

The Forces of Montcalm and Wolfe, Inc.

Standing Rules of Operation
(2007)

Standing Rule 2 – Sanctioned Units

Any Unit wishing to be sanctioned by The Forces of Montcalm and Wolfe, Inc., herein referred to as “The Forces”, must conform and abide by the following requirements and conditions.

SECTION 1: Requirements and Standards for Sanctioned Units

- A. The Unit must portray a specific military, civilian or native group whose period of existence would have included the years 1756 through 1763 and whose area of existence or operation would have included the North American Continent. This portrayal must be historically accurate in terms of behavior, operation, name and material culture to the French and Indian War period.
- B. The Unit must have one person who will act as a Unit Contact Officer, and one person to act as a Safety Officer for the Unit. Both of these individuals must be members of the Forces.
- C. No Unit shall be denied sanction by The Forces because of race, creed, national origin, handicap or sex. In turn no sanctioned unit may deny individuals membership because of race, creed national origin, handicap or sex.
- D. Units and their members shall comply with the Constitution and all Rules of The Forces.
- E. Units must renew their sanction with the Forces every three years. A Unit’s sanction status shall expire on January 15 on an expiration year regardless of the initial date of sanctioning. Units must renew their sanctioned status by January 15 of a renewal year by following the renewal procedure as detailed in Standing Rule 2: Sanctioned Units, Section 3.
- F. Sanctioned Units shall be free to set their own membership standards, rules of operation and shall act as independent organizations while operation within the guidelines of the Constitution and Rules of Operation and under the auspices of The Forces. Units must maintain a minimum of four unit members who are current members of The Forces to obtain and maintain sanctioned status. The Forces does not require that all Unit members be members of The Forces; however, such a requirement can be established by the individual Units.

SECTION 2: Procedure for Sanctioning

- A. The petitioning Unit must provide the following material to the Board of Directors for consideration:
 - 1. A documented historical background of the unit to be portrayed. This background will include the time period of the unit’s existence, the geographical area of its operation, its affiliation or relationship to the major powers of the French and Indian War and any other pertinent information. This background shall be supported by a minimum of three independent, credible sources.
 - 2. A copy of the petitioning Unit’s membership requirements, rules of operation or Constitution.
 - 3. The name, address and phone number for the contact officer of the Unit.
 - 4. The name, address and phone number for the safety officer of the Unit.
 - 5. A list of all Unit members which must include four (4) Forces members
- B. Petitions for sanctioning must be sent to the Lieutenant Governor of The Forces who will in turn present the petition to the Board of Directors for consideration.
- C. Upon the presentation of a Unit’s petition, the Board of Directors will vote to approve or disapprove the petition. A majority vote is required for approval. If disapproved the Unit will be notified and informed of

the reasons for disapproval. If approved, the Unit will be presented to the general membership by the publication of the unit background and other pertinent information in The Forces Newsletter. For the first year, the Unit will be on "Probation." The question of full sanction will be placed on the ballot of the next annual election of The Forces. To receive full sanctioned status, the Unit must receive a majority vote of approval from the voting members present at the annual election. Upon receiving this approval the Unit will be deemed fully sanctioned as a Forces Unit and will receive a certificate of sanction from the Lieutenant Governor.

SECTION 3: Renewal of Sanctioned Status

- A. All sanctioned Units shall renew their sanctioned status every third year by responding to a renewal notice sent by the Lieutenant Governor.
- B. The renewal process shall be the responsibility of the Lieutenant Governor. It shall also be the responsibility of the Lieutenant Governor to forward information on sanctioned units to the Field Commanders.
- C. The process for notification and renewal shall be as follows:
 - 1. The Lieutenant Governor in conjunction with the Clerk, Bursar and Publications Manager shall prepare and mail out a notice for renewal to the currently listed contact officer for each sanctioned unit.
 - 2. The Renewal Notice shall include the following current information:
 - a. The name of the unit.
 - b. The listed contact officer- name, address, phone number, etc.
 - c. The listed safety officer- name, address, phone number, etc.
 - d. A list of unit members giving their Forces membership status
 - 3. Upon receipt of the renewal notice, the contact officer for the unit shall be expected to verify the information and make corrections where necessary. Once the information has been verified, the contact officer shall return the renewal notice to the Lieutenant Governor. As the renewals are verified, the Lieutenant Governor shall forward the unit's information to the appropriate Field Commander. French Units shall be recorded with the French Field Commander. British Units shall be recorded by the British Field Commander. Unallied Units shall be recorded by the Lieutenant Governor.
 - 4. The Field Commanders shall maintain a list of all Units sanctioned under their command. The Lieutenant Governor shall, in cooperation with the Clerk, maintain a listing of all Units sanctioned by The Forces. It is the responsibility of the Lieutenant Governor to make sure that the lists of the Field Commanders are in agreement with the List of Forces Units.
 - 5. Once a Unit's renewal has been accepted, the Lieutenant Governor in cooperation with the Clerk and Bursar shall send a ribbon of sanction to the Unit Contact Officer which they may display on their unit colors.
 - 6. Any questions concerning sanction status should be referred through the chain of command. Unit Officers shall contact their Field Commander first. In turn, the Lieutenant Governor may have the Field Commanders contact individual Unit Officers under their command when there is a question concerning Unit status.
 - 7. The Board may opt to carry out this renewal process by electronic means. Such renewal will be considered valid by the Board of the Forces.

SECTION 4: Loss of Sanction

- A. The Board of Directors will be the decision making body on the loss of a Unit's sanction.
- B. A Unit will lose its sanction if:
 - 1. The Unit does not have a Unit Contact Officer, who is a Forces member.
 - 2. The Unit does not have a designated Safety Officer, who is a Forces member.
 - 3. The Unit, or any of its members, commits an act that would be viewed by the board as contrary to The Forces Constitution.

4. The Unit does not request renewal of its sanction by the January 15 of each year.
5. The Unit does not have the minimum required number of persons under Section 2, A. 5. above.
6. Units who are in default of their sanction status shall be contacted by their Field Commander to determine their current situation. At this time renewal will still be possible without penalty.
7. Units who lose their sanction status but wish to be reinstated shall be allowed to do so. Said unit must resubmit all necessary application materials for consideration. Said unit shall be on probationary status for the first year following their reinstatement.
8. Habitual failure to renew or keep information current with The Forces could result in the assessment of fees from said Unit to offset extra processing costs.