

<b>SEAALAS Standard Operating Procedure</b>		<b>Revision 00</b> <b>Date: April 20, 2011</b>
<b>Document Title</b>	<b>Office of Past President</b>	<b>Page 1 of 1</b>

- I. The President becomes the Past President at the end of the fourth quarterly meeting of the Executive Committee of the year the individual served as President.
- II. The Past President serves a one-year term.
- II. The Past President is a voting member of the Executive Committee and assists the Executive Committee in making decisions regarding the business of the Branch.
- III. The Past President will serve as co-member of Audit Committee and perform a financial audit per the Audit Committee SOP with the President Elect.
- IV. The Past President will serve as a mentor to the new President Elect.