



The Grand Lodge of Alberta  
ANCIENT, FREE AND ACCEPTED MASONS

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July 10, 2020

### DDGMs and Lodge Secretaries

Many questions have been asked how to proceed with the installation of Lodge Officers that may have been delayed by our extended shutdown due to the outbreak of Covid-19. As per previous interruptions and delays we offer the following procedures for the installation of new and returning officers.

#### **Re: Nominations out of the scheduled sequence:**

Nominations should have been received by the lodge secretary as per the Lodge By-Laws. If that has not occurred they must be received as per regulations at the next Regular Meeting. Any officer position which requires a ballot shall be conducted by secret ballot as per the Regulations. Dispensation requests **will not** be required for nomination or the Installation of Officers delayed by Covid-19.

#### **Re: Installation Ceremony without installing a new Worshipful Master**

As per the ceremony published as **Form 320** for the Installation and Investiture of Officers of a Lodge, the Ritual shall be followed.

- The Secretary shall read that portion of the minutes pertaining to the election of officers; where you have used a comma at the end should be a semi colon
- The Worshipful Master if not acting as Installing Master will invite the Installing Master (IM) to the East to assume those duties,
- The Lodge Officers names will be called by the IM and will be assembled at the Altar under the direction of the D of C, the IM will announce "*Brethren of \_\_\_\_ Lodge No. \_\_\_\_ you now behold the Officers of your Lodge, who have been elected or appointed for the ensuing Masonic year. If any Brother present knows of any just cause why any one of these Brethren should not be (installed or) invested into office, he will state his objection now, or else hereafter hold his peace (Pause) There being no objection I shall proceed with the ceremony*".
- All officers and members will then assemble on the north side of the Lodge for the perambulation in the three masonic degrees, the Declaration and Proclamation will be made in the East, West and South as per usual,
- The investiture of officers will commence with the Wardens; where officers are remaining in office, these officers shall be **declared as incumbent** to that office and do not require a new investiture unless that is the practice of the Lodge, Officers will be directed to their station by the D of C,
- Any other officer, new to his office, will be invested as per the published ceremony,
- Upon completion of the investing of officers the General Charge shall be delivered to the Brethren assembled,

- IM or his delegate to make the proclamation.

After the General Charge has been delivered the W Master may make or receive such presentations as circumstances dictate.

- **Note:** If the Lodge has elected to not make any changes to the lineup of its officers the general process of the installation of officers must be followed. The Secretary would note that the officers are remaining in their current stations (offices). The IM would assemble the officers at the Altar for presentation and ask the question to the assembled brethren, after presentation at the Altar the officers and members will assemble on the North side of the Lodge to complete the perambulation in the three degrees and the IM will make the proclamations in the East, West and South. Upon completion of the investing of officers the General Charge shall be delivered to the Brethren assembled and the IM or his delegate to make the proclamation.
- **Note:** If the Lodge will not be installing a new Worshipful Master there is no requirement for the Presentation of the Master Elect, Reading of the Ancient Charges, The Obligation, Presentation of the Working Tools, Presentation of the Book of Constitution and Regulations, Warrant, By-Laws and minute book, and The Charge to the W.M. from the N.E. will all be eliminated.

After the General Charge has been delivered the W Master may make or receive such presentations as circumstances dictate.

Brethren, we hope that this will answer the many questions about the Installation of Officers in your Lodges. If you feel we have not answered all of the outstanding questions please refer all questions through the office of the Grand Secretary.

Fraternally,

*Reg Karbonik*

Reg Karbonik, Grand Master

*Tony Lee*

Tony Lee, Committee on the Work, Chairman