



R. A. M. Lodge Accountants

No. 101

Chennai

Warranted on

15th September 2017
corresponding to 24th Day of Badra 1939
Saka Era

Consecrated on

3rd Day of October 2017

BYE-LAWS

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OF

R.A.M. Lodge Accountants No.101

Chennai

(Warranted on 15th September 2017,
corresponding to 24th day of Badra 1939, Saka Era)

(Consecrated on the 3rd day of October, 2017)

PREAMBLE

Royal Ark Mariners Lodge Accountants has been founded in Chennai under the Warrant dated 15th day of September, 2017 corresponding to the 24th day of Badra 1939, Saka Era from the Grand Lodge of Mark Master Masons of India and the Lodge is consecrated and constituted into a regular Lodge by M.W. Bro. Harcharan Singh Ranauta, M.W. The Grand Master of the Grand Lodge of Mark Master Masons of India and is moored to Mark Lodge Accountants No.101 on the roll of the Grand Lodge of Mark Master Masons of India.

For every institution, in a lawfully organized society, it is necessary for the good governance a set of rules

and regulations be framed to guide its members. Accordingly, the Worshipful Commander Noah, the Wardens and the Brethren of R.A.M. Lodge Accountants No.101 do hereby agree to these bye-laws, which are consistent with and conform to the laws contained in the Book of Constitution of the Grand Lodge of Mark Master Masons of India.

1. MEMBERSHIP

The members shall comprise only of two classes, viz; subscribing members and honorary members. All Chartered Accountants, Cost Accountants, Certified Public Accountants and Masters of Business Administration with specialization in finance from a recognized university or institution are eligible to become subscribing members.

2. MEETINGS

- a. Regular meetings of the Lodge shall be held at the Freemasons' Hall, Ethiraj Salai, Chennai - 600 008, on the 2nd Thursdays of the months of February, May, August and November at such time as may be directed by the Commander Noah for each meeting.
- b. Emergency Meeting of the Lodge may be held on any day and at any time by the authority of the Commander Noah and the business has to be

strictly in accordance with Rule 90 of the Book of Constitution of the Grand Mark Lodge of India.

- c. Summons convening the regular/emergency meeting shall be dispatched by the Scribe to all members of the Lodge at least 10 days before such meeting or through e-mail.

3. ELECTION AND INSTALLATION MEETING

The Commander Noah shall be elected annually at the Regular Meeting of the Lodge in August and shall be installed at the next regular meeting in November every year.

The Treasurer and the Warder shall be elected and chosen respectively each year at the regular Election Meeting of the Lodge in August and invested at the Installation Meeting in November.

4. OFFICERS

The regular officers of the Lodge shall comprise the Worshipful Commander, Immediate Past Commander, Senior Warden, Junior Warden, Treasurer, Scribe, Senior Deacon, Junior Deacon, Guardian and Warder.

The Worshipful Commander may appoint as additional officers a Chaplain, Director of Ceremonies, Assistant Director of Ceremonies, Assistant Scribe and up to four Stewards and none other.

5. ADMISSION OF MEMBERS

- a. Any Mark Master Mason desirous of being advanced may either be proposed and seconded at a regular meeting of the Lodge or by an application duly signed by the proposer and seconder and sent to the Scribe. Such a proposal/proposals shall be included in the summons for the meeting at which the ballot is to take place.
- b. In the case of joining or rejoining, he shall be proposed and seconded at a regular meeting and balloted for at the next meeting, the summons in respect of which shall clearly spell out the full particulars as required by Rule 98(c) of the Book of Constitution.
- c. Before the ballot for elevation/joining/rejoining is proceeded with, the Scribe of the Lodge shall satisfy himself that he has taken care of the provision of Rule 99 of the Book of Constitution.

6. BALLOTING

No brother shall be advanced or admitted as a joining or rejoining member of the Lodge if the ballot is found to be unfavourable as per Rule 101 of the Book of Constitution. In the event of an unfavourable ballot, the candidate shall not be re-proposed until after the lapse of two years from the date of the first ballot.

7. VOTING

In all cases where the votes of Brethren on any proposition are equal, the Worshipful Commander Noah shall have second or final casting vote.

8. FEE

a. Elevation

Elevation fee payable to the Lodge shall be Rs.1,000.

Additionally, the following fees are payable :-

Annual Subscription payable to the Lodge as per Bye-law No.9 below.

Advancement Fees payable to the Grand Lodge of Mark Master Masons of India and to the Regional Grand Mark Lodge of Southern India, as applicable from time to time.

b. Joining from Indian Constitution

Joining fees payable to the Lodge shall be Rs.1,000.

Additionally, the following fees are payable :-

Annual Subscription payable to the Lodge as per Bye-law No.9 below.

Joining fees payable to the Grand Lodge of Mark Master Masons of India and to the Regional Grand Mark Lodge of Southern India, as applicable from time to time.

c. Joining from other Constitution

Joining fees payable to the Lodge shall be Rs.1,000.

Additionally, the following fees are payable :-

Annual Subscription payable to the Lodge as per Bye-law No.9 below.

Joining fees payable to the Grand Lodge of Mark Master Masons of India and to the Regional Grand Mark Lodge of Southern India, as applicable from time to time.

d. Re-joining

Re-joining fee payable to the Lodge shall be Rs.1,000.

Additionally the following fees are payable :-

Annual Subscription payable to the Lodge as per Bye-law No.9 below.

Re-joining fees payable to the Grand Lodge of Mark Master Masons of India and to the Regional Grand Mark Lodge of Southern India, as applicable from time to time.

The above fees are payable in advance before elevation or joining or re-joining. A candidate for elevation, joining or re-joining at any part of the year shall pay the full annual subscription.

9. MEMBERS ANNUAL SUBSCRIPTION

Annual subscription payable to the Lodge shall be Rs.1,000.

Additionally the following fees are payable :-

Annual dues payable to the Grand Lodge of Mark Master Masons of India and to the Regional Grand Mark Lodge of Southern India, as applicable from time to time.

The above subscription shall be payable in advance each year and the official year shall be from 1st October of each calendar year.

Honorary Members are not liable to pay any subscription or fees.

10. Any candidate at whose request an Emergency Meeting is convened shall pay a fee of Rs.1,000/- and also such other expenses which are incurred on account of holding such meetings.

11. Any member whose subscription remains unpaid for one year after it becomes due, shall be liable for exclusion in accordance with the provisions contained in Rule 110 of the Book of Constitution.

12. Any member who has been excluded under Bye-law 11 above may be permitted to rejoin, provided, he pays all arrears due from him and the prescribed fees for rejoining and he is regularly proposed and balloted for favourably in accordance with Rule 101 of the Book of Constitution.

13. RESIGNATION

Any member of the Lodge may resign his membership by notifying such resignation by a written notice or

by e-mail to the Scribe or by a declaration in open Lodge. The resignation takes effect in accordance with Rule 107 of the Book of Constitution. Any member who has resigned his membership, will be permitted to rejoin on payment of rejoining fee and any arrears due, but shall be subject to fresh ballot.

14. DUTIES OF THE SCRIBE

- i. The Scribe shall conduct the general correspondence, record the minutes of the proceedings, prepare and issue summons for all meetings, maintain the Membership Register and prepare and submit all returns due to Grand Lodge of Mark Master Masons of India and Regional Grand Mark Lodge of Southern India. He shall also be ex-officio Secretary of the Permanent Committee.
- ii. The Scribe along with the outgoing incumbent in the said office, shall every year, soon after taking charge of his office but not later than 30 days from the date of Installation, prepare an inventory of all articles, books and records of the Lodge and sign the same, countersigned by the Worshipful Commander and by the Immediate Past Commander and place the same before the Permanent Committee for its inspection and information.
- iii. He shall also keep in safe custody all records and take charge of the Lodge seal. He shall make payment for petty expenses for which purpose he shall receive an advance of not more than Rs 1,000.

15. DUTIES OF THE TREASURER

- i. The Treasurer shall collect all fees, subscriptions and monies due to or held for the Lodge and shall immediately issue official receipts for the same. He shall without undue delay deposit them in an appropriate account in the name of the Lodge in a scheduled bank approved by a resolution of the Lodge.
- ii. The Treasurer shall keep account of the General Fund, Charity Fund and other funds of the Lodge.
- iii. The Treasurer, Worshipful Commander and the Scribe shall carry out all financial transactions of the Lodge. The Treasurer and any one of the other two officers as mentioned above shall be joint signatories to the operation of the bank accounts and all financial transactions of the Lodge.
- iv. All cheques must be signed by any two of the following viz; the Treasurer either with the Worshipful Commander or the Scribe.
- v. The Treasurer shall regularly enter a complete record of all transactions and monies passing through his hands in the proper books of accounts.
- vi. The Treasurer shall prepare a statement of account annually made up as on 30th September of each year showing the exact financial position of the Lodge and submit the same to the Audit Committee.

- vii. The Treasurer shall at every regular meeting submit and read in open Lodge, a statement of account for the period from the preceding regular meeting to the current regular meeting
- viii. The Lodge, by a resolution, may also invest its funds in approved fixed deposits or bonds of banks, government and other recognized institutions.

16. DUTIES OF WARDER

- i. The Warder shall prepare the Lodge for the meetings and see that every Brother whether a member or a visitor is properly attired prior to admission into the Lodge. The Warder shall also be in charge of the Collars, Aprons, etc belonging to the Lodge.
- ii. In case the Warder is a serving Brother, he shall receive for the proper discharge of his duties, a fee as decided by the Permanent Committee from time to time, for every meeting attended by him.

17. PROPOSITIONS

- i. No motion, unless it is purely formal or technical, shall be raised in the Lodge at any meeting for which notice has not been given in the previous regular meeting or by a communication addressed to the Scribe not less than 14 days before the meeting at which meeting such proposition is to be considered. The full details of the said motion shall be included in the summons.

- ii. In the event of a tie on any balloting arising out of consideration of such proposition(s), the Worshipful Commander shall have the right of a casting vote which shall decide the ballot.
- iii. No question once decided shall be raised again without the permission of the Worshipful Commander or until 3 months have lapsed after its last decision.

18. PERMANENT COMMITTEE

- i. The Worshipful Commander, Immediate Past Commander, Wardens, Treasurer, Scribe, Director of Ceremonies and two members elected at the Installation meeting shall constitute the Permanent Committee.
- ii. It shall be the duty of this Committee to interview candidates, check the accounts, make arrangements for the meetings and consider all matters connected with the working of the Lodge, to inspect and check all the properties of the Lodge and report upon general questions affecting the Lodge. The Worshipful Commander, if present, shall preside and in his absence the Immediate Past Commander or in his absence the Senior-most Brother present shall preside. The role of the Permanent Committee is to assist the WCN and his officers in the well ruling of the Lodge. The Permanent committee may make recommendations on financial matters of the lodge, but such

matters, shall, however, have to be deliberated, voted and decided upon only in open Lodge. The Permanent Committee shall meet on such date and time as the WCN may order, once before each regular meeting. A quorum of the Permanent Committee is deemed to have been met if 5 or more members of the Committee assemble to transact any business pertaining to the Lodge and the result of its proceedings shall be reported at the following regular meeting of the Lodge.

- iii. It shall be the duty of this Committee to submit at the Installation meeting an Annual Report containing the details of the workings, events and status of the Lodge for the year and its recommendations for the consideration of the Lodge.

19. AUDIT COMMITTEE

At the regular Installation meeting of the Lodge in November every year, the Lodge shall elect two members not being in any of the regular office, to the Audit Committee, to verify and audit the annual statement of account prepared by the Treasurer under Rule 129 of the Book of Constitution. It shall be the duty of this Committee to submit at the Installation meeting an audited statement of accounts of the previous year for adoption by the Lodge.

20. SPECIAL COMMITTEE

The Worshipful Commander may, at his discretion, appoint a special committee for the consideration of

any special subject or matter as may be assigned by him. Such a Committee shall comprise 4 members of whom at least 2 shall be Past Commanders of or in the Lodge, besides the Scribe who will be the ex-officio secretary of the Special Committee. Three members shall constitute a quorum of any such committee.

21. SUMMONS AND NOTICE

- i. Summons or notice which is to be sent to any member shall be deemed sufficiently served, if sent through email to the email address stated in the Members Register. Every notice of exclusion or intended exclusion shall be sent through registered post with acknowledgement due to the last known address of the member.
- ii. All changes of addresses shall be invariably notified to the Scribe in writing by members immediately when they occur.

22. CONSTITUTIONS

In respect of matter not specifically and expressly provided for in these bye-laws, the law and regulations of the Grand Lodge of Mark Master Masons of India as embodied in the Book of Constitution and bye-laws of the Regional Grand Mark Lodge of Southern India shall apply.

23. DRESS REGULATION

The members of the Lodge shall attend the meeting of the Lodge in black or dark suit, dark tie, white shirt, black shoes and black socks.

24. ALMS (CHARITY FUNDS)

- i. Immediately before the closing of the Lodge regular or emergency, the charity box shall be taken around as directed by the Commander, in which the Brethren may deposit their free will offerings.
- ii. The amount thus collected shall be kept separate from the Lodge Funds and appropriated to only such charitable purposes as the brethren in open Lodge may direct.

25. BYE-LAWS

- i. It shall not be competent for the brethren to abrogate, amend, add to or alter these bye-laws unless the abrogation, amendment, addition or alteration, shall have been proposed at 1 regular meeting and approved at the next regular meeting of the Lodge and approved by the RW the Regional Grand Mark Master of the Regional Grand Mark Lodge of Southern India and the MW the Grand Mark Master of the Grand Lodge of Mark Master Masons of India.

- ii. In the event of any abrogation, amendment or revision of any bye-law(s) the Scribe shall provide each member with a copy thereof, after approval by the RW the Regional Grand Mark Master of the Regional Grand Mark Lodge of Southern India and the MW the Grand Mark Master of the Grand Lodge of Mark Master Masons of India.

- iii. Every member of the Lodge on his advancement of joining shall be presented with a copy of these bye-laws and his acceptance thereof shall be deemed a pledge of his strict adherence and submission to the rules contained therein.

Adopted unanimously at the Consecration and Constitution of the Lodge on 3rd October 2017 at Chennai.

Sd/-

W.Bro. Sunderesan Ganapathi Subramanian
Worshipful Commander Noah

Sd/-

Bro. Thirumalai Vinjamoor Suryanarayanan
Senior Warden

Sd/-

Bro. Vijay Vasudevan
Junior Warden

Sd/-

Bro. Gopalratnam Prabhakar
Scribe

Approved by R.W. the Regional Grand Mark Master
of the Regional Grand Mark Lodge of Southern India
Chennai

Sd/-

Place : Chennai
Date : 30/11/2017

R.W. Bro. Abraham Markos
Regional Grand Mark Master

Approved by M.W. the Grand Master of the
Grand Lodge of Mark Master Masons of India
New Delhi

Sd/-

Place : New Delhi
Date : 13/12/2017

R.W. Bro. V.K. Gupta
Grand Secretary