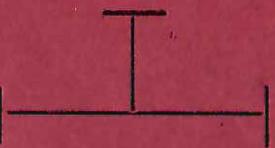


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ROYAL ARCH
CHAPTER KOTTAYAM

No : 90



BYE-LAWS

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CHAPTER KOTTAYAM

No: 90

BYE-LAWS

1. Regular Convocations :

The Regular Convocations of the Chapter shall be held on the last Saturday of February, May, August and November at the V. O. Markos Masonic Hall, Vadavathoor, Kottayam-686 010.

2. Emergency Convocations:

The First Principal or the Principal in charge has power to convene a Chapter of Emergency, whenever deemed necessary. Seven clear days' notice shall be given to the members, and reason for convening the Chapter distinctly stated. No other business but that mentioned shall be transacted at such convocation.

3. Election of Officers:

The three Principals and the other Officers of the Chapter shall be elected by Ballot at the Regular Convocation in February in each year. The Janitor shall be chosen by show of hands. The installation of Principals and the Investiture of Officers shall be held at the Regular Convocation on the last Saturday in May.

4. Duties of Scribe E:

The Scribe E shall have charge of the general correspondence, issue summonses for all convocations, record minutes of the proceedings, keep the Register of Members and the Registers as required by the Royal Arch Regulations, as well as the registers and records prescribed by the R. G. Chapter Bye-Laws. He shall also preserve all other necessary records and keep an account of all monies passing through his hands. The Scribe E may make payments for petty contingencies, for which purpose he shall keep a permanent advance of Rs. 50/- (Rupees fifty only).

5. Duties of Treasurer:

The Treasurer shall have charge of and be responsible for the monies and account books of the Chapter.

He shall receive from the Scribe E all collections of every kind and make no payments but on the authority of the First Principal or Principal in charge of the Chapter.

6. Committees:

The First Principal on his installation shall appoint a Permanent Committee to consider and report upon general subjects affecting the Chapter. The Committee shall consist of the Three Principals, the Principal Sojourner and 2 other Companions appointed by the First Principal. Three shall form the quorum. It will be the duty of this Committee to submit a report upon the condition and prospects of the Chapter. The Treasurer and Scribe E shall be Ex-Officio members of the Committee.

A Committee shall also be appointed by the Chapter at its Convocation in February to audit the Accounts of the Year.

7. Election of Members:

A Candidate for Exaltation in the Chapter or a Companion desirous of joining must be duly proposed and seconded and balloted for. No Candidate or Companion shall be balloted for until a Declaration as

the case may be and the Grand Lodge Certificate or the Grand Chapter Certificate, as well as a Certificate from his Lodge or Chapter to the effect that he is in full possession of all his Masonic privileges a produced. No one rejected either for Exaltation or Joining shall be again balloted until 6 months have elapsed from the date of his rejection.

8. Fees :

The Fees payable to the Chapter shall be the following and in advance.

Exaltation Fee : Rs. 500/- (which will include a copy of R. A. Regulation).

Joining Fee: from the same Constitution Rs. 200/-

Joining Fee: from a recognised Constitution
Rs. 300/-

9. Subscriptions:

The Subscription shall be Rs. 240/- (Two hundred and forty only) per year for every Companion. If any member fails to pay the subscription due for one year, he will be liable for exclusion in accordance with the Rules in the Book of Constitution (Craft). The year of the Chapter shall be 1st April to 31st March.

10. The Property of the Chapter:

The properties of the Chapter shall vest in the three Principals for the time being in trust for the Chapter. An inventory of the properties shall be kept and checked every year prior to the Installation Convocation.

11. Alteration of Bye-Laws:

No motion to add, alter, or amend the foregoing Bye-Laws or any of them shall be made without first giving notice of such motion in writing to the Scribe E and notice thereof shall be inserted in the Summons of the next Regular Convocation. All notices of motion shall be sent to the Scribe E at least 14 days before the meeting of the Convocation at which it is intended that they be discussed. No Bye-Law, when altered, shall take effect until it has been confirmed at the next Regular Convocation and approved by the Grand Superintendent and M. E. The First Grand Principal.

12. General:

In all respects, the Companions of this Chapter shall abide by, and strictly conform to, the Laws and Regulations of the Supreme Grand Chapter of INDIA

as embodied in the R. A. Regulations and, where applicable, in the Book of Constitutions of the Grand Lodge of India.

Declaration forms-as in the Book of Constitutions.

Confirmed at the Convocation of the Chapter held on 2nd day of May One thousand nine hundred and ninetytwo.

(Sd.)

First Principal

(Sd.)

Second Principal

(Sd.)

Third Principal

Approved by M. E. The Grand Superintendent.

Place : Madras

(Sd.)

Date : 16 July, 1992.

Grand Superintendent

Approved by M. E. The First Grand Principal

New Delhi

27-8-1992.

(Sd.)
(N. L. DUGGAL)

Grand Scribe E