

**CHANGE-OF-WATCH – SQUADRON & DISTRICT**

(was # 428-1) APPROVED BY FALL CONFERENCE, REVISION “1“, DATE 11/6/2004

These procedures are for:

A The district commander conducting a squadron Change-of-Watch.

OR

B. The national commander (Chief Commander), or his representative, conducting a district Change-of-Watch.

These procedures are Page 2 and Page 3.

PLEASE NOTE

SQUADRON COMMANDERS AND DISTRICT COMMANDER

This form should be filled out by the Squadron, or District Commander, so that he/she will be aware of the procedure and the names of the persons involved in the election and installation ceremony.

A copy of this form should be given to the District Commander, or the USPS Commander, for his/her use at the Change-of-Watch ceremony.

**CONDUCTING A SQUADRON OR DISTRICT CHANGE-OF-WATCH**

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The OUTGOING COMMANDER will conduct the election of new officers, etc., as follows:

1. "Call for the report of the Nominating Committee" \_\_\_\_\_  
(chm. NOM COM)
2. "Have any additional nominations, properly signed, been submitted to the Secretary" \_\_\_\_\_  
(secretary)
3. "If there are no additional nominations, I will entertain a motion to elect those names submitted by unanimous vote" \_\_\_\_\_  
      .....ask for a second to the motion (squadron or district ccommander)  
      .....ask for the vote YES..... NO      (MOTION PASSED, OR FAILED)
4. THE OUTGOING CDR. –  
      "I discharge my bridge, all other elected committee members, and all appointed chairmen and committeemen, so that the incoming commander, and his bridge may select members to round out the organization."  
  
      "I will ask the present secretary to continue with the minutes of this meeting nd turn them over to the new secretary at the first executive meeting, or before if convenient."  
  
      "I now turn this meeting over to the DISTRICT COMMANDER ( OR THE USPS CHIEF CDR OR HIS REPRESENTATIVE) who will install the newly elected officers and committeemen. "

THE DISTRICT COMMANDER, OR HIS REPRESENTATIVE, TO CONDUCT THE INSTALLATION

THE CHIEF COMANDER, OR HIS REPRESENTATIVE, TO CONDUCT THE INSTALLATION

1. "I now dismiss Commander \_\_\_\_\_ from the bridge of the \_\_\_\_\_ squadron (or District 31)"
2. "Will \_\_\_\_\_ please come forward"  
(incoming commander name)  
  

( USE THE LONG PLEDGE HERE - SEE PAGE 3 FOR THE TEXT )
3. "Will the new commander assemble his bridge, and all newly elected committeemen, (and newly elected members of the Executive Committee if a squadron COW)"  
  

( USE THE SHORT PLEDGE HERE – SEE PAGE 3 FOR THE TEXT )
4. "Will the new commander come forward" (he is presented with the gavel of office and the commanders flag)"
5. "I present to the membership our newly elected commander \_\_\_\_\_ and his first mate \_\_\_\_\_"  
(his/her name) (if applicable)

THE INCOMING COMMANDER – He will then present the officer flags to the bridge members who are new and have not previously received a flag.

He will then present the PC (or P/D/C) flag to the outgoing commander

He will make his incoming talk about the coming year.

A gift is presented to the D/Ca and his wife (or to the USPS Cdr and his wife)

CALL FOR OLD BUSINESS  
CALL FOR NEW BUSINESS  
ANY LATE ANNOUNCEMENTS  
ADJOURNMENT OF THE SQUADRON (DISTRICT) MEETING

**(SEE PAGE 3 FOR THE LONG AND SHORT PLEDGE TEXTS)**

**CONDUCTING A CHANGE-OF-WATCH , SQUADRON OR DISTRICT**

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**THIS CEREMONY SHOULD BE COMPLETED PROMPTLY**

Long pledge for incoming commander

Short pledge for bridge & committeemen

Commander \_\_\_\_\_

Ladies and Gentlemen, please raise your  
Right hands and repeat after me:

Will you please rise to take the oath of office.

I do solemnly pledge myself  
To perform faithfully and impartially  
The duties of the office  
Which I am about to assume.

You have been selected by members of the  
\_\_\_\_\_ Squadron (or D31)  
to take command for the coming year. This  
selection indicates confidence in your ability and  
obligations. I ask you to take the following pledge,  
raising your right hand and repeating after me ----

(Congratulations to all and shake hands  
with all the newly elected)

I do solemnly promise that I will serve  
The \_\_\_\_\_squadron (or D31)  
Faithfully as commander  
By always keeping in mind  
The best interests of the organization \*\*\*

That I will conduct our meetings  
In a dignified, impartial manner  
Striving to uphold the standards  
As established by the squadron(district)  
And improving them  
As I see the need and opportunity \*\*\*

That I will accept the responsibility  
To the best of my ability  
Of seeing that my officers and committeemen  
Carry out their designated assignments \*\*\*

And that I will bear in mind  
That it is my responsibility  
To give careful consideration  
To the desires of the members  
Provided they are not contrary  
To the best interests of our organization  
And are not in conflict with the bylaws  
Of the United States Power Squadrons.

(Congratulation and shakes the hand of  
the incoming commander (Sq. or D31)