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Provincial Protocol

Lodge and Chapter Installations

1. Entry to the Lodge [“Chain Bearers” present]

Usually only a single procession would be formed:

At the front of the procession, in ascending order of seniority of their respective Grand Ranks, would be:-

Grand Officers

Past Assistant Provincial Grand Masters

Past Deputy Provincial Grand Master and the

Past Provincial Grand Master

They would be followed by:-

the Assistant Provincial Grand Masters [in ascending order of seniority of their dates of appointment to Provincial Office]

the Deputy Provincial Grand Master and the

Provincial Grand Master [at the climax of the procession].

The Provincial Grand Director of Ceremonies [or his Deputy] would obtain admission to the Lodge and announce that the RW Provincial Grand Master, accompanied by a deputation of Assistant Provincial Grand Masters and other Grand Officers, was without and demanded admission.

A procession would then be formed and retire to receive them.

2. Entry to the Lodge [“Chain Bearers” present]

If “Chain Bearers” are present, but not the RW Provincial Grand Master, nor the VW Deputy Provincial Grand Master, the “patch” APGM [not the senior APGM] will take the senior position at the climax of the procession.

3. Entry to the Lodge [“Chain Bearers” and the Representative of the RW Provincial Grand Master present].

a) Two processions

Usually two processions should be formed.

The first procession can use either Provincial Grand Officers, with the Representative taking the senior position at the climax of the procession, or

The first procession can include both Provincial Grand Officers and Grand Officers, with the Representative taking the senior position at the climax of the procession.

The [Provincial] Grand Director of Ceremonies [or his Deputy] would obtain admission to the Lodge and announce that the Representative of the RW Provincial Grand Master accompanied by a deputation of Provincial Grand Officers [and Grand Officers] was without and requested [or sought] admission.

A procession would then be formed and retire to receive them. The second procession should include any “Chain Bearers” and Grand Officers. The “patch” APMG [not the senior APMG] will take the senior position at the climax of the procession.

The [Provincial] Grand Director of Ceremonies [or his Deputy] would obtain admission to the Lodge and announce that the Assistant Provincial Grand Master [accompanied by a deputation of Grand Officers] was without and demanded admission.

A procession would then be formed and retire to receive them.

b] One procession

If only one procession is formed, then the Representative will accompany the APMG.

The APMG will take the senior position at the climax of the procession.

The [Provincial] Grand Director of Ceremonies [or his Deputy] would obtain admission to the Lodge and announce that the APMG, accompanied by the Representative of the RW Provincial Grand Master and a deputation of [Grand and] Provincial Grand Officers was without and demanded admission.

A procession would then be formed and retire to receive them.

Any Grand Officer who is not a member of the current Provincial hierarchy takes position according to his seniority in Grand Rank.

4. Lodge Seating

a] Chain Bearers [no Representative present]

If a “Chain Bearer” but not a Representative is present, he [they] sit to the immediate right of the Master.

If the PGM and the Deputy PGM are not present the APMG’s sit to the right of the Master, according to the date of their Provincial appointment. If the “patch” APMG is present, he sits to the immediate right of the Master.

b] Chain Bearers [Representative present]

Even if a “Chain Bearer” is present, the Representative should sit to the immediate right of the Master, **for the whole of the Lodge meeting.**

c] Past Provincial Rulers

Past Provincial Rulers should be seated according to their seniority as Grand Officers.

If seating to the right of the Master is limited, the seating of these senior Brethren can be to the left of the Chaplain [in order of seniority as Grand Officers].

Brethren from other Provinces should be seated according to their rank as Grand Officers; they have no special position outside their own Province.

5. Salutations

The recommendation is for Lodges to move towards a single salutation to the senior officer present. However, if the Representative and a “Chain Bearer” are present, the first salute should be to the Representative [appropriate to his rank] and the second to the “Chain Bearer”; *no further salutes need to be taken.*

If a particular Lodge insists on a series of salutations, then the order should be as follows:

Provincial Grand Master [or his Representative – according to his rank]
Deputy Provincial Grand Master
Assistant Provincial Grand Master [s]
RW Brethren
VW Brethren
Past Deputy Provincial Grand Master [only if not VW]
Past Assistant Provincial Grand Masters
Other Grand Officers
Provincial Grand Officers

6. Seating at Dinner

a] “Chain Bearers”

“Chain Bearers” should be seated to the right of the Master, according to their seniority of Provincial appointment and date.

If a Representative is present, he should sit to the immediate right of the Master.

If the “patch APGM is present, he should sit to the immediate right of the Representative.

b] Past “Chain Bearers”

As with processions and seating in Lodge, Past Provincial, Past Deputy Provincial and Assistant Provincial Grand Masters, have no precedence apart from their rank as Grand Officers.

c] Present and Past “Chain Bearers”

Past “Chain Bearers” are seated according to Grand rank, after the present “Chain Bearers”.

However, if there are a number of current “Chain bearers” present, the senior past “Chain Bearers” can be seated to the left of the Immediate Past Master.

7. General

- a] The RW Provincial Grand Master
- Usually reviews his Representatives list each February and the Provincial Grand Secretary / Scribe E publishes the new list in March.
The list will become operational from the September,
 - expresses a wish that all new Craft of RA Grand Officers will become members of the FWT Mess,

- encourages attendance at the meetings of the FWT Mess, at which he will speak personally in order to emphasise the message to be given by his Representatives. A set of “bullet points” are distributed and Representatives asked to include a minimum number of these in their own speech to the Brethren.
- b] The Deputy Provincial Grand Master / Assistant Provincial Grand Master should not be referred as "Representing the RW Provincial Grand Master"; they attend in their own right by Authority of Patent from the Provincial Grand Master.

After the announcement by the Director of Ceremonies that the Deputy Provincial Grand Master / Assistant Provincial Grand Master demands admission, the usual procedure for entry into the Lodge is for the Provincial Officers to be preceded by the Deacons and followed by the Grand Officers. All members of the procession will then face inwards in two lines. The Deputy Provincial Grand Master / Assistant Provincial Grand Master enters the Lodge, salutes the Worshipful Master and passes through the line of officers.

The Deputy Provincial Grand Master / Assistant Provincial Grand Master will then sit and the Grand and Provincial Officers will move in procession to their seats. When all the members of the procession have been seated, the WM should rise and offer the Gavel to the Deputy Provincial Grand Master / Assistant Provincial Grand Master.

After suitable comment, the Deputy Provincial Grand Master and the Worshipful Master should then sit.

Salutes will then be given, under the direction of the Lodge Director of Ceremonies [or his Deputy].

- c] A Representative **is required** at Installed Masters’ Lodges [and all other Lodges], if a “Chain Bearer” is not present.

A Representative is not required at:

- Fortitude Lodge [64]
- East Lancashire Provincial Grand Officers’ Lodge [3747]
- East Lancashire Provincial Grand Stewards Lodge [8408]

- d] The Representative should
- not demand admission, nor should the gavel be offered to him. [These privileges are reserved for the Provincial Grand Master, the Deputy Provincial Grand Master and the Assistant Provincial Grand Masters],
 - enter the Lodge in accordance with his rank (ie if a Grand Officers, with other Grand Officers, and if a Provincial Officer, with other Provincial Officers),
 - sit on the right of the Worshipful Master, both in the Lodge and at the Social Board,

- not require any special salutes; he should only receive the salutes required by his own rank,
 - refer to Toast 4 and respond to Toast 5. If he is a Grand Officer (and no other Grand Officer is present) he will, also, respond to Toast No.3 and
 - appreciate the after-dinner proceedings being arranged so that he may speak in good time to allow a reasonable early retirement.
- e] If a Representative attends an Installation and a “Chain Bearer” is present,
- the Representative must take the “pole” position, both in the entry procession and in the Lodge [ie at the RHS of the Master of the Lodge],
It is irregular for any “change of seating” (during the Lodge meeting) between the Representative and the “Chain Bearer”,
 - the “Chain Bearer” is recommended to enter the Lodge before the Lodge is opened [ie he is not involved in the procession] and
 - on retreat the “spear head” should be the Master, with the “Chain Bearer” being on the outside and the Representative being on the inside of the next row of the procession.
- f] Normally, the Representative stays to the end of the Festive Board.

CHAPTER

1. General

A Representative **is required** at Installed Principals’ Chapters [and all other Chapters], if a “Chain Bearer” is not present.

A Representative is not required at:

East Lancashire Provincial Grand Officers’ Chapter [3747]

East Lancashire Provincial Grand Stewards Chapter [8408]

2. Processions

Normally, processions are not held and the Representative sits on the right of the Second Principal, in the senior position.

If a procession is held, the protocol listed above for the Craft applies.

However, if past Principals and Past Deputy Grand Superintendents are present, they would, unlike the Craft, take precedence to Assistants to the Provincial Grand Principals.

3. Salutations

Salutations are not given.

4. Seating at Dinner

If the Second and Third Provincial Grand Principals are both present, together with the Grand Superintendent, the Deputy Grand Superintendent is postponed to them. In such a situation he will usually be seated to the left of the IPZ.

Assistants to the Provincial Grand Principals are seated to the right of the Second [Provincial Grand] Principal.

Past Assistants to the Provincial Grand Principals usually sit to the right of the present Assistants to the Provincial Grand Principals.

When the Provincial Grand Principals are present, the Past Grand Superintendent [and the Past Deputy Grand Superintendent] usually sit to the left of the IPZ.

When the Provincial Grand Principals [and the Deputy Grand Superintendent] are not present, the Past Grand Superintendent [and the Past Deputy Grand Superintendent] usually sit to the right of the Second Principal.

Other Officers of Supreme Grand Chapter take precedence according to their personal rank as Grand Officers or as Provincial Grand Officers.

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