

## **G. POLICY AND PROCEDURES FOR MERGING SECTIONS**

**The AOAC INTERNATIONAL Board of Directors will consider granting a request to merge AOAC Sections when the following conditions have been met:**

- A. Two Sections mutually agree to join together to form one Section.
- B. A Section requests to expand their geographic boundaries to include an area that is currently part of an inactive Section.

### **1) For Sections that mutually agree to merge...**

Written documentation must be forwarded to the Manager of Section Programs. The document should include details regarding the merger, updated bylaws, and signatures of the current Section Presidents.

After the written request is received, the Manager of Section Programs will forward the request to the Committee on Sections, then to the Board of Directors for final approval.

The Manager of Section Programs will contact the officers of the Section Executive Committees to inform them of any Board of Directors decisions.

### **2) For an active Section and an inactive Section to merge...**

Written documentation must be forwarded to the Manager of Section Programs. The document should include details regarding the merger, updated bylaws and signatures of the active Section's Executive Committee officers.

After the written request is received, the Manager of Section Programs will forward the request to the Committee on Sections, then to the Board of Directors for final approval.

The Manager of Section Programs will contact the officers of the Section Executive Committee to inform them of any Board of Directors decisions.