

| STATEMENT of POLICY and PROCEDURE | | | |
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| Chapter: | Governance | Policy #. | 1.4.13 |
| Section: | SALPN Council | Issued: | December 6, 2013 |
| Subject: | Presentations at Council Meetings | Effective: | December 6, 2013 |
| Issue to: | All Manual Holders | Page: | 1 of 1 |
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1. POLICY

In regularly scheduled Council meetings there is time allotted for members and the public to make presentations to Council to a maximum of thirty minutes per presentation.

2. PROCEDURE

- 2.1 Persons wishing to make a presentation to Council must make the request at least two week prior to the Council meeting.
- 2.2 The request should include the topic of the presentation and the number of people in the delegation.
- 2.3 Council meeting schedules can be found on the SALPN website or by contacting the SALPN office.