



Nova Scotia/Nunavut Command
The Royal Canadian Legion

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All Branch Mail Out #21 - 2017

Date: May 8, 2017

To: NS/NU Command Branches
NS/NU Zone Commanders
NS/NU Executive Council
NS/NU Past Presidents
NS/NU Command Staff

From: Service Officers, Ken George and
Stephen Tedford
NS/NU Command, RCL

Subject: Annual Branch Service Officer Training
Agenda and reminder

Message: Comrades: please be reminded that the **deadline for Registration is Friday May 12, 2017. There must be a minimum of 12 registered to hold a seminar.**
Please see attached 2017 Annual Branch Service Officer Training Seminar Agenda

**ROYAL CANADIAN LEGION
NOVA SCOTIA/NUNAVUT COMMAND
2017 ANNUAL BRANCH SERVICE OFFICER TRAINING SEMINAR**

Arras BR. 59, 294 Main St. Antigonish, NS B2G 2C4 (902) 863-4436
Saturday, June 3RD, 2017

Digby BR. 20, 92 Mount St. Digby. NS B0V 1A0 (902) 245-4070
Saturday, June 17th, 2017

AGENDA

1 – RCL - Nova Scotia Command:

- Service Officers: Comrade Steve Tedford in Antigonish
Comrade Ken George in Digby
- Executive Director Comrade Valerie Mitchell-Veinotte

2. Operational Stress Injury Social Support

- Guest speaker

0900..... Registration
0930 - 0945..... Opening Remarks and Admin.
0945 - 1045..... Operational Stress Injury Social Support (OSISS)
1045 - 1100..... Break
1100 - 1200..... Benevolent Fund, Poppy Fund and the RCN Benevolent Fund
1200 - 1300..... Lunch
1300 - 1430..... Branch Service Officer training
1430 - 1445..... Break
1445 - 1545..... Branch Service Officer training
1545 - 1600..... Wrap up, acknowledgements and surveys

Branch Service Officer training will cover:

- Duties and Responsibilities of the Command Service Officer**
- Duties and Responsibilities of the Branch Service Officer**
- RCL Claim Application Forms**
- Veterans Affairs Canada forms**
- Veterans Affairs Canada VIP Program**
- The Last Post Fund**