

PROTOCOL

10, Show up late.

The number 1 reason people say that they are late is that they forget to set a clock. Most of you remember Gracie Allen and George Burns. A true story about Gracie recounts that a repairman was called to fix her clock. The repairman told her that there was nothing wrong with her clock, you didn't plug it in. Gracie replied, I don't want to waste electricity so I only plug it in when I want to know what time it is. So all you Gracie's out there, set your clock ahead and if you're late sneak in and sit in the back.

9 . Flag Etiquette

Flag is always placed to the speaker's right. If you have no flag, do not pledge a shirt, a hat, anything other than a properly posted flag. When pledging, hands are free and you stand at attention **when a flag is brought in by a color guard**. As the flag comes into your view, immediately place your hand over your heart. The hand stays there thru the singing of the national anthem and the pledge and until the flag is posted or removed. Remember : The pledge is stated as "**One nation under God**"

8 .Name Tags are always on the right side or hanging by a lanyard around your neck.

7. Eating

You do not eat before the presiding officer lifts her fork. If it is a general function it will be the president, at a Junior function it is the director, District function the DD. Just because the salads or desserts are pre set, you still have to wait.

6. Approaching the head table – DO NOT APPROACH THE HEAD TABLE. If you need to send a message to the head table, it goes thru a page.

5. Processional:

Please stand for Presidents and Directors of Junior Clubs. Do not sit until they have made it to the podium and instructed you to do so. **Never** cross in front of a procession!!

4 .Please Allow handicapped persons the opportunity to get on the elevator or in a meeting room first!!

3."Speakers"

Malcolm Forbes once stated that "Why is it listeners always know when the speaker should stop and he seldom does"

Do not knit, talk, or other types of activity while a speaker is presenting. I know this is difficult but please remember everybody watches the head table.

2. Cell Phones.

Standing rules for GFWC Florida and GFWC state that all cell phones and pagers must be in a quite or turned off mode before entering workshops or meetings. Please, turn of your cell phones and pagers when entering a meeting or workshop.

1. God, Country, Federation

If giving the prayer, do not pray thru Jesus Christ, respect other religions and do not give an editorial.

Pins- Both United States Flags and Federation pins are placed on your left side; the US Flag is above all Federation Pins.

