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## PREFACE

The Pennsylvania FBLA Policy/Leadership Handbook has been developed to provide local chapters with guidelines relative to the operation of the Future Business Leaders of America on the local, regional, state, and national levels. Hopefully, this information will assist advisers and members to meet and discharge obligations promptly and easily.

*Advisers, as well as local chapter officers,* should study this handbook in order for them to become acquainted with the total program and be better prepared for their responsibilities. Informed student leaders will be able to make more appropriate decisions in guiding the chapter.

This handbook is to be used in conjunction with the National Chapter Management Handbook. Advisers should appoint certain members to be responsible for the content of the National Chapter Management Handbook.

**The material in this Pennsylvania FBLA Policy/Leadership Handbook, approved by the Pennsylvania FBLA Board of Directors, is considered Board policy.**

Appreciation is expressed for the assistance of many FBLA advisers who made excellent recommendations in the revision of this publication and who will continue to provide additional opportunities for students enrolled in business-related courses to meet the challenges of a modern technological world in their present and future lives.

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