

## DISTRICT A3 BEREAVEMENT PROCEDURE-Updated Nov. 2017

### Structure

The District Governor shall appoint a Bereavement Chair.

The Governor or the Bereavement Chair may appoint a Committee member to assist with Picture presentation for District A3 Convention.

### Objective

To insure good Communications are developed within the District so that all Clubs and District Officers, past and present, are made aware of any deaths, illness or tragedy that may have taken place within the District.

### Duties and Responsibilities

When members of a Lions or Lioness Club learn of a death, illness, or tragedy within the District, they should contact the President and/or the Secretary of their Club, who, in turn, will contact the District Bereavement Chair with the full details.

The District Bereavement Chairperson will immediately notify:

- All District Cabinet Members
- All Lions Club Presidents and Secretaries
- All Lioness Club Presidents
- All Past Governors, through the District Representative, for the PDG Association

The District Governor will notify:

- Multiple District A Secretary, when necessary
- Sitting International Director, when necessary
- Chairperson of the Governor's Council when necessary.

Club Presidents, and/or Secretaries will be responsible for informing all Club Membership.

The Bereavement Chair shall submit a report at all Cabinet Meetings and at the District A3 Convention.