

SOCIETY OF SAINT VINCENT DE PAUL
National Council of Canada

Committee Terms of Reference

- Committee Name:** **National Emergency Relief Committee**
- Type:** Standing
- Goals:** To assist Councils and Conferences in the provision of financial and other types of assistance when a disaster occurs in Canada.
- Membership:** - National Council President (ex officio)
 - Chairperson is a member of the Executive Committee, appointed by the National Council President
 - The Presidents of the Regional Councils nominate their area representatives.
- Meetings:** As required during emergency relief assistance, and at the Annual General Assembly.
- Responsible to:** the Executive Committee
- Reporting & deadlines:** According to tasking.
 - Report of activities at each National Executive Committee, and at the Board of Directors meeting, as required when a disaster occurs.
 - To the Voting members at the Annual General Assembly
- Specific duties, functions or areas of responsibility:**
- a) To determine National disaster relief efforts in co-operation with provincial and/or local representatives.
 - b) To provide assistance to Conferences/Councils in the area affected by the disasters, as directed by the National Council President
 - c) To submit progress reports to the National Council President during the disaster.
 - d) To represent the Society, as directed, to forum/conferences or other types of activities related to emergency relief.
- Approval/Review date:** Annual review.
- Board of Directors approval: May 2004
- Revised: To be submitted to Board (May 2007).