

BYE - LAWS

25 FEB 2019

Under authority granted by the Supreme Grand Chapter of India. A Royal Arch Chapter under the name and style of ROYAL ARCH CHAPTER GOMANTAK. No.165. Shall be held at Jaikiran Hall, Ramnathi, Ponda, Goa.

1) **MEMBERSHIP :**

Membership shall comprise of only two classes, viz. members and Honorary Members.

2) **CONVOCATIONS :**

- A) The regular convocations of the chapter shall be held at Jaikiran Hall Ramnathi, Ponda, Goa on the second Saturday of March, April and November every year at such time as may be directed by the Principals for each convocation.
- B) Emergency Convocation of the Chapter may at any time be called by the First Principal or by the other two Principal 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.
- C) Summons convening the Regular / Emergency Convocations shall be dispatched by the Scribe E to all members of all members of the Chapter at least seven days before the date of such convocation.

3). **ELECTION AND INSTALLATION CONVOCATIONS:**

The Three Principals shall be elected annually by ballot at the Regular Convocation of the Chapter in November and shall be installed at the next Regular Convocation in March

The Treasurer and Janitor also shall be elected, appointed and invested respectively every year at the regular convocation of the Chapter in November and invested as such at the installation Convocation in March.

4) ADMISSION OF MEMBERS:

- a) Candidate for Exaltation Joining or Rejoining the Chapter may be either proposed and seconded at a regular Convocation of the Chapter or through an application in the prescribed form duly signed by the proposer and seconder which may be sent to the scribe E. Such a proposal /proposals shall be include in the summons for the next regular convocation, giving full particulars of the candidate/ Candidates in accordance with the provisions of regulation 70 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India.
- b) Candidates for joining not already registered in the book of the Supreme Grand Chapter of India shall make the Declaration as provided in Regulation 71 of the Book of Regulations of the Supreme Grand Chapter of India.
- c) Before the ballot for Exaltation / Joining / 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 made a companion exalted or admit a member of a daughter Chapter as a Joining or Rejoining members unless if on the ballot for Exaltation /Joining/ Rejoining simple majority of members present and voting in the Chapter approve the proposal for such candidate. In the event of an unfavorable ballot the candidate shall not be repropose until the lapse of one year from the date of rejection.
- b) In all cases, where the votes of companions on any proposition are equal, the First Principal has a second or casting vote.

6) Fee and subscription

- a) The following shall be the scale of admission fees :
 - i) Fee on Exaltation Rs 1,500/-
 - ii) Fee on joining from a Chapter under Rs. 1500/-

	Supreme Grand Chapter of India	
iii)	Fee for joining from a chapter Under other Constitution	Rs.1,500/-
iv)	Re-joining fee	Rs. 1,500/-

b) Membership Subscription will be as follows :

- i) Rs 1200/- (one thousand) 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 Exaltation, Joining of Rejoining at any part of the year shall pay in advance the full annual subscription together with the admission fees for Exaltation/. Joining or rejoining as the case may be.

Honorary members are not liable to pay any fees.

The above subscription shall be payable in advance each year.

- c) If a serving Companion is elected as a Janitor, he may either be exempted from paying his regular Chapter subscription or he may be paid such remuneration for every convocation he attends as the Chapter may vote from time to time

7) EXCLUSION / CESSATION.

If any Companion allows his subscription to be in arrears for a year the scribe E Shall advice him of the amount due by registered post and if the full amount is not paid within thirty days, he shall be liable to 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 for 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 verbally in open Chapter or by letter addressed to the Scribe E. Such notice unless withdrawn, shall take effect from the date on which it is given subject to full Payment of all arrears due from the resigning Companion up to the date of resignation any member who has resigned will be permitted to rejoin on payment of rejoining fees and any arrears due but shall be subjected to fresh ballot.

9) DUTIES OF OFFICERS :

a) SCRIBEE :

The Scribe E shall conduct all the general business and correspondence of the Chapter. He shall keep record of the proceedings of the regular and emergency Convocations of the Chapter in the Minute Book and read the same at the next Regular Convocation for confirmation he shall maintain in a separate book a record of the meetings of the Permanent and Audit Committees. He shall maintain Membership Register and preserve all record, 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 :

The Treasurer 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 subscription 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 standing in the name of the Chapter with a Scheduled Bank duly operated by a Resolution of the Chapter such bank account will be operated by any two of following VIZ; Treasurer and either the First Principal or the Scribe E All Payments above the sum of Rs 100/- (Rupees One hundred only) shall be generally made by cheque such as due to the Supreme Grand Chapter of India, The Regional Grand Chapter of Southern India premises rent etc, as and when they fall due.

All other payments shall be made by the authority of the Chapter.

At the Installation Convocation the annual account of the Chapter drawn up to 30th November shall be presented duly certified by the Audit Committee. The Treasurer shall at every Regular Convocation submit read and in open Chapter the statement of Account

c) JANITOR

The Janitor shall prepare the Chapter for the Convocation and see that every companion whether a member or visitors is properly clothed before entering the chapter. He shall be in charge of the warrant Collars, Regalia, furniture etc of the Chapter.

10) PERMANENT AND AUDIT COMMITTEES :

There shall be a payment committee composed of the three Principals, the Immediate past First Principal, the Past Principals, the two Scribe, the Treasurer, the Director of Ceremonies and two Companions elected at the Installation Convocation. There shall also be an Audit Committee of two Companions, who are not members of the Permanent Committee, Elected at the Installation Convocation. The duties of the permanent committee shall be to consider the applications of Candidates /Royal Arch Masons for Exaltation and 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. The Audit Committee shall verify and audit the annual statements of accounts of the Chapter and shall certify the correctness thereof before being circulated to all members prior to the Installation Convocation.

11) PROPOSITION :

Every proposition of the consideration of the chapter shall be proposed by one member and seconded by another No proposition shall be considered at a Convocation unless notice of it had been given at the previous Convocation forwarded in writing at least 21 days ahead for inclusion in the summons before the Convocation at which the proposition is to be considered .

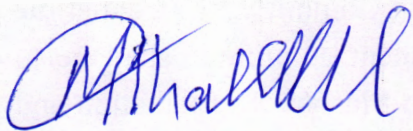
12). PROPERTY:

Furniture, Regalia, the Charter and other Properties of the Chapter shall be vested in the care of 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 Principal. The Principals, if they so desire, may entrust the properties mentioned above to the Scribe E on their behalf for proper care and custody.

13) BYE- LAWS;

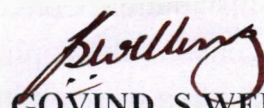
The bye-Laws of the chapter shall be read once in a year in open chapter. Every Companion, on becoming a member of the Chapter, shall be presented with a copy of these Bye-Laws. No alteration or addition to the Bye- Laws may be made unless the same is duly proposed and seconded in open Chapter at a Regular Convocation and included in the agenda for the next Convocation at which the amendment or alternation shall be approved and confirmed and then submitted for due approval of M.E. the Grand Superintendent and M.E the First Grand Principal.

These Bye-Laws were considered and adopted at the consecration meeting of the Chapter held at Goa on 14th February 2019.



MADHUKAR. C. THAKKAR.

First Principal



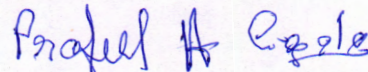
Dr. GOVIND. S. WELLING.

Second Principal.



Dr. ASHOK. PANDIT

Third Principal.



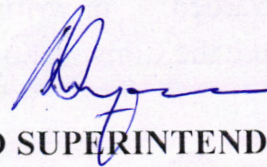
PRAFUL. A. SINGALA

IPZ.

Approved by the M.E. Superintendent

Chennai

Date; 15-03-2019

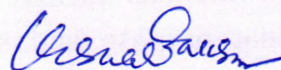


GRAND SUPERINTENDENT

Approved by the M.E. The First Grand Principal.

New Delhi

Date; 04.05.2019



GRAND SCRIBE "E"