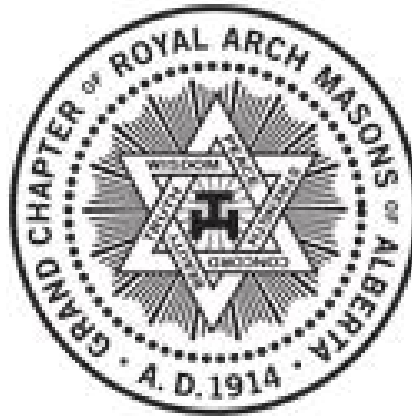


**CONSTITUTION
and
REGULATIONS
of the
Grand Chapter
of
Royal Arch Masons
of Alberta**



**As adopted at the ninety-seventh Annual Convocation held in Camrose, Alberta
on May 14th, A.I. 2541, A.D. 2011 with amendments to May 9th, A.I. 2545, A.D. 2015.**

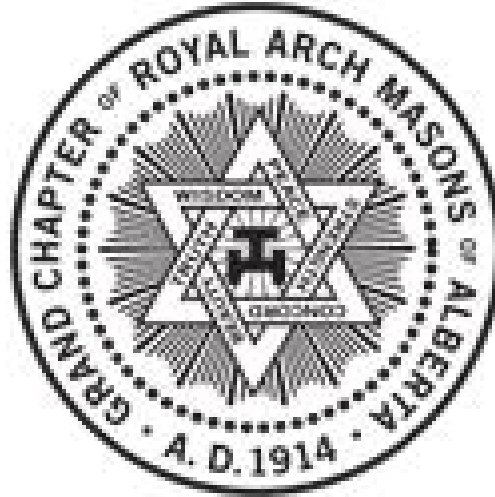
CONSTITUTION

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THE CONSTITUTION OF THE GRAND CHAPTER OF ROYAL ARCH MASONS OF ALBERTA

ARTICLE 1 NAME AND STYLE

- 1.1 The name of this Grand Chapter shall be:
“**The Grand Chapter of Royal Arch Masons of Alberta**”.
- 1.2 The Seal of the Grand Chapter is as represented below:



ARTICLE 2 DEFINITIONS

The following definitions shall apply to the Constitution and Regulations:

- 2.1 “**Chapter**” means any Chapter of Royal Arch Masons or Lodge of Most Excellent Masters or Lodge of Mark Master Masons meeting within the jurisdiction and holding a warrant or dispensation from Grand Chapter.
- 2.2 “**Constitution**” means the constitution of the Grand Chapter.
- 2.3 “**Grand Chapter**” means Grand Chapter of Royal Arch Masons of Alberta as incorporated by the Royal Arch Masons Act (~~the Act~~).
- 2.4 “**Mason**” means any Royal Arch Masons or Most Excellent Masters or Mark Master Masons Resident within the jurisdiction whether or not he is a member of a Chapter of Royal Arch Masons or Lodge of Most Excellent Masters or Lodge of Mark Master Masons meeting within the jurisdiction and any Masons who is a member of a Chapter whether or not they reside within the jurisdiction.
- 2.5 “**Notice**” means written notice.
- 2.6 “**Regulations**” mean the regulations passed pursuant to the Constitution.

- 2.7 **“Warrant”** means a warrant or charter granted by Grand Chapter.
- 2.8 **“Work”** means that body of ritual as prescribed, published and from time to time revised by Grand Chapter.
- 2.9 **“quorate”** means there is the minimum number of members present, necessary to pass a motion.
- 2.10 **“majority”** means fifty percent plus one of those members in attendance and entitled to vote.

ARTICLE 3 **JURISDICTION**

- 3.1 Grand Chapter has jurisdiction throughout the Province of Alberta and that part of the Northwest Territories and Nunavut which lie to the west of the 4th meridian over all Masons and Chapters with final power and authority to enact laws, rules and regulations for their government and administration.

ARTICLE 4 **COMPOSITION OF GRAND CHAPTER**

- 4.1 Grand Chapter shall consist of;
- 4.1.1 Every Mason who has received the RAM Degree and is a member in good standing of a Chapter within the jurisdiction.
- 4.1.2 Such persons as are made Honorary Members in accordance with the Regulations.

Qualification, Election, Appointment and Removal of Officers

- 4.2 The officers of Grand Chapter with their official designation, title and order of precedence are as follows:
- 4.2.1 The Most Excellent, The Grand Z.
The Right Excellent, The Grand H.
The Right Excellent, The Grand J.
- 4.2.2 The Right Excellent, The Grand Superintendents of Districts, in numerical order.
- 4.2.3 The Right Excellent, The Grand Treasurer.
The Right Excellent, The Grand Scribe E.
The Right Excellent, The Grand Scribe N.
The Right Excellent, The Grand Principal Sojourner.
- 4.2.4 The Very Excellent, The Grand Registrar.
The Very Excellent, The Grand Chaplain.
The Very Excellent, The Grand Lecturer.
The Very Excellent, The Grand Historian.
The Very Excellent, The Grand Senior Sojourner.
The Very Excellent, The Grand Junior Sojourner.
The Very Excellent, The Grand Sword Bearer.
The Very Excellent, The Grand Director of Ceremonies.
The Very Excellent, The Grand Organist.
The Very Excellent, The Grand Pursuivant.
The Very Excellent, The Grand Webmaster.
The Very Excellent, The Grand Tyler.
The Very Excellent, Assistant Grand Officers appointed under 4.2.4.

- 4.2.5 All Past Officers of Grand Chapter shall rank next in order to the present officers of the same rank.
- 4.3 No person shall be entitled to past rank in any office in Grand Chapter until he has first served a full term in such office, or such shorter period as Grand Z may allow, and Grand Z has certified that he has performed the duties of his office in a faithful and satisfactory manner.
- 4.4 A Mason affiliating from a Chapter in a jurisdiction recognized by Grand Chapter shall retain the rank held prior to the affiliation.
- 4.5 The officers of Grand Chapter shall be elected or appointed annually and shall hold office until their successors have been duly elected or appointed and installed or invested.
- 4.6 Unless otherwise permitted herein, no person may be elected or appointed to more than one office in any given year.
- 4.7 The officers referred to in 4.2.1 and 4.2.3 shall be elected by secret ballot in accordance with the Regulations.
- 4.8 No person shall be elected to an office referred to in 4.2.2 unless he is a member of a Chapter in the District for which he is elected and is a Past Z of any Chapter whether within the District or not and shall be elected in accordance with the Regulations.
- 4.9 The officers referred to in 4.2.4 shall be appointed by the Grand Z forthwith upon his installation.
- 4.10 In the event that the holder of an elected Grand Chapter office dies, leaves the jurisdiction to reside elsewhere, resigns, or becomes incapable for any reason of performing the duties of his office, (the determination of which inability shall be in the sole discretion of the Grand Z) his duties, powers and prerogatives shall be assumed and exercised by a past holder of that office in order of seniority.
- 4.11 In the event the holder of an appointed Grand Chapter office dies, leaves the jurisdiction to reside elsewhere, resigns, or becomes incapable for any reason of performing the duties of his office, (the determination of which inability shall be in the sole discretion of the Grand Z) the Grand Z shall as soon as practicable appoint a replacement.
- 4.12 The holder of an appointed office holds office at the will of the Grand Z.
- 4.13 Except as the result of the trial of an office pursuant to Article 7, the holder of an elected office may be removed or suspended from office by Grand Z only for cause and such removal or suspension must be ratified at the next Annual Convocation.

Convocation

- 4.14 Grand Chapter shall meet in Convocation.
- 4.15 An Annual Convocation shall be held on the Friday preceding the second Saturday of the month of May at such time and place as shall be fixed by the previous Annual Convocation.
- 4.16 An Emergent Convocation may be called;
- 4.16.1 By Grand Z.

- 4.16.2 By the Z's of seven Chapters by notice in writing to the members of Grand Chapter, such notice to specify the date, time and place of the Emergent Convocation provided not less than 15 clear days from the date of the notice and including the reason for calling the Emergent Convocation. No business other than that stated in the notice shall be transacted at that Emergent Convocation.
- 4.17 A Convocation is quorate in the presence of a principal from one third of the Chapters.
- 4.18 Every member of Grand Chapter other than the Grand Tyler and all Honorary Members, are entitled to vote at Convocation.
- 4.19 To better enable it to carry out its authority and jurisdiction Grand Chapter shall have the following powers;
- 4.19.1 To adopt, amend and revise the Constitution and Regulations.
- 4.19.2 To grant or revoke a warrant in accordance with the Regulations.
- 4.19.3 To elect, install and invest Grand Chapter officers and members of the Executive Committee.
- 4.19.4 To appoint annually a Chartered Accountant, Certified General Accountant or Certified Management Accountant as Auditor of Grand Chapter.

Executive Committee:

Duties

- 4.20 The Executive Committee shall administer the affairs of Grand Chapter. Without restricting the generality of the foregoing, the Executive Committee shall have the following powers:
- 4.20.1 To formulate and submit to Grand Chapter at its Annual Convocation for approval, an annual budget.
- 4.20.2 To administer the budget after approval by Grand Chapter.
- 4.20.3 To supervise all investments and monies of Grand Chapter.
- 4.20.4 To present to Grand Chapter at its Annual Convocation, the accounts of Grand Chapter duly audited.
- 4.20.5 To fix from time to time the salaries and contractual benefits of the officers and employees of Grand Chapter.
- 4.20.6 To instruct and supervise paid officers and employees in their duties.
- 4.20.7 To enter into contracts in the name of Grand Chapter.
- 4.20.8 To draft such amendments to the Constitution and Regulations as it deems necessary or desirable and to submit the same to Grand Chapter at its Annual Convocation for approval.
- 4.20.9 To formulate, adopt and amend such general policies as it deems necessary or desirable.
- 4.20.10 To make such recommendations to Grand Chapter as it considers necessary or desirable.
- 4.20.11 To hear and determine all complaints against a Chapter or a Mason subject to the jurisdiction excepting those matters set out in Article 7.
- 4.20.12 To make recommendations to the Grand Z for the suspension of the Warrant of a Chapter for failure to submit Chapter returns and failure to pay dues assessed.

Composition

- 4.21 The Executive Committee shall consist of the following:

- 4.21.1 All Past Grand Z's.
- 4.21.2 The Grand H.
- 4.21.3 The Grand J.
- 4.21.4 The Grand District Superintendents.
- 4.21.5 The Grand Treasurer.
- 4.21.6 The Grand Scribes.
- 4.21.7 The Grand Registrar.
- 4.21.8 The Grand Principal Sojourner.
- 4.21.9 Fifteen Members of Grand Chapter, five of whom shall be elected annually in accordance with the Regulations for a term of two years and five of whom shall be appointed annually by the Grand Z forthwith upon his installation. All such members are entitled to the title of Very Excellent.
- 4.21.10 Such persons, who in the opinion of the Grand Z have particular expertise which may be of assistance to the Executive Committee, as may be appointed by Grand Z for a term not to exceed one year and ending no later than the next Annual Convocation.

Meetings

- 4.22 The Regular Meetings of Executive Committee shall be on the second Saturday of February in each year and again immediately before each Annual Convocation or on such other date or dates as the Executive Committee may appoint.
- 4.23 An Emergent meeting of the Executive Committee may be called:
 - 4.23.1 By Grand H.
 - 4.23.2 By seven members of the Executive Committee, by notice in writing to the members of the Executive Committee, such notice to specify the date, time and place of the Emergent meeting, such date to be not less than 15 clear days from the date of the notice, and the reason for calling the Emergent meeting. No business other than that stated in the notice shall be transacted at that Emergent meeting.
- 4.24 The Executive Committee may delegate any of its powers to one or more Sub-Committees as it considers necessary or desirable.

Powers of Grand Chapter Officers

- 4.25 The Grand Z has all powers, prerogatives and privileges pertaining to the office of Grand Z by Masonic law, custom or usage, except insofar as they are expressly limited or reduced by the Constitution or the Regulations.
- 4.26 When Grand Chapter is not in Convocation its duties and powers other than the granting of Warrants shall be exercised by the Grand Z.
- 4.27 Where a specific authority of Grand Chapter is expressly delegated to some person or persons other than the Grand Z, the Grand Z shall ensure that the authority is properly exercised.
- 4.28 Without limiting the generality of the foregoing, The Grand Z:
 - 4.28.1 Shall ensure the due observation of the Constitution and Regulations and rulings of Grand Chapter and the custom and usages of Royal Arch Masonry.
 - 4.28.2 Shall appoint Grand Chapter officers and members of the Executive Committee as required by the Constitution or the Regulations.

- 4.28.3 Shall superintend all officers of Grand Chapter and ensure that their duties are properly discharged.
- 4.28.4 Shall appoint Representatives of Grand Chapter to, and to receive and accredit Representatives from other recognized Grand Chapters.
- 4.28.5 Shall at each Annual Convocation, provide a written statement of his official acts, his recommendations, if any, and such other matters as he considers relevant.
- 4.28.6 May, to the extent that he deems necessary, or advisable, summon any Mason to appear before him and to report fully all matters of every nature and kind pertaining to their Masonic conduct or to the exercise of the duties of any Grand Chapter office they may hold and to produce all such books, documents and records (including electronic records) within their possession or control which he deems relevant.
- 4.28.7 May require any Grand Chapter officer to attend any Chapter.
- 4.28.8 May suspend any Mason including any member or any officer of Grand Chapter and the Warrant of any Chapter for such reason as he deems appropriate until the next Annual Convocation or for such shorter period as he deems advisable.
- 4.28.9 May direct that a charge be preferred against any Mason in accordance with Article 7,
- 4.28.10 May grant dispensation:
 - 4.28.10.1 To permit the holding of a Chapter until the next Annual Convocation upon receipt of a duly executed petition in the prescribed form.
 - 4.28.10.2 To permit the election and installation of an officer or officers of a Chapter other than in accordance with the Regulations or the By-laws of the Chapter.
 - 4.28.10.3 To receive and act upon the petition for exaltation in the prescribed form from a petitioner who may not possess the required residency requirements.
 - 4.28.10.4 To permit the MMM and MEM Degrees to be conferred on any Mason or Masons entitled to receive such Degree or Degrees, on the same date.
 - 4.28.10.5 For such other purposes as may be applied for in accordance with the Constitution.
- 4.28.11 May decide all matter of Masonic law, custom or usage and all questions of order and procedure.
- 4.28.12 May convene, preside over and administer either personally or by proxy any Chapter as he deems appropriate.
- 4.28.13 May delegate, where not otherwise inconsistent with the Constitution or the Regulations such duties as he deems appropriate to the Grand H or the Grand J or such other Grand Chapter officers as he thinks fit provided such delegated officer shall provide Grand Z with a written report of his official acts annually or more frequently as Grand Z should direct.
- 4.28.14 May suspend the Warrant of a Chapter upon recommendation of the Executive Committee and recommend the revoking of a Warrant to the Grand Chapter at Convocation.

The Grand District Superintendents

- 4.29 The Grand District Superintendents shall have the following powers and duties which can be exercised only in the District for which they are elected:
 - 4.29.1 To represent the Grand Z.

- 4.29.2 To represent the District as a member of the Executive Committee.
- 4.29.3 To carry out all duties as the Grand Z may delegate or instruct or as required by the Regulations.

The Grand Treasurer

- 4.30 The Grand Treasurer shall:
 - 4.30.1 Superintend the financial affairs of the Grand Chapter.
 - 4.30.2 Carry out such duties as the Grand Z may delegate or instruct or as required by the Regulations.

The Grand Scribe E

- 4.31 The Grand Scribe E shall:
 - 4.31.1 Act as Secretary at all Grand Chapter Convocations and meetings of the Executive Committee.
 - 4.31.2 Act as custodian of the seal of Grand Chapter affixing to all Warrants, Certificates or other Grand Chapter documents as required by the Regulations.
 - 4.31.3 Carry out such duties as the Grand Z may delegate or instruct or as required by the Regulations.

Other Grand Chapter Officers

- 4.32 All other Grand Chapter Officers shall:
 - 4.32.1 Where not inconsistent with the Constitution or the Regulations, perform such duties traditionally associated with their respective offices by Masonic law, custom or usage.
 - 4.32.2 Carry out such duties as the Grand Z may delegate or instruct or as required by the Regulations.

Appeals to Grand Chapter

- 4.33 Where the Grand Z or a Grand Lodge Officer or the Executive Committee makes a ruling or decision (other than a ruling or decision pursuant to Article 7) that directly affects a Mason or a Chapter, Notice of that ruling or decision shall be served upon the Mason or Chapter so affected.
- 4.34 A Mason or Chapter upon whom a Notice is served may within 21 days (or within such longer period as Grand Chapter may allow) serve a Notice of appeal in the form prescribed by the Regulations.
- 4.35 Service of a Notice of appeal shall not operate as a stay of the ruling or decision appealed from.
- 4.36 The appeal shall be heard by a Commission of three past Grand Z's;
 - 4.37.1 The Commission shall either confirm or set aside the ruling or decision.
 - 4.37.2 The decision of the Commission is final.
- 4.37 Where Grand Z, during a Convocation, makes a ruling or decision with which any member disagrees, that member may rise on a point of privilege shall state his desire to appeal that ruling or decision and shall state briefly the grounds for his appeal.
 - 4.37.1 The Grand Z:

- 4.37.1.1 May state the reasons for his ruling or decision.
- 4.37.1.2 Shall forthwith put the question; shall the decision of the chair be sustained? to the members without debate, and the question shall then be determined by a majority show of hands.
- 4.37.1.3 Shall thereupon announce the decision.

Amendments to the Constitution and Regulations

- 4.38 The Constitution may be amended only by the Grand Chapter in Convocation by resolution of at least a 2/3 majority of the members present and entitled to vote.
- 4.39 The Regulations may be amended only by Grand Chapter in Convocation by a resolution of a majority of the members present and entitled to vote.
- 4.40 A Mason who desires an amendment to the Constitution or Regulations may proceed only through a resolution of his Chapter.
- 4.41 A Chapter, or a Grand Chapter Officer or a Grand Chapter Committee desiring an amendment to the Constitution or Regulations shall serve written notice thereof in the form no later than 90 (Amended - 2016 05 09) days before the next annual Convocation.
 - 4.41.1 Upon receipt of service of the Notice of Motion to which this article applies, the Grand Scribe E shall forthwith refer the matter to the Jurisprudence Sub-Committee which shall:
 - 4.41.1.1 Determine the regularity of the motion.
 - 4.41.1.2 Determine whether the motion is in substance an amendment to the Constitution or to the Regulations.
 - 4.41.1.3 Determine whether the motion is of such importance or controversy that it merits being considered by Grand Chapter in Convocation.
 - 4.41.1.4 Draft the actual amendment to reflect the true intent and purpose of the motion.
 - 4.41.1.5 Advise the Executive Committee of its decision, which decision shall be final and binding.
- 4.42 In the event that the Jurisprudence Sub-Committee decides that the motion is in substance an amendment to the Constitution or an amendment to the Regulations which must be considered by Grand Chapter in Convocation then the Grand Scribe E shall cause the motion to be published in the notice convening the Annual Convocation next following.
- 4.43 In the event that the Jurisprudence Sub-Committee decides that the motion is in substance an amendment to the Regulations which is not of such importance or controversy that it must be considered by Grand Chapter in Convocation, the Executive Committee shall consider the motion.
- 4.44 All amendments to the Regulations approved by the Executive Committee shall take effect immediately and shall be submitted forthwith to the next Annual Convocation for ratification by Grand Chapter.
- 4.45 Notwithstanding the foregoing, a motion, in a form approved by the Jurisprudence Sub-Committee, unanimously passed at an Annual Convocation by all members present and entitled to vote, shall be effective to amend the Constitution or the Regulations.

- 4.45.1 Where Grand Chapter in Convocation approves a resolution to which this Article applies the Constitution is thereby amended effective forthwith.
- 4.46 Where a motion to amend the Constitution has been voted on and defeated the same amendment or an amendment having the same intent shall not be proposed again to Grand Chapter in Convocation within three years, except with leave of the Grand Chapter which shall be given by a majority vote by show of hands without debate.
- 4.47 Where an amendment to the Constitution or the Regulations has been approved by Grand Chapter in Convocation or approved by the Executive Committee subject to the ratification of Grand Chapter in Convocation, notice of such amendment shall be sent by the Grand Scribe E to each Chapter for publication in the summons of that Chapter next following and a copy of such resolution shall be provided to any Mason upon written request and upon payment of such fees as may be prescribed by the Regulations.

ARTICLE 5 **DISTRICTS**

- 5.1 For the purposes of administration the territorial jurisdiction shall be divided into such Districts as designated and comprising such Chapters as described in the Regulations.
- 5.2 Each District shall be presided over by a Grand District Superintendent who shall be nominated and elected in accordance with the Regulations.

ARTICLE 6 **CHAPTERS**

Formation

- 6.1 A Chapter shall be admitted into Grand Chapter and participate in the traditional privileges of a Chapter only:
- 6.1.1 If it has been granted a Warrant by Grand Chapter.
- 6.1.2 If it has been granted a dispensation by the Grand Z pursuant to Article 4.28.10.
- 6.2 Every application to form a Chapter shall be by way of petition in accordance with the Regulations.
- 6.3 Chapters shall have precedence in accordance with the number of their Warrant as recorded in the books of Grand Chapter.

Jurisdiction

- 6.4 Every Chapter has concurrent with Grand Chapter, jurisdiction over its members wherever they reside.
- 6.5 A Chapter together with its officers shall enjoy all the powers, authority and jurisdiction accorded to Chapters and their officers by Masonic law, custom and usage except insofar as the same are expressly limited or reduced by the Constitution, the Regulations, the rulings of Grand Chapter or the By-laws of the Chapter.
- 6.6 Without restricting the generality of the foregoing, a Chapter:
- 6.6.1 May from time to time, amend, supplement or substitute, but not suspend, its bylaws, provided that such changes;

- 6.6.1.1 Shall not be effective until approved by the Grand District Superintendent after consultation with the Jurisprudence Sub-Committee.
- 6.6.1.2 Have been approved by a majority of not less than 2/3 of the members of Chapter present at a regular or emergent meeting and proper notice having been given.
- 6.6.1.3 Are, together with the approval of Grand Z, as attested by Grand Scribe E, served upon each Chapter member forthwith.
- 6.6.2 Shall administer the financial affairs and property.
- 6.6.3 May extend benevolence to its members or their families and to such charitable or benevolent institutions or organizations as it deems worthy.
- 6.6.4 Shall carry out the Work.
- 6.6.5 Shall conduct all business as required by the Constitution, the Regulations and its Bylaws.
- 6.6.6 Shall (with the exception of those matters referred to in Article 7) discipline any of its members, with the exception of its First Principal.
- 6.6.7 Shall settle and determine all differences and disputes between its members with the exception of those involving its First Principal.

Officers of a Chapter

- 6.7 A Chapter shall consist of nine principal officers being the three principals Z, H and J, the Scribes E and N, the three sojourners and the Outer Guard and five additional officers namely the Treasurer or Scribe E-Treasurer, the four Masters of the Veils and the Historian.
- 6.8 A Chapter may also prescribe in its Bylaws for the creation of other additional offices.
- 6.9 No person shall hold more than one office with the exception of the offices of Historian, Organist or Piper who may hold other offices as well as the positions of Treasurer and Scribe E which may be conjoined and held by the same person.
- 6.10 A Chapter shall elect annually in accordance with the Regulations, members to the office of Z, H, J, Scribe E, (or Scribe E . Treasurer) Scribe N, the Principal Sojourner, the Tyler, two Auditors and an examining board of three Past Zs.
- 6.11 Members shall be appointed to the other offices by the Z forthwith upon his installation.
- 6.12 In the event that the holder of an elected Chapter office dies, leaves the jurisdiction to reside elsewhere, resigns, or becomes incapable for any reason of performing the duties of his office, (the determination of which inability shall be in the sole discretion of the Z of the Chapter) his duties, powers and prerogatives shall be assumed and exercised by the holder of the past of that office in order of seniority.
- 6.13 In the event the holder of an appointed Chapter office dies, leaves the jurisdiction to reside elsewhere, resigns, or becomes incapable for any reason of performing the duties of his office, (the determination of which inability shall be in the sole discretion of the Z of the Chapter) the Z shall as soon as practicable appoint a replacement.
- 6.14 The holder of an appointed office holds office at the will of the Z.

Powers and Duties of Chapter Officers:

Powers and Duties of Z

- 6.15 An installed Z of a Chapter shall enjoy all the powers, authority and jurisdiction accorded to chapter First Principals by Masonic law custom and usage except insofar as the same are expressly limited or reduced by the Constitution, the Regulations, the rulings of Grand Chapter or the Bylaws of the Chapter.
- 6.16 Without restricting the generality of the foregoing a Z:
- 6.16.1 May discipline any of the members of his Chapter with the exception of those matters referred to in Article 7.
 - 6.16.2 May settle and determine any disputes or differences between the members of his Chapter.
 - 6.16.3 May call an emergent meeting whenever he deems it necessary.
 - 6.16.4 Where delegation is not otherwise permitted by the Constitution or the Regulations, may delegate such duties as he deems appropriate to any members of his Chapter holding the rank of Past Z.
 - 6.16.5 Shall ensure due obedience to the Constitution, the Regulations and the bylaws of his Chapter.
 - 6.16.6 Shall appoint members to such offices where an election is not required.
 - 6.16.7 Shall superintend all officers of his Chapter and ensure that their duties are properly discharged.
 - 6.16.8 Shall preside over and decide all questions of order at all meetings.
 - 6.16.9 Shall ensure his Chapter maintains proper books of account as required by the Regulations.

Powers and Duties of Other Chapter Officers

- 6.17 Where not inconsistent with the Constitution or the Regulations, the other officers of a Chapter shall have the powers and duties traditionally associated with their respective offices by Masonic law custom or usage and shall carry out such duties as the Z may delegate or instruct or as required by the Regulations and Bylaws of the Chapter.

Membership in a Chapter

- 6.18 An application for membership in a Chapter shall be by way of petition in accordance with the Regulations. Every applicant for membership shall be a member in good standing of a Lodge authorized or recognized by the Grand Lodge of Alberta, Ancient, Free and Accepted Masons.
- 6.19 Every member of a Chapter is entitled:
- 6.19.1 To vote on and participate in the discussion concerning any business of the Chapter,
 - 6.19.2 To visit any recognized Chapter with the permission of the Z of such Chapter,
 - 6.19.3 To object to any petition for membership or the awarding of any Degree,
 - 6.19.4 To inspect at all reasonable times;
 - 6.19.4.1 Any financial statements or records and audit reports of his Chapter or of Grand Chapter, and
 - 6.19.4.2 Any report which does, or is likely to, affect him directly except insofar as his right to do so is restricted or precluded by law and upon payment of such fee as is specified in the regulations, to receive a copy of such statement or report,
 - 6.19.5 To apply for, and be granted, a demit in accordance with the regulations.

- 6.20 A member may resign his membership in a Chapter by paying any outstanding dues and applying for a demit in the prescribed form.
- 6.21 The application for a demit shall be granted at the meeting of Chapter next following the service of the application on the Chapter.
- 6.22 An application for a demit may be made by a member who is the subject of proceedings against him for a Masonic offence or offences but:
 - 6.22.1 Shall be granted only upon the vote of a majority of the members present at the meeting at which the application is presented,
 - 6.22.2 Shall not operate as a stay of those proceedings and
 - 6.22.3 Shall refer to the fact that it was granted while proceedings against him with respect to the offence or offences.
- 6.23 Upon the grant of a demit the member ceases to enjoy any of the rights of a member, except that within 12 months from the date upon which the demit was granted, he may re-apply for membership in the Chapter in accordance with the Regulations.
- 6.24 An application for a demit may be withdrawn at any time before it is granted.
- 6.25 Every member is obliged to comply with the Constitution, the Regulations, the rulings of Grand Chapter, the By-laws of his Chapter and Masonic law, custom and usage.
- 6.26 In addition to any other recourse which may be had against him, a member shall be suspended if;
 - 6.26.1 He has outstanding against him more than two year's annual dues and shall remain suspended until all outstanding dues are paid,
 - 6.26.2 He ceases to be a member in good standing of a Lodge authorized or recognized by the Grand Lodge of Alberta, Ancient, Free and Accepted Masons for a period in excess of twelve consecutive months and shall remain suspended until he becomes a member in good standing of such a Lodge.
 - 6.26.3 Pursuant to section 6.40 of this Constitution.

Meeting of a Chapter

- 6.28 No Chapter shall be opened or held except in the presence of seven Masons on whom the RAM Degree has been conferred, five of whom shall be members of the Chapter and one of whom shall be an installed first principal of the Chapter. No person may act as proxy for H, or J unless he has attained the rank of past of that office or is currently installed as an officer of that rank.
- 6.29 Proxies may be held by Masons who are not members of the Chapter but there shall not be more than four proxies so held in any one meeting.
- 6.30 In the absence of Z or a properly qualified proxy, H or in his absence J may declare the Chapter open for the transaction of business but no Degrees shall be conferred.
- 6.31 The Degree of MMM must be conferred upon a member in the Chapter to which he has petitioned for membership.
- 6.32 The Degree of HRA shall not be conferred on a Mason until he has received the degrees of MMM and MEM and has passed examination in those Degrees to the satisfaction of the Chapter proposing to confer the Degree.

- 6.33 No more than one Degree shall be conferred upon a Mason on the same date except that with the dispensation of the Grand Z the MMM and MEM Degrees may be conferred on the same date.
- 6.34 A Chapter shall meet in regular or emergent Convocation in accordance with the Regulations and its Bylaws.
- 6.35 A Chapter which fails to meet during any 12 month period or which fails to make an Annual Return to Grand Chapter as required by the Regulations or such longer period as Grand Chapter may allow shall forthwith surrender its Warrant and its seal, regalia, jewels and all other property of every nature and kind whatsoever shall thereupon be transferred to and vested in Grand Chapter.

Amalgamation, Surrender and Suspension of Warrant

- 6.36 Two or more Chapters may amalgamate under one Warrant as prescribed in the Regulations.
- 6.37 A Chapter may request permission from Grand Chapter to surrender its Warrant as prescribed by the Regulations.
- 6.38 Where a Chapter neglects or violates a duty imposed upon it by the Constitution or the Regulations its Warrant may be revoked by Grand Chapter.
- 6.39 Where a Scribe E of a Chapter neglects or violates a duty imposed upon him by the Constitution or the Regulations the neglect or violation is deemed to be a neglect or violation by the members of the Chapter.
- 6.40 Where a Warrant is suspended the members of the Chapter are suspended during the period of the suspension of the Warrant provided always that the Grand Z may specifically exempt such members from suspension as he may see fit.

ARTICLE 7 OFFENSES AND TRIALS

- 7.1 Masonic offenses shall be those defined in the Constitution of the Grand Lodge of Alberta A.F. & A.M.
- 7.2 Any Mason who is the subject of trial proceedings authorized by the Grand Lodge of Alberta A.F. & A.M. and as a result thereof has been suspended or expelled, shall be subject to the same penalties and restrictions as if the suspension or expulsion had been imposed as a result of trial proceedings authorized by Grand Chapter.

ARTICLE 8 GENERAL

Service of Documents

- 8.1 Any document required to be served shall be deemed to have been served if;
- 8.1.1 Personally.
 - 8.1.2 By registered mail with a delivery confirmation.
 - 8.1.3 If the party to be served agrees in writing to accept another mode of service, including electronic or digital means, by such other mode of service.
- 8.2 Service upon Grand Chapter shall be affected by service upon the Grand Scribe E.

- 8.3 Service upon a Chapter shall be affected by service upon the Scribe E of the Chapter.
- 8.4 Service upon a Mason shall be deemed sufficient if sent by registered mail to the last address of that Mason as known to the Scribe E of the Chapter.
- 8.5 Service by registered mail shall be deemed to have occurred on the seventh day following the date of mailing.

Interpretation

- 8.6 In the event of a conflict between the provisions of this Constitution, or the provisions of the Act, the Regulations, or any Bylaws, the order of priority from highest to lowest shall be;
 - 8.6.1 The Royal Arch Masons Act of Alberta.
 - 8.6.2 The Constitution.
 - 8.6.3 The Regulations.
 - 8.6.4 The Bylaws.
 - 8.6.5 Masonic law, custom and usage.

Transitional

- 8.7 This Constitution shall come into force and effect;
 - 8.7.1 Upon the approval of the Grand Chapter.
 - 8.7.2 Upon the granting of permission by the Lieutenant Governor in Council.
 - 8.7.3 By proclamation of Grand Chapter whichever is latest.
- 8.8 Any proceedings against a member of a Masonic offence which have not been concluded at the time this Constitution comes into force and effect shall continue as if this Constitution had not come into effect.

REGULATIONS

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REGULATIONS OF THE GRAND CHAPTER OF ROYAL ARCH MASONS OF ALBERTA

PART 1 GRAND CHAPTER

Convocation Proceedings

- 1.1 The Grand Z shall preside at all annual Convocations.
- 1.2 In the absence of Grand Z, the Convocation will be presided over by the elected Grand Chapter officer next in rank and if no elected officer be present by the Z of the senior Chapter present.
- 1.3 The chair of Grand Z may be occupied by the holder of that office or a past Grand Z who is a member of Convocation.
- 1.4 Convocation shall be declared open in ample form when the Grand Z presides, in due form when a past Grand Z or Grand H or Grand J presides and at all other times in form.
- 1.5 The agenda at the Annual Convocation shall be as follows:
 - 1.5.1 Opening of the Grand Chapter
 - 1.5.2 Reception of Visitors
 - 1.5.3 Reading and confirmation of the minutes of the previous annual or emergent convocation
 - 1.5.4 Reception of Grand Representatives
 - 1.5.5 Presentation of the Grand Z's Address
 - 1.5.6 Presentation of the Reports of Grand H and Grand J
 - 1.5.7 Correspondence
 - 1.5.8 Presentation of the Reports of the Grand Superintendents
 - 1.5.9 Presentation of the Reports of the Grand Treasurer, Grand Historian, the Grand Scribe E and the Auditor
 - 1.5.10 Reception of Reports of Committees
 - 1.5.11 General Business
 - 1.5.12 Closing of Grand Chapter
- 1.6 The order of business may be changed by the Grand Z. but no business shall be conducted on Friday except items 1.5.1 and 1.5.2.
- 1.7 In the event that the Grand First Principal-elect opts for an open installation of the Grand Chapter Officers, the pedestal shall be veiled. (Amended - 2012 05 12)

Nomination, Elections and Appointments

Nomination

- 1.8 The Scribe E of each Chapter shall, before the 15th of January in each year read Regulations 2.1, 2.2, 2.3 and 2.4 of these Regulations in open Chapter and shall specify the address at which any nomination must be served.

- 1.9 Any Mason who is a Past Z and is a member of a Chapter in the jurisdiction is eligible to hold an elective office in Grand Chapter or the Executive Committee and may be nominated by any member of Grand Chapter; a member may not be nominated to more than one office.
- 1.10 Nominations shall be made in the prescribed form which must be served on the Grand Chapter no later than the last day of February in each year.
- 1.11 Any nominee may in writing withdraw his name from such nomination before the vote on his nomination be taken.
- 1.12 The Executive Committee:
 - 1.12.1 Shall ensure the qualifications of all nominees.
 - 1.12.2 Shall in the event that there are no valid nominees for the office of Grand H or Grand J, nominate one qualified member for such office.
- 1.13 The Grand Scribe E shall forward to each Chapter a list of nominations and the position to which such nomination is made together with notice of the Annual Convocation.

Elections

- 1.14 Where more Masons are nominated to a position than are to be elected to that position the Grand Scribe E shall have ballots prepared in such quantity as he considers appropriate.
- 1.15 The ballot shall set out the position to which the nomination is made and the name rank and Chapter of the nominees in alphabetical order of surname.
- 1.16 Subject to the limitations of Article 4.18 and Regulations 1.13 and 1.14 every member of Convocation shall upon registering his attendance be entitled to receive a ballot.
- 1.17 A ballot box shall be available to receive ballots at the time of registration and in a place adjacent to the place of registration.
- 1.18 The ballot box and the registration of attendance shall be available from 3:00 pm to 5:00 pm of the first day of Convocation and from 8:00 am to 11:00 am on the second day.
- 1.19 Balloting shall be made by placing an %+ opposite the name(s) of number of nominees equal to the number of positions to be filled by election.
- 1.20 In the event that more than one nominee is to be elected to a position, a ballot shall not be invalid only by reason that an +X+ is placed opposite the names of a lesser number of nominees than are to be elected.
- 1.21 Ballots on which the %+ is placed opposite the names of a greater number of nominees than are to be elected shall be declared void.
- 1.22 The Grand Registrar shall be responsible for the security of the ballot box during the hours when balloting is suspended.

- 1.23 At the close of the ballot the Grand Registrar shall with the assistance of such scrutineers as he may appoint determine those elected and report the result to Convocation.
- 1.24 The number of ballots cast for each nominee shall be counted and the nominee receiving most ballots shall be declared elected.
- 1.25 Upon the result of the election being declared the Grand Registrar shall deliver the ballots to the Grand Scribe E to be destroyed.
- 1.26 Every Mason elected or appointed to an office shall during his term of office be a voting member of a Chapter.

Appointments

- 1.27 Where a Mason;
 - 1.27.1 Displays eminence and ability.
 - 1.27.2 Renders significant service to Grand Chapter.
 - 1.27.3 Consents to his nomination as an Honorary Member of Grand Chapter. Grand Chapter may by resolution grant that Mason Honorary Membership in Grand Chapter with all attendant rights and privileges.
- 1.28 Notice of Motion that a Mason be granted Honorary Membership in Grand Chapter shall be served on Grand Chapter no later than the last day of February of each year and shall set out;
 - 1.28.1 The name and rank of the nominee.
 - 1.28.2 The Masonic bodies of which the nominee is a member or is affiliated.
 - 1.28.3 A brief description of the nature and significance of the services he has rendered to Grand Chapter.
- 1.29 Nothing herein prevents a grant of Honorary Membership by Grand Z to any accredited representative attending Grand Convocation from any reciprocating Grand Jurisdiction.
- 1.30 The Grand Scribe E shall forward to each Chapter a copy of the Notice of Motion together with Notice of the Annual Convocation.

Eligibility and Voting

- 1.31 Subject to Sections 4.1 and 4.18 of the Constitution, no member of Grand Chapter shall have more than one vote.
- 1.32 Where a principal of a Chapter is absent his vote may be exercised in addition to his own by the senior principal of that Chapter present.
- 1.33 In the event that all three principals of a Chapter are unable to attend, that Chapter may by resolution nominate any Past Z who is a member of Convocation to represent it at Convocation and to exercise the votes of its principals.
- 1.34 The appointment of a representative by a Chapter pursuant to Regulation 1.32 above shall be in the prescribed form duly completed and shall be served upon Grand Chapter no later than 7 days before the commencement of Convocation.

- 1.35 In the event that the representative fails to attend, the votes of the principals of that Chapter may be exercised by the senior Past Z of that Chapter present.
- 1.36 Unless otherwise set out in the Constitution or these Regulations, all matters shall be decided by a majority of votes.
- 1.37 Except where a ballot is required, votes are signified by a show of hands to be counted by the Grand Sojourners unless the Grand Z determines that the number is so unequal as to render counting unnecessary.
- 1.38 Before or immediately after a vote is cast on any matter, a ballot shall be held at the request of five or more members present and the ballot shall be counted forthwith.
- 1.39 In the event of a tie the motion shall be declared defeated.

Proceedings at Grand Convocation

- 1.40 No member shall speak twice on the same question unless;
 - 1.40.1 In explanation.
 - 1.40.2 As mover of the motion in reply.
 - 1.40.3 With the consent of Grand Z.
- 1.41 Every member who wishes to speak shall rise and when acknowledged by Grand Z shall address himself to Grand Z.
- 1.42 No member may interrupt another except to address Grand Z on a point of order in accordance with Robert's Rules of Order.
- 1.43 A member whose conduct is deemed by Grand Z to be disruptive of Convocation may be peremptorily ordered to leave that Convocation.

Grand Chapter Officers

- 1.44 Every Grand Chapter officer, at the completion of his term of office, shall return his regalia, complete and in good condition, to Grand Scribe E.

Grand District Superintendents

- 1.45 Within the District for which he is elected, a Grand District Superintendent:
 - 1.45.1 Shall satisfy himself that the principals recommended in any petition for a new Chapter are duly qualified to perform the duties of their respective offices and for that purpose he may summons such persons to attend for examination,
 - 1.45.2 Shall determine if a Chapter working under a dispensation has obtained suitable furniture and regalia,
 - 1.45.3 May grant permits for holding a Chapter of Instruction, at a time and place to be approved by Grand Chapter the minutes of which Chapter of Instruction shall be forwarded promptly to Grand Scribe E,
 - 1.45.4 Shall determine whether to permit a Chapter to move within the district provided that no such permission may be given to move closer than a 10 kilometer radius of an existing Chapter or Chapters (whether or not within the District) without the consent of that Chapter or a majority of those Chapters,
 - 1.45.6 Shall not later than the 15th day of January serve upon the Executive Committee a draft report on the condition of Royal Arch Masonry within the District for which he is elected,

- 1.45.7 Shall not later than the 1st day of March prior to the Annual Convocation serve upon Grand Chapter a final report on the condition of Royal Arch Masonry within the District for which he is elected including such Chapters as have been constituted in the preceding 12 month period and Chapters visited,
- 1.45.8 May at least once during his term of office, hold a Chapter of instruction.

The Grand Treasurer

- 1.46 The Grand Treasurer shall;
 - 1.46.1 Maintain the accounts of Grand Chapter and produce statements of the same upon the request of the Executive Committee.
 - 1.46.2 Ensure that payments made from such accounts by whatever means shall require the signatures of, and access to any safety deposit box of Grand Chapter, shall require the presence of any two of the following: Grand Scribe E, Grand Treasurer, the chairman of the Finance Sub-Committee or his designate.
 - 1.46.3 Provide upon request of the Finance and Audit Sub-Committee and at the expense of Grand Chapter, a bond in such amount as the Finance and Audit Sub-Committee may require for the due performance of his duties and lodge the same with the Grand Scribe E.
 - 1.46.4 Maintain in the name of the Grand Chapter and at the expense of Grand Chapter a safety deposit box if required by the Finance and Audit Sub-Committee, and keep therein such bonds and valuable papers as the Finance Sub-Committee may direct and shall provide access thereto to such members of the Executive Committee as the Finance and Audit Sub-Committee may direct.
 - 1.46.5 Arrange and maintain at the expense of, and in the name of, Grand Chapter such savings, chequing and investment accounts as the Finance and Audit Sub-Committee may direct providing always that monies may be deposited and investments made only in forms or in institutions approved for trustees pursuant to the Trustees Act of Alberta RSA 2000.
 - 1.46.6 Serve as ex officio member of the Finance and Audit Sub-Committee.

The Grand Scribe E

- 1.47 The Grand Scribe E, or his duly appointed representative, shall;
 - 1.47.1 Ex-officio serve on all Sub-Committees created by the Executive Committee and shall in the absence of a separate Recording Secretary act as Recording Secretary of such Sub-Committees.
 - 1.47.2 Keep a register of all members of each Chapter.
 - 1.47.3 Notify all Chapters annually of all members demitted, expelled, suspended or restored during the preceding year.
 - 1.47.4 Receive the returns of each Chapter, issue summons for all Convocations and meetings of the Executive Committee.
 - 1.47.5 Provide an annual report following the end of the fiscal year and before the Annual Convocation detailing his official acts in the preceding year including without limiting the generality of the foregoing;
 - 1.47.5.1 The returns of each Chapter.
 - 1.47.5.2 Any breaches of the Constitution and these Regulations which may have come to his attention.
 - 1.47.5.3 An account of all funds received and expenses incurred.

- 1.47.6 Send copies of all nominations for election and all notices of motion to be made at the Annual Convocation upon all Chapters and Grand Chapter officers no later than the fifteenth day of March in each year.
- 1.47.7 Conduct the correspondence of Grand Chapter.
- 1.47.8 Collect all monies due to Grand Chapter, record the same in proper books of account and deposit the same in the Grand Chapter bank accounts.
- 1.47.9 Receive, file and safely keep all papers pertaining to Grand Chapter and present such as may require action at each Convocation.
- 1.47.10 Prepare and publish the proceedings of all Convocations and send copies of the same to all Chapters and Grand Chapter officers promptly after the close of each Convocation.
- 1.47.11 Has custody of the jewels, furniture, clothing and all other goods and chattels pertaining to Grand Chapter during its recess.

Fees

- 1.48 Grand Chapter shall from time to time fix the amount to be paid to it as dues from Chapters and the fees payable for exaltations, dispensations, Warrants, and all other certificates, certified copies and other documents it may be required to issue.

Chapter Returns

- 1.49 Each Chapter shall on or before the date specified below make the following returns to Grand Chapter;
 - 1.48.1 Audited financial statements by the last day of February in each year.
 - 1.48.2 A statement of the Work done by January 31st in each year.
 - 1.48.3 Payment of the dues assessed by the last day of February each year.
- 1.50 In the event that a Chapter fails to make the returns provided, in addition to any other disabilities and penalties to which it may be subject, that Chapter shall until the failure to make the returns is remedied.
 - 1.50.1 Have its membership in Grand Chapter and the voting rights of its members suspended.
 - 1.50.2 Incur a flat charge of 5% of any dues unpaid which charge shall be included in, and payable as the dues set out herein.

Sub-Committees

- 1.51 The following are established as Standing Sub-Committees of the Executive Committee:
 - 1.51.1 Credentials.
 - 1.51.2 Audit and Finance.
 - 1.51.3 Jurisprudence.
- 1.52 The Executive Committee may also establish such other Sub-Committees as it deems appropriate.
- 1.53 Each Sub-Committee shall consist of the following; Grand Z, Grand Scribe E who shall serve as ex-officio members, a chairman and such other members as the Grand Z may appoint.

- 1.54 In addition to the foregoing, the Grand Treasurer shall serve as an ex-officio member on the Audit and Finance Sub-Committee and the Grand Registrar shall serve as an ex-officio member of the Credentials Sub-Committee.
- 1.55 The chairman of a Sub-Committee shall be appointed for a term of two years and the appointed members shall be appointed for such term not to exceed three years as the Executive Committee shall determine.

Duties of Sub-Committees Generally

- 1.56 Each Sub-Committee shall report in writing at least annually to the Executive Committee no later than the second Saturday in February in each year of its official duties throughout the preceding year.
- 1.57 Each Sub-Committee shall meet at such times as the chairman may determine. A Sub-Committee may, at the discretion of the chairman, meet in person or by video or telephone conference or by such other electronic means as may permit a timely exchange of information and opinion. A written resolution or report signed by all members of a Sub-Committee shall be acceptable in lieu of meeting.
- 1.58 Two members of a Sub-Committee shall constitute a quorum.

Duties of Specific Sub-Committees

- 1.59 The Credentials Sub-Committee shall attend each Convocation:
 - 1.59.1 Register the attendance of members of Grand Chapter at all Convocations by recording their names, Chapters and representative capacity if any,
 - 1.59.2 Provide each member with a ballot form or forms equal to the number of votes that members are entitled to cast for the election of officers.
- 1.60 The Audit and Finance Sub-Committee shall examine the reports of the Grand Treasurer, the Grand Scribe E and the Auditor and such other accounts and financial matters as may be referred to them by the Executive Committee and report such findings as they consider relevant.
- 1.61 The Jurisprudence Sub-Committee shall:
 - 1.61.1 Receive and respond to all written requests from Masons or Chapters for interpretation, explanation or advice concerning any aspect of the Act, the Constitution, the Regulations or Masonic law, custom or usage relating to Capitular Masonry,
 - 1.61.2 Make such interpretation as may be given under Regulation 1.60.1 above, a binding interpretation as it deems appropriate. Upon such approval the interpretation shall have the same force and effect as if expressly set out in these Regulations;
 - 1.61.2.1 Subject to the approval of Convocation.
 - 1.61.2.2 Subject to the approval of the Grand Z to be ratified by Convocation.
 - 1.61.3 Make such recommendations to Convocation for the amendment of the Constitution, the Regulations, the Grand Chapter By-laws, and the Chapter By-laws (Amended - 2016 05 09) as it deems appropriate.

Communications with Grand Chapter

1.62 Where a Mason, other than an officer of Grand Chapter in the performance of his duty, wishes to communicate with;

1.62.1 The Grand Z or with Grand Chapter concerning Masons or Capitular Masonry.

1.62.2 A Chapter outside the jurisdiction.

1.62.3 A recognized Grand Chapter outside the jurisdiction.

He shall do so in writing addressed to the Scribe of his Chapter who shall forward the same to the Grand Scribe E for approval by Grand Z and transmission where appropriate to the relevant Chapter of Grand Chapter.

PART 2 **DISTRICTS AND ANNUAL DISTRICT MEETINGS**

2.1 The jurisdiction is divided into Districts as set out on Schedule A of these Regulations.

2.2 Each District shall hold an Annual District Meeting at a date following 1st September and before 1st February of the following year.

2.3 The meeting shall be at such place within the District and at such date and time as directed by the Grand District Superintendent of the district subject to the approval of the Grand Z.

2.4 Notice of such meeting shall be served by the Grand Superintendent of the District on each Chapter within the District at least 60 days before the meeting.

2.5 Every Mason who has received the RAM Degree and is a member in good standing of a Chapter within the District is entitled to attend and vote at the Annual District Meeting.

2.6 Nominations for Grand District Superintendent shall be in the required form and shall be served upon Grand District Superintendent no later than 14 days prior to the Annual District Meeting.

2.7 As far as is practicable and unless otherwise set out herein the regulations concerning balloting, voting and proceedings at Convocation shall apply equally to Annual District Meetings.

2.8 The election of a Grand District Superintendent shall be subject to the confirmation of Grand Z elect.

2.9 In the event that the election is not confirmed, the Grand Z may immediately upon his installation, appoint a Mason to that office.

PART 3 **CHAPTERS**

Formation of a Chapter

3.1 Nine or more members wishing to form a new Chapter may do so by petition in the prescribed form.

3.2 The petition shall be served upon the Grand District Superintendent having jurisdiction over the location of the proposed Chapter together with the following supporting documents:

- 3.2.1 The certificate of good standing or Certificate of Demit of each signatory,
- 3.2.2 Certified copies of the resolutions (which may be passed at a regular meeting without prior notice) of a majority of the Chapters meeting in a 10 kilometer radius of the place proposed for the meetings of the new Chapter or a written explanation why the same has not been obtained.
- 3.3 The Grand District Superintendent shall consider the petition and within 30 days, forward the same together with all supporting documents and such comments as he considers appropriate to Grand Chapter.
- 3.4 Upon the receipt of the petition the Grand Z may;
 - 3.4.1 Upon 60 days notice to any affected Chapter dispense with the approval of that Chapter if in his opinion such approval is unreasonably withheld.
 - 3.4.2 Issue a dispensation authorizing the petitioners to meet as a Chapter until the next Annual Convocation of Grand Chapter.
 - 3.4.3 Refuse to issue the dispensation.
- 3.5 A Chapter meeting under a dispensation shall not;
 - 3.5.1 Have its principals installed or invested.
 - 3.5.2 Transact any business other than such business as is expressly set out in the dispensation.
 - 3.5.3 Elect officers.
 - 3.5.4 Grant demits.
- 3.6 A Chapter meeting under dispensation may be represented, but not by proxy, at the Annual Convocation of Grand Chapter.
- 3.7 A Chapter meeting under dispensation shall:
 - 3.7.1 Be governed by the standard By-laws prescribed by Grand Chapter,
 - 3.7.2 Forthwith upon the grant of a Warrant, return to Grand Scribe E the dispensation and all books and records as may be required.
- 3.8 Upon Grand Chapter being presented with;
 - 3.8.1 The petition and the supporting documents.
 - 3.8.2 The approval of Grand Z.
 - 3.8.3 The certificate of the Grand District Superintendent that the members of the Chapter are fully competent to confer the several degrees of Capitular Masonry and that the Chapter has obtained appropriate furniture and regalia, Grand Chapter shall either;
 - 3.8.3.1 Grant the petition and cause a Warrant of constitution (hereinafter referred to as a Warrant) to be issued to the Chapter assigning to it such name and number as it deems appropriate.
 - 3.8.3.2 Reject the petition.
- 3.9 Upon the grant of a Warrant, the Chapter shall thereupon be constituted and shall be dedicated and consecrated according to Masonic law, custom and usage and the officers installed and invested by the Grand Z, a Past Grand Z, a Grand Superintendent or a past Z and in the presence of at least three Past Z's.

Chapter Bylaws

- 3.10 A Chapter may by resolution of 2/3 majority of the members present adopt and from time to time amend its Bylaws for its private government.
- 3.11 In the event that no Bylaws are expressly adopted by a Chapter, the Chapter is deemed to have adopted the standard Bylaws for the governing of a Chapter prescribed by Grand Chapter.
- 3.12 The Bylaws shall be signed by every member of a Chapter upon his first entry into the Chapter.
- 3.13 No Bylaws other than the standard Bylaws may be adopted by a Chapter unless the same has been approved by the Grand District Superintendent having jurisdiction over the Chapter and by the Grand Z.

Chapter Seal

- 3.14 Every Chapter shall have a seal in a design approved by Grand Chapter.
- 3.15 A Chapter may in its By-Laws provide that an imprint or digital image of the seal is of equal force and effect as if the impress seal had been used.

Nomination, Election and Appointment of Chapter Officers

- 3.16 No Mason shall be eligible for election as Z unless he has served a term of at least 12 months in the office of H, or eligible for election as H unless he has served a term of at least 12 months in the office of J except by dispensation of the Grand Z.
- 3.17 Subject to the foregoing any Mason who has received the RAM Degree and who is a member of a Chapter is eligible for nomination to any elected office in that Chapter.
- 3.18 The following officers shall be filled by election: Z, H, J, the Scribes, Principal Sojourner and the Tyler.
- 3.19 Nominations shall be in the prescribed form and shall be served on Scribe E prior to, or on the date set for the election of officers.
- 3.20 Any nominee may, in writing, withdraw his nomination at any time before the vote on his nomination is taken.
- 3.21 Where more than one member is nominated to an office the Scribe E shall have ballots prepared in such number as he considers appropriate.
- 3.22 The ballots shall set out;
 - 3.22.1 The office to which the nomination is made.
 - 3.22.2 The name and rank of the nominees in alphabetical order of surname.
- 3.23 Votes shall be cast by marking the ballot with an % opposite the name of the nominee chosen.
- 3.24 The nominee receiving most votes shall be declared elected. The Z shall not have the power to suspend the declaration.
- 3.25 Should there be only one nominee for any office no ballot shall be required and the member shall be declared elected by acclamation.

- 3.26 An Examining Board to examine the proficiency of the Z elect consisting of three past Z's shall be elected by show of hands to be counted by the Scribe E unless he and the Z agree that the number is so unequal as to render a count unnecessary.
- 3.27 The other officers of a Chapter shall be appointed by the Z forthwith upon his election.

Installation and Investiture of Officers

- 3.28 No principal shall be installed unless the Examining Board has certified in writing to the installing past Z that he is fully conversant with the duties of the office to which he has been elected.
- 3.29 The Installation of the Principals and the investiture of all other officers shall be conducted by a Past Z and shall take place at the next regular convocation (hereinafter called the ~~%Annual Installation+~~) following the election and after the minutes of the previous meeting have been read and approved.
- 3.30 Appointed officers may be invested by proxy.
- 3.31 An elected officer who is not installed or invested at the Annual Installation may, with dispensation, be installed or invested at a later convocation but his term of office shall date from the Annual Installation.

Duties of Chapter Officers:

Treasurer

- 3.32 In this section the terms ~~%Treasurer+~~ and ~~%Scribe E+~~ shall mean the Scribe E-Treasurer where a Chapter has combined those offices.
- 3.33 All monies received or paid on account of the Chapter shall be entered into proper books of account by the Treasurer and Scribe E and shall, together with such property as may be deposited with him by order of the Chapter, be kept safely by the Treasurer.

Auditors

- 3.34 The Auditors shall:
- 3.34.1 Audit the accounts of the Chapter at least annually.
 - 3.34.2 Report such audit to the Chapter at a regular convocation not later than the end of February of each year.
 - 3.34.3 Forward a copy of the audited financial statements to Grand Chapter and the Grand District Superintendent having jurisdiction over the Chapter no later than the 15th day of March in each year.

Scribe E

- 3.35 The Scribe E shall:
- 3.35.1 Keep the records, registers, papers and seal of the Chapter and he shall deliver them to his duly elected successor and he shall make them available for inspection and review by anyone properly authorized.

- 3.35.2 Conduct the correspondence of a Chapter.
- 3.35.3 Forward a copy of every summons issued for any convocation to the Grand Z, Grand H, Grand J, Grand Scribe E and the Grand District Superintendent of the District having jurisdiction over the Chapter.
- 3.35.4 Submit a report of the transactions of the Chapter to the Chapter not later than its second regular convocation in each calendar year.
- 3.35.5 Prepare and serve upon Grand Scribe E no later than 31st day of January in each year an annual return which shall include;
 - 3.35.5.1 All information as required in the Annual Return.
 - 3.35.5.2 Payment of the dues and fees required to be paid to Grand Chapter.
- 3.36 Ensure that the seal of the Chapter appears on all;
 - 3.36.1 Certificates issued by resolution.
 - 3.36.2 Documents required to be filed with Grand Chapter.
 - 3.36.3 All summons.
- 3.37 Keep a register of;
 - 3.37.1 The minutes of the Chapter convocations.
 - 3.37.2 The name of Chapter officers.
 - 3.37.3 The names of Chapter members.
 - 3.37.4 The names of Past Zs.
 - 3.37.5 The annual list of elected and appointed officers.
 - 3.37.6 The By-Laws of the Chapter.
 - 3.37.7 The signatures to the By-Laws of the Chapter.
 - 3.37.8 The names of Masons, whose ballots for membership were unfavorable.
 - 3.37.9 A membership roll including full name, birth date, occupation, the dates of his several Degrees in Capitular Masonry, the design of the Mark chosen by each MMM and where applicable, the dates of demit, suspension, expulsion, restoration, death, affiliation and the Chapter from which he affiliated and in which he was first admitted as a member.
 - 3.37.10 The names of those members who have been expelled or restored by order of Grand Chapter.
 - 3.37.11 Copies of all annual returns.
- 3.38 Make the returns required by Regulation 1.48.
- 3.39 Send copies all summons and required notices to each member of the Chapter.

Historian

- 3.40 The Historian shall collect and preserve all material of historical significance and keep a record of all the significant events and activities of the Chapter.

Tyler

- 3.41 The Tyler shall be responsible to keep a Tyler's register which he shall ensure that at each meeting, every member and visitor shall sign in ink and record his rank and his Chapter name and number.

Membership in the Chapter

- 3.42 Membership in a Chapter is by way of petition for exaltation or petition for affiliation.
- 3.43 The petition shall be in the prescribed form, shall be presented to a regular convocation and shall be referred to a committee of three members of the Chapter.
- 3.44 The committee;
 - 3.44.1 Shall inquire into the character of the petitioner and such other matters as they consider relevant.
 - 3.44.2 May require the petitioner to provide such other documentation to support his petition as they may consider advisable.
 - 3.44.3 Shall report their findings together with their opinion on the suitability of the petitioner for membership in the Chapter.
- 3.45 No petitioner shall be disqualified from membership in a Chapter or advancement in the Degrees by reason only of physical impairment.
- 3.46 A ballot shall be taken at a regular convocation provided that notice of the petition and the proposed ballot has been given in the summons and a favourable report of the committee has been received. The notice shall contain the same information concerning the petitioner as is required in the petition.
- 3.47 If the opinion of the committee is unfavorable the petition shall be deemed denied and the petitioner so informed in writing and the petitioner shall not petition for membership in that or any other Chapter within the jurisdiction for a period of 12 months from the date he was so informed.
- 3.48 A petitioner may, in writing, withdraw his petition at any time before the report of the committee has been received by the Chapter but not afterwards.
- 3.49 A petitioner for affiliation and a petitioner for exaltation must attend a convocation of the Chapter granting his petition within 12 months (or such shorter period as the Chapter By-laws may prescribe) from the date of his favorable ballot, failing which his petitions shall be deemed to have lapsed and a new petition shall be required.

Balloting

- 3.50 Balloting on a petition shall be by way of black cubes and white balls; balloting on any other matter shall be by way of a written ballot.
- 3.51 A collective ballot may be held with the unanimous consent of the members present, where more than one petitioner is to be balloted on at the same time but ballots on petitioners for exaltation and affiliation may not be held collectively.
- 3.52 In the event that a collective ballot is unfavorable to the petitioners a separate ballot shall be held on each petitioner.
- 3.53 A ballot is unfavorable to the petitioner where more than one black cube is found in the ballot.

- 3.54 A Chapter may by its By-laws provide that the ballot is unfavorable where only one black cube is found.

Degrees

- 3.55 A petitioner whose ballot is favorable to him is eligible to receive such degrees of Capitular Masonry as he has not previously received in a recognized Chapter.
- 3.56 The Degree of MMM shall be conferred by the Chapter to which the petitioner's petition was presented.
- 3.57 The Grand Z may on the request of the Chapter showing unusual circumstances and the consent of the other Chapter, grant dispensation permitting that other Chapter to confer the MMM Degree on the petitioner.
- 3.58 No Mason shall be exalted to the Degree of HRA unless he shall have first received, from a Chapter, the Degrees of MMM and MEM and have passed an examination in those Degrees to the satisfaction of the Chapter.
- 3.59 No more than one Degree shall be conferred upon a Mason on the same date except that with the dispensation of the Grand Z the MMM and MEM Degrees may be conferred on the same date.
- 3.60 No member below the rank of an installed Z shall administer the obligation of any Degree.
- 3.61 Where a Mason produces proof to a Chapter satisfactory to that Chapter that;
- 3.61.1 He is a RAM.
 - 3.61.2 He is a member of a Chapter within the jurisdiction of a recognized Grand Chapter.
 - 3.61.3 He has not previously received the Degrees of MMM and/or MEM the Chapter may confer those Degrees upon him in accordance with the Regulations. Such conferrals must be registered with the Grand Scribe E at which time a certificate may be requested.
- 3.62 Within 30 days after a RAM Degree has been conferred upon a member of the Chapter, the Scribe E of that Chapter shall serve a return on Grand Scribe E which return shall include;
- 3.62.1 The date of that Degree and the dates of the preceding Degrees conferred upon that member.
 - 3.62.2 The name of that member to be inscribed in the Grand Register.
 - 3.62.3 Payment of the prescribed fee for the issuance of a certificate of exaltation to that member.
- 3.63 A member of a Chapter may object in writing to a Degree which is to be conferred upon any other member of the Chapter.
- 3.64 Upon the receipt of a member's written objection the Z may;
- 3.64.1 Dismiss the objection should he find it frivolous or failing to disclose a reasonable factual basis or as being insufficient to prevent the conferring of the Degree.

- 3.64.2 Postpone the conferring of the Degree.
- 3.64.3 Investigate the basis for the objection giving both the member objection and the Member who is subject to the objection an equal opportunity to state, hear and respond to the objection and to provide and fully disclose any relevant documents and other records.
- 3.64.4 Refer the matter to the Jurisprudence Sub-Committee to determine whether the objection falls within the provisions of Article 7 of the Constitution.
- 3.65 An objection once received by the Z cannot be withdrawn.
- 3.66 No Degree may be conferred by any Chapter on a member of that Chapter or any other Chapter who:
 - 3.66.1 Is the subject of an objection.
 - 3.66.2 Is subject to a charge or charges pursuant to Article 7 of the Constitution until the objection is dismissed or any trial and appeal proceedings have been concluded.
- 3.67 The RAM Degree shall not be conferred until such time as the member receiving it has selected a Mark consisting of any combination of straight lines satisfactory to Scribe E.

Honourary Members in a Chapter

- 3.68 A Chapter may elect any member of that or any other Chapter, as an Honorary Life Member provided that such member consents to his nomination for such membership and has rendered eminent service to Capitular Masonry.
- 3.69 Notice of the motion to propose a Mason for Honorary Life Membership shall be given in the summons for the next regular convocation at which the ballot is to take place.
- 3.70 The motion is passed by a vote of 2/3 of the votes cast.
- 3.71 A member by reason only of his election to Honorary Life Membership is not automatically entitled to a vote in Chapter. A Chapter may grant voting rights provided that privilege is specified in the notice of motion and stated in the summons prior to the ballot.
- 3.72 The election of a Mason to Honorary Life Membership does not affect his membership in any other Chapter and the Chapter so electing him is obliged to pay dues to Grand Chapter for him.

Life Membership in a Chapter

- 3.73 A Chapter may in its Bylaws provide that a member may apply for life membership.
- 3.74 The fee for life membership to be paid to Chapter shall be calculated as follows:

Before the age of 30: 15.0 times the annual Chapter dues;
 Ages 30-34: 14.5 times the annual Chapter dues;
 Ages 35-39: 14.0 times the annual Chapter dues;
 Ages 40-44: 13.5 times the annual Chapter dues;
 Ages 45-49: 13.0 times the annual Chapter dues;
 Ages 50-54: 12.5 times the annual Chapter dues;
 Ages 55-59: 11.5 times the annual Chapter dues;

Ages 60-64:	10.5 times the annual Chapter dues;
Ages 65-69:	9.5 times the annual Chapter dues;
Ages 70-74:	8.0 times the annual Chapter dues;
Ages 75-79:	7.0 times the annual Chapter dues;
Ages 80-84:	6.0 times the annual Chapter dues;
After the age of 84:	5.0 times the annual Chapter dues.

- 3.75 A Chapter may in its By-Laws provide for greater but not lesser multipliers.
- 3.76 Upon payment of the proper life membership fee a member:
- 3.76.1 Is entitled, subject to any disciplinary proceedings which may be taken against him, to life membership in the Chapter, and
 - 3.76.2 Shall not thereafter be obliged to pay the regular membership dues of that Chapter,
 - 3.76.3 Is entitled to a certificate of life membership from the Grand Chapter at the expense of the Chapter,
 - 3.76.4 Is not entitled to the return of all or any portion of the life membership fee should he cease for whatever reason to be a member of the Chapter.
- 3.77 Nothing herein affects the duty of a Chapter to remit to Grand Chapter the assessment on all its members.

Chapter Meetings

- 3.78 A Chapter shall meet in regular or emergent convocation at least once in every three month period on the date and time and at the place specified in its By-Laws.
- 3.79 In case the specified date shall fall on:
- 3.79.1 A statutory or public holiday,
 - 3.79.2 The dates of the Annual Grand Chapter Convocation,
 - 3.79.3 The date of the annual meeting of the District to the jurisdiction, of which the Chapter is subject,
 - 3.79.4 The Chapter may without dispensation meet at such alternate date not being more than 14 days before or after any of the specified dates contained in this subsection as the Z may decide.
- 3.80 The place of the convocation shall be as specified in the By-Laws, provided however, that with the approval of Grand Chapter, on a notice of motion passed by a 2/3 majority, a Chapter may arrange that its next regular convocation to a recognized Chapter room other than its own for the purpose of conferring the MMM or MEM Degrees.
- 3.81 A Chapter may meet in emergent convocation:
- 3.81.1 For the sole purpose of conferring a Degree, or
 - 3.81.2 To conduct such business (not including balloting) as shall be set out in the summons.
- 3.82 An emergent convocation:
- 3.82.1 Shall be called by summons which shall be given to each member on at least seven clear days notice.

- 3.82.2 May be summoned by the authority of the Z or on the written request of nine or more members.
- 3.83 In the absence of Z and any past Z of the Chapter, a convocation may be opened by H or in his absence by J provided that the HRA degree may not be conferred.
- 3.84 No member below the rank of an installed Z may occupy the Z chair.
- 3.85 All business except the MMM and MEM Degree shall be conducted in the HRA Degree.
- 3.86 When the Degree of MMM or MEM is to be conferred at a regular convocation, the Chapter shall be opened in the HRA Degree and then closed and a lodge of the appropriate Degree opened for the work and closed in due form.
- 3.87 When the Degree of MMM or MEM is to be conferred at an emergent communication, the communication may be opened and closed in the appropriate Degree.
- 3.88 A communication may not be postponed from day-to-day and a regular communication may not be canceled.
- 3.89 Any communication from Grand Chapter shall be read at the next regular communication following its receipt and shall be noted in the minutes.
- 3.90 Voting shall be by way of a show of hands unless otherwise prescribed or unless the Chapter, by show of hands passed without debate, resolves that a ballot be taken.
- 3.91 The Z shall not have the right to suspend the declaration of a ballot.
- 3.92 In the event of a tie vote the motion is declared lost.
- 3.93 A motion to rescind or amend a resolution of the Chapter shall not be allowed unless notice thereof has been given in the summons calling the meeting at which the motion is to be proposed.

Public Appearances

- 3.94 No member of a Chapter shall wear RA regalia at any public procession, festival, ceremony or gathering without the dispensation of Grand Chapter.

Dissolution of a Chapter

- 3.95 A Chapter is dissolved upon its Warrant being revoked by Grand Chapter where a Chapter has:
- 3.95.1 Failed to hold a communication for any 12 month period,
 - 3.95.2 Failed to make the required returns to Grand Chapter,
 - 3.95.3 Failed to pay the required dues to Grand Chapter, the principal officers thereof may be summoned by Grand Z to show cause why the Warrant should not be revoked.

- 3.96 In the event that the principal officers fail to attend the summons or fail to show cause to the satisfaction of Grand Z then, in addition to any other remedies and disciplinary action he may be entitled to take, Grand Z may revoke the Warrant.
- 3.97 A Chapter may by resolution surrender its Warrant to be revoked by Grand Chapter.
- 3.98 Upon a Warrant being revoked or suspended, the Warrant and all Chapter property of every nature and kind both real and personal including, without limiting the generality of the foregoing, all monies, books, records, and seal, vest in Grand Chapter and shall forthwith be delivered to Grand Chapter by Scribe E or such other member who may have such property in his possession or control.
- 3.99 Where a Warrant has been revoked it may be re-issued in lieu of a new grant where the petition to form a new Chapter is signed by at least nine of the former members of that dissolved Chapter.

Amalgamation of Chapters

- 3.100 Subject to the approval of Grand Z, two or more Chapters may amalgamate under the Warrant and number of one of them.
- 3.101 Where two or more Chapters propose to amalgamate they each shall:
- 3.101.1 Give notice of the motion to amalgamate in the summons for the next Regular communication,
 - 3.101.2 Agree upon the choice of name, number and By-laws of one of them to be adopted as the name, number and By-laws of the amalgamated Chapter and the date and place of the amalgamation.
- 3.102 Upon the motion to amalgamate being passed by each amalgamating Chapter, a copy of their solution shall be sent in the same manner as a summons to every member of the amalgamating Chapters.
- 3.103 Ten clear days after the date the copy of the resolution referred to in 3.102 has been sent, the Scribe E of each amalgamating Chapter shall forward to Grand Scribe E a certified copy of the resolution.
- 3.103.1 If nine or more members of the amalgamating Chapters have submitted written objection to the amalgamation the Scribe E of each Chapter shall also provide copies of those objections to the Grand Scribe E.
- 3.104 Upon the receipt of the resolution of all amalgamating Chapters the Grand may;
- 3.104.1 Issue a dispensation authorizing the amalgamation.
 - 3.104.2 Defer issuing the dispensation until any objection has been resolved to his satisfaction.
 - 3.104.3 Refuse to grant the dispensation.
- 3.105 At the time and place proposed for the amalgamation and in the presence of Grand Z, the Grand District Superintendent or their duly authorized representatives;

- 3.105.1 The members of each amalgamating Chapter shall elect by ballot the elective officers of the amalgamated Chapter.
- 3.105.2 The Z elect shall appoint the remaining officers.
- 3.105.3 Installation and investment of officers shall then take place.
- 3.105.4 The Scribes E of the amalgamating Chapters shall thereupon deliver to Scribe E of the amalgamated Chapter all Chapter property of every nature and kind both real and personal including, without limiting the generality of the foregoing, all monies, books, records, and seal, belonging or pertaining to the amalgamating Chapters which shall vest in the amalgamated Chapter.
- 3.106 Within 30 days following the date of the amalgamation the Scribe E of the amalgamated Chapter shall serve upon Grand Scribe E a list of the members of the amalgamated Chapter signed by him and by Z of the amalgamated Chapter.
- 3.107 No member of the amalgamated Chapter shall be required to pay annual dues to both the amalgamated and the amalgamating Chapters for the same year.
- 3.108 Every member, including members under suspension for any cause shall be a member of the amalgamated Chapter with the same rights, privileges, obligations and restrictions as he had prior to the amalgamation.

Regalia

- 3.109 The regalia, jewels, robes and furnishings to be used in Chapter meetings and on other prescribed occasions shall be as set out in Schedule B.

General

- 3.110 Any document other than one required to be served may be sent by ordinary mail and shall be deemed to have been received on the seventh day following the date of mailing.

Schedule A Districts

District 1:

North Star Chapter No. 2.
Capital City Chapter No. 13.
Norwood Chapter No. 18.
Edson Chapter No. 30.
Wapiti Chapter No. 34.
Stoney Chapter No. 41.

District 2:

Mount Olivet Chapter No. 7.
Parklands Chapter No. 31.
Bethel Chapter No. 36.
Lebanon Chapter No. 38.
Cold Lake Chapter No. 39.
Hangingstone Chapter No. 40.

District 3:

Assiniboia Chapter No. 3.
Otuskwan Chapter No. 9.
Strathmore Chapter No. 21.
Harmony Chapter No. 26.
Eheyeh Chapter No. 27.
Mountainview Chapter No. 42

District 4:

Alberta Chapter No. 1.
Shekinah Chapter No. 4.
Golden West Chapter No. 5.
Hillvue Chapter No. 15.
Crescent Chapter No. 24.

Schedule B
Chapter Regalia

Royal Arch Regalia

1. The Royal Arch Apron to be worn by the Companions is to be of white lambskin or white kidskin, from fourteen to sixteen inches wide and from twelve to fourteen inches deep with an indented crimson and purple border of two inches width, the crimson part pointing to the center of the apron, the border of the flap or lappet to be only one inch wide; in the center of the flap is to be a triangle and within the triangle three taus united to gold spangled embroidery; two gold tassels are to be suspended by white ribbons two inches wide, coming from under the flap. The linings and strings shall be white.



2. The apron of a Z and Past Z of the Chapter shall have the triangle, the linings the strings and ribbons suspending the tassels of scarlet and may be trimmed with gold lace and fringe.



3. The apron of the present and past Officers of Grand Chapter shall have an indented crimson and purple border four inches wide, the border of the flap or lappet to be two inches wide, the triangle, the linings, the strings and ribbons suspending the tassels to be purple. For elected Officers, emblems of their office are to be embroidered in the center of the apron with a wreath trimmed with gold lace and fringe. For appointed Officers emblems in the center of the apron within a circle, trimmed with gold lace and fringe.



4. The Sash of the order shall be a ribbon of four inches width, indented crimson and purple, (purple diamonds showing in the center of the ribbon) with silk fringe at the ends, and shall be worn on the left shoulder passing obliquely to the right side. The Sash of the Z and Past Z of Chapters may have a gold fringe or bullion instead of silk.



5. The Sash of present and past Officers of Grand Chapter shall be a tri-colour ribbon of purple, crimson and pale blue, four inches wide with gold fringe or bullion at the ends.



6. The Jewel of Office worn by present and Past Grand Z α , as well as the jewels of the offices of Grand H and Grand J, shall be suspended from a chain collar of gold or other metal gilt; that of other elected officers from a chain collar of the same or a ribbon collar of three colours, viz: purple, crimson and pale blue, four inches wide; appointed officers to wear a similar chain or ribbon collar but with braid edging of a narrow width.
7. The Jewel of Office worn by Principals and officers of Chapters is to be suspended by a chain collar of gold or gilt, or a crimson collar four inches wide.
8. The Aprons, Collars and Jewels to be worn by the Officers of the Chapter which opened in the Mark Master Mason or Most Excellent Masters Degrees shall be the same as those worn in the Holy Royal Arch Degree and Companions shall wear Royal Arch Regalia.

9. The Jewel and Keystone of the Order are to be worn by companions on the left breast either separately or conjointly on a gilt (or gold) and enameled circle, suspended by a narrow crimson or white ribbon; for Principals and Past Z ϕ of Constituent Chapters, crimson ribbon with a center of light blue one-third the width; and for present and past Officers of Grand Chapter it may be tri-colour corresponding to the collar; all jewels to be gold or gilt.

Chapter Jewels

10. Z - A Crown irradiated within a triangle.
11. H - An All-Seeing Eye, irradiated and within a triangle.
12. J - The Volume of the Sacred Law, irradiated within a triangle.
13. Past Z - The same as the Z, but within a circle.

Robes

14. Z - A scarlet robe trimmed in ermine.
15. H - A purple robe.
16. J - A blue robe.

Keystone

17. The Keystone in the Mark Master Mason Degree shall be white stone bearing the letters HTWSSTKS in a circle. The dimensions shall be, length of side 6 ½ inches, width of top 4½ inches, width of bottom 2 ½ inches. Thickness throughout 2 inches, weight 5 pounds. To be carried large and upward letters facing outward.



Chapter Banners

18. The Banners of Royal Arch Masonry consist of one Royal Arch Banner, four Standards and twelve small banners.

Arrangement of the banners, giving colours and devices is as follows:

Z . Royal Arch Banner . White . Triple tau and triangle within a circle.

A, B, C and D . Standards of the Four Divisions of the Army of Israel,

- a. Green . an Ox
- b. Scarlet . a Man
- c. Crimson . a Lion
- d. Green . an Eagle



The Tribal Banners (Small)

1. Judah . Crimson . Lion couchant, with crown and scepter
2. Naphtali . Blue . A hind let loose
3. Asher . Purple . Overflowing cup
4. Dan . Green . A serpent biting a horse's heel
5. Benjamin . Green . Wolf
6. Manasseh . pale Pink . A vine beside a wall
7. Issachar . Sky Blue . An ass crouching between two burdens
8. Zebulun . Purple . A ship
9. Reuben . Scarlet . Wavy lines
10. Simeon Yellow . A sword and dagger crossed
11. Gad . White . A troop of horsemen
12. Ephraim . Green . An Ox

The Tribal Banners 1 to 12 should be spaced equidistant and placed on the edge of the Mosaic and, where possible, a Companion in white robe seated beside each. The Mosaic, in length and width, should be proportionate to the dimensions of the Chapter room.



The object of this plate is to show the proper arrangement of the Chapter room for the Royal Arch Degree.