINED BY VOTE OF THE EXECUTIVE COMMITTEE. THE WINNING CGOC SHALL RECEIVE A LETTER AND A CERTIFICATE OF ACHIEVEMENT SIGNED BY THE ERCGOC ADVISOR.
3. THE CGOC OF THE YEAR AWARD SHALL BE BASED ON THE AF IMT 1206, BROKEN OUT INTO MULTIPLE CATEGORIES AS DEFINED BY THE AFCGOC AWARD CRITERIA. THE WINNER IS DETERMINED BY VOTE OF THE EXECUTIVE COMMITTEE. THE WINNING CGOC SHALL RECEIVE A LETTER AND A CERTIFICATE OF ACHIEVEMENT SIGNED BY THE ERCGOC ADVISOR AS WELL AS A PLAQUE PRESENTED AT THE ANNUAL CONFERENCE.
4. THE CGO OF THE YEAR AWARD SHALL BE BASED ON NOMINATIONS SUBMITTED TO THE ERCGOC EXECUTIVE COUNCIL ON AN AF IMT 1206. IT SHALL CONSIST OF A SINGLE PAGE WRITE-UP IN BULLET FORMAT (LIMITED TO 30 LINES, INCLUDING HEADERS) ADDRESSING THE NOMINEE'S CONTRIBUTION IN THREE AREAS: CGOC INVOLVEMENT, LEADERSHIP, AND OTHER SIGNIFICANT ACCOMPLISHMENTS EACH BASE WITHIN THE REGION SHALL BE ALLOWED ONE NOMINATION FOR THIS AWARD. NOMINEES MUST BE ACTIVE MEMBERS OF THEIR BASE CGOC TO BE SUBMITTED. NOMINATIONS WILL BE SOLICITED IN MARCH EACH YEAR. THE WINNER IS DETERMINED BY VOTE OF THE EXECUTIVE COMMITTEE. THE WINNING CGO SHALL RECEIVE A LETTER AND A CERTIFICATE OF ACHIEVEMENT SIGNED BY THE ERCGOC ADVISOR. ERCGOC EXECUTIVE COMMITTEE MEMBERS ARE INELIGIBLE FOR THIS AWARD.
5. ALL ERCGOC AWARD WINNERS WILL BE FORWARDED TO THE AFCGOC FOR COMPETITION AT THE HIGHER LEVEL.

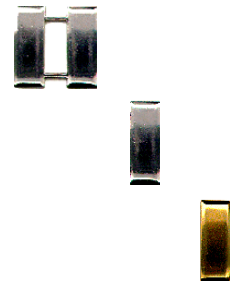
ARTICLE IV - EXECUTIVE COMMITTEE OFFICER DUTIES

A. DUTIES OF THE ADVISOR

1. ENCOURAGE THE SUPPORT OF MEMBER COUNCILS AND INSTALLATION COMMANDERS WITHIN THE EASTERN REGION.
2. PROVIDE GUIDANCE ON CGO CONCERNS, AS NEEDED.
3. ENSURE THAT APPROPRIATE COMMANDERS AT REGION BASES ARE INFORMED OF ERCGOC ACTIVITIES AND CONCERNS AFFECTING CGOS.
4. ACT AS AN ADVISOR TO THE ERCGOC EXECUTIVE COMMITTEE AND PROVIDE OFFICIAL CORRESPONDENCE WHEN NECESSARY.
5. ATTEND ANNUAL CONFERENCE, WHEN POSSIBLE.

B. DUTIES OF THE PRESIDENT

1. RESPONSIBLE FOR ALL DEADLINES TO THE AFCGOC.
2. ENSURE QUALITY OF ALL PRODUCTS THAT COME FROM THE ERCGOC (E.G. QUARTERLY NEWSLETTERS, AFA RESPONSES, ETC).
3. ENSURE AFCGOC ALWAYS HAS AN UPDATED ERCGOC ROSTER.
4. SEND QUARTERLY NEWSLETTER TO AFCGOC, OTHER REGIONS' EXECUTIVE COUNCILS AND ERCGOC ADVISOR.



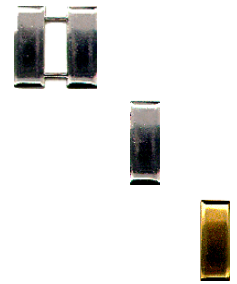
5. RESPONSIBLE FOR THE ORGANIZATION AND SPONSORED ACTIVITIES OF THE ERCGOC.
6. SERVE AS THE EASTERN REGION REPRESENTATIVE TO THE AFCGOC BOARD (ARTICLE IV, SECTION F).
7. PRESIDE OVER ALL MEETINGS, CONFERENCES, AND OFFICIAL SESSIONS OF THE ERCGOC.
8. REVIEW THE OBJECTIVES OF THE ERCGOC TO ASSURE THE ACTIVITIES AND PROJECTS ARE DIRECTED TOWARD MEETING THOSE OBJECTIVES.
9. APPOINT DIVISION CHIEFS WITHIN 30 DAYS OF ENTERING OFFICE.
10. SIGN ALL CORRESPONDENCE, REPORTS, AND FORMS OF COMMUNICATION TO BE SENT ON BEHALF OF THE ERCGOC TO ANY PERSON OR BODY OUTSIDE OF THE ERCGOC.
11. ENSURE THAT ALL REPRESENTATIVES ARE KEPT AWARE OF ERCGOC ACTIVITIES, MEETING TIMES, AND PLACES.
12. ESTABLISH THE AGENDA FOR EACH MEETING.
13. APPROVE THE ANNUAL CONFERENCE AGENDA WHEN HOSTED BY THE EASTERN REGION.
14. LOOK OUT FOR THE OVERALL WELFARE OF ERCGOC MEMBER COUNCILS.

C. DUTIES OF THE VICE-PRESIDENT

1. MONITOR REPRESENTATION AND ATTENDANCE AT FUNCTIONS OF THE ERCGOC.
2. OVERSEE THE ANNUAL ELECTIONS OF THE ERCGOC EXECUTIVE COMMITTEE, WHEN NOT RUNNING FOR A POSITION, AND THE ERCGOC AWARDS PROGRAM.
3. IN THE ABSENCE OF THE PRESIDENT, PERFORM ALL DUTIES AND EXERCISE ALL THE POWERS OF THE PRESIDENT.
4. ASSIST WITH THE OVERALL OPERATION OF THE ERCGOC, AS REQUIRED.
5. COORDINATE INFORMATION ABOUT ERCGOC MEMBER ACTIVITIES FOR DISTRIBUTION BY THE DIVISION CHIEFS.
6. COMPILE QUARTERLY REPORTS FROM MEMBER ORGANIZATIONS AND DEVELOP THE ERCGOC QUARTERLY NEWSLETTER FOR DISTRIBUTION TO THE MEMBER BASES AND POSTING ON THE ERCGOC WEBSITE.
7. CREATE QUARTERLY CERTIFICATES FOR WINNING CGOCs.
8. MAINTAINS ERCGOC CHARTER
9. ASSIST IN THE ACCOMPLISHMENT OF OTHER PROJECTS OR TASKS, AS REQUIRED BY THE PRESIDENT.

D. DUTIES OF THE EXECUTIVE OFFICER

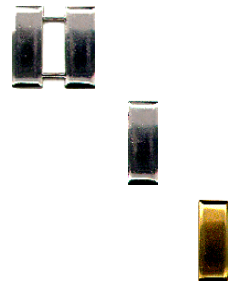
1. NOTIFY ALL ERCGOC EXECUTIVE COMMITTEE MEMBERS AT LEAST TWO WEEKS PRIOR TO EACH EXECUTIVE MEETING, AND ASSIST THE PRESIDENT IN PREPARING THE AGENDA FOR EACH MEETING.



2. MAINTAIN, PUBLISH, AND DISTRIBUTE THE MINUTES OF ALL ERCGOC MEETINGS TO THE APPROPRIATE ORGANIZATIONS.
3. OVERSEE THE MAINTENANCE OF THE ERCGOC WEBSITE WITH MOST RECENT INFORMATION CONCERNING EXECUTIVE COMMITTEE CONTACTS AND ACTIVITIES AS WELL AS LINKS TO EACH BASE'S CGOC WEBSITE (IF APPLICABLE).
4. BE RESPONSIBLE FOR IDENTIFYING REQUIRED CHANGES TO THE CHARTER, NOTIFYING MEMBER COUNCILS OF THE MODIFICATIONS, AND MODIFYING THE CHARTER ONCE CHANGES HAVE BEEN VOTED ON.
5. MAINTAIN A COMPILED LISTING OF ALL ROSTER INFORMATION RETAINED BY EACH DIVISION CHIEF TO PROVIDE AN EASTERN REGION DIRECTORY OF ALL BASE CGOCs AND THEIR LEADERSHIP.
6. OVERSEE ACTIVITIES OF DIVISION CHIEFS AND ENSURE THE FLOW OF INFORMATION FROM THE EXECUTIVE COMMITTEE TO THE BASE COUNCILS.
7. OVERSEE THE ERCGOC ANNUAL AWARDS, TO INCLUDE REQUESTING NOMINATIONS, COLLECTING NOMINATION PACKAGES ENSURING ERCGOC WINNERS ARE APPROPRIATELY RECOGNIZED AT THE ANNUAL CONFERENCE.
8. MAINTAIN CONTINUITY AND HISTORICAL DOCUMENTS FOR THE ERCGOC AND ENSURE IT IS PASSED FROM THE OUTGOING EXECUTIVE COMMITTEE TO THE INCOMING.
9. ENSURE ERCGOC PRESIDENT AND VICE PRESIDENT AND AFCGOC EXECUTIVE BOARD MEMBERS ALWAYS HAVE AN UPDATED ERCGOC ROSTER.
10. ENSURE WEB ROSTERS ARE UPDATED REGULARLY.
11. POST QUARTERLY NEWSLETTER TO AFCGOC WEBSITE AND DISTRIBUTES TO DIVISION CHIEFS
12. ASSIST IN THE ACCOMPLISHMENT OF OTHER PROJECTS OR TASKS, AS REQUIRED BY THE PRESIDENT.

E. DUTIES OF THE DIVISION CHIEFS

1. PRIMARY RESPONSIBILITY IS TO SERVE AS LIAISON BETWEEN THE EXECUTIVE COMMITTEE AND THE BASE CGOCs.
2. COMPILE AND MAINTAIN A LIST OF ALL THE CGOCs IN THEIR DIVISION. THE DIRECTORY SHOULD CONSIST OF THE CGOC'S POSITIONS (TO INCLUDE ADVISORS), THE NAMES OF THOSE HOLDING THE POSITIONS, THEIR CGOC WEBSITE (IF APPLICABLE), THE CGOC'S EXECUTIVE COUNCIL GROUP EMAIL ADDRESS, AND THE DATES OF THEIR ELECTIONS. ALSO INCLUDE THE FOLLOWING INFORMATION ON EACH CGOC OFFICER: E-MAIL ADDRESS, DUTY PHONE NUMBERS AND OTHER NECESSARY INFORMATION.
3. DISTRIBUTE INFORMATION BETWEEN BASE CGOCs AND THE ERCGOC EXECUTIVE COMMITTEE.
4. CONTACT EACH BASE PRESIDENT (OR APPROPRIATE OFFICER) WITHIN HIS OR HER AREA AT LEAST ONCE A MONTH AND VERBALLY CONTACT AT LEAST ONCE A QUARTER. THIS IS TO ENSURE FULL DISSEMINATION OF ERCGOC EXECUTIVE COMMITTEE ACTIONS, AS WELL AS KEEP ERCGOC MEMBERS AWARE OF ACTIVITIES AT THE BASE CGOC LEVEL.



5. NOTIFY BASE COUNCILS OF THEIR REQUIREMENT TO PROVIDE A QUARTERLY STATUS REPORT TO THE ERCGOC BASED ON THE CALENDAR YEAR. COLLECT THE REPORTS FROM EACH BASE NO LATER THAN 1 WEEK AFTER THE CLOSE-OUT OF EACH QUARTER AND SEND THEM TO THE ERCGOC EXECUTIVE COUNCIL.

F. DUTIES OF THE EASTERN REGION REPRESENTATIVE TO THE AIR FORCE CGOC

1. THE ERCGOC PRESIDENT WILL SERVE AS THE EASTERN REGION REPRESENTATIVE TO THE AIR FORCE CGOC. THIS COUNCIL IS COMPRISED OF A CHAIRMAN, A VICE CHAIRMAN AND AN EXECUTIVE OFFICER, ALONG WITH THE EXECUTIVE COUNCILS FROM EACH CGOC REGION. THE PRESIDENT WILL COORDINATE ALL ISSUES AND CORRESPONDENCE BETWEEN THE AIR FORCE CGOC AND THE EASTERN REGION EXECUTIVE COMMITTEE.

G. DUTIES OF THE BASE REPRESENTATIVES

1. SERVE AS THE POINT OF CONTACT FOR THEIR ORGANIZATION ON ALL MATTERS RELATING TO THE ERCGOC - TO INCLUDE, THE DISSEMINATION OF INFORMATION TO THEIR ORGANIZATIONS AND PROVIDING INFORMATION THROUGH THEIR DIVISION CHIEF TO THE ERCGOC PRESIDENT ON THEIR ACTIVITIES, ELECTION RESULTS, AND OTHER CGO CONCERNS.
2. ACTIVELY SUPPORT THE WORK OF ERCGOC AND PROVIDE REPRESENTATION AT ALL NECESSARY ERCGOC FUNCTIONS, TO INCLUDE THE ANNUAL CONFERENCE.
3. INFORM THEIR RESPECTIVE DIVISION CHIEF OF ANY CHANGES IN THE STATUS OF THEIR COUNCIL'S LEADERSHIP.
4. ENSURE THEIR BASE PARTICIPATES IN ALL MATTERS REQUIRING A VOTE AND PROVIDE A QUARTERLY REPORT ON THE PROVIDED TEMPLATE TO THEIR DIVISION CHIEF NO LATER THAN 1 WEEK AFTER THE CLOSE-OUT OF EACH QUARTER.

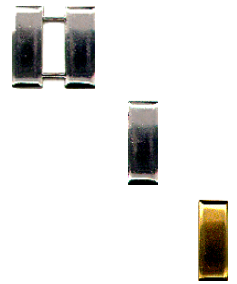
ARTICLE V – RESIGNATION OR REMOVAL OF OFFICERS

A. RESIGNATION

1. AN OFFICER OF THE ERCGOC EXECUTIVE COMMITTEE OR AN APPOINTED POSITION MAY RESIGN HIS/HER POSITION BY SUBMITTING A LETTER OF RESIGNATION TO THE ERCGOC PRESIDENT.
2. VACANCIES WILL BE FILLED ACCORDING TO ARTICLE III, SECTION C.3.

B. REMOVAL FROM OFFICE

1. ELECTED OFFICERS AND APPOINTED POSITIONS MAY BE REMOVED FROM OFFICE BY THE PRESIDENT AT ANY TIME FOR NEGLIGENCE OR DERELICTION OF DUTY. THE PRESIDENT MAY ONLY BE REMOVED BY A UNANIMOUS DECISION OF THE REMAINING EXECUTIVE COMMITTEE OFFICERS AND APPROVAL OF THE AFCGOC CHAIR.
2. VACANCIES WILL BE FILLED ACCORDING TO ARTICLE III, SECTION C.3.



ARTICLE VI – CHARTER REVISIONS AND AMENDMENTS

A. AMENDMENTS AND REVISIONS OF THE CHARTER SHALL REQUIRE:

1. TWO THIRDS OF THE EXECUTIVE COMMITTEE SHALL APPROVE AN AMENDMENT OR REVISION PRIOR TO SUBMITTING IT FOR A VOTE BY THE MEMBERSHIP.
2. A SIMPLE MAJORITY VOTE OF AT LEAST A QUORUM AS DEFINED IN ARTICLE III, SECTION B.3.

THIS CHARTER IS APPROVED AS WRITTEN.

//SIGNED//
JEREMY TACHAU, CAPT, USAF
PRESIDENT, ERCGOC

//SIGNED//
DAVID J. GAULIN, CAPT, USAF
VICE-PRESIDENT, ERCGOC

//SIGNED//
KRISTINA M. SAWTELLE, 1 LT, USAF
EXECUTIVE OFFICER, ERCGOC