

**THE GRAND LODGE OF SOUTH AFRICA**

The CONSTITUTION, LAWS and REGULATIONS

First adopted at a meeting of the

GRAND LODGE

held in Bloemfontein

on

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**NOTE**

**THE AFRIKAANS VERSION OF THE CONSTITUTION, LAWS AND REGULATIONS IS A DIRECT TRANSLATION FROM THE ENGLISH VERSION AND IN THE EVENT OF A DISPUTE IN THE INTERPRETATION OF ANY ARTICLE OR PROVISION IN THE CONSTITUTION, LAWS AND REGULATIONS, THE ENGLISH VERSION SHALL BE THE OFFICIAL VERSION AND SHALL TAKE PRECEDENCE.**

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## **DECLARATION**

Whereas Freemasonry was introduced in Southern Africa under the authority of the Grand East of the Netherlands during 1772 and having flourished exceedingly well under the benign rule of this Grand East, the Lodges operating under the jurisdiction of this Grand East assembled in Cape Town on Saturday, 18 February 1961 and determined on the formation of a Grand Lodge in Southern Africa for the furtherance of Freemasonry with especial reference to the Ancient Charges. The Grand Lodge of Southern Africa was thereafter established at Cape Town and received immediate recognition from the United Grand Lodge of England, the Grand Lodges of Ireland and Scotland and the Grand East of the Netherlands and demands that a prerequisite to admission to the Order is that every member shall unequivocally subscribe to the following basic principles:

- (1) That the first condition of admission into and membership of the Order is a belief in a Supreme Being, referred to generally by Freemasons as the Great Architect of the Universe (GAOTU) and His revealed will as contained in the Volume of the Sacred Law (VSL). This is essential and admits no compromise.
- (2) That the Holy Bible or such similar book, depending on the individual faith of every member, referred to by Freemasons as the Volume of the Sacred Law, shall always be open in every Lodge when it is at labour. Every candidate is required to take his Obligations on that Book or Volume, which is held by his particular faith to impart sanctity to an oath or promise taken upon it.
- (3) That the Three Great Lights of Freemasonry (viz. the Volume of the Sacred Law, the Square and the Compasses) shall be exhibited in every Lodge when it is at work, the chief of these being the Volume of the Sacred Law.
- (4) That every man who enters Freemasonry is strictly forbidden to countenance any act which may have a tendency to subvert the peace and good order of society; that he must pay due obedience to the Law of any State in which he resides or which may afford him protection and that he must never be remiss in the allegiance due by him to the Head of State of his country, irrespective of his political affiliation.
- (5) That while Freemasonry under the Grand Lodge of South Africa inculcates in each of its members the duties of loyalty and citizenship, it reserves to the individual the right to hold his own opinion with regard to public affairs but forbids all members, whether in Lodge or at any time in his capacity as a Freemason, to discuss or to advance his views on religious or political questions.
- (6) That the Grand Lodge acknowledges the high value of human personality, man's moral responsibility for all his actions, the fundamental equality of all human beings, the universal brotherhood of man and every man's duty to labour with devotion for the welfare of the community.
- (7) That the Grand Lodge refuses to express any opinion on questions of foreign or domestic State policy, either at home or abroad and it will not allow its name to be associated with any action, however humanitarian it may appear to be, which infringes its unalterable policy of standing aloof from every question affecting the relations between Governments or between political parties or questions as to rival theories of Government.
- (8) That the Grand Lodge refuses absolutely to have any relationship with bodies, styling themselves as Freemasons, which do not adhere to these basic principles; nor will it participate in any conference with so-called international associations which admit to membership bodies which fail to conform strictly to these principles and it shall not be represented by any such association.
- (9) That there is no secret with regard to any of the basic principles of Freemasonry. The Grand Lodge will always consider the recognition of and seek recognition by those Grand Lodges which profess and practice and can show that they have consistently professed and practiced these established and unaltered principles, but in no circumstances will it enter into discussion with a view to any new or varied interpretation of them. These principles must be accepted and practiced wholeheartedly and in their entirety by those who desire to be recognized as Freemasons under this Grand Lodge. Furthermore, the Grand Lodge will not enter into any relationship with a Grand Lodge which is in amity with any body, which does not adhere strictly to these basic principles.
- (10) That the Grand Lodge is a sovereign and independent body and shall have sovereign jurisdiction over all the Lodges under its control being a responsible, independent, self-governing organisation with sole

authority over the Craft of Symbolic Degrees within its jurisdiction. It does not recognize nor admit the existence of any superior Masonic authority in the Republic of South Africa, however styled.

- (11) That the establishment of "The Grand Lodge of Ancient, Free and Accepted Masons of Southern Africa" as a sovereign and independent Grand Lodge by the Lodges holding Charters from the Grand East of the Netherlands in the Republic of South Africa, in Rhodesia and in South West Africa in 1961, did not affect the rights and privileges enjoyed by any Lodges holding a Warrant from the United Grand Lodge of England, the Grand Lodge of Ireland and the Grand Lodge of Scotland which have always shared these Masonic jurisdictions on an equal basis in the said open territories and have granted Charters for new Lodges at their discretion. The Grand Lodge of Southern Africa desired that this harmonious relationship and equality of jurisdiction should continue in the future as in the past and hereby expressly declared then and does so now:
- (a) That all the Lodges and Royal Arch Chapters of English, Irish and Scottish origin shall continue to be recognised on the basis of absolute equality.
  - (b) That the United Grand Lodge of England, the Grand Lodge of Ireland and the Grand Lodge of Scotland shall continue to have the right to grant new Charters for new Lodges (and Royal Arch Chapters) at their discretion, until such time in the future when it might be found expedient or necessary to form a "United Grand Lodge of Southern Africa" by the four Constitutions acting by mutual agreement.
  - (c) That the existence of the Grand Lodge of Southern Africa as a sovereign and independent Grand Lodge shall not preclude the establishment in the open territories from time to time by the United Grand Lodge of England, the Grand Lodges of Ireland and Scotland and their respective District and Provincial Grand Lodges and daughter Lodges of another or other Grand Lodges with sole and sovereign Masonic jurisdiction in the open territories over the Craft and Symbolic degrees within their administration.
- (12) That the membership of the Grand Lodge and individual Lodges shall be composed exclusively of men and that every Lodge shall have no Masonic intercourse of any kind with mixed Lodges or bodies which admit women to its / their membership.
- (12) That the principles of the Ancient Landmarks, customs and usages of the Craft shall be strictly observed.

**With the consent of the United Grand Lodge of England and the Grand Lodges of Ireland and Scotland, the name of the Grand Lodge of Southern Africa was changed to the Grand Lodge of South Africa following discussions with the United Grand Lodge of England on 8 June 1979 and confirmed on 8 October 1979. Consequently, wherever the name "Southern Africa" appears, it shall be read as South Africa.**

## **OBJECTIVE OF THE GRAND LODGE OF SOUTH AFRICA**

It is the objective of this Grand Lodge:

- (1) to encourage all free-thinking men who wish to and who may already contribute to peaceful and poverty-free communities, to become members;
- (2) to encourage every member to adopt high moral and ethical standards in his daily life;
- (3) to encourage every member to expand on and improve his spiritual growth and to share this with all persons with whom he comes into contact;
- (4) to make a good man a better man by encouraging him to know, understand and practice the lessons to be learnt in the VSL, the Rituals and the Protocols and Customs of the Order;
- (5) to encourage the development of every member's social and spiritual character which will let him understand his weaknesses and take steps to overcome them;
- (6) to empower every member to implement what he has learnt and thereby uplift the society in which he lives;
- (7) to inculcate the concepts of truth, integrity, brotherly love and charity in every member's life and make these a part of his being.

# **CONSTITUTION**

## **SECTION 1**

### **DEFINITIONS**

#### **1. COMMISSIONED OFFICERS**

1.1 The Commissioned Officers of Grand Lodge shall mean the Grand Master, Deputy Grand Master, Assistant Grand Master(s) and the Provincial Grand Masters.

1.2 Commissioned Officers of a Provincial Grand Lodge shall mean the Provincial Grand Master, Deputy Provincial Grand Master and the Assistant Provincial Grand Master(s).

#### **2. DIVISION**

A Division means the area of jurisdiction of a Provincial Grand Lodge.

#### **3. SUSPENSION**

Suspension means to temporarily deprive a member of his Masonic rights and privileges or a Lodge of its Masonic rights and privileges.

#### **4. EXCLUSION**

Exclusion means to terminate a member's membership of a Lodge. It deprives the member so excluded of all Masonic rights and privileges accorded to members of the Grand Lodge of South Africa until after his re-instatement as a subscribing member of a Lodge under the Grand Lodge of South Africa or of a Lodge under a Grand Lodge in amity with the Grand Lodge of South Africa.

#### **5. EXPULSION**

Expulsion means to permanently remove a member's membership from the Grand Lodge of South Africa. It permanently deprives the member so expelled of all Masonic rights and privileges accorded to members of the Grand Lodge of South Africa.

#### **6. MEETINGS**

A ceremonial meeting conferring a degree on a candidate shall be held in the First, Second or Third Degree. In addition to ceremonial meetings, every Lodge shall hold board of management meetings at which the management and business of the Lodge is discussed.





## **SECTION 2**

### **CONSTITUTION - GRAND LODGE**

#### **1 GRAND LODGE**

- 1.1 The interests of the fraternity are managed by each Lodge on the Register represented by the Presiding Master and Wardens and Grand Lodge Officers, Present and Past, with the Grand Master at their head. This collective body is styled "THE GRAND LODGE OF SOUTH AFRICA" and is hereinafter referred to as the "GRAND LODGE"
- 1.2 Every registered member of every Lodge which falls under the jurisdiction of the Grand Lodge of South Africa is a member of such Grand Lodge.
- 1.3 The Lodges are responsible for the collection and payment of the prescribed fees to Grand Lodge.

#### **2 AUTHORITY OF GRAND LODGE**

- 2.1 The Grand Lodge, as the Supreme Authority, has the inherent power to make laws and regulations for the government of the Craft, repeal and abrogate them, always taking care to preserve the Ancient Landmarks of the Order. The Grand Lodge has also the power of investigation, regulating and deciding all matters, relating to the Craft, to particular Lodges or to individual Brethren, which power it may exercise either of itself or by such delegated authority as in its wisdom and discretion it may appoint. The Grand Lodge delegates its judicial and disciplinary authority to the Grand Master, Provincial Grand Masters, the Grand Committee and Appeals Board as hereinafter provided.
- 2.2 SUPREME GRAND ROYAL ARCH CHAPTER OF SOUTH AFRICA
  - 2.2.1 The Supreme Grand Royal Arch Chapter of South Africa shall be controlled by its own Regulations. Any decision taken by it or its Supreme Grand Committee shall not require the approval of the Grand Committee or the Grand Lodge, provided that its Regulations and decisions do not contravene any Article of this Constitution.

#### **3 DEGREES AUTHORISED**

- 3.1 The Degrees of Freemasonry authorized and governed by Grand Lodge are those of Apprentice, Fellow Craft, Master Mason and the Rank of Installed Master,
- 3.2 All the degrees of the Royal Arch as worked by the Supreme Grand Royal Arch Chapter of South Africa shall be recognized by Grand Lodge.

#### **4 LANGUAGES AUTHORISED**

- 4.1 The official language(s) of the Grand Lodge shall be as determined by the Grand Committee from time to time.

#### **5 ADMINISTRATION OF GRAND LODGE**

- 5.1 The Administrative Offices of Grand Lodge shall be situated in Johannesburg.

#### **6 GRAND LODGE FUNDS**

##### **6.1 BENEVOLENT FUND**

- 6.1.1 The Grand Lodge shall establish a benevolent fund to be known as the Grand Lodge Benevolent Fund. The Grand Committee shall have the right to determine levies and/or make allocations from its General Fund for benevolent purposes.

6.1.2 The Grand Lodge Benevolent Fund shall be used exclusively for the benefit of Brethren in need, their widows or orphans and for charitable or welfare purposes. All Brethren or their widows or orphans shall be eligible for assistance from this fund.

## **7 EDUCATION FUND**

Deleted

## **8 TRAVELLING FUND**

Deleted

## **9 PRINTING FUND**

Deleted

## **10 PBO NUMBER**

10.1 Lodges and Provincial Grand Lodges will not be entitled to apply for a PBO (Public Benefit Organization) number without the written authority of Grand Committee.

## **11 GENERAL FUND**

11.1 The Grand Committee shall establish a General Fund, which shall be administered in accordance with the provisions of this Constitution.

11.2 Deleted

## **12 REGALIA FUND**

Deleted

## **13 ELECTION OF THE GRAND MASTER**

13.1 The Grand Master shall be elected for a period of three (3) years by a special committee to be called the Grand Conclave at a meeting in the month of May, on a date decided upon at a Grand Executive Committee Meeting held as near as possible to the month of March. The Grand Master shall be installed at the following Annual Meeting of Grand Lodge or at such Meeting as may be determined by the Grand Committee.

13.2 The Grand Master is eligible for re-election for one (1) further period of three (3) years at the conclusion of his first term of office.

13.3 The Grand Committee may extend these dates for a maximum period of six (6) months for reasons conducive to the welfare and good government of the Craft.

13.4 In the event of the office of the Grand Master being rendered vacant due to death, resignation or any other cause whatsoever before the completion of his term of office, the next Senior Active Commissioned Officer shall act as Grand Master until the Grand Conclave shall have elected a Grand Master in accordance with the provisions of this Constitution.

## **14 GRAND CONCLAVE**

14.1 The Grand Conclave shall consist of:

The Deputy Grand Master  
The Assistant Grand Master(s)  
The Provincial Grand Masters  
The Grand Senior Warden(s)  
The Grand Junior Warden(s)  
The Grand Orator(s)  
The Grand Master(s) of Ceremony.

14.2 The sole function of the Grand Conclave shall be to elect a new Grand Master.

## 15 APPOINTMENT OF GRAND LODGE OFFICERS

- 15.1 The Grandmaster shall appoint by patent to hold office during his pleasure the Deputy Grand Master, Assistant Grand Master(s) and Provincial Grand Masters.
- 15.2 The Grand Master, in consultation with the Deputy Grand Master and Assistant Grand Master(s) and the Provincial Grand Masters, shall annually appoint the Grand Lodge Officers as per Article 15.5.
- 15.3 These appointments shall be tabled at the Grand Committee Meeting, prior to the Annual Meeting, for information.
- 15.4 Such appointees must have attained the minimum rank of Past Provincial Grand Senior or Junior Warden, except the offices of Grand Secretary and Grand Treasurer, which office may require persons with professional and technical qualifications.

### 15.5 OBLIGATION AND INVESTITURE OF GRAND LODGE OFFICERS

- 15.5.1 At the Annual Meeting of Grand Lodge the following appointed officers shall be obligated and invested subject to Article 79.1.

Grand Senior Warden  
Grand Junior Warden  
Grand Orator  
Grand Secretary  
Assistant Grand Secretary (if applicable)  
Grand Treasurer  
Assistant Grand Treasurer (if applicable)  
Grand Master of Ceremonies  
Assistant Grand Master of Ceremonies  
Grand First Preparator  
Grand Second Preparator  
Grand Almoner  
Grand Ambassador  
Grand Inspector  
Grand Architect  
Grand Sword Bearer  
Grand Banner Bearer  
Grand Director of Music  
Grand Inner Guard  
Grand Tyler  
Grand Stewards

Grand Preceptor

- 15.5.2 The Grand Master shall appoint an active Grand Lodge Officer as the Grand Preceptor who shall ensure, *inter alia*, that Grand Lodge Officers shall perform their ceremonial duties correctly.

### 15.6 PAST RANK

- 15.6.1 The Grand Master may confer on any Brother of ability who is a Past Master of a Lodge within the Grand Lodge and who has attained the rank of Past Provincial Grand Senior or Junior Warden and who has rendered services to the Craft and to Grand Lodge, such Past Grand Lodge Rank as he may deem appropriate. Such appointments are subject to Article 79.8.

## 16 RANK AND STYLING OF GRAND LODGE OFFICERS

- 16.1 (Refer Annexure 1) The Members of Grand Lodge are styled and ranked in the following order:
- Most Worshipful Grand Master  
Most Worshipful Past Grand Masters  
Right Worshipful Deputy Grand Master

Right Worshipful Past Deputy Grand Master  
 Right Worshipful Assistant Grand Masters  
 Right Worshipful Past Assistant Grand Masters  
 Right Worshipful Provincial Grand Masters  
 Right Worshipful Past Provincial Grand Masters  
 Right Worshipful Grand Senior Wardens  
 Right Worshipful Past Grand Seniors Wardens  
 Right Worshipful Grand Junior Wardens  
 Right Worshipful Past Grand Junior Wardens  
 Very Worshipful Grand Orators  
 Very Worshipful Past Grand Orators  
 Very Worshipful Grand Secretary  
 Very Worshipful Past Grand Secretaries  
 Very Worshipful Grand Treasurer  
 Very Worshipful Past Grand Treasurers  
 Very Worshipful Grand Masters of Ceremony  
 Very Worshipful Past Grand Masters of Ceremony  
 Worshipful Assistant Grand Secretary  
 Worshipful Assistant Past Grand Secretaries  
 Worshipful Assistant Grand Treasurer  
 Worshipful Past Assistant Grand Treasurers  
 Worshipful Assistant Grand Masters of Ceremony  
 Worshipful Past Assistant Grand Masters of Ceremony  
 Worshipful Grand First Preparator  
 Worshipful Past Grand First Preparators  
 Worshipful Grand Second Preparator  
 Worshipful Past Grand Second Preparators  
 Worshipful Grand Almoner  
 Worshipful Past Grand Almoners  
 Worshipful Grand Ambassador  
 Worshipful Past Grand Ambassadors  
 Worshipful Grand Inspector  
 Worshipful Past Grand Inspectors  
 Worshipful Grand Architect  
 Worshipful Past Grand Architects  
 Worshipful Grand Sword Bearers  
 Worshipful Past Grand Sword Bearers  
 Worshipful Grand Banner Bearers  
 Worshipful Past Grand Banner Bearers  
 Worshipful Grand Director of Music  
 Worshipful Past Directors of Music  
 Worshipful Grand Inner Guard  
 Worshipful Past Grand Inner Guards  
 Worshipful Grand Tyler  
 Worshipful Past Grand Tylers  
 Worshipful Grand Stewards  
 Worshipful Past Grand Stewards

Worshipful Grand Preceptor

Presiding Master and Wardens of every Craft Lodge under the Grand Lodge.

## **17 STYLE OF DRESS FOR GRAND LODGE, PROVINCIAL GRAND LODGE AND CRAFT LODGE**

- 17.1 At all meetings of Grand Lodge, Provincial Grand Lodge and Craft Lodges, Present and Past Grand Lodge Officers and Present and Past Provincial Grand Lodge Officers shall wear regalia and jewels in terms of the Regalia Regulations in Annexure 2.

## **18 ANNUAL MEETINGS**

- 18.1 The Grand Lodge shall hold its Annual Meeting between June and September, but in the event of unforeseen circumstances, not later than 31<sup>st</sup> October of each year. The Grand Master shall direct the venue of all Meetings and may convene additional Meetings. (Refer Annexure 7)

- 18.2 The Grand Master or his representative shall have the right to preside at Grand Lodge or at any Provincial Grand Lodge or Craft Lodge meeting.
- 18.3 All Meetings of Grand Lodge shall be held in the First Degree.
- 18.4 Nine (9) members shall form a quorum.
- 18.5 Business to be brought under the consideration of the Grand Lodge at its Annual Meeting shall be communicated to the Grand Secretary in writing not less than seven (7) days before the meeting of the Grand Committee to be held as near as possible to the month of May.
- 18.6 No communication on any Masonic matter shall be made to the Grand Lodge or to the Grand Master, Deputy Grand Master or Assistant Grand Masters except through the Grand Secretary unless specifically instructed otherwise.
- 18.7 Annual Meetings of Grand Lodge shall be opened and ruled by the Grand Master, or in the event of his absence, by the Deputy Grand Master or, in the event of his absence, the Senior Assistant Grand Master or the next Senior Officer present or the Grand Master may appoint any Brother to preside at any particular meeting even if he should be present.
- 18.8 A visiting Brother may only attend a Grand Lodge meeting with the permission of the Grand Master and, if admitted, he shall not speak on any question without leave of the Grand Master or the Presiding Officer nor shall he, on any occasion, be permitted to vote.

## **19 EXTRAORDINARY MEETINGS.**

- 19.1 Extraordinary Meetings may be convened on petition to the Grand Committee from not less than seven (7) Lodges. The Grand Committee shall act on this petition within thirty (30) days from the date of receipt of such petition. In the event of the Grand Committee refusing such petition, the petitioners shall have the right of appeal to Grand Lodge at its next Annual Meeting when each petitioner must be present and state his case.

## **20 GRAND COMMITTEE AND GRAND EXECUTIVE COMMITTEE**

- 20.1 The Grand Committee shall consist of a Chairman (if so appointed by the Grand Master), the Grand Master, the Past Grand Masters, the Deputy Grand Master, the Assistant Grand Master(s), the Provincial Grand Masters, the Grand Wardens, the Grand Secretary, the Grand Treasurer and four (4) members elected by Grand Lodge.
- 20.2 The First Grand Principal of the Supreme Grand Royal Arch Chapter of South Africa shall, ex officio, be a member of the Grand Committee. He shall however have the right to nominate another member of his Supreme Grand Committee to attend a meeting of the Grand Committee in his stead if he is unable to attend, provided that he shall inform the Grand Secretary who his nominee will be for that particular Grand Committee Meeting. The representative of the Supreme Grand Royal Arch Chapter of South Africa, appointed to attend any meeting of the Grand Committee, must be a subscribing member of a Lodge owing allegiance to the Grand Lodge of South Africa.
- 20.3 The Grand Committee is the ordinary judicial tribunal of the Grand Lodge. It shall have full powers to investigate and judge all cases of complaint, dispute or differences arising in the Craft and appeals against any breaches of Grand Lodge Laws. If, in its opinion, any judgement pronounced, whether appealed against or not, is inadequate or too severe, it shall have the power to vary the same, subject to the right of appeal to an Appeals Board constituted pursuant Article 121.1 by the parties concerned. It shall have the right to call for written pleadings and answers, with copies thereof and reproductions, fix the time within which these must be lodged, summon parties and witnesses to attend, take evidence, hear the parties concerned and adopt such other measures and proceedings as it may deem necessary and advisable.
- 20.4 The Grand Executive Committee shall consist of the Grand Master, the Deputy Grand Master, the Assistant Grand Master(s), the Provincial Grand Masters, the Grand Secretary and the Grand Treasurer.

## **21 STANDING COMMITTEES**

- 21.1 The Grand Master, in consultation with the Grand Executive Committee, shall appoint Standing Committees which shall consist of not less than five (5) members, of whom three (3) shall form a quorum in each case.
- 21.2 All or any of the powers of Appeal may be exercised on behalf of the Grand Committee by an Appeals Board, appointed by the Grand Master from time to time and for that purpose.

## **22 MOVABLE AND IMMOVABLE PROPERTY**

- 22.1 Grand Lodge shall have the right to acquire by purchase, lease, exchange, donation or otherwise, land, buildings and immovable and/or movable property and to sell, lease, donate, mortgage, alienate and deal with in any manner whatsoever and all property, including movable and immovable and other investments belonging to Grand Lodge, shall be vested in the following Grand Lodge Officers as Trustees ex officio, viz. the Grand Master, the Deputy Grand Master, the Assistant Grand Master(s), the Grand Wardens and the Grand Secretary and their successors from time to time in these offices. It shall be competent for the Grand Committee to resolve that any investments may be placed in the name of Grand Lodge, Bankers or Bank nominees, in trust for Grand Lodge and subject to the control of the Grand Committee. All interests and dividends on investments shall be paid directly to Grand Lodge or to its Bankers, on account of Grand Lodge.

## **23 YEAR BOOK**

- 23.1 Grand Lodge shall be empowered to issue, from time to time, in a hard copy or in electronic format, but not more than once a year a Grand Lodge Year Book and the levy and distribution of which shall be decided upon by the Grand Committee.

## **24 FEES AND CONTRIBUTIONS**

### **24.1 SCHEDULE OF FEES AND CONTRIBUTIONS PAYABLE TO GRAND LODGE**

- 24.1.1 Every Brother, on his appointment to Grand Lodge, shall pay the fees as may be determined by the Grand Committee for the items specified below:

#### **24.1.1.1 PAYABLE FOR TERM OF OFFICE:**

Grand Master  
Deputy Grand Master  
Assistant Grand Master(s)  
Provincial Grand Masters

#### **24.1.1.2 PAYABLE PER ANNUM:**

All other Grand Lodge Officers  
Qualified Past Grand Lodge Officers  
Presiding Masters and Wardens of Craft Lodges (inclusive)  
Annual Regalia Rental  
Grand Lodge Travelling Fund

#### **24.1.1.3 PAYABLE AS AND WHEN ISSUED AND SUPPLIED:**

Charters  
Diplomas  
All certificates  
Rituals  
Constitutions

### **24.2 CRAFT LODGES**

- 24.2.1 A per capita fee per member, as may be determined from time to time by the Grand Committee, shall be paid by Craft Lodges. Each Provincial Grand Lodge shall be responsible for the collection of such fees from the Lodges falling within their

jurisdictions and shall pay such fees to Grand Lodge by not later than the 15<sup>th</sup> day of May each year. All Craft Lodges shall receive notification of such per capita fee – whether it is increased or decreased. Such adjustments shall not require the approval of Grand Lodge, but shall be tabled at the next Annual Meeting of Grand Lodge for record purposes.

## **25 EMERGENCIES**

- 25.1 In the event of emergencies arising for which no provision has been made in this Constitution, the Grand Master shall have discretionary powers of action within the objects of and for the general benefit of the Craft, but subject to the obligation to report the matter for record purposes at the next Annual Meeting or Special Meeting of Grand Lodge.





## SECTION 3

### PROVINCIAL GRAND LODGES

#### **26 PROVINCIAL GRAND LODGE**

- 26.1 The Grand Committee has the power to form any specific area under the jurisdiction of the Grand Lodge into a Province, whereupon a Provincial Grand Lodge shall be formed and given jurisdiction within such area and the Provincial Grand Master, acting therein shall do so by the authority vested in him under his Patent of Appointment from the Grand Master.
- 26.2 The Grand Committee, in consultation with the Provincial Grand Masters concerned, has the power to rearrange the boundaries of Provinces or to combine and/or sub-divide any as it may think fit.

#### **27 APPOINTMENT OF PROVINCIAL GRAND MASTERS**

- 27.1 The appointment of a Provincial Grand Master is the prerogative of the Grand Master, by whom a Patent of Appointment may be granted to hold during his pleasure, to any Brother whom is invested with appropriate authority in the particular Province.
- 27.2 The Provincial Grand Master shall be installed at the first available opportunity and shall be qualified to perform any of the functions of his office from the date of appointment.
- 27.3 On the death or resignation of the Grand Master, each Provincial Grand Master shall continue to discharge his functions until the pleasure of the succeeding Grand Master shall be declared.

#### **28 CONSTITUTING THE PROVINCIAL GRAND LODGE**

- 28.1 (Refer Annexure 1) A Provincial Grand Lodge consists of the following members who are styled and rank in the following order:

Right Worshipful Provincial Grand Master  
Worshipful Deputy Provincial Grand Master  
Worshipful Past Deputy Provincial Grand Masters  
Worshipful Assistant Provincial Grand Master(s)  
Worshipful Past Assistant Provincial Grand Masters  
Worshipful Provincial Grand Senior Warden(s)  
Worshipful Past Provincial Grand Senior Wardens  
Worshipful Provincial Grand Junior Warden(s)  
Worshipful Past Provincial Grand Junior Wardens  
Worshipful Provincial Grand Orator(s)  
Worshipful Past Provincial Grand Orators  
Worshipful Provincial Grand Secretary  
Worshipful Past Provincial Grand Secretaries  
Worshipful Provincial Grand Treasurer  
Worshipful Past Provincial Grand Treasurers  
Worshipful Provincial Grand Master(s) of Ceremony  
Worshipful Past Provincial Grand Masters of Ceremony  
Worshipful Assistant Provincial Grand Secretary  
Worshipful Past Assistant Provincial Secretaries  
Worshipful Assistant Provincial Grand Treasurer  
Worshipful Past Assistant Provincial Grand Treasurers  
Worshipful Assistant Provincial Grand Masters of Ceremony  
Worshipful Past Assistant Provincial Grand Masters of Ceremony  
Worshipful Provincial Grand First Preparator(s)  
Worshipful Past Provincial Grand First Preparators  
Worshipful Provincial Grand Second Preparator(s)  
Worshipful Past Provincial Grand Second Preparators  
Worshipful Provincial Grand Almoner  
Worshipful Past Provincial Grand Almoners  
Worshipful Provincial Grand Ambassador(s)

Worshipful Past Provincial Grand Ambassadors  
Worshipful Provincial Grand Architect(s)  
Worshipful Past Provincial Grand Architects  
Worshipful Provincial Grand Sword Bearer(s)  
Worshipful Past Provincial Grand Sword Bearers  
Worshipful Provincial Grand Banner Bearer(s)  
Worshipful Past Provincial Grand Banner Bearers  
Worshipful Provincial Grand Director of Music  
Worshipful Past Provincial Grand Directors of Music  
Worshipful Provincial Grand Inner Guard(s)  
Worshipful Past Provincial Grand Inner Guards  
Worshipful Provincial Grand Tyler(s)  
Worshipful Past Provincial Grand Tylers  
Worshipful Provincial Grand Senior Steward  
Worshipful Past Provincial Grand Senior Stewards  
Worshipful Provincial Grand Stewards  
Worshipful Past Provincial Grand Stewards

Worshipful Provincial Grand Preceptor

Presiding Master and Wardens of every Craft Lodge under the Provincial Grand Lodge.

## **29 APPOINTMENT OF PROVINCIAL GRAND COMMISSIONED OFFICERS AND PROVINCIAL OFFICERS**

- 29.1 A Provincial Grand Master shall, in consultation and with the approval of the Grand Master, by Certificate of Appointment under his hand and seal or otherwise, appoint a Deputy Provincial Grand Master and one or more Assistant Provincial Grand Masters to hold office during his pleasure and to execute forthwith all the powers and duties of such office in his name. Such appointees shall be obligated and invested in their respective offices at the first available opportunity.
- 29.2 A Provincial Grand Master is empowered to appoint, obligate and invest the Officers of his Provincial Grand Lodge annually, with the exception of the Deputy Provincial Grand Master and Assistant Provincial Grand Masters who he may appoint, obligate and invest as the need may arise.
- 29.3 Brethren of Talent may only be appointed as such on the recommendation of the Provincial Grand Master and after approval thereof by the Grand Master.
- 29.4 A Provincial Grand Master may not, without the approval of the Grand Master, appoint annually more than the number of officers as specified for each Division in Annexure 4.
- 29.5 A Provincial Grand Master is empowered to confer on any Brother of ability, who is a Past Master of a Lodge within his Division and who has rendered service to the Craft, the rank of Past Provincial Grand Officer, except that of Past Provincial Grand Master, Past Deputy Provincial Grand Master or Past Assistant Provincial Grand Master.
- 29.6 The rank of Past Deputy or Past Assistant Provincial Grand Master can only be conferred with the approval of the Grand Master.
- 29.7 The Provincial Grand Master shall appoint an active Provincial Grand Lodge Officer as the Provincial Grand Preceptor who shall ensure, *inter alia*, that Provincial Grand Lodge Officers shall perform their ceremonial duties correctly.

## **30 MASONIC COMPLAINT**

- 30.1 If any member wishes to register a complaint against any other member in his Lodge, he shall reduce such complaint to writing and shall submit it to the Secretary of his Lodge together with all supporting documentation.
- 30.2 In addition to the above, the said member shall forward a copy of such complaint to the Provincial Grand Secretary of his Division and to the Grand Secretary for their information.

- 30.3 Upon receiving the complaint, the Lodge Secretary shall immediately inform the Presiding Master of the Lodge thereof, who shall then determine whether the complaint can be dealt with at the next Board of Management meeting of the Lodge or whether an extraordinary meeting of the Master Masons and the Past Masters of the Lodge must be convened to deal with the complaint. If the complaint is to be dealt with at the next Board of Management meeting, the Presiding Master shall instruct the Lodge Secretary to place it on the agenda of such meeting. If the complaint is to be dealt with at an extraordinary meeting, the Presiding Master shall instruct the Lodge Secretary to convene such meeting in terms of the Lodge's Bylaws. In either event, the Lodge Secretary shall forward a copy of the complaint to the member against whom such complaint was made.
- 30.4 If the complaint is against the Presiding Master of the Lodge, then the Deputy Master or the most senior available Past Master of the Lodge shall be the chairman of the meeting which deals with the complaint.
- 30.5 Upon the resolution of the complaint, the Lodge Secretary (or a member appointed by the Presiding Master or the chairman of the meeting for that purpose) shall submit a copy of the minutes of the meeting(s) at which the complaint was dealt with and resolved to the Provincial Grand Secretary and to the Grand Secretary within seven (7) days of such meeting resolving the complaint, for their information.
- 30.6 In the event that the Lodge cannot resolve the complaint, the Lodge Secretary (or a member appointed for such purpose) shall refer the complaint in writing to the Provincial Grand Secretary within seven (7) days, requesting further action.
- 30.7 The Provincial Grand Secretary shall, upon receipt of the said request, immediately inform the Provincial Grand Master thereof, who shall then determine the best course of action to deal with such complaint, provided that the said complaint is dealt with and an outcome is determined within sixty (60) days of it being received by the Provincial Grand Secretary, if possible.
- 30.8 Upon the resolution of the complaint by the Provincial Grand Master (or by a Commissioned Officer appointed by him for such purpose), the Provincial Grand Secretary shall submit a copy of the minutes of the meeting(s) dealing with the complaint and the report of the resolution of the complaint to the Lodge concerned and to the Grand Secretary within fourteen (14) days of the meeting resolving the complaint.
- 30.9 If any member wishes to register a complaint against any member in another Lodge within the Grand Lodge, he shall reduce such complaint to writing and he shall submit it to the Secretary of the appropriate Lodge together with all supporting documentation and the provisions of Articles 30.2 to 30.6 shall be likewise applicable.
- 30.10 If any member wishes to register a complaint against any member of the Grand Lodge arising from or pertaining to his duties or functions as a Provincial Grand Lodge Officer, he shall reduce such complaint in writing and shall submit it, together with all supporting documentation, to the Secretary of his own Lodge with a request that such Secretary forward the said complaint to the Provincial Grand Secretary.
- 30.11 The complaint shall then be dealt with as set out in Articles 30.7 and 30.8.
- 30.12 If any member wishes to register a complaint against any member of the Grand Lodge arising from or pertaining to his duties or functions as a Grand Lodge Officer, he shall reduce such complaint to writing and shall submit it, together with all supporting documentation, to the Secretary of his own Lodge with a request that such Secretary forward the said complaint to the Provincial Grand Secretary.
- 30.13 The Provincial Grand Secretary shall, upon receipt of the said request, immediately inform the Provincial Grand Master thereof and shall immediately thereafter forward the said request to the Grand Secretary.
- 30.14 The Grand Secretary shall, upon receipt of the said request, immediately inform the Grand Master thereof, who shall then determine the best course of action to deal with such complaint, provided that the said complaint is dealt with and an outcome is determined within sixty (60) days of it being received by the Grand Secretary, if possible.

- 30.15 The complaint shall be dealt with in a similar manner as set out herein above, provided that the Grand Secretary shall acknowledge receipt of such complaint in writing within fourteen (14) days of receiving such complaint.

### **31 ERASURE OF A LODGE OR EXPULSION OF A MEMBER**

- 31.1 A Provincial Grand Master has no power to erase a Lodge or to expel a member. When a case arises which, in his judgement, requires the erasure of a Lodge or the expulsion of a member, he shall submit a special written report to the Grand Secretary requesting that the erasure of the Lodge or the expulsion of the member be submitted to the Grand Committee for its decision at its next meeting.

### **32 PROVINCIAL GRAND LODGE ANNUAL MEETINGS**

- 32.1 The Provincial Grand Master shall hold an annual meeting of his Provincial Grand Lodge at which the Provincial Grand Officers shall be obligated and invested and shall hold such other meetings as he shall consider necessary. All such meetings shall be held within the Division and shall be conducted in the First Degree. (Refer Annexure 7).
- 32.2 A visiting member may only attend the Provincial Grand Lodge with the permission of the Provincial Grand Master and, if admitted to attend, he shall not speak on any question without leave of the Provincial Grand Master or the Presiding Officer, nor shall he on any occasion be permitted to vote.

### **33 PROVINCIAL GRAND LODGE BYLAWS**

- 33.1 A Provincial Grand Lodge shall frame and revise suitable Bylaws for its own government, which may provide for the appointment and constitution of committees and define their powers and of making and altering regulations to be observed by the Craft Lodges and members in the Province. No Bylaw or Regulation nor any revision or alteration thereof shall be in conflict with or contrary to anything contained in this Constitution or the Laws and Regulations of Grand Lodge and shall not be valid until such Bylaw or Regulation is submitted to and approved by the Grand Committee.
- 33.2 The Bylaws of a Provincial Grand Lodge shall include the following Articles:

#### **33.2.1 PROVINCIAL GRAND LODGE MOVABLE AND IMMOVABLE PROPERTY**

For the welfare and good government of the Craft and the interests of the Provincial Grand Lodge, the Provincial Grand Management Committee is by itself or in conjunction with other recognised Masonic bodies authorised and entitled to:

33.2.1.2 Acquire by purchase, donation, hire, lease, exchange or otherwise any movable or immovable property or rights and to sell, let, dispose of, donate, mortgage, alienate, turn to account, develop or otherwise deal with all or any part of the movable or immovable property or rights of the Provincial Grand Lodge.

33.2.1.3 Should any movable or immovable property be required by law to be registered in the name of the Trustees of the Provincial Grand Lodge, the Trustees shall be the Provincial Grand Master, the Deputy Provincial Grand Master and the Provincial Grand Secretary for the time being, provided that such offices shall be occupied by three different persons.

### **34 PROVINCIAL GRAND EXECUTIVE COMMITTEE**

- 34.1 In every Provincial Grand Lodge there shall be a Provincial Grand Executive Committee consisting of the Grand Master (ex officio), the Provincial Grand Master, the Deputy Provincial Grand Master, the Assistant Provincial Grand Master(s), the Provincial Grand Secretary and the Provincial Grand Treasurer.
- 34.2 Deleted

### **35 PROVINCIAL GRAND MANAGEMENT COMMITTEE**

35.1 In every Provincial Grand Lodge there shall be a Provincial Grand Management Committee consisting of:

The Grand Master (ex officio)

The Provincial Grand Master

The Deputy Provincial Grand Master

The Assistant Provincial Grand Master(s)

The Provincial Grand Senior Warden(s)

The Provincial Grand Junior Warden(s)

The Provincial Grand Orator(s)

The Provincial Grand Secretary

The Provincial Grand Treasurer

The Provincial Grand Master(s) of Ceremony

And sufficient Presiding and Past Masters to ensure the proper management of the Provincial Grand Lodge and who shall be elected by the members of the Provincial Grand Lodge annually.

35.2 Present Grand Lodge Officers are not eligible for election to this Committee.



## **SECTION 4**

### **CRAFT LODGES**

#### **36 CRAFT LODGES**

- 36.1 Every application for a Charter to establish a new Lodge shall be in the form of a petition to the Grand Master, signed by no less than seven (7) Master Masons who shall produce evidence that they are in good standing in all the Lodges to which they belong and are not financially indebted to any Lodge to which they previously belonged.
- 36.2 Unless dispensation is granted by the Grand Master, at least four-sevenths of the total petitioners shall be registered under the Grand Lodge of South Africa.
- 36.3 The petitioners shall declare in writing, on the appropriate form, their adherence and obedience to this Constitution and these Laws and Regulations and their due obedience to the Grand Master and his lawful Representatives.
- 36.4 The Grand Master, on receipt of a petition presented in accordance with Articles 36.1 and 96.3 and which is recommended by the Provincial Grand Master, may grant a Charter of Constitution for the formation of a new Lodge.
- 36.5 Every new Lodge shall be solemnly constituted, according to ancient usage, by the Grand Master or his Representative.
- 36.6 No member shall be installed as the Presiding Master or invested as a Warden except the member named in the Charter for such office, unless such is sanctioned by the Grand Master.
- 36.7 No Lodge shall be acknowledged, nor its Charter shall be admitted as such into the Grand Lodge or a Provincial Grand Lodge, nor any of its members shall be entitled to petition the Grand Lodge or any of the Committees or enjoy any Masonic privilege unless such Lodge has been regularly constituted and registered as a Lodge under the Grand Lodge of South Africa.
- 36.8 No Lodge may meet without a Charter of Constitution from the Grand Lodge, which shall be specially entrusted to each Presiding Master at his Installation and shall be held by him in safe custody on behalf of the Grand Lodge.
- 36.9 The Charter of a Lodge is the property of the Grand Lodge. It shall be retained for the sole use of the Lodge to which it is granted. Any Lodge which transfers or improperly disposes of any Charter shall be liable to be erased and every member so concerned shall be deemed to have committed a Masonic offence and shall be liable to be expelled. The Charter shall not bear any endorsement or other inscription, except with the written authority of the Grand Committee.
- 36.10 If a Charter is lost or improperly withheld from those lawfully entitled to hold or use the same, or is withheld by the Grand Lodge or the Provincial Grand Lodge, the Lodge shall suspend its meetings until a Charter of Confirmation has been applied for and is granted by the Grand Master or until the Charter so lost or withheld is found or restored, in which case the Charter of Confirmation, if any, shall be returned forthwith to the Grand Master.
- 36.11 Every Lodge shall be distinguished by a name, other than that of a living person and a number. No Lodge shall be permitted to make any alteration thereto without the written approval of the Grand Committee.
- 36.12 All new Lodges to be consecrated shall have the borders of their aprons, collars and cuffs edged in cypress green and trimmed with gold.
- 36.13 All Lodges shall work in the official languages of the Grand Lodge as referred to in Article 4. The Grand Committee may, however, authorize any new Lodge to work in any language applied for, except in respect of Installation Meetings which shall be conducted in English or Afrikaans or in a language approved by the Grand Committee.

- 36.14 The Grand Committee is empowered to approve the use of any Ritual other than those presently used or practiced under the Grand Lodge. Such ritual, once approved, shall be subject to Article 82.12.
- 36.15 Lodges shall rank in precedence in the order of their numbers as registered in the books of the Grand Lodge.

### **37 ELECTION OF PRESIDING MASTER**

- 37.1 Every Lodge shall annually, on the day named in its Bylaws for that purpose and in accordance with such Bylaws, proceed to elect a Presiding Master and Officers by ballot from amongst its members who are Past Masters or Master Masons, provided that all such proposed officers are members in good standing.
- 37.2 No member shall be eligible for election as the Presiding Master unless he is a Past Master or has served as an active Warden of his Lodge for a continuous period of at least ten (10) months immediately prior to such election, unless dispensation is granted by the Provincial Grand Master to depart therefrom.
- 37.3 The election of a member as the Presiding Master of his Lodge shall be subject to the approval of the Provincial Grand Executive Committee, which shall communicate its decision to the Secretary of the Lodge concerned within a period of seven (7) days after receiving the written notice or return from the Lodge advising the Provincial Grand Lodge of the election of the Presiding Master.
- 37.4 The Presiding Master shall be responsible that the members of the Lodge over which he presides duly obey the Constitution and Laws of the Grand Lodge, the Bylaws of the Provincial Grand Lodge and the Bylaws of his own Lodge.
- 37.5 No member shall be eligible for election as the Presiding Master of a Lodge for a further period after he has served as the Presiding Master for two (2) years in succession unless by dispensation, which may be granted by the Provincial Grand Master in cases of necessity. He is however again eligible for election as the Presiding Master after he has been out of office for a period of one (1) year.
- 37.6 The Rank of Past Master cannot be conferred on any member.

### **38 PRESIDING AT MEETINGS**

- 38.1 The Grand Master or his Representative has full authority to preside over any meeting in any Lodge and to order any of his Grand Lodge Officers to assist him. Grand Officers, if present and so commanded, are to act as Officers of the Lodge while the Grand Master presides, but the Officers of the Lodge or any Master Mason may be commanded to act as Officers of the Lodge in place of Grand Lodge Officers or Provincial Grand Lodge Officers.
- 38.2 The Provincial Grand Master or his Representative has similar authority in any Lodge in his Province.

### **39 OFFICIAL VISITS**

- 39.1 The Grand Master may send any of his Grand Lodge Officers, present or past, to visit any Lodge and such visiting Grand Lodge Officer(s) shall be received and seated on the immediate right of the Presiding Master.
- 39.2 The Provincial Grand Master may send any of his Provincial Grand Lodge Officers, present or past, to visit any Lodge in his Province and such visiting Provincial Grand Lodge Officer(s) shall be received and seated on the right of the Presiding Master if Grand Lodge is not being officially represented. If Grand Lodge is being officially represented, the Provincial Grand Lodge Officer(s), with the exception of the Provincial Grand Master, shall be seated to the left of the Presiding Master. The Provincial Grand Master shall always be seated, in the order of ranking of Grand Lodge, on the right of the Presiding Master.
- 39.3 The Representatives of the Sister Constitutions shall always be seated on the left of the Presiding Master in order of seniority of Constitutions.



## **40 LODGE BYLAWS**

- 40.1 Every Lodge shall frame proper Bylaws for its government, which shall be in accordance with this Constitution, Laws and Regulations and which Bylaws shall be approved by the Provincial Grand Management Committee.

## **41 MEETINGS**

- 41.1 In no case shall any meeting, be it a Committee or Sub-Committee of the Grand Lodge or of any Provincial Grand Lodge or of any Craft Lodge be held on Christmas Day, Good Friday, Sunday or on any religious holiday which may be proclaimed by the Government from time to time.
- 41.2 Not more than one (1) Meeting of a ceremonial nature and one (1) Meeting of a business nature of a Lodge may be held on one and the same day, unless dispensation to do so is obtained from the Provincial Grand Master.
- 41.3 Only Master Masons may attend the Board of Management meeting of any Lodge, provided that a Lodge may invite its Apprentices and Fellow Crafts to attend such a meeting to discuss the following matters, namely social and fund raising functions and the visits to other Lodges.
- 41.4 No interviews of prospective candidates shall be held at any Board of Management meeting. For the sake of convenience, such interviews may be held before or after a Board of Management meeting.
- 41.5 When dispensation shall have been granted by the Provincial Grand Master, an emergency meeting of a Lodge may be called by the authority of the Presiding Master.
- 41.6 No business, which these laws require to be transacted at a properly constituted meeting, shall be transacted at an Emergency Meeting. The business to be transacted thereat shall not include any business except which is mentioned in the summons convening such Emergency Meeting, nor shall minutes of any previous meeting be read or confirmed at an Emergency Meeting except in so far as such minutes relate to or affect the validity of the business mentioned.
- 41.7 Without prejudice to any power conferred by its Charter, any Lodge may move from one meeting place to another, subject to the provisions of Articles 103.1, 103.2, and 103.3.

## **42 LODGE PROPERTY**

- 42.1 All property of a Lodge, not vested in special Trustees shall be vested in the Presiding Master and the Wardens for the time being in Trust for and on behalf of the members of the Lodge; alternatively, such property shall be vested in the Provincial Grand Master, the Deputy Provincial Grand Master and the Provincial Grand Secretary for the time being.
- 42.2 If any Lodge shall pledge its jewels and furniture or any part thereof or permit or suffer any charge or lien thereupon to arise or to be created, then its Charter shall be liable to be forfeited, the Lodge shall be liable to be erased and the members thereof shall be liable to be expelled.

## **43 MANAGEMENT OF LODGES**

- 43.1 The management of the affairs of the Lodge shall be conducted by all members of the Lodge, being Master Masons sitting in the Board of Management meeting.
- 43.2 Seven (7) Master Masons shall form a quorum for any meeting of the Lodge.
- 43.3 Lodges may allow Fellow Craft and Apprentice Freemasons to attend Board of Management meetings without voting rights, provided that no items on the agenda of the Board of Management Meeting relates to the Master Mason's Degree will be discussed or tabled in their presence. Similarly, no item on the agenda relating to the Fellow Craft Degree shall be tabled or discussed in the presence of Apprentice Freemasons.

#### **44 APPLICATION FOR MEMBERSHIP**

- 44.1 Subject to Articles 44.2 and 44.3, no male person shall be initiated into a Lodge while under the age of twenty-one (21) years, unless by dispensation of the Grand Master or the Provincial Grand Master. Every candidate shall be a free man and of good standing.
- 44.2 The son of a Freemason – known as a Lewis – may be proposed as a candidate on him attaining the age of eighteen (18) years (or thereafter) and there is no sanction for any abatement in his favour or the fee ordinarily charged for an initiation.
- 44.3 It is not in order for a Lodge to accept an application for initiation for an eighteen (18) year old stepson of a Master Mason, but it is acceptable from a legally adopted son.
- 44.4 A Lodge is not debarred from receiving an application for initiation from a male person who is deaf, who lip-reads and speaks, but not from a deaf-mute. In view of ceremonial and other difficulties, Lodges may exercise their discretion in this matter.
- 44.5 Every member, upon initiation, shall be supplied with a copy of this Constitution, Laws and Regulations and his acceptance thereof shall be deemed to be an express declaration of his admission of and submission to its contents.

#### **45 JOINING, REJOINING AND AFFILIATING**

- 45.1 A member desiring to become a joining, rejoining or affiliating member of a Lodge shall be proposed at a properly constituted meeting. He shall be balloted for at the next Board of Management meeting. If elected, he shall take up his membership within one (1) year.

#### **46 HONORARY MEMBERS AND LIFE MEMBERS**

- 46.1 A Lodge shall have the power, after due notice has been given in the summons, to elect as an Honorary Past Master or Honorary Member any Past Master or member of good standing and worthy of such distinction, who is not a member of the Lodge.
- 46.2 An Honorary Past Master or Honorary Member shall not be entitled to hold any office in the Lodge and shall not have any voting rights in the Lodge, but shall have the right to propose candidates for initiation. He shall not be liable for any fees payable to the Lodge, to Grand Lodge or to the Provincial Grand Lodge.
- 46.3 Such Honorary Past Master(s) or Honorary Members shall annually be entered separately on the Form of Lodge Return.
- 46.4 Honorary Membership may only be conferred on a member who is currently a member of a Lodge, other than the Lodge conferring the Honorary Membership, in at least one of the following categories of membership:
  - 46.4.1 A subscribing member of a Lodge.
  - 46.4.2 A life member of a Lodge.
  - 46.4.3 The holder of the O.S.M.
  - 46.4.4 The holder of the 50 Year Service Jewel.
- 46.5 The Lodge shall have the power, after due notice has been given in the summons, to elect as a Life Member any member of the Lodge who is a Master Mason of good standing and worthy of such distinction.
- 46.6 Such Life Member shall not be liable for any fees payable to the Lodge. Grand Lodge fees and Provincial Grand Lodge fees shall however be paid in respect of such member by the Lodge.
- 46.7 A Life Member shall retain all the rights and privileges which he enjoyed prior to receiving the said distinction.

- 46.8 Where a life member, due to age or infirmity, is no longer able to attend the Lodge and has not done so for a period of twelve (12) months or longer, the members of the Lodge shall have the power, after due notice of at least thirty (30) days has been given in a summons and a letter to this effect has been sent to the life member concerned by registered mail, to elect to rescind the Life Membership of any member to whom such distinction has been granted. Such decision by the members of the Lodge shall not be valid unless taken at a regular Board of Management meeting by at least two thirds (2/3) of the members present at such meeting and the rescission of such life membership is approved in writing by the Provincial Grand Master.

#### **47 SUBSCRIPTIONS: BROTHERS OF TALENT**

- 47.1 A Lodge, in its Bylaws, may provide for the services of Brethren of Talent and may decide on waiving the whole or part of their subscriptions to the Lodge and may remunerate such Brethren. Brethren of Talent shall, however, be liable for the payment of Grand Lodge and Provincial Grand Lodge fees.

#### **48 IRREGULAR MASONIC ORGANISATIONS**

- 48.1 Any person who has, in any way, been connected with any organization regarded by Grand Lodge as being irregular or incompatible with the Craft may not be initiated into the Craft, except with the express permission of the Provincial Grand Master.
- 48.2 A member who becomes connected with any such organisation shall be bound to disclaim and finally to sever such connection. On failure to do so when called upon by any proper Masonic authority, he shall be liable to suspension or expulsion and shall not thereafter be entitled to resume his Masonic privileges until he shall have petitioned the Grand Master in this regard.

#### **49 PUBLICATION OF INFORMATION**

- 49.1 No Lodge or member shall publish or cause to be published anything, which according to the established principles of Masonry, ought not to be published.
- 49.2 No member shall, without the express permission of the Grand Master or the Provincial Grand Master, publish or cause to be published the proceedings of any Lodge.
- 49.3 No member shall, without the like permission, publish or circulate or cause to be published or circulated any document relating to any case before a regularly constituted Masonic tribunal, except that copies of documents may be furnished for the use of such tribunal if sent through the Grand Secretary or the Provincial Grand Secretary or the Chairman or Secretary of the committee forming the tribunal, as the case may require.

#### **50 WEARING OF REGALIA IN PUBLIC**

- 50.1 No Brother shall appear clothed in the jewels or regalia of the Craft in any public procession or assemblage or in any place of public unless the Grand Master or the Provincial Grand Master shall have given dispensation for the wearing of such jewels or regalia.

#### **51 DISCIPLINARY PROCEDURES**

- 51.1 Should the Presiding Master be dissatisfied with the conduct of any member of his Lodge, he shall submit a written complaint against such member in accordance with the provisions of Article 30.

#### **52 ADMONITIONS, FINES AND SUSPENSIONS**

- 52.1 A Lodge or member offending against any law or regulation of the Craft, to which no special penalty is attached shall, at the discretion of the Grand Master or of any delegated authority or of a Provincial Grand Master, be subject to an admonition, a fine or a suspension.
- 52.2 If a Lodge is suspended, the members thereof shall not be relieved of their responsibility to pay the fees due to Grand Lodge or to Provincial Grand Lodge and each member shall be liable for his share of the proper expenses incurred by the Lodge during the period of suspension. Such suspension shall not exceed a period of six (6) months.

## **53 EXCLUSION and DISQUALIFICATION OF MEMBERSHIP**

- 53.1 A Lodge may, by resolution, exclude any member for sufficient cause, subject to the provisions of Articles 118.1 and 118.2.
- 53.2 Any person who has been convicted of any offence as set out in Schedule 1 and Schedule 2 of the Criminal Procedure Act, No 51 of 1977 (as amended) (Appendix 8 attached) or of any similar law in operation in the Republic of South Africa, shall be disqualified of being a member of any Lodge under the jurisdiction of the Grand Lodge of South Africa.
- 53.3 Any member of any Lodge under the jurisdiction of the Grand Lodge of South Africa who is convicted of any offence as set out in Schedule 1 and Schedule 2 of the Criminal Procedures Act, No 51 of 1977, (as amended) or any other law in operation in the Republic of South Africa, shall be disqualified from remaining a member of such Lodge(s) and shall resign his membership within seven (7) days of such conviction in a Court of first instance or within seven (7) days of such conviction being confirmed by a Court of Appeal, failing which the Lodge or Lodges of which he is a member shall, individually, take immediate steps to expel him.

## **54 RE-INSTATEMENT**

- 54.1 If the Grand Master, after due consultation with the Grand Executive and after receiving its express approval or on appeal from a member, is satisfied that any member has been illegally or without sufficient cause excluded, he may order him to be re-instated and may suspend any Lodge which fails to comply with such order.
- 54.2 Deleted.

## **55 RESIGNATIONS**

- 55.1 A member of a Lodge may at any time resign his membership (either immediately or as from some later date specified by him at that time) by notifying such resignation either in writing to the Secretary or orally to a Lodge at a duly constituted meeting. If the resignation be so notified to the Secretary, he shall, unless it had been withdrawn by a further written notice to him, communicate it to the Lodge at the next meeting thereof. The resignation, if notified to the Secretary and reported to the lodge, takes effect from the time such notification was received in writing by the Secretary or, if communicated orally to the Lodge, takes effect forthwith or, in either case, as from such later date, if any, as has been so specified as above mentioned and subject to his dues being paid to date and subject to Article 55.2. No acceptance of a resignation is necessary and it is deemed to be irrevocable after such notification or communication to the Lodge has been received.
- 55.2 Should however, a matter in accordance with Article 53 not have been resolved, such resignation shall not be deemed to be final until a decision has been made, at which time the resolution or the resignation will come into effect.

## **56 DISQUALIFICATION TO VISIT**

- 56.1 Any member, with the exception of a member who is a Life Member of a Lodge and/or the holder of the O.S.M. and/or the holder of the 50 Year Service Jewel, who has ceased to be a subscribing member of every Lodge of which he has at any time been a member, shall be disqualified to visit in terms of Articles 119.1.or 119.2.

## **57 DISPUTES**

- 57.1 Should any dispute between members arise, the procedure as set out in Article 30 shall be followed.

## **58 APPEALS**

- 58.1 Any Lodge or member who feels aggrieved by a decision given under Articles 30, 51, 53, 57, 91 and 118 may appeal against such decision to the Grand Committee by submitting such appeal in writing to the Grand Secretary, copied to the Provincial Grand Secretary of the applicable Provincial Grand Lodge, within twenty one (21) days of such decision.

- 58.2 Subject to what is stated elsewhere herein, only the Grand Master shall have the right to restore Masonic rights and privileges to any member or Lodge, but such restoration is a voluntary act on his part and cannot be claimed as a matter of right by any party.

## **59 NOMINATED MEMBERS – AMALGAMATION OF LODGES**

- 59.1 Whenever a number of subscribing members of any Lodge, as shown in the last return of the Provincial Grand Lodge, shall be fewer than five (5), the Lodge shall cease to meet and the Charter, books and papers shall be delivered to the Provincial Grand Master who may, after consultation with the Provincial Grand Executive Committee, grant dispensation to enable the members to meet, subject to such conditions as he may deem expedient until he shall finally decide whether the Lodge shall continue or be erased. For the welfare of the Lodge, the Provincial Grand Master may instruct the Lodge to accept as members, without payment of any dues to the Lodge, to the Provincial Grand Lodge and to Grand Lodge, such other members as he may nominate.
- 59.2 Whenever the number of active members are such that a Lodge cannot operate efficiently it may, without handing back its Charter and with the consent of the Provincial Grand Master, investigate amalgamating with another Lodge or Lodges.

## **60 DISSOLUTION OF A LODGE**

- 60.1 Should a Lodge fail to meet for one (1) year, it shall be liable to be erased.
- 60.2 Upon the dissolution of a Lodge, the Charter shall be delivered to the Grand Master or to a duly authorized representative. All the books and papers relating to the affairs of the Lodge shall be delivered to the Provincial Grand Master. Its other property shall be disposed of as the Provincial Grand Master, in consultation with the Grand Master shall direct. A Charter cannot, under any circumstances, be transferred.

## **61 MOVABLE PROPERTY OF A LODGE**

- 61.1 The movable property of a Lodge is vested in the Presiding Master and the Senior and Junior Wardens for the time being upon Trust for the members of the Lodge.
- 61.2 A complete inventory of the movable property shall be drawn up and kept by every Lodge and shall be submitted annually to the Provincial Grand Lodge.

## **62 IMMOVABLE PROPERTY OF A LODGE**

- 62.1 A Lodge may acquire by purchase, lease, exchange, donation or any other manner whatsoever stocks, shares, debentures and securities of all kinds, movable and immovable property of any nature and kind whatsoever and where so ever situated, or any right or interest therein.
- 62.2 All immovable property of the Lodge shall be vested in the Presiding Master, the Senior Warden and Junior Warden for the time being as Trustees for the Lodge and should any such property, whether movable or immovable, be required by law to be registered, then in such event such property shall be registered in the names of the Presiding Master, the Senior Warden and the Junior Warden, for the time being in their capacities as Trustees for and on behalf of the members of the Lodge.
- 62.3 **A LODGE SHALL HAVE THE POWER:**
- 62.3.1 To develop, lay-out and turn to any account any land acquired by the Lodge, or in which the Lodge is interested, to build on such land, to construct, alter, improve, decorate and maintain houses, flats, shops and other buildings of every description and for the purpose thereof to enter into contracts and arrangements of all kinds with builders and others, and to give indemnities in respect of any contract arising out of the foregoing powers.
- 62.3.2 To raise or borrow and secure repayments of money for the purpose of acquiring immovable property or for any other purpose, and in particular by overdraft or loan from Bankers or others or by mortgage bonds, special or general, or by pledge or

cession of mortgage bonds or other securities, charges upon the whole or any part of the undertaking, property and assets of the Lodge. All Powers of Attorney to pass Bonds or other documents which are necessary in order to secure the repayment of a loan or the balance of the purchase price of immovable property purchased shall be signed by the Presiding Master, the Senior Warden and Junior Warden for the time being in their capacities as Trustees for and on behalf of the Lodge and by the Provincial Grand Master.

62.3.3 To sell, lease, hire, donate, manage, dispose of, turn to account, or otherwise deal with any property, movable or immovable, or any rights or interest therein, provided that the Lodge shall not have the right to sell or dispose of in any manner, any immovable property, without first having obtained the written consent of the Provincial Grand Master thereto.

62.4 Notwithstanding anything to the contrary herein before contained, should a Lodge realise any of its immovable property, the proceeds thereof shall not be disposed of in any manner whatsoever – save for investment purposes – without the prior written consent of the Grand Executive Committee being had and obtained. The Lodge shall, however, be entitled to utilise any interest, which may accrue on any of such proceeds, which have been invested, without the necessity of having to obtain the consent of the Provincial Grand Master.

62.5 All the property of the Lodge shall, at all times, be fully covered by insurance against risk of loss or damage resulting from fire, theft and all other eventualities.

### **63 PAST MASTER'S JEWELS**

63.1 Lodges may present a Past Master's Jewel, as approved by the Grand Committee, to their Retiring Masters after they have served one (1) year in the Chair of their Lodge or as the Lodge's Bylaws may determine.

63.2 Lodges may present only one (1) jewel to each retiring Master.

63.3 Jewels approved by the Grand Committee may not be altered in design unless authority has been granted by the Grand Committee to do so.

63.4 Past Masters' Jewels may only be worn on the left breast and may not be worn as a collarette or on a chain around the neck.

63.5 Should a Presiding Master be re-elected for a second year of office, following on his first year, a bar with the year engraved shall be appended to the ribbon of his Past Master's Jewel. The above is applicable for Past Masters who may be re-elected to occupy the chair in later years.

### **64 ORDER OF SERVICE TO MASONRY**

64.1 The Grand Master, in consultation with the Grand Executive Committee, is empowered to confer on Brethren of Grand Lodge who have rendered exceptional service to the Craft and to the Grand Lodge, a distinction known as the Order of Service to Masonry.

64.2 The holder of the Order of Service to Masonry shall be exempt from paying any dues to the Grand Lodge, Provincial Grand Lodge or to any Lodge to which he may belong for the rest of his life, but shall be entitled to all privileges of a subscribing member.

64.3 There shall not be more than eleven (11) living recipients of the Order of Service to Masonry at any one time.

64.4 The holder of the Order of Service to Masonry shall have the right to wear it on all Masonic occasions with any regalia be it Grand Lodge, Royal Arch, Provincial Grand Lodge or Craft Lodge regalia.

### **65 50 YEAR SERVICE JEWEL**

65.1 The Grand Lodge shall award a 50 Year Service Jewel to a Brother who has rendered 50 years of continuous active service to Freemasonry.

- 65.2 Such qualifying Brother must be a subscribing member of a Lodge under the Grand Lodge or be entitled to all the privileges of a subscribing member of a Lodge under the Grand Lodge for at least ten (10) consecutive years immediately prior to qualifying.
- 65.3 This jewel will be presented by the Grand Master or he may delegate a senior Grand Lodge Officer to do so on his behalf.

## **66 PERIOD OF MOURNING**

- 66.1 In the event of the death of a member of a Lodge from the rank of Apprentice to that of Past Master, the period of mourning by members of that Lodge shall be thirty (30) days.
- 66.2 No honours will be given at the Lodge's Festive Boards and all members of the Lodge shall wear black rosettes at the point of the flap of the apron.
- 66.3 On the death of the Provincial Grand Master, the Deputy Provincial Grand Master or an Assistant Provincial Grand Master all members of the Provincial Grand Lodge shall observe a period of mourning of sixty (60) days.
- 66.4 Black rosettes shall be worn at the point of the flap of the apron and no honours shall be given at the Festive Boards of all Lodges in that Division during the period of mourning.
- 66.5 On the death of the Grand Master, the Deputy Grand Master or an Assistant Grand Master, the period of mourning to be observed by all members of Grand Lodge shall be ninety (90) days.
- 66.6 Black rosettes shall be worn at the point of the flap of the apron and no honours shall be given at the Festive Boards of all Lodges under the Grand Lodge of South Africa.
- 66.7 In addition to the above, the Grand Master shall be entitled to decree a period of mourning for any Past Grand Officer which period shall not be longer than that set out in Article 66.5.

## **67 BREACH OF MASONIC CONDUCT**

- 67.1 It is the duty of any member who is sentenced by any civil power, whether it be in South Africa or elsewhere, to a custodial sentence, immediate or suspended, or in respect of when a Community Service sentence is imposed, to report the fact within twenty eight (28) days to the Master of his Lodge.
- 67.2 The Presiding Master shall, within a similar period, report any custodial sentence (whether it be immediate or suspended) or any Community Service sentence imposed upon any member of his Lodge to the Provincial Grand Secretary.
- 67.3 It is also the duty of the Presiding Master similarly to report promptly all such or other cases which are likely to bring Freemasonry into disrepute.
- 67.4 All sentences of suspension or exclusion from Royal Arch privileges passed on a Companion by the Supreme Grand Chapter or other competent authority in the Royal Arch shall, unless such authority declares to be the contrary to this Constitution, suspend or exclude such Companion as a Brother from the equivalent privileges in the Craft. All sentences of expulsion by the Supreme Grand Chapter shall *ipso facto* expel such member from the Craft and shall be applicable *vice versa*.

## **68 DIRECTIVES**

- 68.1 All directives issued by the Grand Master and by the Grand Committee from time to time shall be binding on all members.

## **69 DISSOLUTION OF THE GRAND LODGE**

- 69.1 The Grand Lodge can be dissolved if at least two-thirds of the members present at an extraordinary general meeting, which has been called for this purpose, vote in favour of dissolution. At least twenty one (21) days written notice shall be given of such a meeting and the notice shall clearly state that the question of dissolution of the Grand Lodge and the disposal of its assets will be considered.

- 69.2 If there is no quorum at such an extraordinary general meeting, the meeting shall be adjourned for at least one (1) week. The members attending such an adjourned meeting shall constitute a quorum.
- 69.3 If the Grand Lodge has any remaining assets after all debts and other commitments have been met, these assets shall not be paid to or divided amongst its members but shall be given to another or other registered welfare organisation(s), as decided by the members of the Grand Lodge attending the extraordinary general meeting. In the event of members of this extraordinary general meeting not being able to arrive at a decision concerning the disposal of assets, the National Welfare Board or such similar organ of State shall decide what shall be done with such assets.



## **SECTION 5**

### **THE LAWS**

#### **70 ADMINISTRATION OF GRAND LODGE**

70.1 If the Grand Master, by virtue of the distance between his place of residence and Johannesburg, is unable to be in regular contact with the Grand Lodge offices to preside over Grand Committee Meetings and to be available for interviews at these offices at regular intervals, he shall, in the interests of good government of the Craft, appoint a Deputy or Assistant Grand Master who is in a position to attend to these duties.

#### **71 BENEVOLENT FUND**

71.1 All applications for assistance shall be made on an official application form, which shall be supported by a Lodge report on the applicant. Such an application shall be considered by the Grand Lodge Benevolent Committee.

71.2 This fund shall be administered by a Committee consisting of the Grand Master, the Deputy Grand Master, the Grand Treasurer and two (2) Brethren of Grand Committee appointed by the Grand Master who shall report on their activities to the Grand Committee at least once per annum.

71.3 The Chairman of this Committee shall be the Grand Master or in his absence, the Deputy Grand Master.

71.4 The Committee to administer the Benevolent Fund shall be empowered to give financial aid as it may deem fit without previously obtaining the approval of the Grand Committee, provided that at no time shall the said financial aid exceed the funds held by the Benevolent Fund.

71.5 Notwithstanding the foregoing, the Committee appointed to administer the Benevolent Fund shall not make payments or give financial assistance to any Member, Widow or Orphan or to particular Charity in excess of an amount as determined by the Grand Committee annually without obtaining the prior approval of the Grand Committee.

71.6 The Grand Treasurer shall be responsible for the maintenance of the Books of the Benevolent Fund and shall permit no payment to be made except those mentioned above unless by Resolution of the Grand Committee. He shall, at all times, make the Fund's books available for inspection on the Grand Master's request or, in his absence, to his Deputy or duly appointed representative.

71.7 The Grand Committee may authorise any amount from the Benevolent Fund to be transferred to any Educational Fund.

#### **71.8 EMERGENCIES**

71.8.1 Notwithstanding the aforesaid, the Grand Master or in his absence, the Deputy Grand Master, shall have the power to take such action as he considers necessary should it appear to him that an emergency has arisen, provided that:

71.8.1.1 He shall not authorise an emergency expenditure exceeding any amount determined by the Grand Committee annually.

71.8.1.2 He shall report such action and the condition giving rise thereto at the first Meeting of the Grand Committee following the taking of such action.

71.8.1.3 He shall immediately inform at least two (2) members of the Committee appointed to administer the Benevolent Fund of such expenditure.

71.9 The Grand Master or in his absence, his Deputy shall, however, have the power to authorise the expenditure of a sum not exceeding an amount determined by the Grand Committee

annually at his own discretion and without having to refer to anyone, provided that such expenditure is for an emergency. This action shall be reported to the Benevolent Fund Committee at its next meeting.

- 71.10 All minutes in connection with an application for or granting of assistance shall be kept separately and marked "*private and confidential*" and shall only require the confirmation and approval of the Grand Committee. These minutes shall not be included in any other minutes or brought before Grand Lodge.
- 71.11 The Grand Lodge shall, at the Annual Meeting or at such Extraordinary Meeting as the Grand Master may convene for that purpose and after considering the report of the Grand Committee, review the position of the Grand Lodge Benevolent Fund after due regard is had to the commitments and estimated requirements of the Fund for the ensuing financial year.

## **72 EDUCATION**

- 72.1 The Education Committee shall act in accordance with the following procedures:
- 72.1.1 A scholarship, based on merit, may be awarded on a triennial basis to the best applicant determined by the results of the Matriculation Examination of the Joint Matriculation Board (Grade 12) or of an equivalent Provincial School Leaving Certificate examination immediately preceding the award of the Scholarship.
- 72.1.2 It is tenable for three (3) years at any University or College of Higher Education in the Republic of South Africa.
- 72.1.3 The annual grant will be determined by the Grand Committee
- 72.1.4 Applicants for the scholarship shall be children of Freemasons who, at the time of their demise, were subscribing members of Lodges.
- 72.1.5 In awarding the scholarship, preference shall be given to applicants who are children of Freemasons who are members of the Grand Lodge.
- 72.1.6 Should no application of sufficient merit be received from a child of a Freemason belonging to the Grand Lodge, the scholarship shall be open to applicants who are children of Freemasons belonging to other recognised Constitutions working in South Africa.

## **73 TRAVELLING**

- 73.1 Claims for travelling expenses and subsistence allowance may be submitted only by the appointed Representative having officially attended a Lodge.
- 73.2 Expenses incurred by Brethren additional to the appointed Representative shall require prior authorisation of the Grand Committee.
- 73.3 Such claims shall be submitted on the prescribed form stating the date and meeting attended, mode of transport, number of kilometres travelled if by car and amount of subsistence claimed.
- 73.4 No claim will be considered if not made within thirty (30) days after such meeting.
- 73.5 Should a claim be submitted by an appointed Representative other than the Grand Master, the Deputy Grand Master, an Assistant Grand Master or a Senior Representative, such claim must be counter signed by one of the foregoing.
- 73.6 The term "*travelling expenses*" shall mean the actual cost of conveying the Officer of Grand Lodge by means of public transport from his place of residence to the place at which he is authorised to attend and for the return journey or, when travelling by car, the amount payable for the use thereof, which shall be determined by the Grand Executive Committee.
- 73.7 No expenses shall be payable when visiting Lodges within a radius of eighty (80) kilometres of the place of residence of the said Grand Lodge officer.

- 73.8 The daily subsistence allowance shall be determined by the Grand Executive Committee.
- 73.9 When the Travelling Fund shall exceed the sum as determined by the Grand Committee, the Grand Executive Committee may authorize any portion or the whole of such amount, in excess of such sum, to be transferred to or from the General Fund.
- 73.10 In the event of there being a deficit, the fund may be reimbursed from the General Fund by authorization of the Grand Committee.
- 73.11 Officers of Grand Lodge may be compensated for expenses incurred in the execution of their duties, subject to prior authorization by the Grand Master.

**74 PRINTING**

- 74.1 The Grand Executive Committee shall apportion such amounts as may be deemed necessary for printing, from the General Fund.

**75 GRAND MASTER'S EXPENSES**

- 75.1 The Grand Executive Committee shall apportion such amounts as may be deemed necessary from the General Fund to pay for the expenses necessarily incurred by the Grand Master in the execution of his official duties.

**76 REGALIA**

- 76.1 The Grand Executive Committee shall apportion such amount from the General Fund as may be deemed necessary to purchase items of regalia.

**77 ELECTION OF A GRAND MASTER IN THE EVENT OF THE OFFICE OF GRAND MASTER BEING RENDERED VACANT.**

- 77.1 The Grand Committee shall, at a meeting immediately following the assumption of office of the Acting Grand Master, decide on a date when the Grand Conclave shall meet to elect a new Grand Master. Such a date shall not be later than thirty (30) days after the Grand Committee Meeting.
- 77.2 The Grand Secretary or, in the event of his inability to do so, the most Senior Active Grand Lodge Officer (as per Article 16) shall, within seven (7) days after the Meeting of the Grand Executive Committee referred to in Article 13, advise the Provincial Grand Master of each Division and the members of the Grand Conclave in writing of the date on which the Grand Conclave shall meet and the purpose of such meeting.
- 77.3 The Provincial Grand Master or Acting Provincial Grand Master shall, within seven (7) days of receiving such notice, call a Meeting of the Provincial Grand Management Committee, which shall take place not later than fourteen (14) days prior to the date of the meeting of the Grand Conclave.
- 77.4 Each Provincial Grand Management Committee shall decide upon a nomination for the office of Grand Master. Any Presiding Master or Past Master in good standing of a Lodge under the jurisdiction of the Grand Lodge of South Africa shall be eligible for nomination to the office of Grand Master. Such nomination, supported by his consent in writing, shall be handed to the Presiding Officer at the meeting of the Grand Conclave.
- 77.5 The Provincial Grand Master of each Division shall have the authority of his Management Committee that, should it be conducive to the welfare of the Grand Lodge, the proposed nomination of the Province may be changed in favour of an alternative nominee for Grand Master.

**78 GRAND CONCLAVE**

**78.1 PRESIDING OFFICER AND QUORUM**

- 78.1.1 The Presiding Officer shall be elected from the members present at the meeting of the Grand Conclave.

78.1.2 Two thirds of the eligible members (rounded down) shall form the quorum except in the event of any of the members being nominated as a candidate, then the quorum shall be reduced by that number.

78.1.3 Such candidate may nominate a member of the Grand Conclave as his proxy.

78.1.4 In the event of a member being unable to attend the meeting due to an unavoidable and / or unforeseen emergency or occurrence, the quorum may be reduced accordingly.

78.2 A member of the Grand Conclave shall have the right to exercise his vote by proxy if he is unable to be present at a Grand Conclave Meeting. The appointment of a Proxy shall be in writing as set out in Article 82.8 and shall be signed by the voter who wishes to be represented at the Grand Conclave Meeting. The written proxy shall bear the name of any prospective candidate and such proxy shall be given to a member attending the meeting of the Grand Conclave, who shall submit such proxy form to the Presiding Officer of such meeting.

### **78.3 VOTING FOR A GRAND MASTER**

78.3.1 The voting for the election of the Grand Master shall be by secret ballot.

78.3.2 All matters shall be decided by a simple majority.

78.3.3 All members present at the meeting shall vote.

78.3.4 In the event of an equality of votes, the Presiding Officer shall call for a fresh ballot and shall continue to do so until the matter is decided.

78.3.5 The Presiding Officer shall not have a second or casting vote.

78.3.6 The number of votes cast for each candidate shall not be made known to anyone except the Presiding officer and the two (2) appointed scrutineers.

78.4 Two (2) Brethren of the Grand Conclave, being from different Divisions, shall be appointed by the Presiding Officer as scrutineers. The scrutineers so appointed must individually declare to the members of the Grand Conclave to keep secret all information that they may obtain in respect of their duties as scrutineers.

78.5 No minutes of the Grand Conclave shall be written or kept. All ballot papers shall be reduced to ashes in the presence of the scrutineers and the members of the Grand Conclave at the meeting.

78.6 The Presiding Officer shall only announce the name of the member who has received the most votes and he shall be declared the Grand Master Elect.

78.7 The Presiding Officer shall, within seven (7) days, communicate to the Grand Secretary by registered mail or by such other manner as may be directed by the members of the Grand Conclave, the results of the election.

78.8 The Grand Secretary shall then, within seven (7) days, inform all the Lodges of the name of the Grand Master Elect and at the same time advise them of the arrangements for the Installation of the Grand Master Elect.

## **79 APPOINTMENT OF GRAND LODGE OFFICERS**

79.1 The Grand Master shall have the power to leave up to five (5) Grand Lodge Offices vacant or to create additional Offices if required.

79.2 The Grand Secretary and the Grand Treasurer shall not be subject to annual appointment but shall be appointed by the Grand Master subject to the approval of the Grand Committee.

79.3 No Brother shall hold more than one Office in Grand Lodge at one and the same time, except for the Office of Grand Preceptor.

- 79.4 The Grand Master may appoint a member of the Grand Committee to act as Chairman of the Grand Committee and to hold office during his pleasure. Such Chairman shall sign the minutes of the meetings after confirmation, generally exercise supervision over the affairs of the Committee and perform such duties as per usage, custom and necessity pertains to the office of Chairman. He shall only have a deliberative vote.
- 79.5 The appointments shall be notified by the Grand Secretary to all Grand Lodge Officers, Provincial Grand Secretaries and Lodges not later than thirty (30) days prior to the investiture of the Grand Master.
- 79.6 The Grand Master, in consultation with the Grand Committee, may by warrant appoint any Presiding or Past Master to represent Grand Lodge in a recognised Grand Lodge and may constitute him and also any Presiding or Past Master regularly deputed from a recognised Grand Lodge a member of the Grand Lodge with such rank as the Grand Master may deem appropriate.
- 79.7 On the expiration of their terms of office, the officers of Grand Lodge shall be entitled to the past rank of their respective offices.
- 79.8 A Grand Lodge Officer who, on the termination of his office, voluntarily agrees to have his name appended to the Register of qualified Past Officers shall be entitled to receive all Grand Lodge circulars.
- 79.9 Should the Grand Master be dissatisfied with the conduct of any of his Grand Officers who are appointed annually, he may displace such Grand Officer and deprive him of his rank and privileges. The Grand Master has the power, in a like case, to deprive a Past Grand Officer of his rank and privileges. No such action shall, however, in either case be taken by the Grand Master without the approval of the Grand Committee and the Officer concerned be afforded the opportunity of appearing before Grand Committee to make representations in this regard.
- 79.10 All members of Grand Lodge and all Lodges and Brethren are to provide themselves with copies of the latest edition of these Laws. The cost of such copies shall be fixed by the Grand Executive Committee.

## **80 PAST RANK**

- 80.1 Two (2) or more members of Grand Lodge holding or having held identical rank therein shall, as between themselves, rank according to the order in which they were first appointed to that rank.
- 80.2 Brethren of eminence and ability and members of recognised Constitutions, who have rendered service to Freemasonry may, by appointment of the Grand Master, be constituted members of the Grand Lodge with such Past Rank as he may deem fit after due consultation with the Grand Executive Committee.

## **81 RANK AND STYLING OF GRAND LODGE OFFICERS**

- 81.1 On official visits or at any meeting to which a Commissioned Officer has been delegated, the Delegated Officer will take precedence over any higher ranking Past Officer. The Delegated Commissioned Officer may afford any Senior Past Commissioned Officer attending the meeting the necessary Masonic courtesies due to his rank.

## **82 ANNUAL MEETINGS, EXTRAORDINARY MEETINGS AND MEETINGS**

- 82.1 In the absence of any Grand Lodge Officer, the Presiding Officer may direct any other member of Grand Lodge to deputise for the absent Officer.
- 82.2 All Brethren attending Grand Lodge are expected to wear such dress and regalia as indicated on the Notice convening the meeting.
- 82.3 Officers and Past Officers of Grand Lodge and the Provincial Grand Lodge attending the Grand Lodge officially shall wear the jewels and regalia appropriate to their rank only. (Refer Annexures 5 and 6).

- 82.4 Presiding Masters and Wardens attending the Grand Lodge, Provincial Grand Lodge or own Craft Lodge shall wear the jewels and regalia appropriate to their rank. No jewel, medal or device belonging to any other Order or degree beyond that of Master Mason or Installed Master shall be worn, unless approved or allowed by the Grand Committee.
- 82.5 Should a Presiding Master and Wardens of a Lodge be unable to attend a meeting of Grand Lodge, the Presiding Master may appoint as a proxy a Past Master of the Lodge or a member of Grand Lodge who is attending the particular meeting.
- 82.5.1 Such appointed proxy holder of the Lodge shall render a report of the proceedings of the meeting to the Lodge concerned and such report shall be included in the minutes of the Lodge.
- 82.5.2 Present Grand Lodge Officers, members of the Grand Committee and holders of the O.S.M. shall likewise be entitled to appoint a proxy who must be a member of Grand Lodge.
- 82.6 Present Grand Lodge Officers may hold more than one proxy for a meeting.
- 82.7 The Presiding Officer at any Grand Lodge Meeting, except the Grand Conclave, shall not hold any proxies.
- 82.8 All appointments of proxy holders shall be in writing, as set out below and must reach the Grand Secretary seven (7) days prior to the meeting at which such proxy is to be used. Under exceptional circumstances the Grand Master or the Presiding Officer may, at his discretion, accept proxies up to the time of the meeting.
- 82.8.1 FORM OF PROXY
- I....., being:
- a) A Grand Lodge Officer holding the rank of .....
- b) A member of the Grand Committee
- c) The holder of the O.S.M.
- d) The Presiding Master of Lodge .....
- do hereby appoint .....a member of Grand Lodge / Lodge .....
- with the powers of substitution to represent the Lodge / me at the Meeting of Grand Lodge to be held in ..... on .....
- and to speak and vote on behalf of my Lodge / me.
- 82.9 In the event of a Lodge failing to be represented at a Grand Lodge Meeting, as set out above, the Grand Master shall be empowered to levy on such defaulting Lodge a fine not exceeding an amount as determined annually by the Grand Committee.
- 82.10 Any member of Grand Lodge desiring to propose a motion therein for its consideration at any annual meeting of Grand Lodge shall give notice in writing to the Grand Secretary of the terms of such intended motion and its precise nature, not less than seven (7) days before the meeting of the Grand Committee to be held as near as possible to the month of May.
- 82.11 No motion shall be dealt with in the Grand Lodge unless such notice has been given, except by special leave of the Grand Master or the Presiding Officer.
- 82.12 A notice of motion which proposes to make any addition to or alteration of or amendment to Sections 1, 2, 3 or 4 of the Constitution and Laws or to alter any Ritual or effect the General Practice of the Craft, shall be delivered to the Grand Secretary in writing not less than seven (7) days before the meeting of the Grand Committee to be held as near as possible to the month of May. The arranging of all matters to be discussed at the meeting of Grand Lodge shall be entrusted to the Grand Committee.
- 82.12.1 Any such motion for amendment shall, at the ensuing meeting of Grand Lodge, be brought under consideration and a resolution in favour of any such proposal by at least a two-thirds majority shall be valid and effective as from the date of such meeting.

- 82.13 A notice of motion which proposes to make any addition to or alteration of or amendment to Section 5 of these laws, shall be delivered to the Grand Secretary in writing not less than seven (7) days before the meeting of the Grand Committee to be held as near as possible to the months of May or November.
- 82.13.1 Any such motion for amendment shall, at the ensuing meeting of Grand Committee, be brought under consideration and a resolution in favour of any such proposal by a simple majority shall be valid and effective as from the date of such meeting. Lodges shall be notified of the resolutions taken
- 82.14 A notice of motion which proposes to make any addition to or alteration of or amendments to Sections 6 and 7 of these Regulations and Annexures, shall be delivered to the Grand Secretary in writing not less than seven (7) days before the meeting of the Grand Executive Committee to be held as near as possible to the months of March, May, July, August and November.
- 82.14.1 Any such motion for amendment shall, at the ensuing meeting of Grand Executive Committee, be brought under consideration and a resolution in favour of any such proposal by a simple majority shall be valid and effective as from the date of such meeting.
- 82.15 The Grand Committee shall direct that any motion which is, in its judgment, scandalous, irregular or not conducive to the good government of Grand Lodge shall be omitted from the agenda. If on receiving any such notice the Grand Secretary considers that a direction under this Article is likely to be given, he shall, if time and circumstances make it reasonably possible to do so, arrange that the member of Grand Lodge who has given notice must attend the meeting of the Grand Committee at which the matter is to be considered for the purpose of showing cause why the direction should not be given. In every case, before giving such direction, the Grand Committee shall, if reasonably possible, give such member an opportunity to attend its meeting for such purpose.
- 82.16 When any notice of motion has been directed by the Grand Secretary to be omitted as aforesaid, the member of the Grand Lodge who gave such notice shall forthwith be informed by the Grand Secretary of such direction and of the right of such member to submit a statement in writing on the matter to the Grand Master for consideration.
- 82.17 The Grand Master or the Presiding Officer may allow any business or motion which he shall considers to be urgent, to be introduced or discussed at any meeting of the Grand Lodge without notice, provided that no resolution to amend the Constitution or any Ritual shall be adopted without the proper procedure being followed, as set out herein.
- 82.18 Provided that it does not fall within the provisions of Article 82.12, no report or recommendation of any Board or Committee of Grand Lodge shall require a notice of motion.
- 82.19 No motion, the substance of which the Grand Lodge has already considered and decided upon, shall again be brought forward or otherwise discussed, save at the insistence of the Grand Master, until after the expiration of one (1) year from the date of such consideration or decision.
- 82.20 No memorial, petition or other document shall be presented to the Grand Lodge if it contains improper matter or offensive or indecorous language.
- 82.21 If it shall appear to the Grand Master that any proposed resolution contains anything contrary to the Ancient Landmarks of the Order, he may refuse to permit the same to be discussed.
- 82.22 The proposer of an original motion shall have the right to reply, but no other member shall be entitled to speak twice on the same question unless by permission of the Grand Master or the Presiding Officer. This rule shall not apply to the Grand Secretary.

## **83 AGENDAS**

- 83.1 An agenda of the business to be transacted in the Grand Lodge at each annual meeting shall be prepared by the Grand Secretary and submitted to the Grand Committee for approval at the meeting to be held as near as possible to the month of May.
- 83.2 A copy of the agenda so approved together with a report of the proceedings of the preceding annual meeting of Grand Lodge shall be forwarded to Grand Lodge Officers, members of the Grand Committee, qualified Past Grand Lodge Officers, Provincial Grand Lodges and to the Secretary of each Lodge under the jurisdiction of the Grand Lodge not later than 15th June.
- 83.3 At each Meeting, the Grand Lodge being opened, the Minutes of the last Meeting of Grand Lodge shall be put forward for confirmation as a correct record of the proceedings and no part of the said minutes nor any matter appearing on the agenda shall be read *in extenso* unless the Grand Master or the Presiding Officer shall so direct, or a member, supported by no less than five (5) other members, shall so desire with a view to founding a motion thereon.
- 83.4 Any communication from the Grand Master shall be received before the business set forth in the agenda is considered.

#### **84 VOTING AT GRAND LODGE MEETINGS**

- 84.1 All matters are to be decided by a simple majority of votes, except matters as provided for in Article 82.12, which require a two-thirds (2/3) majority of votes.
- 84.2 Each present Grand Lodge Officer and each Lodge represented by its Presiding Master and/or Wardens shall have one vote.
- 84.3 Each member of the Grand Committee shall have one vote, provided that he is not entitled to a vote by virtue of his rank.
- 84.4 Each holder of the O.S.M. shall have one vote, provided that he is not entitled to a vote by virtue of his rank or as a member of the Grand Committee.
- 84.5 Except in cases where a ballot is demanded by a majority vote, votes are to be signified by each member holding up one hand and the motion is then to be declared - either carried or lost.
- 84.6 If two (2) members demand that the votes be counted and such demand appears reasonable to the Grand Master or to the Presiding Officer, the counting of such votes shall be conducted under the direction of the Grand Master of Ceremonies.
- 84.7 Any Lodge which has neglected to make its returns and payments to the Grand Lodge for a period of six (6) months after same are due shall be disqualified from voting in the Grand Lodge or from sitting on any Board or Committee until such returns and payments shall have been made.
- 84.8 It is the duty of each Provincial Grand Lodge to advise the Grand Secretary, prior to any Grand Lodge Meeting, of any Lodge under its jurisdiction, which is so disqualified.

#### **85 GRAND COMMITTEE AND GRAND EXECUTIVE COMMITTEE**

##### **85.1 GRAND COMMITTEE**

- 85.1.1 The four (4) elected members of the Grand Committee, who must be Past Masters, shall be elected by Grand Lodge at its Annual Meeting.
- 85.1.2 Two (2) members shall retire in each year, those retiring being members who have been the longest in office;
- 85.1.3 Any question of retirement between members who have been in office for the same period shall be decided by lot.
- 85.1.4 Retiring members of the Committee shall be eligible for re-election.
- 85.1.5 Present Grand Lodge officers are not eligible for election.



- 85.1.6 Vacancies shall be filled by nomination from the Grand Master.
- 85.1.7 Members of the Grand Committee who are unable to attend a meeting or meetings of the Grand Committee may nominate another member of the Grand Committee to represent them and to vote on their behalf at such meetings or meeting provided that they notify the Grand Secretary in writing thereof prior to such meeting.
- 85.1.8 The Grand Committee shall meet at least twice per annum as near as possible to the months of May and November or at such other times as determined by the Grand Master for the good government of the Grand Lodge.
- 85.1.9 The Grand Master shall direct the venue of all meetings and may convene additional meetings.
- 85.1.10 At Grand Committee meetings, seven (7) members shall form a quorum and proceed to business, except in the hearing and decision of Masonic complaints, for which purpose at least ten (10) members must be present.
- 85.1.11 The Grand Master is the Chairman of the Grand Committee or, in his absence the next most senior active officer present according to Article 16. The Grand Master may, however, appoint a Chairman in accordance with Article 79.4.
- 85.1.12 The Minutes of the Grand Committee, after having been approved at a subsequent meeting, shall be deemed to be a correct record of the business done and its judgements, if not timeously appealed against in accordance with Article 87.2, shall not be subject to alteration thereafter by Grand Lodge.
- 85.1.13 The Grand Secretary shall, upon the requisition of five (5) members of the Grand Committee, call a meeting thereof to be held within twenty-one (21) days after the receipt of such requisition.
- 85.1.14 The notice calling the meetings shall state the purpose for which the meeting is called and no other business shall be discussed thereat.
- 85.1.15 All business to be considered by the Grand Committee shall be set out in the notice calling the meeting, except such as may be received by the Grand Secretary subsequently to the preparation of the agenda and may require immediate attention.
- 85.1.16 A meeting of the Grand Committee shall be held at least one (1) month before the Annual Meeting of Grand Lodge, at which time the Grand Officers for the ensuing year, appointed by the Grand Master in consultation with the Deputy and Assistant Grand Master(s) and the Provincial Grand Masters, shall be tabled.
- 85.1.17 The Grand Committee may report or recommend to Grand Lodge or to the Craft whatever it may deem conducive to the welfare and good government of the Craft. Every recommendation or report of the Grand Committee or of any Standing Committee appointed in terms of Articles 21 and 86 shall, when adopted by Grand Lodge, be treated as a decision of the Grand Lodge.
- 85.1.18 All transactions and resolutions of the Grand Committee shall be entered in the minute book.

## **85.2 GRAND EXECUTIVE COMMITTEE**

- 85.2.1 The Grand Executive Committee shall meet five (5) times per annum as near as possible to the months of March, May, July, August and November. The Grand Master may however convene additional meetings in the interest of the good governance of Grand Lodge.
- 85.2.2 The Grand Master, or in his absence the next Senior Officer present, shall act as the Chairman.
- 85.2.3 Five (5) members of the Grand Executive Committee shall constitute a quorum

85.2.4 The Grand Executive Committee shall attend to any business matters which are not normally handled by the Grand Committee, unless such matters are deemed expedient by the Grand Master or such matters are referred to it by the Grand Committee.

85.2.5 The Grand Executive Committee shall report to the Grand Committee at the next meeting on its proceedings, except when the Grand Master or the Presiding Officer considers that this would not be conducive to the welfare of the Order.

85.2.6 The minutes of the Grand Executive Meetings shall be available to the members of the Grand Committee.

## **86 STANDING COMMITTEES**

86.1 The Standing Committees of Grand Lodge are

86.1.1 Constitution, Procedures and Regalia Committee.

86.1.2 Ritual Committee.

86.1.3 Foreign Relations Committee.

86.1.4 Finance Committee.

86.1.5 Any other Standing Committee deemed necessary from time to time.

86.2 Each of the Standing Committees shall have the power to co-opt Brethren who possess special knowledge of the subject under consideration by any such Committee for the purposes of consultation.

86.3 If put to the vote the majority shall bind the minority and the Presiding Officer shall not have a second or casting vote.

86.4 All proceedings of Standing Committees shall be laid before the next Grand Committee for approval or report.

86.5 The Grand Master is *ex officio* a member of all Committees with voting rights.

86.6 The Chairman of each Standing Committee shall be appointed by the Grand Master in consultation with the Grand Executive Committee.

## **87 DIFFERENCES, DISPUTES AND CONDUCT**

87.1 All differences amongst Lodges or members which cannot be adjudicated by the Provincial Grand Lodge, shall be referred to the Grand Committee for adjudication.

87.2 Any Lodge or Brother aggrieved by the decision of the Grand Committee may, at any time within three (3) months of the date of such decision, lodge an appeal as per Article 58.1.

87.3 If any member shall behave at a Grand Lodge Meeting in a manner disrespectful to the Chair or otherwise unbecoming as a Freemason, the Grand Master or the Presiding Officer may peremptorily order him to leave the Grand Lodge Meeting, which he shall thereupon do.

87.4 The Grand Committee may declare any member to be no longer a member of the Grand Lodge until the Grand Master shall have reinstated him.

87.5 No motion for the erasure of a Lodge for misconduct or for the expulsion of a member shall be made unless the Presiding Master and the Wardens of the Lodge or the member concerned, shall have been summoned to answer the complaint in person before the Grand Committee or to submit an answer in writing to such complaint, as they or he may desire.

87.6 The Grand Master, in consultation with the Grand Committee, is empowered to impose a suspension or erasure of a Lodge and the suspension or expulsion of a member.

- 87.7 Should a matter become urgent, the Grand Master may act on his own but he shall advise the Grand Committee of such decision at its next meeting.
- 87.8 In the event of complaints, disputes or differences arising, the member(s) or Lodge(s) involved may lodge a written petition or complaint with the Grand Committee which shall be duly signed by the Presiding Master and Wardens (in the case of a Lodge) or by the member(s) and which shall clearly state the matter at issue, provided that the provisions of Article 87.1 have been complied with.
- 87.9 Such petition or complaint, together with a certificate by the petitioner or complainant that a copy thereof has been served on the other party by registered letter, shall be lodged with the Grand Secretary.
- 87.10 If these requirements have been complied with, the Grand Secretary shall lay the petition or complaint before the first meeting of the Grand Committee or a Special Committee appointed for that purpose by the Grand Master, which Special Committee, after investigating the matter, shall report to the Grand Committee with a recommendation for its consideration.
- 87.11 Contending parties and witnesses, when duly summoned, shall appear before the Grand Committee or the Special Committee, as the case may be.
- 87.12 It shall be competent for any contending party to have the assistance of an agent or mandatory at the date of appearance, but such agent or mandatory shall be a qualified member of the Grand Lodge and intimation of his appointment shall be given to the Grand Secretary and to the other contending parties or their declared agents or mandatory at least seven (7) days prior to such date of appearance.
- 87.13 It shall be competent for the Grand Committee or Special Committee to call for further papers, documents, pleadings or evidence.
- 87.14 There shall be payable to the Grand Lodge, at the time of lodging a petition, complaint or appeal and at the time of lodging answers or other pleadings, the appropriate fees, as shall be laid down by the Grand Committee, for all extracts or copies of papers of proceedings.
- 87.15 The judgments of the Grand Committee shall be intimated in writing by the Grand Secretary by registered letter to the parties to the petition or complaint and shall become final unless appealed against to Grand Lodge, as provided by Article 87.16, within twenty-one (21) days of the date of posting the said intimation by the Grand Secretary, or within such extended period as in special circumstances the Grand Committee may decide. If not so appealed, the judgment shall be final.
- 87.16 If any member is aggrieved by a decision under Article 87.5, 87.6 and 87.7, he shall have the right of appeal against such a decision to the Appeals Board constituted pursuant to Article 121, provided that notice of such an appeal has been lodged with the Grand Secretary in writing within twenty-one (21) days after such ruling or action shall have been served on him.
- 87.17 It shall be in the power of any of the contending parties who may feel themselves aggrieved by the judgment of the Grand Committee in the matter of the dispute or complaint, to lodge an appeal to the Appeals Board constituted pursuant Article 121, by lodging a notice of appeal with the Grand Secretary. In such a case the applicant must, if called upon, deposit forthwith with the Grand Secretary a sum equal to the amount of the reasonable expenses already incurred by the other party, which sum the Grand Secretary is hereby empowered to fix and the same or any part thereof may, in the discretion of the Grand Committee, be forfeited or paid to the other party if the Appeals Board shall affirm the judgment of the Grand Committee. If the judgement is reversed or if the Appeals Board shall so order, the deposit shall be returned.
- 87.18 In the cases of a petition, a complaint or an appeal, the Grand Secretary shall endorse the date when the same was lodged.
- 87.19 In case of an appeal, it shall be competent for the Grand Committee or the Appeals Board to call for further papers, documents, pleadings or evidence and to hear parties or their agents or mandatories.

87.20 The judgment of the Grand Committee shall be final unless an appeal is made in accordance with Article 87.16. Any party challenging or refusing to submit or implement the same shall be liable to exclusion from the Craft, suspension from Masonic privileges or such other judgment as Grand Committee may deem proper or pronounce.

## **88 REPLACEMENT OF A PROVINCIAL GRAND MASTER**

88.1 In the event of the death, resignation, suspension or removal of a Provincial Grand Master, the Deputy Provincial Grand Master shall exercise all the functions of a Provincial Grand Master until a member has been duly appointed and installed as Provincial Grand Master. If the Deputy Provincial Grand Master is not available, the Senior Provincial Grand Lodge Officer next in rank and available shall exercise the functions of the Provincial Grand Master, subject to any directive from the Grand Master.

## **89 APPOINTMENT OF PROVINCIAL GRAND LODGE OFFICERS**

89.1 The Provincial Grand Master shall, within one (1) month of his appointment, transmit in writing the names and addresses of his Deputy Provincial Grand Master and of his Assistant Provincial Grand Master(s), to all the Lodges in his Province and also to the Grand Secretary for registration.

89.2 The names of the Provincial Grand Lodge Officers appointed by the Provincial Grand Master shall, prior to their investiture, be tabled before the Provincial Grand Lodge Management Committee for information.

89.3 On official visits or any meeting to which a Commissioned Officer has been delegated, the Delegated Officer will take precedence over any higher-ranking Past Officer. The Delegated Commissioned Officer will afford any Senior Past Commissioned Officer attending the meeting the necessary Masonic courtesies due to his rank.

89.4 Members of Provincial Grand Lodge who held the title of Right or Very Worshipful on the 25 August 1990 will retain these titles.

89.5 Every member on his appointment to any office of Provincial Grand Lodge or to a corresponding Past Rank or on membership of Provincial Grand Lodge, shall pay to the funds of the Provincial Grand Lodge the fee as set out in the Bylaws of Provincial Grand Lodge.

89.6 On the expiration of their term of office, the officers of Provincial Grand Lodge shall be entitled to the Past Rank of their respective offices and shall take precedence among themselves in accordance with Article 28, provided that this shall apply only in their own Division.

89.7 Each Provincial Grand Master, either personally or through his representative, shall visit every Lodge under his charge at least once a year.

## **90 SUMMONS**

90.1 A Provincial Grand Master may summons the officers of any Lodge within his jurisdiction to attend on him or his representatives and to produce the Charter, books of account, papers and bank accounts of the Lodge and he may summons any member within his jurisdiction to attend on him or his representative. If any such summons is not complied with and no sufficient reason is given for such non compliance, the Provincial Grand Master may inflict a suitable penalty upon the Lodge or member and the proceedings shall be notified to the Grand Secretary as soon as practicable.

90.2 All proceedings in this regard shall be dealt with in accordance with the provisions of Article 30.

## **91 MASONIC COMPLAINT**

91.1 A Provincial Grand Master shall determine all cases of Masonic complaint or irregularities in respect of Lodges or individual members within his jurisdiction in terms of Article 30 and shall proceed to admonish, fine or suspend such Lodge or member, provided that any fine so levied shall be properly recorded and paid into the Benevolent Fund of the applicable Provincial Grand Lodge.

- 91.2 With a view to any such determination, a proper investigation shall be made. He may depute the duty of investigating and reporting to him upon the circumstances of the case to any member or members of the Provincial Grand Management Committee or any Special Committee set up for that purpose, as he may require.
- 91.3 He shall have the power to accept in whole or in part the finding of such Committee and to act either in whole or in part upon its recommendations.

## **92 REPORT: PROVINCIAL GRAND MASTER**

- 92.1 A Provincial Grand Master shall transmit annually to the Grand Secretary within thirty (30) days of the Annual Meeting of Provincial Grand Lodge, a report in writing of his proceedings and the state of Masonry within his Division, together with the names of all the Brethren appointed to the Provincial Grand Lodge and the names and numbers of the Lodges to which they belong.
- 92.2 A Provincial Grand Master shall forward to the Grand Master, his Deputy and Assistants and/or to any other member, as the Grand Master may direct, a copy of the minutes of every meeting of his Provincial Grand Lodge together with the financial statements, within one (1) month of the holding of such meeting.

## **93 PROVINCIAL GRAND LODGE BYLAWS**

- 93.1 The Bylaws of a Provincial Grand Lodge shall include the following Article:

### **93.1.1 PROVINCIAL GRAND LODGE MOVABLE AND IMMOVABLE PROPERTY**

- 93.1.1.1 The Provincial Grand Lodge shall be entitled to build, alter, adapt, construct, repair, uphold, maintain, furnish and develop any movable and immovable property or rights acquired or in the possession of the Provincial Grand Lodge and all or any other convenience deemed to be necessary or in the interests of the Provincial Grand Lodge.
- 93.1.1.2 It shall further be entitled to obtain and acquire by purchase or otherwise any furniture, regalia, utensils or other things required or which may be used in connection with the objectives of the Provincial Grand Lodge.
- 93.1.1.3 It may further borrow, collect or raise money in such a manner as the Provincial Grand Management Committee shall think fit and in particular by means of subscriptions, contributions or other fees and loans with or without security and shall give security for money or the repayment thereof by means of mortgages, pledges and charges upon the whole or any part of the assets and property of the Provincial Grand Lodge.
- 93.1.1.4 It may further invest and deal with any monies and funds of the Provincial Grand Lodge upon such security and in such terms as the Provincial Grand Management Committee may think fit and from time to time vary and realise such investments.
- 93.1.1.5 It may further grant loans and make donations to any person or persons or body or bodies on such terms and conditions as the Provincial Grand Management Committee may decide.
- 93.1.1.6 It may guarantee the payment of money or the contracts of other persons or bodies.
- 93.1.1.7 It may provide, maintain buildings, kitchens, refreshments rooms, accommodation and other conveniences in connection with the objectives of the Provincial Grand Lodge.
- 93.1.1.8 It may do all such other things which are incidental to the attainment of the objectives of the Provincial Grand Lodge.

93.1.1.9 All property transactions relating, directly and indirectly, to the Provincial Grand Lodge shall be reported to the Grand Secretary and shall be included in the Minutes of the Grand Committee.

#### **94 PROVINCIAL GRAND EXECUTIVE COMMITTEE**

- 94.1 The Provincial Grand Executive Committee shall meet before every Provincial Grand Management Committee Meeting to conduct such business as may be required, provided that the Provincial Grand Master shall convene additional meetings.
- 94.2 The Provincial Grand Master or, in his absence, the next senior officer present shall act as Chairman.
- 94.3 Three (3) shall form a quorum.
- 94.4 The Provincial Grand Executive Committee shall attend to any business matters which are not normally handled by the Provincial Grand Management Committee or matters which are referred to it by the Provincial Grand Management Committee.
- 94.5 The Provincial Grand Executive Committee shall also attend to:
- 94.5.1 Administrative procedures and correspondence.
  - 94.5.2 Finance.
  - 94.5.3 Office staff.
  - 94.5.4 Recommendations, if any, in accordance with Article 94.4.
- 94.6 The Provincial Grand Executive Committee shall report to the Provincial Grand Management Committee at the next meeting on its proceedings, except when the Provincial Grand Master or the Presiding Officer considers that this would not be conducive to the welfare of the Order in general or to the welfare of the Division in particular.

#### **95 PROVINCIAL GRAND MANAGEMENT COMMITTEE**

- 95.1 The Provincial Grand Lodge Bylaws shall provide for the retirement of the elected members and appointed members in rotation and for the filling of vacancies.
- 95.2 The Provincial Grand Management Committee shall be entrusted with such powers, authorities and duties as may be specified in the Bylaws, subject to revocation and review by the Provincial Grand Lodge.
- 95.3 It shall also act in an advisory and consultative capacity by making recommendations to the Provincial Grand Master or to the Provincial Grand Lodge, as the case may require, for the welfare of the Craft and the better regulation of the affairs of the Province.
- 95.4 Correct minutes of the proceedings of the Provincial Grand Lodge or any Board or Committee thereof shall be properly kept in suitable minute books, which shall be produced by the Provincial Grand Master for inspection by the Grand Master or his representatives, whenever required.
- 95.5 Each Provincial Grand Lodge is entitled to establish such funds as it may determine, provided that proper Bylaws are framed for the management of these funds and that proper books of account are kept thereof.
- 95.6 Each Provincial Grand Lodge shall keep proper books of account, which shall be audited annually by an auditor in public practice and who is qualified and registered in terms of the Public Accountants and Auditors Act 51 of 1951, as amended.
- 95.7 The audited annual financial statements of the Provincial Grand Lodge shall be sent by the Provincial Grand Secretary to the Grand Secretary and to every Lodge of that Division and shall be submitted for approval at the Annual Meeting of the Provincial Grand Lodge.

**96 NEW LODGES: PETITIONS**

- 96.1 The petition shall, in the first instance, be transmitted to the Provincial Grand Master who shall, after he has acquainted himself with the financial capabilities of the petitioners and their willingness to meet all financial obligations relative to the formation of a new Lodge, submit it to the Grand Master together with his written observations and recommendations.
- 96.2 The Provincial Grand Master shall ensure that the formation of a new Lodge is justified and will in no way adversely affect Lodges under the jurisdiction of the Grand Lodge meeting in the vicinity or area of the proposed meeting place of the new Lodge.
- 96.3 The petition referred to in Article 36 for the granting of a Charter of Constitution to establish a new Lodge shall be in the following form, or as close to it as possible:

*“To the Most Worshipful Grand Master of the Grand Lodge of South Africa,*

*We, the undersigned, being regularly registered Master Masons of the Lodge mentioned against our respective names and having the prosperity of the Craft at heart, are anxious to exert our best endeavours to promote and defuse the genuine principles of the Art and for the convenience of our respective dwellings and for other good reasons, we are desirous of forming a new Lodge in the ..... Division of the Grand Lodge, to be named ..... In consequence of this desire, we respectfully pray for a Charter of Constitution empowering us to meet as a duly consecrated and constituted Lodge at ..... on the.....and there to discharge the duties of Freemasonry in a constitutional manner and according to the forms of the Order and the Constitution and Laws of the Grand Lodge. We hereby nominate and do recommend Worshipful Brother ..... , who has served as the Presiding Master in a recognised Lodge, namely Lodge ..... to be the first Presiding Master, Brother....., to be the first Senior Warden and Brother ..... , to be the first Junior Warden of the said Lodge. Should the prayer of this Petition be granted, we hereby promise strict obedience to the commands of the Grand Master and to the Constitution, Laws and Regulations of the Grand Lodge”.*

- 96.4 In exceptional circumstances, the Grand Master may grant permission for a member who has not previously served as a Presiding Master in a duly constituted Lodge to become the first Presiding Master of a new Lodge.
- 96.5 The new Lodge shall pay the cost of such Charter of Constitution to the Grand Lodge.

**97 LODGE OFFICERS AND MEMBERS**

- 97.1 (Refer Annexure 1). The Officers of the Lodge shall rank in order of precedence as follows:
  - 97.1.1 The Presiding Master
  - Deputy Master
  - Preceptor (provided that he is a Past Master)
  - Senior Warden
  - Junior Warden
  - Orator
  - Secretary
  - Treasurer
  - Master of Ceremonies
  - First Preparator
  - Second Preparator
  - Almoner
  - Ambassador
  - Architect
  - Banner Bearer
  - Director of Music
  - Inner Guard
  - Tyler
  - Senior Steward
  - Stewards

- 97.2 All Past Masters of the Lodge shall rank after the Deputy Master in order in which they have filled the Chair of the Lodge, the most recent being the most junior.
- 97.3 Affiliating or Joining Past Masters shall rank after the most junior Past Master as of the date of such Joining or Affiliation.
- 97.4 Any existing member of the Lodge, being a Master Mason, who is installed as the Presiding Master of another Lodge, shall likewise rank after the most junior Past Master as of the date of such Installation. In both above-mentioned instances, the Presiding Master of the Lodge in question shall retain his seniority as a Past Master after the completion of his term of office.
- 97.5 The names of all members shall be entered in the Annual Returns of the Lodge.
- 97.6 Payment to Provincial Grand Lodge of all fees shall be made in respect of all members excluding:
- 97.6.1 Holders of the O.S.M.
- 97.6.2 Holders of the 50 Year Service Jewel
- 97.6.3 Honorary Members
- 97.6.4 Members accepted into a Lodge in terms of Article 59.1.
- 97.7 No member, not being a life member or a subscribing member of a Lodge or the holder of the O.S.M. or the holder of the 50 Year Service Jewel, shall hold office therein. This shall not apply to the Organist, Tyler or members accepted into a Lodge under Article 59.1 who shall not be liable for fees to Grand Lodge or to Provincial Grand Lodge.

## **98 ELECTION OF LODGE OFFICERS**

- 98.1 A Lodge, in its Bylaws, may provide that the Deputy Master and/or Secretary and/or Tyler is appointed by the Master Elect.
- 98.2 Every Lodge, through its Secretary, shall annually within seven (7) days after the election of the Presiding Master submit a return to the Provincial Grand Secretary stipulating the names of the Master Elect, the Wardens and the Officers of the Lodge. This return shall also contain the full names and addresses of the Master Elect, the Wardens and the Secretary.
- 98.3 At a subsequent meeting, as stated in the Lodge's Bylaws, the Master so elected shall be installed and the Officers so elected shall be obligated and invested.
- 98.4 No Master Elect shall assume the Presiding Master's Chair until he has been installed as such. In the event that the Master Elect is not a Past Master, he shall not assume any seat in the East until he has been installed as the Presiding Master.
- 98.5 No member shall hold office in two or more Lodges of the Grand Lodge at the same time, except for the offices of Organist and Tyler, without dispensation from the Provincial Grand Master.
- 98.6 No member shall hold the offices of Presiding Master, Secretary and Treasurer of a Lodge simultaneously without dispensation from the Provincial Grand Master. Such dispensation shall only be granted in exceptional circumstances.
- 98.7 The Presiding Master, Officers and members of every Lodge, when summoned to do so, shall attend on the Grand Master or his Representative or on the Provincial Grand Master or his Representative or at any Committee of Grand Lodge authorised by the Grand Lodge and, if required, shall produce the Charter, the books and papers of the Lodge. Each member so summoned shall produce his Grand Lodge Diploma, all or any of which may be retained by any of the said authorities. Failure to comply with the terms of a summons under this Article shall render any member liable to suspension or admonition and such action shall be reported to the Grand Secretary for transmission to the proper authority.



- 98.8 If the Presiding Master should die during his term of office or be removed or in any way be prevented from discharging the duties of his office, the Deputy Master or, failing him, a Past Master appointed by the Board of Management shall assume the Chair until the return of the Presiding Master or the installation of a new Presiding Master at the next annual Installation.
- 98.9 If a vacancy should occur in any office other than that of the Presiding Master, such office shall be filled for the remainder of the year by the appointment of another member by the Presiding Master.
- 98.10 Every member of a Lodge is bound, on ceasing to hold an office in the Lodge, forthwith to hand over to his successor in such Office all books, papers, documents and other property, if any, in his possession or under his control by virtue of him having held such Office.

## **99 SEATING OF VISITING PRESIDING MASTERS**

- 99.1 Visiting Presiding Master(s) and/or Past Master(s) of the Grand Lodge of South Africa shall be seated on the immediate right of the Presiding Master. In the event of visiting Grand Lodge or Provincial Grand Lodge Officer(s) being present and there is sufficient space in the East to accommodate them, then such visiting Presiding and/or Past Master(s) may also be seated on the right of the Presiding Master. If there is no space in the East on the right of the Presiding Master to accommodate them, then such members shall be seated on the left of the Presiding Master.
- 99.2 All visiting Presiding Master(s) and/or Past Master(s) of other Grand Lodges shall always be seated to the immediate left of the Presiding Master.

## **100 VISITING BRETHREN**

- 100.1 No visitor shall be admitted into a Lodge unless he is personally known and/or vouched for by one of the members present, or unless he shall be well vouched for after due examination. He shall, if required, produce written proof that he is a member of a recognised Lodge of a Grand Lodge which is in amity with the Grand Lodge of South Africa and is entitled to visit.
- 100.2 It is incumbent on the Presiding Master of any Lodge to which a visitor from another Grand Lodge seeks admission, to satisfy himself by adequate enquiries that such Grand Lodge is recognised by the Grand Lodge of South Africa.
- 100.3 Every visitor, during his presence in a Lodge, is subject to its Bylaws.
- 100.4 It is within the power of the Presiding Master of every Craft Lodge to refuse admission to any visitor of known bad character or whose presence is, in his opinion, likely to disturb the peace and harmony of the Lodge.
- 100.5 All Lodges are under the immediate superintendence of the Provincial Grand Master within whose jurisdiction they meet.

## **101 LODGE BYLAWS**

- 101.1 No Bylaws nor any alteration thereof shall come into operation until such are approved in accordance with these Laws.
- 101.2 The Bylaws and any alteration or amendment thereof shall be submitted to the Provincial Grand Secretary for approval by the Provincial Grand Master.
- 101.3 When finally approved, the Bylaws must be printed or duplicated and a copy thereof shall be sent to each member of the Lodge and to the Provincial Grand Secretary.
- 101.4 A copy of the Bylaws shall be handed to the Presiding Master on his Installation and his acceptance thereof shall be deemed to be a solemn pledge on his part that he will observe and enforce them.
- 101.5 Every member shall be supplied with a copy of the Bylaws of the Lodge when he becomes a member and his acceptance thereof shall be deemed to be a declaration by him of his submission to them.

- 101.6 The Bylaws shall specify the regular days and place of meeting of the Lodge as well as the regular meeting date for the election of the Presiding Master and Officers and the date of the regular meeting for the Installation of the Presiding Master and the Obligation and Investiture of the Officers.

## **102 MEETINGS**

- 102.1 No meeting may be cancelled, nor may any meeting of the Lodge be held other than on the specified day, except with the express written permission of the Provincial Grand Master.
- 102.2 No meeting of a Lodge may be postponed, unless special circumstances warrant it and provided the Provincial Grand Secretary is notified within seven (7) days thereof, stating the circumstances.
- 102.3 No Lodge shall go into recess except by dispensation from the Provincial Grand Master in consultation with the Grand Master.
- 102.4 Upon going into recess, the Charter of the Lodge shall be returned to the Grand Master until such time as the Lodge is resuscitated. This provision shall not apply to any recess provided for in the Lodge Bylaws.
- 102.5 Seven (7) shall form a quorum for all Regular and Emergency Meetings.
- 102.6 Every subscribing member of a Lodge shall receive a copy of every Notice of a Meeting, Agenda or Circular emanating from the Lodge at least seven (7) days prior to the date to which the notice pertains.
- 102.7 A copy of every Notice of a Meeting, Agenda or Circular sent out by a Lodge shall be forwarded to the Grand Master, the Deputy Grand Master, the Assistant Grand Master(s), the Grand Secretary and the Provincial Grand Secretary, to be received by them at least seven (7) days prior to the date to which the notice pertains.
- 102.8 If any Lodge should desire to hold a meeting upon a day other than the specified day, then the Provincial Grand Master may grant dispensation for the holding of such a meeting on an alternative day.

## **103 CHANGE OF MEETING VENUE**

- 103.1 If, at any meeting, a notice of motion for the removal of the Lodge from its regular meeting place to another and signed by not fewer than seven (7) subscribing members is given, the Presiding Master shall cause such motion, which may also propose a consequential alteration of the days of meeting, to be placed on the summons for the next meeting or for a special meeting to be called for the sole purpose of considering and finally deciding the motion, for either of which not less than seven (7) days notice shall be given.
- 103.2 The motion shall not be carried unless two-thirds of the members present shall vote in favour of it and, if carried, shall effect, subject to all necessary approvals, the appropriate alterations in the Bylaws of the Lodge.
- 103.3 When a Lodge shall have resolved to alter its place or day of its regular meeting, a copy of the alteration of the Bylaws shall thereupon be submitted to the Provincial Grand Lodge for approval in accordance with Article 40 together with a copy of the minutes of the meeting relating to such alteration.
- 103.4 If any meeting of a Lodge at its regular place should for any reason be impracticable or undesirable, the Presiding Master shall forthwith apply to the Provincial Grand Master for dispensation to meet at a specified place to carry on the general business of the Lodge and, if the specified place be outside the area of jurisdiction in which the Lodge regularly meets, a dispensation shall be applied for from each of the authorities concerned.

## **104 BOOKS**

- 104.1 The following sets of Books shall be kept by Craft Lodges:

104.1.1 Candidates Book.

104.1.2 Minute Book.

104.1.3 Membership Book.

104.1.4 Attendance Register.

104.1.5 Receipt Book.

104.1.6 A full set of Books for use by the Treasurer.

104.1.7 A file containing all directives from Grand Lodge and Provincial Grand Lodge.

104.2 Each Lodge shall also keep a file containing all relevant documents pertaining to each of its members.

## **105 CONTRIBUTIONS, FEES AND SUBSCRIPTIONS**

105.1 All contributions, fees, subscriptions and levies payable to Provincial Grand Lodge shall be paid in accordance with the Bylaws of the Provincial Grand Lodge.

105.2 The books of Craft Lodges may be examined on behalf of Grand Lodge by the Provincial Grand Master or by members appointed by him. Any faults, omissions or wrongful actions found to exist in such books shall be brought to the attention of the Presiding Master, who shall take immediate steps to have same rectified.

105.3 All members entitled to the full privileges of a Lodge shall pay annually the same amount of subscriptions, save that, if the Bylaws so provide, a lesser annual subscription may be fixed for members who, for some cause acceptable to the Lodge, are not in a position to enjoy such privileges regularly.

105.4 No Lodge may by its Bylaws or otherwise provide that any subscribing member thereof shall not be entitled to receive summonses or, subject to Article 37, be disqualified from holding office therein. A Lodge may, however, in its Bylaws provide that members who are in default of the payment of their subscriptions for some specific period, not less than three (3) months after becoming due, shall be deprived while so in default of all or any of the rights of voting, proposing of candidates and being appointed or elected to office.

## **106 LODGE RETURNS**

106.1 Every Lodge shall remit, on the prescribed form, to the Provincial Grand Secretary of the relevant Division the names of:

106.1.1 Members who have been initiated, joined, rejoined or affiliated to the Lodge as well as the dates of such events.

106.1.2 Members who have become life members and the date of such membership.

106.1.3 Members who were awarded the O.S.M. or the 50 Year Service Jewel and the date of such award.

106.1.4 Members who received honorary membership of the Lodge and the date of such honorary membership.

106.2 Such remittance shall be made not later than seven (7) days after each such event as taken place.

106.3 Particulars shall also be given on the prescribed form of the names and dates of death, resignation or exclusion of:

106.3.1 Subscribing members.

106.3.2 Life members.

106.3.3 Holders of the O.S.M.

106.3.4 Holders of the 50 Year Service Jewel.

106.3.5 Honorary members.

106.3.6 Such particulars as required by the aforementioned Articles shall be given not later than seven (7) days after such event.

106.4 The Provincial Grand Secretary shall issue, in December of each year, to the Secretaries of all Lodges under the jurisdiction of his Division the following:

106.4.1 A list with the names of the members who were subscribing members during the relative year, reflecting the date of initiation, joining, rejoining or affiliation. The list will also reflect the dates of deaths, resignation and exclusions which have occurred during such year.

106.4.2 The certificate of debt with a list of members as assessed and the amount payable to Provincial Grand Lodge.

106.4.3 A prescribed "Form of Attendance" of all Past Masters.

106.5 Each Lodge shall submit an internal audited report to the Provincial Grand Lodge by the 28<sup>th</sup> of February each year reflecting its income and expenditure for the period of 12 months ending on the 31<sup>st</sup> of December of the previous year, which report shall include a separate entry reflecting the capitation fees paid to the Provincial Grand Lodge and assessed on the number of its subscribing members as at the 31<sup>st</sup> of December of the previous year. This report shall be accompanied by a detailed asset register reflecting the Lodge's assets (movable and immovable) as well as the replacement values (in the case of movable assets) and the fair market values (in the case of immovable property) of such assets as at the 31<sup>st</sup> of December of the previous year.

106.6 The "Form of Attendance" shall be returned to the Provincial Grand Lodge by 31<sup>st</sup> of March of each year.

## **107 EXCLUSION – ARREAR SUBSCRIPTIONS**

107.1 Should the subscriptions of a member to his Lodge remain unpaid for more than twelve (12) months, his exclusion from membership of his Lodge may be applied for, provided that this fact is reported to the Lodge at a Board of Management meeting and is recorded in the minutes. Such member can only become a member again by regular proposition and ballot in accordance with Article 112.1.5 and the Lodge may require payment of the arrears or part thereof as a condition of his re-election. This Article shall not prevent any Lodge proceeding against any of its members in terms of Articles 53 and 55.

107.2 A Lodge shall be exempt from the payment of dues for an excluded member in terms of Article 106.5 for the year in which such member is excluded, provided that:

107.2.1 An application for exemption of dues is made within three (3) months of the member being in arrears.

107.2.2 Sufficient proof is submitted to the satisfaction of the Provincial Grand Master that action had been taken within the three (3) months in terms of Article 107.2.1.

107.2.3 The exclusion and the exemption are finalised before the 31<sup>st</sup> of December of the year in which the dues payable became overdue.

### **107.3 EXCLUSION PROCEDURES**

107.3.1 To prevent injury to individuals by their exclusion from the privileges of Freemasonry, the following procedure shall be followed:

- 107.3.1.1 When it is the intention of the Lodge to request Grand Lodge to exclude a member for the non-payment of his annual subscriptions or for any other valid reason, the Lodge Secretary shall submit this request in writing to his Provincial Grand Secretary enclosing a copy of the registered letter addressed to the member concerned wherein the payment of the arrear dues have been requested.
- 107.3.1.2 If the Provincial Grand Master is satisfied that the reason given necessitates the request for such exclusion, the Provincial Grand Secretary shall send a letter to the member concerned calling upon him to inform the Provincial Grand Lodge within thirty (30) days if he has any valid reason for the Provincial Grand Lodge not to proceed with his exclusion from the Order.
- 107.3.1.3 If no reply is received from such member within the stipulated period of thirty (30) days, the Provincial Grand Secretary shall submit a written request to the Grand Secretary to officially exclude the member in question.
- 107.3.1.4 A Grand Lodge circular to this effect shall thereafter sent to every Lodge under the jurisdiction of the Grand Lodge.
- 107.3.1.5 It shall then be incumbent on any other Lodge of which the said member is a member, whether active or Honorary, to exclude the such member until such time, as notified by the Grand Secretary, that the exclusion has been removed.

## **108 LODGE FUNDS**

- 108.1 All monies due to or held for the Lodge shall be paid or remitted to the Treasurer direct who shall, without delay, deposit the same into the accounts in the name of the Lodge at a Bank or financial institution approved by resolution of the Lodge.
- 108.2 Separate bank accounts may be opened for monies received for the Lodge's General Fund and for the Lodge's Benevolent Fund. Separate accounting for these funds in the books of the Lodge shall be kept.
- 108.3 Disbursements from the Benevolent Fund shall be solely and strictly for Benevolence, as determined from time to time by resolution of the Lodge and/or of the Provincial Grand Lodge.
- 108.4 The Treasurer shall make payments as are duly authorised or have been sanctioned by the Lodge.
- 108.5 All cheques shall bear the signature of the Treasurer and of least one other member who has been authorized by the Lodge to sign such cheques. Banking accounts operated by electronic funds transfer (EFT) transactions shall have sufficient security protocols, as determined at a regular Board of Management meeting of the Lodge and shall be recorded in the minutes of such meeting.
- 108.6 The Treasurer shall regularly enter a complete record of all monies passing through his hands in the proper books of account, which shall be the property of the Lodge and which, together with all Lodge funds and property in his possession, shall be transferred to his successor upon investiture.
- 108.7 The Treasurer shall prepare a statement of accounts annually, showing the exact position of the Lodge's General Fund and Benevolent Fund Accounts as at the 31<sup>st</sup> of December of each year, which statements shall be verified and audited by a Committee appointed by the Lodge, after which it shall be submitted to the members for their consideration not later than the second regular meeting after the date to which the accounts are made up.
- 108.8 A copy of the Lodge's annual statement of accounts shall be forwarded to its Provincial Grand Lodge after having been passed by the Lodge members at a regular Board of Management meeting held not later than the 28<sup>th</sup> day of February in each year.
- 108.9 The books of accounts shall be produced for inspection in open Lodge or on another suitable occasion, if required by a resolution of the Lodge or as requested by Provincial Grand Lodge.

## 109 MANAGEMENT OF THE LODGE

- 109.1 Special Committees such as an Executive Committee and the Committee of Enquiry shall be elected at the annual election meeting (see Article 37) and shall consist of such officers and members as the Bylaws of the Lodge may determine.
- 109.2 The transactions of all Committees shall be reported at the next Board of Management Meeting of the Lodge for the information and approval of the members.
- 109.3 The Presiding Master, ex officio, shall belong to and be entitled to preside over every Committee of the Lodge.
- 109.4 Deleted.
- 109.5 The members of any Lodge who are duly summoned shall have an undoubted right to regulate their own proceedings, provided that they adhere to the provisions of the Constitution and Laws of Grand Lodge and to the Bylaws of the Provincial Grand Lodge.
- 109.6 A protest against any resolution or proceeding, based on the ground of its being contrary to the laws and usages of the Craft and for the purpose of complaining or appealing to a higher Masonic authority may be made at any properly constituted meeting. Such protest shall be entered in the Minute Book.
- 109.7 Whenever it shall happen that the votes are equal upon any question to be decided by a majority, either by ballot or otherwise, the Presiding Master or the Presiding Officer ruling the Lodge shall, provided that he has used his likewise vote, give a second or casting vote.

## 110 APPLICATION FOR JOINING THE ORDER

- 110.1 If a candidate for initiation seeks admission to a Lodge in an area in which he has neither a permanent residence nor a regular place of business or employment, he shall state in writing his reasons for so doing and his reasons for not seeking admission to a Lodge in the area of his residence or principal place of business. In such a case, the Lodge to which he seeks admission shall make preliminary enquiries as to his suitability from the Lodge or Lodges in the area of his residence or principal place of business or from the Masonic authority having jurisdiction there.
- 110.2 The Provincial Grand Master may, in special circumstances, direct an applicant to a Lodge more suited to the applicant's requirements.
- 110.3 Any Master Mason in good standing may propose a candidate to join his Lodge by advising the Lodge Secretary in writing or by advising the members of the Lodge attending a properly constituted Board of Management meeting of the names, age, place of birth, residential address and occupation of the applicant. Upon receipt of these particulars, the Lodge Secretary shall furnish the proposer of the applicant with the "Declaration of Principles", the Form A and the Financial Commitment Analysis form and shall insert the following information in the next agenda of the Lodge:

*An application to join the Order has been received from Mr. ...., age ....., born in ....., residing at ....., by occupation .....*

This notice shall be read in open Lodge by all Lodge Secretaries in the Division.

- 110.4 The proposer of the applicant shall thereafter furnish the applicant with a copy of the aforesaid documents, which the applicant shall be encouraged to peruse and comprehend. He shall further interact with the applicant and ensure that he understands the contents and import of the Declaration and what might be expected of him if he became a member of the Order.
- 110.5 After the applicant has perused the Declaration and the Financial form and has indicated his willingness to proceed with his application, he shall complete Form A (the Application for Membership form), sign the Financial form to indicate his understanding of his financial commitments to the Lodge and return it to the proposer, who shall then submit these forms to the Lodge Secretary. The applicant should also be encouraged to submit his personal

“curriculum vitae” (particulars of his family, occupation, social and charitable activities) together with these forms, thereby providing the members of the Lodge with a better understanding of who they will be considering for membership.

- 110.6 The Lodge Secretary shall then contact the applicant’s referrals by telephone, telefax or email and shall circulate Form A amongst the members of the Lodge in the quickest possible manner and invite such members, who may have a Masonic objection against the applicant, to raise same within 48 hours. If no objections are raised or if any are raised and after such objections have been satisfactorily resolved by the Lodge Secretary, he shall submit Form A, the signed Financial Commitment Analysis form and the Grand Lodge’s initiation fee for the applicant to the Provincial Grand Secretary for processing and inform the Presiding Master thereof.
- 110.7 The Presiding Master of the Lodge shall, as soon as possible thereafter, appoint no more than three (3) members (preferably Past Masters) to accompany the proposer to the applicant’s home to interview the applicant and to meet his family and/or friends.
- 110.8 The Provincial Grand Secretary, upon receipt of such forms and the Grand Lodge’s initiation fee, shall register the applicant and allocate a registration number to him, capture his details on the database, include the applicant’s name on the list of applicants being circulated within his Division and advise the Lodge Secretary in writing that the Lodge may ballot for the applicant on any date after a period of 35 days has elapsed from the date of his said advice.
- 110.8 The Lodge Secretary, upon receipt of such advice from the Provincial Grand Secretary, shall advise the members of the Lodge thereof and update them on any comments received from the applicant’s referrals and from the members who have been to interview the applicant at his home and shall prepare Form B for the applicant.
- 110.9 The Lodge Secretary shall then, in consultation with the Presiding Master, arrange a date, time and venue for the applicant to be interviewed by the Committee of Enquiry and shall advise the applicant and the members of the Committee of Enquiry accordingly.
- 110.10 At the meeting of the Committee of Enquiry, the Lodge Secretary shall table Forms A and B, a summary of the replies from the applicant’s referrals, the report by the members who interviewed the applicant at his home and any other information pertaining to the applicant, prior to the interview of the applicant by the Committee of Enquiry.
- 110.11 The Presiding Master or a senior Past Master shall chair the Committee of Enquiry and may read the GLSA booklet titled “Questions for the Committee of Enquiry” to the applicant after which the members shall pose suitable questions to the applicant in order to ascertain whether he is suitable to become a member of the Order in general and a member of their Lodge in particular. The Lodge Secretary shall record the responses of the applicant on Form E.
- 110.12 If the Committee of Enquiry is satisfied that the applicant is a fit and proper person to be admitted to the Order, the Lodge Secretary shall include the ballot for the applicant on the Lodge’s agenda for the next Board of Management meeting and shall advise the applicant thereof accordingly.
- 110.13 If the ballot is favourable, Lodge Secretary shall immediately thereafter complete Form C and transmit Forms B and C to the Provincial Grand Secretary who, on receipt thereof, shall issue written authority to the Lodge to proceed with the initiation of the applicant and shall forward, *inter alia*, a copy of the Masonic Book of Life and the Apprentice Ritual to the Lodge Secretary.
- 110.14 If a candidate is not initiated within one (1) year after his ballot, the ballot shall be void.
- 110.13 In cases where the length of the procedure under this Article would impose hardship upon a prospective candidate, the Provincial Grand Master may give such dispensation as he deems appropriate.

## **111 JOINING, REJOINING AND AFFILIATING**

- 111.1 Before the ballot for an affiliating or joining member, the candidate shall produce to the Secretary of the Lodge his Grand Lodge Diploma and a certificate of good standing from each

of the Lodges of which he is a member as well as a certificate from each of the Lodges of which he has ceased to be a member stating the circumstances in which he left the Lodge.

111.2 If any member has been excluded from a Lodge or has resigned without having complied with its Bylaws and thereafter seeks to join another Lodge, the circumstances of such exclusion or resignation shall be stated to the Lodge before the ballot. If a Lodge accepts such a member as a joining member, it shall be liable for any arrears that may be owing by him to the Lodge or Lodges from which he has been excluded or resigned.

111.3 In the case of a member affiliating to a Lodge from another Grand Lodge which is in amity with the Grand Lodge of South Africa, a similar procedure shall be adopted but in addition, the member shall take the following obligation in open Lodge:

111.3.1 *"I (names in full) do solemnly promise that I will comply strictly with the provisions of the Constitution, Laws and Regulations of the Grand Lodge of South Africa, the By-laws of the Provincial Grand Lodge, ..... Division and the By-laws of this Lodge, Lodge ..... I further solemnly promise that I will maintain and uphold the dignity of this Lodge and watch over its welfare, glory and prosperity and discharge all the duties as a member of this Lodge with zeal, fidelity and devotion. "*

111.4 A copy of the Constitution and Laws of Grand Lodge, the Bylaws of the Provincial Grand Lodge, the Bylaws of the Lodge and the First, Second and Third Degree Rituals shall be handed to each affiliating member.

## **112 CANDIDATES AND BALLOT**

112.1 Candidates for initiation must be proposed on the prescribed forms by a Master Mason of the Lodge and, in all respects, the procedure laid down by Grand Lodge shall be followed. No candidate for initiation shall be accepted unless a ballot has been taken and is favourable as follows:

112.1.1 No ballot for a candidate shall be held until all members of the Lodge have been notified thereof per the monthly agenda.

112.1.2 In the event of no objections having been lodged, the ballot shall take place in accordance with Article 110.12.

112.1.3 In the event of any objections being lodged prior to the meeting at which the ballot is scheduled to be take place, the Committee of Enquiry shall investigate the objection(s) and recommend to the Board of Management whether or not the objection(s) should be sustained or rejected and whether or not the ballot should take place.

112.1.4 No person shall be accepted as a Freemason in or be admitted as a member of a Lodge if, on the ballot, three (3) black balls appear against him. The Bylaws of a Lodge may enact that two (2) black balls or one (1) black ball shall exclude a candidate.

112.1.5 Should the initial ballot contain any adverse vote or votes, the Presiding Master shall order a second ballot to take place. Before doing so he shall fully acquaint the members present of the procedure and enquire as to the reasons for the adverse vote(s). If the second ballot proves unanimously favourable, the candidate shall be accepted. If however the second ballot is not unanimously clear, the further balloting shall be deferred for a period of at least sixty (60) days.

112.1.6 Adverse votes, as described in the Bylaws of the Lodge, shall exclude a candidate for a period of sixty (60) days.

112.1.7 If, at the subsequent meeting where the re-balloting of the applicant is scheduled to take place and which will be held after a period of sixty (60) days has elapsed, there is one or more adverse votes cast without prior any objection to the application of the applicant having been lodged in writing with the Lodge Secretary, the candidate shall be accepted.



- 112.1.8 Should written objections be lodged and should any adverse votes, less than those enacted in the Bylaws of the Lodge, appear in the second ballot the initiation shall be deferred for a period of six (6) months for further investigation. If at the end of that period no valid objection has been lodged in writing with the Lodge Secretary, the candidate shall be accepted without a further ballot.
- 112.1.9 Any man initiated into a Lodge shall, *ipso facto*, become a member of the Lodge, except if he is initiated on behalf of another Lodge.
- 112.1.10 Should the proposer be unable to undertake his Masonic responsibilities towards his candidate, it shall be his duty to advise the Board of Management accordingly, who shall appoint an alternate member to assist him in carrying out these Masonic duties. Should the Board of Management deem it necessary, they shall appoint such alternate member without prior advice from the proposer.
- 112.2 When a man is accepted for admission into Freemasonry he shall on or before the day of his initiation pay to the Lodge the initiation fee prescribed in the Bylaws, which amount shall not be less than that determined by the Grand Committee from time to time and which amount shall be inclusive of the registration fee.
- 112.3 No Lodge shall confer a degree on any member at a lesser interval than three (3) months, except by dispensation from the Provincial Grand Master.
- 112.4 After initiation, no member shall be advanced to the next degree unless he has received Masonic instruction in accordance with the directives issued by the Grand Committee from time to time.
- 112.5 The member who proposed a candidate shall be responsible to the Lodge for all fees payable under its Bylaws in respect of the initiation of such candidate.

### **113 CONFERRING OF DEGREES**

- 113.1 No Lodge shall confer any one degree upon more than one (1) candidate on the same day unless dispensation is first obtained from the Provincial Grand Master to do so, provided that the Fellow-Craft Degree may be conferred upon not more than two (2) candidates at the same time without such dispensation.
- 113.2 No Lodge of which he is not a member shall pass or raise a Brother who has been initiated in another Lodge except at the written request of the presiding Master and the Secretary of the Lodge in which he was initiated and provided that the Provincial Grand Secretary is advised thereof accordingly.
- 113.3 If the request be from a Lodge under another Grand Lodge, it shall be countersigned by the Provincial or District Grand Secretary for transmission to the Lodge in which the degrees are to be conferred.
- 113.4 Every candidate becomes a subscribing member of the Lodge upon initiation, joining, rejoining or affiliation.

### **114 GRAND LODGE DIPLOMAS**

- 114.1 Grand Lodge Diplomas shall be issued by the Provincial Grand Secretary after due notice has been received from the relative Lodge that the candidate is to be, or has been raised to the degree of a Master Mason.
- 114.2 Every member in good standing shall be entitled to a Grand Lodge Diploma upon him being registered in the books of Grand Lodge as having been raised to the degree of a Master Mason.
- 114.3 A member's Grand Lodge Diploma should be presented to him in open Lodge and the fact entered into the minutes but, in cases where this cannot be done, the Diploma shall be sent to him by registered post and the Secretary shall report the fact at the next properly constituted meeting of the Lodge so that it may be duly recorded.

- 114.4 A Grand Lodge Diploma shall be signed in open Lodge by the member to whom it is issued.
- 114.4.1 If this is not possible, then it shall be signed in the presence of a Past Master or a Master Mason in good standing. In this event the Lodge shall be advised accordingly and the fact noted in the Minute Book of the Lodge.
- 114.4.2 In case a Diploma is lost or destroyed and satisfactory proof thereof is produced, the Provincial Grand Secretary may issue a duplicate to the member on payment of the fee prescribed and the Grand Secretary shall be notified accordingly.

## **115 CERTIFICATES**

- 115.1 A Lodge shall grant a certificate free of charge to a member whenever it is required by him in each of the following cases:
- 115.1.1 When he is a member of the Lodge, a Certificate to that effect and stating, if such be the case, that he is not indebted to the Lodge.
- 115.1.2 When he has been but is no longer a member of the Lodge, a certificate stating whether he ceased to be a member by resignation or exclusion, giving the date and circumstances thereof and stating whether he was at the time indebted to the Lodge and, if so, whether and at what time such indebtedness was discharged by him.
- 115.1.3 Except as provided for in this Article, no Lodge shall grant a certificate of any kind to a member.

## **116 DISCIPLINARY PROCEDURES**

- 116.1 See Article 30.

## **117 ADMONITIONS, FINES AND SUSPENSIONS**

- 117.1 If a member has been suspended, the penalty shall apply to all or some of his Masonic privileges and such member shall be liable for his subscription to any Lodge from which he has been suspended. Such suspension shall not exceed a period of six (6) months.
- 117.2 All fines shall be applied to the charitable or benevolent funds of Grand Lodge or Provincial Grand Lodge.
- 117.3 If any member behaves in Lodge in such a manner as to disturb the harmony of the Lodge, he shall be formally admonished by the Presiding Master and if he persists in his irregular behaviour, he shall be punished by censure, fine or suspension for the remainder of the meeting, according to the opinion of the Presiding Master or the case may be reported to higher Masonic authority.

## **118 EXCLUSION – SUFFICIENT CAUSE**

- 118.1 If a member is to be excluded, a notice in writing shall have been sent to him by registered post not less than fourteen (14) days prior to the meeting at which the complaint is to be considered together with the particulars of the complaint made against him, stating the time and place appointed for its consideration and when he may attend and be heard.
- 118.2 Not less than seven (7) days notice in writing shall also be sent to each member of the Lodge, but the name of the member concerned shall not appear on the notice. The notice shall be considered duly served if sent by post to the last known address of each member.
- 118.3 The voting by the members to exclude a member shall be by ballot and the power of exclusion shall not be exercised unless two-thirds (2/3) of the members present vote in favour of it.
- 118.4 The name of every member for exclusion from a Lodge together with the cause of such exclusion, shall be sent to the Grand Secretary and to the Provincial Grand Secretary.
- 118.5 Where a member has been excluded from a Lodge for any reason whatsoever he shall automatically be excluded from all Lodges, Royal Arch and ASSR Chapters of which he is a

member, irrespective of the category of membership until he is restored to membership of the Lodge from which he was originally excluded in terms of Article 107.1.

## **119 DISQUALIFICATION TO VISIT**

- 119.1 If a member is excluded in terms of Articles 53, 107 and 118, he shall not be permitted to attend any Lodge meeting whatsoever until he again becomes a subscribing member of a Lodge.
- 119.2 In any other case, he shall be permitted to visit or attend any Lodge by invitation only from at least a Master Mason, for a maximum of two occasions and for the purpose of considering rejoining the Order.

## **120 APPEALS**

- 120.1 An appeal shall be lodged in writing, specifying the particular grievance complained of and shall be transmitted, with all the relevant documents to the Grand Secretary, accompanied by a certificate that duplicates of the appeal and such relevant documents have been sent by the appellant to the authority against whose decision the appeal is lodged and also to the opposite party, if any.
- 120.2 The Grand Secretary shall, on receipt of an appeal and all the relevant documentation and in consultation with the Grand Master, notify all the parties concerned of the venue, date and time of the appeal hearing. Such notice shall be considered duly served if proved to have been sent by registered post to the last known address of the parties concerned.

## **121 APPEALS BOARD**

- 121.1 The Grand Master shall appoint an Appeals Board consisting of not more than five (5) members and not less than three (3) members with a member of the Grand Committee acting as the Chairman.
- 121.2 All matters referred to the Appeals Board shall be determined by a simple majority of votes. In the case of equality, the chairman, provided that he has used his deliberative vote, shall have a second or casting vote.
- 121.3 The findings of the Appeals Board shall be final and irrevocable by the Grand Lodge or the Grand Committee, subject to Article 58.2.
- 121.4 No appeal shall be entertained unless it is couched in proper and respectful language.
- 121.5 No appeal shall be entertained unless it is lodged within three (3) months after the decision appealed from or within such longer period as the Grand Master may permit.

## **122 AMALGAMATION OF LODGES**

- 122.1 Should it be decided to proceed with the amalgamation of Lodges, the following procedures shall be adopted:
- 122.1.1 A notice of motion stating that it is the intention of the Lodge to amalgamate with another Lodge(s) must appear on the agenda and be sent to each member by registered post, stating the following:
- 122.1.1.1 The name or names of the Lodges amalgamating.
- 122.1.1.2 The place where it will meet.
- 122.1.1.3 The day it will meet.
- 122.1.1.4 The installation date.
- 122.2 Directly after the meeting above a request, addressed to the Provincial Grand Master and signed by the respective Presiding Masters, accompanied by copies of the minutes of the

meeting held in terms of Article 122.1 shall be forwarded to the Provincial Grand Secretary by the Lodge Secretaries involved in the proposed amalgamation.

- 122.3 The Provincial Grand Master shall, upon receiving the written request for an amalgamation of the Lodges, instruct the Provincial Grand Secretary to forward the relevant documents together with his observations and recommendations to the Grand Secretary for submission to the Grand Master.
- 122.4 The Grand Master, upon receipt of such notification, may authorise the Provincial Grand Master to proceed with the amalgamation without having to refer the matter to the Grand Committee but shall advise the Grand Committee at its next meeting for record purposes.
- 122.5 The Grand Master will authorise a Charter representing the Lodges' Charters to be issued and presented to the Lodges concerned.
- 122.6 It will be incumbent upon the Provincial Grand Master to ensure that proper arrangements have been made by the Lodges concerned for the safe keeping of their records, minute books, banners, regalia, jewels and any movable property for which a complete inventory shall be drawn up.
- 122.7 No Lodge shall have the right to dispose of any items whether movable or immovable without the consent of its members and the written approval of the Provincial Grand Master.
- 122.8 The Provincial Grand Master may also nominate the place where movable items must be kept for safe keeping.
- 122.9 Where the Lodges forming an amalgamation agree to separate and resuscitate both Lodges retaining their former names, the following shall apply:
- 122.9.1 The assets at the time of the amalgamation shall be shared in terms of the inventory drawn up at the time of such amalgamation.
- 122.9.2 Any assets accrued during the time of amalgamation will be shared equally between the two (2) Lodges.
- 122.10 Where the Lodges forming an amalgamation agree to end the amalgamation and only one (1) Lodge survives, the surviving Lodge shall retain the name and number of the senior Lodge of the former amalgamation.
- 122.10.1 The assets of the surviving Lodge, as reflected in the inventory, will be returned to the Lodge as well as any assets accrued during the amalgamation.
- 122.10.2 The non surviving Lodge shall be dissolved in terms of Article 60.2.
- 122.11 In the event of the termination of an amalgamation of Lodges, a notice of motion shall appear on the Lodge agenda stating the intention to terminate such amalgamation and the place or places where the surviving Lodge or Lodges will meet. A copy of the Bylaws of the surviving Lodge or Lodges shall be submitted to the Provincial Grand Master for approval.

## **123 IMMOVABLE PROPERTY OF A LODGE**

- 123.1 Copies of all documents relating to the purchase of immovable property of any description or any rights and interest therein by Lodges or any amendments or changes in such rights and interest, must be lodged with the Provincial Grand Lodge within thirty (30) days of the event.

## **124 TENURE OF LANDED PROPERTY**

- 124.1 The following conditions are applicable in all cases or contracts entered into by Lodges for the Tenure of Landed Property acquired for Masonic purposes.
- 124.1.1 The Property shall be vested in the Presiding Master and Wardens of the Lodge for the time being upon trust for the members of the Lodge and subject to the conditions hereinafter set forth.

- 124.1.2 Where a Lodge shall become dormant or shall surrender its Charter or shall cease to owe allegiance to the Grand Lodge, the control of all and every property held for its benefit shall, except in the cases hereinafter mentioned, become vested in the Provincial Grand Lodge and the Provincial Grand Master for the time being shall thereupon become the Trustees thereof.
- 124.1.3 The provisions of this Article shall not apply where a Lodge shall transfer its allegiance with the approval of the Grand Committee of the Grand Lodge.
- 124.1.4 The Lodge shall become dormant if it shall not hold at least one (1) meeting in a period of twelve consecutive calendar months.
- 124.1.4.1 By virtue of such control, the Provincial Grand Lodge shall be empowered to let the said property upon such terms and conditions as it shall see fit or to sell the same and the proceeds of such letting or sale be dealt with as provided in Articles 124.1.4.2 and 124.1.4.3.
- 124.1.4.2 Out of the rentals of every such property the Provincial Grand Executive Committee shall defray the rates and taxes therein, the cost of the necessary repairs thereto, the premiums of the insurance of the same against the risk of loss from fire, theft, all other eventualities and the interest upon any mortgage or other debts attaching to the same.
- 124.1.4.3 If there shall be a surplus it shall be devoted to reducing the principle of any such debt as aforesaid until the same shall be liquidated and thereafter to benevolent or educational purposes.
- 124.1.4.4 Out of the proceeds of any such sale, the Provincial Grand Executive Committee shall discharge any such debts as are mentioned in Article 124.1.4.2 and 124.1.4.3 and any other debts lawfully due by the Lodge.
- 124.1.4.5 The surplus, if any, shall be invested by the Provincial Grand Executive Committee and the income thereof may, at the discretion of the Provincial Grand Executive Committee, be added to the principal sum or devoted to benevolent or educational purposes.
- 124.1.4.6 If the Lodge shall thereafter be reopened in the same East under the jurisdiction of the Grand Lodge or any other Grand Lodge to which allegiance shall be transferred with the approval of the Grand Committee, the Provincial Grand Executive Committee shall permit the said principal sum and any additions thereto to be used for the benefit of such Lodge upon such conditions as it shall impose.
- 124.1.4.7 If, however, a Lodge is not resuscitated within a period of five (5) years, and in the opinion of the Provincial Grand Management Committee the Lodge cannot be resuscitated, the capital or principal sum held by the Provincial Grand Lodge shall be transferred to either the Provincial Grand Lodge Benevolent Fund or the Provincial Grand Lodge Education Fund.
- 124.2 The exercise by the Provincial Grand Lodge of all or any of the powers, by these Laws conferred, shall not impose upon it any liability or obligation save in so far as the proceeds of the special Trust shall avail or extend to satisfy the same.
- 124.3 The Certificate of the Grand Master under the seal of Grand Lodge that a Lodge has become dormant or has surrendered its Charter or has ceased to owe allegiance to Grand Lodge, shall be conclusive proof of any such statement.
- 124.4 A Power of Attorney, signed by the Provincial Grand Master as Trustee under the provisions of Article 124.1.2 of these Laws and acting upon a resolution of the Provincial Grand Executive Committee, shall be sufficient authority for any Registrar of Deeds or other proper Office to permit the transfer of ownership in respect of any property to be made and effected in due form of law.

- 124.5 It shall be lawful for the Provincial Grand Executive Committee, with the consent of the Lodge, to waive in respect of any property the operation of these conditions in favour of any mortgagee who shall consider that his security is thereby prejudiced or affected.

## **125 ORDER OF SERVICE TO MASONRY**

- 125.1 The holder of the award of the Order of Service to Masonry, as awarded by the Grand Master of the Grand Lodge of South Africa, shall receive all circulars and notices from Grand Lodge and the Provincial Grand Lodge of his Division which are normally sent to the Officers of Grand Lodge and the Provincial Grand Lodge even though he may not be entitled thereto by virtue of his rank or as a member of Grand Committee or the Provincial Grand Management Committee.
- 125.2 At Grand Lodge Meetings, such holder of the Order of Service to Masonry shall have one (1) vote, provided that he is not entitled to another vote by virtue of his rank or as a member of Grand Committee.
- 125.3 The holder of the Order of Service to Masonry shall be entitled to affix the letters O.S.M. after his name and before his present or past Masonic rank
- 125.4 Upon conferring this honour, all Lodges under the jurisdiction of the Grand Lodge will be advised by circular thereof.
- 125.5 The holder of an O.S.M. shall be exempt from the payment of all and any subscription fees to Lodges of which he may be a member and any capitation fees due to the Grand Lodge and to the Provincial Grand Lodge. This exemption does not extend to any other Masonic degrees or orders, whether under the Grand Lodge of South Africa or otherwise.

## **126 50 YEAR SERVICE JEWEL**

- 126.1 The following procedure must be adhered to when an application is made for the award of this jewel to a qualifying member:
- 126.1.1 The Lodge of which he is a member shall apply to the Provincial Grand Secretary in writing, giving full details as to the member's Masonic qualifications including:
- 126.1.1.1 His full Names and date of birth (or identity number);
- 126.1.1.2 Present and Past Rank(s);
- 126.1.1.3 Date(s) of his initiation, passing and raising;
- 126.1.1.4 Date(s) of installation as a Presiding Master and the name(s) of the Lodge(s);
- 126.1.1.5 Name of the Lodge under the Grand Lodge of which he has been a member for the past ten (10) years.
- 126.1.2 The Provincial Grand Secretary shall enter this information in a register and update it where necessary.
- 126.2 If all the requirements are met in terms of Article 65, the Provincial Grand Secretary shall submit a recommendation to the Grand Secretary who will enter the name of the member and the relevant information in a register and make the necessary arrangements for the presentation of the jewel.
- 126.3 The holder shall have the right to wear it on all Masonic occasions with any regalia, be it Grand Lodge, Provincial Grand Lodge or Craft Lodge.
- 126.4 The holder of the 50 Year Service Jewel shall be exempt from paying any dues to the Grand Lodge, to the Provincial Grand Lodge and to any Lodge to which he may belong for the rest of his life, but shall be entitled to all the privileges of a subscribing member.

## **127 BREACH OF MASONIC CONDUCT**

- 127.1 It is the duty of the Provincial Grand Secretary who receives a report of a custodial sentence or community service sentence imposed upon a member to transmit it, without delay to the Grand Secretary and also to report to him any other conduct which, in the opinion of the Provincial Grand Master, is likely to bring Freemasonry into disrepute. (Refer Annexure 8).





## **SECTION 6**

### **REGULATIONS**

#### **128 EDUCATION FUND**

- 128.1 The award of this scholarship is at the sole discretion of the relevant Committee and that Committee's decision is final.
- 128.2 When the Committee has approved an application, the successful candidate receive written confirmation that payment has been made to the University or College of higher Education with an accompanying letter for presentation when he/she is called upon for the payment of fees.
- 128.3 Further payments are entirely dependent on a satisfactory report being received from the said University or College on the student's conduct and progress.
- 128.4 The applicant for this scholarship may not concurrently hold any other Masonic scholarship.
- 128.5 Application forms for this scholarship are obtainable from the Grand Secretary and intending applicants are advised that their applications must reach his office not later than the 15<sup>th</sup> day of February of the year following their successful writing of their Matriculation (Grade 12) examination or of an equivalent Provincial School Leaving Certificate examination.
- 128.6 The scholarship is based on a competitive basis as only one (1) applicant can be selected for each triennial and the Grand Lodge has the right to consider amendments to the foregoing procedure if deemed necessary.

#### **129 DUTIES AND RESPONSIBILITIES OF GRAND LODGE OFFICERS**

##### **129.1 GRAND SECRETARY**

- 129.1.1 The Grand Secretary shall issue all summons for all meetings of the Grand Lodge, its Board of Committees and, where applicable, take minutes of the proceedings, receive the returns and fees of the Provincial Grand Lodges and the fees and contributions of the members of Grand Lodge and enter them in the books of the Grand Lodge and pay or cause to be paid the same to the appropriate banking account. He shall transmit to the proper quarters the reports of the proceedings of Grand Lodge meetings and all other documents, which may be ordered to be transmitted and lay them before the proper authority. He shall attend on the Grand Master or his appointee and hand him any books and papers he may direct and generally do all the things as may be expected from a Grand Secretary.
- 129.1.2 The Grand Secretary shall, with the approval of the Grand Master, conduct the correspondence between the Grand Lodge and its Provincial Grand Lodges and Lodges and the communications with Sister Grand Lodges and Masonic members of eminence and distinction throughout the World.
- 129.1.3 The Grand Secretary shall keep a ledger containing an account of every particular Lodge, of its debts and payments. On receipt of the Certificate of Debt Return from the various Divisions, he shall credit the Lodge with the payment therewith.
- 129.1.4 He shall have under his custody all stock, the Constitution, rituals, diplomas, tables, Certificates of Debt, Masonic almanac and such other Masonic documents of the Grand Lodge. He shall issue the same to those applying for them, receive the payment for them and account for them to the Grand Master. For that purpose he shall keep a stock book which has a page for every sort of stock and note therein the quantity thereof, from whom received and when, the price fixed, and to whom and when it was issued and the quantity.
- 129.1.5 All new Laws, Regulations and Standing Orders of the Grand Lodge, together with numbers of all Charters cancelled, suspended, sent in or restored, and the names of

all members who may have been individually expelled, suspended, struck off or restored during the previous year, shall be circulated as and when applicable.

129.1.6 He shall maintain a Resolution Book in which all the decisions / resolutions of the Grand Committee and the Grand Executive Committee shall be recorded, together with the date and place of the meeting at which such decision / resolution was taken.

## 129.2 **GRAND ORATOR**

The Grand Orator shall offer the prayers as prescribed in the various rituals and act as scrutineer when a vote has been taken and deliver a correct report thereof. Whenever a ballot is taken the correct result must be delivered to the Presiding Officer in a sealed envelope.

## 129.3 **GRAND TREASURER**

129.3.1 The Grand Treasurer shall keep a regular cash book of all receipts and payments and such other books of accounts as Grand Lodge may require. He shall make no payment except the general running expenses of Grand Lodge without prior consent of the Grand Committee. At every Annual Meeting of Grand Lodge the said cash book and other books shall be tabled to be examined and approved after they have been audited by an Auditor appointed by Grand Lodge.

129.3.2 It shall be the duty of the Grand Treasurer to submit the following:

129.3.2.1 A Quarterly Financial Statement of Grand Lodge Accounts and Funds to the Grand Executive Committee at its meetings as near as possible to the months of February, June and September and to the Grand Committee at its meetings as near as possible to the months of May and November.

129.3.2.2 A Half-Yearly Balance Sheet, as at 30<sup>th</sup> November of each year, at the second Grand Executive Committee Meeting following the Annual Meeting of Grand Lodge.

129.3.2.3 An Audited Annual Balance Sheet as at 31<sup>st</sup> December of each year, for adoption at the Annual Meeting of Grand Lodge

129.3.2.4 The accounts of Grand Lodge and Grand Lodge Funds up to and including 31<sup>st</sup> December of each year shall be sent to Present Grand Lodge Officers, Qualified Past Grand Lodge Officers, Provincial Grand Lodge Secretaries and Lodge Secretaries.

## 129.4 **GRAND MASTER OF CEREMONIES**

129.4.1 The Grand Master of Ceremonies shall be responsible for the arrangement and direction of all processions and ceremonies of Grand Lodge.

129.4.2 At a banquet, he shall be charged with its conduct and arrangement, assisted by the Grand Architect and Grand Stewards. He shall have the charge and custody of such Grand Lodge Regalia and articles as determined by the Grand Committee from time to time.

## 129.5 **GRAND FIRST PREPARATOR / GRAND SECOND PREPARATOR**

It shall be the duty of the Preparators to assist the Grand Master of Ceremonies in the collection and distribution of Grand Lodge Regalia and record such distribution in the Regalia Register.

## 129.6 **GRAND ALMONER**

129.6.1 The Grand Almoner shall, under the direction of the Grand Master, be responsible for the visiting of sick Grand Lodge Brethren and shall report on any cases of deserving assistance from the Grand Lodge Benevolent Fund.

129.6.2 He shall also, under the direction of the Grand Master, investigate and report on organisations deserving to receive assistance from Grand Lodge.

**129.7 GRAND INSPECTOR**

The duties of the Grand Inspector shall be those as determined by the Grand Master from time to time.

**129.8 GRAND ARCHITECT**

It shall be the duty of the Grand Architect to provide for the proper fitting up and arrangement of the venue for the Meetings of the Grand Lodge. At the banquet, he shall assist the Grand Master of Ceremonies and Grand Stewards in the arrangement of the same.

**129.9 GRAND SWORD BEARER**

The Grand Sword Bearer shall carry the Sword of the Grand Lodge whenever the Grand Master officially attends Masonic functions under the jurisdiction of the Grand Lodge and he shall be charged also with the duties prescribed in this Constitution and Laws.

**129.10 GRAND BANNER BEARER**

The Grand Banner Bearer shall carry the Banner of the Grand Lodge on appropriate occasions and he shall be charged with the duties prescribed in this Constitution and Laws

**129.11 GRAND DIRECTOR OF MUSIC**

The Grand Director of Music shall arrange all music services performed at or in connection with the Grand Lodge.

**129.12 GRAND INNER GUARD AND GRAND TYLER**

129.12.1 The Grand Inner Guard shall be responsible for conveying all reports to the Grand Master and control all movements through the Lodge door as instructed by the Grand Master.

129.12.2 The Grand Tyler shall occupy the position outside the Lodge door at all Grand Lodge Meetings and shall assist the Grand Master of Ceremonies.

**129.13 GRAND STEWARDS**

The Grand Stewards shall assist the Grand Master of Ceremonies and the Grand Architect in their respective duties where necessary.

**129.14 GRAND PRECEPTOR**

The Grand Preceptor shall be appointed by the Grand Master and shall be responsible for, *inter alia* :

129.14.1 ensuring that all Grand Lodge Officers wear the correct Masonic dress and regalia;

129.14.2 ensuring that all ceremonies performed by Grand Lodge Officers are in accordance with the provisions of this Constitution, the prescribed Rituals and the accepted Protocol.

**130 GRAND EXECUTIVE COMMITTEE**

130.1 The Grand Executive Committee shall also attend to:

130.1.1 All administrative procedures and correspondence;

130.1.2 The finances of Grand Lodge;

130.1.3 Office staff (employment and dismissals).



**SECTION 7**

**ANNEXURE 1**

**INSIGNIA OF OFFICE**

<b>Insignia of Office</b>	<b>Grand Lodge</b>	<b>Provincial Grand Lodge</b>	<b>Craft Lodge</b>
The Compasses extended over a Square on the Segment of a Circle at the points and a Gold Plate on which the Sun in its splendour is affixed	Grand Master		
Square, Compasses and Star	Deputy Grand Master	Provincial Grand Master	
Square, Compasses and G		Deputy Provincial Grand Master	
Square with centre apex up			Presiding Master
Square and Compasses	Assistant Grand Master	Assistant Provincial Grand Master	Deputy Master
Level	Grand Senior Warden	Provincial Grand Senior Warden	Senior Warden
Plumb-rule	Grand Junior Warden	Provincial Grand Junior Warden	Junior Warden
Open Bible	Grand Orator	Provincial Grand Orator	Orator
Crossed quills	Grand Secretary	Provincial Grand Secretary	Secretary
Crossed quills with "Assistant"	Assistant Grand Secretary	Assistant Provincial Grand Secretary	Assistant Secretary
Crossed keys	Grand Treasurer	Provincial Grand Treasurer	Treasurer
Crossed batons on a bow	Grand Master of Ceremonies	Provincial Grand Master of Ceremonies	Master of Ceremonies
Crossed batons on a bow with "Assistant"	Assistant Grand Master of Ceremonies	Asst Provincial Grand Master of Ceremonies	Assistant Master of Ceremonies
Three Skulls and crossbones	Grand First Preparator	Provincial Grand First Preparator	First Preparator
One skull and crossbones	Grand Second Preparator	Provincial Grand Second Preparator	Second Preparator
Single Key	Grand Almoner	Provincial Grand Almoner	Almoner
Crown	Grand Ambassador	Provincial Grand Ambassador	Ambassador
Protractor	Grand Inspector	Provincial Grand Inspector	Inspector
Column on a segment	Grand Architect	Provincial Grand Architect	Architect
Crossed swords - points up	Grand Sword Bearer	Provincial Grand Sword Bearer	
Crossed flags	Grand Banner Bearer	Provincial Grand Banner Bearer	Banner Bearer
Lyre	Grand Director of Music	Provincial. Grand Director of Music	Director of Music
Crossed swords - points down	Grand Inner Guard	Provincial Grand Inner Guard	Inner Guard
Single Sword - pointed down	Grand Tyler	Provincial Grand Tyler	Tyler
Cornucopia	Grand Steward	Provincial Grand Steward	Steward
Trowel	Grand Preceptor	Provincial Grand Preceptor	Preceptor

All Present Provincial Grand Lodge Officers collar Jewels shall have insignia mounted on circular rounds to read :

<b>Division</b>	<b>Top</b>	<b>Bottom</b>
Southern	P.G.L.	Suidelike Afdeling Southern Division
Northern	P.G.L.	Noordelike Afdeling Northern Division
Central	P.G.L.	Sentraale Afdeling Central Division
Eastern	P.G.L.	Oostelike Afdeling Eastern Division
Eastern Cape	P.G.L.	Oos Kaap Afdeling Eastern Cape Division

(See illustrations)

## ANNEXURE 2

### REGALIA REGULATIONS

#### 1. **Craft Lodge**

Craft Lodges consecrated before the 28<sup>th</sup> of January 1974 may use their present regalia, whether they conform to these Regulations or not, with the exception of the Regulations affecting Apprentices and Fellow-Crafts aprons which shall apply to all Lodges irrespective of their date of consecration.

##### 1.1 **Apprentice Apron.**

The apron of an Apprentice shall be of plain white lambskin 40cm wide, 35cm. long, rectangular in shape with a triangular flap, without any ornaments or edgings, but fitted with straps of white tape for fastening.

1.2 Full Masonic dress for an Apprentice shall be a black dress suit, black bowtie, white shirt, white gloves, black socks and black shoes with Regalia as described in Article 1.1, worn over the jacket of dress suit.

##### 1.3 **Fellow-Craft Apron**

The apron of a Fellow-Craft shall be similar to the apron of an Apprentice, but with 2 cypress green rosettes positioned near the lower corners.

1.4 Full Masonic dress for a Fellow-Craft shall be a black dress suit, black bowtie, white shirt, white gloves, black socks and black shoes with Regalia as described in Article 1.3, worn over the jacket of dress suit.

##### 1.5 **Master Mason Apron**

A Master Mason apron shall be of plain white lambskin, similar in size and shape to that of the Apprentice and the Fellow-Craft, with ribbon edging not more than 5cm in width, an additional rosette on the flap with gilt tassels suspended from beneath the overlap by ribbons. The rosettes, edgings and ribbons shall be cypress green. The ribbons surrounding the body and the flap shall have one row of gold lace 1.5cm wide laid through the centre. For Serving Officers the Lodge may have added in the centre the emblem of office in gold surrounded by a double circle in which may be inserted the name and number of the Lodge in gold. The emblem of office may be substituted by the Lodge crest for all members.

1.6 Full Masonic dress for a Master Mason shall be a black dress suit, black bowtie, white shirt, white gloves, black socks and black shoes with Regalia as described in Article 1.5, worn over the jacket of dress suit.

##### 1.6.1 **Wearing of Military Uniforms and military medals.**

Full Masonic dress shall be a black dress suit, black bowtie, white shirt, white gloves, black socks and black shoes; provided that members of all properly consecrated Military Lodges under the jurisdiction of the Grand Lodge of South Africa shall be entitled to wear the ceremonial dinner suit (military mess-dress) including miniature military medals and decorations of the Military Unit / Corps etc of such a member to any ceremonial working of such Lodge.

##### 1.7 **Presiding Master and Past Master Aprons.**

The aprons of Presiding Masters and Past Masters shall be similar to those of Master Masons but shall have gold levels in place of rosettes. The levels shall be perpendicular lines upon horizontal lines thereby forming three several sets of two right angles. The length of the perpendicular lines shall be 2.5cm each and of the horizontal lines 6.25 cm each.

1.8 Full Masonic dress for a Presiding Masters and Past Masters consist of black dress suit, black tie, white gloves, white shirt, with Regalia as described in Article 1.7, worn over the jacket of dress suit.

##### 1.9 **Collars**

- 1.9.1 The collars of Officers shall be 10.25cm wide, in cypress green and shall be edged inner and outer with gold lace 1.5cm wide, with a gold jewel of office suspended therefrom. The collars of the Officers are to be worn in their Lodges or when representing their Lodges as Presiding Masters and Wardens in Grand Lodge, Provincial Grand Lodge or any occasion when ordered by the Grand Master or Provincial Grand Master.
- 1.9.2 Past Masters' collars shall be similar to those of the Officers of the Lodge, but with gold square and compasses suspended therefrom.

#### 1.10 Collarettes

- 1.10.1 Presiding Masters will wear a collarette in plain ribbon, the same colour as the apron, not more than 3.75cm wide, suspended therefrom a gilt square pointing downwards.
- 1.10.2 Collarettes, other than described above and in general conformity with Article 1.10.1 may be worn with the prior consent of the Provincial Grand Master concerned.

#### 1.11 Gauntlets

Officers' gauntlets shall be in cypress green with 1.5cm gold lace edging and may have the emblem of their office in gold surrounded by a double circle in which may be inserted the name and number of the Lodge.

### 2. PROVINCIAL GRAND LODGE

#### 2.1 Meetings

- 2.1.1 At meetings of Grand Lodge and Provincial Grand Lodge and where Provincial Grand Lodge is officially represented at Craft Lodges, all Officers of Provincial Grand Lodge shall wear the dress regalia of their office (aprons, gauntlets, chains or collars).
- 2.1.2 When Officers of Provincial Grand Lodge attend their own Lodges or Lodges of Sister Constitutions, Lodge regalia shall be worn, unless dispensation be obtained from the Provincial Grand Master or his representative.
- 2.1.3 When present Commissioned Officers of Provincial Grand Lodge attend meetings at which Provincial Grand Lodge is not officially represented, chains and gauntlets shall not be worn. The Officers may wear the Provincial Grand Lodge collars with appropriate jewels and their Provincial Grand Lodge aprons.
- 2.1.4 Past Commissioned Officers of Provincial Grand Lodge who do not hold Grand Lodge rank shall wear Provincial Grand Lodge collars with the appropriate jewels, gauntlets and their Provincial Grand Lodge aprons at meetings of Grand Lodge, Provincial Grand Lodge and where Provincial Grand Lodge is officially represented at Craft Lodges. The Officer may wear such regalia at meetings where Provincial Grand Lodge is not officially represented.

#### 2.2 Full Masonic Dress for a Provincial Grand Master, Deputy Provincial Grand Master, Assistant Provincial Grand Masters, Wardens, Orator and Master of Ceremonies, consists of black tail suit, white tie, white gloves, white shirt, white waist coat, with Regalia as described in Article 2.

- 2.2.1 Full Masonic Dress for all Provincial Grand Officers below the rank of Master of Ceremonies, consists of black dress suit, black tie, white gloves, white shirt, with Regalia as described, worn over the jacket of dress suit.

#### 2.3 Collars and Jewels of Office

- 2.3.1 Except for present Commissioned Officers and Past Provincial Grand Masters, all Officers holding present and past rank must wear collars 10.25cm wide, in gold, edged inner and outer with gold lace 1.5cm wide. The shoulder of the collar shall carry green scroll embroidery to a green star at the point with the Jewel of Office suspended therefrom.



2.3.2 For present Officers the Jewel of Office will be in gold with a circle designating the Division.

2.3.3 For past Officers the past rank held will be in the centre of a green medallion and around the outer circle will be the lettering "Provincial Grand Lodge".

#### 2.4 **Gauntlets**

The gauntlets shall be in gold edged with gold lace 1.5cm wide with the crest of the Province in metal surrounded by a double circle with the lettering P.G.L. and designation of the Province, all in green.

#### 2.5 **Aprons**

The aprons of all Officers holding present and past rank, all with the exception of Provincial Grand Masters, shall be similar to that of a Presiding Master or Past Master except that the aprons shall be bordered with gold ribbon 1.5cm wide with gold lace 1.5cm wide, and fringe. The apron badge shall be embroidered in green bearing the name of the Province and with the crest of the Province in metal in the centre.

#### 2.6 **Provincial Grand Masters Present and Past, Deputy and Assistant Provincial Grand Masters.**

2.6.1 The apron of a Present Provincial Grand Master will be similar to that in Article 2.5, but the border shall be gold and on the lower border a Protea in green and gold with leaves extending upwards on the apron finishing with a lily in green and gold.

2.6.2 Past Provincial Grand Masters will wear an apron similar to that of a Grand Lodge Commissioned Officer, other than that of the Grand Master, designating his office within a circle with the name of his Province inscribed therein and a Past Provincial Grand Master's jewel suspended from his chain of office.

2.6.3 The Provincial Grand Master shall wear a chain comprising of seven (7) stars, the width of which shall be the same as the chains worn by active Grand Lodge Commissioned Officers.

2.6.4 A Deputy Provincial Grand Master shall wear a chain comprising of five (5) stars, the width of which shall be the same as the chain worn by the Provincial Grand Master.

2.6.5 An Assistant Provincial Grand Master shall wear a chain comprising of three (3) stars, the width of which shall be one half of the chain worn by the Provincial Grand Master.

#### 2.7 **Jewels**

No jewels shall be permitted to be worn with Provincial Grand Lodge regalia with the exception of the following:

2.7.1 O.S.M. Jewel

2.7.2 50 Year Service Jewel

2.7.3 Charity Jewels approved by the Grand Committee

2.7.4 Jewels presented to the holder by the Grand Master

2.7.5 Sister Grand Lodge representative Jewel

2.7.6 M.S.A. (Royal Arch)

#### 2.8 **Commissioned Officers Chains of Office**

2.8.1 The Chains of Office of the Provincial Grand Master shall have seven (7) stars, the Deputy Provincial Grand Master five (5) stars and the Assistant Provincial Grand Master

three (3) stars. A gold jewel of office is suspended from the chain. (See Annexure for illustrations)

2.8.2 Deleted.

## 2.9 Collarettes

All present and past Provincial Grand Lodge Officers, who have been awarded collarettes by the Provincial Grand Master, shall be entitled to wear such collarettes indicating their highest Provincial Grand Lodge rank. The collarette shall be made of gold coloured ribbon, not more than 3.75cm wide and adorned with a metal gold emblem of office at the point, with an enamelled badge of the Provincial Grand Lodge suspended therefrom.

## 3. GRAND LODGE

### 3.1 Meetings

3.1.1 At meetings of Grand Lodge and where Grand Lodge is officially represented at Provincial Grand Lodges and Craft Lodges, all officers of the Grand Lodge shall wear the full masonic dress and the regalia of their office (aprons, gauntlets, chains or collars).

3.1.2 When Officers of Grand Lodge attend their own Lodges or Lodges of Sister Constitutions, Lodge regalia shall be worn, unless dispensation be obtained from the Grand Master.

3.1.3 Deleted

3.1.4 When the Grand Master or Grand Lodge officers are officially representing the Grand Lodge at meetings of foreign Grand Lodges outside the Republic of South Africa, the Grand Master, in consultation with the members of the Grand Executive Committee, shall determine whether the full masonic dress shall be worn or whether such other dress, as may be determined, shall be worn.

### 3.2 Collars

All Offices, other than Commissioned Officers, shall wear a collar 10.25cm wide of sky blue ribbon inner and outer with gold lace 1.5cm wide. The shoulders of the collar shall carry gold leaf embroidery on a double gold circle with the lettering G.L.S.A. between the inner and outer circles at the point, with a gold jewel of office suspended therefrom.

### 3.3 Gauntlets

3.3.1 For Commissioned Officers the gauntlets shall be in sky blue edged with gold lace 1.5cm wide with the emblem of office in gold surrounded by a gold wreath.

3.3.2 For other ranks the gauntlets shall be in sky blue edged with gold lace 1.5cm wide, with the crest of Grand Lodge in metal surrounded by a gold wreath.

### 3.4 Aprons

Except for Commissioned Officers, all Officers shall wear aprons conforming to that of a Presiding Master or Past Master, except that the size is 47cm wide and 40cm long. The centre skin shall be edged with sky blue ribbon 10.25cm wide, ornamented with gold lace 1.5cm wide and fringe 2.5cm wide and sky blue ribbon with gold tassels. The crest of Grand Lodge in metal surrounded by a gold wreath shall be positioned in the centre of the apron.

### 3.5 Commissioned Officers Chains of Office

3.5.1 The chain of office of the Grand Master shall have eleven (11) stars, the Deputy Grand Master and Assistant Grand Master nine (9) stars. A gold jewel of office is suspended from the chain. (As per illustrations).

3.5.2 The chains of office of Past Grand Lodge Commissioned Officers, other than Past Grand Master, shall consist of an equivalent number of stars to that of the present Commissioned Officers but with a gold jewel of office suspended from the chain with the wording indicating the past rank.

3.6 Full Masonic dress for all Grand Lodge Officers shall consist of black tail suit, white tie, white gloves, white shirt, white waist coat, with Regalia described in Article 3.

3.7 **Jewels**

No jewels shall be permitted to be worn with Grand Lodge regalia with the exception of the following:

3.7.1 O.S.M. Jewel

3.7.2 50 Year Service Jewel

3.7.3 Charity Jewels approved by the Grand Committee

3.7.4 Jewels presented to the holder by the Grand Master

3.7.5 Sister Grand Lodge Representative Jewel

3.7.6 M.S.A. (Royal Arch)

3.8 **Collarettes**

All present and past Grand Lodge Officers shall be entitled to wear collarettes indicating their Grand Lodge rank. The collarette shall be made of plain sky blue ribbon, not more than 3.75cm wide and adorned with a metal gold emblem of office at the point, with an enamelled badge of Grand Lodge suspended therefrom.



### ANNEXURE 3

#### **SALUTATIONS AND RECEPTION**

1. The salutation of Officers of Grand Lodge and Provincial Grand Lodge shall be the penal sign of the relative degree, given the number of times appropriate to the rank.

Grand Master	11
Deputy Grand Master and Assistant Grand Master	9
Provincial Grand Master	7
Grand Wardens	5
Other Grand Lodge Officers	3
Deputy Provincial Grand Masters (Within their own Province)	3
Assistant Provincial Grand Masters (Within their own Province)	3
Other Provincial Grand Lodge Officers (Within their own Province)	1

Representatives of Sister Constitutions according to the rank as specified above.

2. When the Grand Master leads a Grand Lodge Delegation and the Deputy Grand Master and Assistant Grand Master(s) are present only the Grand Master will be saluted with the appropriate sign and not the Deputy Grand Master or Assistant Grand Master(s). Similarly where the Deputy Grand Master leads a Grand Lodge Delegation and the Assistant Grand Master(s) are present only the Deputy Grand Master will be saluted and not the Assistant Grand Master(s). When an Assistant Grand Master leads a Grand Lodge Delegation and another Assistant Grand Master is present only the delegated Assistant Grand Master will be saluted. When a delegated Grand Lodge Officer, other than a Commissioned Officer of Grand Lodge, leads a Grand Lodge delegation, only the delegated Grand Lodge Officer will be saluted regardless of the rank of any other Grand Lodge officer present.
3. The same procedure as in 2 will apply in the case of Provincial Grand Master(s), their Deputies and Assistants. If a Provincial Grand Master is present he only will be saluted. There will be no salutation for the Deputy or Assistant Provincial Grand Masters. Similarly where the Deputy and Assistant Provincial Grand Master (s) only are present the Deputy Provincial Grand Master will be saluted. An Assistant Provincial Grand Master will be saluted if neither the Provincial Grand Master or Deputy Provincial Grand Master be present.
4. Representatives of Sister Constitutions will be saluted according to the rank of the Senior Representative.
5. Deleted.
6. Where the Senior Representatives of Sister Constitutions accompany our Provincial Grand Lodge delegation into the Temple, such representatives will enter according to Masonic Constitution and not in order of seniority of rank. In the case of joint entry, the Representatives of Sister Constitutions will be saluted collectively in accordance with the rank of the most senior Representative present after the salutation to the leader of the Provincial Grand Lodge delegation.
7. In all cases Grand Lodge Officers will be seated to the right of the Presiding Master in order of Masonic rank and Provincial Grand Lodge Officers of our Constitution will be seated to the left of the Presiding Master in order of Masonic rank. Representatives of Sister Constitutions will be seated to the left of the Presiding Master in order of Masonic Constitution on not in order of seniority of rank. One seat will be left vacant to the left of the Presiding Master for the Deputy Master.
8. On official visits by Grand Lodge at Provincial Grand Lodge Annual meetings, Lodge installation meetings or Lodge meetings where the Grand Master and/or the Deputy Grand Master and/or the

Assistant Grand Master(s) are present the Grand Lodge delegation will be received by the Provincial Grand Master, or where the Provincial Grand Master is unable to be present due to circumstances beyond his control, by the Deputy Provincial Grand Master with the Provincial Grand Lodge Officers in their respective offices.

9. The Provincial Grand Master, or his Deputy will present his gavel of office and those of his Wardens to the Senior Grand Lodge Commissioned Officer present. After returning the gavels to the Provincial Grand Master, the Grand Lodge delegation will be seated on the right of the Master's chair in order of seniority of Masonic rank.
10. After the Senior Grand Lodge Commissioned Officer or delegated Grand Lodge Officer has been saluted at a Lodge Installation meeting or a Lodge meeting, the Provincial Grand Master, or his Deputy will replace the Provincial Grand Lodge Officers with the Lodge Officers and return the gavel to the Master of the Lodge to enable him to continue with the ceremony.

**11. UNOFFICIAL GRAND LODGE VISITS AT INSTALLATION MEETINGS.**

11.1 Where a Commissioned Officer of Grand Lodge above the Rank of a Provincial Grand Master is part of the unofficial Grand Lodge delegation:

11.1.1 The unofficial Grand Lodge delegation enters separately after the Provincial Grand Lodge Delegation has been received and saluted.

11.1.2 The Provincial Grand Master, Deputy Provincial Grand Master or the Assistant Provincial Grand Master, whoever is the senior Commissioned Officer present, will receive the unofficial Grand Lodge Delegation. The gavels will not be handed over. The unofficial Grand Lodge Delegation and the Provincial Grand Master, if present, will be seated on the immediate right of the Worshipful Master and the Provincial Grand Lodge Commissioned Officers and Provincial Grand Lodge Officers on the left of the Worshipful Master.

11.1.3 The salutation to the unofficial Grand Lodge Delegation will be in accordance with the rank of the most senior Grand Lodge Officer present.

11.1.4 Retiral - As for an Installation meeting.

11.2 Where an unofficial Grand Lodge delegation comprises of Grand Lodge Officers below the rank of an Assistant Grand Master (a Past Provincial Grand Master).

**11.2.1 Where the Provincial Grand Master is present.**

11.2.1.1 The unofficial Grand Lodge delegation enters the Lodge immediately in front of the Provincial Grand Master and behind the Provincial Grand Lodge Commissioned Officers.

11.2.1.2 When the Provincial Grand Master has been received he introduces the Grand Lodge Officers before introducing his Commissioned Officers.

11.2.1.3 The Provincial Grand Master is seated on the immediate right of the Worshipful Master. The Grand Lodge Officers will be seated on the immediate right of the Provincial Grand Master. The Provincial Grand Lodge Commissioned Officers and the Provincial Grand Lodge Officers will be seated on the left of the Worshipful Master.

11.2.1.4 After the salutation to the Provincial Grand Master the unofficial Grand Lodge delegation is saluted in accordance with the rank of the most senior Grand Lodge Officer present.

11.2.1.5 Retiral - As for an Installation meeting.

**11.2.2 Where the Provincial Grand Master is not present.**

11.2.2.1 The unofficial Grand Lodge delegation enters separately after the Provincial Grand Lodge Delegation has been received and saluted.

11.2.2.2 The Deputy or Assistant Provincial Grand Master, whoever is the senior Commissioned Officer present, will receive the unofficial Grand Lodge Delegation. The gavels will not be handed over. The unofficial Grand Lodge Delegation will be seated on the immediate right of the Worshipful Master and the Provincial Grand Lodge Commissioned Officers and Provincial Grand Lodge Officers on the left of the Worshipful Master.

11.2.2.3 The salutation to the unofficial Grand Lodge Delegation will be in accordance with the rank of the most senior Grand Lodge Officer present.

11.2.2.4 Retiral - As for an Installation meeting.

11.3 Where Grand Lodge officers, below the rank of a Grand Lodge Commissioned Officer are present and are wearing their Grand Lodge regalia, they shall form part of the Provincial Grand Lodge delegation and shall enter immediately in front of the senior Provincial Grand Lodge Commissioned Officer who shall lead the delegation. They shall be seated to the right of the Presiding Master in order of Masonic rank and with the Provincial Grand Lodge officers. No salute shall be given to them after the salutation to the leader of the Provincial Grand Lodge delegation.

## **12. Board of Installed Masters**

At a Board of Installed Masters, Grand Lodge Officers including those of Sister Constitutions, Commissioned Officers of Provincial Grand Lodge and the Senior Representatives of Sister Constitutions, including the Commissioned Officers of the District and Provincial Grand Lodges of Sister Constitutions, are entitled to remain in the East. All other members attending the meeting shall be seated in the columns.





**ANNEXURE 4**

**PROVINCIAL GRAND LODGE OFFICERS**

	Southern Division	Northern Division	Central Division	Eastern Division	Eastern Cape Division
Senior Warden	3	3	2	1	1
Junior Warden	3	3	2	1	1
Orator	3	3	2	1	1
Secretary	1	1	1	1	1
Treasurer	1	1	1	1	1
Master of Ceremonies	3	3	1	1	1
Assistant Secretary	1	1	1	1	1
Assistant Treasurer	1	1	1	1	1
Assistant Master of Ceremonies	3	3	1	1	1
All other ranks	As required	As required	As required	As required	As required



## **ANNEXURE 5**

### **JEWELS AUTHORISED BY GRAND LODGE**

Only jewels that are already authorised may be worn by members of the Craft. Application for permission to wear jewels not previously authorised may be made to the Provincial Grand Secretary for transmission to the Grand Master for final approval. The design for such a jewel must accompany the application. Jewels that may be worn by members of the Craft are named below and some are illustrated:

1. Founder Jewel for new Lodges and Royal Arch Chapters.
2. Past Master's and Past MEZ's Jewel.
3. Bar to Past Master's and Past MEZ's Jewel.
4. Lodge Secretary Jewel for services rendered.
5. Lodge Treasurer Jewel for services rendered.
6. Lodge and Chapter 50 Year Jewel.
7. Lodge and Chapter Centenary Jewel.
8. Lodge and Chapter Bi-Centenary Jewel.
9. 25 Year Lapel Badge (for Grand Lodge and the Royal Arch).
10. 50 Year Service Jewel (for Grand Lodge and the Royal Arch).
11. Charity Jewel.
12. Royal Arch Companion Jewel.
13. Grand Master's Goodwill Jewel.
14. Grand Lodge's Building Fund Jewel.
15. Royal Arch Friendship Award.
16. The Meritorious Service Award to Royal Arch Masonry.
17. Order of Service to Masonry.



## **ANNEXURE 6**

### **JEWELLERY AUTHORISED BY GRAND LODGE FOR ITS MEMBERS TO WEAR**

The following jewellery as approved by Grand Lodge may be worn. No other jewellery shall be worn without prior consent of the Grand Master.

1. Craft Masonic Lapel Badges.

A round Craft Masonic badge measuring 20mm in diameter with the Square and Compasses crest (or such other crest as may be approved in writing by the Grand Committee) in the centre and the abbreviation GLSA below the crest. A Lodge or a Provincial Grand Lodge may then insert the Lodge's colour or the Provincial Grand Lodge's colour as a background with the Lodge's or Provincial Grand Lodge's name above the Square and Compasses.

2. Masonic Tie Pins.

3. Masonic Cuff links.

4. Masonic Signet Rings.

5. Masonic Ties with Grand Lodge Crest.

6. The Crest of Grand Lodge (as approved) may be worn on a Blazer pocket.



**ANNEXURE 7**

**ANNUAL MEETING OF PROVINCIAL GRAND LODGES  
AND GRAND LODGE**

The following dates for the Annual meetings of Divisions and Grand Lodge will take place subject to change where appropriate:

Central Division	During the Month of March.
Eastern Cape Division	During the Month of November.
Eastern Division	During the Month of May.
Northern Division	During the Month of July.
Southern Division	During the Month of August.
Grand Lodge	Not later than the 31 <sup>st</sup> of October.

8/08





## **ANNEXURE 8**

### **Sections 40, 42, 49 of the Criminal Procedure Act, No 51 of 1977 (as amended).**

Treason.  
Sedition.  
Public violence.  
Murder.  
Culpable homicide.  
Rape.  
Indecent assault.  
Robbery.  
Kidnapping.  
Child stealing.  
Assault, when a dangerous wound is inflicted.  
Arson.  
Malicious injury to property.  
Breaking and entering any premises, whether under the common law or a statutory provision with intent to commit an offence.  
Theft, whether under common law or a statutory provision.  
Receiving stolen property, knowing it to have been stolen.  
Fraud.  
Forgery or uttering a forged document knowing that it has been forged.  
Offences relating to coinage.  
Any offence, except the offence of escaping from lawful custody in circumstances other than the circumstances referred to immediately hereunder, the punishment wherefore may be for a period of imprisonment exceeding six (6) months without the option of a fine.  
Escaping from lawful custody, where the person concerned is in custody in respect of any offence referred to in this Schedule or is in such custody in respect of the offence of escaping from lawful custody.  
Any conspiracy, incitement or attempt to commit any offence referred to in this Schedule.

### **Schedule 2, Part 1 Section 35 of the Criminal Procedure Act, No 51 of 1977. (Part 2 amended by Section 15 of Act 62 of 2000)**

Any offence under the law relating to the illicit possession, conveyance or supply of dependence-producing drugs or intoxicating liquor.  
Any offence under any law relating to the illicit dealing in or possession of precious metals or precious stones.  
Breaking or entering any premises, whether under the common law or a statutory provision with intent to commit an offence.  
Theft, whether under common law or a statutory provision.

### **Schedule 2, Part 2. Sections 59, 72 of the Criminal Procedure Act, No 51 of 1977.**

Treason.  
Sedition.  
Murder.  
Rape.  
Robbery.  
Assault, when a dangerous wound is inflicted.  
Arson.  
Breaking and entering any premises, whether under the common law or a statutory provision with intent to commit an offence.  
Theft, whether under common law or a statutory provision if the amount or value involved in the offence exceeds R2500.  
Receiving stolen property, knowing it to have been stolen if the amount or value involved in the offence exceeds R2500.

Fraud, provision if the amount or value involved in the offence exceeds R2500.

Forgery or uttering a forged document knowing that it has been forged. provision if the amount or value involved in the offence exceeds R2500.

Any offence under any law relating to the illicit dealing in or possession of precious metals or precious stones.

Any offence under the law relating to the illicit:-

a. Possession of:

(1) Dagga exceeding 115 grams or

(2) Any dependence-producing drugs or

b. Conveyance or supply of dependence-producing drugs.

Any offence relating to the coinage.

Any conspiracy, incitement or attempt to commit any offence referred to in this Part.

### **Schedule 2, Part 3.**

#### **Section 59, 61, 72, 184, 189 of the Criminal Procedure Act, No 51 of 1977. (Read with Section 5 of Act 126 of 1992)**

Treason.

Sedition.

Public violence.

Arson.

Murder.

Kidnapping.

Child stealing.

Robbery.

House breaking, whether under the common law or a statutory provision, with intent to commit an offence.

Contravention of provisions 1 and 1A of the Intimidation Act, No 72 of 1982.

Any conspiracy, incitement or attempt to commit any of the abovementioned offences.

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