

Grand Chapter Royal Arch Masons of the District of Columbia

CODE

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Preamble [added October 14, 2000]

Grand Chapter Goals, and Standards for Recognition - This Grand Chapter establishes as its fundamental goals the following principles and practices, and will recognize other Grand Chapters that have similar fundamental goals. The provisions of this preamble do not override any of the numbered sections of this Constitution and Code.

Fundamental Goals — The fundamental goals of this Grand Chapter are to promote the ideals of Royal Arch Masonry, particularly the brotherhood of all people, charity to those in need, and kindness to all. It supports democracy, fairness, and individual freedoms of speech, conscience, association, and thought. It teaches moral lessons through the use of symbols and allegories, and encourages its members to improve themselves by keeping their passions within due bounds, learning more about all subjects, and becoming more tolerant and supportive of all people.

Toleration and Brotherhood — This Grand Chapter and its members are committed to work for tolerance, and to end all forms of bigotry and discrimination against any person or group of people based on race, color, religious opinions, ethnic background, national origin, language, citizenship, political beliefs, physical condition, age, preferences in life, income status, or anything else other than each man's character and how he treats other people. This principle is to be followed in all actions and decisions in Royal Arch Chapters concerning membership and attendance, and Chapter meetings are not to tolerate comments by anyone that attack or belittle any person or group of people in violation of this principle of brotherhood and tolerance.

Membership Requirements — Each Royal Arch Mason must state a belief in a Supreme Power, meaning God (however defined by each individual, and by whatever names). Men who state such a belief will be accepted and will not be asked to explain or justify their religious beliefs. Each candidate must take his Royal Arch Masonic obligations on a Volume of Sacred Law, meaning a book that he considers to be holy and that his Royal Arch Chapter or he provides for this purpose. All members must be male and Master Masons in good standing in a lodge recognized by our Grand Lodge.

Volume of Sacred Law (VSL), Square and Compasses — The VSL, meaning the Bible and/or any other books that are considered holy by Chapter members or in the society in which Royal Arch Chapters operate, must be displayed and open on the altars of Chapters, together with a square and compasses.

Origin and Authority — To be recognized by our Grand Chapter, Grand Chapters should be established by the General Grand Chapter, a recognized Grand Chapter, or by three or more Chapters that practice Royal Arch Masonry in a manner similar to our Grand Chapter, as described in these guidelines, and each Grand Chapter should have complete and exclusive Masonic authority over its Chapters and their members.

Prohibited Discussions — No discussions are to be permitted in or about Royal Arch Masonic meetings concerning supporting or opposing any partisan political candidate or officeholder, passage or opposition to any pending public legislation, or similar political action, or agreeing or disagreeing with any religion or religious concept or doctrine.

Support for these Fundamental Goals — All of our Grand Chapter's members should support and promote these fundamental goals.

Section 1. The name and title of this body shall be "The Grand Chapter of Royal Arch Masons of the District of Columbia."

It shall have a seal bearing suitable devices and inscriptions, which shall be affixed to all instruments issued by or under its authority.

Section 2. Its jurisdiction shall extend over the territorial limits of the District of Columbia, but this jurisdiction is not claimed to be exclusive. [the last phrase of this section was adopted March 17, 2001]

Section 3. The Grand Chapter shall be composed of -

(a) Officers as follows:

Grand High Priest
Grand King
Grand Scribe
Grand Secretary
Grand Treasurer
Grand Visitor and Lecturer
Grand Chaplain
Grand Captain of the Host
Grand Principal Sojourner
Grand Royal Arch Captain
Grand Master of the Third Veil
Grand Master of the Second Veil
Grand Master of the First Veil, and
Grand Sentinel.

(b) Past Grand Officers as follows:

Past Grand High Priests,
Past Grand Kings,
Past Grand Scribes
Past Grand Secretaries,
Past Grand Treasurers,

so long as they remain members of Chapters working under this Grand Chapter.

(c) The current High Priest, and, King, and Scribe of each Chapter under this Grand Chapter.

(d) All Past High Priests (including those who have presided over Royal Arch Chapters where past presiding officers are known by other titles such as Past Z or Past Principal), so long as they remain members in good standing of Chapters under the jurisdiction of this Grand Chapter.

Section 4. Any officer of a Chapter, as specified in Section 3(c) above, may be represented and vote by proxy. Proxies must be members of the same Chapters as their principals and have certificates of appointment on file with the Grand Secretary. Proxies are not, by virtue of their designated authority, members of this Grand Chapter.

Section 5. The title and designation of the Grand High Priest shall be " Most Excellent;" of the Grand King, Grand Scribe, Grand Secretary and Grand Treasurer, " Right Excellent;" of the remaining officers, " Excellent."

Section 6. Grand Chapter Convocations

(a) The annual convocation of this Grand Chapter shall be on the 3rd Saturday in March, or the Friday preceding the 3rd Saturday in March, on either day and at such hour as the Grand High Priest may designate, in the City of Washington DC.

(b) There shall be one stated semi-annual convocation of this Grand Chapter, which shall be held during the month of October, on such day and at such hour as the Grand High Priest may designate, in the city of Washington. The purpose of this semi-annual convocation shall be the transaction of general business of the Grand Chapter, and shall not include such business as is designated for the annual convocation by this constitution. Business for consideration at the semi-annual convocation must be submitted in writing to the Grand Secretary by July 30. If there has been no business submitted by this date, the Grand High Priest may, at his discretion, call off the semi-annual convocation.

(b) Special convocations may be called by the Grand High Priest, and it shall be his duty, upon request of a majority of the Chapters, to him in writing, to call a special convocation.

Sec. 7. No business shall be transacted at a special convocation except that which is specified in the notice or summons convening the same.

Sec. 8. Officers.

(a) Elected Officers.

The officers of this Grand Chapter shall be chosen at the annual convocation. The following officers shall be elected separately by ballot:

Grand High Priest
Grand King
Grand Scribe

Grand Secretary
Grand Treasurer
Grand Visitor and Lecturer
Grand Chaplain
Grand Captain of the Host

(b) Appointed Officers.

The following officers shall be appointed by the Grand High Priest for a term of one year, and are not eligible for appointment to any higher office until one year after the expiration of the term for which they are appointed:

Grand Principal Sojourner
Grand Royal Arch Captain
Grand Master of the Third Veil
Grand Master of the Second Veil
Grand Master of the First Veil

(c) Grand Sentinel.

The Grand Sentinel shall be appointed by the Grand High Priest, and shall be eligible for immediate reappointment to the same or any other appointive office after the expiration of the term for which he was appointed.

(e) Requirement of Past High Priest Status

All Grand Chapter Officers must be Past High Priests, other than the Grand Chaplain and Grand Sentinel.

Sec. 9. Any elective office may be filled, on proper motion and by unanimous consent, by reelection of the incumbent or by advancement of a lower ranking elective officer by unanimous ballot. If there be an objection, the office shall be filled by secret ballot. All other elective offices shall be filled by secret ballot. A majority of the votes cast shall be necessary for a choice in any secret ballot.

Sec. 10. The Grand High Priest shall appoint tellers, and a secretary therefor, and announce the procedure to be followed in conduction of the election.

Sec. 11. The officers of this Grand Chapter shall be installed at the Annual Convocation, or at another time (within 2 weeks) and place set by the incoming Grand High Priest [this phrase was added March 17, 2001], by the Grand High Priest, a Past Grand High Priest, or, in their absence, by some member of this Grand Chapter designated by the Acting Grand High Priest, and shall hold office for one year, or until their successors are elected and installed. If any officer be absent from the general installation, he may be installed at any other suitable time and place under the direction of the Grand High Priest, without unnecessary delay, a report of said installation to be made immediately thereafter to the Grand Secretary. When an officer of this Grand Chapter or of a constituent Chapter succeeds himself in an office he need not be installed.

Sec. 12. The Grand High Priest may fill vacancies in any office by appointment until the next annual election. Officers who have not served a full term, or who are appointed to fill vacancies, shall not be regarded as past grand officers after their service.

Power and Authority

Sec. 13. This Grand Chapter is a body of Royal Arch Masons in whom is inalienably vested the government and superintendence of Capitular Masonry within the Royal Arch Chapters which are Chartered by or operating under Dispensation of this Grand Chapter ["the Royal Arch Chapters ... this Grand Chapter" substituted for "its territorial jurisdiction" as of March 17, 2001], subject only to its obligations to the General Grand Chapter of Royal Arch Masons International. It shall hear and determine all appeals between 2 or more Chapters; hear and decide all charges and complaints against any officer of the Grand Chapter or the High Priest of a Constituent Chapter; grant charters for Chapters to confer the degrees of Mark Master, Past Master, Most Excellent Master and Royal Arch, and demand and receive therefor, and for dispensations, certificates and diplomas, such fees as are hereinafter provided; shall assess and collect from the several constituent Chapters such sums of money as the good of the Craft may require, such assessments to be pro rata according to membership upon all Chapters under its jurisdiction; enact and enforce all laws and regulations for the government of the Companions; establish and maintain a uniform mode of work, under the sanction of the ancient landmarks and customs of Masonry, and exercise all such powers as belong to it by custom or the ancient constitutions and regulations of the Craft.

And, finally, it shall consider and do all matters and things appertaining to the good, well-being and perpetuation of Royal Arch Masonry not inconsistent with its affiliation with the General Grand Chapter of Royal Arch Masons International or the statutes thereof.

Sec. 14. Voting.

(a) Elections and all questions shall be decided by a majority of the members present, except that on appeal a 2/3 vote shall be necessary to reverse any action of a Chapter.

(b) Each member of this Grand Chapter, or proxy acting for his principal, shall have only one vote, except that the Grand High Priest or other presiding officer may cast the deciding vote in all questions except the election of officers.

Sec. 15. No Chapter, its representatives or Past High Priests, shall be entitled to vote until all dues owing by said Chapter to the Grand Chapter shall have been fully paid or remitted.

Sec. 16. The representatives of a Chapter shall be its High Priest, King, and Scribe, or proxies named by them at stated convocations of their respective Chapters and confirmed by a majority vote of the Chapter. An acceptable certificate of confirmation

of a proxy must be filed with the Grand Secretary prior to the convocation of the Grand Chapter at which the proxy offers to vote for his principal.

Sec. 17. Grand High Priest Duties and Authority

(a) The Grand High Priest shall preside at all convocations of the Grand Chapter when present, preserve peace and harmony in the Grand Chapter, and see that its laws are obeyed.

(b) The Grand High Priest has power to grant dispensations for the formation of new chapters, such dispensations, under his hand and private seal, being valid until the next stated convocation of the Grand Chapter; and to grant dispensations for public processions and such other purposes as are authorized by the Ancient Constitutions.

(c) The Grand High Priest has full authority to be present and preside in every Chapter, with the High Priest on his right, and to order the Grand King and Scribe to attend him, or to command the King and Scribe of such Chapter to act as his King and Scribe pro tem.

(d) The Grand High Priest has command of every officer of the Grand Chapter, and shall see that the duties of each are faithfully performed. He has authority to require the attendance of, and information from, any Grand Officer respecting his office; and when, in his opinion, it is proper so to do, to suspend such officer and appoint a suitable person to act in his stead until the next convocation of the Grand Chapter, when report of his action shall be made to the Grand Chapter for its approval or disapproval; to appoint such Grand Officers as may be necessary to fill vacancies, and to perform such other duties and exercise such other powers and prerogatives as properly pertain to the office, not inconsistent with the provisions of this Constitution.

(e) The Grand High Priest, attended by the other officers of the Grand Chapter, shall make a visitation at least once a year to each constituent Chapter. The Chapter to be visited shall have ten days previous notice of the visitation.

(f) The Grand High Priest shall have power to appoint suitable Companions to represent this Grand Chapter near other Grand Chapters, such Companions to be vested with the powers and duties usually exercised by Grand Representatives.

Sec. 18. This Grand Chapter will not to appoint or receive any Companion as representative unless he shall have attained the rank of High Priest and is a member of his respective Grand Chapter.

Sec. 19. In the absence of the Grand High Priest from a convocation of the Grand Chapter, the Grand King, and in his absence, the Grand Scribe, shall preside, with the same authority as the Grand High Priest. Upon the inability to serve, or removal from the jurisdiction of the Grand High Priest, the Grand King shall succeed to all his duties, powers and prerogatives and shall assume the title of Acting Grand High Priest. In the event of the death of the Grand High Priest, the Grand King succeeds to all his duties, powers and prerogatives together with the title of the Grand High Priest, without the necessity of further installation. In this event, the Grand Scribe shall succeed to the office of Grand King, without the necessity of further installation. When the Grand King succeeds to the office of Grand High Priest in this manner, he must serve at least 6 months to qualify as a Past Grand High Priest.

Sec. 20. If the first 3 officers of the Grand Chapter are absent at a Grand Chapter convocation, the junior Past Grand High Priest present shall temporarily assume the office and perform the duties of Grand High Priest. If there is a vacancy in each of the first 3 offices of the Grand Chapter, the junior Past Grand High Priest of this Grand Chapter present in the jurisdiction shall assume the office of Grand High Priest for the purpose of calling a special convocation of the Grand Chapter to fill the vacancies by election. Vacancies can occur only by death, resignation, refusal of an officer to serve, suspension, expulsion, or permanent removal from the jurisdiction, except that the Grand High Priest cannot resign.

Sec. 21. The Grand Secretary shall attend all convocations of the Grand Chapter with the necessary books and papers of his office; keep a fair record of the proceedings of the Grand Chapter, and an account with the Grand Treasurer and with the several constituent Chapters of this jurisdiction; charge the latter with such sums as may become due, collect and credit the same to said Chapters respectively, and pay the same without unnecessary delay to the Grand Treasurer (and in the absence of the Grand Treasurer, deposit the same in the designated depository of this Grand Chapter in the name of the Grand Chapter, and turn over to the Grand Treasurer as cash a duly attested duplicate of the deposit slip); render an account at every annual convocation (and oftener if required) of all moneys received by him in time to be audited by the Committee on Accounts, previous to the election of officers; purchase

all books and stationery for the Grand Chapter and procure all its necessary printing to be done on the most reasonable terms; countersign all drafts upon the Grand Treasurer; take charge of and safely keep the books, papers, seal and other property of the Grand Chapter not otherwise herein specially provided for; issue summonses whenever directed by the Grand High Priest or other person legally acting as such; issue notices to every officer of the Grand Chapter, every Past Grand Officer and Past High Priest entitled to a vote in the Grand Chapter, and every High Priest of a Chapter, for himself, council and other representatives of said Chapter, on the occasion of all stated and special convocations of the Grand Chapter, giving the time and place of holding said convocation, which notice shall, if practicable be mailed at least 3 days before the time fixed for the convocation; send to constituent Chapters, prior to the formation of a new Chapter, the names of members of said Chapters who are petitioners for a charter or for a dispensation for the proposed new Chapter; certify to the Grand Chapter whether all petitioners for a charter for a new Chapter are clear of the books of the Chapter from which they hail; notify all committees of their appointment and of the business referred to them; correspond with other Grand Chapters and Companions under the direction of the Grand Chapter or the Grand High Priest; communicate, under seal, to other Grand Chapters with which this Grand Chapter is in fraternal relations the result of any election of officers of this Grand Chapter; affix the seal of the Grand Chapter to all charters for Chapters, to all certificates, and to all certified copies of any portion of the records or files of the Grand Chapter; arrange and append to each publication of the proceedings of the Grand Chapter, on pages by themselves, all the "standing resolutions," and annually add thereto such as may thereafter be adopted, and omit such as may be repealed; furnish annually to the Secretary of each constituent Chapter 2 copies of such blank form of return to be made to this Grand Chapter as may, in his judgment, be best adapted to the purpose; compile from every available source the capitular history of all Companions of this jurisdiction and keep the same up to date; design and furnish to the Secretary of each constituent Chapter of this jurisdiction forms for information required by Section 116 of this Constitution, and collate the information received and furnish the same in bulletin form to the several Chapters.

Sec. 22. The Grand Secretary shall not include the names of rejected applicants in the Proceedings of the Grand Chapter.

Sec. 23. He shall do and perform all other duties pertaining to the office of Grand Secretary.

Sec. 24. The Grand Secretary shall deliver to his successor in office, or, when directed by the Grand Chapter, to a duly appointed committee, all books and papers in his possession belonging to the Grand Chapter.

Sec. 25. The Grand Secretary shall receive for his services an annual salary, payable monthly, the amount of which shall from time to time, be determined by the Grand Chapter upon the recommendation of the Committee on accounts.

Sec. 26. The Grand Treasurer shall receive all moneys from the Grand Secretary, giving him a receipt therefor, and shall deposit the same in the name of the Grand Chapter in such bank or depository as the Grand Chapter shall designate, and the same shall be withdrawn therefrom only by the check of the Grand Treasurer

attached to a draft on him signed by the Grand High Priest and countersigned by the Grand Secretary; he shall keep full and accurate accounts of his transactions in an appropriate book, which shall be the property of the Grand Chapter and subject to its order; he shall make a written report at the annual convocation, and oftener if required, of all money received and paid out by him subsequent to the previous report.

Sec. 27. The Grand Treasurer, previous to assuming the duties of his office, shall give bond, with a responsible bonding company as surety, in such sum as the Grand Chapter shall prescribe, for the faithful performance of his duties, which bond shall be deposited with the Trustees. He shall receive an honorarium in an amount to be determined by the Grand Chapter upon the recommendation of the Committee on Accounts.

Sec. 28. On retiring from office, the Grand Treasurer shall forthwith deliver all moneys, securities, evidences of debt, books, writings or other property of the Grand Chapter under his control, to his successor in office or to the Grand Chapter.

Sec. 29. The Grand Visitor and Lecturer shall be responsible for maintaining the accuracy of the work and lectures of Capitular Masonry as determined upon and established by this Grand Chapter. He shall, with the assistance of the Committee on Work and Lectures, instruct the officers of the constituent Chapters in the work and lectures of Capitular Masonry as adopted by this Grand Chapter; visit each constituent Chapter in this jurisdiction at least once in every 6 months for that purpose; correct erroneous work observed by him and report at the annual convocation upon the work as rendered by the Chapters, together with the official visits made during the year and the Chapters to which made. He shall not be a member of the Committee on Work and Lectures. He shall receive an honorarium in an amount to be determined by the Grand Chapter upon the recommendation of the Committee on Accounts.

Sec. 30. The Grand Visitor and Lecturer can only be installed after he has produced a certificate, signed by a majority of the Committee on Work and Lectures, that he is fully qualified to exemplify the work as prescribed by the Grand Chapter.

Sec. 31. The Grand Chaplain shall perform such duties, consonant with his office, as shall be prescribed or designated by the Grand High Priest.

Sec. 32. The Grand Sentinel shall take charge of such property of the Grand Chapter as shall be committed to his custody or as is not otherwise provided for in this Constitution; keep a correct list of the same and file with the Grand Secretary at each annual convocation a copy thereof. At the expiration of his term of service he shall deliver the list, with the articles, to his successor, and account satisfactorily for any deficiency. He shall see that the Chapter room is suitably prepared for the convocations of the Grand Chapter, and perform such other duties as pertain to the office of Grand Sentinel. He shall receive an honorarium in an amount to be determined by the Grand Chapter upon the recommendation of the Committee on Accounts.

Sec. 33. The other officers of the Grand Chapter shall perform such duties as traditionally appertain to their respective offices and stations, or as may be assigned them by the Grand Chapter or the Grand High Priest.

Sec. 34. There shall be 3 Trustees, one of whom shall be elected by ballot at each annual convocation for a term of 3 years. They shall have custody of all securities of the Grand Chapter and shall keep them in such depository as shall be designated by the Grand Chapter; collect all interest and dividends due on such securities and pay it to the Grand Secretary. They shall make a report in writing at each annual convocation.

Sec. 35. The Grand High Priest shall appoint all committees, unless otherwise ordered by the Grand Chapter.

Sec. 36. All reports of committees shall be in writing, signed by a majority of the committee submitting it.

Sec. 37. At the annual convocation, or as soon thereafter as practicable, the Grand High Priest shall appoint the following standing committees, with 3 to 5 members on each:

Committee on Bylaws

Committee on Grievances

Committee on Recognitions [changed October 14, 2000, from Correspondence]

Committee on Accounts

Committee on Jurisprudence

Committee on Work and Lectures

Committee on Royal Arch Advancement

Committee on General Grand Chapter Awards

Committee on Editing and Printing

Sec. 38. The Committee on By-Laws shall examine the by-laws of constituent Chapters and all amendments thereof submitted to the Grand Chapter for approval. The approval of the committee in the intervals between convocations of the Grand Chapter shall authorize the Chapter to act under said by-laws until the decision of the committee has been acted on by the Grand Chapter. The approval or disapproval of the committee shall be immediately communicated to the Chapter through the Grand Secretary and reported to the Grand Chapter by the Committee at the next convocation of the Grand Chapter.

Sec. 39. The Committee on Grievances shall examine into all cases of grievance and appeal which may be referred to it by the Grand Chapter, or the Grand High Priest, and report thereon as early as possible.

Sec. 40. The Committee on Correspondence shall examine all the correspondence of the Grand Chapter referred to it, and report thereon.

Sec. 41. The Committee on Work and Lectures shall examine each companion presenting himself for such examination (and who is recommended for such examination by the High Priest of his Chapter) in the work and lectures of the several

Capitular degrees, and if found proficient, to issue to him a certificate to that effect. Such a certificate shall be accepted as sufficient qualification for the election and installation as Grand Visitor and Lecturer. The Committee shall cooperate with the Grand Visitor and Lecturer in seeing that the officers of the constituent Chapters are properly instructed in the work and lectures of the several degrees. The Committee is authorized to hold a School or Schools of Instruction, at such times and places as it may determine, for the instruction of officers and Royal Arch Masons. It shall meet with the Grand Visitor and Lecturer at stated periods to consider any question which may arise relating to the ritual, and shall decide all appeals made to it concerning points of difference between the High Priests of Chapters and the Grand Visitor and Lecturer; its decision to be final unless set aside by the Grand Chapter; it shall report at the annual convocation concerning such questions and appeals as may have been submitted to it; and it shall transmit to its successors unimpaired, the work and rituals as adopted by this Grand Chapter.

Sec 42. The Committee on Accounts shall examine and audit the accounts of the Grand Secretary, Grand Treasurer and Trustees, and present a written report thereon at the annual convocation. They shall examine and report on all claims against the Grand Chapter. They shall prepare and present a budget for the ensuing year, based on the anticipated revenues and expenditures. After approval of the budget by Grand Chapter, no motion providing for the expenditure of funds not included in the budget shall be presented to Grand Chapter without a recommendation from the Committee on Accounts.

Sec.43. The Committee on Jurisprudence shall examine and report on the decisions of the Grand High Priest and all other questions of Masonic law which may be referred to it by the Grand Chapter or the Grand High Priest. [following sentence added October 14, 2000] This committee also may propose or clarify amendments to the Code or Grand Chapter law or practice, in addition to giving its recommendations on all proposed amendments.

Sec 44. The Committee on Royal Arch Advancement shall consider ways and means of meeting problems confronting the constituent Chapters in this jurisdiction, particularly with respect to attendance, advancement and membership, and to make recommendations thereon to the Grand High Priest and to the High Priests of the respective Chapters.

Sec. 45. The Committee on General Grand Chapter Award shall select a companion for this award, and prepare a citation giving the reasons for the selection, to be reported to the Grand High Priest at least 90 days before the annual convocation of Grand Chapter.

Sec. 46. The Committee on Editing and Printing shall edit the Grand Chapter Proceedings, and arrange for its printing at a reasonable cost.

Sec. 47. For every dispensation to form a new Chapter or revive an extinct one the Companions obtaining it shall pay \$45 to the Grand Chapter.

Sec. 48. For every charter granted by the Grand Chapter to a Chapter working under a dispensation, the Chapter obtaining it shall pay \$45, and for every charter granted without a previous dispensation there shall be paid the sum of \$90.

Sec. 49. Each Chapter (except new Chapters while working under dispensation) shall pay to the Grand Chapter, for every member on the roll of the Chapter on the preceding December 31, a sum not to exceed \$8, the exact amount to be set by the Grand High Priest, Grand King, Grand Scribe, Grand Secretary, and Grand Treasurer, after a study of the needed finances. The amount of the annual assessment shall be reported to the Secretaries of the Chapters by September 30 preceding the year for which the assessment is made. The amount of the assessment may not be increased more than 75¢ in any one year. No money shall be due or payable to the Grand Chapter from any Chapter on account of clergymen or honorary members from whom the Chapter shall have exacted no dues.

Sec. 50. [deleted October 14, 2000]

Sec. 51. No dispensation for forming a new Chapter shall be granted except upon the petition of at least 9 Royal Arch Masons (each of whom is free of indebtedness to the Chapter of which he is a member), which petition shall be accompanied by a certificate from a Chapter nearest the place where the new Chapter is intended to be opened, vouching for the moral character and Masonic abilities of the petitioners and recommending the granting of their prayer. Such dispensation shall remain in force no longer than the next annual convocation of the Grand Chapter.

Sec. 52. No Charter shall be granted except upon the petition of at least 9 Royal Arch Masons and under the conditions required for a dispensation, unless the petitioners have been working under a dispensation, in which case a simple petition for such charter shall be presented, accompanied by a copy of the proceedings of the Chapter working under the dispensation, when, if they are approved, the charter may be issued.

Sec. 53. When a charter shall be issued to a new Chapter, that Chapter shall be constituted and its officers installed by the Grand High Priest or his authorized representative, before any convocation of the Chapter can be held.

Sec. 54. No Certificate of the Grand Chapter shall be granted to any but a Royal Arch Mason, and to him only when he presents a certificate from the Secretary of his Chapter that he is in good standing: provided that where a Chapter has become extinct, the Grand High Priest may direct the granting of such certificate to a member of the extinct Chapter, who may clear himself of all arrearage to said Chapter by payment to the Grand Chapter.

Sec. 55. The Grand Chapter has exclusive power to constitute Chapters within its jurisdiction, as defined in Section 13 of this Code [this clause added March 17, 2001], and it shall have power to ordain and prescribe regulations for their government not in conflict with its allegiance to and affiliation with the General Grand Chapter of Royal Arch Masons International.

A Chapter shall be composed of:

A High Priest,
A King,
A Scribe,
A Secretary,
A Treasurer,
A Captain of the Host,
A Principal Sojourner.
A Royal Arch Captain,
A Master of the Third Veil,
A Master of the Second Veil,
A Master of the First Veil,
A Sentinel,

and such other officers and members as may be found convenient for work and discipline.

Each member of a Chapter, when present, shall be entitled to one vote in all proceedings of the Chapter.

Sec. 56. The first 5 Officers of a Chapter shall be elected annually by ballot, and the remainder shall be appointed by the High Priest, or elected, as the by-laws of the Chapter shall provide.

Sec. 57. The title and designation of the High Priest and Past High Priests shall be "Excellent", and of the other officers and members "Companion". Past Grand Chapter Officers of other jurisdictions affiliated with Chapters in this jurisdiction shall retain the title appropriate to their former rank.

Sec. 58. No Companion shall be eligible to the office of High Priest who has not been regularly elected and served either as King or Scribe of a Chapter for a period of one year, except in the formation of new Chapters or the existence at one and the same time of vacancies in the first 3 offices of a Chapter.

Sec. 59. The High Priest shall, immediately after the installation of officers, cause the Secretary to report to the Grand Secretary the names and addresses of the officers elected and the proxies appointed to represent the High Priest, King and Scribe.

Sec. 60. Each High Priest must furnish to the Chapter Secretary, before the High Priest can be installed:

(a) a certificate from the Grand Visitor and Lecturer stating that the Companion to be installed as High Priest

(1) he is qualified to open and close his Chapter and conduct its business with dignity and decorum, and

(2) has a working knowledge of the Capitular degrees sufficient to see that they are

competently and impressively conferred,
and

(b) a certificate from the Grand High Priest or someone designated by him, stating that the Companion to be installed as High Priest has, within the last year, taken courses and passed tests administered by the Grand Chapter to help the High Priest learn:

(1) leadership and other skills that will help him be a successful High Priest, and

(2) to understand, apply, and use the Grand Chapter Code and the Bylaws of his Chapter.

Sec. 61. The annual election of Officers shall be held at a stated convocation after the end of the capitular year. The officers elected shall be installed prior to the annual convocation of Grand Chapter, but not until after the Grand Visitation. When a Chapter is unavoidably prevented from electing and installing its officers at the time prescribed, the Grand High Priest may issue a dispensation for holding an election and installation at some other time.

Sec. 62. No High Priest, King or Scribe, may resign during his term of office.

Sec. 63. A vacancy in any office other than that of High Priest may be filled at any stated convocation after notice to the members. A vacancy can occur only by promotion, death, resignation, refusal to serve, suspension, expulsion, or permanent removal from the jurisdiction.

Sec. 64. No election to fill a vacancy in the office of High Priest shall be held except when a vacancy also exists in the office of both King and Scribe, in which event the Grand High Priest shall issue a dispensation for a special election of said officers.

Sec. 65. The High Priest, King and Scribe shall, immediately after installation, appoint proxies to represent them in the Grand Chapter in ease of their absence, said appointments to be confirmed by a majority vote of the Chapter.

Sec. 66. The charter of a Chapter shall be in the special charge of the High Priest, who shall carefully preserve it and have it present whenever the Chapter is open.

Each Chapter shall cause to be prepared and kept in some safe depository an exact copy of its charter, certified by the Grand High Priest.

Sec. 67. The procedure for consolidation of Chapters shall be as follows:

(a) A resolution proposing consolidation should be presented at a Stated convocation of each Chapter involved, and a majority vote is needed for adoption.

(b) If adopted, committees of 3 each shall be appointed by each interested Chapter to consider all details about consolidation. If and when all such committee agree upon a plan for consolidation, they shall prepare a consolidation resolution that will include the proposed new Chapter name and number, meeting place, disposition of charters and seals, and selection of officers. This resolution shall be presented to the Grand High Priest for his approval.

(c) If approved, this consolidation resolution will be presented to each Chapter involved, at a Stated convocation, to be voted on at a subsequent Stated or Special convocation, where all members will have at least 10 days' notice.

(d) A vote of each Chapter will be needed to adopt the consolidation resolution, and voting shall be by written ballot. Each Chapter will inform the other Chapters, and the Grand High Priest of the voting results. If 2 or more Chapters vote in favor, the consolidation of those Chapters agreeing will be considered complete. The members will then meet at the time and place specified in the plan and elect and install officers.

(e) The old Chapters will inform the new Chapter the status concerning membership, finances, property, and candidates in process of receiving the degrees. The new Chapter will become the owner of all property, and pay all debts, of the old Chapters. Past High Priests of the old Chapters, and the High Priests ceasing to hold office because of the consolidation, shall become Past High Priests of the new Chapter. Necessary details of the consolidation will be furnished to the Grand Secretary.

Sec. 68. No Chapter shall be opened except by the High Priest, King or Scribe; or by some Companion who has attained the rank of Past High Priest; and not by the last-named Companion except in the presence of the officer of the Chapter entitled to the chair and at his request subsequent to his having congregated the Chapter. All offices subordinate to the High Priest shall be filled by the occupant of the chair,

except that for all purposes except opening and closing the Chapter and conferring degrees, 5 members of a Chapter, 3 of which shall be members of the Chapter, shall be necessary to constitute a quorum. No business requiring a vote of the members shall be conducted unless a quorum is present.

Sec. 69. There shall be at least one stated convocation of each Chapter in each quarter, at a time and place specified in the charter or bylaws of the Chapter.

Sec. 70. Special convocations may be called by the High Priest on due notice to the membership, specifying the purpose for the special convocation, and no business other than that stated in the notice shall be transacted. [the following sentence was added March 17, 2001] Any business, including receiving and balloting on petitions, may be done at a special convocation.

Sec. 71. All business shall be transacted in a Chapter opened on the Royal Arch degree, except the degree work of the several lodges comprised within a Chapter.

Sec. 71-A. [added October 14, 2000] Recess - The High Priest of any Chapter may order his Chapter, when at labor to be at recess for an interim period for the purpose of permitting non-Royal Arch Masons to be present, such as during the "open installation" of officers. While "at recess" the Square and Compasses shall be displaced and no due guards or signs (including Grand Honors) are permitted, except for the sign of fidelity. On such occasions nothing shall be revealed that is not proper to be known to non-Royal Arch Masons, and the normal movement around the Chapter at labor or refreshment will not be required. During this period when the Chapter is "at recess," the officers are not required to be in their stations and places.

Sec. 72. Chapters shall not, at special convocations, alter, amend, or rescind any part of the proceedings adopted at a stated convocation. When the minutes of a previous convocation are read for approval or correction, High Priests and Chapters shall not order to be stricken from the minutes, or withhold from the record, any motion or other proceeding, proper to be written, which was adopted at the stated convocation.

Sec. 73. At convocations, all questions shall be decided by a majority vote unless otherwise provided. The presiding officer is entitled to one vote, but if the votes are equally divided he shall also cast the deciding vote, except in the election of officers.

Sec. 74. Decisions of the High Priest may not be appealed to the Chapter. Where the decision is upon questions about the Constitution, rituals, statutes or regulations of the Grand Chapter or the application of the bylaws of a Chapter, an appeal may be taken to the Grand Chapter if notice of that appeal is given at the time of the decision or at the next stated convocation after the decision complained of. Within 30 days after notice, a statement in writing describing the whole case and setting forth under separate headings the errors complained of and the grounds of appeal, must be filed with the High Priest of the Chapter and the Grand Secretary.

Sec. 75. Any Chapter may, at a stated convocation, dispense with the convocations of not more than 2 successive months by vote of a majority of the members present; and any stated convocation of a constituent Chapter which occurs on the same date

as a stated convocation or other activity of the Grand Chapter is dispensed with by reason of that coincidence of dates.

Whenever a Chapter dispenses with any of its stated convocations its Secretary shall immediately notify the Grand Secretary and state the period of suspension.

Sec. 76. [amended October 14, 2000, to read as follows] Grand Chapter and Chapter officers shall give proper respect to known holy and sabbath days of the religions of their members in deciding what meetings or events to schedule on various days of the week.

Sec. 77. No Chapter shall form a public procession, except for a Masonic funeral or to attend divine services without the permission of the Grand High Priest.

Sec. 78. The Royal Arch degree may be conferred only upon one or more groups of 3 candidates each at the same time. Each group shall contain at least 2 actual candidates.

Sec. 79. In conferring the degree of Past Master, Chapters may continue the work of the degree with all candidates present up to the point of induction. Chapters shall not confer the degree of Past Master upon anyone who has not been elected to receive the Capitular degrees.

Sec. 80. No convocation shall be closed until after the lecture or lectures pertaining to the degree or degrees conferred at said convocation shall have been appropriately delivered.

Sec. 81. Every Chapter shall close its books and accounts to and including the thirty-first day of December of each year, and shall, within fifteen days thereafter, make a just and true return to the Grand Chapter of all its members on December thirty-first, stating one given name and the initial or initials of other given names of each member on the rolls thereof, giving each one his appropriate grade and rank, also stating the names of candidates and the dates on which were conferred the degrees of Mark Master, Past Master, Most Excellent Master and Royal Arch, and also of all affiliations, reinstatements, dismissions, suspensions, expulsions, rejections, and deaths of members occurring during the year, together with the name and number of the Chapter and the dates and place of its stated convocations, agreeable to a form to be furnished by the Grand Secretary; said returns shall be signed by the High Priest and attested by the Secretary under the seal of the Chapter, and shall be accompanied by the amount of its dues and fees to the Grand Chapter. Any Chapter neglecting to make such return and payment shall be deprived of its vote in the Grand Chapter; and if it fails to make such return for 2 years its charter shall be forfeited and be immediately recalled by the Grand High Priest.

Provided, further, that for each member reinstated or affiliated after having been dropped for non-payment of dues, the Chapter shall make payment with its next annual return of all Grand Chapter dues and assessments for the year in which the companion was dropped as well as for the year of reinstatement.

Sec. 82. Within 10 days after the close of the Capitular year, the High Priest of each Chapter shall cause to be furnished for examination, to the Grand Secretary and Grand Treasurer, the record and account books of the Secretary and Treasurer of his Chapter; and it shall be the duty of the Grand Secretary and Grand Treasurer to return these books on or before the evening of the annual visitation.

Sec. 83. Every Chapter shall submit its Bylaws to the Grand Chapter for approval. Every Bylaws amendment, except those relating to fees, dues or salaries of officers, shall be submitted for Grand Chapter approval immediately after its adoption. The Grand High Priest has no authority to set aside the bylaws of a Chapter after they have been approved by Grand Chapter.

Sec. 84. It is the right of every Companion in good standing to visit any regular Chapter unless objection is made by a member of the Chapter who is present, in which case the visitor shall not be admitted, unless the High Priest determines, after private consultation with the objector, that the objection is based on unmasonic reasons. [the last phrase in the preceding sentence was adopted by the Grand Chapter on October 4, 2002] A Royal Arch Mason from any jurisdiction with which this Grand Chapter maintains fraternal relations is considered to be a Companion, whether or not he has received all of the Capitular degrees as conferred in the District of Columbia.

Sec. 85. An unaffiliated Royal Arch Mason may visit each Chapter in this jurisdiction only once before taking the necessary steps for affiliation. When an unaffiliated Companion resides in this jurisdiction for 6 months without affiliating with a Chapter or taking the necessary steps for affiliation, he may not visit a Chapter or be present and participate in any public procession or ceremony.

Sec. 86. Chapters shall not permit a visitor to be examined who comes from a jurisdiction where clandestine Chapters are declared by the Grand Chapter of that jurisdiction to exist, or from a jurisdiction which requires visiting Companions to exhibit certificates of membership before being examined or admitted to visit unless the visitor presents a certificate from the Grand Chapter of that jurisdiction with which this Grand Chapter has fraternal relations, or otherwise satisfies the Chapter that he is a member in good standing under the jurisdiction of the foreign Grand Chapter.

Sec. 87. No Companion shall write for publication or publish any communication which may reflect injuriously upon the Masonic fraternity, or any member or members thereof, or give any information in a public manner concerning the internal affairs of the fraternity.

Sec. 88. Whenever 9 members of a Chapter present at a stated convocation submit a written request for a surrender of its charter, the High Priest shall direct summonses to issue immediately to every member of the Chapter who is in the jurisdiction, setting forth the proposal to surrender the charter, and the question shall be regarded as determined in favor of a surrender, unless the votes of at least 9 members present at the next stated convocation shall be in favor of its retention. The request for such surrender shall state the reason therefor; and immediately after its adoption the Secretary shall make out a schedule of all the property and effects of the Chapter;

also a list of its creditors and debtors, and transmit them to the Grand Secretary, who shall enter them upon his records.

Sec. 89. Upon the surrender or forfeiture of a charter by any Chapter, the whole of its property, jewels, regalia, books, papers and effects, belong to and are vested in the Grand Chapter, and, with the Charter, shall be transmitted to the Grand Secretary, in the case of a surrender, at the time of such surrender, and in the case of a forfeiture, within ten days thereafter. If such transmission be not made, then the officer or member responsible for the delay shall be dealt with as the Grand Chapter may determine. Every member who shall vote to divide the funds or property of such Chapter, or dispose of them in any way other than as herein designated, shall be liable to discipline.

Sec. 90. No Chapter in this jurisdiction shall confer or exemplify any of the Capitular degrees in any foreign jurisdiction without the expressed consent of the Grand High Priest of this Grand Chapter and of the Grand High Priest of the jurisdiction which it is proposed to visit.

Sec. 91. Every Chapter shall adopt and practice the standard work and lectures of this Grand Chapter as exemplified by the Grand Visitor and Lecturer under the direction of the Committee on Work and Lectures, and any Chapter violating this provision shall be subject to forfeiture of its charter.

Sec. 92. All admissions to membership upon petitions for degrees, for affiliation, or for reinstatement after one year's suspension for non-payment of dues, shall be determined by ballot.

Sec. 93. Only those who have received the degree of Royal Arch shall be members of a Chapter. Everyone receiving that degree becomes a member of the Chapter conferring it, unless it is conferred by courtesy for another Chapter, in which case the Companion becomes a member of the Chapter making the request, if in this jurisdiction.

Sec. 94. No Chapter shall confer any degree or degrees upon anyone elected to receive the degrees in another Chapter except upon the written request, under seal, of the Chapter in which the election occurred, or upon release of jurisdiction by the other Chapter.

Sec. 95. No one shall receive the Royal Arch degree until after his mark shall have been received by the Secretary of the Chapter.

Sec. 96. Residence of Petitioners [amended October 14, 2000 to read as follows]

(a) Master Masons who reside in the District of Columbia may apply to join any Royal Arch Chapter operating under the authority of this Grand Chapter, or any other Grand Chapter recognized by our Grand Chapter.

(b) Master Masons who reside outside the District of Columbia may apply to join any Royal Arch Chapter operating under the authority of this Grand Chapter, if permitted

by those Grand Chapters which are recognized by our Grand Chapter and which claim jurisdiction over these Master Masons.

(c) Master Masons who are serving in the United States armed forces, and who are stationed in the Washington, D.C., metropolitan area, may apply to join any Royal Arch Chapter operating under the authority of this Grand Chapter.

Sec. 97. All petitions for degrees, petitions for affiliation, petitions for reinstatement and dimitts shall be in the form prescribed by the Grand Chapter in the Code of 1941. Copies of such forms are available from the Grand Secretary.

Sec. 98. The minimum fee for the Capitular degrees shall be \$30 (except that the degrees may be conferred without charge upon officiating clergymen not engaged in any secular employment). The fee for each degree must be paid before the degree is conferred. At least \$10 shall accompany the petition, \$10 shall be paid before receiving the Most Excellent Master degree, and \$10 before receiving the Royal Arch degree. \$5 of the fee shall be paid to the Grand Chapter for each exaltation.

Sec. 99. Number of degrees at one time.

(a) No Chapter shall confer any degrees upon any candidate who is not an affiliated Master Mason in good standing, or whose physical defects are such as either to prevent him from being properly instructed or from conforming literally to all the requirements of the several degrees of Royal Arch Masonry.

(b) Only one degree shall be conferred on any candidate at a convocation, except the Past Master degree and one other degree may be conferred at the same convocation (the following words were added March 2000), except by dispensation of the Grand High Priest or for the purpose of a Degree Festival.

(c) No more than one convocation shall be held on the same day by the same Chapter for the purpose of conferring more than the permitted number of degrees, except by dispensation of the Grand High Priest (the following words were added March 2000), or for the purpose of a Degree Festival.

Sec. 100. No Chapter shall confer any degree upon any candidate or admit any companion to affiliation without the unanimous consent of the members present, nor reinstate anyone dropped for non-payment of dues or suspended or expelled, except as provided in Sections 121 and 123.

Sec. 101. The ballot for the degrees, for affiliation, and for reinstatement after one year's suspension for non-payment of dues, shall be secret. The ballots shall be white balls and black cubes, as nearly equal in size and weight as possible. White ballots shall be "for" and black ballots "against."

Sec. 102. The ballot shall be taken for the degrees collectively. If only one black cube appears, the ballot shall be immediately retaken. If a black cube again appears, no further ballot can be taken for the applicant for 3 months, and then only if a new petition is received and acted upon, as in the case of a first petition. In balloting on a petition for affiliation, if only one black cube appears, a ballot shall be immediately retaken. If a black cube again appears, the petitioner shall be declared rejected, but he may at once petition to another Chapter or may again petition the same Chapter, if its bylaws permit.

Sec. 103. Petitions for the degrees and for affiliation or reinstatement, after they have been received by a majority vote, must be referred to a committee of 3 members of the Chapter and lie over at least 2 weeks, unless by dispensation of the Grand High Priest such period is shortened.

Sec. 104. If 2 years lapse between the election of a candidate and the conferral of the Mark Master Degree, or between the conferral of any 2 consecutive Capitular Degrees, the candidate must apply again for the degrees that have not yet been conferred, and be reelected by unanimous secret ballot.

Sec. 105. Petitions for the degrees, affiliation, or reinstatement shall not be withdrawn after they have been referred to a committee, except in the case of the death or permanent removal from the jurisdiction of the petitioner. Each petition shall be balloted upon within 3 months after it is received, unless the time is extended by dispensation of the Grand High Priest, but not until at least 2 members of the investigating committee shall have reported on it.

Sec. 106. Petitions for the degrees shall not be received from anyone who has not been a resident of the District of Columbia for the 12 months preceding its presentation; except by dispensation of the Grand High Priest. Dispensation is not required in case of a petition presented under the provisions of Section 96. If the petitioner is from a jurisdiction which claims personal jurisdiction, his petition must be accompanied by a waiver. If he has been rejected for the degrees in another jurisdiction, his petition must be accompanied by a release of jurisdiction from that jurisdiction, unless the period for which jurisdiction is claimed has expired. The masonic residence of a man in the military service of the United States may be either his residence or the place where he is stationed.

Sec. 107. A candidate who is rejected by a Chapter may submit a new petition to that Chapter, or another Chapter, after 2 months, so long as the new petition includes the information that the candidate was previously rejected by another Chapter. [this section was amended March 17, 2001 — it used to prevent a rejected candidate from submitting a petition to any Chapter for several years]

Sec. 108. After a candidate has been elected, but before receiving any degrees, any member may object to his receiving the degrees. The fact of the objection, with the

name of the objector, shall be noted in the minutes of the Chapter. If the objection is not withdrawn within 3 months it shall have the same effect as if a black cube had been cast at the time of election, in which case the fee shall be refunded by the Chapter at the expiration of 3 months.

Sec. 109. After a candidate has received the degree of Mark Master, but before receiving other degrees or being exalted, objection to his advancement may be made by any member of the Chapter, and such objection shall be referred to a committee which shall inquire into the case and report at the next stated convocation (unless further time is given). Upon reception of this report the Chapter shall vote by ballot whether to sustain the objection or not. If the objection is sustained by a majority of the members present, no further action may be taken for 3 months, when the brother may apply in writing to the Chapter for the remaining degree or degrees. If upon submission of this application for the remaining degree or degrees, a of the members present vote to sustain the objection, the status shall be the same as upon the vote on the committee report on the matter, and so for all like applications. Unless the vote to sustain the objection stands as provided in this section, the remaining degree or degrees may be conferred.

Sec. 110. If a Companion of another Chapter than the one in which a brother has been elected to receive the degrees knows of any valid reason why the candidate should not receive the Capitular degrees, he may state that in writing, to the Secretary of the Chapter in which the election was had. The Secretary shall present it to the Chapter for its action, as in case of an objection by a member of the Chapter subsequent to conferring the degree of Mark Master.

Sec. 111. An application for a demit shall be in writing, addressed to the Chapter, and signed by the Companion making the application. If he is clear on the books, and no charges have been or are about to be preferred against him, the demit shall be granted. If a request for a demit is received by a Chapter after its last stated convocation of the year, but prior to December 31st, a demit may be issued without further payment of dues at the next stated convocation, if the other provisions of this section are complied with.

Sec. 112. A Chapter may admit to affiliation one who is a member of another Chapter in this Jurisdiction. No Chapter shall admit to affiliation, however, one who has been dropped from another Chapter for nonpayment of dues and has not canceled such indebtedness. A Companion in arrears to an extinct Chapter must pay such arrearages to the Grand Chapter having jurisdiction thereof before he can affiliate with a Chapter in this Jurisdiction.

A Companion who is a member in good standing of a Chapter in another jurisdiction where dual membership is permitted by its laws may by affiliation become a member of a Chapter in this jurisdiction without the submission of the demit or equivalent provided for in Sec. 113. The application for affiliation must be on the customary form suitably modified to meet the particular conditions accompanied by the certificate under seal of the Secretary of the Chapter of which the applicant is a member, showing his good standing therein. Before such petition is received, it shall be submitted to the Grand Secretary, who shall report thereon whether the Grand Jurisdiction in which the applicant is a member permits membership in more than one

Chapter. After receipt of the petition by a majority vote of the Chapter, it must follow the course prescribed in Sec. 103.

Upon election the Companion shall be entitled to all the privileges and subject to all the responsibilities attending Chapter membership. Involuntary loss of membership in the Chapter of which the applicant was originally a member shall work a loss of membership in the Chapter in this jurisdiction.

A Companion residing in another jurisdiction who is a member in good standing in this jurisdiction may become by affiliation a member of a Chapter in such other jurisdiction under like conditions and restrictions as herein indicated, if the laws of said other jurisdiction permit dual membership.

Sec. 113. A petition for affiliation by a Companion residing in a jurisdiction where dual membership is not permitted must be accompanied by a demit or equivalent certificate from the Chapter in which the Companion last held membership, if such Chapter is in existence, or if not in existence, by a certificate from the Grand Chapter of the jurisdiction under which the extinct Chapter existed. When a Companion becomes a member of the Chapter to which he has petitioned, the Secretary of that Chapter shall notify the Chapter granting the demit, or equivalent certificate, of the Companion's election to membership.

Sec. 114. A companion of this jurisdiction desiring to change his membership from one Chapter to another may do so under the procedure outlined herein without first obtaining a demit. He shall first notify his Chapter of his desire to transfer his membership. This notice shall be read in open Chapter at a stated convocation, when, if no charges have been or are about to be preferred against him and his dues have been paid 3 months in advance, the Secretary shall issue to him a certificate under seal of the Chapter showing that his dues have been paid as aforesaid and stating the purpose for which the certificate is issued. This certificate shall be deposited with his petition in the Chapter which he desires to join and shall be regarded as the necessary documentary evidence to accompany a petition for affiliation. If received, the procedure shall be as prescribed in Sections 103 and 105 of the Grand Chapter Constitution relating to affiliation. If elected, the Secretary of the petitioned Chapter shall immediately notify the Chapter of which the petitioner is a member and his membership therein shall cease from the date of said election. If the ballot on his petition should be unfavorable, he retains his membership in the first Chapter. A certificate issued to a companion desiring to transfer his membership as herein provided shall be void if not presented to another Chapter within 2 months from the date it is issued. If favorable action is not taken within 3 months from the date of the certificate, the petitioner shall still be a member of the original Chapter and chargeable with dues therein.

A certificate for transfer of membership from a Chapter in another jurisdiction having a similar law may be accepted in the same manner and with like effect as above specified.

Nothing in this Section shall operate to change the law of this Grand Chapter regarding dimits or affiliations.

Sec. 115. In the formation of a new Chapter a petitioner therefor shall hold his membership in the Chapter of which he is a member until the new one is chartered, when he becomes a member of such new Chapter. Should a charter not be granted to a Chapter working under dispensation, Companions and Brethren who have received degrees in such Chapter shall stand as unaffiliated Masons of the degree obtained by them at the time the petition for such charter was denied.

Sec. 116. The Secretary of each Chapter shall, not later than 2 days after a stated convocation of the Chapter, notify the Grand Secretary of all applications for degrees, affiliation, and reinstatement, with the name, residence, business address and occupation of the applicant. He shall also report all exaltations, demits, deaths, rejections, suspensions and expulsions. He shall keep a book in which he shall record or have recorded the marks of every Mark Master of the Chapter.

Sec. 117. All officers of a Chapter shall perform such duties as are traditionally incident to their respective offices or as are prescribed by the Committee on Work and Lectures or by the by-laws of the Chapter.

Sec. 118. In any trial by this Grand Chapter or a constituent Chapter it shall require a two-thirds of the votes cast to find the accused guilty and another two-thirds vote to impose the penalty of suspension or expulsion, but a majority vote shall be sufficient to impose the penalty of reprimand.

Sec. 119. Every Chapter has the power to exercise, and it is its duty to exercise, all the rights of discipline over unaffiliated Capitular Masons residing in the vicinity of such Chapter whose conduct renders them amenable to discipline. Members of Chapters are amenable to their own Chapter.

Sec. 120. No Chapter shall try its High Priest, but any 9 members may prefer charges against him to the Grand Chapter for neglect of duty or unmasonic conduct.

Sec. 121. No Chapter shall expel a member for non-payment of dues, but after one month's notice to him that his dues are unpaid he shall, unless excused by a majority vote of the Chapter, be dropped from the roll of the Chapter, but shall be reinstated upon payment of all arrearages if paid within one year from the date of being dropped; if not so paid, reinstatement may be had only upon payment of all arrearages to time of being dropped and upon petition and unanimous ballot: provided, that said petition shall be recommended, received, referred and acted on as in the case of a petition for the degrees or affiliation. If such applicant for renewal of membership be rejected and no charges be preferred against him, he shall, upon his written request therefor, be given a certificate by the Chapter that he has paid all indebtedness to the Chapter and ceased to be a member thereof.

A Companion rejected for reinstatement stands as an unaffiliated Royal Arch Mason, and a subsequent petition by him for membership must be by petition for affiliation.

Any Companion who voluntarily ceases to be a member of a Lodge shall, during the time of his non-affiliation with a Lodge, be deprived of all rights and privileges in the Chapter, unless within 6 months from the date of cessation of membership in a Lodge the Companion take the necessary steps to affiliate with a Lodge.

Sec. 122. A Companion dropped, suspended, or expelled from Lodge loses his rights and privileges as a Royal Arch Mason while deprived of his rights and privileges as a Master Mason.

If not routinely provided by the Grand Lodge, the Grand Secretary shall request that the Grand Lodge provide to the Chapter secretaries notification of Companions dropped, suspended, or expelled from Lodges.

Sec. 123. The name of a Companion who has been definitely suspended from the Chapter in consequence of his having been previously definitely suspended from all his rights and privileges as a Master Mason should not be stricken from the roll of the Chapter, but a minute made of such suspension. Upon the expiration of the term for which he was suspended by his Lodge, he is, without action on the part of the Chapter, restored to all his rights and privileges therein.

Sec. 124. Where a Companion is expelled or indefinitely suspended from the Chapter in consequence of his having been previously expelled or indefinitely suspended from all his rights and privileges as a Master Mason, it will be necessary, after his reinstatement in the Lodge, for the Chapter to take such action as its by-laws or the Constitution of the Grand Chapter may prescribe.

Sec. 125. In cases of suspension or expulsion an appeal may be taken to the Grand Chapter. Notice of appeal must be filed with the Grand Secretary within 10 days after judgment shall have been made known to the Companion.

Sec. 126. A judgment of suspension shall be immediately operative and continue so at the pleasure of the Chapter pronouncing such judgement, unless set aside upon an appeal to the Grand Chapter.

Sec. 127. A suspension for any cause other than nonpayment of dues, may be removed by a b vote of the members present at a stated convocation of the Chapter pronouncing such suspension, of which proposed action at least 2 weeks' previous notice shall be given to the membership. Application for removal of judgment of suspension shall be in writing, signed by the applicant and recommended by 2 members in good standing.

Sec. 128. A judgment of expulsion shall operate only as a suspension until confirmed by the Grand Chapter, to which the papers must be sent prior to the annual convocation next succeeding the trial.

Sec. 129. Said papers shall be referred to a special committee for examination and report previous to action thereon by the Grand Chapter. If the Grand Chapter reverses the decision of a constituent Chapter expelling a Companion, it shall not (although it restore him to all the privileges of Royal Arch Masonry) restore him to membership in the Chapter making such decision.

Sec. 130. An expelled Royal Arch Mason may be restored to good standing in the Craft, and, in addition, to membership in the Chapter from which he was expelled, by the unanimous consent of its members at a stated convocation, of which intended action at least 2 weeks' previous notice shall have been given to the membership.

The application upon which the Chapter acts shall be in writing, signed by the applicant, and recommended by 2 members of the Chapter in good standing, and the application shall have lain over not less than one month, subject to provision of Sec. 135.

Sec. 131. When, upon appeal to the Grand Chapter, the decision of a Chapter is reversed because of irregularities at the trial, the case shall be remanded to the Chapter for a new trial. If the decision is reversed on other grounds, then the Grand Chapter may, by a b vote of those present for suspension or expulsion, or a majority vote of those present for reprimand, impose such punishment, if any, as in its judgment the offense warrants.

Sec. 132. Where the judgment of a Chapter suspending or expelling a Companion has been reversed by the Grand Chapter and a Companion restored to all his rights and privileges in the Craft, the Chapter shall, if so directed by the Grand Chapter, give to the Companion a certificate that he has paid all indebtedness and ceased to be a member of the Chapter, upon payment by him of all indebtedness to the time he was suspended or expelled.

Sec. 133. If the Grand Chapter imposes a penalty of suspension or expulsion, or the action of a Chapter in imposing such a penalty is confirmed by the Grand Chapter, the accused shall not afterwards be restored to the rights and privileges of the Craft except by a vote of b of the members of the Grand Chapter present, in case of a suspension, or by a $\frac{3}{4}$ vote in case of expulsion.

Sec. 134. Action for removal of a sentence of suspension or expulsion shall be made only at a stated convocation.

Sec. 135. Where the action of a Chapter has received the approval of the Grand Chapter, a reinstatement by the Chapter cannot be effective until it shall have received the approval of the Grand Chapter.

Sec. 136. A communication, in writing, conveying information of the business to be transacted at the convocation for which said communication is intended to be notice, deposited in the mail in a sealed return envelope directed to the last known address of the member, shall constitute due notice.

Sec. 137. The certificate of the Secretary that the notice provided for in Section 136 was deposited in the mail as directed shall constitute constructive proof of notice.

Sec. 138. Every proposition to amend this Constitution must be submitted in writing, at a stated convocation, be signed by at least 2 members, and shall lie over until the next stated convocation, when it may be acted on, and, if adopted by b of the votes cast, it shall become a part of this Constitution; but any amendment proposed as aforesaid may, by $\frac{3}{4}$ vote [required vote was changed March 17, 2001 — it used to require unanimous consent], be considered at the convocation at which the same shall have been offered.

[the following sentence was added March 14, 2003] However, the Grand High Priest may propose amendments to the Constitution for adoption at the next Stated or

Special Communication called for the purpose provided that notice of such amendments is mailed to the members of the Grand Chapter at least sixty (60) days prior to such Stated or Special Communication.

No standing resolution shall have the effect of rescinding or altering any part of this Constitution; and all standing resolutions in conflict with this Constitution are hereby repealed.

Standing Resolutions

1. All proposed amendments to the Grand Chapter Constitution shall be submitted to the Committee on Jurisprudence for examination, report and recommendation, said report and recommendation to be submitted at the convocation at which the amendments come up for consideration.

2.

(a) 50 Year Pin

Grand Chapter adopted design of a pin and authorized its presentation to Companions qualifying as 50-year members. A 50 year member is defined, for the purpose of this award, as a Companion who has been a member in good standing of a recognized Chapter for total period of 50 years or more, the last 5 of which have been in a Chapter in this jurisdiction. Periods of non-affiliation of 6 months or less each may be included in the total period of membership. Periods of non-affiliation of more than 6 months shall not be counted in the total period of membership.

(b) Grand Chapter "Meritorious Companion" Award

Authorized a Grand Chapter "Meritorious Companion" Award or a certificate in place of the award. The following regulations were adopted regarding the award.

(1) Only one award each year to a Companion of another jurisdiction who has rendered outstanding service to Royal Arch Masonry, selected by the Grand High Priest.

(2) Up to 3 awards each year to Companions of this jurisdiction who have rendered

outstanding service over 10 years [amended Oct. 31, 2001 -- previously the period was 15 years] or more to their own Chapter. Service as High Priest is not required for eligibility, but past officers and past grand officers are not barred.

(3) Each High Priest may, before the end of June, nominate one Companion from his Chapter for the Award. The nomination shall state the particular service or services for which the Companion is nominated, and the length of such service.

(4) Nominations shall remain in force for a period of 3 years, unless the nominee is selected. A Companion can be renominated, if not selected at the end of 3 years. Thus ultimately any one Chapter may have as many as 3 active nominations at any one time. Nominees are not to be informed of their nomination.

(5) The Grand High Priest may select from those nominated, prior to the end of the Capitular year, up to 3 recipients of the Grand Chapter Award, not more than one to be from any one Chapter.

(6) The Awards shall be presented by the Grand High Priest at the Grand Visitation of the Chapter of which the recipient is a member.

(c) Service Certificates

Appointive officers shall, upon termination of the period of their appointment, be furnished with a certificate certifying their service to the Grand Chapter.

3. High Priests, following their installation, shall instruct their Sentinels

A. That admittance to the Chapter is limited to:

1. Royal Arch Masons known by him to be in good standing.
2. Royal Arch Masons vouched for to him as being in good standing.
3. Royal Arch Masons known to him as such, who present their good standing cards.
4. Royal Arch Masons in good standing so vouched for to him by an examining committee.
5. Unaffiliated Royal Arch Masons in good standing, properly vouched for, who have not previously visited the Chapter while unaffiliated, and who have not resided in this jurisdiction for more than 6 months while unaffiliated.

B. That no one is to be admitted during the opening or closing of the Chapter, during prayer, or during the obligation of any degree. At other times, admittance should be in regular form through the Sentinel's door, but no objection will be raised to informal admission through the West Gate of properly qualified Royal Arch Masons, at times when it will not interfere with Chapter business.

4. Space should be provided on the petition for affiliation form, the demit form, and on the transfer certificate form, for the "Mark"; and the transfer certificate form should also provide for the "History".

The Grand Chapter may arrange with a printer to carry plates for the forms prescribed by the Grand Chapter Code, so forms with any of the Chapters' names may be printed, and the Secretaries of the Chapters be advised of the name and address of the local printer and the cost of each of the forms.

5. The Grand High Priest of Royal Arch Masons, the Grand Master of Cryptic Masons, and the Grand Commander of the Knights Templar, agree that cooperation among the 3 York Rite Bodies is desirable for the mutual support and growth of the York Rite, and recommend the following:

1. (a) A York Rite Committee be maintained as a continuing policy of each of the Grand Bodies, and,

(b) The Presiding Officers of the respective Grand Bodies be authorized to appoint a committee of 9 members, 3 from each of the 3 Grand York Rite Bodies. Further it is suggested that the 3 members consist of:

2nd in command of each Grand Body

3rd in command of each Grand Body

a Past Presiding Officer of each Grand Body

(c) The Grand Presiding Officer, Grand Secretary/Recorder, and Grand Treasurer of each Grand York Rite Body will be ex-officio members of the York Rite Committee.

(d) Where possible, at least one member from each Grand Body will serve 3 years to ensure continuity of spirit and tradition of that committee.

2. The first duty of the Committee will be to plan, coordinate, and execute the Annual York Rite Banquet, which will be held on the Friday preceding the 3rd Saturday in March, or at another time as agreed to by the 3 Grand Presiding Officers of the York Rite Bodies.

3. A duty of the Committee will be to coordinate the sequential conferral of the several degrees of each York Rite Body, should they be conferred in a "Festival" by each body. The purpose of this sequential conferral will be to allow initiates desiring to progress through the several degrees of the York Rite Masonry to do so in a relatively timely manner.

4. Among the duties of the York Rite Committee will be the coordination of planned activities of each of the Grand Bodies, as far as possible, to attract new members to the York Rite.

5. The York Rite Committee will establish bylaws concerning the duties and responsibilities of its members, including financial responsibilities of the Grand Presiding Officers of each Body, and the Grand Bodies regarding the York Rite Banquet and other coordinated York Rite activities. Financial responsibilities will be subject to approval of the Grand Presiding Officers of each Body, the Committee on Accounts of the Grand Chapter, and the corresponding committee in the other Grand Bodies.

6. The Committee on Work and Lectures be and it is hereby directed to constitute from qualified companions, who are members of Royal Arch Chapters under the jurisdiction of this Grand Chapter, casts which shall confer the several degrees of Royal Arch Masonry, at convenient times and places, upon groups of candidates who have been elected to receive the degrees by one or more of the several Chapters, provided that nothing herein shall prevent any Chapter from conferring degrees if it so desires; that such casts shall be instructed and directed by the Committee on Work and Lectures and the Grand Visitor and Lecturer, who, under the Committee's supervision, shall determine the qualifications of any companion for membership in any cast and the station or place to which he may be assigned. The Committee on Work and Lectures shall arrange a schedule so that the several degrees will be conferred one or more times during the year by the respective casts upon candidates who have been certified by the High priests of the several Chapters as eligible to receive the same. So far as practical, the place of conferring the degrees shall be rotated amongst the meeting places of the several Chapters availing themselves of the services of the casts.

7. When a Grand Representative of another Grand Chapter to this Grand Chapter has been absent from all Grand Convocations for 3 years without a reasonable excuse, the Grand Chapter he represents should be notified with the suggestion that consideration should be given to voiding his commission and appointing a new Grand Representative.

1. At every stated convocation the proceedings of the previous stated and any subsequent special convocations shall be first read and approved, or amended, unless otherwise ordered by the Grand Chapter. Presenting and hearing petitions shall then be in order; then the reports of committees previously appointed; and then unfinished business. No new motion shall be entertained, or other business received without first obtaining leave of the Grand Chapter, until these matters are disposed of.

2. When 2 or more members rise at the same time the Grand High priest shall name the one to speak.
3. Visitors shall not address the Grand Chapter without permission, unless called on by the Grand High Priest.
4. A member shall not speak more than twice on any subject unless he obtains the consent of the Grand Chapter.
5. Each member shall vote on all questions unless specially excused by the Grand Chapter. A member or Chapter shall not vote on any question in the result of which he or it is immediately interested.
6. Every Motion required to be recorded shall be in writing. In filling blanks, the largest sum or number and the longest time shall be first stated.
7. When a question is under consideration no other motion shall be entertained unless to postpone indefinitely, to postpone to a certain day, to refer, or to amend, which shall have precedence in that order. Any member may call for a division of a question.
8. A motion for reconsideration shall not be in order unless moved by one who voted with the prevailing side, and made not later than at the next stated convocation.
9. No amendment shall be considered which is not germane to the subject under consideration.
10. No motion which changes the character of the subject under consideration shall be admitted as an amendment.
11. When the reading of any question is called for, and objected to by a member, the question shall be determined by vote.
12. Any of these bylaws may be amended, or temporarily suspended, by a vote of b of the members present.