



Chapter Chennai No. 97  
CHENNAI

Warranted on the 2nd day of September 1998  
Corresponding to the 11th day of Bhadra 1920  
Saka Era

**BYE LAWS**

**1998**

# CHAPTER CHENNAI NO.97

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(Warranted on the 2nd day of September, 1998  
corresponding to the 11th day of Bhadra 1920 Saka Era)

### BYE LAWS

Under the authority granted by the Supreme Grand Chapter of India, a Royal Arch Chapter under the name and style of CHAPTER CHENNAI No.97 shall be held at the Freemasons' Hall, 87, Ethiraj Salai, Egmore, Chennai 600 008.

#### 1. Membership :

The Members shall comprise only two classes viz., Subscribing Members and Honorary Members.

#### 2. Convocations :

(a) The Regular Convocations of the Chapter shall be held at the Freemasons' Hall, 87, Ethiraj Salai, Egmore, Chennai 600 008 on the 4th Thursday of March, June, September and December every year at such time as may be directed by the Principals for each convocation.

(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.

### 3. Election and Installation Convocations :

The Principals shall be elected annually at the Regular Convocation of the Chapter in December and shall be installed at the next Regular Convocation in March.

The Treasurer and Janitor shall be elected and chosen respectively every year at the Regular Convocation of the Chapter in December and invested as such at the Installation Convocation in March.

### 4. Admission of Members :

(a) Candidates for exaltation 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 Seconder 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 Regulation 70 of Book of Royal Arch 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 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

the Royal Arch Regulations of the Supreme Grand Chapter of India.

### Ballot and Voting :

(a) No candidate shall be exalted or admitted as a joining or rejoining member of the Chapter if, on the ballot, more than two black balls 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 meeting shall have a second or casting vote.

### 6. Fees and Subscription :

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

i. Fee for exaltation plus SGCI and RGC Exaltation fees. Rs.250.00

ii. Fee for joining from a Chapter under Supreme Grand Chapter of India plus SGCI and RGC Joining fees. Rs.200.00

iii. Fee for joining from a Chapter under other Constitution plus SGCI and RGC joining fees. Rs.250.00

iv. Re-Joining Fee Plus SGCI and RGC Joining fees. Rs.200.00

The above fees are payable before exaltation, 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 Exaltation, Joining/Re-Joining at any part of the year shall pay the full annual subscription together with the admission fees for Exaltation, or Joining/Re-joining as the case may be. Honorary Members are not liable to pay any subscription or fees.

(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 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 from the date of receipt of such notice, he shall be liable to exclusion under Regulation 75 of the Book of Royal Arch or 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 verbally in open Chapter or by a

letter addressed to the Scribe E. 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 the Officers :**

(a) **Scribe E :** 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 Minutes Book and read the same at the next regular Convocations 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.300/- (Rupees Three 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 singed, any two of the following the 1st Principal, the Treasurer and 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 the 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, the accounts of the Chapter drawn upto the last day of February 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 Statements of Accounts.

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

#### 10. Permanent Committees :

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 for exaltation of Candidates and for 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.

#### 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 alteration or addition to these Bye-Laws may be made 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 Laws of Craft Masonry.

CERTIFIED that these By Laws have been duly adopted at the CONSECRATION AND CONSTITUTION CONVOCATION held on 22nd day of September 1998.

T.L. Rammohan  
First Principal

R. Sayeram  
Second Principal

P. Anand Rao  
Scribe E

R. Kalidasan  
Third Principal

Approved by M.E. The Grand Superintendent

Place : Chennai  
Date : 26.06.99

Arun Chintopanth  
Grand Superintendent

Approved by M.E. The First Grand Principal

Place : New Delhi  
Date : 06.08.99

S. Krishnan  
Grand Scribe E.