

THE NINETY-NINES, INC.
STANDARD OPERATING PROCEDURES

Legislation

Purpose:

To maintain communication with Section Legislation Chairmen to keep informed on legislation and regulations affecting pilots and the aviation industry.

Duties and Responsibilities:

Review aviation-related print and digital publications and communications for mention of changes in laws or regulations, either proposed or already adopted.

Ensure that information and procedures on how to respond to proposed legislation are disseminated to members via The 99s website or official publications such as Headquarters *Straight & Level* and the *99 News*.

Respond to questions from Chapters and Sections after obtaining at least one confirming source on the status of legislation. Use the Notice of Proposed Rulemaking list, new or revised regulations from the FAA, TSA and/or the Congressional Record for the most current status.

Provide reports to the International Board, as requested and as necessary for timely dissemination via the Board of Directors' "talking points" at Section meetings.

Submit an annual report to Headquarters for the Annual General Meeting packet.