

HOW TO WRITE & SUBMIT AMENDMENTS TO THE PLATFORM AND RULES COMMITTEE

HOW TO WRITE & SUBMIT RESOLUTIONS

Section 12.1.2 of the Bylaws of the O'ahu County Democrats provides that the business and purposes of the County's Annual Convention in even-numbered years shall be limited to and dedicated to the following work relating to the State Party, but County work as listed in 12.1.1 b & c may also be considered as time permits:

- Elect the County Representatives to the SCC;
- Consider and vote on proposals for the State Biennial Convention to amend the DPH Constitution, Bylaws, and Platform; and
- Consider and vote on resolutions addressing State-wide, National, or International policies that can be proposed to the delegates of the DPH Biennial Convention on behalf of O'ahu County Democrats

STEP 1:

Find and review the Platform, Constitution, Bylaws, and Resolutions on the Democratic Party of Hawaii website: <https://www.hawaiidemocrats.org>

STEP 2:

Follow these submission format requirements and rules :

O'ahu County Convention Standing Rule 5:

A. The proposers of all platform planks, bylaw amendments, and resolutions shall submit proposals in a Microsoft Word compatible format (8.5" by 11"), using Arial 10 font, with one inch margins on all sides. Resolution proposals shall be no longer than one page. Each proposal submitted to the Platform Committee is limited to one platform plank. Each proposal shall be submitted by e-mail to the appropriate committee. Convention Committee emails are listed in the table below.

B. Email Submissions should include the following information in its subject line: 2024 OCD Convention "TYPE OF DOCUMENT," where the words "TYPE OF DOCUMENT" should be replaced with one of the following words: Resolution, Platform, or Rules. The body of the email should include the following information: type of document (Resolution, Platform Plank, Constitution or Bylaws Amendment), the title of the document, name of moving Delegate, and the software program (For example: Microsoft Word) used for submission.

1. Please see the "County Resolutions Template Sample 2024" below for a sample and instructions on writing new resolutions.
2. For your convenience, use the "Convention Amendment Form" found at the end of this document to write and submit Platform, Rules, and Resolution amendments.

C. All submissions of proposed resolutions, platform planks, and rules amendments must be received before 4:30 PM pm on March 22, 2024. Email each submission to:

- Platform: platform@oahudemocrats.org
- Rules: rules@oahudemocrats.org
- Resolutions: resolutions@oahudemocrats.org

Resolutions:

The Resolutions Committee will accept and consider resolutions addressing State-wide, National, or International policies that can be proposed to the delegates of the DPH Biennial Convention on behalf of O'ahu County Democrats. Resolutions, submitted in the prescribed format by the deadline, will be accepted and evaluated based on the following criteria, in priority order.

Resolutions:

1. Submitted by elected officials who are Democrats.
2. Originating from a standing committee of the OCC.
3. Resolutions thanking a person or organization external to the OCC for supporting the Work of the OCC.
4. From any O'ahu County Democrat provided that the resolution is addressed to State-wide, National, or International policies and does not conflict with the platforms or resolutions of the Democratic Party of Hawaii or the Democratic National Committee.

D. All submissions must be supported by another member as a second which must be verified by a separate email to the respective committee email within the submission deadline.

E. Submissions not recommended by the designated convention committee must be included in their report but shall only be considered at convention after all the recommended proposals have been considered and only if a 2/3rds vote of the delegates approves consideration. The motion to consider a proposal not recommended by the designated committee shall be undebatable.

F. No floor submissions will be considered on the day of the Convention except for Courtesy Resolutions, at the discretion of the Chair.

Rule 6. Proposed Changes to the Democratic Party of Hawai'i Constitution and Bylaws shall:

- A. State the section and subsection of the Constitution or Bylaw proposed to be amended.
- B. State the Constitution or Bylaw provision again with changes, additions, or deletions set forth in Ramseyer format, i.e., strikethrough deletions and underline words to be added or inserted.

EXAMPLE:

This section is being stricken. This section is being inserted. This section is not being changed.

C. State the rationale for the proposed change.

D. If the proposal affects other sections of the Bylaws, identify those sections and state the appropriate changes.

E. The proposers of all constitution and bylaw amendments shall submit proposals in a Microsoft Word Compatible format (8.5" by 11"); using Arial 10 font, with one-inch margins on all sides. Each proposal shall be submitted by e-mail to the Convention Rules Committee. The Rules Committee email is listed in the table above. Submissions will only be accepted by email and should be submitted as described in Rule 5.B, above with "Bylaws" used as, "TYPE OF DOCUMENT".

F. All submissions must be supported by another member as a second which must be verified by a separate email to the respective committee email within the submission deadline.

G. Submissions not recommended by the designated convention committee must be included in their report but shall only be considered at convention after all the recommended proposals have been considered and only if a 2/3rds vote of the delegates approves consideration. The motion to consider a proposal not recommended by the designated committee shall be undebatable.

H. No floor submissions will be considered on the day of the Convention.