



Department of Hawaii General Orders # 003

Series 2024-2025

September 3, 2024

1. Commander's Moment:

Talofa Comrades,

As we continue the momentum we began in June, let's keep up the energy as we head into the fall season. I encourage you to actively promote our Youth Education programs, including:

- Patriot's Pen (PP): The 2024-2025 theme, chosen by the VFW Commander-in-Chief, is "My Voice in America's Democracy?" The student entry deadline is October 31, 2024.
- Voice of Democracy (VOD): The 2024-2025 theme is "Is America Today Our Forefathers' Vision?" The student entry deadline is October 31, 2024.
- Smart/Maher VFW National Citizenship Education Teacher Award: The entry deadline for 2024-2025 is October 31, 2024.

It is vital to emphasize the importance of growing our membership to ensure that we remain the premier Veteran Service Organization, continuing our influence in Congress and on legislation impacting Veterans' Affairs and their benefits. We must reach out to our fellow veterans, ensuring they have the opportunity to join in fellowship with their comrades and participate in the many programs the VFW offers to enhance camaraderie, support, and community service. I encourage each of you to reach out to your community and neighbors and make it a priority to bring a veteran to your next Post meeting. This is where the magic of fellowship and membership begins!

Additionally, our next Council of Administration (COA) meeting is scheduled for September 21, 2024, at 09:00 at the OVC in Salt Lake. For our members on the neighbor islands, we will provide a Zoom link for you to join.

We are also excited to host the 2024 Western Conference from October 31 to November 3. I urge all VFW Hawaii members to support this event and extend your warm hospitality (Hookipa) to our mainland comrades. I guarantee it will be a "Spooktacular" time!

Stay healthy, stay happy, and always be ready to assist a veteran in need!

Fa'afetai Tele Tofa Soifua,

*Benedict Lui Lea'ana Fuata
Veterans of Foreign Wars
Department of Hawaii Commander*

Polynesian Pride ~ "Where Veterans Matter Most!"

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2. Complete Transparency ACT (CTA) Overview:

The Complete Transparency Act (CTA) is a part of the 2020 Anti-Money Laundering Act and went in effect on January 1, 2024.

How It Applies to Departments and Posts:

- **Annual Filing Requirement:** All Posts must file Form 990 with the IRS each year to maintain tax-exempt status and ensure transparency in financial operations.
- **Timely Filing:** Ensure Form 990 is filed on time every year.
- **Fraud Reporting:** Report any fraud promptly to uphold transparency and accountability.
- **Legal Consultation:** Seek legal advice if needed to comply with regulations.

Inspection Reminder:

Department Inspectors will verify that Form 990s are up to date during their review of Quartermaster records.

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3. Post Service Officer (PSO) Update:

Effective Immediately:

- **Duties:** The Post Service Officer (PSO) must perform their duties according to the VFW Guide for Post Service Officers. A new edition of this guide is pending distribution.
- **Advisory Role:** The PSO is responsible for informing Post members, their families, and survivors about local community benefits and services.
- **Federal Benefits:** The PSO should direct individuals seeking assistance with Federal benefits to their Department Service Officer.
- **Accreditation:** PSO's are not accredited and therefore are not authorized to prepare or submit claims for VA or other Federal benefits
- **Use the following link to get more information about the Post Service Office:**

<https://www.vfw.org/my-vfw/vfw-training-and-support/post-service-officers>

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4. Upcoming Events:

Per a request at the July 2024 COA, here are some upcoming events for members. Please note this is not an all-inclusive list:

- **20 September at 1000:** POW/MIA Ceremony at Punchbowl
- **21 September at 0900:** COA Meeting at OVC
- **9 October at 1030:** Services for U.S.S. Oklahoma Sailor BOCK at Punchbowl
- **31 October – 3 November:** Western Conference at Ala Moana Hotel
- **11 November: Veterans Day**
 - **0700 at WWII Memorial**
 - **0730 at Korean/Viet Nam Memorials**
 - **0830 at Punchbowl OVC**
- **16 November at 0900:** Training Day for QMs, Adjutants, and Commanders at OVC
- **7 December:** Pearl Harbor Remembrance Day
- **8 December at 0900:** Auxiliary COA at OVC
- **14 December at 0900:** VFW COA at OVC
- **7 February 2025:** Homecoming for Fuata and Shiroma
- **8 February 2025 at 0900:** COA Meeting at OVC
- **8 February 2025 at 1100:** Luncheon for Teacher, VOD and Patriot Pen Winners
- **12 April 2025 (Date TBD):** Training Day for Service Officers, QMs, Adjutants, Senior Vice Commanders, and Commanders
- **18 April 2025:** Ernie Pyle 80th Anniversary at Punchbowl

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■ **26 May 2025:** Memorial Day

- 0700 at WWII Memorial
- 0730 at Korean/Viet Nam Memorials
- 0830 at Punchbowl Mayor's

■ **12-15 June 2025 Department Convention** at Kilauea Military Camp, Big Island

5. Post Inspection Schedule:

In an effort to complete all inspections in a timely manner the Department Inspection team will visit Posts to inspect books during your meetings. The Inspector will need an hour dedicated time after the meeting with the Adjutant/Quartermaster. Commanders have your Post prepared. The Quartermaster's and Adjutant's books and records will be inspected. The Inspector will be at your meeting at the time listed below, if it is incorrect contact the Inspector with the correct information. Post Inspections are a learning opportunity for the Post. After the inspection, an Inspection Findings Report will be issued to the Post. The report will list any discrepancies found and recommended corrective actions to be taken. Post Commanders are responsible to keep Department informed of the status of the corrective actions taken.

Use the following link to download a blank copy of the Post inspection Form.

[Post Inspection Form Fillable](#)

■ **September:**

- Post 352 Inspector Randy Grant 1600, September 14, 2024 at Leilehua Golf Clubhouse
- Post 3850 Inspector George Barlett 1300, September 22, 2024 at Post Home
- Post 3855 Inspector George Barlett 1730 October 24, 2024 Kauai Veterans Center Date
- Post 2875 Inspector George Barlett 0930, September 28, 2024 at the OVC

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■ **October:**

- Post 3830 Inspector George Barlett 1700 October 3, 2024 at Post Home
- Post 8616 Inspector George Barlett 0900, October 5, 2024 at Waikiki Elks
- Post 849 Inspector Randy Grant 1800, October 9, 2024 at Pilila'au Army Recreation Center
- Post 970 Inspector Randy Grant 1900, October 10, 2024 at OVC
- Post 12122 Inspector George Barlett October 12, 2024 at Post Home
- Post 3875 Inspector Randy Grant at 0900 October 19 Kamana Senior Center

■ **November:**

- Post 94 Inspector Randy Grant November 2024 at the OVC
- Post 1540 Inspector Randy Grant 1830, November 5, 2024 at Scared Hearts Academy
- Post 3292 Inspector George Barlett 0900 November 2, 2024
- Post 10276 Inspector Randy Grant 1000, November 16, 2024 at OVC
- Post 10154 Inspector Randy Grant 0900, November 16, 2024 at the OVC

■ **December:**

■ **January 2025**

- Post 1572 Inspector George Barlett 1000, January 4, 2025 at Hawaii Plantation Village
- Post 3870 Inspector Norbert Enos 1000 January 11, 2025 at Molokai Veterans Center
- Post 110 Inspector George Barlett 1200, January 24, 2025 at the OVC

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■ **April 2025:**

- Post 3391 Inspector Norbert Enos during Flag Day visit

6. Post Bond & Trustee Report Deadline:

- **Bonding Requirement:** All individuals authorized to sign Post checks or responsible for Post property must be bonded. Bonds are valid from September 1, 2024, through August 31, 2025. Please submit one bond form per person along with a check by August 15, 2024. Mahalo.
- **Bonding Details:** Each Officer accountable for funds or property must be bonded with an approved amount and surety as required by the Department. Bond forms and rate sheets will be sent out once received from the Surety company.
- **Trustee Reports:** Post Commanders must submit Trustee Reports of Audit to the Department Quartermaster for the following periods:
 - 4th Quarter: Ending June 30, 2024
 - 1st Quarter: Ending September 30, 2024
 - 2nd Quarter: Ending December 31, 2024
 - 3rd Quarter: Ending March 31, 2025

The final report for the 3rd quarter is due by April 30, 2025. To ensure compliance with the CTA each report must include a copy of the bank statement or other supporting documents.

7. Voice of Democracy & Patriot Pen:

- Posts are to use the Scholars App. A separate email was sent out by Randy Grant the Patriots Pen Chairperson on how to use the Application software. All Posts for VFW Hawaii have been loaded into the application and can receive scholarship applications thru the online system.

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- The deadline for students is October 31, 2024
- The Deadline for Posts judging to be complete and select winners is by November 30, 2024
- The Deadline for submission to the Department is November 30, 2024
- Judging for Department will be completed by January 10, 2025
- Department Entry for National Competition deadline January 15, 2025
- If you have any questions about these programs than please contact Randy Grant at rwgrant65@outlook.com or (808) 347-2936
- **Voice of Democracy Theme:** “Is America Today Our Forefathers’ Vision?”
- **Patriot Pen Theme:** “My Voice in America’s Democracy”

- **Brochures:** Available at the VFW Store:
 - Voice of Democracy
 - Patriot Pen

8. **Temporary Leave of Absence:** Effective August 31, 2024 Adjutant Ronald Lockwood was granted a Temporary Leave of Absence to attend to urgent personal matters.

9. **The following appointment is hereby made:**

Interim Department Adjutant

George Barlett

Post 10154

10. **Western Conference:**

- a. **Dates:** October 31 – November 3, 2024
- b. **Location:** Ala Moana Hotel
- c. **Registration:** Visit our website at vfwhi.org for further information.

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11. Commanders Membership Incentive:

a. Membership Incentive for October 2024

1. \$5.00 for each new or reinstated annual member signed up in October
2. \$10.00 for each new life member signed up in October

12. Commander's Homecoming:

- a. Date: Friday, 7 February
- b. Time: 5:30 to 9:00 p.m.
- c. Location: Natsunoya Tea House
- d. More details will be provided later.

13. This year's COAs are currently scheduled at 0900 at the Oahu Veterans Center:

September 21, 2024

December 14, 2024

February 8, 2025

June 14, 2025

14. National Home: The National Commander-in-Chief and Auxiliary President will dedicate a monument to honor the 100th anniversary. The cost for the memorial is \$85,000. Through various fundraising efforts, over \$54,000 has been raised. Therefore, our VFW National CIC and Auxiliary President have asked each department to contribute a total of \$1200. (\$600 each). The Department of Hawaii Commander and Auxiliary President have each pledged \$100 each, and challenged all VFW Hawaii Posts and Auxiliary to contribute. Any funds raised beyond the \$1200 goal will be directed to the Hawaii House at the VFW National Home. Direct all donations to Department QM Norbert Enos.

15. All-American Posts 2023-2024: Mahalo to Posts 110, 3850, 8616, 10276, and 12138 for

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earning All- American honors.

All-American Post caps can be ordered through the VFW Store. Allow 8-10 weeks for delivery.

- 16. Veterans and Military Support:** Needed for All-American is a minimum donation of \$125.00 by 30 June 2025. Donate via the VMS Donation tab on the Dashboard.

- 17. Buddy Poppies:** ALL poppy orders must be made via Department HQs (QM). Orders must specify, Post number, quantity and type of poppy – traditional, anniversary (25, 50 or 75) or tin tab poppies.

- 18. Elected officers and Committee members:** Any Officer or committee member who fails to pay current annual dues by their anniversary date will forfeit eligibility to hold any office in that administrative year.

- 19. Community Service Reporting:** Post Adjutants are required to submit Community Service Reports on the All-American Dashboard at least monthly. Total money expended, Volunteer Hours, Total Volunteers, Mileage, and Event Explanation is required for each volunteering opportunity. Reports sent into Department will be entered into the Dashboard for the Post.

- 20. Commander, QM and Trustee Guides:** The 2025 editions are available online. Go to vfw.org, MyVFW, Member/Post Resources, Bylaws, Training Forms and Templates, “Elected and Appointed Officers Specific Material”

- 21. 2025 Podium Edition: Bylaws, MOP, and Ritual:** Members may purchase a hard copy through the VFW Store or [download the digital version here for free](#).

- 22. VFW/ SVA Legislative Fellowship:** For 2024-2025, the deadline to apply is 15 September. vfw.org/StudentFellowship.

- 23. Posted office hours for the Department of Hawaii, Headquarters Office** are 1100 to 1500 Monday through Friday. Contact information (808)-946-7250. E-mail



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vfwhawaii@yahoo.com.

- 24. Kapolei CBOC (Community Based Outpatient Clinic) Service Office.** This new office is located at 91-1051 Franklin Roosevelt Avenue Room 1K106. The available hours are 0900-1100 and the telephone number is 808-433-0494.
- 25. Posted office hours for the Department of Hawaii, Service Office,** are 0900 to 1300 Monday through Friday. The Department Service Office is found at TAMC, E-wing Room 1C104, 459 Patterson Road, Honolulu Hawaii 96819. Email- vw.vbahon@va.gov. Office phone (808)-433-0494/0495. ***DO NOT LEAVE any personally identifiable information such as social security numbers as part of any message you leave.***
- 26.** The State Commander, Chief of Staff, Quartermaster, and Adjutant will be informed of all official neighbor island trips.
- 27.** The State Commander, National Council-member, State Adjutant and Chief of Staff will be cc'd on all reports sent to National or sent for further distribution.

By Direction of:

Ben Fuata.

State Commander

OFFICIAL:

George Barlett
State Adjutant