



A Non-Profit Public Benefit Corporation for Retired Men
Devoted to the Promotion of Independence and Dignity of Retirement

THE SIR MANUAL

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INSTRUCTIONS

THE SIR MANUAL is the property of Sons In Retirement, Incorporated. It is available on the SIR Website to all members of the SIR organization as the official copy. A hard copy issue is in the possession of and maintained by each Branch Secretary. All other hard copies at all levels of the SIR organization are considered personal copies and may be maintained by the individual holders. The standards, content and procedures covering maintenance of this Manual and copies thereof are explained in the Standing Rules 1-5 and 11-11.3.

Pages in this Manual that were revised since Edition 11/14/06 are dated 1/23/07.

On the website is the file "Checklist for Edition 1/23/07" wherein changed pages are highlighted.

On the website is the separate file "Revised Pages Only for Edition 1/23/07" for easy printing.

On the website is the Summary of the 1/23/07 changes.

1/23/07 UPDATE:

Replace Rules Page 2.2.

Replace the Cover Page and Acknowledgment Page iii.

~ EDITION 1/23/07 ~



A Non-Profit Organization for Retired Men Devoted to the Promotion of Independence and Dignity of Retirement

ACKNOWLEDGMENT

The provisions contained in the Bylaws and Standing Rules are the product of the untiring efforts of dedicated members of Sons In Retirement, Incorporated, since it was organized in 1958. Deeply ingrained are carefully considered principles found necessary to protect and further the objectives of SIR.

Over the years, these provisions have been reviewed, recast, polished and expanded to meet new and ever changing conditions. SIR has made revisions to the Bylaws at many Annual Meetings. The Rules and Procedures have been in a constant state of revision.

SIR made major revisions to the Bylaws and Rules in 1983. The 1990 reincorporation of SIR from a non-profit mutual benefit corporation to a non-profit public benefit corporation triggered another major revision made by two committees. Starting in 1990, Rules Committee Chairman, Sir Louis J. Heinzer, former Legal Advisor led the effort of reorganization, rearranging and renumbering the Rules. In 1991, an ad-hoc committee headed by President Weston M. Alt, utilizing the work of the Heinzer committee as a base, undertook more complete restatement of the Bylaws and Rules and Procedures to make them more cohesive and understandable and to eliminate redundant and unnecessary wordage with as little substantive change as possible.

In 1998, then Travel Chairman and future President, Jim Faverman spearheaded a complete rewrite of the travel rules to conform to insurance requirements and good business practice.

Since 1998 the efforts continued to make the Manual more useful, caused Bylaws revisions to make them more general relying on rules for specifics, removal of "Guidelines" from the Manual moving the material into rules or other documents outside the Manual plus a continual revision of rules to make them more clear and effective with another rewrite of travel rules a good example.

Starting in 2001 under the direction of President Dwight Sale and Assistant Secretary Gary Gruber the production and distribution of the Manual underwent a complete overhaul. This Manual is now distributed almost exclusively from the SIR website and went from voluntary website distribution to mandatory in 2005. In addition, a strict production protocol was developed which ensures that every page of the Manual has the same look and feel and that changes are identified in a uniform manner.

Thus, THE SIR MANUAL is not the product of any one member or committee, but rather, the sum of the efforts of the members of Sons In Retirement, Incorporated, since its founding. Its provisions reflect the total dedication and intelligence of those members to a most worthy cause.

Edited and revised from the December 2, 1991 version by D. B. Sale 12/31/06

Article 2 - General Provisions (Continued)

RULE 12.

- a. No member is required to participate in State events. However, every member shall be provided an opportunity to do so to the extent that facilities are available on a first come, first served, basis.
- b. This rule is applicable to all State events, including State travel events. It is not applicable to events scheduled for limited segments of the membership such as bowling and golf tournaments, or State sporting events such as SIR Day at the SF Giants or other teams, or to State RV rallies.

(Revised 1/23/07)

RULE 13. Sons In Retirement, Incorporated, and its Branches shall not support, promote or otherwise act to benefit, directly or indirectly, any other entity, cause, or crusade; or any charitable or civic project no matter how worthy, including donations to the Red Cross, blood banks and the like. Speakers at luncheons or other meetings of the Branch or State shall be made aware of this position so as to avoid any semblance of soliciting contributions or business, or endorsing any political, religious or ideological concepts. SIR groups composed exclusively of active SIR members that provide entertainment to others may appear before other than SIR groups so long as their main objective of the appearance is recruiting.

Actions prohibited by this rule shall include, among other things:

- a. Inclusion of material referred to above in Branch bulletins or distributing or making available such literature at Branch or State meetings or events.
- b. Solicitation of business or solicitation for volunteers, collection or distribution of funds, materials or other assistance by any person or persons at any luncheon or other meeting of the Branch or State.
- c. Inclusions of statements, displays or other verbal or graphic material referred to above at luncheons and other meetings or events of the Branch or State.
- d. The lending of credit by means of holding harmless or pledging indemnification or the like to insure another entity against losses, liabilities, fees, taxes, or other obligations arising, in whole or in part, because of that entity's actions or omissions.

Subdivisions a, b and c above do not apply to acts necessary to promote an authorized activity which is directly related to the fulfillment of the purposes and objectives of Sons In Retirement, Incorporated. This includes State events such as SIR Day at the Giants, Oakland A's, Golden State Warriors and Sacramento River Cats. Acknowledgement of gratuitous printing of Branch bulletins and rosters is permitted subject to the limitations contained in Rules 178 and 271.

(Revised 11/15/05)

RULE 14. Alcoholic beverages may be served or provided, whether or not for compensation, only when there is full compliance with all federal, state and local laws, rules or regulations.