

# POKAGON BAND OF POTAWATOMI INDIANS

## LAWS MAINTENANCE CODE

### Section 1. Secretary's Responsibilities

The Secretary of the Pokagon Band of Potawatomi Indians shall be responsible for administering this Code.

### Section 2. Laws Encompassed

This Code shall apply to all laws, procedures, and bylaws adopted or enacted by the Tribal Council of the Pokagon Band of Potawatomi Indians, whether designated "Code," "Ordinance," "Bylaw," "Procedure," or other designation.

### Section 3. Original Laws Appended to Certified Tribal Council Resolutions

Every law that is enacted by the Tribal Council of the Pokagon Band of Potawatomi Indians shall be appended to a written resolution of the Tribal Council, with a certification, signed by the Chairperson and Secretary, in the following form:

**CERTIFICATION:** We do hereby certify that the foregoing Resolution with the attached \_\_\_\_\_ [*name and number of code*] was presented and voted upon with a vote of \_\_\_ in favor, and \_\_\_ opposed, \_\_\_ absent, and \_\_\_ abstaining at the Tribal Council meeting held on the \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [*year*].

### Section 4. Numbering of Laws

Each enacted law of the Band shall be consecutively numbered in accordance with the year of enactment with a designation as follows:

**Pokagon Code No.** \_\_\_\_\_ [*number*] - \_\_\_\_\_ [*year*]

For laws enacted prior to this Laws Maintenance Code, as well as this Code, the Secretary shall review and confirm the enactment dates of such laws and affix the proper designation to such laws.

### Section 5. Maintenance and Index of Enacted Laws

The Secretary shall maintain each enacted law of the Band in chronological order, with the respective original resolution of the Tribal Council enacting each law, in loose-leaf binders. At the front of each binder, there shall be a Table of Contents setting forth the name of each law and its corresponding code number in accordance with Section 4, and each law shall have a corresponding binder tab referencing its code number.

## **Section 6. Repealed or Amended Laws**

The Table of Contents referred to in Section 5 shall specify those laws that have been repealed or amended, in whole or in part, by setting forth the words “Repealed” or “Amended” next to the affected law, together with a reference to the Resolution of the Tribal Council that has repealed or amended the law.

Resolutions of the Tribal Council that amend or repeal any law of the Band encompassed by this Code shall be maintained with the Band’s laws in accordance with Section 5. Each such resolution shall be referenced in the Table of Contents described in Section 5 by date and by describing the law repealed or amended in the following form:

Resolution of \_\_\_\_\_ [day and month], \_\_\_\_\_ [year], Amending/Repealing  
\_\_\_\_\_ [name of code and code number].

## **Section 7. Distribution of Certified Copies of Laws**

Until such time as the Band enacts a law for the codification and publication of its laws, the Secretary shall provide certified copies of any law of the Band to any person who requests a copy and may charge a reasonable fee for copying and certification.

The Secretary’s certification shall be set forth on each separate page that is copied and distributed in the following form:

**True Copy, Attest,** \_\_\_\_\_ [signature of Secretary],  
Secretary, Pokagon Band of Potawatomi Indians this \_\_\_\_\_ day of  
\_\_\_\_\_ [month], \_\_\_\_\_ [year], \_\_\_\_\_.

The Secretary shall not distribute copies the laws of the Band without the above-referenced certification.

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### LEGISLATIVE HISTORY

THE “LAWS MAINTENANCE CODE” WAS ENACTED ON SEPTEMBER 3, 2002 BY ADOPTION OF TRIBAL COUNCIL RESOLUTION NO. 02-09-03-02.