



**BUSINESS
PROFESSIONALS
of AMERICA**

**Giving Purpose
to Potential**

National Officer Removal of Office Form

If elected as a National Officer, it is important that you take your role very seriously and ensure that you stay active and on top of your assigned duties and tasks throughout your entire term. Should you not remain an active team member and / or fail to complete your assigned duties, you may be removed from office without notice based on the criteria outlined below.

A National Officer may be declared "**Inactive**" and risk removal of office for:

1. Failure to attend the NLC installation ceremony for any reason other than an emergency or medical episode.
2. Failure to attend required National Officer meetings.
3. Failure to satisfactorily carry out assigned responsibilities.
4. Failure to meet required deadlines.
5. Failure to maintain timely communications with the National Officer Coordinator, Executive Council Team or BPA National staff.

A National Officer may be removed immediately from office for:

1. Failure to adhere to the *BPA Member Code of Conduct* and / or *National Officer Code of Conduct*.
2. Failure to adhere to National BPA Policy and Procedures, including:
 - a. Code of Regulations
 - b. Policies and Procedures Manual
 - c. Secondary or Post-secondary Division Bylaws
 - d. National Officer Candidate Handbook

Printed Name: _____

Date: _____

Signature: _____