

# Official Protocol

The following is the official protocol policy of The International Association of Lions Clubs. Only the principal speaker is required to acknowledge all dignitaries present.

## Order of Precedence

Lions shall be recognized in the following order:

1. International President
2. Immediate Past International President
3. International Vice Presidents (according to rank)
4. International Directors (a) (Board Appointees)\*/\*\*
5. Past International Presidents (b)
6. Past International Directors (c)
7. Chairperson, Council of Governors (a)
8. District Governors
9. Association Executive Director
10. Association Secretary
11. Association Treasurer
12. Past Council Chairperson (a)
13. Immediate Past District Governor (a)
14. First Vice District Governor
15. Second Vice District Governor
16. Past District Governor (a)
17. Multiple District Secretaries (Volunteer) (a)
18. Multiple District Treasurers (Volunteer) (a)
19. District Secretaries (a)
20. District Treasurers (a)
21. Region Chairperson (a)
22. Zone Chairperson (a)
23. District Chairperson (a)
24. Club Presidents (a)
25. Immediate Past Club Presidents (a)
26. Club Secretaries (a)
27. Club Treasurers (a)
28. Past Club Presidents (c)
29. Multiple District Secretaries (staff) (a)
30. Multiple District Treasurers (staff) (a)XIV-5

\* Appointees by the international president to committees of the International Board of Directors and the LCIF Executive Committee shall be introduced and otherwise recognized before Lions who have held the same office. During introductions, their appointment shall be mentioned. After their term of appointment is concluded, special recognition shall cease.

\*\* Single, sub and multiple district constitution and bylaws or local customs and practice may alter the order of precedence and/or content of numbers 4, 5 and 13 through 30 and in order to include recognition of past board appointees.

## Explanation of notes used above:

(a) When more than one is present, they shall be recognized according to the Roman alphabetic order of the first letter of their fully used family name. If the first letter is the same, go to the second letter, and so on. If the last names are identical, the same process should be followed with the first given name; if these are the same, then the middle name. In the unlikely event that the two names are identical, the one with the longest association membership shall be given precedence.

(b) When more than one is present, the one who served most recently is given precedence, and so on.

(c) When more than one is present, precedence should be the same as for past international presidents (see (b) above). In the event more than one past international director who served during the same term is present, then the criteria specified for (a) should be used.

**General Comments**—When a Lion holds more than one title, he/she shall be recognized for the highest one. In areas that have positions in addition to those listed above, they should be recognized in accordance with local customs, provided that elective officers always have precedence over appointive ones. It is recommended that Melvin Jones Fellows be recognized as a group. In introducing speakers, their status as Melvin Jones Fellows should be mentioned.

### Non-Lion Dignitaries

Non-Lion dignitaries should be given precedence in accordance with local protocol and/or custom, keeping in mind that if the non-Lion is the principal speaker, then he/she should be seated directly to the right of the chairperson.

### Head Table Seating

The presiding officer or meeting chairperson must always be seated at the most central seat at the table when there is no central podium, shown as seat number one in the following diagram (figure 1). The principal speaker would occupy seat number two, then other Lion dignitaries in accordance with the general order of precedence. If possible, there should be the same number of seats to the right XIV-6 and left of the chairperson or presiding officer (who would normally be the club president, district governor, council chairperson or international president).

#### (Audience)

Figure 17

5	3	1	2	4	6
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