

DISABLED AMERICAN VETERANS  
DEPARTMENT OF PUERTO RICO  
CONSTITUTION



P.O Box 363604 San Juan, PR 00936-3604.  
1700 Ave. Jesús T Piñeiro Esq. San Patricio  
San Juan PR00921  
Tel: (787) 749-9644

E-Mail [davdepartamentopr@gmail.com](mailto:davdepartamentopr@gmail.com)  
<http://www.davmembersportal.org/pr/default.aspx>

# TABLE OF CONTENTS

	PAGE
CONSTITUTION.....	4
ARTICLE I: NAME.....	4
ARTICLE II: PURPOSE.....	4
ARTICLE III: MEMBERSHIP.....	4
ARTICLE IV: POWERS.....	4-5
ARTICLE V: ADMINISTRATION.....	5
ARTICLE VI: LEGISLATIVE.....	6
ARTICLE VII: AUXILIARIES.....	6
ARTICLE VIII: AMENDMENTS.....	6
BY LAWS.....	7
ARTICLE I — ORGANIZATION.....	7
ARTICLE II — CHAPTER CHARTERS.....	7
ARTICLE III — MEMBERSHIP.....	8
ARTICLE IV — DEPARTMENT CONVENTION.....	8
ARTICLE V — DEPARTMENT OFFICERS.....	9-10
ARTICLE VI — DUTIES OF ELECTED OFFICERS.....	11-15
ARTICLE VII — FINANCE.....	15-17
ARTICLE VIII — POLICY.....	18
ARTICLE IX — DISTRICT RULES AND REGULATIONS FOR ADMINISTRATIVE AND COORDINATION PURPOSES.....	18

DISABLED AMERICAN VETERANS  
DEPARTMENT OF PUERTO RICO

CONSTITUTION



THE FOLLOWING IS THE LATEST APPROVED DEPARTMENT OF PUERTO RICO CONSTITUTION AND BY-LAWS AS AMENDED AT THE 2021, # 47th ANNUAL CONVENTION, 09-11 July 2021, MAYAGUEZ, PUERTO RICO.

# CONSTITUTION

## ARTICLE I — NAME

The name of this organization shall be called the “Disabled American Veterans Department of Puerto Rico”.

## ARTICLE II — PURPOSE

To uphold and maintain the Constitution and the laws of the United States; to realize the true American ideals and aims for which those eligible to membership fought; to advance the interests and work for the betterment of all wounded, gassed, injured and disabled veterans; to cooperate with the United States Department of Veterans Affairs and all other public and private agencies devoted to the cause of improving and advancing the condition, health and interest of all wounded, gassed, injured and disabled veterans; to stimulate a feeling of mutual devotion, helpfulness and comradeship among all wounded, gassed, injured and disabled veterans; to serve our comrades, our communities and our country; and to encourage in all people that spirit of understanding which will guard against future wars. The Disabled American Veterans of Puerto Rico is a part of and submits to the National Constitution of the Congressional chartered organization known as “Disabled American Veterans”.

## ARTICLE III — MEMBERSHIP

Any man or woman, who was wounded, gassed, injured or disabled in line of duty during time of war, while in the service of either the military or naval forces of the United States of America, and who has not been dishonorably discharged or separated from such service, or who may still be in active service in the armed forces of the United States of America is eligible for membership in the Disabled American Veterans. Others, who are disabled while serving with any of the armed forces of any nations associated with the United States of America as allies during any of its war periods, who are American Citizens and who are honorably discharged, are also eligible. The Department of Puerto Rico, DAV, shall not have honorary members.

## ARTICLE IV — POWERS

The Department shall have perpetual succession so long as it remains a part of the National Organization, with power to sue and be sued in courts of law and equity; to receive, hold, own, use and dispose of such real estate and personal property as shall be necessary for the efficient and economical operation of the Department Puerto Rico, Disabled American

Veterans, to adopt an official seal and alter same subject to the approval by the National Organization; to adopt a constitution, bylaws and regulations to carry on its purposes, not inconsistent with the laws of the United States, the Commonwealth of Puerto Rico, the National Organization; to establish and maintain offices in San Juan metropolitan area for the conduct of its business; to establish chapters throughout the Commonwealth of Puerto Rico, the US Virgin Island and/or any US Territory in the Caribbean area. In accordance with the requirements of the National Organization, to publish a newspaper or other publication devoted to the purpose of the Disabled American Veterans and generally do all such acts and things as maybe necessary and proper in carrying into effect the purposes of the Organization.

## ARTICLE V — ADMINISTRATION

**Section 5.1:** The administrative affairs of this organization shall be vested in the Department Executive Committee.

**Section 5.2:** The Department Executive Committee shall be composed of elected Department Officers as follows: The Department Commander, Senior Vice-Commander, 4 Junior Vice-Commanders, Treasurer, Judge Advocate, Chaplain, and one Committeeman from each chapter from within to Commonwealth of Puerto Rico, the US Virgin Islands, and/or any US territory in the Caribbean are. The Immediate Past Department Commander, in good standing, shall be accorded a place on the Executive Committee with voice and vote.

**Section 5.3:** Each Department Convention shall elect a Department Commander, Senior Vice-Commander, 4 Junior Vice-Commander, Treasurer, Judge Advocate, and Chaplain.

**Section 5.4:** The Department Commander, with consent of the Department Executive Committee, shall appoint an Adjutant, a Service Officer, a Director of legislation, an Officer of the Day, a Sergeant of Arms, a Chief of Staff, and such other officers as he/she deem necessary, whose duties would not conflict with those of the elected officers. These appointed officers shall have voice but no vote thereat. Only elected officers, Immediate Past Department Commander and Chapter Committeeman are vested with the power of voice and vote.

**Section 5.5:** The Department Commander shall not serve in office more than two terms as Commander and final, Past Commander are by right eligible to run and be elected Department Commander, however, they should refrain from running after two terms as Department Commander. Junior Vice Commander, moving up in seniority and in good standing, should be afforded the opportunity to become Commander as soon as they are qualified.

**Section 5.6:** All meetings of the Department Executive Committee shall be open to any member in good standing and who has a valid membership card to prove such standing. At no time during any such meeting shall any member of the Department of Puerto Rico, Disabled American Veterans be asked to leave a meeting except for act of unbecoming a member of DAV. Visitors shall have not voice thereat, unless invited to do so by unanimous consent of the Executive Committee, and without cost to the state organization.

#### **ARTICLE VI — LEGISLATIVE**

**Section 6.1:** The supreme legislative powers of this organization shall be vested in the Annual Department Convention which shall be composed of the Department Officers, and Chapter Delegates or Alternates.

#### **ARTICLE VII — AUXILIARIES**

**Section 7.1:** This Department should recognize a DAV Auxiliary within the jurisdiction of this Department, as Auxiliaries Units of the Disabled Americans Veterans, subject to supervision and recommendations, as provided for by the National Constitution and By-Laws.

#### **ARTICLE VIII — AMENDMENTS**

**Section 8.1:** This Constitution may be amended at any Department Convention by a two-thirds majority vote of the regularly elected and qualified delegates assembled, provided that the proposed amendments shall have been read to the Department Convention at a prior session before they are voted upon.

**Section 8.2:** Should it ever be shown that a section of this Constitution is in conflict with a section of the National Constitution, then that section of the National Constitution shall supersede and govern without changing the force and effect of the remaining articles or sections of this Constitution. No amendment to this Constitution and/or By-Laws will be effective until approved by the National Judge Advocate.

# DEPARTMENT OF PUERTO RICO

## BY-LAWS

### ARTICLE I - ORGANIZATION

**Section 1.1:** The governing bodies of the Organization shall be the Annual Department Convention with his dully elected and qualified delegates, and the Department Executive Committee with authority between Conventions.

**Section 1.2:** Each chapter and the Department of Puerto Rico shall keep records of its proceedings, which shall be open for inspection by any member in good standing of this Organization at any Annual Department Convention or Executive Committee meetings.

**Section 1.3:** Each chapter and the Department of Puerto Rico shall keep a complete record of all money received, expended, and remitted; all money must be deposited in the name of the local chapter. The Department Treasurer shall keep a bond volume with the Department Finances properly recorded therein.

**Section 1.4:** This Department recognizes the National Organization known as Disabled American Veterans, incorporated by Act of Congress, and affirms its allegiance, and subordination to the National organization, it's Constitution, Bylaws and all rules, mandates and regulations promulgated pursuant thereto. Upon dissolution of the Department, the assets remains after payment of its debts shall be distributed as provided in Article 6, Section 6.4, Paragraph S, of the National Bylaws.

### ARTICLE II — CHAPTER CHARTERS

**Section 2.1:** Each chapter shall adopt a Constitution and By-Laws provided however, none of these, conflict with those of the Department or National Organization. Such Constitution and By-Laws shall be submitted to the Department and National organization for approval.

**Section 2.2:** Chapter charters may be only revoked by the National Commander. The Department Executive Committee does not have such authority, the Department Commander can suspend for up to 90 days.

**Section 2.3:** Each chapter shall elect a Commander, Senior Vice Commander, Junior Vice Commander, and may elect or appoint such other officers as may be necessary to operate the chapter. In electing Department Officers (Committeeman and Alternate), all nominations shall be made from the floor and there will be not secret voting. The elected Committeeman or his/her Alternate should have voice and vote at Department Executive Committee meetings but will not hold in his own chapter any other elected or appointed office, to avoid conflict of interest between chapter and Department administrations.

**Section 2.4:** The National Commander may suspend the charter of this Department, a chapter or subordinate for a period of 60 days or more, but no exceed 180 days in accordance with the provisions of Article 6, Section 6.4, and other applicable provisions of the National Bylaws.

### **ARTICLE III - MEMBERSHIP**

**Section 3.1:** Membership shall conform to the requirements as set for in the National Constitution and Bylaws. There shall be no associate, special or honorary membership in this organization.

**Section 3.2:** Deleted.

**Section 3.3:** Transfers are only effective upon approval of the receiving chapter.

**Section 3.4:** A member of a revoked chapter shall become a member of the Department of Puerto Rico Chapter or he/she may transfer to an active chapter.

**Section 3.5:** DAV life membership \$300.00, Veterans age 80 or older = FREE

### **ARTICLE IV — DEPARTMENT CONVENTION**

**Section 4.1:** Commencing with the 2010 Department Convention, the Department Convention shall be held annually, in the month of April, at location within the Commonwealth of Puerto Rico, with the times and place of each such Convention be determined by the Department Executive Committee, said Department Convention to be conducted in accordance with the provision of Article 8, Section 8.6, Para. 1 and Para.2 of the National Bylaws.

**Section 4.2:** Each chapter shall be entitling to one delegate and one alternate as such. In addition, each chapter shall be entitling to one delegate and one alternate for each twenty-five members thereof, or major portion thereof. Provided, however, that such delegates and alternates shall have paid their current dues no later than fifteen days prior to the meeting of said convention. In determining chapter strength, as herein provided, a transfer shall in



no way affect the strength of the receiving chapter unless such transfers are received from a revoked chapter or as member of the Department of Puerto Rico Chapter.

**Section 4.3:** Each elected Department Officer and chapter commander shall be entitled to one vote: but will no vote as a Department Officer and at the same convention vote as a chapter delegate or commander.

**Section 4.4:** The Department Commander shall have full power, with the approval of the Executive Committee, to prescribe the form of credential, the rule and regulations, and all other matters with respect to the convention not specifically covered by the Department Constitution and By-Laws.

**Section 4.5:** The Department Adjutant shall request from National Headquarters the number' of members in good standing of all chapters in this jurisdiction prior to the Department Convention.

**Section 4.6:** No delegate or alternate representing any chapter which is indebted to the Department of Puerto Rico or National Organization in any amount shall be seated with the privilege of voting in the Department of Puerto Rico Convention.

**Section 4.7:** The registration fee at the state Convention shall be \$ 15.00 for each delegate and alternate. Before the delegates of any chapter can be seated in any Department of Puerto Rico Convention, the Adjutant or delegates shall prove to the satisfaction of the Credential Committee that all indebtedness to the National Organization or the Department has been paid in full.

**Section 4.8:** In the absence of a delegate, his/her vote shall be cast by his/her alternate; casting of votes will only be made by chapter delegates who are physically present and duly registered at the time of elections. Votes by proxy will not be accepted even if the delegate is dully registered but not present.

## **ARTICLE V — DEPARTMENT OFFICERS**

**Section 5.1:** In the event that only one candidate is nominated for an office, he/she must receive the majority of the votes cast in the Convention, to be elected.

**Section 5.1.1:** No two Department Vice-Commander shall be elected from the same chapter.

**Section 5.1.2:** To be eligible for Department Commander, candidate must be in good standing. He/she shall perform duties as may reasonably be assigned and any additional duty appointed by the Department Commander.

**Section 5.2:** Each officer shall serve until their successor is duly elected and installed. Vacancies occurring between Department Convention shall be filled by automatic elevation in accordance with seniority. In case of vacancies for Junior Vice Commander and for Treasurer, the vacancies shall be filled through appointment by the Commander with the approval of a majority of the Executive Committee.

**Section 5.3:** The Department Commander shall appoint such officers and employees as may be deemed necessary, with the approval of the Executive Committee.

**Section 5.4:** Unexcused absence from two (2) meetings shall be cause for removal and the Commander is empowered to appoint a member to serve the unexpired term with the approval of the Executive Committee.

**Section 5.5:** All legislative, administrative, and executive matters not otherwise specifically covered by the provisions of this Constitution and By-Laws, or resolutions of Department Executive Committee shall be responsibility of the Department Commander.

**Section 5.6:** The Department Executive Committee shall hold its first meeting immediately following the adjournment of the Department Convention. Meetings thereafter will be called by the Department Commander.

**Section 5.7:** The Commander, with the approval of any one member of the Executive Committee, is authorized to call a special meeting of the Committee at any time there is an extreme and exceptionally important matter pertaining to the welfare of the Organization to be determined. Not less than four days' notice shall be given prior to such meeting.

**Section 5.8:** A quorum shall consist of one-third of the Department Executive Committee.

**Section 5.9:** All Department Executive Committee meetings shall be presided over by the Senior Elected Department Officer present.

**Section 5.10:** The Department Delegates to the National Convention shall attend all National Convention Business meetings regularly. When assigned to a committee, he/she shall attend such committee meetings regularly. When the delegate is attending committee meeting, the alternate, if present, shall attend all Convention Business Meetings and report to the delegate all that takes place.

**Section 5.11:** The delegate shall be vested in all Department resolution and be ready to give detailed information as to the aims and purposes of the resolutions submitted. The delegate shall be able to defend and advocate their merits and urge their adoption.

## **ARTICLE VI — DUTIES OF ELECTED OFFICERS**

### **Section 6.1: Department Commander**

**Para 1:** The Commander shall normally be the presiding officer of the Department of Puerto Rico Convention, Conferences, and Department Executive Committee meetings. Ife/she shall, with the approval of the Executive Committee, be the public spokesman for the Department and fulfill the duties as prescribed by the National and Department Bylaws.

**Para 2:** The Commander, with the approval of the Executive Committee, shall appoint such officers, chairmen, committee members, and other individuals as prescribed by these Bylaws or as he/she in his/her judgment deems necessary, with the exception Of the Nominating Committee, which must be elected by the body of the Convention.

**Para 3:** The Commander shall be an ex-officio member of any committee, which he/she appoints and shall be informed of the meeting time and place of all meetings held within the Department.

**Para 4:** The Commander will be a member of the Department Finance Committee, but shall not be the Chairman of that Committee. He/she shall have signature authority for Department banking accounts.

### **Section 6.2: Department Senior Vice Commander**

**Para 1:** The Senior Vice Commander shall perform duties as may be reasonably assigned him/her by the Commander, the Department Executive Committee and these Bylaws. In the absence of the Department Commander for any reason, he/she shall perform the duties of the Department Commander.

**Para 2:** The Senior Vice Commander shall be a member of the Department Finance Committee.

**Para 3:** The Senior Vice Commander shall be a representative of the Department as a member of the State Veterans Council.

**Para 4:** The Senior Vice Commander shall perform any additional duties assigned by the Department Commander.

### **Section 6.3: Department First Junior Vice Commander**

**Para 1:** The Junior Vice Commander will help the Senior Vice Commander establishing, coordinating and chairing the Department Membership Program.

**Para 2:** He/she shall perform other duties as may reasonably be assigned him/her by the Commander, the Department Executive Committee and these Bylaws.

**Para 3:** The First Junior Vice Commander shall perform any additional duties appointed by the Department Commander.

#### **Section 6.4: Department Second Junior Vice Commander**

**Para 1:** He/she will perform such duties as may be reasonably assigned to him/her by the Commander, the Department Executive Committee and these Bylaws.

**Para 2:** The Second Junior Vice Commander shall perform any additional duties appointed by the Department Commander.

#### **Section 6.5: Department Treasurer**

**Para 1:** The duties of the Department Treasurer generally correspond to those of a treasurer of a corporation. He/she shall be a member of the Department Finance Committee, but shall not be chairman of that committee.

**Para 2:** The Treasurer shall keep the financial record of all receipts and disbursements of the Department, dispensing Department funds only upon receipt of an approved voucher from the Department Adjutant. He/she shall have signature authority for Department banking accounts.

**Para 3:** All checks shall require two (2) authorized signatures. He/she is responsible for the annual financial reports to Federal, State and DAV National Headquarters.

**Para 4:** The Treasurer shall receipt for and properly safeguard all Department monies.

**Para 5:** The Treasurer shall maintain his/her accounts and records in condition for audit at all times. He/she shall render a report of the financial status of the Department at all Executive Committee meetings and the Department convention.

**Para 6:** He/she shall have his books and accounts audited at the close of the accounting year in accordance with the policies prescribed by the Bylaws of the National Organization.

**Para 7:** He/she shall produce his/her records for inspection at any time during office hours by any elected Department officer and/or the Department Finance Committee, and to any other Department member in good standing, subject to prior approval of the Executive Committee.

**Para 8:** He/she shall preserve all receipts, canceled checks, vouchers, and other records, maintaining them in a manner that will permit a thorough audit. He/she shall forward duplicates of it to the Adjutant for file.

**Para 9:** He/she shall prepare monthly financial reports and forward a copy of it to the Adjutant, the Finance Committee Chairman and the Commander. The Adjutant will have published a quarterly report of year-to-date receipts and expenditures.

**Para 10:** Expenditures shall not exceed the amounts stipulated in the approved budget and it shall be the duty of the Treasurer to see that no expenditure other than those duly approved in the budget are made or contracted to without the written approval of the Department Finance Committee.

### **Section 6.6: Department Judge Advocate**

**Para 1:** The Judge Advocate shall render opinions upon appeal to him/her. He/she shall act as advisor to the Commander in disciplinary cases covered by Article 16 of the National Bylaws. He/she shall review proposed Chapter Constitutions and Articles of Incorporation as prescribed under Sections 9.3 and 9.4 below. The Commander for an advisory opinion shall refer legal matters to him/her. He/she shall serve as a non-voting member of the Department Finance Committee.

**Para 2:** The Judge Advocate shall be part of the Department Election Committee.

**Para 3:** Decisions of the Commander, whether or not based on opinions of the Judge Advocate, are subject to appeal to the Department Executive Committee and further appeal to the Department Convention, provided that notice of intent to appeal is given in writing to the Department Adjutant Within thirty (30) days after the Commander's decision is made known. The decision of the Commander, the Executive Committee or Department Convention, if so appealed, shall be final, subject however, to an appeal to the National Commander.

### **Section 6.7: Appointive Officers**

**Para 1:** With the consent and approval of the Department Executive Committee, the Commander shall appoint a Department Inspector, an Officer of the Day, a Sergeant-at-Arms, a Department Adjutant, a Department Benefits protection Team Leader, and other such officers as he may deem necessary.

**Para 2:** The tenure of appointed officers shall be at the pleasure of the appointive power, provided that no term of office shall exceed that of the appointive power, except as otherwise expressly provided for elsewhere in these bylaws.

**Para 3:** No appointive officer designated in Section 7.4, paragraph 1 above, may serve in

any other elected or appointed position within the Department, except as a committee advisor.

**Para 4:** In the event of a vacancy in an appointive office, the Commander shall appoint a member to fill the vacancy, subject to the approval of the Department Executive Committee.

### **Section 6.8: Duties of Appointed Officers**

#### **Para 1: Department Inspector**

The Inspector shall, under the supervision and direction of the Commander, investigate any alleged violation of Chapter, Department, or National Constitution, Bylaws or Regulations, including, but not limited to, occurrences in the Department, Chapters, or NOTR Units which may impugn the integrity or reputation of the Organization. Upon completion of an investigation, inspection or audit, the Inspector shall render a written report of his findings and recommendations to the Commander.

**Para 2: Officer of the Day** - The Officer of the Day shall, in addition to his/her other prescribed duties, act as the custodian of National and Organizational colors and accouterments and provide a safe storage for these department items. He/she shall be responsible for placing these items in their proper place at each Convention and Conference. He/she shall take his rightful place at the podium during the annual installation of newly elected officers.

**Para 3: Sergeant-at-Arms** - The Sergeant-at-Arms shall, in addition to his/her other prescribed duties; preserve order during meetings of the Department and upon direction of the Commander shall escort visitors to the podium. During meetings of the Convention, he/she shall admit only those persons who are properly registered and identified as delegates or alternates. He/she shall work with the Credentials Committee to meet his objectives.

#### **Para 4: Department Adjutant**

**Sub-Para I:** The Department Adjutant, subject to the instructions of the Department Commander, Department Executive Committee or Department Convention shall supervise and direct the activities of the Department Organization.

**Sub-Para 2:** In addition to the other duties and authority set forth in these Bylaws, the Department Adjutant shall be the chief executive officer of this Organization, and shall be the Secretary of and attend the meetings of the Department Executive and Department Finance Committees, and shall have a voice, but no vote.

**Para 5: Department Chaplain**, the duties of Chaplain shall be as prescribed in the official Ritual of the Disabled American Veterans Organization.

**Para 6: Benefits Protection Team Leader**

**Sub-Para 1:** The Department Benefits Protection team Leader shall be responsible for establishing, coordinating, maintaining and chairing the Department Legislative Program.

**Sub-Para 2:** He/she shall perform other such duties as may reasonably be assigned to him by the Commander, the Department Executive Committee and these Bylaws.

**Section 6.9: Other Officers** - The duties of other officers the Commander may appoint as he/she deems necessary, shall be those prescribed in the National Bylaws and/or as directed by the Commander or other presiding officer, subject to the approval of the Department Executive Committee.

**Section 6.10: Term of Office - Appointed Officers**

**Para 1:** The term of office of the appointed Department Officers shall not exceed that of the appointing power and may be terminated at any time by the appointing power, provided, however, that the removal of the Department Adjutant or the Department Legislative *Officer* by the Department Commander is subject to approval by a two-thirds vote of the Department Executive Committee. The Department Executive Committee may, by a two-thirds vote of its members, remove the Department Adjutant or the Department Legislative Officer from office for cause.

**Para 2:** The term of office of all appointed Department Officers terminates automatically at the adjournment of each Convention, except that Department Officers who are not employees of the Department organization may continue to serve until their successors are installed. There is no right whatsoever to reappointment as a Department Officer.

**ARTICLE VII — FINANCE**

**Section 7.1:** All funds of the Department shall be expended under the direction of the Department Executive Committee, or Department Convention, and in the interest of the Organization only.

**Section 7.2:** The revenue of the Department of Puerto Rico Headquarters shall be derived from the prescribed dues, and donations.

**Section 7.3:** The Department Executive Committee shall approve and order payments of accounts; all checks shall be signed by the Department Treasure or Department Adjutant and counter signed by the Department Commander.

**Section 7.4:** The Committee on Finance and the Department Executive Committee shall have access at all times to Department books pertaining to accounts.

**Section 7.5:** All Department funds shall be deposited by the Department Treasurer in a designated bank depository under the name of the "Disabled American Veterans, Department of Puerto Rico". The treasurer will promptly forward a verified copy of the deposit to the Department Adjutant. When possible, Department, Chapters and Auxiliaries shall avoid opening accounts in the same bank where there are other DAV accounts.

**Section 7.6:** The Treasurer shall submit at each Executive Committee meeting an itemized and full report showing all receipted and disbursed funds. He/she shall present the cancelled checks, paid voucher and balanced books, audited by the Finance Committee at each Department Convention. The State Department shall have an Audit Committee of at least three members of the State Department, who shall conduct an annual audit and submit a report of the same to the National Organization within ninety days after the close of the accounting year, commencing July 1 and ending June 30.

**Section 7.7:** State officers, whose duties require their attendance to official meetings and the conduct of official business in the best interest of the organization, shall be paid travel or per diem expenses as may be authorized by the Executive Committee. Reimbursement for actual expenses is authorized as specified by the travel authorization. The number of Delegates traveling to the National Convention shall depend on the availability of funds at the time of approval. Travel and per diem expenses shall be paid as determined by the Executive Committee.

**Section 7.7.1:** The chapter or chapters requesting service from the National Service Office thru the Department will pay travel pay, as authorized, provided that the National Service Officers is not being compensated by the National Headquarters. The Senior NSO will submit a voucher to the chapter through the Department Headquarters for collection.

**Section 7.8:** Where two or *more* Department Executive Committee members travel together in a private automobile, only the driver of the said vehicle shall be paid travel as authorized. The Executive Committee from each chapter will travel at their own his/her chapter's expenses, such arrangement being mutually agreed upon by the members of each chapter.

**Section 7.9:** The amount of Annual Department per capita dues or taxes shall be as provided by National Executive Committee.

**Section 7.10:** The Commander of the Department of Puerto Rico shall be compensated his full expenses to the National Conventions.



**Section 7.10.1:** The Department of Puerto Rico must be represented as minimum by the Department Commander and the Department Adjutant at the four (4) annual official meetings conducted at National Level. Those two officers shall be compensated for their expenses to the National Convention, Mid-Winter Conference, Sixth District Mid-Year Conference, and the Commanders and Adjutants Association Conference. The Commander may authorize the Senior Vice Commander or any other officer to travel depending on the availability of funds, at the time of travel.

**Section 7.11:** All Forget-Me-Not flower sales and all other funds raising projects conducted by the chapter will be accounted for and a complete report shall be forwarded to the Department Adjutant within thirty (30) days after the close of the project. It shall be mandatory that each chapter of the Department of Puerto Rico makes a written report to the Department Adjutant no later than thirty (30) days before the Department Convention even if they had no funds raising campaign during the fiscal year; in order to have their delegates seated at the Department Convention.

**Section 7.12:** The Department of Puerto Rico shall no conduct a fund raising project without first receiving permission from the National Executive Committee.

**Section 7.13:** The Department of Puerto Rico shall not conduct any fund raising project in any city where there *is one or more* chapters, without the *consent*, of such local chapter.

**Section 7.14:** No fund raising activity shall be conducted by any chapter without the prior approval of the Department, except as outlined in Article XV, Section 15.3, Paragraph 1, of the National By-Laws.

**Section 7.15:** Five percent (5%) of the gross amount of all money received as income by the Department shall be deposited each quarter by the Department Treasurer in a contingency fund. This money shall, be deposited in a federally insured institution at the highest rate of the interest obtainable. A Board of Trustees shall govern this fund. The Board of Trustees shall consist of three (3) members of the Department of Puerto Rico, DAV who are in good standing. They shall be elected by the Department at the Convention for terms as follows: 1 for 3 years, 1 for 2 year, and 1 for 1 year. After the first election, there shall be a trustee elect each year for a three year term. In case of a vacancy during the DAV year, the Executive Committee shall elect a trustee to serve until the next Department Convention; the Convention shall elect a trustee to fill the vacancy. The one year trustee shall be the Chairman. The three trustees shall have full power to expend this money in any manner they deem advisable upon notification by the Commander that a state of emergency exists within the Department of Puerto Rico, DAV. It will require a unanimous vote of the trustees to expend this money.

## **ARTICLE VII—Policy**

**Section 8.1:** The Department of Puerto Rico and the chapters in the Commonwealth of Puerto Rico, United States Virgin Islands and other US Territories in the Caribbean Area shall be governed by Article 11, Section 2.1, Section 2.2, Paragraph 1 and 2 of the National By-Laws.

**ARTICLE IX — DISTRICT RULES AND REGULATIONS FOR  
ADMINISTRATIVE AND COORDINATION PURPOSES**

**Section 9.1:** The territories under the jurisdiction of the Disabled American Veterans, Department of Puerto Rico will be divided in TWO (2) regional districts embracing the Department chapters as follows:

**DISTRIC EAST**

Chapter #1, San Juan  
Chapter #5, Caguas  
Chapter #7, Fajardo  
Chapter #8, Patillas  
Chapter # 13, Arroyo  
Chapter # 16 Bayamon  
Chapter# 23, Guayama

**DISTRIC WEST**

Chapter #3, San German  
Chapter #4, Ponce  
Chapter #6, Mayaguez  
Chapter #11, Arecibo  
Chapter #14, Aguadilla  
Chapter #21, Isabela

**Section 9.2:** The two elected members will be part of the Department Executive Committee with voice and vote.

**Section 9.3:** For the election of the district commander only the district members for each district should be allowed to vote on that district

**Section 9.4:** “To the extent to which any of the provisions of this Constitution and Bylaws are, or may at any time become, inconsistent or in conflict with the provisions of the Constitution and Bylaws and lawful mandates, decisions and regulations of the National Organization, as now in force or as he hereafter amended or adopted, this instrument shall be deemed amended as to conform thereto.”

ATTEST: \_\_\_\_\_  
Delvis Collazo Rivera, Department Adjutant  
Adopted after the 2<sup>nd</sup> Reading and Final  
Reading on the 10<sup>th</sup> July 2021

\_\_\_\_\_  
Delvis Collazo Rivera  
Department Adjutant

\_\_\_\_\_  
Carlos M. Pérez Cabrera  
Department Commander

\_\_\_\_\_  
Angel Ariel Rodriguez  
Department Judge Advocate

\_\_\_\_\_  
Michael E. Dobmier  
National Judge Advocate