

## Unit Election Backdating Calendar

	<b>TASK</b>	<b>COORDINATOR</b>	<b>DAYS BEFORE ELECTION</b>	<b>DATE TO DO</b>	<input checked="" type="checkbox"/>
<b>1</b>	Set date of troop/team election, in coordination with lodge/chapter	OA Rep & Chapter/Lodge Chief	-60		<input type="checkbox"/>
<b>2</b>	Begin promotion of the election to the troop/team	OA Rep	-45		<input type="checkbox"/>
<b>3</b>	Follow up with lodge/chapter, ensure that an election team will be present	OA Rep & Chapter/Lodge Chief	-30		<input type="checkbox"/>
<b>4</b>	Call Patrol Leaders, make sure that all troop/team members are present	OA Rep & Patrol Leaders Council	-7		<input type="checkbox"/>
<b>5</b>	Re-follow up with lodge/chapter, ensure that an election team will be on hand	OA Rep & Chapter/Lodge Chief	-7		<input type="checkbox"/>
<b>6</b>	Hold election	Unit Elections Team	0		<input type="checkbox"/>
<b>7</b>	Send completed unit election form to Lodge/Chapter	OA Rep & Scoutmaster	+2		<input type="checkbox"/>
<b>8</b>	Ensure that all candidates in the unit are present for the call-out ceremony	OA Rep & Patrol Leaders Council			<input type="checkbox"/>
<b>9</b>	Ensure that all candidates in the unit are registered for the Ordeal	OA Rep & Chapter/Lodge Chief			<input type="checkbox"/>
<b>10</b>	Ensure that troop/team has Elangomats at Ordeal for candidates	OA Rep & Chapter/Lodge Chief			<input type="checkbox"/>
<b>11</b>	Provide transportation to Ordeal for the candidates and Elangomats	OA Rep Adviser			<input type="checkbox"/>
<b>12</b>	Recognize new OA members at unit Court of Honor	OA Rep & Patrol Leaders Council			<input type="checkbox"/>