



**BYE-LAWS OF
DAKSHIN PRINCIPALS CHAPTER
NO. 103**



PREFACE TO THE 2013 EDITION

The Bye-Laws of Dakshin Principals Chapter No.103 were last printed at the time of Consecration of the Royal Arch Chapter in 2001.

In the years since the last printing of the Bye-Laws, which had some typographical errors, the stock of available copies of the same were exhausted. It was thus imperative to re-print these Bye-Laws incorporating the necessary corrections. This 2013 edition of the Bye-Laws incorporates them all.

I hope that the members of Dakshin Principals Chapter No.103 will find this edition useful.

Chennai
28th July 2013

E.COMP. BHARAT V. EPUR
M.E.Z.

BYE - LAWS

OF

DAKSHIN PRINCIPALS CHAPTER No. 103

Under the authority granted by the Supreme Grand Chapter of India, a Royal Arch Chapter under the name and style of DAKSHIN PRINCIPALS CHAPTER No.103 shall be held at any of the following places by rotation, viz. Chennai, Bangalore, Hyderabad or Trivandrum.

1. Membership :

The Members shall comprise of only two classes viz., Subscribing Members and Honorary Members. The Ruling Principals and Past Zs of the Chapters under the Supreme Grand Chapter of India are eligible to be the Subscribing or Honorary Members.

2. Convocations :

- (a) The Regular Convocations of the Chapter shall be held at the following places by rotation, viz. the Freemasons' Hall, 14, Ethiraj Salai, Egmore, Chennai 600 008, Freemasons' Hall, Bangalore, Gosha Mahal Baradari Hyderabad or St. Johns' Hall, Secunderabad, Freemasons' Hall, Trivandrum or at any venue or place as may be decided by the Chapter and with the previous sanction and by grant of dispensation by the Grand Superintendent of the Regional Grand Chapter of Southern India, on the 3rd Sunday of March, July and November every year at such time as may be directed by the Principals.

(b) Emergency Convocations of the Chapter may at any time be called by the authority of the First Principal, or by the other two Principals with the concurrence of the First Principal strictly in accordance with Regulation 63 of the Book of Royal Arch Regulations of the Supreme Grand Chapter of India. Any fee charged shall be to the account of the person/persons on whose behalf the Emergency Convocation is to be held. However, the Permanent Committee may, at its discretion, waive such recovery of fee.

(c) Summons convening the Regular Emergency Convocation shall be despatched by the Scribe E to all the Members of the Chapter at least seven days before the date of such Convocation.

(d) The Chapter may organise or conduct any symposiums, workshops or seminars or publish papers, periodicals or journals before, at or after the regular or Installation Convocations or generally act as a Research Chapter and promote or spread the significance and importance of Royal Arch Masonry among the Companions in general.

3. Election and Installation Convocations:

The Principals shall be elected annually at the Regular Convocation of the Chapter in March and shall be installed at the next Regular Convocation in July, every year. The Treasurer and Janitor shall be elected and chosen respectively every year at the Regular Convocation of the Chapter in March and invested as such at the Installation Convocation in July, every year.

4. Admission of Members:

(a) Candidates for joining or rejoining the Chapter may be either proposed and seconded at the Regular Convocation of the Chapter or through an application in the prescribed form duly signed by the Proposer and Secunder which may be sent to the Scribe E. Such a proposal / proposals shall be included in the Summons for the next Regular Convocation giving full particulars of the candidate / candidates in accordance with the provisions of Regulations of the Supreme Grand Chapter of India.

(b) Candidates for Joining or Rejoining not already registered in the books of the Supreme Grand Chapter of India shall make the Declaration as provided in Regulation 71 of the Book of Regulations of Supreme Grand Chapter of India.

(c) Before the ballot for Joining or Rejoining is proceeded with, the Scribe E of the Chapter shall satisfy himself that he has taken care of the provisions of Regulation 71 of the Book of Royal Arch Regulations of the Supreme Grand Chapter of India.

5. Ballot and Voting:

(a) No candidate shall be admitted as a Joining or Rejoining Member of the Chapter if, on the ballot, more than the number of black balls as specified under the Relevant Rules of the Royal Arch Regulations of Supreme Grand Chapter of India appear against him. In the event of an unfavourable ballot, the candidate shall not be re-proposed until after the lapse of one year from the date of rejection.

- (b) In all cases where the votes of Companions for and against any proposition are equal, the First Principal presiding over the Convocation shall have a second or casting vote.

6. Fees and Subscription:

- (a) The following shall be the scale of admission fees:

- i. Fee for joining from a Chapter under Supreme Grand Chapter of India - Rs.250.00

PLUS SGCI and RGC of SI Joining fees.

- ii. Fee for joining from a Chapter under other Constitution - Rs.270.00

PLUS SGCI and RGC joining fees

- iii. Re-joining Fee - Rs.250.00

PLUS SGCI and RGC Joining fees

The above fees are payable before joining or re-joining, as the case may be.

- (b) Membership subscription will be as follows:

- I. Rs.250/- payable to the Chapter per year

PLUS

- ii. Such annual dues payable to the Supreme Grand Chapter of India as may be fixed from time to time

PLUS

- iii. Such annual dues payable to the Regional Grand Chapter of Southern India as may be fixed from time to time.

A Candidate for Joining / Re-Joining at any part of the year shall pay the full annual subscription together with the admission fees for Joining or Re-Joining as the case may be. Honorary Members are not liable to pay any fees.

- (c) If a Serving Companion is elected as a Janitor, he may either be exempted from paying his regular Chapter subscription and / or, he may be paid such remuneration for every Convocation he attends, as the Permanent Committee may determine from time to time.

7. Exclusion:

If any Companion allows his subscription to be in arrears for a year, the Treasurer shall advise him of the amount due, by Registered Post, and if the full amount is not paid within thirty days thereof, he shall be liable for exclusion under Regulation 75 of the Book of Royal Arch Regulations of Supreme Grand Chapter of India. He may be readmitted as a Member again only on full payment of all arrears due from him and after following the procedure of rejoining prescribed in Regulation 70 of the Book of Royal Arch Regulations of the Supreme Grand Chapter of India.

8. Resignation:

Any Companion wishing to resign from the Chapter may notify the same by letter addressed to the Scribe. Such notice shall take effect from the date on which it is given, subject to all arrears due from the resigning Companion upto the date of resignation.

Any Member who has resigned will be permitted to rejoin on payment of Re-Joining Fees and any arrears due, but shall be subject to fresh ballot.

9. Duties of Officers:

- (a) Scribe E: The Scribe E shall conduct all the general business and correspondence of the Chapter. He shall keep record of the Regular and Emergency Convocations of the Chapter in the Minutes Book and read the same at the next Regular Convocation of the Chapter. He shall maintain a Membership Register and preserve all records, files, documents etc., of the Chapter.

He shall be entrusted with a sum of Rs. 500/- (Rupees Five Hundred only) for contingent expenses for which he shall render accounts to the Treasurer periodically.

- (b) Treasurer : He shall have charge of and be responsible for the money and account books of the Chapter. He shall enter details of the money received viz., subscriptions and other dues and of all payments made in the appropriate books of account. He shall deposit, without any delay, such sums of money as have been received, in an account in the name of the Chapter with a Scheduled Bank duly operated by the resolution of the Chapter. All cheques must be signed, by any two of the following: The Treasurer and any one of the First Principal or the Scribe E. All payments above the sum of Rs. 100/- (Rupees One hundred only) shall be generally made by the authority of the Chapter. He shall have authority to pay all routine expenses of the Chapter such as dues to the Supreme Grand Chapter

of India, Regional Grand Chapter of Southern India, premises rent, etc., as and when they fall due, but all other payments shall be made by the authority of the Chapter.

At the Installation Convocation, accounts of the Chapter drawn upto the last day of June shall be presented, duly audited and certified by the Audit Committee. The Treasurer shall at every Regular Convocation submit and read in open Chapter the Statement of Account.

- (c) Janitor : The Janitor shall prepare the Chapter for the Convocations, and see that every Companion whether a Member or visitor, is properly clothed before entering the Chapter. He shall be in charge of the Charter, Regalia, etc. of the Chapter.

10. Permanent Committee:

There shall be a Permanent Committee composed of the three Principals, the Immediate Past First Principal, the Scribe E., the Scribe N., the Treasurer, the Director of Ceremonies and two Companions elected at the Installation Convocation. The duties of the Permanent Committee shall be to consider the applications of duly qualified Royal Arch Masons for Joining or Rejoining, check the accounts of the Chapter, make arrangements for the Convocations and the Ceremonies thereof, consider all matters relating to the working of the Chapter and report on matters leading to the improvement of the Chapter. Five Members shall form a quorum in the Permanent Committee.

11. Audit Committee:

There shall also be an Audit Committee of two Companions, who are not Members of the Permanent Committee, elected at the Installation Convocation. The Audit Committee shall verify and Audit the Annual Statement of Accounts of the Chapter and shall certify the correctness thereof before being circulated to all the Members prior to the Installation Convocation.

12. Special Committee:

The First Principal may, at his discretion, appoint a Special Committee for the consideration of any special subject or matter. Such a Committee shall consist of at least two Members besides the three Principals and the Scribe E. of the Chapter. Three shall form a quorum for the meeting of any such Committee.

13. Propositions:

Every proposition for the consideration of the Chapter shall be proposed by one Member and seconded by another. No proposition shall be considered for balloting at a Convocation unless a notice of it has been given at the previous Convocation or forwarded in writing to the Scribe E at least 21 days ahead for inclusion in the Summons before the Convocation at which the proposition is to be considered.

14. Property:

Furniture, Regalia, the Charter and other properties of the Chapter shall be vested in the care of the Three Principals. An inventory of such property shall be recorded by them in a book

kept for that purpose and such inventory shall be presented at the Installation Convocation signed by the Three Principals. If they so desire, they may entrust the properties mentioned above to the Scribe E for the proper care and custody on their behalf.

15. Bye-laws:

The Bye-laws of the Chapter shall be read atleast once in a year in an open Chapter. Every Companion on becoming a Member of the Chapter, shall be presented with a copy of these Bye-laws. No amendment to the Bye-laws shall be carried out / included, unless the same is duly proposed and seconded in an open Chapter at a Regular Convocation and included in the agenda for the next Convocation at which the amendment or alteration shall be confirmed and then applied for due approval of M.E. the Grand Superintendent and M.E. The First Grand Principal.

16. All matters not especially provided for by the Royal Arch Regulations or by these Bye-Laws shall be decided according to the General Constitutional Law of Craft Masonry.

CERTIFIED that these Bye-Laws have been duly adopted at the CONSECRATION AND CONSTITUTION CONVOCATION held on 25th November 2001 at Bangalore.

(sd.) V. Sarangapani
First Principal

(sd.) K.R.Rajasekharan Nayar
Second Principal

(sd.) G.K. Selvarajan
Scribe E

(sd.) S. Chintopanth
Third Principal

Approved by M.E. The Grand Superintendent

Place: Chennai
Date : 31.01.2002

(sd.) Arun Chintopanth
Grand Superintendent

Approved by M.E. The First Grand Principal

Place: New Delhi
Date : 31.01.2002

(sd.) Harish Gupta
Grand Scribe E.