



UNITED GRAND LODGE
OF ENGLAND

The Members' Pathway

**A guide to help Lodges attract,
introduce and retain members**






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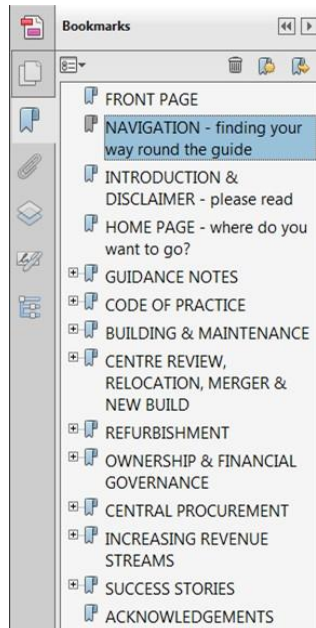
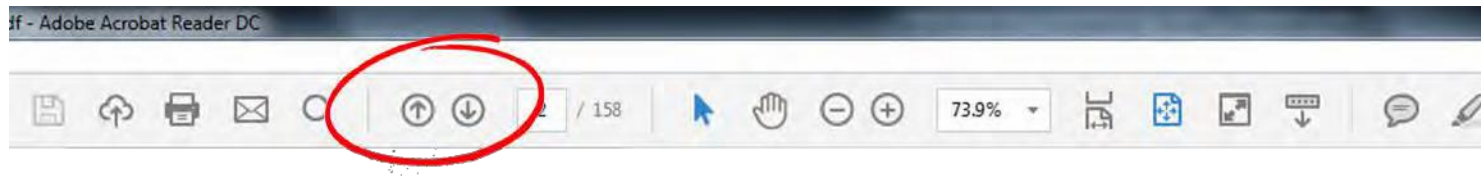
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Introduction to the Members' Pathway 1 of 2



Clicking on the plus icon will take you to further information in the [Step Guides](#)

This guide offers the Members' Pathway in two formats. First as a series of one page easy to read summaries that cover the essentials. Secondly, in more thorough [Step Guides](#). Both formats include links to [Support Documents](#) which cover key issues and describe techniques in more detail.

- The Members' Pathway is a guide that provides a structured approach that Lodges can follow to attract, introduce and encourage potential new members, whilst at the same time retaining and adding value to the existing membership.
- It comprises a series of Steps to take a man who is interested in Freemasonry, but not yet a member, all the way through a journey to become a committed Master Mason. It draws on the experiences of many strong and healthy Lodges across our constitution.
- The evidence from these Lodges indicates that there is good reason to be optimistic about our future. There are many suitable men who would be attracted to Freemasonry if they knew a little more about it.
- The evidence also suggests that lasting and committed membership is most likely to be achieved when applicants and candidates are carefully screened to be sure they meet the qualifications for membership, when both the Lodge and the candidate make their expectations clear to each other, when there is a good match between the Lodge and the candidate and when both parties work at meeting each other's expectations.
- Promoting [a positive public image](#) of Freemasonry is not part of the Pathway but is a necessary foundation upon which the Pathway is built.
- All members of a Lodge share responsibility for introducing new members and for helping to retain them by making them feel welcome and supported.

Introduction to the Members' Pathway 2 of 2



“The future of Freemasonry depends upon being able to introduce and retain committed members who will contribute to their Lodges and enjoy a lasting membership”. Peter Lowndes, Pro Grand Master

- The success of the Members' Pathway can be measured by two indicators; an increase in suitable candidates and the proportion of these who go on to become lasting and committed members and contribute to their Lodge many years after Initiation.
- By adopting the Steps in the Pathway a Lodge should also be better placed to assess its own strengths and weaknesses, its likely source of applicants and its future viability.
- [Recent research from outside of the Craft](#) into patterns of membership in clubs, societies and organisations shows that:
 - Approximately 2.7 million men in England regularly give of their time to clubs, societies and organisations related to hobbies, social activities and recreation.
 - Levels of participation have returned to the high point reached before the 2008 economic crisis.
 - Age, location and economic activity need not be barriers to joining.
 - Freemasonry can satisfy the hopes, aspirations and expectations that are often expressed by those who do join organisations.
- Therefore, the Members' Pathway should help us all to plan for the success and longevity of Freemasonry in the future.



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The Pathway (Steps 1 to 11)

1. Lodge Planning

For a man known to existing members

2. Identifying prospective candidates

3. Approaching prospective candidates

For a man not known by existing members (e.g. via the internet)

4. Responding to enquiries from potential candidates

For all prospective and potential candidates

5. Preparing the prospective candidate for interview

6. Interviewing the applicant

Lodge Membership Officer

7. Preparing the candidate for Initiation

8. Supporting the new Freemason

9. Introducing the Royal Arch

10. Retaining our members

Lodge Mentor

11. Retrieving members

Province



Step 1: Lodge Planning



- Convene a meeting or series of meetings to discuss the future of your lodge
 - Include all members in this meeting or meetings, and not just the Past Masters or Lodge committee
 - A suitably skilled, respected and experienced member of the Lodge should chair these meetings
 - Involve the relevant leaders from your Province.
- Create a Lodge profile
 - A [Lodge Profile](#) describes the Lodge's key features and especially its characteristics, circumstances, expectations and values
 - Lodge profiles help members to identify prospective candidates who are a good match to the Lodge
 - Lodge profiles help members identify issues in the Lodge that need addressing
 - If a common feature emerges (such as a sporting interest, hobby, old school), develop a prospective [member's 'profile'](#)
- The Lodge in its community
 - UGLE is encouraging Lodges to become visible, recognised and respected within their communities
 - Lodge profiles can be developed into promotional or informational literature for the Lodge
 - The Lodge can engage in [local community events](#)
 - It can also organise its own private and public events and activities open to friends, family and other non-Masons
 - The Province should be consulted before any Lodge becomes involved in public events.
- During the planning meetings, identify:
 - An enthusiastic member (not necessarily a Past Master) for the role of [Lodge Membership Officer\(LMO\)](#)
 - At least one more knowledgeable member to assist the LMO when screening enquiries from potential candidates ([see Step 4](#))
 - A skilled interviewer to be Chairman of the Interview Panel
 - Two other knowledgeable members (at least one who is not a PM, at least one who is a PM) to be members of the Interview Panel.
- Make decisions, record them, set deadlines, assign responsibilities for action and review at intervals.



Step 2: Identifying Prospective Candidates



- Set aside a separate meeting for this issue
- In advance ask all members to compile a long list of men who they know and bring it to the meeting
- Include family members, work colleagues, social club members, friends, fellow worshippers
- If any person on the list does not believe in the Supreme Being his name can be removed
- Apply each name on the long list to the items on the Lodge's profile and consider whether or not he would be compatible with Freemasonry and your Lodge in particular
- Bear in mind that diversity in membership is important in any successful group, especially in respect of having people with a range of different personalities, skills and qualities
- Avoid making any assumptions about any person's level of interest in Freemasonry, or their availability
- Group the names into categories as:
 - *Suitable to be approached for this Lodge*
 - *Suitable for Freemasonry but may be better suited to another Lodge*
 - *Don't know enough to decide*
 - *Not suitable to be approached.*
- The men in the second and third categories may still be approached but with a view to determining their interest in Freemasonry in general rather than your specific Lodge
- **Data Protection Act:** To comply with privacy and data protection requirements, all records of those who will not be approached – both physical and electronic – should now be destroyed.



Step 3: Approaching Prospective Candidates

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- What can a Freemason say to someone who is not a Mason?
 - The [Board of General Purposes has stated](#) that a Freemason is “free to reveal his own Masonic membership, except when it might appear that business, professional or personal advantage is thereby being sought for himself or another”.
 - A Freemason is [free to discuss any aspect](#) of Freemasonry providing he does not:
 - breach his obligation to keep the traditional modes of recognition private
 - describe the detail of our ceremonies.
- What should you say?
 - Create a succinct [personal statement](#) ready for a suitable occasion:
 - Describe your experience of Freemasonry and what you personally enjoy most
 - Look through the [UGLE web site](#), [Freemasonry Today](#) and your own Province’s web site. You will see ideas from the Rulers and your Province’s leadership team
 - When delivering your pitch do more listening than talking – that way you can follow up topics that interest him
 - Above all be honest.
- What next?
 - If the person you are talking to remains open to the idea, invite him and his partner to a Lodge social or [white table evening](#)
 - Try and finish the conversation by giving him something physical such as your Province's website address and, if your Lodge has one, a Lodge Information sheet (based upon the [Lodge profile](#) created in [Step 1](#))
- When to stop?
 - Do not ‘flog a dead horse’ – you will lose friends and gain nothing for Freemasonry
 - If he does not mention the subject of Freemasonry again for some time, it is acceptable to raise it on one more occasion.



Step 4: Responding to Enquiries from Potential Candidates



- This process should be managed by the [Lodge Membership Officer](#), who liaises with the Lodge Secretary and others as need be.
 - Respond quickly to all enquiries (24 – 48 hours maximum) and maintain accurate records.
 - If the potential candidate 'goes silent', one reminder is permitted but no more.
- Be prepared to reject unsuitable people at this stage.
 - If the approach has come via UGLE or the Province, the [Provincial Membership Officer \(PMO\)](#) will be involved.
 - He will have selected your lodge as one into which the potential candidate may fit.
 - He will not be as familiar as you are with your Lodge and your preferred profile (if any) for candidates.
- Meet the potential candidate at a neutral venue, with one or two other Lodge members present but no more.
 - Create a warm and informal atmosphere.
 - If both parties wish to pursue the potential candidate's possible membership, arrange a second meeting on Masonic premises.
- Follow up by inviting him to meet for a drink after a rehearsal so that he can meet other Lodge members and they can get to know him. Then invite him to Lodge social events so that his wife or partner can also attend and get to know others.
- If you judge the person unsuitable for your Lodge:
 - Explain that yours may not be the best Lodge for him.
 - Refer him to the [Provincial Membership Officer](#) as he may be suitable for another lodge.
 - Always be polite – he should be left with a good impression and memory of Freemasonry.



Step 5: Preparing the Prospective Candidate for Interview



- This Step is completed by the two people who expect to be the prospective candidate's Proposer and Second (the sponsors).
- Where a potential candidate was not previously known to any members, we recommend the [LMO](#) should be one of sponsors.
- The sponsors and the prospective candidate are each asked to satisfy themselves, through informal meetings and discussions, that Freemasonry and the particular Lodge are right for the candidate and that he is right for it. This process is called screening.
- The sponsors can use a number of [techniques](#) to seek the [information required for screening](#).
- Be open, honest, clear and direct about the commitment involved in becoming a Freemason.
- Anything that happens outside of Lodge meetings can be described. Avoid describing the ceremonies, including Masonic Fire, and their meaning in detail, so as not to diminish the impact of Initiation.
- Meet informally with the prospective candidate on as many occasions as necessary to [explain and discuss](#):
 - The nature of Freemasonry, what it is and what it is not.
 - The expectations and duties of membership, including the [commitment in time and money](#).
 - The normal journey of a Freemason, including eventual Exaltation into the Royal Arch.
 - The specific features of your Lodge, using your Lodge profile as a resource.
- If invited by the prospective candidate, discussion may take place at his home and in the presence of his spouse or partner.
- If all parties wish to proceed, ask the prospective candidate to complete the UGLE Member Application Form and, after both sponsors have also signed it, submit it to the Lodge Secretary on his behalf. He is now an applicant.
- If any party has reservations about the prospective candidate, the [LMO](#) should discuss the matter with the Lodge committee.
- Tell the applicant what will happen at the interview and that you will attend with him.
- If the screening process has gone well, you will have covered informally, and without leading, the information and issues that the interview panel will want to discuss and you can be confident that the applicant is likely to give satisfactory answers.



Step 6: Interviewing the Applicant 1 of 2



- We recommend that the Interview Panel should be more or less permanent and that:
 - It comprises no more than three members of the Lodge, all of whom are experienced interviewers.
 - There should be at least one Master Mason and one Past Master.
 - There is no reason why the [Lodge Membership Officer](#) cannot be a member.
 - The panel's permanent chair should be a skilled interviewer who is an approachable senior member of the Lodge.
 - The membership of the Interview Panel should be agreed during [Step 1](#), Lodge Planning.
- The Panel conducts applicant interviews on behalf of the Lodge and reports to the Lodge Committee:
 - The Master does not have to be a member.
 - The applicant's sponsors attend to support him.
 - The sponsors are not involved in conducting the interview.
- The Interview Panel should conduct itself with a degree of formality, including the use of [written invitations and decisions](#), which may for convenience be sent by email.
- Plan the interview and prepare open questions to obtain the [information sought from the applicant](#).
- Use the [example questions](#) with skill and discretion, adjusting questions based upon the applicants previous answers.
- Conduct interviews in a proper manner, using recognised [techniques for interviewing candidates](#).
- Meet after the applicant has departed to [decide and communicate the outcome](#).
- Your [Provincial Membership Officer](#) will be able to offer further guidance and assistance if required.

Step 6: Interviewing the Applicant 2 of 2



Information sought	Reason why it is sought
Whether he believes in a Supreme Being.	A core requirement of membership is to believe in a Supreme Being. If there is any doubt on the definition of Supreme Being, sponsors should seek formal guidance via their Lodge Secretary.
Overview of self and lifestyle (family, hobbies, work, charitable interests, other organisations).	To set a context for the rest of the interview and to provide information that can be explored further.
Suitability for this specific Lodge.	To explore and expand on the applicant's suitability for this specific Lodge and its characteristics.
Personal characteristics, qualities and values.	To get the applicant to talk about his values without first telling him about ours.
Alignment with Masonic values / principles.	To check that his values / principles are compatible with ours.
Reason for interest in Freemasonry and motives for joining.	To identify the applicant's motives and to ensure they are compatible with the Craft's values and expectations.
Existing links with Freemasons.	To identify any background in or experience of Freemasonry.
Hopes and expectations on becoming a Freemason.	To check that the applicant's expectations are compatible and can be met by the Craft and by the Lodge.
Likely contribution he could make as a member.	To identify the strengths the applicant will bring to the Lodge and any likely future contribution.
Family and their opinions or support for membership.	To ensure the applicant's family is supportive and will not hinder the applicant's development if he joins.
Support for the Lodge's charitable activities.	To prepare the applicant for future charitable contributions.
Ability to meet time and cost commitments.	To ensure that the applicant is able and willing to meet the commitments expected, in time and money.
Awareness of the normal progression.	To check he knows of the normal progression through the three Craft degrees, taking office and Exaltation into the Royal Arch.
Any other information.	"Catch all" final questions.



Step 7: Preparing the Candidate for Initiation 1 of 2



Taking the candidate from the successful conclusion of his interview through to his initiation. It represents the beginning of the mentoring process. Co-ordination of the Pathway passes from the [Lodge Membership Officer](#) to the [Lodge Mentor](#).

GUIDANCE FOR ALL LODGE MEMBERS

- The Candidate / Initiate will form lasting impressions of Freemasonry based on his early experiences.
- Lodge members should understand and manage his expectations, deliver what has been promised and avoid creating unpleasant surprises.
- If the preparation for Initiation is rushed or progresses at a pace that is uncomfortable for the Candidate the consequence may be his early resignation.
- [Plan the date of Initiation](#) by balancing the Lodge's programme of work with the needs, circumstances and interests of the Candidate. Consider the suitability of multiple ceremonies.
- Where possible, ensure sufficient time before the planned date of Initiation for the Proposal, Ballot and Initiation to take place at different - preferably successive - meetings.
- When [briefing the Candidate for his Initiation](#) before the ceremony, strike a balance between telling him too much and not telling him enough.
- Too much prior information may damage the experience. Too little may leave the Candidate with unnecessary or uncomfortable apprehensions.

Step 7: Preparing the Candidate for Initiation 2 of 2



AT THE INITIATION MEETING

- Arrange to collect the Candidate, take him to the meeting and return him home afterwards.
- Introduce him to the Master and Junior Deacon before placing him in the care of the Tyler.
- Arrange for him to be sat next to his [Personal Mentor](#) or a sponsor at the end of the ceremony, and next to or as near to as practicable one or both of them at the festive board.
- Have some cash for him so that he can contribute to the charity collection and a copy of [the closing ode](#).
- Introduce him to other members of the Lodge after the ceremony.
- Explain the toasts and practices followed at the festive board.
- Discuss with him his initial reaction to the ceremony and respond to his questions.
- Provide him with copies of any local introductory booklet, such as the “[Initiate’s Guide](#)”, as well as a [simple explanation of the Initiation ceremony](#). Explain that he can share these with his spouse or partner.
- Arrange to meet with him within two weeks of his Initiation, to answer additional questions and provide further explanation.

Step 8: Supporting the New Freemason 1 of 2



This Step starts immediately after Initiation and follows the new Freemason as he goes through the degree ceremonies and experiences elements of Freemasonry for the first time.

WHY IS EARLY SUPPORT SO IMPORTANT?

- At this point the new Freemason is at his most vulnerable; a significant proportion of new members leave the Craft within two years of Initiation, often before becoming Master Masons.
- The [Personal Mentor](#) and sponsors have a small window of opportunity to respond to all early reactions, to address any questions or concerns and to provide the support that the new Freemason needs.
- If the new Freemason perceives either the ceremony or the actions of Lodge members to be anything other than positive, or if his expectations are not met, he may consider terminating his membership.

Step 8: Supporting the New Freemason 2 of 2



GUIDANCE FOR PERSONAL MENTORS

- Arrange to meet with the new member soon after each ceremony, to help him reflect, practice signs, address questions and relate the latest ceremony with the previous ones.
- Draw on [topics for discussion with a new Freemasons](#) but proceed at his pace. Avoid “force feeding” him with what you think he should know and understand.
- Gauge the new member’s level of interest and enthusiasm and respond at that level.
- Pass on any communications or resources provided by the Lodge and the Province. Help him to find the information that he wants from the various materials he will have been given.
- Sit with the new Freemason in the Lodge and on any visits. Explain what is happening and always demonstrate correct behaviours, such as obeying the gavel.
- Prepare him for the ceremonies of Passing and Raising by helping him to learn the questions leading to the degree and the answers to give in open Lodge.
- Represent his needs and interests within the Lodge.
- Be the first source of advice and guidance on Masonic matters.
- Look out for any discomfort or drops in interest, attendance or commitment and respond early.



Step 9: Introducing the Royal Arch



This Step follows the new Freemason's completion of the three degrees of Craft Freemasonry and looks at the Lodge's role in introducing him to the Royal Arch.

- The Royal Arch is the completion of the journey in pure Ancient Freemasonry and all reference to it being the completion or an extension of the Third Degree has been removed from the ritual and other documents.
- The Royal Arch should have been mentioned in the discussions during [Steps 5](#) and [6](#).
- An ideal point to mention it again is when a Master Mason is presented with his Grand Lodge Certificate.
- There are four reasons to become a Royal Arch Mason:
 - First, because of the indissoluble link between the Craft and Royal Arch as the two component parts of pure Ancient Freemasonry, exemplified by the fact that the Grand Master and Pro Grand Master automatically head both orders.
 - Secondly, to complete the journey of a man from the practical principles taught in the Craft to the spiritual aspect of our nature, as explored in the Royal Arch.
 - The third reason is the ceremony of Exaltation itself, which is one of the most beautiful, colourful and thought provoking in Freemasonry and in which the genuine secrets, that were lost and substituted during the Master Masons' degree, are revealed.
 - Fourthly, for the companionship and enjoyment that comes from meeting a wider circle and from the increase in Masonic experience and knowledge. Joining the Royal Arch should increase one's enjoyment of Freemasonry.
- No pressure should be applied to coerce a Master Mason to join the Royal Arch or any other Order.
- The decision and timing must be his and he should not feel that he is a second class Freemason if he chooses to delay joining or not to join at all.
- The Royal Arch may enhance his membership and enjoyment of the Craft but it is not essential to it.
- The Royal Arch Representative acts as the link between the Royal Arch and the Lodge. His role is to raise the profile of the Royal Arch, to act as a source of information about the Royal Arch and to foster relations with Royal Arch Chapters.



Step 10: Retaining our Members 1 of 2



GUIDANCE FOR LODGES

- Build a Lodge culture with a nurturing approach, or continued mentoring, that considers the needs of all members and treats all members as they would wish to be treated themselves.
- Find ways to involve every member in the life of the Lodge, through formal or informal roles and contributions suited to them, to increase their sense of belonging, interest and commitment.
- Plan the succession of continuing offices in the Lodge, such as Treasurer, Secretary, Director of Ceremonies, [Lodge Mentor](#) etc. so that recent Past Masters can take office, develop as Masons and continue to contribute to the Lodge.
- Seniority brings with it a responsibility to lead by example, to set high standards of behaviour and to demonstrate the essential characteristics of a Freemason; kindness, tolerance and courtesy.
- Be alert to un-Masonic conduct, inappropriate behaviour and discouraging or negative exchanges, all of which undermine the interest and confidence of members and the harmony and health of the Lodge.

Step 10: Retaining our Members 2 of 2



GUIDANCE FOR LODGES

- Plan meetings to be enjoyable, interesting and informative, with a good atmosphere and good ritual, to meet the expectations of members and to assist their self-improvement.
- Consider new [approaches to enhance Lodge meetings](#).
- Ensure meetings are well prepared and conducted efficiently. Working members are accustomed to business meetings occupying the minimum time necessary. They expect the same of a Lodge, with time devoted to ceremonial or education rather than administration .
- Review Lodge traditions to confirm whether they are still relevant and serve the Lodge well. Be willing to change or evolve any traditions that are counterproductive to the future of the Lodge.
- Monitor [attendance at Lodge meetings](#) and maintain contact with those members who are not able to attend as often as they would like, to retain their interest, support and – ultimately – their membership.
- Look out for any discomfort or drops in interest, attendance or commitment and respond early.
- If a brother is moving out of the area and regular attendance at the lodge becomes difficult, assist him to find a Lodge in his new location, perhaps with help from the Province.

Step 11: Retrieving Members



This Step describes the early warning signs of a potential resignation and ways to respond to retain or retrieve the member as a happy, valued and participating member of the Craft.

- Some members will decide that Freemasonry is not for them and will resign at an early point. With proper screening, an understanding of expectations and successful mentoring these should be the minority.
- Warning signs include absences from meetings, last minute apologies, late payment of dues and low levels of engagement in general.
- Lodges that recognise the warning signs and respond early can often avert resignations before they happen.
- If a resignation is due to a decline in circumstances (such as finances or health), arrange for the Lodge Almoner to offer support to the member.
- Consider [asking a member to reconsider](#) reporting a resignation to the Lodge and the Lodge accepting it before accepting his resignation.
- Accept that if the Lodge cannot retain a member it may still be possible for the Province to retrieve him if he moves to another Lodge.

The Pathway (Steps 1 to 11)

1. Lodge Planning

For a man known to existing members

2. Identifying prospective candidates

3. Approaching prospective candidates

For a man not known by existing members (e.g., via the internet)

4. Responding to enquiries from potential candidates

For all prospective and potential candidates

5. Preparing the prospective candidate for interview

6. Interviewing the applicant

Lodge Membership Officer

7. Preparing the candidate for Initiation

8. Supporting the new Freemason

9. Introducing the Royal Arch

10. Retaining our members

Lodge Mentor

11. Retrieving members

Province



This document describes a planned approach to attracting, introducing and retaining new members called the "Members' Pathway".

The Pathway is a series of Steps that a Lodge can follow to take a man who is interested in Freemasonry, but not yet a member, all the way through a journey to become a committed Master Mason.

The Pathway draws on the experiences of and the techniques used by many strong and healthy Lodges across our constitution. The evidence from these Lodges indicates that there is good reason to be optimistic about our future. In addition, [research from outside of the Craft](#) indicates there are many suitable men who would be attracted to Freemasonry if they knew a little more about it.

The evidence also demonstrates that lasting and committed membership is most likely to be achieved when:

- applicants and candidates are carefully screened to be sure they meet the qualifications for membership;
- both the Lodge and the candidate make their expectations clear to each other;
- there is a good match between the Lodge and the candidate; and
- both parties work at meeting each other's expectations.

Each Step in the Pathway is available in a variety of formats, including a mobile app and web based documents. Each format includes links through to more detailed information that includes associated tools, techniques and templates. All have been tried and tested and found to help, although each Lodge may select those that best suit their needs and circumstances. There is also an interview skills training programme.

A [positive public image](#) and good local reputation is a necessary foundation upon which the Pathway is built but is not part of it. Other work is underway to help Freemasonry develop its public image.

The Pathway in overview



- Step 1.** The Lodge prepares a plan comprising a review of its current practices, a Lodge profile, if appropriate a profile of its “ideal candidate”, how it will increase its visibility in its local community and the assignment of specific responsibilities related to the introduction of new members.
- Step 2.** From a collated ‘long list’ of family members, work colleagues, social club members, friends, fellow worshippers, etc, and using the profiles compiled in Step 1, Lodge members prepare a ‘short list’ of people who might be approached with a view to joining the Lodge.
- Step 3.** A member or members approach a prospective candidate to find out whether he might be interested in Freemasonry and to help him learn enough about us to decide whether he wishes to pursue membership. *Note: this is not an invitation to join; the candidate must still ask to become a Freemason and acceptance will depend upon suitability.*
- Step 4.** Alternatively a “potential candidate” approaches the Lodge, or is referred to the Lodge, with an expression of interest. Such approaches need to be validated and sponsors found.
- Step 5.** Sponsors discuss Freemasonry and membership in detail, to screen the prospective candidate, to determine whether he meets the qualifications for membership.
- Step 6.** If sponsors and candidate both wish to proceed, the prospective candidate is now an “applicant”. He completes a [Grand Lodge Registration Form](#) and goes to formal interview. A small permanent interview panel conducts the interview on behalf of the Lodge Committee.
- Step 7.** If the Interview Panel recommends him as a suitable candidate then he is proposed, balloted for and prepared for initiation.
- Step 8.** The Personal Mentor, whether he be a sponsor or another experienced Freemason, provides the new member with support tailored to his individual needs, as he goes through the ceremonies and experiences aspects of Freemasonry for the first time.
- Step 9.** At an appropriate point after the new member has taken his Third Degree and has some understanding of the Craft, he is introduced to the Royal Arch and encouraged to consider membership.
- Step 10.** Retention involves a series of positive activities a Lodge can undertake to help the new member gain enjoyment and satisfaction and to grow in his commitment, and preventive activities to respond to any signs of dissatisfaction.
- Step 11.** In the regrettable event that a member submits his resignation, there are activities to retrieve his membership. This Step is co-ordinated by Metropolitan / Provincial / District Grand Lodges.

As soon as a candidate has taken his obligation he is a Freemason and a “member”, no longer a “Candidate” but a “Brother”. The Pathway refers to “new” or “newer”, not “young” or “junior”, members.

Roles and Responsibilities in the Pathway

All members of a Lodge share responsibility for introducing new members, for helping to retain them by making them feel welcome and supported, and for seeking to retrieve those who resign. A number of officers and other members have more specific roles to play in these processes. If appropriate or necessary, these roles may be combined or held in conjunction with other Lodge Offices.

Lodge Membership Officer: Not a formal Masonic office. A new role (see [Role profile: Lodge Membership Officer](#) for full details), to co-ordinate the Lodge's activities from Steps 1 to 6 of the Pathway. Leads in the development of a membership plan and in supporting sponsors as they introduce prospective candidates. Is supported by the [Provincial Membership Officer](#).

Lodge Mentor: Co-ordinates the Lodge's activities in the Pathway from Step 7 onwards, starting immediately after the candidate has been elected (see [Role profile: Lodge or Chapter Mentor](#) for full details). Appoints and supports [Personal Mentors](#). Works with other Lodge officers, such as the Secretary, Director of Ceremonies and Almoner, to help new members adjust to and derive enjoyment and satisfaction from membership. Is supported by the [Provincial Grand Mentor](#).

Sponsors: A candidate's proposer and seconder. Either they identify prospective candidates (Step 2) and make the approach (Step 3) or they respond to an enquiry referred by the Province or made direct to the Lodge (Step 4). Recommend applicants to the Lodge after completing Step 5. May be selected to be the new member's Personal Mentor, if they have the time and experience to do so. In all cases, continue to support the new member and take a personal interest in his welfare and Masonic development.

Personal Mentor: Provides individual and personal support to candidates and new members, to help them to prepare for and reflect upon ceremonies, to learn about the Craft and to get the best from their membership. May be a sponsor but if the sponsors do not have the time and experience may be another experienced member of the Lodge suited to the candidate. See [Role profile: Personal mentor](#).

Interview Panel: A group of no more than three members of the Lodge, preferably including at least one MM and one PM, who conduct applicant interviews and, if satisfied, recommend candidates to the Lodge Committee. Chaired by the member of the Lodge with the most appropriate skills and experience (see Step 1), to create the best interview process and experience for the applicant.

A training programme is available to help panel members to acquire the key skills.

The Lodge Membership Officer can be a member of the Interview Panel. The applicant's sponsors are encouraged to attend to support him. The sponsors should not be involved in conducting the interview.

Worshipful Master: Signs the Master's certificate on the [Grand Lodge Registration Form](#). Delegates chairmanship of the Interview Panel to a Lodge member skilled and experienced in interview techniques.

Lodge Committee: Oversees the work of the Interview Panel, appoints its Chairman and two other members for each interview. Considers applications for membership after recommendation by the Interview Panel. The Lodge committee does not always need to meet to complete these tasks; much can be achieved through electronic communication.

Lodge Secretary: Completes all administrative tasks throughout the Pathway and as defined in the Book of Constitutions.

Lodge Director of Ceremonies: Allocates appropriate ceremonial work to each new member, in conjunction with the Lodge Mentor and Personal Mentors and according to members' abilities, needs and interests, always ensuring that each new member's development proceeds at the correct pace for him.

Lodge Almoner: Monitors attendance and works with the Lodge Mentor and Personal Mentors to respond if members appear to be losing interest.

Monitoring Progress and Reviewing Success

The success of the Members' Pathway can be measured by two indicators:

- an increase in suitable candidates
- the proportion of these who go on to become lasting and committed members and contribute to their Lodge many years after Initiation.

Creating and maintaining local records will help Lodges to track and monitor their progress through all stages of the Pathway. The information kept may include:

- The Lodge plan created at [Step 1](#), including Lodge and candidate profiles
- The lists of prospective candidates generated at [Step 2](#)
- The date when each was first approached and by whom at [Step 3](#)
- The names of sponsors allocated to those who approach the Lodge at [Step 4](#)
- The dates of key meetings and interviews at [Steps 5 & 6](#)
- The dates when forms were submitted and letters sent
- The outcomes of interviews at [Step 6](#)
- The dates of proposals, ballots and ceremonies
- The dates of mentoring meetings
- Attendance at Lodge meetings, rehearsals, Lodges of Instruction
- Contributions in the Lodge
- Offices held.

At intervals members of the Lodge can then review the information stored to consider questions such as:

- Are we effective at converting prospective and potential candidates into members?
- At what point do prospective and potential candidates leave the process?
- Is our interviewing thorough and robust?
- Is our mentoring effective?
- Are new members attending regularly?
- Are they contributing in a manner suited to them?
- Is the Lodge meeting new members' expectations?
- What can we do to improve our management of all aspects of the Pathway?

Grand Lodge and Provincial Grand Lodges may ask Lodges for data and other contributions to assist with their monitoring and review processes. For reasons of data protection and privacy, any data provided to any person or body outside of the Lodge should not include the names of any person who has not completed a [Grand Lodge Registration Form](#).

Note: For ease of reading, throughout the Members' Pathway we refer to Provinces. All references to Provinces should be taken to apply equally to Metropolitan and District Grand Lodges / Chapters.



This Step describes how a Lodge can consider and plan its future. It is recommended that every Lodge should complete this process periodically, whether it is a successful Lodge or a Lodge that is struggling.

The planning process includes:

- Creating a Lodge profile (during which members review the Lodge's current situation);
- Where appropriate, defining and clarifying the qualities and circumstances of men who will be well suited to the Lodge and its membership;
- Deciding how the Lodge will increase its visibility and promote itself in its local community, and
- Agreeing a plan of action to develop the Lodge.

This Step is meant to be completed before any specific person is considered for Initiation and should help Lodges when seeking and identifying prospective new members ([Step 2](#)). [An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Guidance for Lodge Members

- Very few Lodges spend time collectively considering their future. It is far more common for Lodges to carry on doing the same thing meeting after meeting. It doesn't take long for a strong Lodge to go into decline.
- Periodically, the Lodge should convene a meeting, or meetings, to review its current circumstances and to discuss and plan for its future.
- All members of the Lodge should be invited to attend and encouraged to contribute, especially newer members.
- The first time a Lodge embarks on Step 1 it may require a number of meetings to complete the process.
- If any such meeting is held during one of the regular Lodge meetings, it would be better that no visitors are present.
- Planning meetings should be chaired by a suitably skilled and experienced member; one who cares about the future of the Lodge and is prepared to let all others have their say, even if their suggestions appear radical to others.
- The chairman may ask the [Lodge Membership Officer \(LMO\)](#) to assist in planning the agenda for the meeting or meetings.
- The first stage in the process is the preparation of a Lodge profile. A Lodge profile describes the Lodge's key features and especially its characteristics, circumstances, expectations and values.
- As a member's continued involvement largely depends on there being a good match between him and the Lodge, the Lodge's characteristics, circumstances, expectations and values are especially relevant to anybody being considered for membership.
- By creating a Lodge profile, Lodge members will also have a useful document from which other materials, such as brochures for external use and promotion, can be created.

- To create a Lodge profile, ask members to write down all the questions that a person interested in membership of their Lodge might ask. The answers will form much of the final profile but [examples of questions and a technique for profiling a Lodge](#) are available.
- It is tempting to move quickly to consider where future members may come from and even to think of the names of prospective candidates. These issues are addressed in detail in [Step 2](#) of the Member's Pathway, which is best taken when the current Step has been thoroughly considered.
- However, if the [Lodge profile](#) includes a common interest (such as a sport, a particular hobby, an old school or place of worship) or a distinctive feature (such as meeting at places or times that are noticeably different from other Lodges) this might suggest that the Lodge could look specifically for more members who share the same interest or characteristic.
- The Lodge can then [create a profile of an ideal candidate](#). This will help the Lodge to focus its search for prospective candidates and to consider whether their attributes are a good match to the Lodge. A candidate profile is used to filter or screen anyone who enquires about joining the Lodge.
- Equally, diversity in membership is important in any successful group, especially in having people with a range of different personalities, skills and qualities.
- If at any point from here on a member puts forward a prospective candidate for Initiation or joining, or if a man enquires about joining, his circumstances, characteristics and expectations can be compared to the Lodge and/or candidate profile to gauge his suitability for the particular Lodge.
- The Lodge plan can also address how the Lodge makes others in the local community aware of its existence, being mindful of [UGLE's vision for 2020](#), which is to:

“become openly recognised within our communities as the premier fraternal organisation and the society of choice for individuals with high standards of integrity who are seeking fellowship, personal development, social and charitable involvement that satisfies the needs of themselves and their families.”
- The Lodge profile can be developed into an outward facing leaflet or brochure, intended for non-Freemasons and written in language that they would understand. Take into account guidance on [what we can discuss with non-Freemasons](#) when creating such leaflets.
- The Lodge can [promote itself to the local community](#) through events organised by other organisations and at events organised by the Lodge. The attendance at any such event by the Lodge or its members must be carefully and thoroughly organised in advance.
- During the Lodge planning meetings, the Lodge should be able to identify members to fulfil key roles:
 - If one has not yet been appointed, an enthusiastic and appropriately skilled member, not necessarily a PM, for the role of [Lodge Membership Officer \(LMO\)](#). He may already have an existing role in the Lodge. It may be appropriate to combine the role of LMO and [Lodge Mentor](#).
 - Members who might be willing to meet with potential candidates who approach the Lodge with an interest in joining.
 - Members who are skilled and experienced interviewers from whom can be drawn the interview panel. Each interview panel comprises only three members but it may be

useful to identify a few members who can sit on panels so that adequate cover is always available.

- The Lodge plan should be documented with clear responsibilities allocated to named members, deadlines defined and review points and dates agreed.
- Lodges that wish to undertake a more in depth review, consider fundamental changes or produce more detailed plans can ask for assistance from their Provincial Membership Officer, who will have other tools and techniques at his disposal and will be able to offer further guidance.
- Once the Lodge has agreed its plan, and its Lodge and possibly a candidate profile, it is ready to identify actual people who will be attracted by the [Lodge profile](#) and who are likely to be suitable as new members. This process is covered in [Step 2](#) of the Members' Pathway, "[Identifying prospective Candidates](#)".
- It is possible that during the planning process members will conclude that the Lodge does not have a viable future and is heading for closure. This is a sad but legitimate outcome.
- If matters have not got too far, there are other [alternatives for Lodges](#), which can be considered as part of the Lodge planning process.
- The priority in all such cases is to involve the Province and to ensure that as few members as possible are lost to the Craft. The sooner the inevitable is recognised, the more can be done to retain members.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.

Step Guide - Step 2: Identifying Prospective Candidates



The purpose of this Step is to help the members of a Lodge to identify prospective candidates; men who fit well with the Lodge and its profile, developed in [Step 1](#).

Many Lodges are already very successful at identifying prospective candidates and may not need to follow the guidance outlined in this Step. Lodges that experience difficulty in finding candidates may find these techniques particularly useful.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Guidance for Lodge Members

- Everyone has networks of friends and contacts. The first stage is to list the names of all the men in those networks.
- Some members will want to complete this stage working alone. However, others may appreciate assistance from their Lodge Membership Officer.
- Include:
 - Family members
 - Work colleagues
 - Social club members
 - Friends
 - Fellow worshippers.
- Contact lists, address books and other such lists may be useful resources.
- Include as many people as possible, whether or not they have expressed any interest in Freemasonry.
- Expand the list by considering who else each person on the list themselves know.
- If any person on the list does not believe in the Supreme Being he can be removed.
- Once those members participating in this process have completed their own lists of names, they then meet together.
- At that meeting, pool all of the individual lists to create one “long list”.
- Ask members whether the person whose name they have put forward fits with the Lodge profile and if not, remove the name. If the Lodge has an ideal candidate profile, consider whether each name on the long list matches that profile.
- Bear in mind that diversity in membership is important in any successful group, especially in respect of having people with a range of different personalities, skills and qualities.
- Avoid making any assumptions about any person’s level of interest in Freemasonry, or their availability.
- Each man’s name can now be categorised as:
 - SUITABLE to be approached for this Lodge
 - SUITABLE for Freemasonry but perhaps not for this Lodge
 - DON’T KNOWS.
 - NOT SUITABLE for Freemasonry at this time.

- These lists can then be managed as follows:
 - *Suitable to be approached for this Lodge*
 - Decide who in the Lodge should make the approach. This might be based on prior knowledge of the person concerned, the closeness of the existing relationship or simply an available opportunity to discuss the matter.
 - *Suitable for Freemasonry but may be better suited to another Lodge*
 - The men on this list may still be approached but with a view to determining their interest in Freemasonry in general rather than this specific Lodge.
 - It may be better to refer them to the Provincial Membership Officer.
 - *Don't know enough to decide*
 - Nominate someone to obtain the further information required.
 - *Not suitable to be approached*
 - To comply with privacy and data protection requirements, all records of their names – both physical and electronic – should now be destroyed.
- [Step 3](#) of the Pathway, [Approaching prospective candidates](#), looks at how the approach to a prospective candidate can be made.
- Having completed Step 2 the Lodge might want to review and update the Lodge profile and its candidate profile if it has one.

Data Protection and Privacy

- For legal reasons, [data protection](#) and individual privacy must be considered when undertaking these activities.
- No personal data relating to named men should be recorded or stored. All notes, except the final short list of named men to approach, should be destroyed at the end of this Step.
- Only relevant information, and nothing confidential, should be shared between Lodge members during the process. Relevant information might include:
 - a. how a member came to know each of the people on his list
 - b. how long the member has known them
 - c. any characteristics and qualities that would make each man suitable for Freemasonry.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



This Step provides guidance to help Lodge members approach prospective candidates and respond to their questions. It follows that in which Lodge members identify prospective candidates who they believe could be approached about Freemasonry. It is the first Step in the Pathway in which an individual non-Mason will have been contacted. *Note: the approach is not an invitation to join; the candidate must still ask to become a Freemason and acceptance will depend upon his suitability.*

[An Introduction to the Members' Pathway](#) explains the Member's Pathway and how this Step fits within its framework.

Guidance for Lodge Members

- All activities in this Step should comply with the [edicts of the Grand Lodge](#).
- Some Freemasons are uncertain about discussing Freemasonry with non-members. In many cases they don't know:
 - what they can say about the Craft, or
 - what they can do to ensure that any approach is not misunderstood or considered as inappropriate solicitation of members.
- To clarify, a Freemason is free to disclose his membership to anyone on any occasion, providing it would not seem that he is seeking personal or business advantage in doing so.
- A Freemason is free to discuss any aspect of Freemasonry, and their experience of it, that he wishes, providing he does not breach his obligation to keep the traditional modes of recognition private and providing he does not describe the detail of our ceremonies.
- Those who make the initial approach to a non-member, to ascertain their interest in Freemasonry, may well become that person's proposer or seconder. However, this is not always the case.
- Before mentioning Freemasonry to anyone else, create a succinct [personal statement](#) about the Craft and your experience of it and have it ready for those occasions when it might come up in conversation.
- Be ready to discuss Freemasonry if it comes up in conversation, by drawing on your own experiences and what you enjoy about it.
- Be willing to give honest and personal answers to questions.
- Identify opportunities when you might be able to mention Freemasonry to the person you have in mind as a prospective candidate.

The following conditions create good opportunities for mentioning Freemasonry:

- - When both parties are relaxed and paying attention to each other
 - When there has already been an exchange of personal information
 - When there is likely to be time to have a conversation without risk of early interruption.
- Open the discussion by asking, "What do you know about Freemasonry?"
- Be ready for both positive and negative responses, including incredulity or even ridicule.
- If it is apparent that the other person has no interest at all they will tend to drop the matter, change the subject or state that they do not want to discuss the topic.
- In such instances accept this outcome and move on to discuss something else.

- If the other person engages with the topic, draw on your [personal statement](#) to continue the conversation.
- Among other things you could mention:
 - Your motives for joining.
 - What you enjoy about Freemasonry.
 - Details of your own Lodge(s).
 - Your family's involvement in Freemasonry.
- As each member's experience of Freemasonry is different and personal to them, no one else's will be the same as yours. Similarly, a person's motives for joining and his interests within the Craft may be very different from yours and those of other members.
- It is worth speaking from a personal point of view and making it clear that different people derive different types of satisfaction from Freemasonry. This will come across as sincerity and conviction.
- The document [What can we discuss](#) offers further guidance on discussing Freemasonry with non-Masons.
- If Freemasonry has not featured in the other person's life he may not want to spend a great deal of time on the subject initially. It is unlikely that the first discussion will be in any real depth.
- He might prefer to carry on when he has thought it over and even done some initial personal research.
- End the conversation by giving him something physical, such as a leaflet or a card containing website or contact details, and by agreeing to discuss the issue further if and when he is ready to do so. A [Lodge Profile](#) (see [Step 1](#)) can easily be used as the basis for a suitable leaflet.
- If he does not mention the subject of Freemasonry again for some time, it is acceptable, as per the edict from the Grand Lodge, to raise it on one more occasion.
- This might come in the form of an invitation to attend a Lodge social event or [White table meeting](#). These also create opportunities to involve the prospective candidate's partner and other family members, for them to meet other members, to visit Masonic premises and to ask questions and engage in discussions about Freemasonry.
- More detailed and personal discussions are likely to follow before anyone might wish to commit to applying to join the Lodge.
- The Freemason conducting these discussions might wish to have ready access to other resources.
- One particularly useful text that can be helpful at this time is the words of the [Charge to the Initiate](#). On 10th June 2015, in his address to the Quarterly Communication of Grand Lodge, the Pro Grand master, MWBro Peter Lowndes, said:

"I believe there are certain passages [in our ritual] that we should be proud to show to non-members, most particularly members of our families, and top of my list would be the Charge to the Initiate."
- Once the prospective candidate has indicated that he is interested in becoming a Freemason then the guidance and techniques covered in [Step 5](#) can be followed, to prepare him for interview.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.

Step Guide - Step 4: Responding to Enquiries from Potential Candidates



This Step provides guidance to help Lodges make appropriate responses when approached by people who are interested in becoming Freemasons. The activities and records referred to in this Step are likely to be coordinated by the [Lodge Membership Officer \(LMO\)](#).

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Guidance for the Lodge Membership Officer and Other Members

- Approaches to Lodges may come direct to a member from an interested party, via a Lodge website or social media, or as information from a Provincial Grand Lodge.
- If the approach has come via another Masonic authority, that authority is likely to have carried out basic identity checks. It will have acknowledged and recorded the initial approach and will be interested in the outcome, for monitoring and follow-up purposes.
- Create and maintain clear and accurate Lodge records to track contact and progress.
- Respond promptly (within 48 hours) to all enquiries and communications in a warm manner, perhaps by phone or email.
- If at any point you do not receive a response from the potential candidate within the expected time, one reminder would be acceptable. If this fails to elicit a response, do not prompt again.
- Be prepared for some enquiries to come from people unsuitable to become Freemasons or whose motives or expectations are inappropriate.
- The Tercentenary celebrations, including the Sky TV documentary, have created an increase in public interest in Freemasonry and in the number of applications from unsuitable people. Lodges must be prepared to reject them.
- On receipt of an enquiry, seek further information to help screen the potential candidate's initial suitability for your Lodge, without being intrusive or asking for too much detail.

Information that is appropriate at this stage	Information that is not appropriate at this stage
Name, home address, phone, email address	Date of birth, Nationality, Ethnic origin, Disability
Age	Employer's details
Occupation	Religion
Belief in a Supreme Being Y/N	
Personal interests	
Reason for interest in Freemasonry	
Previous applications to any Lodges	
Days of week when available for meetings	
Time in the day when available for meetings	

- If the information received is satisfactory, arrange to meet the potential candidate in a neutral and public place, such a coffee shop, restaurant or pub.
- Plan for this first meeting to last up to an hour and a half. Bring another Lodge member if preferred.
- Prepare for the first meeting by referring to the Lodge profile developed in [Step 1](#).

- At the first meeting:
 - Ask the potential candidate about himself, his lifestyle and his interests.
 - Identify whether he seems to have some alignment with Masonic principles and values.
 - Consider whether he would be likely to become a friend and brother to members of the Lodge.
 - Find out why he is interested in Freemasonry and what he seeks or expects from membership.
 - Provide some core written information about Freemasonry
- If both parties are satisfied with the first meeting and agree to take matters further, arrange a second meeting so that the potential candidate can meet a few other members of the Lodge – and so that they can meet him.
- The second meeting should be at a Masonic Centre and include a tour of the facility, to gauge their response, existing knowledge and interest.
- The second meeting could be at an informal Masonic gathering, such as before or after a rehearsal or Lodge of Instruction.
- If this second meeting is satisfactory and all parties agree to pursue matters towards an application for membership, spend some time getting to know the potential candidate, and his spouse or partner, further.
- Invite him to meet with members over drinks after a rehearsal.
- Invite him, with his wife or partner, to social and other events, where friendships can form and discussions about Freemasonry and the membership of the Lodge can be held.
- In all such discussions, be open, honest, clear and direct about the commitment involved in becoming a Freemason.
- Once two members of the Lodge feel that they know the potential candidate well enough and offer to become his sponsors, proceed to [Step 5](#), during which the sponsors take the prospective candidate through screening.
- If at any point in the process it becomes clear that the potential candidate is not suitable to become a Freemason, or to join the particular Lodge, politely thank him for his time and interest. If his enquiry came via another Masonic authority explain that that authority may wish to put him in touch with another, hopefully more suitable, Lodge.
- Keep your [Provincial Membership Officer](#) informed.
- Update records for monitoring purposes.
- To comply with privacy and data protection requirements, delete the personal details of those who do not become members of the Lodge once outcomes have been recorded and, if appropriate, reported to the referring Masonic authority.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.

Step Guide - Step 5: Preparing the Prospective Candidate for Interview



This Step follows an initial approach to, or from, a prospective candidate and comes before the formal applicant interview. It is normally carried out by a prospective candidate's sponsors (ie, his proposer & seconder), assisted by others if the sponsors wish. If the potential candidate was not previously known to any members, we recommend the Lodge Membership Officer be one of the sponsors.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Guidance for Sponsors

- The sponsors and the candidate are each asked to satisfy themselves that Freemasonry and the particular Lodge are right for the candidate and that he is right for them.
- Be open, honest, clear and direct about the commitment involved in becoming a Freemason.
- Anything that happens outside of Lodge meetings can be described. Avoid describing the ceremonies, or practices such as Masonic Fire that are included at the festive board, and their meaning in detail, so as not to diminish the impact of Initiation.
- Meet informally with the prospective candidate on a number of occasions to explain and discuss:
 - The nature of Freemasonry, what it is and what it is not (see the [reading list](#) for further guidance).
 - The expectations and duties of membership, including the commitment in time and money.
 - Features of your Lodge.
- Satisfy yourself that the prospective candidate would be suitable as member of the Craft and for your Lodge. This process is known as screening.
- Screening identifies any potential risks that a prospective candidate might be unhappy as a Freemason, or as a member of the particular Lodge, and which are likely to lead to his early resignation.
- Screening includes:
 - Confirming that the prospective candidate is who he says he is and meets the qualifications for membership of the Craft, checking that there is nothing in his background that would preclude him.
 - Confirming that he understands enough about Freemasonry to make an informed choice to join.
 - Satisfying yourself that he has appropriate and sufficient motives for joining.
 - Managing his expectations so that they are realistic and compatible with Masonic values.
 - Satisfying yourself that he is suited to your Lodge.
 - Confirming that he can meet the [time and cost commitments expected by the Lodge](#).
 - Explaining the significance of membership and the step he is contemplating.
 - Confirming with his spouse or partner that she, or he, approves of his prospective membership.
- More detailed [guidance and techniques for screening prospective candidates](#) is available.

- The table below lists the issues to discuss with the prospective candidate before inviting him to complete a [Grand Lodge Registration Form](#).
- The information sought can be gathered from the prospective candidate over time at a number of meetings and during detailed but informal discussion.

Information sought	Reason why it is sought
Whether he is a “free man”, of mature age.	He must be a mature male, able to make his own decision to become a Freemason. <i>(If he is 18 years or over, but below the age of 21, his Initiation will have to be authorised by the MetGM / ProvGM / DistGM.)</i>
Whether his application is voluntary.	He must come willingly, without having been coerced. He must have good motives and not seek personal advantage from membership of the Craft.
Whether he believes in the Supreme Being.	A core requirement of membership is to believe in the Supreme Being. If there is any doubt on the definition of Supreme Being, sponsors should seek formal guidance via their Lodge Secretary.
Whether he is law-abiding and accepts, acknowledges and respects the legitimacy of the head of state.	Members are expected to be law-abiding citizens who live by a moral code and the law of the land, are respectful of the head of state and who acknowledge the legitimacy of the civil authority of the country in which they reside or are visiting.
His willingness to take a solemn obligation on a Holy Book.	Candidates take an obligation on the VSL that confirms that they will not reveal to others the traditional modes of recognition of a Freemason.
His willingness to conform to the Rules and Customs of the Craft.	Members are expected to abide by our Rules and Customs.
His personal characteristics, qualities and values.	To get the applicant to talk about himself and his values before telling him about our values and our expectations of members.
His reasons and motives for joining and his expectations of membership.	To confirm that his motives are compatible with Masonic principles and that his expectations of membership are realistic and capable of being met.
Whether he has previously applied to join any Lodge.	To bring to light whether he has applied to join any other Lodge, whether or not he has been turned down by another Lodge, and the reasons why.
His membership of other organisations.	To identify membership of any organisation incompatible with the Craft. To identify special interests that may be relevant to the particular Lodge.
His other duties, affiliations and commitments.	To identify whether being a Freemason might conflict with his other duties, affiliations and commitments.
His existing links with Freemasons.	To identify any background in or experience of Freemasonry.
His suitability for this specific Lodge.	To determine whether the applicant meets any special requirements or characteristics defined by the Lodge. For example, affiliations with other organisations such as schools, youth organisation, university, armed services.
Whether he is available and can afford the costs of	To ensure he is available when the Lodge meets, is fully aware of the time and financial commitment involved and is able, free

membership, in time and money.	and willing to make that commitment.
The likely contribution he could make as a member.	To identify the strengths the applicant will bring to the Lodge and any likely future contribution he may be able to make.
His appreciation of the normal journey, via degrees & offices, to the chair.	To ensure he is aware of the normal Masonic journey, including Exaltation into the Royal Arch, and what might be asked of him as a member.
Attitude of his family towards Freemasonry and his membership.	To ensure that his family are supportive of his membership and are unlikely hinder the applicant's participation if he joins.

- Encourage the prospective candidate to ask questions. Answer, or obtain answers, to his satisfaction.
- Screening is not a formal interview, nor a tick box exercise. If issues arise that give any cause for concern, discuss them in confidence with the Lodge Membership Officer.
- If all parties are happy to proceed with an application for membership, invite the prospective candidate to complete the [Grand Lodge Registration Form](#). Then complete the questions for Proposers and Seconders on page three of the form.
- Submit the completed [Grand Lodge Registration Form](#) to the Lodge Secretary, who will complete the administration required by the Book of Constitutions. Your prospective candidate is now an applicant.
- Report to your [Lodge Membership Officer](#), to confirm the above steps you have taken, and the responses you have received.
- Brief the applicant on what to expect at the interview and plan to attend the interview with your applicant to support him.
- If you believe that the prospective candidate does not meet the qualifications for membership, refer the matter to the [Lodge Membership Officer](#).

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.

Step Guide - Step 6: Interviewing the Applicant



This Step covers the formal applicant interview, the purpose of which is to determine whether an applicant is suitable both for Freemasonry and for the specific Lodge. Prior to the interview the applicant will have discussed membership of the Craft in some detail with his sponsors.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Suggested Composition of the Interview Panel

- Interview Panels should comprise three members of the Lodge, all of whom should be skilled interviewers. They conduct applicant interviews and report to the Lodge Committee.
- As a panel that reports to the Lodge Committee, the Master does not have to be a member.
- If the Lodge has a pool of skilled interviewers, a panel may be formed for each interview selecting members from the pool who are most appropriate for the applicant. In many cases the membership of the panel will be reasonably permanent.
- The panel is chaired by a senior member of the Lodge chosen for his interview skills and experience. He may have been selected during [Step 1](#) of the Pathway.
- The [Lodge Membership Officer \(LMO\)](#) is likely to be a member of the panel.
- We recommend at least one member of the Interview Panel be a Master Mason and at least one be a Past Master.
- The applicant's sponsors attend to support him but are not involved in conducting the interview.

Guidance for the Interview Panel

- Unless there are exceptional circumstances, arrange to conduct the interview before the sponsors propose and second the applicant in open Lodge.
- Confirm with the [Lodge Membership Officer](#) and the sponsors that the screening process has been completed (see [Step 5](#)).
- Send a written invitation to the applicant with a clear explanation of the purpose of the interview and its three possible outcomes.
- Allocate the interview topics (see below) among members of the Interview Panel.
- Study all applicant details and prepare appropriate additional questions. Take heed of any comments or concerns received from Lodge members.
- Have all relevant documents available, including the membership application, a copy of the Book of Constitutions, Lodge by-laws, interview guidelines and questions and mentoring materials.
- Wear smart, although preferably not Masonic, dress, including a jacket.
- Demonstrate Masonic principles in the manner the interview is conducted.
- Use the [example questions provided](#) to choose suitable questions to fit the situation, ensuring you seek the information required.
- Be willing to adapt the specific questions and the flow of the interview in response to the applicant's responses while still seeking the necessary information.

- Use additional probing questions to clarify the applicant's responses and to gain further information.
- If it becomes clear that it serves no purpose to continue then terminate the interview before all of the questions have been asked. Grounds for early termination include:
 - The applicant confirms that he does not believe in the Supreme Being.
 - The applicant has a recent criminal conviction or disciplinary action.
 - The applicant no longer wishes to pursue the application.
- In such events, explain why the interview is being terminated, thank the applicant for his interest and his time and wish him well for the future.
- Pay attention to the applicant's [reasons for wishing to become a Freemason](#) and for joining this Lodge. Research has shown that these can be quite varied.
- Satisfy yourselves that the Lodge is compatible with the applicant's reasons for wishing to become a Freemason and able to meet the applicant's expectations.
- At the end of the interview, thank the applicant for attending and inform him that he will hear from the Lodge Secretary within the next few days.
- The applicant now leaves the meeting with one of his sponsors, leaving the other to address any questions raised by the panel.
- Continue the meeting without the applicant, to [decide which of the following outcomes](#) applies:
 - The applicant meets the qualifications for membership, is suited to the Lodge and the Lodge is suited to the applicant. The panel will recommend the applicant for proposal, ballot and Initiation.
 - The applicant meets the qualifications for membership but the panel believes that he would be best suited to joining another Lodge. It will refer him to the Provincial Membership Officer who will help him to find another, better suited, Lodge.
 - The applicant does not meet the qualifications for membership at the current time and the panel will not pursue the application any further.
- More detailed advice and [guidance on interview techniques](#) is available.
- A training package, covering the skills of interviewing, is available. Contact your Metropolitan, Provincial or District Grand Lodge for further information.

Information Sought at Interviews

Earlier, during [Step 5](#), the applicant will have confirmed that he meets the essential qualifications for membership. The following table sets out topics for discussion at the formal interview. There is purposely some overlap with topics discussed during the screening process. Choose from the [example questions provided](#) suitable questions to fit the situation.

Information sought	Reason why it is sought
Whether he believes in a Supreme Being	A core requirement of membership is to believe in a Supreme Being. If there is any doubt on the definition of Supreme Being, sponsors should seek formal guidance via their Lodge Secretary.
Overview of self and lifestyle (<i>family, hobbies, work, charitable interests, other organisations</i>).	To set a context for the rest of the interview and to provide information that can be explored further.
Questions specifically relevant to this Lodge.	To explore and expand on the applicant's suitability for this specific Lodge and its characteristics.

Personal characteristics, qualities and values.	To get the applicant to talk about his values without first telling him about ours.
Alignment with Masonic values / principles.	To check that his values / principles are compatible with ours.
Reason for interest in Freemasonry and motives for joining.	To identify the applicant's motives and to ensure they are compatible with the Craft's values and expectations.
Existing links with Freemasons.	To identify any background in or experience of Freemasonry.
Hopes and expectations on becoming a Freemason.	To check that the applicant's expectations are compatible and can be met by the Craft and by the Lodge.
Likely contribution he could make as a member.	To identify the strengths the applicant will bring to the Lodge and any likely future contribution.
Family and their opinions or support for membership.	To ensure the applicant's family is supportive and will not hinder the applicant's development if he joins.
Support for the Lodge's charitable activities.	To prepare the applicant for future charitable contributions.
Ability to meet time and cost commitments.	To ensure that the applicant is able and willing to meet the commitments expected, in time and money.
Awareness of the normal progression.	To check he knows of the normal progression through the three Craft degrees, taking office and Exaltation into the Royal Arch.
Any other information.	"Catch all" final questions.

Follow-up Activities

- The Chairman of the Interview Panel reports the result of the interview to the Lodge Committee and seeks its endorsement. The Lodge Committee need not meet for this purpose; the process can be completed by phone or email.
- The Lodge Secretary informs the applicant of the outcome of the interview.
- If all parties agree to accept the application, the applicant is now a candidate for Initiation.
- The sponsors prepare the candidate for Initiation ([Step 7](#)).
- Responsibility for co-ordinating the activities on the Pathway now passes from the [Lodge Membership Officer](#) to the [Lodge Mentor](#), who allocates a [Personal Mentor](#) and introduces the candidate to him.
- The Lodge Secretary completes all administrative activities required for the admission of the candidate.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



This document describes Step 7 of the Members' Pathway. It takes the candidate from the successful conclusion of his interview through to his initiation. As it represents the beginning of the mentoring process, co-ordination of the Pathway passes from the [Lodge Membership Officer](#) to the [Lodge Mentor](#).

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Guidance for all Lodge Members

- All members of the Lodge share in the universal responsibility of welcoming, caring for and supporting the Candidate as he prepares for and becomes a Freemason.
- The Candidate / Initiate will form lasting impressions of Freemasonry based on his early experiences.
- Previous Steps in the Pathway are concerned with understanding mutual expectations. This Step involves managing those expectations, delivering what has been promised and avoiding unpleasant surprises.
- If the preparation for Initiation is rushed or progresses at a pace that is uncomfortable for the Candidate the consequence may be his early resignation.
- Plan the date of Initiation by balancing the Lodge's programme of ceremonies with the needs, circumstances and interests of the Candidate.
- Ensure that there is sufficient time before the planned date of Initiation for the Candidate to be proposed in open Lodge at one meeting and for his election by ballot to take place at the next meeting.
- While Rule 159 of the [Book of Constitutions](#) allows for Initiation on the same day as election, unless there are grounds similar to those allowed under Rule 160 to accelerate the process as a matter of urgency, the best interests of the Candidate, and those of the Lodge, are normally served if his [Initiation is scheduled](#) for a meeting after that at which he is elected.

Selecting a Personal Mentor

- The [role profile for Personal Mentors](#) details the main activities that they undertake, as well as the skills and qualities that good Personal Mentors possess.
- Successful mentoring involves:
 - A one-to-one communication process based on a mutually respectful and positive relationship
 - The process is driven by and responds to the needs of the person being mentored
 - The needs are for information, personal contact, encouragement & support, being valued & recognised.
 - People differ in what they need in these four areas, and on how they want their needs to be met.
- Effective [Personal Mentors](#) identify, discuss and review these needs with Candidates and new members at regular intervals.

- Effective [Personal Mentors](#) also involve the sponsors and other members of the Lodge in providing care and support for candidates and new members.
- Ideally the [Lodge Mentor](#) will select one of the Candidate's sponsors to be his Personal Mentor as normally these two will already have a positive relationship.
- In the event that neither sponsor has the time, Masonic experience or availability, or the appropriate skills and qualities, another member may be selected as Personal Mentor.
- If a sponsor is also a new member, the same [Personal Mentor](#) may be assigned to support both the sponsor and his candidate.
- Each mentoring relationship should be monitored and changes made if the pairing is not proving effective or satisfactory to the people concerned.

Discussing Initiation with the Candidate

- When discussing the ceremony of Initiation with the Candidate, strike a balance between telling him too much and not telling him enough.
- Too much prior information may damage the experience. Too little may leave the Candidate with unnecessary or uncomfortable apprehensions.
- The candidate will already have some [information that can be discussed with non-Masons](#). In addition, explain the basic structure of the meeting; Lodge business, ceremony, Festive Board, informal time.
- Avoid describing the ceremony in any more detail than that it involves his introduction and identification, confirmation that he meets the qualifications for Initiation, an obligation in which he promises to abide by our rules and customs and an explanation of the symbols of the first degree, after which he will be an "Entered Apprentice Freemason".
- Shortly before the day of his Initiation, [brief the candidate](#) on what will be expected of him during the meeting.
- If consideration is being given Initiating to a number of Candidates at the same meeting, discuss the options and process with each of them and address any issues that arise.

Guidelines for the Personal Mentor and Sponsors at the Initiation Meeting

- Arrange for one or more of you to collect the Candidate from his home, or elsewhere, and taken to the meeting, and for him to be taken home again afterwards.
- On arrival at the Masonic Centre, introduce the Candidate to the Worshipful Master and the Junior Deacon before introducing him to and delivering him into the care of the Tyler.
- The ideal state in which the Candidate approaches his Initiation is one of anticipation, heightened awareness and mild nerves (comparable to when about to go on stage), surrounded by supportive and encouraging Freemasons who are looking forward to welcoming a new Brother into their Lodge.
- Avoid saying anything, even in jest, that might have the effect of creating concern, anxiety or even fear. Even though well intended, misinformation at this stage can have a very damaging impact.
- Arrange seating so that the newly Initiated Brother will be placed and sat next to one or more of you at the end of the ceremony.
- Have some cash for him for the alms collection and a copy of the words any [Closing Ode](#).

- In some Provinces, Lodges present an introductory booklet to the Initiate during or shortly after the first meeting, sometimes at the Festive Board, e.g. [Metropolitan's Initiate's Guide](#).
- In any procession from the Lodge Room after the meeting, remain with the Initiate as he walks out.
- Prepare a [brief oral summary of the ceremony](#) for the Initiate, to explain its meaning and significance.
- Find an opportunity and take the time to deliver this summary before he returns home. One opportunity would be at the festive board immediately prior to proposing the toast to the new Initiate.
- At the same time, check his response to the ceremony and address any questions or concerns.
- Provide a written copy of the summary for him and explain that this can be shared with his spouse / partner on his return home.
- Introduce him to other members of the Lodge, taking care not to overwhelm him.
- Arrange to sit with or near the Initiate at the Festive Board.
- During the meal explain to him the toasts that are taken, as well the firing routine, and provide him with a copy of the words of any songs.
- Remind him that he will be asked to respond to a toast to his health. Write out the preamble for him and provide any further guidance or help he requires.
- Before the end of the meeting, arrange to meet the Initiate during the next week or two.
- Explain that the purpose of that informal meeting is to:
 - discuss what happened during his Initiation and what he needs to know for the immediate future.
 - practise with him the sign of the degree, and any firing undertaken at the Festive Board.
 - address any questions that he may have at this point.
- The next Step in the Pathway, [Step 8: Supporting the new Freemason](#), provides guidance as to how to support the new member of the Lodge after the day of his Initiation.

Note: The names used to refer to the Lodge's meeting place and the after-proceedings differ from Province to Province. For the sake of simplicity, they are referred to in this Pathway as the Lodge Room and the Festive Board, respectively. Similarly, for ease of reading all references to Provinces should be taken to apply equally to Metropolitan and District Grand Lodges / Chapters.

Step Guide - Step 8: Supporting the new Freemason



This document describes Step 8 of the Members' Pathway. This Step starts after Initiation and follows the new Freemason as he goes through the degree ceremonies and experiences elements of Freemasonry for the first time.

The Personal Mentor, assisted by sponsors and others, provides the new member with the information, personal contact and encouraging support that he needs and in the manner in which he wants it. The desired end result is a member who enjoys his Freemasonry, has a growing understanding and appreciation of it and is willing to continue his membership and commitment at a level that suits and satisfies him.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Why is Early Support so Important?

- The ceremony of Initiation will have made an impact on the new Freemason and he will be likely to remember it for a long time.
- As people form enduring first impressions within the first ten seconds of meeting, Lodge members' behaviour towards the Initiate in the period soon after Initiation will determine whether or not he likes and feels comfortable with them and even whether he wishes to form lasting friendships with them.
- Any inconsiderate actions by members may create a negative impression of Freemasonry as a whole.
- In the days, weeks and months following Initiation the new Freemason will reflect on his experiences and consider whether or not his expectations have been met, exceeded or possibly disappointed.
- At this point the new Freemason is at his most vulnerable; a significant proportion of new members leave the Craft within two years of Initiation, often before becoming Master Masons.
- If the new Freemason perceives either the ceremony or the actions of Lodge members to be anything other than positive, or if his expectations are not met, he may consider terminating his membership.
- The Personal Mentor and sponsors have a small window of opportunity to respond to all early reactions, to address any concerns and to provide the support that the new Freemason needs.

Guidance for Lodge Members

- Remember how you felt when you first joined the Lodge, and how you benefited from a warm welcome, a smile and kind word from an older or more experienced member.
- Imagine yourself in the new Freemason's position. What might help his comfort and confidence?
- Spend time with a new member at each of his early meetings and get to know him better.
- Introduce him to other members and visitors. Use names to help him remember without embarrassment.
- If no one is sitting with a new member, move over to keep him company.
- Ensure that he is not left alone, uncertain what is happening or what he is expected to do.

- Explain to him and show him the correct way to address others, give signs and fire at the festive board.
- Being new to his surroundings he cannot be held responsible for any mistakes he may inadvertently make. It is the responsibility of those who are meant to support him to ensure he is properly briefed.
- Some Freemasons will settle in more quickly than others. Continue this “intensive care” for as long as the new Freemason needs this level of support.

Guidance for Personal Mentors

- Arrange an informal meeting with the new Freemason soon after his Initiation to:
 - discuss what happened during his Initiation and what he needs to know for the immediate future.
 - practise with him the sign of the degree, and any firing undertaken at the Festive Board.
 - address any questions that he may have at this point.
- Hold this and other meetings in an environment where you can talk freely, such as in one person’s home, the Masonic Centre, a pub or over a meal.
- Meetings at Masonic Halls will allow you to show him some of the elements you will be discussing.
- Attempt to understand issues from his perspective. Be patient and show empathy at all times.
- Gauge his level of interest and enthusiasm and respond at that level. Avoid “force feeding” him what you think he should know and understand.
- Respond quickly to allay any misgivings, doubts or fears. Reassure and encourage him when he is anxious or lacks confidence. Protect him from expectations that place him under undue pressure.
- Pass on any communications or resources provided by the Lodge and the Province. Help him to find information he wants from the various materials he will have been given.
- Discuss the information he now wants about Freemasonry and how he would prefer to access that information. Examples include by personal research, supplied reading, book, website or by discussion.
- Draw on the [Topics for discussion with a new Freemason](#) and locally produced guides but proceed at his pace, not yours, and respond to his interests and curiosity, rather than a fixed programme.
- Arrange other meetings to suit the amount of contact he would like with you as his [Personal Mentor](#).
- Agree the mode of contact to be used; face-to-face, by phone, email, social media or other medium.
- Form a view on how much personal support and encouragement he might need and prepare to deliver this at a level that has the most positive impact upon him.
- As informal meetings progress, involve his sponsors and other Lodge members as appropriate.
- At the end of each meeting arrange the next one rather than leave it to him to call one when needed.
- Suggest visiting other Lodges, with you or another supporter, if and when he has the time to do so.

- At Lodge meetings help him find his way between different parts of the Masonic Centre, between different parts of the meeting and to find appropriate seating.
- Sit with the new Freemason in the Lodge. Explain what is happening, always demonstrating correct behaviours such as obeying the gavel.
- When you both agree he is ready, arrange for him to deliver some ritual or undertake some other work in support of a Lodge meeting.
- Find ways to involve him in the Lodge that suit his availability, skills, circumstances and confidence. Make sure his contributions are valued and recognised by others in the Lodge.
- Discuss his contribution to other members' ceremonies with the Lodge's Director of Ceremonies, so that he is asked to do what is appropriate to him.
- Prepare him for the ceremonies of Passing and Raising by:
 - helping him to learn the questions leading to the degree and the answers to give in open Lodge
 - detailing the relevant adjustments to his clothing for each ceremony
 - explaining the key elements of the ceremony without disclosing anything that harms his experience
 - identifying similarities and differences between the ceremonies.
- Arrange to meet shortly after each ceremony, to help him reflect, practice signs, address questions and relate the latest ceremony with the previous ones.
- Discuss Lodge offices and the best time for him to accept office. Monitor his progression to be sure it suits his circumstance and needs and not just the Lodge's.
- Continue the above cycle, reviewing the level of support he wants at intervals and making adjustments to ensure he gets what he needs to gain enjoyment and satisfaction from his membership.
- Look out for any discomfort or drops in interest, attendance or commitment and respond early.

Step 9: Introducing the Royal Arch, looks at how the Lodge can raise awareness of the Royal Arch and its place in pure Antient Freemasonry, especially with relatively new members.

Note: The names used to refer to the Lodge's meeting place and the after-proceedings differ from Province to Province. For the sake of simplicity, they are referred to in this Pathway as the Lodge Room and the Festive Board, respectively. Similarly, for ease of reading all references to Provinces should be taken to apply equally to Metropolitan and District Grand Lodges / Chapters.



This Step follows the new Freemason's completion of the three degrees of Craft Freemasonry and looks at the Lodge's role in introducing him to the Royal Arch.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

The Relationship between the Craft and the Royal Arch

- Within English Freemasonry there exists an indissoluble link between Craft Freemasonry and the Supreme Order of the Holy Royal Arch.
- Together they constitute "pure Antient Masonry", as defined in the preliminary declaration of the Act of Union that in 1813 created the United Grand Lodge of England (UGLE).
- The Master Mason's knowledge of pure Antient Masonry cannot be considered complete until he has been exalted as a Royal Arch Mason.
- Both UGLE's Board of General Purposes and Supreme Grand Chapter's (SGC) Committee of General Purposes have asked Brethren who are members of the Royal Arch to encourage Master Masons in their Craft Lodges to become Royal Arch Masons.
- Lodges that have Royal Arch Chapters attached are encouraged to remain in close touch with the Chapter and be familiar with its situation.
- For many years the Royal Arch was described as the completion of the Third Degree, which, as the Grand Master said in April 2004, "implies that neither the Third Degree nor the ceremony of Exaltation is complete, which is surely untrue."
- Today the Royal Arch is seen as the completion of the journey in pure Antient Freemasonry and all reference to it being the completion or an extension of the Third Degree has been removed from the ritual and other documents.

Why should a Master Mason choose to join the Royal Arch?

- VW Bro. John Hamill gives four reasons:
 - First, because of the indissoluble link between the Craft and Royal Arch as the two component parts of pure Antient Masonry.
 - Secondly, to complete the journey of a man from the practical principles taught in the Craft to the spiritual aspect of our nature, as explored in the Royal Arch.
 - The third reason is the ceremony of Exaltation itself, which is one of the most beautiful, colourful and thought provoking in Freemasonry and in which the genuine secrets, that were lost and substituted during the Master Masons' degree, are revealed.
 - His final reason is the companionship and enjoyment that comes from meeting a wider circle and from the increase in Masonic experience and knowledge.
- Above all he believes that joining the Royal Arch should increase one's enjoyment of Freemasonry.

When should we introduce the Royal Arch?

- An ideal point is when the Master Mason is presented with his Grand Lodge Certificate.
- In many Provinces new Master Masons are presented at the same time with a joint letter from the Provincial Grand Master and Grand Superintendent.
- During the presentation it can be explained that, if pure Antient Freemasonry were considered to be a four-act play, Craft Freemasonry as practised in the Lodge covers the first three acts while Royal Arch Masonry as practised in the Chapter covers the fourth act and completes the journey of self-knowledge and self-discovery.
- Following this metaphor, other Orders can be considered to be additional story lines that examine different aspects of this journey and which can be joined according to interest and inclination.
- It is recommended that Master Masons who wish to extend their involvement in and understanding of Freemasonry should be encouraged to join the Royal Arch next and before considering other Orders.
- It can be explained that the Royal Arch is the natural and next important step in Freemasonry.

When is the right time to join the Royal Arch?

- Ideally a Master Mason will join before he is installed into the chair of his Lodge.
- No pressure should be applied to coerce a Master Mason to join the Royal Arch or any other Order.
- The decision and timing must be his and he should not feel that he is a second class Freemason if he chooses to delay joining or not to join at all.
- The Royal Arch may enhance his membership and enjoyment of the Craft but it is not essential to it.

The Royal Arch Representative

- In many Lodges a Royal Arch Representative acts as the link between the Royal Arch and the Lodge.
- His role is to raise the profile of the Royal Arch, to act as a source of information about the Royal Arch and to foster relations with Royal Arch Chapters.
- Royal Arch Representatives keep the whole Lodge, and individual Master Masons especially, informed about the Royal Arch, promote the Order and encourage Master Masons to join a Chapter suitable for them if and when they are ready.
- Normally the Representative will be an experienced Royal Arch Mason who either belongs to a Chapter attached to the Lodge or to a Chapter that tends to draw its members from the Lodge.
- The method of appointment varies; in some Provinces he is appointed by the Grand Superintendent and in other by the Provincial Grand Master. In some he is appointed by the Lodge and / or Chapter.
- Tact and diplomacy is required, as well as the recognition that the Master Mason is free to make up his own mind and should not be compelled to join the Royal Arch.

- Effective Royal Arch Representatives have employed a number of methods. These include:
 - ensuring their names and contact details are listed on the Lodge summons
 - presenting a letter from the Provincial Grand Master and Grand Superintendent to new Master Masons
 - providing brief and regular reports on the activities of Royal Arch Chapters
 - befriending Master Masons and showing interest in their progress
 - identifying Chapters that are best suited to an interested Master Mason
 - keeping a stock of Royal Arch application forms
 - passing on details of Royal Arch events open to Master Masons and
 - delivering short talks on the Royal Arch in open Lodge
- A Royal Arch Representative cannot be expected to work alone and will want the support of other officers and members of the Lodge.
- He will need to work closely with the Lodge Secretary, the Lodge Mentor and the proposers and seconders of newer members so as to ensure they are all adopting a coordinated approach.
- He will require some knowledge of local Chapters and their circumstances and expectations.
- This will help him to match Master Masons to the most appropriate Chapter, one that can meet the Master Mason's expectations and provide a Royal Arch experience suited to his needs.

Finally

- It is worth noting that Master Masons who join the Royal Arch tend to remain members and become more involved in their Lodges than those who do not.
- The next step in the Pathway, [Step 10](#), is concerned with retaining members.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



This document describes Step 10 of the Members' Pathway. It describes a series of positive activities a Lodge can undertake to help a new member to grow in his satisfaction, enjoyment and commitment, and preventive activities, to respond to any signs of dissatisfaction.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

Why do we need to focus on Retention?

- The degree ceremonies are only the beginning of a process of learning and involvement in Freemasonry that it is hoped will last for many years for each member.
- How a Lodge looks after and nurtures a member will determine whether his membership will be long and happy and the extent to which he will be involved in the Lodge and committed as a Freemason.
- A major cause of dissatisfaction and resignation arises from people issues such as personality clashes, decisions or the way they are made, being overlooked or not being treated as one feels one ought.
- Any resignation following a lengthy membership is a sad loss to the Lodge. Most that arise from dissatisfaction are avoidable through careful management of the Lodge and its people issues.
- Understanding and looking after the interests of each member as an individual, with his own needs and characteristics, balanced against the needs of all members and the Lodge itself, can often avoid such dissatisfaction and minimise resignations.

Guidance for Lodges

- Build a Lodge culture with a nurturing approach, or "continued mentoring" (see below), that considers the needs of all members and treats all members as they would wish to be treated themselves.
- Find ways to involve every member in the life of the Lodge, through formal or informal roles and contributions suited to them, to increase their sense of belonging, interest and commitment.
- Such Lodges tend to work in harmony and retain members.
- By their conduct the senior members set the tone of the Lodge. Other members follow their example.
- Seniority brings with it a responsibility to lead by example, to set high standards of behaviour and to demonstrate the essential characteristics of a Freemason; kindness, tolerance and courtesy.
- Be alert to un-Masonic conduct, inappropriate behaviour and discouraging or negative exchanges, all of which undermine the interest and confidence of members and the harmony and health of the Lodge.
- Seek the advice or assistance of the Lodge's Visiting or Liaison Officer or another respected Freemason if, as a Lodge, you are unable to manage the un-Masonic conduct of any of your senior members.

- Plan meetings to be enjoyable, interesting and informative, with a good atmosphere and good ritual, to meet the expectations of members and to assist their self-improvement.
- Ensure administrative business and activities are well prepared and conducted in the minimum time required. Working members are accustomed to business meetings being well prepared, conducted efficiently, free of distractions or irrelevance. They expect the same of Lodge business.
- Encourage members to deliver ritual to the best of their ability, to create a good and meaningful experience for candidates, members and visitors.
- Except on occasions when protocol dictates (such as official visits by rulers) encourage those members not in office to sit in different places with different people in the Lodge Room and at the Festive Board.
- Review Lodge traditions to confirm whether they are still relevant and serve the Lodge well. Be willing to change or evolve any traditions that are counterproductive to the future health of the Lodge.
- Consider new [approaches that enhance meetings](#) without losing dignity or those Lodge traditions that are worth keeping.
- Aim for meetings that are attractive and worthwhile, that add value to members' lives and help to maintain their interest and commitment, and so improve attendance and retention.
- Monitor attendance to identify early signs of dissatisfaction or difficulty. [Agree as a Lodge how to respond and who will take action.](#)
- Maintain contact with those members who are not able to attend as often as they would like, to retain their interest, support and – ultimately – their membership.
- [Step 11: Retrieving a member's interest](#), looks at the warning signs of resignation, how that can be averted and what actions can be taken in the event that a member does resign.

Continued Mentoring

- Implementing a planned approach to Masonic mentoring has been shown to reduce resignations.
- Continue with “light touch” mentoring for members as they meet new challenges (e.g. progressive office, learning ritual, election as Master, being a Past Master, administrative roles, Provincial rank).
- Engage with the local Mentoring initiatives offered by the Province and ensure that the [Lodge Mentor](#), [Personal Mentors](#) and sponsors all attend mentoring workshops.
- Invite the [Provincial Mentor](#) to address the Lodge on mentoring, its approaches and good practice.
- Identify the members of the Lodge who are best qualified to be [Lodge Mentor](#), by reference to the [Role profile for Lodge Mentors](#).
- The [Lodge Mentor](#) is a co-ordinator for the mentoring process, not the mentor to everyone else.
- Subject to their being effective in their role, try to create consistency and continuity by keeping a [Lodge Mentor](#) in position for three to five years.
- The Lodge Mentor selects Personal Mentors suited to each new member, in consultation with his sponsors (see [Role profile for Personal Mentors](#)), and co-ordinates and supports their work.

- Encourage **Personal Mentors** to be assiduous in their activities and support them in their role.
- Only accept the role as a **Personal Mentor** if you can devote time to the members you are assigned.
- As a **Personal Mentor**, build good relationships to become a good friend and trusted counsellor.
- Recognise the individuality of members and, as their interests evolve, encourage them to develop their own strengths and individual contributions to the Lodge and elsewhere.
- Protect members you support from undue pressure to accept any role or office or deliver any ritual before they are ready, or to join the progression to become Master when they don't wish.
- Value all strengths and contributions, and not just the traditional Masonic roles and offices, so that all members have the opportunity to play a part in the life of the Lodge irrespective of their rank or status.
- Continue to review a member's need for information as he develops, the personal contact he wants and the level of support that he needs to help him to achieve his potential within Freemasonry.
- As a Lodge, monitor and keep a record of mentoring activities and their impact.
- Review the success of Mentoring and general Lodge health by monitoring attendance and levels of involvement, as well as members' sense of belonging and levels of satisfaction.
- Members who are happy with their Lodge, and who are comfortable and satisfied as Freemasons, will tend to attract visitors and new members.

Other Orders and Degrees

- All Master Masons are encouraged to complete their journey in "pure Antient Masonry" by being Exalted into the Royal Arch.
- The timing of their joining should suit their own understanding of the Craft, personal circumstances and emerging interest in Freemasonry.
- Research shows that members of the Royal Arch remain active Freemasons for longer than those who do not complete that journey.
- It also indicates that a good proportion of those then go on to join other Orders and Degrees.
- This suggests that the Royal Arch, and membership of other Orders, can enhance interest and help retain lasting memberships of the Craft.
- **Personal Mentors** have a key role in helping members decide when it is appropriate for them to join the Royal Arch and in protecting them from overenthusiastic if well-intentioned recruiters.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



This document describes Step 11 of the Members' Pathway. It describes the early warning signs of a potential resignation and ways to respond to retain or retrieve the member as a happy, valued and participating member of the Craft.

[An Introduction to the Members' Pathway](#) explains the Pathway and how this Step fits within its framework.

- Steps 1 to 6 of the Pathway are designed to help Lodges introduce new members who are most likely to enjoy the Craft and who go onto become committed Freemasons and long serving members.
- Nevertheless, there will always be some members who decide that Freemasonry is not for them and who resign at an early point. By following Steps 1 to 6 this number should be kept to a minimum.
- Resignations that come later in a member's experience of the Craft tend to follow a change in one or more circumstances and can often be anticipated in advance.
- Lodges that recognise the warning signs and respond early to these circumstances can often avert resignations before they happen.
- Where warning signs are not recognised and action taken and a member submits his resignation, it is very difficult for the Lodge to persuade him to reverse his decision.
- Provincial Grand Lodges have been more successful at retrieving memberships, whether within the same Lodge or by the member moving to another.
- Early recognition and action are key to the success of any attempt to avert or retrieve a resignation.

Warning Signs

- A reduction in the pattern of attendance or participation is the key indicator of a potential resignation.
- Such changes in patterns often follow an event that may have been missed or underestimated by others but which may have been of great significance to the member concerned.
- In some cases personality differences or issues prompt members to leave their Lodge, although they might be content to continue in active membership of another Lodge.
- Brethren who are experiencing a change of circumstances or difficult times in their lives sometimes offer their resignation precisely when Freemasonry could be on hand to render assistance and support.
- Those who move home or make other changes to their lifestyle may consider resigning from the Lodge.
- Many who do resign are reluctant to disclose to members of the Lodge the true reason why they did so.
- Other warning signs of a potential resignation include:
 - unwillingness to take office, commit to ritual or assist with Lodge activities
 - a lack of preparation prior to Lodge meetings or events
 - delays in paying the lodge subscription
 - not responding to telephone calls, emails or letters.

Guidance for Lodges

- Implement the guidance in [Step 10: Retaining our members](#), to respond to declining attendance.
- Encourage all members to be alert to the warning signs of a potential resignation.
- If warning signs are noticed, ask the Lodge Officer best placed to address the issue (eg, Lodge Secretary, Almoner or [Mentor](#), or the member's [Personal Mentor](#) or sponsor) to contact the member.
- Take early action to:
 - identify the needs, concerns and expectations of any member who may be at risk of resigning
 - address those needs and concerns and provide support as far as is possible within the Lodge
 - refer the matter to the Province if the Lodge is unable to resolve the issue to mutual satisfaction.
- On receipt of a notice of resignation, report the matter to the Lodge Almoner and to the Metropolitan / Provincial / District office.
- Do not accept the resignation until:
 - the Lodge Almoner and / or others have made contact with the member
 - the Lodge has had the opportunity to invite a member to withdraw his resignation.
- [Resignation - the opportunity to reconsider](#) sets out how a Lodge can invite a member to withdraw his resignation.
- If the resignation is due to a decline in circumstances (such as finances or health), arrange for the Lodge Almoner to offer support to the member.
- Accept that if the Lodge cannot retain a member it may still be possible for the Province to retrieve him if he moves to another Lodge.
- Maintain contact with a member who resigns due to a change in personal circumstances; he may be able to re-join at a later date. For example:
 - the Lodge Almoner could keep in touch with him, sending him birthdays cards, etc
 - he could be supplied with information concerning the activities of the Lodge
 - he could be sent Provincial newsletters
 - he could be sent copies of [Freemasonry Today](#)
 - he could be invited to social functions
 - his spouse or partner may be eligible to remain a member of any Masonic Ladies' Association
 - he will continue to be eligible for relief grants from the Masonic Charitable Foundation.
- Inform those who do resign their Lodge membership that, unless they also resign from the Craft, they continue to be a Freemason and may visit any Lodge once as an "Unattached Freemason".
- If a member resigns due to his relocation to another area, contact the Provincial office to trigger the migration process (see [Migration flow chart](#) for details) and encourage the member to retain his membership at least until he has joined a Lodge in his new locality.
- If the Lodge is in decline and at risk of closure, consider [alternative futures](#) including approaches to rejuvenation such as "adaptation" or "adoption".
- If the Lodge is intending to close, plan in advance so that members can investigate and transfer to new Lodges before the Lodge votes to return its warrant.

Guidance for Provincial Grand Lodges

- Raise awareness of the warning signs of potential resignations.
- Emphasise that every member has a role in recognising these signs, drawing them to others' attention and supporting and encouraging brethren.
- Encourage Lodge Secretaries, Lodge Mentors and Personal Mentors to take early action to identify, address and refer issues, as detailed in the section above.
- Appoint a senior member of the Provincial Grand Lodge to establish and coordinate a small pool of skilled and senior Freemasons to conduct exit interviews.
- Senior members are more likely to be able to:
 - demonstrate that continued membership is considered to be very important to Freemasonry
 - influence change within the Lodge from which the member is seeking to resign
 - have a wide overview of other Lodges and options for transferring membership.
- Arrange for Lodge members who resign to be contacted promptly by a member of this pool.
- Ensure that the interviewer is not a member of the same Lodge and is not connected with the issue that prompted the resignation. This is because:
 - the problem may lie with other members of the Lodge, even with the Mentors in it
 - the member may be embarrassed to discuss grievances or problems with a close friend
 - the independence of the interviewer is essential
 - the consistency of the process is jeopardised if too many are involved.
- Arrange for all those conducting exit interviews to be suitably trained and for them to adopt a consistent approach to the interviews.
- See [Approaches to exit interviews](#) for further guidance on interview format.
- Implement the [Migration flow chart](#), as approved and adopted by the Provincial Grand Masters' Forum in November 2015, to retain in the Craft any member who relocates to another area.
- Consider offering Lodges at risk of closure a package of support and assistance to rejuvenate the Lodge.
- Approaches to rejuvenation include "adaptation" and "adoption". For example:
 - Using [Step 1](#) of the Pathway to review the situation of the Lodge, then to make changes to make it more relevant and attractive to new members ("adaptation" of the Lodge).
 - Aligning the Lodge to a special interest (such as a school, hobby, youth or service organisation) to attract new members ("adoption" of a special interest).
 - Introducing a group of enthusiastic joining members (such as Provincial Stewards) to refresh the Lodge's management ("adoption" by a new management team).
 - Rather than founding a new Lodge, adopting an existing Lodge and transitioning it to a new membership ("adoption" by a new membership).
- Encourage Lodges that are intending to close to plan in advance so that members can transfer to new Lodges before they return their warrant.
- Appoint an Almoner to look after the needs of any member (and his dependents) who does not transfer to a new Lodge.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



Aims & Relationships of the Craft
Alternative Futures for Lodges
Attendance at Meetings
BGP Statements
Briefing Candidate for Initiation
Candidates - Profiling Candidates
- Screening
Charge After Initiation
Closing Ode
Enhancing Lodge meetings
Exit Interviews
Feedback from Pilot Lodges
Initiate's Guide
Initiation - Preparation Initiation
- Scheduling the Date Initiation
Ceremony - Explanation
Interview Outcomes
Interview Questions
Interviewing Techniques
Inviting Guests
Letters to Applicants
Lodge & Candidate Profiles
Lodge Development Plan
Lodge Profiling
Member Migration Process
Mentoring Structures
Motives for Joining
Personal Statement
Positive Public Image
Public Events - Lodge Presence
Reading List
Reconsidering Resignation
Research from Outside the Craft
Role Profiles
- Lodge Membership Officer
- Lodge/Chapter Mentor
- Personal Mentor
- Provincial Membership Officer
- Provincial Mentor
Screening Information
Summary of Antient Charges & Regulations
Time & Cost Commitments
Topics for Discussion with new Freemasons
Topics for Discussion with non-Masons
UGLE Strategy Leaflet
Values Questionnaire
White Tables
- Fire at White Tables



In August, 1938, the Grand Lodges of England, Ireland, and Scotland each agreed upon and issued a statement identical in terms except that the name of the issuing Grand Lodge appeared throughout. This statement, which was entitled 'Aims and Relationships of the Craft', was in the following terms:

1. From time to time the United Grand Lodge of England has deemed it desirable to set forth in precise form the aims of Freemasonry as consistently practised under its Jurisdiction since it came into being as an organized body in 1717, and also to define the principles governing its relations with those other Grand Lodges with which it is in fraternal accord.
2. In view of representations which have been received, and of statements recently issued which have distorted or obscured the true objects of Freemasonry, it is once again considered necessary to emphasize certain fundamental principles of the Order.
3. The first condition of admission into, and membership of, the Order is a belief in the Supreme Being. This is essential and admits of no compromise.
4. The Bible, referred to by Freemasons as the Volume of the Sacred Law, is always open in the Lodges. Every Candidate is required to take his Obligation on that book or on the Volume which is held by his particular creed to impart sanctity to an oath or promise taken upon it.
5. Everyone who enters Freemasonry is, at the outset, strictly forbidden to countenance any act which may have a tendency to subvert the peace and good order of society; he must pay due obedience to the law of any state in which he resides or which may afford him protection, and he must never be remiss in the allegiance due to the Sovereign of his native land.
6. While English Freemasonry thus inculcates in each of its members the duties of loyalty and citizenship, it reserves to the individual the right to hold his own opinion with regard to public affairs. But neither in any Lodge, not at any time in his capacity as a Freemason, is he permitted to discuss or to advance his views on theological or political questions.
7. The Grand Lodge has always consistently refused to express any opinion on questions of foreign or domestic state policy either at home or abroad, and it will not allow its name to be associated with any action, however humanitarian it may appear to be, which infringes its unalterable policy of standing aloof from every question affecting the relations between one government and another, or between political parties, or questions as to rival theories of government.
8. The Grand Lodge is aware that there do exist Bodies, styling themselves Freemasons, which do not adhere to these principles, and while that attitude exists the Grand Lodge of England refuses absolutely to have any relations with such Bodies, or to regard them as Freemasons.
9. The Grand Lodge of England is a Sovereign and independent Body practising Freemasonry only within the three Degrees and only within the limits defined in its Constitution as 'pure Antient Masonry'. It does not recognize or admit the existence of any superior Masonic authority, however styled.
10. On more than one occasion the Grand Lodge has refused, and will continue to refuse, to participate in Conferences with so-called International Associations claiming to represent Freemasonry, which admit to membership Bodies failing to conform strictly to the principles upon which the Grand Lodge of England is founded. The Grand Lodge does not admit any such claim, nor can its views be represented by any such Association.
11. There is no secret with regard to any of the basic principles of Freemasonry, some of which have been stated above. The Grand Lodge will always consider the recognition of those Grand Lodges which profess and practise, and can show that they have consistently professed and practised, those established and unaltered principles, but in no circumstances will it enter into discussion with a view to any new or varied interpretation of them. They must be accepted and practised wholeheartedly and in

their entirety by those who desire to be recognized as Freemasons by the United Grand Lodge of England.

The Grand Lodge of England has been asked if it still stands by this declaration, particularly in regard to paragraph 7. The Grand Lodge of England replied that it stood by every word of the declaration, and has since asked for the opinion of the Grand Lodges of Ireland and Scotland. A conference has been held between the three Grand Lodges, and all unhesitatingly reaffirm the statement that was pronounced in 1938: nothing in present-day affairs has been found that could cause them to recede from that attitude.

If Freemasonry once deviated from its course by expressing an opinion on political or theological questions, it would be called upon not only publicly to approve or denounce any movement which might arise in the future, but would sow the seeds of discord among its own members.

The three Grand Lodges are convinced that it is only by this rigid adherence to this policy that Freemasonry has survived the constantly changing doctrines of the outside world, and are compelled to place on record their complete disapproval of any action which may tend to permit the slightest departure from the basic principles of Freemasonry. They are strongly of opinion that if any of the three Grand Lodges does so, it cannot maintain a claim to be following the Antient Landmarks of the Order, and must ultimately face disintegration.



"If what you are doing is not working, do something different."

"If you always do what you have always done, you will always get what you have always got."

If a Lodge or Chapter has experienced declining attendance and membership over a few years, introducing one or two new members is unlikely to resolve the underlying issue and restore it to health and strength. It first will have to address and resolve the cause of the poor attendance or declining numbers. It then will need a steady source of new members for the foreseeable future as well as able and willing officers in the key roles. The following options are open to the Lodge.

- **Review and refocus**

The Lodge or Chapter takes stock, reviews its own situation and makes changes to its current practices, traditions, offices etc. to attract new members from a clearly defined and properly researched source.

- **New blood to rejuvenate**

A small group of enthusiastic Freemasons join the Lodge or Chapter to take over its key offices and inject new energy. Some changes are likely as a result. After introducing new members themselves the small group either leave or remain.

- **Take over**

A larger group of Freemasons join the Lodge or Chapter to redefine its purpose. It is likely that major changes will be involved, which ought to be agreed before the "take over". The original members may remain or leave.

- **Transfer**

The Lodge or Chapter is run down until it ceases to be viable. A group of new members, with their own purpose and plans, join the Lodge or Chapter. The former members then resign,

- **Adoption**

Available to a Chapter, which moves to be attached to a different Lodge which itself provides a supply of new members.

- **Amalgamation**

Merging two Lodges or Chapters under one warrant or charter. Can work if the culture of the two are compatible but be wary of merging two weak units as this may only delay the inevitable.

- **Return the warrant or charter**

The members return their warrant or charter to UGLE / SGC and the Lodge or Chapter ceases to exist.



The issue of attendance at Lodge meetings, and attempts to manage it, can be an emotive one. There are some Freemasons who take the view that Lodge meetings must always be a high priority and that members should manage their other commitments around them. There are others who accept that individuals can vary in their commitment to Freemasonry and that it is preferable to have in membership a good man who cannot attend every meeting than not to have him at all. In either case, almost every Freemason will occasionally miss a Lodge meeting.

However, we know that resignation is often preceded by periods of absence, relative to the individual's normal pattern of attendance. Therefore, a break in pattern and diminishing attendance is a warning sign of possible issues, whether they relate to reduced interest, dissatisfaction or a change of personal circumstances. It makes sense for Lodges to monitor individual attendance, and to make enquiries if absences vary or increase from their normal pattern.

Roles and relationships in Lodges vary but those most likely to be involved in attendance issues are the Lodge Secretary, Mentor, Almoner and the Personal Mentor of the members concerned. The following process has been found to be helpful and involves these Officers and members working closely together:

- The Lodge Secretary maintains a record of attendance / absence at each meeting.
- He sends a copy of the record to both the Lodge Mentor & Lodge Almoner shortly after each meeting, one of whom will collate the data and monitor long term patterns and trends.
- If a member is unexpectedly absent without submitting an apology, an agreed person (eg, Lodge Almoner, [Lodge Mentor](#) or [Personal Mentor](#)) contacts him by phone.
- The purpose of the telephone contact is to enquire about the member, his health and welfare, to offer assistance if appropriate and to express how the member was missed by his brethren. It is not to express disappointment in his absence or exert pressure. The member's needs motivate the call, not any inconvenience to the Lodge.
- If a member has missed two consecutive meetings, whether with an apology or otherwise, an agreed person contacts him by phone within 7 days of the second meeting.
- The purpose of this contact is to identify any underlying cause for the absence and in particular any emerging disinterest or concerns held by the member. Compassion and support should underpin the discussion.
- Appropriate action can then be taken by relevant Lodge officers to address any personal needs for support, or any underlying causes, disinterest or concerns, before they escalate beyond any possibility of resolution.
- If an impartial third party's involvement would assist (for example if the Lodge cannot manage the issue without losing the member to Freemasonry), the relevant Lodge Officer invites the appropriate person to become involved.
- The Lodge Almoner, [Lodge Mentor](#) and [Personal Mentor](#) keep a watching brief on individual cases and overall patterns and trends in attendance.
- They report to the Lodge and the Lodge Committee as appropriate so that both corrective and preventative actions can be taken before the Lodge's overall attendance levels diminish, ever mindful to respect any confidentiality and privacy issues.
- As required, overall attendance levels are reported to Metropolitan / Provincial / District Grand Lodge.



The Members' Pathway will be most successful if Freemasonry enjoys a positive public image and good local reputation. Lodges, supported by their Metropolitan / Provincial / District Grand Lodges, can work together to create improved public awareness and visibility.

Most people join membership organisations because they were asked. Very few approach the organisation themselves without first knowing that they are likely to receive a warm response. Therefore, while a positive public image may generate some approaches from potential candidates, this alone is unlikely to be sufficient to sustain Lodges in the future.

However, if a man when approached already has an awareness of local Freemasonry, and sees it in a good light, he is more likely to respond to an approach, express some interest and want to know more. His interest is likely to be enhanced if Freemasonry is perceived as attractive, reported to be enjoyable and rewarding and if it offers the benefits listed in the volunteering research (see [Research from outside the Craft](#)).

Prior to the Second World War, Freemasonry in England & Wales was visible to the public. We enjoyed a good reputation and we were highly respected. We were invited to take part in public events and took a leading role in many. Our proceedings were reported in the local press and many of our members were proud to be identified as Freemasons. With the threat of Nazi invasion Freemasonry and Freemasons withdrew from the public eye. We then remained unseen. It was not long before we became the object of suspicion and accusation. When we did not respond to such attacks our detractors suggested we had something to hide.

Today most members of the public know very little of Freemasonry because we have told them very little. With a membership of around 200,000 we are only a small part of society. Most of the adult population think or care very little about Freemasonry. If asked what they do think about us they are likely to repeat what those who have spoken have said. If the loudest voices are those of our detractors that is what the average adult will repeat; rumours, speculation, accusations.

If we want prospective candidates to give a positive response to an approach about their possible membership, we need to replace the voices of our detractors with those of our members speaking openly, accurately and with confidence about their experience and enjoyment of Freemasonry.

However, the tools needed to create a positive public awareness of the Craft are not recruitment tools; they are the tools of communication and public relations. UGLE and your Metropolitan / Provincial / District leaders are working hard at this with the Sky documentary *Inside the Freemasons* (2017) being perhaps the main example of such a tool. However, as research into patterns of volunteering has shown, most existing members of organisations did not step forward to join or give their time, even when the organisation was well known and highly regarded. Most members of organisations joined because someone asked them. The positive public awareness simply made it easier for one person to ask and for the other person to express an interest.

If we want to attract new members we must be visible and attractive, both nationally and locally. The national and local organisation is doing all it can. We now need local members to have the confidence to speak about their experience of Freemasonry and to know that it is appropriate for them to do so.

A positive public image is the necessary foundation upon which the Pathway is built but is not part of it. Other work is underway to develop a more positive public awareness of Freemasonry.



According to the 'Institute for Volunteering Research' and the Cabinet Office [Community Life Survey, 2015-16](#):

- 27% of adults in England take part in “formal volunteering” at least once per month. That is, they are involved as a member of a club, society or organisation. Although this data relates to England only there is no reason to believe it is substantially different in Wales, the Channel Island or the Isle of Man.
- Of those who do regularly volunteer, 42% are engaged in hobbies, social clubs and recreation. This equates to approximately 2.7 million male adults in England.
- Volunteering peaked in 2005, declined in the period from 2005 to 2012 and has since returned to the 2005 level.
- Formal volunteering rates are reasonably constant across adult age ranges (from 21% to 31% volunteer once per month) but peak at 31% for those aged 65-74.
- The highest rates of regular formal volunteering are found in the south (28% in the South East, 33% in the South West). The lowest rates were in London and the North East where both were 17%.
- Among those in work, 27% regularly volunteer. Of those who are economically inactive (e.g. retired), 27% regularly volunteer.
- Among those who do not regularly volunteer, the most significant barriers to doing so are work commitments (60%), other commitments (34%), home or child care (31%). 12% said they did not know of any groups seeking members and 14% did not know of opportunities to join. 1% felt too young and 3% felt too old.
- At least 20% of volunteers become active in the work involved in operating their group with 37% of these involved in leading or being on committees, 23% in secretarial work and 55% helping to organise events.
- The top five benefits reported by members of organisations were:
 - ‘A sense of satisfaction from seeing the results’ (97%)
 - ‘I really enjoy it’ (96%)
 - ‘It gives me a sense of personal achievement’ (88%)
 - ‘Meet people and make friends’ (86%)
 - ‘Gives me the chance to do things that I am good at’ (83%)

To summarise:

- Approximately 2.7 million men regularly give their time to clubs, societies and organisations related to hobbies, social activities and recreation
- Levels of participation have returned to the high point reached before the 2008 economic crisis
- Age, location and economic activity need not be barriers to joining
- Freemasonry can satisfy the hopes and expectations expressed by those who do join organisations.

At the time of writing, Freemasonry’s share of this 2.7 million is just under 7%. Therefore, our task is to become visible and attractive, to focus our communications on suitable candidates and to have in place the means to respond to their expressed interest.



When Freemasons are asked what they enjoy most about their meetings they rarely list poor preparation, lengthy administration, casual behaviour, bad ritual or sloppy Festive Boards.

As they experience more demands on their time and that resource becomes more precious, most working Freemasons have high expectations of anything they join – including that the organisation be run well and that meetings represent good value in both time and money.

Lodges can improve both efficiency and enjoyment without detracting from the dignity or meaning of Freemasonry by selecting approaches from the list below:

- Refer to details as being printed on a summons rather than reading them aloud in full.
- Circulate minutes in advance of the meeting, rather than reading them.
- Circulate UGLE and Provincial communications electronically rather than reading them.
- Collect alms at the door on retiring, or by standing order when gift-aid can be used.
- Adjust start and finish times to be convenient for current members and likely applicants.
- Conduct all the administrative business of the Lodge, including the Risings, in the first half hour of the meeting before opening the door to admit any late-comers and commencing the ceremony.
- When enacting rather than performing a ceremony, include a parallel commentary such as those written by the late VW Bro. The Revd. Neville Barker Cryer.
- Provide a daily advancement and Masonic education by including a 5-10 minute talk or address on a Masonic subject.
- Each year invite the Lodge's Royal Arch Representative to deliver a short presentation.
- Invite a Lodge of Instruction Preceptor to explain the work of the L of I.
- Arrange for drinks to be pre-ordered at the bar.
- Consider whether meals with many courses are always wanted or whether two would suffice.
- Abandon formal seating plans at Festive Boards, except for Installations and ceremonial visits.
- Hold normal Festive Boards (other than the Annual Festival or Installation meeting) at round tables and encourage everyone to move between courses.
- Manage Festive Boards so that tables are cleared promptly and proceedings can continue without dragging.
- Maintain the pace of toasts
- Encourage all speakers to be brief but not perfunctory.
- Aim to conclude formal proceedings within an agreed time of opening the Lodge.
- Arrange for the bar to be open after formal proceedings are concluded, for those who wish to remain informally.



This document describes two different approaches to exit interviews and offers a basic script for each, which may be adapted to suit your circumstances.

Option one

Our names are AB and CD. We are senior members of the Masonic Province of We have been given a project with three goals:

- to find out why members leave Freemasonry
- to help us gain an understanding of what we might be doing wrong
- to find out how we can improve things as a result

We have been given your details as a member who has recently resigned from Lodge. Would you be happy to discuss a few matters as **candidly** as possible? Anything you tell us will be treated as strictly private and confidential. It will not be communicated to your Lodge and your name will not be listed in any report or other document. We are not looking to change your mind but to learn from your experience.

Note to interviewers: The questions are grouped in 6 topic areas with a few questions in each. The first topic is intended to generate background information and to build rapport. The best way of getting information is letting the other person talk, but you must guide them using the topics.

- Why you joined
 - What was your main interest in becoming a Freemason?
 - What were your expectations of membership?
 - Why did you choose that particular Lodge?
 - Were your interests and expectations discussed before you joined?
- Your experience as a Freemason
 - Were you given a good welcome when you joined?
 - What did you think of your Lodge meetings, including the Festive Board?
 - Overall, did you find your Lodge and Freemasonry as a whole, to be friendly and helpful?
 - Did you visit other Lodges?
 - Did your partner attend any social or white table events?
 - Did it suit your lifestyle, work life balance and home life?
 - What, if anything, have you enjoyed about your time in Freemasonry?
 - To what extent have your own interests in and expectations of Freemasonry been met?
 - Were you encouraged to join the Royal Arch or any other Orders?
- Your experience of the Lodge
 - Were you made fully aware of the commitment and responsibilities expected of members, at the time you considered and then decided to join?
 - What help and support were you given in the early days of your membership, as you took the different degrees?
 - Were you asked to take part in ceremonies, deliver ritual or assist with meetings?
 - Were you offered help with these activities?
 - Did you feel pressured at any time to progress, take an office or join another Order before you felt ready to take that next step?

- Why you left
 - What was the **prime** reason, or reasons, for your resignation?
 - Did you discuss your intention to leave with other Lodge members?
 - Was the reason anything to do with personalities, structure or management within your Lodge?
 - Do you regret leaving?
- Re-joining
 - If the above was addressed or circumstances were different, would you consider re-joining Freemasonry at some point in the future?
 - If so, would you re-join the same Lodge or would you prefer to find another?
 - Would you like us to help you in finding another Lodge?
 - How would your partner feel if you re-joined; did being a member impact on your personal life?
- Learning from your experiences
 - What can the Lodge, and those responsible for supporting the Lodge, learn from your experience?
 - What changes does Freemasonry need to make if it is to attract and retain good men and offer them something meaningful, worthwhile and enjoyable?

Thank you for your time. Should you wish to discuss anything further, our contact details are

Conclusions:

Option two

My name is CD. I am an Assistant Provincial Grand Master in the Masonic Province of We are conducting a strictly private and confidential ongoing survey to find out the reasons why members leave Freemasonry. This is so that we can gain an understanding of what we might be doing wrong, and how we can improve things as a result.

I'm not looking to change your mind, but would you be happy to answer a few questions as **candidly** as possible (you can be as brutally honest as you like)? It will take about 10 minutes or so.

- What was the prime reason, or reasons, for your resignation?
- Was the reason anything to do with personalities within your Lodge?
- Was it to do with the structure of Freemasonry?
- Overall, did you find it a friendly organisation?
- Tell me what, if anything, you found disagreeable about Freemasonry?
- What did you find acceptable/or you liked about it?

- Were you given a good welcome when you joined?
- How well did Freemasonry match your early expectations?
- If it did NOT, in what way was that not so?
- What did you think of the interview process?
- Were you made fully aware of the commitment and responsibilities expected of you, at the outset?
- If not, in what way was it defective?
- Did you ever feel "left in the dark" about any aspects of Freemasonry?
- Were you always encouraged to join in Lodge matters?
- Did you feel pressured at any time to take office against your better judgement?
- What difference do you think a Mentor, looking after the well-being of new members, would make to their early membership?
- Did you visit other Lodges? If so, was it regularly?
- If not, why not?
- Was there ever a time during your membership, when you were unable to attend the Lodge for a number of consecutive meetings, for whatever reason?
- If so, were you contacted, during that period, by any member of the Lodge, enquiring after your well-being, and making sure you were OK?
- Did you attend Lodge of Instruction?
- If not, why not?
- To what extent did it help you in your understanding of the Craft?
- To what extent (with either more or less emphasis) do you think there should be specific training within the Lodge for:
 - Ritual;
 - Speeches;
 - Role responsibility for Officers;
 - Charities;
 - How the Province works?
- Was the starting time of the opening of the Lodge always convenient for you?
- What did you think of the Ceremonial aspects of the Lodge?
- What did you think of the Festive Board? Could it be improved?
- What was your view of the extent of the Lodge social activities?
- What importance did the Lodge place on the involvement of your spouse/partner?
- What did your spouse/partner feel about your membership?
- To what extent, in your opinion, do we currently recognise the needs of "Modern Man"?
- As an organisation, how relevant, in your opinion, are we to the needs of Society?
- Did you understand the role of the Almoner?
- Did you understand the role of the Charity Steward?
- Have you ever heard of:
 - the Provincial Grand Charity
 - the Masonic Charitable Foundation?
- More recently, how well informed did you feel you were kept, as to what was going on in the Province ofshire, in general?
- Did you join the Royal Arch or any other Orders in Masonry? Which ones?
- Did you enjoy being a member of them?
- Are you still a member of them?

- Were you proud to be a Freemason?
- If not, what changed your mind?
- Would you ever consider re-joining? Perhaps with another Lodge?
- On what timescale might that be?
- If you are moving away, and even though you are now unattached, would you like to make visits to Lodges, local to your new address?
- If so, would you like us to help you in finding those Lodges?
- What is your opinion of the concept and content of this survey?
- And finally, if there was one piece of good advice you would give to the Rulers in the Craft, or would change anything about Freemasonry, to make things better in future, what would that be?

Conclusions:



The following information is intended to be explained to the Candidate shortly before his Initiation, to help him to prepare himself mentally as well as physically and to help him to derive as much enjoyment from the experience as possible.

- Check the details concerning your Initiation contained in the letters you will have received from the Lodge Secretary. These cover venue, times, dress code, payment of fees and subscription and your reply to a toast to you, proposed by one of your sponsors.
- The ceremony of Initiation into Freemasonry is intended to be a happy, memorable and meaningful experience. Once Initiated you will remain a Freemason, even if you resign your membership of this or any other Lodges that you might join in the future.
- The ceremony being largely symbolic, it is unlikely that you will understand all that happens at the time.
- By reflection, discussion with others and through your own study you will in time be able to make sense of the symbolism and the experience.
- Everyone present has undertaken exactly the same ceremony as you are about to do.
- The ceremony will create a lasting bond between you and the other members of the Lodge, built on mutual trust and respect.
- Your Personal Mentor, and / or, one or more of your sponsors, will arrange to collect you and take you to the meeting, and to return you home afterwards.
- When you arrive at the Masonic Centre he or they will introduce you to a number of members, including the Master of the Lodge and two officers, the Tyler and the Junior Deacon. These three have the most significant roles to play in the early part of the meeting.
- You will be asked to remain outside the Lodge Room until it is time for your ceremony to start. This is so that the Lodge can deal with the ordinary business of opening the Lodge, approving the minutes of the previous meeting and other essential administration.
- The Tyler, will remain with you during this period, and will prepare you for the ceremony. One of your Sponsors or your Personal Mentor can also remain with you if you wish.
- The Tyler will ask you to make some adjustments to your clothing and will blindfold you immediately before you are admitted to the Lodge Room. The blindfold symbolises your passage from the darkness of ignorance to the light of truth and understanding. The other adjustments also have symbolic meaning that will be explained to you at a later point.
- Another officer of the Lodge, the Inner Guard, will receive you into the Lodge and from then on you will be in the care of the Junior Deacon, who will be at your side at all times during the ceremony.
- The Master of the Lodge will conduct the ceremony and his will be the main voice that you hear. At certain times he will address you and will ask you certain questions.
- The Junior Deacon will dictate the answers to all the questions that you will be asked during the ceremony. Do not respond to any questions until prompted to do so by the Junior Deacon.
- The Master will dictate to you an obligation (similar to an oath) which he will ask you to repeat, in short phrases. At the start he will say, "State your name at length, and repeat after me ..." to which your response should be, "I [*your full name*], ..." followed by each phrase as it is dictated by the Master.
- You will take the obligation with your right hand on a Holy Book of your choosing. Please give us good notice of the Book you wish us to use.

- Some Lodges Initiate more than one Candidate at the same meeting. If this is the case the process will be explained to you.
- Following the ceremony in the Lodge Room you will join the other members at a meal after which you will be asked to respond to a toast. One of your sponsors will provide guidance as to how to address the meeting and what your response should contain. It is acceptable to write your response in full in advance and to read it aloud.
- Most of all we want you to enjoy the experience of Initiation and the evening as a whole. Please try to remember what happens so that you can reflect upon it later as you seek to understand its meaning.



On 10th June 2015, in his address to the Quarterly Communication of Grand Lodge, the Pro Grand Master, MW Bro. Peter Lowndes, said:

"I believe there are certain passages [in our ritual] that we should be proud to show to non-members, most particularly members of our families, and top of my list would be the Charge to the Initiate."

The text of the charge is reproduced here for this purpose.

As you have passed through the ceremony of your initiation, let me congratulate you on being admitted a member of our ancient and honourable institution. Ancient no doubt it is as having subsisted from time immemorial, and honourable it must be acknowledged to be, as by a natural tendency it conduces to make those so who are obedient to its precepts. Indeed, no institution can boast a more solid foundation than that on which Freemasonry rests; the practice of every moral and social virtue. And to so high an eminence has its credit been advanced that in every age monarchs themselves have been promoters of the art, have not thought it derogatory to their dignity to exchange the sceptre for the trowel, have patronised our mysteries and joined in our assemblies.

As a Freemason, let me recommend to your most serious contemplation the Volume of Sacred Law; charging you to consider it as the unerring standard of truth and justice and to regulate your actions by the divine precepts it contains. Therein you will be taught the important duties you owe to God, to your, neighbour and to yourself. To God, by never mentioning His name but with that awe and reverence which are due from the creature to his Creator, by imploring His aid in all your lawful undertakings, and by looking up to Him in every emergency for comfort and support. To your neighbour, by acting with him on the square, by rendering him every kind office which justice or mercy may require, by relieving his necessities and soothing his afflictions, and by doing to him as in similar cases you, would wish he would do to you. And to yourself, by such a prudent and well-regulated course of discipline as may best conduce to the preservation of your corporeal and mental faculties in their fullest energy, thereby enabling you to exert those talents wherewith God has blessed you, as well to His glory as the welfare of your fellow creatures.

As a citizen of the world, I am to enjoin you to be exemplary in the discharge of your civil duties, by never proposing or at all countenancing any act that may have a tendency to subvert the peace and good order of society, by paying due obedience to the laws of any State which may for a time become the place of your residence or afford you its protection, and above all, by never losing sight of the allegiance due to the Sovereign of your native land, ever remembering that nature has implanted in your breast a sacred and indissoluble attachment towards that country whence you derived your birth and infant nurture.

As an individual, let me recommend the practice of every domestic as well as public virtue: let Prudence direct you, Temperance chasten you, Fortitude support you, and Justice be the guide of all your actions. Be especially careful to maintain in their fullest splendour those truly Masonic ornaments, which have already been amply illustrated; Benevolence and Charity.

Still, as a Freemason, there are other excellences of character to which your attention may be peculiarly and forcibly directed. Amongst the foremost of these are Secrecy, Fidelity and Obedience. Secrecy consists in an inviolable adherence to the Obligation you have entered into; never improperly to disclose any of those Masonic secrets which have now been, or may at any future period be, entrusted to your keeping, and cautiously to avoid all occasions which may inadvertently lead you so to do. Your Fidelity must be exemplified by a strict observance of the Constitutions of the fraternity, by adhering to the ancient landmarks of the Order, by never attempting to extort or otherwise unduly obtain the secrets of a superior degree, and by refraining from recommending anyone to a participation of our secrets unless you have

strong grounds to believe that by a similar fidelity he will ultimately reflect honour on your choice. Your Obedience must be proved by a strict observance of our laws and regulations, by prompt attention to all signs and summonses, by modest and correct demeanour in the Lodge, by abstaining from every topic of political or religious discussion, by a ready acquiescence in all votes and resolutions duly passed by a majority of the brethren, and by perfect submission to the Master and his Wardens whilst acting in the discharge of their respective offices.

And as a last general recommendation, let me exhort you to dedicate yourself to such pursuits as may at once enable you to be respectable in life, useful to mankind, and an ornament to the society of which you have this day become a member; to study more especially such of the liberal Arts and Sciences as may lie within the compass of your attainment, and without neglecting the ordinary duties of your station, to endeavour to make a daily advancement in Masonic knowledge.

From the very commendable attention you appear to have given to this charge, I am led to hope you will duly appreciate the value of Freemasonry and indelibly imprint on your heart the sacred dictates of Truth, of Honour, and of Virtue.



- Create a forum for discussion about the future of the Lodge that is open to all members and not just the members of the Lodge Committee or the Past Masters. This could be by inviting all members to Lodge planning meetings or by opening out some committee meetings to all members.
- Start by completing a stock take of the Lodge, to include:
 - A Lodge profile, based on the Lodge as it is now (see [Techniques for profiling the Lodge](#)).
 - A SWOT analysis and a RAG assessment (see below).
- Complete the SWOT by asking members to consider, discuss and document:
 - What do we think are the main strengths of our Lodge?
 - What do we think are the main weaknesses of our Lodge?
 - What new opportunities for developing our Lodge can we identify?
 - What threats or potential threats to our Lodge can we identify?
 - Are there any means of turning weaknesses into strengths or threats into opportunities?
- Share the completed Lodge profile and SWOT analysis with all the members and seek their comments.
- Then, perhaps at a subsequent planning meeting or in advance of one, ask every member (1) what they like about the Lodge and what they wish to see continue, (2) what they don't like about the Lodge and what they wish to stop and (3) what they would like to see introduced. Think of these in turn as Amber, Red and Green actions which, when brought together, will make up your RAG assessment.
- Compile together your Lodge profile, your SWOT analysis and your RAG assessment. Discuss them in the open forum, seek consensus where possible and reach some conclusions. This stock take will make it much easier to agree a development plan and an agenda for change.
- Agree a shared vision of what you would like the Lodge to be like in three to five or seven years time. This might include the atmosphere in the Lodge, special interests, distinctive practices in the Lodge room and at the festive board, how it operates, the source of future members, membership numbers, etc.
- Agree a plan of actions and steps that, over a period of time, will gradually change the Lodge to be closer to your vision and which address your agenda for change.
- Document in the plan of actions "who is going to do what and by when". Include any resources that will be needed to carry out the plan, including skills, time and money.
- Plan for the succession of both progressive and continuing officers over the same period. Involve recent Past Masters as continuing officers, based upon their skills and interests. Line up the best people for each job. Create 'apprenticeships' for Lodge officers and avoid one person remaining in a particular office for too long. This approach will mean that you develop a skilled, experienced and flexible membership.
- Meet regularly, as a discussion forum, to review the plan and its progress, to check that the changes are making a difference and to make sure that members are kept informed and engaged.

Update the Lodge profile so that it always remains a current snapshot of the Lodge.
- Celebrate your successes as they occur. Celebrate in a manner that is meaningful, enjoyable and worthwhile for the members.
- Inform others outside the Lodge about your achievements and progress.
- Keep a record of the changes and successes, to remind you of the "distance you have travelled" and to form a valuable part of the Lodge's history.
- Update your plan at regular intervals and before the activities it details are finished.

Lodge Stocktake

SWOT analysis	
<i>Strengths</i>	<i>Weaknesses</i>
<i>Opportunities</i>	<i>Threats</i>

RAG assessment	
Red <i>(things we want to stop doing)</i>	
Amber <i>(things we want to continue doing)</i>	
Green <i>(things we want to start doing)</i>	

Lodge Development Plan

<i>Our vision for our Lodge by 2021 is to be ...</i>				
<i>Action</i>	<i>Who by</i>	<i>When by</i>	<i>Resources</i>	<i>Review on (date)</i>

Action	Who by	When by	Resources	Review on
We will celebrate our success by ...				

Lodge Succession Plan

	2018	2019	2020	2021	2022
Master					
Senior Warden					
Junior Warden					
Immediate Past Master					
Chaplain					
Treasurer					
Secretary					
Director of Ceremonies					
Almoner					
Charity Steward					
Mentor					
Senior Deacon					
Junior Deacon					
Asst Director of Ceremonies					
Asst Secretary					
Organist					
Inner Guard					
Steward					
Steward					
Steward					
Steward					
Tyler					
Membership Officer					
Royal Arch Representative					
Auditor					
Auditor					



- A Lodge profile is a detailed and up to date description of the Lodge, created for the internal use by Lodge members. It forms the basis of a Lodge plan, the identification of prospective members and the production of promotional materials for external use.
- The following are good examples of the questions and issues that a Lodge profile might address.
- Some of the issues raised may prompt members to wish to review and possibly consider changing aspects of the Lodge before seeking to introduce new members.
- It may be better to document the Lodge profile before addressing any such changes. Doing so might raise other questions for consideration and inclusion in the Lodge plan.
- The profile can then be updated if changes are made to the Lodge.

Circumstances or current situation of the Lodge

Description of the Lodge

- What are the noteworthy points related to the Lodge's history, current membership, location, etc?
- What is unique or distinctive about the Lodge?
- Was the Lodge established primarily for a particular group of people?
- *Are these details still relevant and are they likely to continue to be so? Do members want to continue with these features or change them?*
- How many meetings do the Lodge have each year?
- On what days, dates and at what times does it meet each year?
- Where does it meet for each of its meetings?
- *Are these details still appropriate for current and likely future members? Do members want to continue with these details or change them?*

Health of the Lodge

- How many subscribing members are there in the Lodge today?
- Is membership increasing, remaining stable or decreasing?
- What is the Lodge's age profile? (eg, age of youngest member, age of oldest member, spread of ages in between, average age of all members)
- What is the mix of occupations, religions and ethnic origins of the members of the Lodge?
- Where traditionally have new members come from?
- *Is the traditional source of new members still likely to produce candidates? Where else could new members come from?*
- How many Initiates have the Lodge had in the last twelve months / 2-3 years / 4-5 years / 6-10 years?
- How many Joining members have it had in the last twelve months / 2-3 years / 4-5 years / 6-10 years?
- *Have we been able to retain Initiates and Joining members? If not, do members understand why they have left and what we could do to improve retention?*

- What proportion of members are regular attenders?
- How many visitors attend each meeting?
- What attracts members and visitors to the Lodge?
- *If appropriate, how could the attendance of members be improved and the number of visitors be increased?*
- Given all of the above, how could the health of the Lodge be described?
- Has the health of the Lodge changed in recent years and, if so, how?
- How is it likely to change in the next few years if things continue as they are?
- *What should be changed about the Lodge to make it more healthy, if anything?*

How would the Lodge be described in terms of its

- Ritual (e.g. it seeks excellence / members help people to do their best / ritual is shared out among new members / ritual is shared out among Past Masters, etc)
- Lodge traditions
- Masonic education
- Administration (e.g. all administration in full at meetings / communications are sent to members as they are received / kept to the minimum in the Lodge meeting)
- Meetings (e.g. meetings are enjoyable / dignified / brisk / attract visitors / rarely have visitors etc)
- Festive board (e.g. formal seating / buffets / full toasts always given / abridged toasts / white table once a year etc)
- Social events (e.g. no social events / formal events / informal events / attract interested non-Masonic guests / at Lodge meetings / never at Lodge meetings etc)
- Charity (e.g. charities supported / use of Relief Chest or Benevolent Fund / how decisions are made / fundraising methods etc)
- Support for new members (e.g. planned mentoring / involvement / Lodge of Instruction etc)
- *Which of these aspects of Lodge life should continue unchanged?*
- *What new developments could be introduced to these aspects of Lodge life?*
- *Is there anything that the Lodge currently does that should be stopped or phased out?*

Expectations

The Lodge's expectations

- On which occasions are new members expected to attend (eg, Lodge meetings / Rehearsals / Lodges of Instruction / Committees / Social events)?
- When specifically are these held and how often?
- What are new members expected to commit to do in the Lodge?
- What opportunities are there for new members to become involved in the life and running of the Lodge and how will these change as members progress?
- Are all these expectations still realistic?
- How prepared are members to adjust these expectations to accommodate a new members' changing circumstances?
- What help and support can be given to new members to help them meet others' expectations?
- How flexible and responsive does the Lodge appear to new members?

Why should a man join this Lodge?

- In addition to all the above, what will a member get from our Lodge when he joins?
- How will being a member of our Lodge enrich a new member's life?

Costs of membership

- The support document [Time and cost commitments](#) provides a template that a Lodge can use to list all of the costs associated with membership.

Values

Lodge culture

- How are decisions made in the Lodge?
- Who has authority in the Lodge and how is it used?
- How is communication handled
 - o from Lodge to members
 - o from members to Lodge
 - o between members
- *Should any of these aspects of Lodge culture be reviewed?*

Considering the Lodge, what do members consider to be the rank order of importance of the following aspects of Lodge life (1 is most important to us, 7 is least)?

- Ritual
- Lodge tradition
- Masonic education
- Administration
- Meetings
- Festive board
- Social events
- [Charity](#)
- Support for new members

Which of the following reasons for becoming a Freemason are likely to be satisfied by someone joining our Lodge (please rank 1 for most likely to 9 for least likely)

- Inclusion of discussion and lectures on history and tradition
- The respect and status accorded to each other
- Endeavours to help members to be a "Better man"
- The inclusion of discussion and lectures on the symbolism and mystical aspects of Freemasonry
- The conviviality, friendship and enjoyment of Lodge ceremonies in providing a haven and escape from the pressures of everyday life
- History of family connections in the Lodge
- The strength of pre-existing friendships with lodge members
- Active support for charity and contribution to the local community.

Lodges that wish to explore their values in more detail may seek assistance from their [Provincial Membership Officer](#) who has further techniques available.

Strengths and weaknesses

Summarising everything above

- What are the main strengths of the Lodge?
- What are the main weaknesses of the Lodge?
- What new opportunities for developing the Lodge have been identified?
- What threats or potential threats to the Lodge have been identified?
- Have any means of turning weaknesses into strengths or threats into opportunities been identified?

Some [examples of Lodge profiles](#) are available. It is up to each Lodge to determine how detailed and thorough the Lodge profile should be. If the Lodge is struggling, or is in poorer health than it used to be, it may be that a more searching approach is required. If a Lodge finds it difficult to create a Lodge profile, help may be sought from the [Provincial Membership Officer](#).



Deciding the Outcome

- After the applicant has left the interview, consider two questions.
- First, does the applicant meet the qualifications for membership of the Craft in general? Secondly, is he suitable as a member of this Lodge?
- To consider the first:
 - does the applicant meet all of the requirements defined by Grand Lodge, the [Book of Constitutions](#) and our landmarks and customs?
 - has he sufficient understanding of Freemasonry to recognise the commitment he is making?
 - has he appropriate reasons and motives for joining, and appropriate expectations of the Craft and the Lodge?
- Evidence that the applicant meets these requirements will come from the sponsors and from the applicant's answers to the interview questions.
- If the applicant is below the age of twenty-one years, the Lodge may either (1) choose to recommend the applicant to the Metropolitan / Provincial / District Grand Master and seek his dispensation for an early Initiation, or (2) advise the applicant to wait until he is 21.
- To consider the second question:
 - a. would the applicant be acceptable to the current members?
 - b. is he likely to enjoy his membership and make a positive contribution to the Lodge?
- Discuss any concerns and identify any risks. If there is any doubt ask the sponsors for any additional information that might help to make a decision whether or not to recommend the applicant to the Lodge as a candidate.
- Only if they agree that the applicant is both qualified and suitable should the Interview Panel agree to recommend him.
- The Chairman reports the outcome of the interview to the Lodge Committee.
- The report does not have to be at a formal meeting of the Committee. It is simply a communication process to its members. Normally the members of the Lodge Committee will endorse the recommendation.

Communicating the Outcome

- If the panel recommends the applicant for Initiation the Secretary completes the following:
 - a. Phone the applicant, who now becomes a candidate, and follow up in writing, with copies to the sponsors (see the template [Letters to applicants](#)).
 - b. Obtain the Master's signature to the Certificate on page three of the [Grand Lodge Registration Form](#).
 - c. Arrange for the candidate to be proposed at the next convenient meeting of the Lodge and for a ballot to be held at the meeting following the proposal.
 - d. Inform the Lodge Mentor, who will then arrange for the candidate to be assigned a Personal Mentor and begin the process described in [Step 7](#) of the Pathway.
- If the Interview Panel decides not to recommend the applicant for admission to the Lodge then the Chairman discusses and agrees with the applicant's sponsors who will be the best person to inform the applicant and how he will be contacted. In such cases it is best for someone to speak to the applicant rather than write.

- If the Panel agrees the applicant meets the qualifications for membership but is not suited to the particular Lodge, then the following type of language can be used to communicate this outcome verbally to the applicant. This is not suitable as a script. It simply provides examples of the sort of language that may be used.
 - The interview panel have asked me to thank you for coming to interview.
 - They were pleased to meet you and enjoyed finding out about you.
 - The panel were satisfied that you met the requirements to join the Craft and become a Freemason.
 - The panel felt that your background / interests / expectations / availability / other commitments make you better suited to another Lodge.
 - The panel have asked me to discuss with you the possibility of your joining another Lodge instead of ours.
 - This would leave you free to visit our Lodge whenever you were able, and you would be most welcome to do so.
 - The [Lodge Membership Officer](#) has asked for your permission to refer you to the Metropolitan / Provincial / District Grand Lodge so that they can put you in touch with a Lodge more suited to your interests / expectations / availability / other commitments.
- Once permission has been granted, the [Lodge Membership Officer](#) refers the applicant to the [Metropolitan / Provincial / District Membership Officer](#). It will be for the applicant and any Lodge subsequently approached each to decide whether to pursue an application.
- If the panel believe the applicant is not currently suited to join any Lodge, then the following type of language can be used to communicate this outcome verbally to the applicant. Again, this is not suitable as a script.
 - The interview panel have asked me to thank you for coming to interview.
 - They were pleased to meet you and enjoyed finding out about you.
 - Based upon your answers to our questions, the panel concluded that it will not be recommending you for membership on this occasion
 - If pushed to give a reason, reference can be made to the appropriate reasons from the following:
 - You are not yet old enough to join the Craft, but would like to keep in touch and meet with you again when and if you wish to join when you are
 - You are not yet ready / had enough experience of life to join the Craft
 - Your personal beliefs do not meet our requirement for members to believe in the Supreme Being
 - Your criminal record will not permit us to accept you
 - Your expectations of membership do not match what Freemasonry can offer
 - Your circumstances / commitments make it unlikely that you would be able to devote sufficient time and energy to being a member.
 - The panel would be interested in receiving another application from you when and if your circumstances change.

Support Document - Examples of Interview Questions

Information sought	Examples of appropriate questions to gather the information sought <i>(please select and use these and similar questions as appropriate to the candidate and the flow of the interview)</i>
Overview of self and lifestyle.	<p>Please tell us about yourself; who you are, your family, hobbies, work and other interests?</p> <p>What other membership organisations do you belong to, or have you belonged to in the past?</p> <p>What voluntary or charitable work have you undertaken?</p>
Questions specifically relevant to this Lodge.	This Lodge was founded for those with an interest in What is or has been your involvement in ?
Personal characteristics, qualities and values.	<p>How would others describe you?</p> <p>What are your personal strengths and most noteworthy characteristics?</p> <p>How would you describe your personal values?</p>
Qualifications for membership	<p>Your sponsors will have discussed the essential qualifications for membership with you. Please can you confirm that:</p> <ul style="list-style-type: none"> - Your application is voluntary and you are free to become a Freemason. - You believe in a Supreme Being and are willing to take a solemn obligation on a Holy Book. - You are law abiding, respect the authority of the head of state and have not been convicted of a criminal or disciplinary offence. - You are willing to conform to the rules and customs of Freemasonry.
Alignment with Masonic values.	<p>Please give examples of how you live the following values in your own life: Integrity, Respect, Care & concern for others, Belief, Co-operation, Charity.</p> <p>Which of these Masonic values are the most important to you?</p>
Reason for interest in Freemasonry and motives for joining.	<p>What do you know about Freemasonry?</p> <p>What interests you about or attracted you to Freemasonry?</p> <p>Why do you want to become a Freemason?</p> <p>Why are you interested in joining this particular Lodge?</p> <p>Do you understand that once initiated you are a Freemason for life, whether or not you continue as a member of any Lodge?</p>
Existing links with Freemasons.	<p>How long have you known your proposer and seconder?</p> <p>Who else do you know who are Freemasons?</p> <p>What other links have you had with the Craft?</p>
Hopes and expectations on becoming a Freemason.	<p>What do you hope to gain from being a Freemason?</p> <p>What expectations do you have of the Lodge you are seeking to join?</p> <p>What do you expect from Freemasonry as a whole?</p>
Likely contribution he could make as a member.	<p>What do you think you can offer the Lodge?</p> <p>Given that the Lodge acts as a branch of a larger organisation, and requires people with different skills to make it operate, what particular contribution do you think you can offer?</p>
Family and their opinions or support for membership.	<p>Have you discussed Freemasonry with members of your family?</p> <p>What do they think of your joining?</p> <p>Are they prepared to support your membership and take part in social activities?</p>
Support for the Lodge's charitable activities.	One of Freemasonry's principles is the charitable giving of time and money, according to ability. Are you willing to support the Lodge's charitable activities and to give of your time and money when you are able?
Ability to meet time and cost	We ask that members commit to regular attendance at Lodge meetings, rehearsals, Lodges of Instruction and social events. In this Lodge these take place on

commitments.	<p><u>(dates)</u>. If you get more involved in the Lodge, it will become increasingly important that you are present on these occasions. Are you able and willing to commit to regular attendance on these occasions?</p> <p>The cost of Freemasonry includes a joining fee, annual subscriptions, dining fees for each meeting, charitable giving and the cost of regalia. Your sponsors have already supplied you with a full list of this expenditure. Are you able, willing and free to afford and commit to these costs?</p>
Awareness of the normal progression.	<p>Have you been made aware of the normal progression in the Lodge, through the three degrees of Craft Freemasonry and into office, perhaps eventually becoming Master of the Lodge?</p> <p>Are you also aware that the Masonic journey is completed by taking a further step into the Royal Arch, and that this degree is conferred - when and if a member is ready and willing - in a separate body linked to the Lodge?</p>
Any other information.	<p>Is there anything else you think we should know that might be relevant to your joining and continuing in membership?</p> <p>What would you like to ask us or know more about?</p>



Castle Lodge N^o 3219

Lodge profile

Castle Lodge N^o 3219 is a Masonic Lodge in the Province of Nottinghamshire, warranted by The United Grand Lodge of England. It is a progressive and growing Lodge that has a good reputation for some of the best ceremonial and ritual in the Province. This makes it an ideal first choice to start Freemasonry.

Formed in 1907, the Lodge was founded on temperance lines, as the majority of founders appear to have been Wesleyan Methodists or Salvation Army Officers, and was the first Lodge of this type in the Province. This has been relaxed for social occasions, but the by-law continues, so there is still no alcohol at Lodge meetings while dining.

The Lodge meets at The Freemasons' Hall, Welbeck Road, West Bridgford. Regular Lodge meetings start with the Annual Installation meeting on the last Thursday in September. We then meet on the first Wednesday of the month in November, February, March, April, and May. It is usual to start these meetings at 6.00 pm, but the start time can vary depending on the content of the meeting.

The Lodge also meets socially; the two main social events being a Christmas Meal arranged for the 1st Saturday evening in December where we invite all our family and friends. We also hold a Ladies Festival in spring / early summer; this being organised for all the Ladies of the Lodge. Other social and informal gatherings are arranged by the Committee or the Lodge membership. Non-Masonic guests, friends and family are especially welcome at our social events.

Castle Lodge's membership comprises individuals from all backgrounds and age ranges, and is acknowledged to be, by the many who visit us, a friendly Lodge.

We ask members to attend all regular meetings of the Lodge and we actively support every member in his progress through the Offices of the Lodge. The Lodge has a strong nucleus of experienced members, with some more-recent and younger members who are progressing in their understanding of Freemasonry and who will secure the Lodge's future.

Ideal Candidate

We would encourage any man over 21, with 'strict morals and upright intensions' with a belief in a Supreme Being, to contact us. We will also welcome any existing Freemason looking to join a new Lodge. As with all Freemasonry, neither religion nor politics are discussed at meetings.

We seek as members those who can commit to a regular attendance at Lodge meetings and who wish to contribute to the life and work of the Lodge itself. We are particularly interested in candidates who can enhance our reputation for the ceremonial aspects of Freemasonry.

De Vere Lodge N^o 1794

Lodge profile

De Vere Lodge N^o 1794 was sponsored by Newstead Lodge N^o 47 and consecrated on 3rd March 1879 by the Deputy Provincial Grand Master for Nottinghamshire, W Bro. John Watson, in the Council Chamber of the Mechanics Institute in Nottingham. The name of the Lodge comes from the family name of His Grace The 10th Duke of St. Albans, the Provincial Grand Master for Nottinghamshire, who gave his permission for it to be used by the Lodge.

expected to wear a dark suit, white shirt, black or Craft tie and black shoes at all meetings.

Ideal Candidate

The ideal candidate for De Vere Lodge will share our values, which are built around having a positive impact on society, becoming better people and an interest in masonic history and tradition.

It is important that candidates understand the time and cost commitments they are making when seeking membership and that they can expect to attend meetings, rehearsals and practices regularly.

Dominion Lodge N^o 4289

Lodge profile

As its name suggests, Dominion Lodge attracts members from far and wide. A Lodge of 24 subscribing members, only 13 are based locally whereas 11 come a significant distance to attend meetings. Despite this fact, 21 are regular attenders, which is a turnout of 87.5%. This is testament to the entertaining style of the Lodge meetings and Festive Boards. 4 members attend regularly from Cumbria. We have a member in Northumberland who only attends at Installation but who always does a job at that meeting.

We currently have 4 Entered Apprentices, 1 Master Mason, 6 Past Masters, 12 Provincial Officers and 1 Grand Officer. Of our 24 members, 12 are 60 or over and 12 are 59 or younger. The average age is 58.

The membership generally has a Transport, Engineering or sales background. We also have a retired Head Teacher. Two of our Members are former regular Soldiers and we have three former Territorial Army Men, giving us a military flavour.

Without exception every member of Dominion Lodge has a good sense of humour. The ethos of the Lodge is that every member brings a different gift; not all are great ritualists, organisers or Secretary or Treasurer material. However every brother is afforded the opportunity to become better at what they enjoy doing and indeed those things that they find a challenge. No Brother is looked down on; all are encouraged to succeed. We have all bought in to the Idea of excellence in the Lodge room and enjoyment at the festive board – in every case with a smile on our faces.

Ideal Candidate

Our Ideal Candidate should have a sense of humour and enjoy life. Though he may have risen to great heights he should not have forgotten his roots.

Given that the Lodge has a wide age range we are able to welcome new members at any point in their adult life. However, the younger a man wishes to join the better for him.

Current members include former Soldiers, Sailors and Airmen, tradesmen, engineers, salesmen and people involved with transport such as railwaymen, drivers and motor mechanics, etc. People from similar backgrounds would find they have much in common with us.

However, such is the nature of the Lodge that any person, of any calling, would fit in as long as they had a good sense of humour. A stuffed shirt would not be happy with us.

Radcliffe Lodge N^o 5313

Radcliffe Lodge was founded in 1931 and meets seven times a year at West Bridgford Masonic Hall on the third Friday of the months October through to April.

The Lodge currently has 50 members, the majority of whom are active either in Lodge meetings or at social events. The membership varies in age from 20's through to 80's. We come from a variety of backgrounds and have diverse hobbies including vintage cars, archery, clay pigeon shooting, Rotary

Club and others. We enjoy working together to deliver ritual and ceremonial to the best of our abilities, which makes for very special evenings for candidates to the Lodge.

The Lodge values each member's support at any level. This could take the form of being very involved in the ceremonies and rituals, being more administratively orientated or by simply suggesting and helping to arrange social events. We acknowledge that each member has different amounts of time that they can make available to Freemasonry and try our best to ensure that all members are warmly welcomed at all times.

We organize a number of social events each year. These can be as varied as the number and type of members that we have, so we hope that there is always something for everyone to attend. Our social events welcome not just members and their families. We also actively encourage friends and their families to come along and take part in what is rapidly becoming our unofficial motto, "Fun, friendship and fellowship."

One Thursday evening each month, usually the one following the regular Lodge meeting, we hold a Lodge of Instruction. This is focused mainly for newer members to help them learn more about Freemasonry and to grow in their understanding in a more informal setting. Longer serving and more experienced members come along to help and guide our newer members whenever and however they can.

We also meet during the summer months on an informal or social basis, ensuring that our fellowship and enjoyment of Freemasonry continues without break.

Each year we collect and donate around £2,000 to local charities as well as supporting both the central Masonic Charitable Foundation and the Province of Nottinghamshire's charitable projects.

The St John's Lodge N^o 8972

The St John's Lodge N^o 8972 in the Province of Nottinghamshire is the youngest of five Craft Lodges that meet in Newark and was consecrated on 30th January 1981. It was sponsored by Newton Lodge N^o 1661, which is the oldest surviving Lodge in Newark. Two of the founder members are still members of the Lodge today.

The Lodge meets at The Avenue, London Road, Newark, six times a year on the 3rd Tuesday in February, March, April, October and November commencing at 6.30 pm. The Annual Installation meeting takes place on the 2nd Tuesday in January, usually at 5.30 pm.

The Lodge is unique in Nottinghamshire in that it uses "Universal Ritual" workings as opposed to the more traditional "Emulation Ritual" used by many other lodges in the Province. The Lodge takes great pride in its ceremonial and ritual work and has strived to maintain the traditions purposefully set by the founders to register its individuality.

The Lodge membership has a wide age range and an above average number of members. Its members come from various backgrounds and occupations; many have been or are Police Officers. There appears to be a common theme in that many enjoy golf.

We have a "Study Circle" which meets several times a year and culminates in a Festival in April each year jointly held with the "Lodge of Instruction" of Newton Lodge. The study circle is structured for newer members to share the work and to perform an office that is two steps above that which they perform in regular Lodge meetings, to prepare them for that higher office.

The Lodge holds a Ladies Evening each year, usually in late November or early December, under the

auspices of the current Master's wife serving as the Lady President. After a successful summer social this last year we hope to add further social events in future years.

The Lodge prides itself on being a welcoming and friendly group of individuals who attract a good number of visitors to its meetings. Meetings are enhanced by our ritual and traditions, and importantly by the better quality and better value meals that are enjoyed by all Lodges that meet at Newark.

Saint Peter's Lodge N^o 8493

In summary, the members of Saint Peter's Lodge enjoy a happy, friendly and convivial atmosphere in which they practise their Freemasonry. Lodge meetings comprise good ceremonial and ritual work as well as a sociable festive board. New members are encouraged to participate and are well supported. Members consider the Lodge to be a valuable and enjoyable part of their leisure time.

Ideal Candidate

The ideal candidate will be able and willing to commit to attending the regular meetings of the Lodge and can afford the costs of membership, including charitable donations if possible. In addition, he will be asked to attend rehearsals once he starts to contribute to ceremonies and committee meetings as he takes office. We hope all members will want to contribute to the life and spirit of the Lodge and that and their families will want to participate in the Lodge's social events.

The Lodge age range and the backgrounds of members being quite diverse, we have no specific requirement in these areas to which new members are expected to conform.

Temple Lodge N^o 5196

Temple Lodge is a traditional Freemasons' Lodge in the Province of Nottinghamshire. The Lodge is especially proud of its long history and its reputation for maintaining high standards of ritual and ceremony. Founded in 1930 as the first new Lodge to meet in the newly built Masonic Hall in Goldsmith Street, Nottingham, the Founders agreed that it would adopt "strict Emulation" ritual. Whilst always striving to maintain the values and standards laid down by its Founding members the Lodge has adapted to the changing world to ensure the Lodge remains vibrant and sustainable and so that all of its members, young and older, enjoy the privileges of being a Freemason.

The Lodge meets five times a year on the 3rd Thursday of the month, the first meeting being in November when our Masonic year starts with the installation of the new Worshipful Master. Our regular meetings start at 6.00 pm except for the November Installation meeting when we start at 5.30 pm. In addition we have a regular Study Circle, meeting on the 1st Thursday of the month during the Masonic year. New Lodge members are encouraged to attend these meetings when possible, to learn more about Freemasonry in general and to learn and practise ritual in a relaxed and friendly atmosphere. The Festive Board follows each of the monthly meetings and all members are encouraged to attend if possible, although this is not compulsory.

Temple Lodge is a very social Lodge and encourages social activity. Events of particular note are our Ladies Evening in March each year and a summer event where all family and friends are welcome. Both events are very well attended. In addition there are ad-hoc social meetings, generally known as Pie and Pint nights, organised by members at local venues.

The Lodge benefits from a very diverse membership. We have new members just embarking on their Masonic journey in their 20s and older experienced members in their 80s. The Lodge currently has 28 subscribing members, most of them taking an active part in the Lodge. Many of our members have gone on to high office in both the Provincial and Grand Lodge. We encourage all of our members to

attend the regular Lodge meetings if their situation allows and support those who for reasons of ill health or other matters are not able to. Our team of very experienced officers encourages the younger members to take an active part in our ritual and ceremonies and help them to make steady progress in Freemasonry.

The current joining fee is £20 and annual subscriptions are £146. Dining fees are £17 per meeting.

Woodthorpe Lodge N^o 5645

Lodge profile

Woodthorpe Lodge meets at the Masonic Hall, Goldsmith Street, on the fourth Tuesday of September, November, January and March, normally starting at 6.00 pm. We also hold rehearsals and committee meetings on the 3rd Tuesday of the same months and an Instruction Circle on the 2nd Tuesday.

We are a small Lodge with an age range extending from 25 to 86 years. Our members come from a wide range of backgrounds with different religions, ethnic groups, occupations, skills and leisure interests represented. Despite being low in numbers the Lodge is in excellent spirits and has a high attendance rate with a number of regular visitors. We recognize that we need to progress and adapt.

Our members are happy to get involved in ceremonies and deliver ritual. We divide the work into manageable segments. Newer members are encouraged to contribute without any pressure applied, while the more experienced are always happy to stand in or assist when required.

We are quite flexible in our management of our festive boards and shorten toasts on most occasions. Among our idiosyncrasies and traditions we regularly visit particular Lodges and hold joint social functions at Christmas and during the summer.

We give a warm welcome to new members and encourage them to take an active part in the Lodge, its ceremonial and its administration. We offer encouragement and support for all members to help them achieve their full potential. In doing so we are flexible in dealing with each individual, recognizing that there should be no hard and fast rule for everyone.

We are constantly looking for new opportunities to raise charitable funds and have held events such as a Burns Night, and the Woodthorpe Pub Olympics. We are especially keen to link up with other Lodges for joint ventures.

Ideal Candidate

We wish to build our membership numbers and are keen to welcome candidates and joining members who want to contribute to the life and work of the Lodge. The Lodge may be attractive to existing Freemasons who want to progress or take an administrative role in a Lodge. We recognise we may need to change or adapt some of our practices and so would hope that new members may bring some flexibility and fresh ideas.

We acknowledge with thanks the assistance of Lodges in the Province of Nottinghamshire who provided examples of their Lodge and Candidate profiles and from which the above are taken.



The information in the first column below can be gathered from the prospective candidate over time and during detailed but informal discussion. Screening is not a formal interview, nor a tick box exercise. If issues arise that give any cause for concern, discuss them in confidence with the [Lodge Membership Officer](#).

Information sought	Reason why it is sought
Motives for joining.	To ensure his motives are compatible with Masonic values.
Expectations of membership.	To ensure his expectations are realistic, and that the Craft and the Lodge can meet them.
Whether he is a “free man”, of mature age.	He must be a mature male, able to make his own decision to become a Freemason. <i>(If he is 18 years or over, but below the age of 21, his Initiation will have to be authorised by the MetGM / ProvGM / DistGM.)</i>
Whether his application is voluntary.	He must come willingly, without having been coerced. He must have good motives and not seek personal advantage from membership of the Craft.
Whether he believes in the Supreme Being.	A core requirement of membership is to believe in the Supreme Being. If there is any doubt on the definition of Supreme Being, sponsors should seek formal guidance via their Lodge Secretary.
Whether he is law-abiding and accepts, acknowledges and respects the legitimacy of the head of state.	Members are expected to be law-abiding peaceful citizens who live by a moral code and the law of the land, are respectful of the head of state and who acknowledge the legitimacy of the civil authority of the country in which they reside or are visiting.
Willingness to take a solemn obligation on a Holy Book	Candidates take an obligation on the VSL that confirms that they will not reveal to others the traditional modes of recognition of a Freemason.
Prior application for any Lodge membership.	To bring to light whether he has applied to join any other Lodge, whether or not he has been turned down by another Lodge, and the reasons why.
Membership of other organisations.	To identify membership of any organisation incompatible with the Craft. To identify special interests that may be relevant to the particular Lodge.
Willingness to conform to the Rules and Customs of the Craft.	Members are expected to abide by our Rules and Customs.
Requirements or characteristics specific to the particular Lodge.	To determine whether the applicant meets any special requirements or characteristics defined by the Lodge. For example, affiliations with other organisations such as schools, youth organisation, university, armed services.
Potential conflicts with other duties, affiliations and commitments.	To identify whether being a Freemason might conflict with his other duties, affiliations and commitments.
Availability.	To ensure he can attend Lodge and other meetings regularly.
Appreciation of the normal journey via degrees & offices	To ensure he is aware of the normal Masonic journey, including Exaltation into the Royal Arch, and what might be asked of him

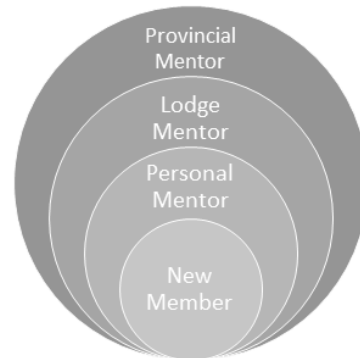
to the chair.	as a member.
Whether he can afford the costs of membership, in time and money.	To ensure he is fully aware of the commitment involved and is able and willing, and free, to make that commitment.
Attitude of his family towards Freemasonry and his membership.	To ensure that his family are supportive of his membership.

Support Document - Local Mentoring Structures



A planned and structured approach to mentoring involves the following individuals:

- The candidate or member being mentored
- His [Personal Mentor](#)
- The [Lodge Mentor](#)
- The [Provincial Grand Mentor](#).



In the Lodge

The person being mentored should be at the centre of the mentoring process and his needs should drive the information, support and personal contact that he receives.

The Master of a Lodge will appoint and invest the [Lodge Mentor](#) on the day of his Installation. The [Lodge Mentor](#) then creates and manages the mentoring process within the Lodge. He assigns [Personal Mentors](#) to each candidate and new member. In doing so he considers the relationship the new member has with other members of the Lodge, their Masonic experience and the match between their personal skills and qualities and those desirable in an effective mentor.

Where appropriate and possible, one of the candidate's / new member's sponsors might be his [Personal Mentor](#).

Once assigned, a [Personal Mentor](#) will undertake the mentoring process, taking advice from the [Lodge Mentor](#). [Personal Mentors](#) are the ones who provide the one-to-one service to new members. While there may be times when the [Lodge Mentor](#) might also act as a [Personal Mentor](#), his first priority is to see that the mentoring process is effective for all new members of the Lodge.

The [Lodge Mentor](#) will monitor the progress of each new member and the mentoring that they receive. If changes are thought to be necessary he will manage the process.

In the Province

[Lodge Mentors](#) are supported by the [Provincial Grand Mentor](#).

The [Provincial Grand Mentor](#) promotes mentoring good practice across the Province and assists, guides and supports [Lodge Mentors](#) to help them be effective. The tools and techniques he employs might include:

- Production of local guidance and other materials
- Talks in Lodges
- Regular meetings of [Lodge Mentors](#)
- Training workshops
- Visits to Lodges
- One-to-one coaching.

The [Provincial Grand Mentor](#) also monitors mentoring across the Province and reports on its effectiveness and results to the Provincial executive.



People want to join Freemasonry for many different reasons. UGLE has conducted research to identify what some of these reasons might be. Often people have a combination or blend of things that lead them to want to join. The research identified a number of sets of reasons and these are listed below. These descriptions are in no priority order.

Interview Panels might find it helpful to have these reasons in mind when asking applicants what motivated them to seek membership.

- History and tradition
- Respect and status
- To be a “Better man”
- Pure curiosity
- Mystic interest
- Escape!
- Family connection
- Because of a friend
- Social altruism



If you expect to be discussing Freemasonry with people who are not Freemasons, it is helpful to prepare in advance a succinct “personal statement” to address questions such as, “What is Freemasonry?” or “Why are you a Freemason?”

Such a statement can be used when you only have a brief opportunity to get your message across. A thirty second statement is ideal as many people have a very short attention span and their interest needs to be grabbed before they move on to something else. Typical scenarios where personal statements can come in useful are at social occasions such as dinner parties, when meeting someone during a journey or when in a queue with them.

Creating a Masonic personal statement is worth doing before embarking on [Step 3, “Approaching a prospective candidate”](#). When a Freemason mentions the Craft to anyone who is not involved, a response such as the following might be expected:

“What is that all about?”

“Isn’t that a secret society?”

“Why do you want to be a member of that?”

The challenge for us in Freemasonry is that no one person can define what Freemasonry is, nor speak on behalf of the Craft as a whole. This is because Freemasonry means different things to different people and developing an understanding of it is a very personal thing. Therefore, each personal statement will be unique and we can only provide examples; each of us has to prepare our own.

If you are struggling to find your own way of expressing a personal statement, have a look at the UGLE or your Province’s web site. There are more and more videos available as well in which Masonic leaders discuss what attracted them. Your statement has to be personal to you, so don’t learn something by rote or just copy someone else’s. If you do and the conversation develops as you hope, you will soon be found out!

The answer given to any of the above questions does not have to address the specific question directly. It can be constructed to get across the point that is wished. The best personal statements create positive impressions, do not include defensive responses, and use positive language.

If the other person asks further questions, or seeks any clarification, the conversation can continue with the Freemason giving honest and personal answers. If the other person presses for a more specific description of Freemasonry, the following is written in everyday language and might be helpful:

What is Freemasonry?

Freemasonry is a private fraternal organisation that seeks to help people become the best they can be based on moral lessons, shared experiences, charitable activities and personal reflection.

What do we do?

We hold meetings each of which are split into two parts. The first part is a business meeting during which we approve minutes, make decisions, pass on information and admit new members. New members are admitted during these meetings using dramatic retellings of moral stories based upon the practice of building. The act of constructing a new building gives us a series of symbols and metaphors to describe how we can strive to build ourselves to become better people. The second part of our meetings is an enjoyable meal together, normally with a degree of formality, including entertaining speeches and toasts. As well as these meetings we have social occasions that include our wives, partners and friends and during which we raise money for worthy causes.



The following information is intended to help you prepare yourself mentally as well as physically for the ceremony of your Initiation and to help you to derive as much enjoyment from the experience as possible.

- Check the details concerning your Initiation contained in the letters you will have received from the Lodge Secretary. These will cover venue, times, dress code, payment of fees & subscription and your reply to a toast to you, proposed by one of your sponsors.
- The ceremony of Initiation into Freemasonry is intended to be a happy, memorable and meaningful experience. Once Initiated you will remain a Freemason, even if you resign your membership of this or any other Lodges that you might join in the future.
- The ceremony being largely symbolic, it is unlikely that you will understand all that happens at the time.
- By reflection, discussion with others and through your own study you will in time be able to make sense of the symbolism and the experience.
- Everyone present has undertaken exactly the same ceremony as you are about to do.
- The ceremony will create a lasting bond between you and the other members of the Lodge, built on mutual trust and respect.
- Your [Personal Mentor](#), and / or, one or more of your sponsors, will arrange to collect you and take you to the meeting, and to return you home afterwards.
- When you arrive at the Masonic Centre he or they will introduce you to a number of members, including the Master of the Lodge and two officers, the Tyler and the Junior Deacon. These three have the most significant roles to play in the early part of the meeting.
- You will be asked to remain outside the Lodge Room until it is time for your ceremony to start. This is so that the Lodge can deal with the ordinary business of opening the Lodge, approving the minutes of the previous meeting and other essential administration.
- The Tyler, will remain with you during this period, and will prepare you for the ceremony. One of your Sponsors or your Personal Mentor can also remain with you if you wish.
- The Tyler will ask you to make some adjustments to your clothing and will blindfold you immediately before you are admitted to the Lodge Room. The blindfold symbolises your passage from the darkness of ignorance to the light of truth and understanding. The other adjustments also have symbolic meaning that will be explained to you at a later point.
- Another officer of the Lodge, the Inner Guard, will receive you into the Lodge and from then on you will be in the care of the Junior Deacon, who will be at your side at all times during the ceremony.
- The Master of the Lodge will conduct the ceremony and his will be the main voice that you hear. At certain times he will address you and will ask you certain questions.
- The Junior Deacon will dictate the answers to all the questions that you will be asked during the ceremony. Do not respond to any questions until prompted to do so by the Junior Deacon.

- The Master will dictate to you an obligation (similar to an oath) which he will ask you to repeat, in short phrases. At the start he will say, "State your name at length, and repeat after me ..." to which your response should be, "I [*your full name*], ..." followed by each phrase as it is dictated by the Master.
- You will take the obligation with your right hand on a Holy Book of your choosing. Please give us good notice of the Book you wish us to use.
- Following the ceremony in the Lodge Room you will join the other members at a meal after which you will be asked to respond to a toast. One of your sponsors will provide guidance as to how to address the meeting and what your response should contain. It is acceptable to write your response in full in advance and to read it aloud.
- Most of all we want you to enjoy the experience of Initiation and the evening as a whole. Please try to remember what happens so that you can reflect upon it later as you seek to understand its meaning.



At the Quarterly Communication in March 2015 Grand Lodge amended Rule 183 to increase from 21 days to 60 the time allowed to a member to withdraw his resignation following a vote of the members of his lodge to invite him to do so. The following extract from the Paper of Business for the December 2014 Quarterly Communication of Grand Lodge (when the Notice of Motion was proposed) explains the reasoning for this change, and offers guidance on how the Rule should operate:

RESIGNATIONS FROM PRIVATE LODGES UNDER RULE 183

- *Rule 183 sets out a clear procedure to be followed if a Brother wishes to resign from a Lodge (as opposed to resigning from the Craft).*
- *The first proviso to the Rule allows a Brother twenty-one days within which to withdraw his resignation if so desired by a majority of the members present when the resignation is communicated or notified to the Lodge at a regular meeting. It has been represented to the Board that the period of twenty-one days may, under modern conditions, be unduly restrictive. London and many Provinces now operate a system of “exit interviews” with the aim of ascertaining whether a resignation is owing to a general disillusionment with Freemasonry, or is related to the particular Lodge of which he is a member. In the latter case it is often possible for the Metropolitan or Provincial authorities to find a more convenient or congenial Lodge for the Brother to join so that his Masonic career is not interrupted. The Board considers that a period of sixty days would be more helpful in the process of retaining a Brother in the Craft and recommends that Rule 183 be amended accordingly. Notice of Motion appears at item 7 of the Paper of Business.*
- *The Board considers that it would be helpful if it gave guidance on the operation of the Rule and the measures that may be taken when a resignation is received.*
- *A Brother may resign orally in open Lodge, either with immediate effect or from a later date which he then specifies. Such resignation, once spoken, is irrevocable unless the Lodge votes immediately in accordance with the first proviso, that he be invited to withdraw it.*
- *The more usual method of resigning is by written notice to the Secretary, again either with immediate effect or from a later specified date. The Secretary is obliged to report the resignation to the Lodge at the next regular meeting, unless the Brother has withdrawn it in the meantime, and once communicated to the Lodge it becomes irrevocable (unless the Lodge votes to invite him to withdraw it). The resignation takes effect from the date the Secretary received it, or from such later date as may have been specified in the notice. The Rule requires the written notice to be given to the Secretary and the resignation can be withdrawn by a further written notice at any time before it is reported to the Lodge, but once reported is irrevocable (unless the Lodge votes to invite the Brother to withdraw it).*
- *In June 2009 the Grand Lodge accepted the Board’s recommendation that a resignation may in the first instance be communicated by e-mail, but that it should only become effective if before the next regular meeting of the Lodge the Secretary receives a written confirmation*

bearing an original signature of the member; it then takes effect (in accordance with its terms) from the moment the Secretary received the e-mail message.

- *It is suggested that on receipt of a letter of resignation a Secretary should contact the Almoner of the Lodge (who should already be monitoring regular absentees from Lodge meetings) without delay, so that he may ascertain the reason for the resignation. He should normally at the same time inform the Metropolitan or Provincial Office that the Brother has resigned. The Secretary, in writing to the Brother himself, should take care to do no more than acknowledge receipt of the resignation and state that it will be reported to the Lodge at the next meeting; in particular he should not purport to accept the resignation on behalf of the Lodge (which he has no power to do).*
- *It is entirely for a Lodge to decide whether to afford a Brother the opportunity to reconsider his resignation, but it is suggested that, except in cases where the procedure would obviously be inappropriate, no harm would be done by giving him that opportunity.*



Purpose of the role

- To co-ordinate the Lodge's activities through Steps 1 to 6 of the Pathway.
- To inspire and encourage all Lodge members to identify suitable candidates for Freemasonry.
- To support those who introduce potential new members to the Lodge.
- To advise the Lodge committee, interview panel and the sponsors of potential new members about procedures necessary to make sure that only candidates suitable to the Lodge are proposed for initiation.

Main activities

- Informs, guides and supports Lodge members in:
 - Producing Lodge and candidate profiles
 - Planning for the Lodge's future
 - Identifying prospective candidates
 - What can and what should be said to a prospective candidate
 - Speaking with confidence about membership
 - Being ready to explain one's experience and enjoyment of Freemasonry.
- Encourages and helps all members to speak accurately and openly about their membership, with pride and confidence.
- Encourages the Lodge to compile a Lodge plan and Lodge and candidate profiles, and to nominate a suitable senior member to facilitate discussions and contributions from other members of the Lodge ([Step 1](#)).
- Works with the Lodge Treasurer to supply a detailed breakdown of the costs of joining and membership (see [Time and cost commitments](#)).
- Maintains a list of "prospective candidates" (identified at [Step 2](#)) and monitors the progress of the Lodge members who have agreed to approach them.
- Responds to enquiries from "potential candidates" not previously known by existing members, and allocates them to sponsors ([Step 4](#)).
- Supports and assists the sponsors when approaching prospective candidates ([Step 3](#)), when preparing the prospective candidate ([Step 5](#)) and when completing the application form.
- Ensures sponsors have completed their preparation of the prospective candidate for interview ([Step 5](#)).
- Attends the interview ([Step 6](#)), leads members to sources of advice on interviewing techniques and ensures it follows a robust process.
- If agreed in consultation with the Lodge Secretary, may take on some of the administrative work involved with introducing new members, including writing letters to candidates / applicants.
- Liaises with the [Provincial Membership Officer](#).

Skills and qualities

The Lodge Membership Officer should be selected and appointed on the basis of the closest match to the following skills and qualities. [Provincial Membership Officers](#) may be consulted for further guidance and advice.

- Good knowledge of the community served by the Lodge, and its networks.
- A skilled and experienced interviewer, with good interpersonal skills.
- A positive and supportive approach, able to inspire and encourage others.

- A conviction that only men who meet the qualifications for membership and who are suited to the specific Lodge should be admitted to it.
- Independence and objectivity to ensure the screening and interviewing of applicants is robust.
- Has time and availability for the role.
- Has the strength of character to advise sponsors when appropriate that they should discontinue / terminate the application of an unsuitable applicant.

Support Document - Role Profile: Lodge Mentor / Chapter Mentoring Co-ordinator



Purpose of the role

- To implement and co-ordinate Mentoring within their Lodge / Chapter.
- To promote a planned approach to Mentoring so that all new members receive the information, personal contact and encouraging support appropriate to their individual needs.
- To help new members to enjoy their Freemasonry and derive satisfaction from it, so that they become lasting, committed and contributing members.

Reporting to

The Worshipful Master / Three Principals. Supported by the [Provincial Mentor](#) and his team.

Measure of success

Percentage retention of new members in Craft and/or Royal Arch within one, three, five and ten years of joining.

Main activities

- Promotes the use of planned Mentoring with the Lodge or Chapter
- Identifies and allocates suitable members to be each Candidate's personal mentor (being the Candidate's proposer or seconder if they have the experience, skills and availability)
- Provides each personal mentor with the information, guidance and support that they themselves need
- Arranges for personal mentors to receive the training and support offered by the Province
- Arranges the supply of agreed local support materials (eg, welcome letters, [Initiate's Guide](#), etc) for Personal Mentors and new members
- Encourages other members of the Lodge or Chapter to support personal mentors
- Organises Lodge events and activities aimed at supporting new members
- Monitors the allocation of [Personal Mentors](#) and makes changes as required
- Monitors and review the success of Mentoring
- Reports the results of reviews to the Lodge and the Province
- Liaises with the [Provincial Mentor](#) and members of his team.

Skills and qualities

- A respected member of the Lodge or Chapter
- Knowledgeable and experienced as a Freemason
- Who knows members, their strengths and capabilities, well
- Approachable, encouraging and supportive to personal mentors
- Able and willing to give time to a number of personal mentors
- Reasonably well organised
- Resourceful – able to identify and obtain relevant materials and make useful contacts
- A good communicator.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges.

Support Document - Role Profile: Personal Mentor



Purpose of the role

- To ensure that an assigned new member receives the information, personal contact and encouraging support appropriate to his individual needs.
- To help the assigned new member enjoy his Freemasonry and derive satisfaction from it, so that he becomes a lasting, committed and contributing member.

Responsible to

The [Lodge Mentor / Chapter Mentoring Co-ordinator](#).

Measure of success

Retention of allocated new members in Craft &/or Royal Arch.

Main activities

- Build a supportive mentoring relationship with a candidate for Initiation / Exaltation
- Provide him with the information, personal contact and encouraging support that he needs, in the manner that he needs it
- Introduce him to other members of the Lodge / Chapter
- Meet with him outside of the Lodge / Chapter to discuss Freemasonry and his enjoyment and experience of it
- Prepare him for upcoming ceremonies
- Explain aspects of Freemasonry to him; its structure, Offices, symbolism, ceremonial
- Demonstrate the correct manner of saluting and firing
- Help him to reflect on and review past ceremonies
- Help him to find answers to questions
- Accompany him to visits to other Lodges / Chapters
- Sit with him at Lodge / Chapter meetings / convocations and at festive boards
- Accompany him if he leaves the Lodge room, or arrange for someone else to do so
- Help the member to learn the Ritual, its words and meaning, as he progresses in the Lodge
- Encourage the member to play a full part in the life of the Lodge, both ceremonially and socially
- Seek feedback from the member and monitor his interest, involvement and commitment
- Adapt his approach to mentoring to enhance the member's enjoyment of and commitment to Freemasonry
- As the member progresses, hand him over to a new personal mentor when appropriate.

Skills and qualities

- Knowledgeable and experienced as a Freemason
- Encouraging and supportive to others, especially new members
- Able, willing and available to give time to a new member
- Resourceful – able to identify and obtain relevant materials and make useful contacts
- A good observer – aware of positive and negative non-verbal communication and interactions between people
- A good listener
- Able to use questions to encourage enquiry and develop understanding
- Capable of clearly explaining Freemasonry in simple terms and everyday language.



Purpose of the role

- To promote and assist Lodges and/or Chapters to develop and implement a membership strategy, enabling them to attract, introduce and retain suitable new members.
- To identify and share best practice.
- To provide Lodges and/or Chapters with tools to support their efforts.

Reporting to

Each Provincial Grand Master and/or Grand Superintendent will determine the reporting relationship. Ideally the incumbent would report directly to a member of the Provincial Executive and may be a working member of a small strategic team. In large Provinces he may lead a team of Area Membership Officers.

Support

The IDG Membership Group has oversight of Membership Development on behalf of UGLE and is responsible for organising support for Provincial Membership Officers.

Main activities

- Co-ordinates, motivates, encourages and assists [Lodge and/or Chapter Membership Officers](#) in the Craft and/or the Royal Arch within the Province. This will be achieved by:
 - Joining the relevant Strategy Team in the Province and championing the role. *(This may be similar to the structure which has been adopted at Provincial level for Mentoring).*
 - Identifying Province wide needs and issues relating to attracting and introducing new members, based upon demographic and other local research.
 - Delivering presentations, training and updates to the relevant members of the Provincial Team.
 - Facilitating the use of a UGLE 'tool kit' to deliver locally tailored and branded resources.
- Manages and monitors enquiries via UGLE or Provincial websites, according to local procedures, by:
 - Performing basic checks on validity and suitability before forwarding to Lodges.
 - Recording actions taken by Lodges and encouraging prompt attention.
 - Monitoring and reporting progress, including tracking new members, for future analysis.
- Liaises and works in conjunction with other Provincial teams (e.g. Mentoring, [Migration](#), Retrieval, Communication and other groups as appropriate).
- Works as part of a national team, collaborating with other Provinces and co-ordinated by the IDG Membership Group on behalf of UGLE, to assist with the development of suitable supporting materials and to identify and share best practice.

Skills and qualities

The Provincial Membership Officer is selected on the basis of the closest match to these skills and qualities.

- Marketing skills, including social media
- Presentation skills
- People focused, with good personal communication skills
- "Customer service" skills
- Focused on quality, not quantity of candidates
- Experience of facilitating change management and overcoming objections is desirable.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



Purpose of the role

- To oversee and manage Mentoring within the Province.
- To promote a planned approach to Mentoring so that all new members receive the information, personal contact and encouraging support appropriate to their individual needs.
- To support [Lodge Mentors](#) and/or [Royal Arch Mentoring Coordinators](#) within Lodges and/or Chapters.

Reporting to

Each Provincial Grand Master / Grand Superintendent will determine the reporting relationship. Ideally, will report directly to a member of the Provincial Executive.

The role is key to the health and strength of Freemasonry in the Province so the incumbent is likely to be a member of a strategic team or teams concerned with development and educational issues. In large Provinces he may lead a team of Area Mentoring Coordinators. He will be Provincial Grand Mentor (ProvGMentor) if appointed to a collared office in the Craft Province.

Support

The IDG Membership Group has oversight of Mentoring on behalf of UGLE and is responsible for organising support for Provincial Mentors.

Measure of success

Percentage retention of new members in Craft and/or Royal Arch within one, three, five and ten years of joining.

Main activities

- To prepare and agree with the Provincial Executive a local Mentoring strategy and objectives.
- Promote and encourage the adoption of planned Mentoring in all Lodges / Chapters.
- Identify and share best practice in mentoring around the Province.
- Produce local support materials (e.g. welcome letters, [Initiate's Guide](#), etc).
- Organise mentoring training sessions for [Lodge Mentors](#), [Mentoring Co-ordinators](#) and [Personal Mentors](#).
- Establish support groups, to facilitate networking between Lodges / Chapters.
- Work with others to arrange new members' meetings and networking events.
- Promote "supported visiting" so that new members are accompanied on visits to other Lodges / Chapters.
- Maintain an up-to-date database of [Lodge / Chapter Mentors and Mentoring Co-ordinators](#).
- Monitor the progress and effectiveness of mentoring in Lodges / Chapters.
- Report to the Provincial Executive on successes, problems and initiatives.
- Provide the Provincial Executive and others with the necessary material to promote the scheme.
- Works as part of a national team, collaborating with other Provinces and co-ordinated by the IDG Membership Group on behalf of UGLE, to assist with the development of suitable supporting materials and to identify and share best practice.

Skills and qualities

- Knowledgeable and experienced in Freemasonry
- Respected by others
- Able to inspire confidence
- Open, inspiring trust and confidentiality

- Encouraging, helping others to value their own work and development
- Focussed in approach, sharing clear aims, goals or objectives
- Has stimulating ideas and is interested in discussing the ideas of others
- Supportive of and adaptable to change – personal and institutional
- “Customer service” skills
- Able and willing to give time to the role
- Adopts a coaching rather than instructional style.

Note: For ease of reading, the above text refers to Masonic Provinces but may be considered to apply equally to Metropolitan and District Grand Lodges / Chapters.



The following two Rules from the [Book of Constitutions](#) govern the scheduling of a Candidate's Initiation, along with other matters related to the Ceremony.

Candidates for Initiation

159. Except as provided by Rule 160, a candidate for initiation may be proposed and seconded at a regular meeting only, and he must be balloted for at the next regular meeting. If the ballot be not so taken the proposal shall lapse. The particulars required of the candidate, as well as of his proposer and seconder, shall be furnished to the Secretary of the Lodge, previously to the meeting of the Lodge at which the proposal is to be made. For this purpose the printed form of application approved by the Board of General Purposes and for the time being in use, must be employed. Copies of such printed form will be supplied by the Grand Secretary. The proposer and seconder of a candidate must either be subscribing members of the Lodge, or be qualified in this respect by Rule 167; the candidate must be personally known to them and they must be able to state that he is a man of good reputation and well fitted to become a member of the Lodge. When a candidate is not initiated on the day of his election, the date of such election shall be stated on the summons for the meeting at which the initiation is to take place. If a candidate is not initiated within one year after his election, the election shall be void. Every Brother upon initiation shall be supplied with a copy of the Book of Constitutions, and his acceptance thereof shall be deemed a declaration of his submission to its contents.

Initiation in cases of urgency

160. In cases where the length of the procedure under Rule 159 would impose serious hardship upon a prospective candidate, any two members of a Lodge may send in writing to the Master, the name, age, profession or occupation (if any), and place of abode of the candidate, and the circumstances which in their opinion render it desirable that such candidate, who must be personally known to them, should be initiated as a matter of urgency. If in the opinion of the Master the urgency be real, and that hardship upon the candidate would be serious, he shall require the candidate and his proposer and seconder respectively to furnish the appropriate particulars to the Secretary of the Lodge on the printed form of application mentioned in Rule 159, not less than fourteen days previously to the regular or emergency meeting of the Lodge at which the proposal is to be submitted, and the ballot taken, and the candidate, if elected, is to be thereupon initiated.

A statement by the Master of the cause of the urgency and the nature of the hardship shall in every case be specified in the summons (issued in accordance with Rule 164) for the regular or emergency meeting at which the proposal is to be submitted. The Master, previously to the ballot being taken, shall state in open Lodge the cause of the urgency and the nature of the hardship, and such matters shall be recorded in the Lodge minutes.

While Rule 159 allows for Initiation on the same day as election, unless there are grounds similar to those allowed under Rule 160 to accelerate the process as a matter of urgency, the best interests of the Candidate, and those of the Lodge, are normally served if he is Initiated at a meeting after that at which he is elected.

Scheduling the Initiation for a meeting subsequent to that of the Candidate's election has a number of advantages. It:

- allows time for the Candidate to be "properly prepared", in the full sense of the term, by his [Personal Mentor](#) and sponsors.
- provides the candidate with time for unhurried reflection and contemplation:

- on his decision to make a life commitment to Freemasonry
 - that this is the correct time in his life to do so
 - that his questions, and his family's, have been answered to their satisfaction
 - that his expectations are clear and realistic
 - that discussions with his Sponsors have resolved any reservations.
- increases his sense of anticipation for Initiation.
- enables Lodges and Provinces to gather information, via questionnaire or interview, that will assist in monitoring and reviewing how we introduce new members.
- avoids the potential disaster and embarrassment of an unsuccessful election.



Brother this evening you have experienced a very old and, to a certain extent, confusing ceremony.

It is unlikely to compare with anything you have experienced before and may be quite different from what you expected. You may have experienced a range of emotions and might now be wondering what it was all about. These responses and reflections are quite normal.


When you return home I am sure that you will be asked whether you have had a good evening and what the ceremony was all about. This has happened to all of us and so I would like to give you a short explanation of the ceremony to help you.

But first, the words “secret” and “secrecy” have been used a lot this evening. As I have said this is a very old ceremony and over the years the common usage of some words has changed. These days it would be more appropriate to use “private”. The only things that we keep secret are the sign, token and word. These are the forms of recognition that you will be asked for when you take your second and third degrees. They should only be used during our ceremonies, or when visiting a Lodge where you are not known and should be guarded much as you would guard a pin number or user id and password.

The main theme of the ceremony is to teach us about our relationship with, and reliance on, each other in this world. This evening you placed your trust in all of us and especially in the Junior Deacon, that nothing unpleasant would happen to you, and you found that your trust was not misplaced. It could be said that you were as reliant on others as a new born child. The way you were dressed and blind-folded was to emphasise that reliance. We would hope that you would always be able to trust and rely on your fellow Masons because they have all had the same experience.

The ceremony then went on to describe how we need to act for the benefit of society in general and that our principles are not confined just to Freemasons but for the whole of mankind. It also explained your duties to this Lodge and to the Craft of Freemasonry in general.

At the heart of the ceremony is the Golden Rule: always to treat others as you would wish them to treat you.



YOUR JOURNEY
STARTS HERE

Initiate's Guide

Foreword

The word “Initiation” means beginning and I trust now that you have been initiated into your Lodge that this will prove the beginning of a long and enjoyable Masonic journey.

It is highly likely that much of what you have experienced seems slightly mystifying. However, let me reassure you that every other Freemason, even monarchs themselves, underwent an identical ceremony and most of them were probably just as puzzled at the time.

In the next few days your thoughts about the initiation ceremony will crystallise into specific questions, not just about the ceremony you experienced, but also perhaps relating to the structure and organisation of our Fraternity. It was with this in mind that this guide was first produced and distributed to every new Mason in London on his Initiation. Since then it has been warmly welcomed by those outside of London and is now made available to newly initiated Masons from the Provinces.

Masonry is not a secret society and I have little doubt that in the fullness of time, when you have experienced the enjoyment that membership brings, you will want to share this by considering introducing friends and colleagues to membership of your Lodge. I feel certain that the information contained within these pages will enable you to afford a more informed description of what Freemasonry is all about.

This Guide is intended to help you form the foundation of your Masonic knowledge. With it let me offer you my warmest congratulations and welcome you into Freemasonry in general and your own Lodge in particular. I wish you a long, happy and healthy Masonic career.

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Welcome

Welcome to Freemasonry.

The family

By being initiated into your masonic Lodge you have become a member of one of the world's oldest secular fraternal societies. Our membership includes:

- Around 200,000 Masons in England and Wales (all of whom experienced the same initiation ceremony).
- Around six million Masons worldwide.
- More than 7,000 Lodges in England and Wales.



The purpose of this Handbook

This booklet is intended to give you a very brief introduction to Freemasonry and to answer some of the questions you may have.

It is not meant to cover every aspect of Masonry with which you may need help during your early years of membership, even if that were possible! It is hoped, however, that you will have the support of your proposer and seconder. Your Lodge should also be appointing a knowledgeable brother as your mentor, who will be able to answer any questions you may have, or at least know where to go to find the answer for you.

**You have
become a
member of one
of the world's
oldest secular
fraternal
societies.**

A helpful reminder

Before you completed your application to join, you should have received leaflets to give you an insight into Freemasonry and what we practise and believe. To recap:

1. Masonry consists of a body of men banded together for the purpose of mutual intellectual, social and moral improvement and pledged to preserve our mysteries, privileges, customs and ceremonials. Its members endeavour to cultivate and exhibit brotherly love, relief and truth, to one another and the world at large.
2. The essential condition of membership is a belief in a Supreme Being.
3. Masonry recognises no distinction of religion and emphasises the duties of loyalty and citizenship. It does not permit any of its members to discuss religious or political questions in Lodge.
4. It offers no pecuniary advantages binding one Mason to deal with another, or to support him in any way in the ordinary business relations of life.
5. We support a wide variety of Masonic and non-Masonic charities but Masonry is not in any financial sense a mutual-benefit society. Masonic charities are solely for the less fortunate.
6. Masonry teaches that a man's first duty is to his family. People should not therefore join if the associated fees and charitable contributions will be to the detriment of their loved ones.
7. Therefore everyone should be sure:
 - a. he desires the intellectual and moral improvement of himself and others;
 - b. he is willing to devote time, means and efforts in the promotion of brotherly love, relief and truth;
 - c. he seeks no commercial, social or pecuniary advantages; and
 - d. he is able to afford the necessary expenditure without detriment to himself or his dependants.

What now?

You are now a member of 'The Craft' – a term used to describe the three degrees of freemasonry. As an Entered Apprentice your first step is to progress through your remaining two degrees, Fellow Craft, and Master Mason.

Your Lodge Committee will usually decide the workings for the year ahead, which includes when they think the time is right for your progression, although one meeting a year is reserved for the Installation of the Master.

Why become a Master Mason?

When you become a Master Mason, freemasonry really begins to open up and privileges include:

- Attending the whole workings of every ceremony (except a small section of the Worshipful Master's Installation meeting)
- Taking full part as an officer within your 'mother' Lodge or another Lodge you may join
- Joining other Lodges in the UK or abroad
- Joining other Orders beyond the Craft, such as the Holy Royal Arch (Chapter)
- Visiting other Lodges in the UK more easily. This is possible now but you may not see very much!
- Visiting Lodges abroad.

Progression

It is normal that once you have attained these three degrees you will start to move through the seven progressive offices, resulting in your becoming the Worshipful Master for the year. Each progressive officer has a role to play in each ceremony that is performed, although taking office is your choice. There is more about these offices later in the Guide.

If you decide to hold office, you will be expected to learn your part in the ritual and play a role in the team that carry out the various ceremonies. This is memorised from the Ritual Book you will be given when you become a Master Mason. The Ritual Book has missing or abbreviated words to keep the ceremony special, but you will be given these missing or abbreviated words verbally when required. Don't worry – your Lodge will help you with the learning, through a Lodge of Instruction, and there are some helpful tips about learning ritual later in this Guide.

The Book of Constitutions

At your Initiation you were presented with the Book of Constitutions. Don't try to learn it; you will find it useful reference for further information about our organisation. The part with a thick black line down the outside page is relevant only to the Holy Royal Arch (Chapter) – you will learn more about this later.



The Book of Constitutions

When you become a Master Mason, freemasonry really begins to open up.



Our meetings

Freemasonry is similar to many clubs, in that – the more you put in, the more you will get out.

The meetings are in two parts – the **Lodge Meeting** and the **Festive Board**. Most Lodges have a committee that agrees how many regular (usually four or five) and emergency meetings there are a year (if any) and start times. So put them in your diary a year in advance, or in your PC or organiser as permanent appointments; this makes it easier to plan personal activities around them. Before each meeting you will receive a **Summons**, which includes an agenda – bring this to each meeting.

The Lodge Meeting

As in any association there is a certain amount of administrative procedure: minutes of the last meeting, discussion and voting on financial matters, news and correspondence, proposing and balloting for new members. Part of the meeting will usually include collecting Alms, when you will be expected to donate a small sum to charity. Then there are the ceremonies, which form the core of the formal Lodge meeting.

The Festive Board

The Lodge meetings are followed by a dinner – the 'Festive Board' – which is the best opportunity to meet fellow and visiting members. The Festive Board will normally be followed by a standard format of toasts followed by the 'Masonic Fire' (see page 30).

After the Festive Board some members may choose to carry on the evening elsewhere, making the evening a very social affair.

Attendance

You should attend all meetings, but as an Entered Apprentice, Fellow Craft or indeed Master Mason (for Worshipful Master's installation), you will have to retire from the Lodge for a short period, when workings above your degree are being performed. You should be accompanied by your mentor or another member when this happens, and you may like to ask beforehand who will do so. If you are unable to attend a meeting please notify the secretary at your earliest convenience.

Ceremonies

There are four ceremonies:

- 1 First Degree or Ceremony of Initiation;
- 2 Second Degree or Ceremony of Passing;
- 3 Third Degree or Ceremony of Raising;
- 4 The Ceremony of Installation. This annual ceremony installs the Worshipful Master who then appoints his officers for the year ahead.

Where to sit

All Officers have a designated seat and there are often seating places for Grand Officers, Lodge members and guests. Please check with your Lodge where you should sit if you are unsure.



A typical Summons

Why become a freemason?

The reasons why people join and what they like about Freemasonry vary from person to person.

You will have your own reasons, but the following are taken from a sample of new members:

- **Quest for knowledge** – because they are intrigued about the history and mysteries held within Freemasonry
- **Charity** – because they feel it is a conduit to 'put back into society', through Masonic charity giving
- **Brotherhood** – because it is a leveller, meaning you meet (and indeed become friends with) a broad spectrum of people – from Chairmen of large PLCs to dustmen, people that live on your estate to foreign nationals, people from 21 to 90+yrs of age – essentially, a very extensive male demographic. Simply by mixing with people from different walks of life helps to broaden the mind
- **Self improvement** – to become a better person
- **Learning** – networking, learning from peers and mentors and learning from practising ritual (if you hold office) and after dinner speech-making (watching others and on occasion making a simple speech)
- **Unusual** – because there is nothing quite like it in life
- **Achievement** – progressing through office to Worshipful Master



...to become a better person.

Famous freemasons

Over three centuries freemasonry has attracted Kings, Presidents, Prime Ministers and many key historic figures, including:

Kings

- George VI
- Edward VII
- Edward VIII

Presidents & Prime Ministers

- George Washington
- Sir Winston Churchill

Key historic figures

- Arthur Wellesley (1st Duke of Wellington)
- Henri Dunant (Red Cross Founder)
- Dr Barnardo

Writers

- Rudyard Kipling
- Robert Burns
- Sir Arthur Conan Doyle

Musicians

- Wolfgang Amadeus Mozart
- Gilbert & Sullivan
- Nat 'King' Cole
- Edward 'Duke' Ellington

Actors and entertainers

- Clark Gable
- John Wayne
- William Cody ("Buffalo Bill")
- Harry Houdini
- Peter Sellers

Sportsmen

- Clive Lloyd
- Arnold Palmer
- Jack Dempsey
- "Sugar Ray" Robinson

Scientists

- Sir Alexander Fleming
- Joseph Lister
- Edward Jenner (who developed the smallpox vaccination)

Explorers

- Sir Ernest Shackleton
- Captain Robert Scott (Scott of the Antarctic)
- Edwin 'Buzz' Aldrin (Astronaut)

Businessmen

- Andre Citroen
- Henry Ford

The list could go on and on.

Brotherhood beginnings

The origins of Freemasonry are subject to scholarly debate. Organised Freemasonry as we know it today began with the founding of the first Grand Lodge on 24 June 1717 at the Goose and Gridiron Ale House in St Paul's Churchyard. It was formed by the agreement of four London Lodges, the oldest of which was thought to have existed in 1691.

Evidence of the movement's existence prior to 1691 is sparse, so the true origins remain a mystery.

Freemasonry neither originated nor existed in King Solomon's time. Many historians have tried to prove freemasonry descended from the mysteries of classical Greece or Rome or was derived from the religion of the Egyptian pyramid builders. Other theories include: Freemasonry sprang from bands of travelling stonemasons acting by Papal authority; it evolved from a band of Knights Templar who escaped to Scotland after the order was persecuted in Europe; Freemasonry derived from the shadowy and mysterious Rosicrucian Brotherhood which may or may not have existed in Europe in the early 1600s. The honest answers to the questions when, where and why did freemasonry originate, are that we simply do not know.

The stonemason theory

That said, there is general agreement amongst historians and researchers that freemasonry developed, either directly or indirectly, from the medieval stonemasons (otherwise known as operative masons) who built the great cathedrals and castles. Those who favour the theory say there were three stages to the evolution of freemasonry. The stonemasons gathered in huts or Lodges to rest and eat. These huts or Lodges gradually became a grouping together of stonemasons to regulate their craft. Eventually, and in common with other trades, they developed primitive initiation ceremonies for new apprentices.

As stonemasons were accustomed to travelling all over the country and as there were no trade union cards or certificates of apprenticeship, they began to adopt a private word that they could use when arriving at a new site to prove they were properly skilled and had been a member of a hut or Lodge. It was, after all, easier to communicate a secret word to prove who you were and that you were entitled to your wages, than it was to spend hours carving a block of stone to demonstrate your skills.



We know that in the early 1600s these operative Lodges began to admit non-stonemasons. They were “accepted” or “gentlemen” masons. Why and what form the ceremony took is unknown. As the 1600s drew to a close more gentlemen joined the Lodges, gradually taking them over and turning them into Lodges of free and accepted or speculative masons, no longer having any connection with the stonemasons’ craft.

This theory is based on evidence from Scotland where there is ample evidence of Scottish operative Lodges, geographically defined units with the backing of statute law to control what was termed “the mason trade”. There is also plenty of evidence that these Lodges began to admit gentlemen as accepted masons, but no evidence so far that these accepted members were other than honorary masons, or that they in any way altered the nature of the operative Lodges. Furthermore no evidence has come to light, after a hundred years, for a similar development in England. Medieval building records have references to stonemason’s Lodges but after 1400, apart from masons’ guilds in some towns, there is no evidence for operative Lodges.

Building a better society theory

Yet it is in England that the first evidence of a Lodge completely made up of non-operative masons is found. Elias Ashmole, the Antiquary and Founder of the Ashmolean Museum in Oxford, records in his diary for 1646 that he was made a Free Mason in a Lodge held for that purpose at his father-in-law’s house in Warrington. He records who was present, all of whom have been researched and have been found to have no connection with operative masonry. English evidence through the 1600s points to freemasonry existing separately from any actual or supposed organisation of operative stonemasons.

This lack of evidence for the existence of operative Lodges but evidence for Lodges of “accepted” masons has led to the theory of an indirect link between operative stonemasonry and Freemasonry. Those who support the indirect link theorise that freemasonry was brought into existence by a group of men in the late 1500s or early 1600s. This was a period of great religious and political turmoil and intolerance. Men were unable to meet together without differences of political and religious opinion leading to arguments. Families were split by opposing

views and the English Civil War of 1642 to 1646 was the ultimate outcome. Those who support the indirect link believe the originators of Freemasonry were men who wished to promote tolerance and build a better world in which men of differing opinions could peacefully co-exist and work together for the betterment of mankind. In the custom of their times they used allegory and symbolism to pass on their ideas.

As their central idea was the building of a better society they borrowed their forms and symbols from the operative builders' craft and took their central allegory from the Bible, the common source book known to all, in which the only building described in any detail is King Solomon's Temple. Stonemasons' tools provided them with the multiplicity of emblems to illustrate the principles they were putting forward.



A charitable framework theory

A more recent theory about our origins places freemasonry within a charitable framework. In the 1600s there was no welfare state, so anyone falling ill or becoming disabled had to rely on friends and the Poor Law for support. In those days many trades had what have become known as "box clubs". These grew out of the convivial gatherings of members of a particular trade during meetings of which all present would put money into a communal box, knowing that if they fell on hard times they could apply for relief from the box. From surviving evidence these box clubs are known to have begun to admit members not belonging to their trade and to have had many characteristics of early masonic Lodges. They met in taverns, had simple initiation ceremonies and passwords and practiced charity on a local scale. It is possible that freemasonry had its origins in just such a box club for operative masons.

Whatever our origins, after 1717 and the establishment of the Premier Grand Lodge, as it is known, Freemasonry grew in popularity, spreading across much of the world, attracting many famous and notable personalities.

Rules and regulations

When Grand Lodge was formed in 1717, Anthony Sayer was elected as the first Grand Master. Initially the Grand Lodge was simply an annual feast at which the Grand Master and Wardens were elected. But in 1721 other meetings began to be held and Grand Lodge began to be a regulatory body. In 1723, as the membership grew, Grand Lodge produced a 'Book of Constitutions' which outlined the rules and regulations governing freemasonry.

Expansion

By 1730 it had more than 100 Lodges under its jurisdiction, including one in Spain and another in India. It had begun to operate a central charity fund and had attracted a wide spectrum of society into its Lodges.

The Ancients and the Moderns

Some London Lodges disagreed with these Constitutions and in 1751, a rival Grand Lodge was formed by disaffected masons. Its founders claimed that the original Grand Lodge had departed from the established customs of the Craft and they intended practising freemasonry "according to the Old Institutions". Confusingly they called themselves the Grand Lodge of the Ancients

and dubbed their senior rival the "Moderns". It included many London Lodges and was known as the "Ancients" or "Atholl Grand Lodge", after the 3rd Duke of Atholl who became its first Grand Master.

United freemasonry

The two rivals existed side by side, neither regarding the other as regular or each other's members as regularly made freemasons. Attempts at a union of the two rivals began in the late 1790s but it was not until the Duke of Sussex became the Grand Master of the Moderns and his brother the Duke of Kent became Grand Master of the Ancients that real progress was made. Eventually the Union of the two rival Grand Lodges took place on 27 December 1813, under the Grand Mastership of HRH Prince Augustus Frederick, Duke of Sussex, the sixth son of King George III.

The Book of Constitutions

The Book of Constitutions has been reprinted and gone through many editions since its initial publication, but the fundamental rules laid down in 1723 still apply today.

Our structure

The United Grand Lodge of England (UGLE)

UGLE is the ruling and governing body of freemasonry in this country. It is based at Freemasons' Hall, Great Queen Street, London. For administrative purposes Lodges around the country are grouped under either the Metropolitan Grand Lodge or Provincial Grand Lodges, depending upon their geographical location.

UGLE is governed by The Grand Master, who is The Most Worshipful His Royal Highness The Duke of Kent. A number of senior executive officers and selected senior brethren assist him. Because the Grand Master is a member of the Royal Family, there is also a Pro Grand Master appointed to act on his behalf when the Grand Master needs to attend Royal duties. The current Pro Grand Master is Peter Geoffrey Lowndes. The Grand Master is also assisted by a Deputy Grand Master and an Assistant Grand Master. These people are often referred to as the Rulers and in turn are assisted by many other ranked officers.

Grand Lodge meets four times a year at what are known as "Quarterly Communications". Those eligible to attend include Grand Officers, and the Masters, Past Masters and Wardens of private Lodges, including your own.

Lodges Abroad

Many countries throughout the world have Freemasons' Lodges which are governed by a defined Grand Lodge (e.g. the Grand Lodge of Sweden, the Grand Lodge of Hungary, etc). Some of these foreign Grand Lodges have descended directly from UGLE. The Constitutions, Rules and Regulations of such Grand Lodges are recognised as 'regular' and English freemasons are permitted to join in the meetings, even though the signs may be slightly different to those used in your own Lodge. Some Grand Lodges, on the other hand, have Constitutions, Rules and Regulations that are not acceptable to the UGLE (i.e. they are 'irregular') and you are not permitted to participate in the affairs of their associated private Lodges. You should consult the secretary of your Lodge should you wish to visit a Lodge abroad.

Masonic Authority in a Province

The Grand Master



The Provincial Grand Master



Deputy Provincial Grand Master



Assistant Provincial Grand Masters



Worshipful Masters

The Metropolitan Grand Lodge of London (MetGL)

The Metropolitan Grand Lodge is presided over by the Right Worshipful Metropolitan Grand Master. He is assisted by the Deputy Metropolitan Grand Master, several Assistant Metropolitan Grand Masters, a number of Metropolitan Grand Inspectors and various executive officers.

Provincial Grand Lodges

There are 47 Provincial Grand Lodges, the geography of which is roughly based on the old county boundaries. Each Province is presided over by a Right Worshipful Provincial Grand Master, assisted by various Provincial officers, the number of which is regulated by the size of the Province.

Administration

The Metropolitan and Provincial Grand Lodges administer the Lodges that fall within their jurisdiction. This is largely geographic but occasionally Lodges cross boundaries, especially in and around the Greater London area and other large metropolises.

These Grand Lodges meet at least once per year, sometimes more, at which time they will conduct the routine administration necessary, such as approving annual accounts, appointing auditors and also investing officers for the coming year. They will also use the opportunity to appoint and invest those particularly meritorious brethren who have received honours for their service to freemasonry.

Lodge officers

When you joined your Lodge you probably noticed there were lots of Masons with separate jobs to do, either guiding you, asking you questions, or teaching you about the Craft. You may have seen there were others who looked after the administration, ceremonial and finances of the Lodge.

In fact, to conduct a meeting and ceremony a Lodge ideally requires 11 non-progressive officers and 7 progressive officers. They are listed in the Summons that convenes the meeting.

Progressive officers

Usually each year a Brother would progress through these offices on a path from Steward to the highest honour within a Lodge – the Worshipful Master, although each office is subject to the choice of the Master for the year.

- 1 Stewards
- 2 Inner Guard
- 3 Junior Deacon
- 4 Senior Deacon
- 5 Junior Warden
- 6 Senior Warden
- 7 Worshipful Master (WM)

Non-progressive officers

The non-progressive officers are:

- Immediate Past Master (IPM)
- Chaplain
- Treasurer
- Secretary
- Director of Ceremonies (DC)
- Almoner
- Charity Steward
- Mentor
- Assistant Secretary
- Assistant Director of Ceremonies (ADC)
- Organist
- Assistant Secretary
- Tyler

These offices are usually occupied by members who are past Masters of the Lodge and tend to be occupied by the same person for a number of years, to provide continuity and experience. They are also appointed by the Master annually, except the Treasurer and Tyler, who are elected. The IPM is the preceding year's WM.

Some Lodges formally appoint a Mentor to look after their newer members.

Lodge officers are recognisable by the jewels suspended from their Lodge collars. Where they sit in Lodge also helps indicate their role. There is a useful plan of a Lodge room later in this Guide.

Progressive officers

Stewards



This is likely to be the first office you will hold in the Lodge. The Stewards' main function is an integral part of a successful

Festive Board, as in many Lodges the Stewards will be responsible for setting out the place-cards prior to the dinner, and serving the drinks during the Festive Board. It is a very good way to meet the members. They are also looked on as stand-ins for any absent Officer, to prepare for future office.

Inner Guard



The Inner Guard sits just inside the door of the Lodge. He admits accredited Brethren into the Lodge, advises when there is

a Candidate wishing to enter the Lodge, and checks that everything is in order before entrance is allowed.

Junior and Senior Deacons



The Deacons look after and guide the Candidates during ceremonies. Their duties need to be carried out with care and

dignity. The enjoyment and understanding of a candidate can be greatly enhanced by the sympathetic attitude of the Deacons, and by the efficiency of their working. They have one of the most interesting and delightful roles, which involves both learning ritual and floor-work. They also carry a wand as a badge of office.



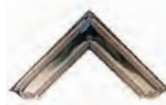
Junior and Senior Wardens



The Wardens have different but complementary roles in the Lodge and assist the

Master to open and close the Lodge, and conduct the rituals. In the normal course of events this year's Junior Warden will be next year's Senior Warden, and the Senior Warden will be next year's Worshipful Master. The Senior Warden sits opposite the Master in the West of the Lodge. The Junior Warden is entrusted with ensuring that no unqualified person enters the Lodge, which is why you will see the Inner Guard address the Junior Warden when a Brother wishes to enter the Lodge after it is opened. The Junior Warden sits in the South.

Worshipful Master



The Worshipful Master is elected each year by the Brethren of the Lodge, and is then "installed" into the

Chair by his predecessor. He usually occupies the office for one year, although in an emergency this can be extended to two. He is in charge of the Lodge for his year, acts as its Chairman and normally conducts most of the ceremonies. The Master sits in the East of the Lodge, and must have served as either Senior or Junior Warden for a year, before he can be appointed. On becoming Master for the first time a Mason is then referred to as a Worshipful Brother.



Non-progressive officers

Immediate Past Master (IPM)



After his year as Master of the Lodge a Mason becomes the Immediate Past Master (IPM). Strictly the IPM is not an Officer of the Lodge, but his position is an important one, as it is his responsibility to sit beside the Master, both in the Temple and the Festive Board, and give him support and guidance when needed.

Chaplain



Whilst the discussion of religion (and politics) is not permitted within our meetings, each one opens and closes with prayer. Many Lodges that have no members of the clergy amongst their number, appoint one of their senior Masons to the office.

Treasurer



As you would imagine the Treasurer is responsible for the finances of the Lodge. Annually he produces a financial summary report, which is submitted to the auditors, who are elected from within the Lodge membership. It is the responsibility of each member to pay his subscriptions, together

with any dining charges to the Treasurer promptly. The Treasurer settles any debts incurred by the Lodge, such as the Lodge rent for the building where meetings are held, the various levies imposed by Grand Lodge and Metropolitan Grand Lodge, and dining expenditure. A Treasurer requires sound judgment, for ultimately, it is on his recommendation that the level of subscriptions for members is set.

Secretary



The Secretary has hands-on daily administration of all matters connected with the smooth running of the Lodge. He is effectively the conduit between Grand Lodge, Metropolitan Grand Lodge and your Lodge. He receives the mail addressed to the Lodge, and submits the returns detailing the membership, ceremonies conducted, and matters associated with the day-to-day affairs of the Lodge. Normally a Secretary holds the post for a number of years, providing continuity and experience for successive Masters. It is the Secretary's duty to organise the summons, and distribute them. Should you have any problems or queries with regard to Freemasonry an experienced Secretary

should be able to advise. Annually the Secretary receives a copy of the Masonic Year Book from UGLE, and the Year Book of MetGL. He holds these publications on behalf of the Lodge.

Director of Ceremonies (DC)



The DC should have a love of ritual; as his title implies, his function is to direct the ceremonial aspects of our meetings. As in public life when ceremonial is required, such as a State Funeral or Royal Wedding, the important events call for meticulous planning, rehearsal and organising for the requirements of the occasion. The DC's role is to make certain that ceremonies are efficiently conducted with dignity and decorum and that all concerned are aware in advance of what they have to do.

Almoner



The Almoner is effectively the Lodge Welfare Officer; as it is he who should maintain contact with the Brethren who, through age or infirmity, are unable to attend meetings; with Lodge widows; and with members suffering from illness. He should have knowledge of the variety of resources

that exist in time of need. The Almoner would organise petitions for assistance in cases of extreme need, and generally be on the lookout for signs of distress or loneliness among the members of the Lodge or their dependants.

Charity Steward



The Charity Steward is responsible for coordinating the Lodge's charitable affairs in the most efficient way. He should have knowledge of the various methods of making donations and will be happy to give help and advice to the members on these matters. A part of the Charity Steward's role is to encourage members to donate charitably, obviously within their means.

Mentor



The Lodge Mentor is a coordinating role. He nominates an experienced member of the Lodge to look after each new initiate and be available to answer any questions that he may have. He will ensure he fully understands all that is happening and guide him through the process of progression through the various offices.

Assistant Director of Ceremonies



The Assistant Director of Ceremonies' role is to help the Director of Ceremonies and to act as his understudy.

Organist



Many Lodges are not fortunate enough to have within their membership a Brother who is adequately skilled to play the

Organ at meetings, and so rely on professional organists. Some Lodges have no musical accompaniment. Generally, having an Organist can add to the overall decorum of the meeting.

Assistant Secretary



The Assistant Secretary's role is to help the Secretary. The duties vary from Lodge to Lodge.

Occasionally the Office is given to a Past Master who has been identified as a possible future replacement as Secretary. In some Lodges the Assistant Secretary deals with the Festive Board, booking dinners and generally supervising and supporting the Stewards in their role.

Tyler



The Tyler guards the outside of the door to the Lodge. This is an elected office. It is often carried out by a senior and experienced

member of the fraternity, as he is the officer who prepares the candidate for the ceremonies, and should make sure that he can correctly give the specific salutes in which he has been instructed. The Tyler is not necessarily a member of the Lodge.

Visiting Officer (VO)

Once a year your Lodge has an official visit from a Visiting Grand Officer ('VO'), although it is likely he will attend unofficially at other times as well. He is the official representative of the Metropolitan or Provincial Grand Master. The role of the VO is to provide advice and assistance to all members of the Lodge. He reports on the wellbeing of your Lodge and also has a responsibility for helping with recommendations about the suitability for masonic honours of members of the Lodge.

Normally a VO will be assigned to your Lodge for a period of years in order to maintain continuity and to enhance the service provided to the Lodge.



Lodge items

You will notice that your Lodge room contained particular items, or furniture. They have a variety of uses – some are symbolic, and some practical. You will see these in virtually every Lodge you attend.

Carpet or Masonic Pavement

In most Lodge Rooms you will find a black and white squared carpet or chequered floor. This denotes our chequered existence, darkness and light, joy and sorrow.

Chairs and Pedestals

There are chairs or benches for all those attending our meetings around the squared carpet but three of these chairs will be behind pedestals or small tables. In many cases the chair and the pedestal will be marked with the jewel of the occupant. The chair and pedestal in the East is for the Worshipful Master. Opposite him in the West is the Senior Warden and in the South the Junior Warden. On the Master's pedestal will be placed the Bible, and any other relevant Holy Book, denoted as the 'Volume of the Sacred Law'.

The Warrant

The Warrant of the Lodge is granted to the Lodge by the Most Worshipful Grand Master at its Consecration. This Warrant must be in the Lodge Room when a Lodge is opened. It will always be displayed at the initiation of a

new member and when a new Master is installed. In some Lodges, it may be on display throughout the ceremony.

Volume of the Sacred Law (VSL)

In the English Constitution, the VSL is the Holy Bible. The VSL is always open when a Lodge is conducting business or one of its ceremonies. The Square and Compasses will be placed upon the VSL. If a Sacred Volume is required for Brethren of a faith other than Christian, then the Volume will be placed in front of or beside the Bible, but never on top.

The 'Moveable Jewels'

These are the Square, the Level and the Plumb-Rule, which are the Jewels of the Master, Senior Warden and Junior Warden respectively. The 'Jewels' and the other 'tools' used in Masonic ceremonies are referred to in documents from the early 1700s.

Rough and Smooth Ashlars

The Senior Warden's pedestal will have a smooth ashlar, or block of stone, resting on it and the Junior Warden's a rough ashlar. These are the 'Immovable Jewels'. They represent two different stages in Freemasonry and understanding. The rough ashlar is thought of as the stone on which an apprentice can learn the art of stonemasonry. The smooth ashlar is used by the more experienced stonemason to hone and perfect his skills.



Rough Ashlar



The Gavel



Smooth Ashlar

Tracing Board –
the First Degree

The Columns of the JW and SW

Each Warden has a column on his pedestal. These will usually show the designs of the Doric order for the Senior Warden, denoting strength, and the Corinthian order for the Junior Warden, denoting beauty. Usually the Columns are surmounted by a celestial or terrestrial globe which point out Masonry universal. The Wardens will also position their Columns to show if the Lodge is 'opened' or 'closed'.

The Working Tools

The Working Tools of each degree are fully explained in the ritual. The appropriate set of tools are displayed in the Lodge for each degree.

Tracing Boards

The Tracing Boards have always been a feature of Freemasonry. These three boards illustrate the story of each degree, the details being explained during the ceremony.

Lodge Banners

Many Lodges have a Banner, though it is not a requirement. Some Banners date back to the consecration of the Lodge, some are more recent. They often depict the origin, or some particular characteristics of the Lodge.

The Ballot Box

The Ballot Box is used for voting for new members, and can be of a variety of designs. Some have a 'yes' and 'no' drawer; (members place a ballot ball in the relevant drawer) and others one drawer. The correct procedure for balloting in your Lodge will be explained to you. A certain number of black balls or balls in the 'no' drawer, as per Lodge By-Laws, will exclude a potential member, hence the term 'black-balled'. Deacons hand out the appropriate number of balls needed.

Wands of Office

The Director of Ceremonies and his Assistant, and the Senior and Junior Deacons each have a Wand of Office. The DC and his Assistant will always carry their wands when moving about the Lodge. The Deacons, depending on the ritual, may carry theirs.

The Gavel

The Worshipful Master, and the Senior and Junior Wardens each have a Gavel. A Gavel is used by the Master to gain the members' attention when he is about to speak. The Master will sound his Gavel, followed by the Senior Warden and the Junior Warden. The same procedure is followed at the Festive Board when the Master is about to propose a toast or take wine.

The Lodge room

The Lodge room (or temple) plan shows a typical layout. This is where a Lodge holds its regular meetings. If you start visiting other Lodges you will find they vary as some premises are purpose-built, whilst others are converted or even shared with other functions.

- The point of entry is in the West and facing East
- The WM sits in the East, the SW in the West and the JW in the South
- The Secretary and Treasurer are normally located on the North side
- The other junior officers vary somewhat in location from Lodge to Lodge, but generally are in the positions shown
- The Lodge Banner and Warrant are displayed in the room



Designated positions in the Lodge

KEY

WM
IPM

Worshipful Master
Immediate Past Master
Grand Officers
Provincial Grand Officers
Senior Warden
Junior Warden

SW
JW

CHAP
TREAS

Chaplain
Treasurer

SEC

Secretary

DC

Director of Ceremonies

ALM

Almoner

CStwd

Charity Steward

ME

Mentor

ASS SEC

Assistant Secretary

SD

Senior Deacon

JD

Junior Deacon

ADC

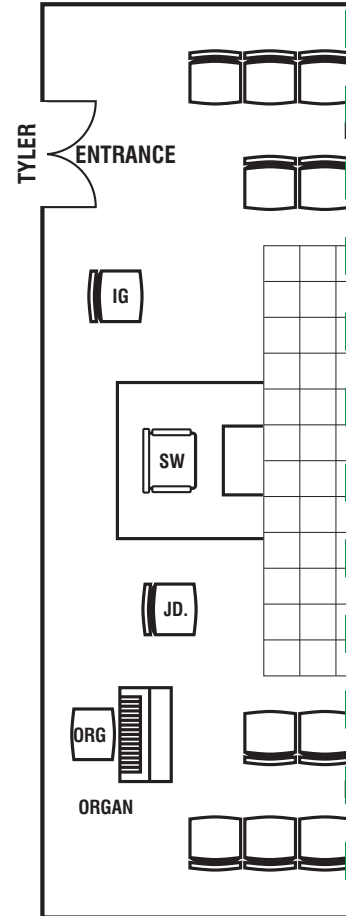
Assistant Director
of Ceremonies

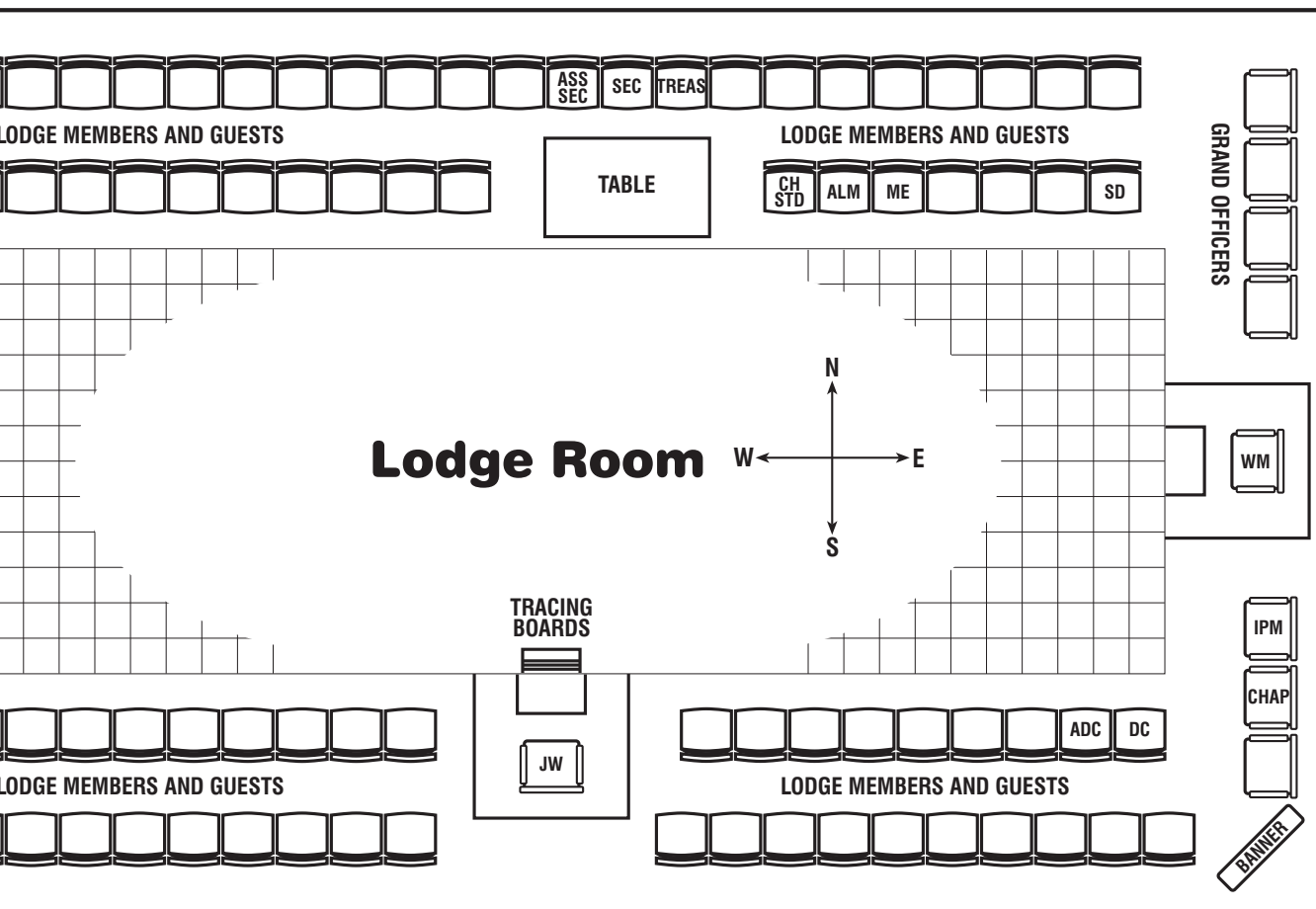
IG

Inner Guard

ORG

Organist
Stewards
Tyler





Our regalia

Dress Code

The dress code in most Lodges is similar: a dark lounge suit or Morning Dress (a black jacket and waistcoat with striped trousers), appropriate tie, white shirt, white gloves, black shoes and socks. An appropriate tie is either plain black, the Grand Lodge Craft tie or a Metropolitan/Provincial Grand Lodge tie.

Wearing your apron

The apron should be worn with the top above the midriff.

Your apron is full of symbolism. It is possible that the string that tied your apron when you were initiated was allowed to hang down at the front. These ends of string are the ancestors of the ornamental fringe seen on 18th Century Masons' aprons, and of the "tassels" on the aprons worn by all brethren once they have become Master Masons. On the two tassels (representing the two pillars) are seven individual strands that hang at the bottom, these too have a significance. There are a number of Masonic papers on the symbolism of regalia should you be interested in finding out more.



Initially aprons will be provided by the Tyler. However when you become a Master Mason you are expected to purchase your own. They are available from a variety of Masonic regalia suppliers. In some Lodges a dinner suit with black bow tie is worn at the Installation Meeting. If you have any queries regarding the dress code, including ties and aprons, please speak to your proposer, Lodge secretary or mentor.

Aprons and Collars

You will see some of the Brethren wearing dark blue aprons and collars and occasionally someone wearing a red one. They will be happy to explain the significance to you so please do not be afraid to ask. The only regalia, badges and other ornaments permitted in the Lodge are those attributable to the Craft itself and when you become a member of a Chapter, your appropriate Royal Arch jewel.

A little earlier, in the section on Masonic Structure, the various ranks were briefly outlined. Members of the Craft who have been honoured by The Grand Master with Grand Rank, or honoured by the Metropolitan/Provincial Grand Master with



Metropolitan tie, Craft tie and
Provincial tie

honours are entitled to wear two types of apron dependent on the occasion or personal choice, that of Dress or Undress Regalia.

Those honoured by the Metropolitan Grand Master will be accorded Senior London Grand Rank (SLGR), London Grand Rank (LGR) or London Rank (LR). Those honoured by the Provincial Grand Master will be awarded rank in accordance with those laid down in the Book of Constitutions, as reflected in the collar and apron badges they wear. Rather than explain each one here, if you are interested then speak to one of the “dark blues” in the Lodge who will be happy to show you the differences, or look at the plates in the Book of Constitutions.

Occasionally you will see brethren wearing red aprons. These are either Grand Stewards, Metropolitan Grand Stewards or Provincial Grand Stewards. Again anyone who is wearing such an apron will be used to explaining its significance, so don't hesitate to ask.

Jewels

You will doubtless have noticed that many of the brethren in the Temple were wearing medals, or breast jewels as we call them. These jewels fall into various categories, including

- Royal Arch Jewels
- Past Masters' jewels
- Centenary Jewels
- Founders' Jewels
- Charity Jewels

There are a number of designs, but The Grand Master must approve all jewels before they can be worn. The Book of Constitutions outlines the various rules regarding jewels and contains some illustrations.

Jewels are also discussed on pages 25-26 in the “Information for the Guidance of Members of the Craft” booklet you have received.

Jewels also refer to the pendants on the collars which the Lodge Officers and others wear, and these can be called collar jewels to avoid confusion.



Entered Apprentice (EA) – first degree apron



Fellow Craft (FC) – second degree apron



Master Mason (MM) – third degree apron



Worshipful Master (WM) apron





London Grand Rank Apron (Undress)



Provincial Grand Rank Apron (Undress)



Grand Rank Apron (Undress)



London Grand Rank Apron (Dress)



Provincial Grand Rank Apron (Dress)



Grand Rank Apron (Dress)

Metropolitan / Provincial
Dress / Undress Collar

Grand Officer's Dress / Undress Collar



LGR

PPSGW

Active
Metropolitan
/ Provincial
Office

Collar Jewels

Customs and protocol

Customs vary enormously from ritual to ritual and Lodge to Lodge, but these are in general use throughout Craft Masonry.

Salutes and signs

Salutes and signs are used throughout Lodge meetings and change depending on what degree is being worked. Each degree has a different sign or signs. You have already seen and given the First Degree Sign. You will be taught the others when you go through the subsequent degrees.

You will have seen that whenever a Brother speaks to the Worshipful Master or to the Wardens in the Lodge Room (nowhere else), a salute is given. The salute is the sign of the degree in which the Lodge is working at the time.

“So mote it be”

This phrase is used now in Masonry instead of the Hebrew word “Amen”. If an organist is present the words are sung at the end of hymns and prayers. Sometimes, for example, after a spoken Grace at the Festive Board, it is simpler just to say “Amen”. The literal meaning of the phrase is “May it be so!”, or “So be it!”

The Court Bow

Brethren do not salute one another, but by way of acknowledgement, perhaps as thanks for a courtesy, the Court Bow is given. This consists of standing upright, and simply bowing the head slightly – no more.

Squaring the Lodge

The custom in a Lodge for moving about the Lodge Room in “open” Lodge depends entirely on which ritual the Lodge uses. Some rituals demand punctilious clockwise “squaring” at all times; others allow more freedom of movement. “Stepping-off with the left foot” is standard practice.

‘Worshipful Brethren’

At a Lodge meeting, when addressing or referring to a Brother by name, the format is “Brother (name)” or “Worshipful Brother...”. Whether first names or surnames are used will depend on how formal the proceedings are at the time.

If you are making a speech, you may have to include an individual in the initial acknowledgments, perhaps even ‘Right Worshipful Provincial Grand Master’ or ‘Very Worshipful Assistant Metropolitan Grand

...details vary enormously from ritual to ritual and Lodge to Lodge.

Master'. In such a case, of course, you will check with your elders as to the correct protocol.

When addressing or referring to Brethren by their Office, the correct form is "Worshipful Master", "Brother Secretary", "Brother Treasurer", "Brother Immediate Past Master", etc., even if the Officer happens to be a Worshipful Brother by rank.

As in any formal meeting, all remarks are addressed to the Chairman who in our case is the Worshipful Master.

Incidentally, if you write a letter to a Mason, never include a Masonic rank or other Masonic references such as Lodge details etc., in the address on the envelope. Inside, it may be appropriate and polite to include the full Masonic rank and title.

Standing for the National Anthem

The correct posture when singing the National Anthem is to be standing upright, feet together with a straight back and hands at the sides.

Apologies

If you have to miss a Lodge meeting, do send apologies to the Secretary in advance. He will need to have accurate numbers of those attending, particularly for the dining arrangements. He will record apologies in the Minutes.

If you happen to be in Office, then the DC and the Preceptor will need to know well in advance to organise a replacement.

About Family Participation

At your interview it is likely that you were asked if your spouse or partner supported your application. That is an important question, as it is hoped that your spouse or partner will support, approve and encourage your participation and the time and costs involved in belonging to our fraternity. Many Lodges hold a number of social functions at which your spouse, partner and family are encouraged to attend. Examples are Ladies evenings, Festival weekends and even garden parties.



The Festive Board

One of the delights of Masonry is the Festive Board and the camaraderie and relaxed atmosphere in which it is conducted. You have already been asked to respond to the toast made to you at your Initiation so you will know that a little preparation and advice will make things more comfortable for you.

During dinner it is customary in many Lodges for the Master to take wine with specific brethren. Wine taking is of a personal and mutual nature, all concerned stand and drink. There is a difference between the wine taking during the dinner and the formal toasting after dinner.

Toasts

Generally experienced members of the Lodge propose most toasts but occasionally you will be called upon for a Toast to give you some experience. You will normally have good notice of any such occasion with time to prepare. As a guideline Toasts can be introduced as follows:- “Worshipful Master, Brother Wardens, Distinguished Brethren, Brethren All.” The precise format will depend on the occasion and if in any doubt please consult the DC, your mentor or any other senior member of your Lodge.

No-one expects a Candidate or even a more experienced Mason to be the best after-dinner speaker – simply do your best. Never say anything that is likely to cause offence and short speeches are often appreciated.

When the Master sounds his gavel during the Festive Board it is expected that the Brethren should be immediately silent, out of respect to the Master.

Masonic Fire

After the toasts there is, in normal circumstances, what is known as “Fire”, a custom peculiar to Masonic dinners. No doubt you will have found it intriguing and probably a little confusing at your first Festive Board. However it is usually quickly and easily learned. There are a number of theories about the origins of Masonic fire. One of the more experienced members of your Lodge should be able to explain these to you. Some Lodges still employ the use of firing glasses, which are a shaped glass with a heavy base suitable for knocking on the table.

No-one expects a Candidate or even a more experienced Mason to be the best after-dinner speaker – simply do your best.



About our ritual

Ritual is important. It is something that has been passed down through the centuries from Mason to Mason, and makes our fraternity unique.

What's the purpose of ritual?

The purpose of ritual is to remind the candidate of certain ethical and moral precepts, awakening in him respect and tolerance for another's ideas and beliefs. It is for this reason that Brethren are required to avoid discussion of religious and political issues when inside the Lodge, as these are topics which easily divide men.

Ritual has been employed by nearly all cultures known to mankind as a process to assist in self-realisation and as such is a rite of passage, which if fully understood and experienced will lead to an improved state. The ritual of Freemasonry promotes self-knowledge, tolerance and philanthropy, as echoed in its three great principles of Brotherly Love, Relief and Truth.

It also extols the cardinal virtues as defined by Cicero, namely: Prudence, Temperance, Fortitude and Justice and interestingly Cicero classed the art of memory as one of the virtues that made up Prudence.

Self discovery

It is suggested that you should regard your initiation not only as the beginning of your Masonic journey or way of life, but also as a porchway to discovering about yourself and your relationship with your fellow man. When you start to learn the ritual it is equally as important to focus upon the meaning of the words as it is to commit them to memory.

Learning ritual

Towards the end of this pack you will find more comment on ritual including a variety of methods to help you to learn the ritual in preparation for office.

Masonic symbolism

You will soon learn the phrase that *Masonry is a peculiar system of morality, veiled in allegory and illustrated by symbols, and indeed Freemasonry does rely heavily on symbolism.*

A universal language

Symbols are sometimes described as a universal language because they present the message in a way that is understood by all and does not depend on words that are different in various languages. The word “symbol” is defined as a thing that represents something else by association. In Freemasonry it might be defined as a material object that represents a basic moral truth or lesson.

Symbolism is part of everyday life. The printed word is basically a symbol: road signs; mathematical symbols; the striped barber’s shop pole etc.

Learn through symbolism

The ritualistic ceremonies of the three Degrees are the foundation our fraternity. In the ceremonies are contained all the philosophy and lessons of Freemasonry. Many of the symbols are called to your attention as you progress through the ceremonies, but there is so much more to the ceremony that

does not meet the eye at the time, and one of the many interests to Freemasonry is the discovery of different meanings and a greater understanding of the symbolism contained within the ceremony. Hence there will be many members of your Lodge who have seen the same ceremony literally hundreds of times (although of course the officers each time will probably be different, and certainly the candidate will be different) but the fact that you may have seen the same thing many times doesn’t detract from the enjoyment as there is so much to Freemasonry, and one can still be learning new aspects of it having been a member for many years.

Symbolism in to words

To spell out each of the symbols would be impossible, as different meanings can be considered by different people. However, please read the short passage on the opposite page, which illustrates some symbolism. You may hear this delivered in a Lodge one day, immediately before the Charge to the Initiate, which gives one explanation of the preparation of the Candidate:



A typical Ritual book

The ritualistic ceremonies of the three Degrees are the foundation our fraternity.



"Your preparation for Initiation must have seemed strange to you, and I am now permitted to explain it. You were hoodwinked for three reasons; to permit your mind to conceive, before your eyes were enabled to discover, the beauties of Freemasonry; to remind you that as you were received in a state of darkness so you must keep the outside world with respect to our Masonic secrets; and so that had you refused to go through with the usual ceremony you could have been led from the Lodge without observing its form. The reason a cable tow with a r.n. being put about your neck has already been explained to you. In ancient times the Entered Apprentice wore the cable tow about his neck to impress on his mind his duty to remain within hail so as to come on in due time whenever summonsed to his Lodge, unless prevented by illness. Your l.b. was made bare to discover your sex, since none but freeborn men of mature age can be made Freemasons. Your right arm was made bare that the Brethren might see that you had no weapon about you and also that you were willing to labour. Your l.k. was made bare because it was on that that you took your great and solemn obligation. (And also to show that you were a Freeman, as in earlier times any shackle marks

would have been visible.) The left side of man has always been considered the weaker, although the obligation you took was sacred and binding, it is deemed imperfect without others which are to follow. You therefore took it on your left knee though your inherent weakness was supported by you placing your r.h. on the Volume of the Sacred Law. You were slipshod because that was the custom observed by our ancient brethren in the E., where the slipping off of a shoe was considered a pledge of fidelity. Also you were slipshod because the ground on which our Lodges stand is considered holy. You were divested of m. for the reasons already explained to you, and to ensure that you should not bring anything offensive or defensive into the Lodge to disturb its harmony. The three distinct ks by which you were admitted alludes to an ancient and venerable exhortation "seek and ye shall find, ask and you will receive, knock and it shall be opened to you". You my Brother have sought in your mind and asked of a friend. He knocked and the doors of Freemasonry have been opened to admit you. That my Brother, is the best explanation I can give of the mode of your preparation."

Visiting other Lodges

One of the joys of Freemasonry is visiting other Lodges. Ordinarily you will be invited by a Brother who knows you are a Member of the Craft. If you anticipate visiting a Lodge where you are not known, please take your Grand Lodge Certificate with you. You will receive your Certificate, in due time.

Make sure of UGLE recognition

If you intend to visit a Lodge when you are abroad, it is essential that the Lodge is recognised by our governing body. Your Lodge secretary will help you find out. There are organised bodies who style themselves Freemasons but do not follow the Book of Constitutions and are therefore not recognised by the UGLE.

Visiting is encouraged

You are advised to visit a Lodge and see someone else being Initiated as soon as possible; so you may gain a greater understanding of what happened to you and why.

Much of the enjoyment that freemasonry offers comes from visiting. It is by getting out and about, that you will appreciate the true fraternity of our Craft.

Differing ritual or 'workings'

As a visitor it is usual that you sit and watch. You should use the signs you have been taught, and not those of other Lodges. There are a number of forms of ritual or 'workings' as it is called, such as Emulation, Universal, Bristol, West End, Taylors and so on, with slight differences to each. Find out which working your Lodge uses.

The visitors' speech

There is a possibility, that as a Visitor, you may be called upon to respond to the toast to the visitors. As in the differences in ritual so there are differences at the Festive Board. It is not appropriate to criticise another Lodge's working or the manner in which they conduct the Festive Board but rather enjoy the differences as part of your Masonic learning.

The introductions can be found on Page 34 and it is often sufficient to thank your hosts for their kind and gracious hospitality and express a wish that you might be invited again. Avoid smutty jokes and indeed do not regale your audience with lengthy humorous anecdotes unless you are especially adept and confident that they will go down well with the audience.

Finally, please remember to sign the signature book.

One of the joys of Freemasonry is visiting other Lodges.

Lodge of Instruction (LoI)

At LoI, brethren meet to practice and perfect the various ceremonies in an informal atmosphere. This is where the ritual becomes familiar, the meaning of obscure passages explained, and where questions can be answered. Most Lodges operate a LoI or share LoI with other Lodges. Above all, LoI provides an opportunity to meet fellow Brethren in a relaxed environment becoming more acquainted with each other, developing teamwork and camaraderie. Many Masonic friendships develop through the LoI.

LoI makes all the difference

Whilst the words of the ritual should be learned at home, regular attendance at LoI with the opportunity to practice and rehearse builds knowledge, confidence and skill and enables us to give candidates the most meaningful experience during the ceremonies.

Join in with LoI now

We are all continually learning within our masonic lives, and although you may not need to practice for an office at the moment, it is recommended that you attend LoI as soon as possible. You will have to leave the room during rehearsal of Degrees you have yet to experience, nevertheless you will find regular

attendance at LoI very worthwhile and fulfilling and they will enable you to better become a valuable member of your Lodge.

Who will be there?

At the LoI there will be a mix of officers of the Lodge, Past Masters, and other brethren. The person in charge of the LoI is known as The Preceptor.

Apologies

There may well be a time when you are unable to attend LoI due to personal and work commitments. But, if you have agreed to take a role at a forthcoming LoI and then find that you are unable to attend please advise the Preceptor in advance so that alternative arrangements can be made.

There is no dress code and you do not need your regalia for LoI.



Tips for learning ritual

For some new Masons learning the ritual may be the first memorising they have done since leaving school. We all find different ways that work for us, but these are some ideas which can help.

- Understand what you have to say. Have a dictionary to hand whilst learning.
- Put the book away as soon as you can. The trick is to practise remembering the words not reading them. Also when attending Lol try not to refer to your book, there should be only one prompt.
- Transcribe the first letter of each word onto a sheet of paper and use that as an aide-memoire, rather than the ritual book, or questions card.
- Practise whilst washing up, or performing some other household chore. Remember that in the Lodge you will not be sitting comfortably in a chair, there are things to do and plenty of distractions; get used to that. In fact practise wherever possible, walking to work, taking the dog for a walk, even in the bathroom – after all it's the best tiled room in the house!
- Recite out loud and use different voices (even funny ones): this will help put expression and meaning into your delivery.
- Remember that if the delivery is right, and it is said with meaning, others will be far more likely to listen to what you are saying rather than listening for the odd wrong word, or missed line.
- Attend the Lol whenever you can. There is no substitute. Apart from benefiting from the guidance of the Preceptors, Lol is essential for practising floor work, timing, and saying the ritual out loud in front of your peers in a relaxed forum.
- Speak up clearly when saying the ritual; not only does it keep the Brethrens' attention, but also prevents you speaking too quickly.
- Where dialogue is involved have a working knowledge of that entire section of ritual, not just your part. When you know how the ritual goes, it's much easier to understand where your part fits in, and remember when it's your turn to speak.

- In your oral practise it helps to include words or sound effects as appropriate prompts/cues for the actions that are performed as part of the ritual, e.g. “bang-bang-bang” or “cut-turn-go-to-door”.
- When learning a Degree, learn the Obligation first. It’s too confusing to try to learn the whole ceremony straight through. Once you know the Obligation you have broken the back of the task, and the rest should come relatively easily.
- When learning an Obligation, speak each phrase out loud, and then repeat it. That way you’ll know how it sounds, and you’ll be far less likely to stumble when giving the Obligation.
- When learning a paragraph add to it the first two or three words of the next paragraph so you’ll always know the link to the next bit.

Above all, take pride in your work. It is well worth the effort.

Even before you accept office, it is good practice to learn ritual, you will get much more out of watching it and it will put you in good stead for when you do take office.

You will no doubt develop your own methods.



Our charities

As you learned at your Initiation, charity has been a significant part of Freemasonry since its earliest days, although unlike other fund-raising organisations such as Round Table and Lions, most of the money we raise comes out of our own pockets. So whilst every brother is expected to contribute, it's important that no one should over-commit himself to charitable giving.

You are now part of a much larger National and International family. As with all good families, welfare is important, and we should strive to help our Brethren and their families who are ill, or in distressed circumstances. When Freemasons or their dependants fall upon hard times, financial assistance may be available from their Lodge, Metropolitan / Provincial Grand Lodge or one of the four main national Masonic Charities.

Collecting of Alms

The Deacons usually circulate a broken column, or alms bag at each meeting. Put an amount of your choosing in the bag. You may also be asked to put it in an envelope so that tax can be reclaimed, which can add a significant amount to the Lodge's giving. How the proceeds of the Alms collection are applied is a matter for individual Lodges.

You may also be asked by your Lodge's Charity Steward to complete a standing order to pay a regular small amount for charity on a monthly or other basis. This can be an effective and painless way to support charity and it allows the Lodge to claim back the tax too.

Lodge commitments

Annually your Lodge has to pay an amount of money to our governing body, The United Grand Lodge of England, in respect of each of its members. Additionally a payment is made on behalf of each member to The Grand Charity. The Lodge collects this money by way of your annual subscription, in addition to the amount collected through the alms bag, and other charity giving methods.

Making a difference

Together we can make a difference – a big difference: Freemasonry is one of the largest contributors to charitable causes after the National Lottery.

London Lodges give around £3.5m to charity each year. The focus of Masonic charitable giving is to the main Masonic charities (see overleaf), however, a sizeable amount also



Freemasonry is the largest contributor to charitable causes after the National Lottery.

goes to non-Masonic charities across the length and breadth of the nation, often for whom our donations can make a real difference.



Through the Masonic Charitable Foundation and its predecessor charities, Freemasons have given around £130m to charities across England, Wales and overseas in recent years, in addition to supporting thousands of Freemasons and their families in need.

Further reading

Freemasonry Today

'FT' is a quarterly magazine published on behalf of UGLE. The magazine is posted direct to all Freemasons, free of charge. The content of the magazine is intended to cascade information from the Quarterly Communications of Grand Lodge and the Masonic Charities. It also includes a number of articles of a general nature which are not necessarily Masonic. 'FT' is also available on audio tape for visually impaired masons – your Lodge secretary can apply on your behalf.

The Square

Is a commercial magazine about Freemasonry available on subscription, available quarterly and publish in March, June, September and December. Subscription costs around £12 per year with discount for multiple years. The magazine spans a wide array of main as well as side orders and contains stimulating articles, items of interest, adverts and points of view. Subscriptions for The Square can be obtained at www.thesquaremagazine.com or by phone at 0844 245 6935.

Year Books

Metropolitan Grand Lodge and all 47 Provincial Grand Lodges publish a Year Book annually, a respective copy of which should be held by your Lodge Secretary. The Year Book lists details of Metropolitan/Provincial Grand Lodge hierarchy, officers and relevant details together with a listing of Lodges under their authority.

Magazine/Web Sites

Most Metropolitan/Provincial Grand Lodges produce a magazine (usually quarterly) to reflect items of interest and activity in your area. They will also operate their own independent web site as well as Facebook and Twitter accounts to help assist in keeping you informed of what is going on. Ask your Lodge Secretary for details if they are not included with this booklet.



Website for PGL Warwickshire



www.ugle.org.uk

Library and Museum of Freemasonry

There is a fantastic and highly recommended library and museum available to visit at Freemasons' Hall, Great Queen Street.

General reading

Even for non-Masons and especially for a Candidate before Initiation, it is reasonable and proper to want to know more about Freemasonry. Much has been written and is available through public libraries and Masonic retailers.

Several videos are also available, including:-

- The Freemasons
- Freemasonry, Today, Tomorrow

Ritual books

The books of the many rituals – dozens of them are readily available at Masonic retailers. Such study will obviously be of more relevance to a Master Mason after his raising and perhaps after having done some visiting.

Examples are:

- A Freemason's Guide and Compendium, by B.E. Jones
- Masonic Ritual, by Dr. E.H. Cartwright
- Freemason at Work, by Harry Carr
- World of Freemasonry, by Harry Carr
- The Craft, by John Hamill

The rule book

The ultimate rule book is The Book of Constitutions, which will be your constant companion. It is available on the UGLE website.

Masonic research

The foremost Masonic research body is the Quatuor Coronati Lodge, No. 2076, whose proceedings are published in 'Ars Quatuor Coronatorum'. Membership of their Correspondence Circle is available to Masons by telephoning 020 7831 4355.



Freemasons' Hall tour

The Library and Museum organises free tours of the Grand Temple and ceremonial areas. For further details, please visit the Library and Museum's website at www.freemasonry.london.museum/tours.php



Insight and Arena magazines

Hymns

Opening Ode or Hymn

Hail, eternal! By whose aid
All created things were made;
Heav'n and earth, Thy vast design;
Hear us, architect divine

May our work, begun in thee,
Ever blest with order be:
And may we, when labours cease,
Part in harmony and peace

By Thy glorious Majesty
By the trust we place in Thee-
By the badge and mystic sign-
Hear us, Architect Divine

So mote it be.

National Anthem

God save our gracious Queen.
Long live our noble Queen.
God save the Queen.
Send her victorious,
Happy and glorious,
Long to reign over us.
God save the Queen

Sung at the end of a Lodge meeting or later
at the Festive Board

Closing Ode or Hymn

Now the evening shadows closing,
Warn from toil to peaceful rest,
Mystic arts and rites reposing,
Sacred in each faithful breast.

God of light! Whose love unceasing
Doth to all thy works extend,
Crown our order with thy blessing,
Build; sustain us to the end.

Humbly now we bow before thee,
Grateful for Thy aid divine;
Everlasting power and glory,
Mighty Architect! be Thine.

So mote it be.

Hymn sung at Grace

For these and all thy mercies given,
We bless and praise Thy Name, O Lord

May we receive them with thanksgiving
Ever trusting in Thy Word

To Thee alone be honour, glory
Now and henceforth for evermore.

Amen.



On page 30 we looked at some of the traditions of the Festive Board. Overleaf you will find the outline of the Toast List used in all Craft Lodges.

The Toast to “Absent Brethren”

Traditionally, this is regarded as the “Nine O’clock Toast”, when “The hands are on the square.” It is good to feel that at a particular moment, Brethren pause to think of one another, especially those who cannot be present for one reason or another. In practice, it is not always possible to arrange for the toast to be taken precisely at 9.00 p.m. It must not, for example, precede the toasts to the Queen and to the Grand Master.

In many Lodges, this toast can be a moving and memorable moment, particularly for example, when well loved Brethren may be absent through serious illness.

The Tyler’s Toast

Traditionally, this is the last toast of the evening and is announced by a customary double tap of the gavel by the Master alone. It can be given by any Brother but is usually given by the Tyler.

“To all poor and distressed masons where ’ere dispersed over the face of earth and water (and in the air), wishing them a speedy relief from their suffering and safe return to their native land should they so desire it. To all poor and distressed masons.”.

The toast list

The Queen and the Craft

**The Most Worshipful The Grand Master
HRH The Duke of Kent**

**The Most Worshipful Pro Grand Master
The Right Worshipful Deputy Grand Master
The Right Worshipful Assistant Grand Master
And the rest of the Grand Officers Present and Past**

The Right Worshipful Metropolitan/Provincial Grand Master

A toast to Metropolitan/Provincial Grand Officers

The Worshipful Master

The Immediate Past Master/Installing Master*

The Initiate**

The Visitors

Past Masters and Officers of the Lodge***

Absent Brethren

The Tyler's Toast

* only at Installation
** only when there is an Initiate
*** optional

Beyond the craft

The Holy Royal Arch

You will hear the term “Chapter” used. This refers to the Holy Royal Arch. Although there are numerous other Masonic Orders which you will get to hear about in time, none of them form part of Pure Ancient Masonry. The Craft teaches you about man’s relationship with man, whereas the Holy Royal Arch teaches about man’s relationship with his God. It is only by combining the two that you can ever become a complete mason. For this reason it is likely to be more beneficial to join the Holy Royal Arch before considering other Masonic Orders. You are eligible to join (called exaltation) a Royal Arch Chapter four weeks after the date of becoming a Master Mason.

The Metropolitan Grand Master and most provincial Grand Masters are also the head of the Holy Royal Arch in their respective jurisdictions. As such they are known as the Most Excellent Metropolitan/Provincial Grand Superintendent. Most Chapters are linked to one or more Lodges and meet less frequently than Craft Lodges, while the admission fees and the annual subscriptions are also lower.

To find out more please ask your proposer, Lodge secretary, mentor or any brother you see wearing a Royal Arch jewel, which is a jewel suspended from a tri-colour, red, or white ribbon.

Other Masonic Orders

You will learn about other Masonic Orders in due time and be able to join them when you have progressed to a Master Mason. That said, it is common practice to join The Holy Royal Arch as your first priority. Many Masons prefer to understand the Craft further before committing themselves to other memberships. Ultimately the choice is yours and feel free to discuss other Masonic Orders with your fellow Brethren.

Further reading on Masonic Orders

Title: Beyond The Craft
 Author: Keith B Jackson
 Publisher: Lewis Masonic Books



Conclusion

We hope you have found this Guide useful. As stated at the outset, it is not intended to provide answers to every question you may have. One of the interests of freemasonry is that we are learning new aspects regarding the Craft throughout our Masonic careers.

Useful addresses

United Grand Lodge of England

Freemasons' Hall, Great Queen Street
London WC2B 5AZ





This document forms part of the materials for the Members' Pathway and is intended to be referenced during [Step 3](#).

In a report adopted on 9th December 1981, the Board of General Purposes stated that:

“There is no objection to a neutrally worded approach being made to a man who is considered a suitable candidate for Freemasonry. There can be no objection to his being reminded, once, that the approach was made. The potential candidate should then be left to make his own decision, without further solicitation.”

In another report adopted on 10th March 1999, the Board stated:

“The Board considers that it may be opportune to remind Brethren of the scope of Masonic ‘secrecy’, so that in explaining Freemasonry to their families and friends they may know what they may and may not discuss.

“Every Freemason is bound by his obligations not to reveal the traditional modes of recognition. This admits of no compromise. The ceremonial ways of proving that one is a Freemason should not normally be used outside the context of Masonic meetings. Brethren making improper disclosure or use of the signs, tokens and words of Craft and Royal Arch Masonry render themselves liable to Masonic disciplinary sanction. The promise not to reveal the modes of recognition may also be seen as symbolic of a wider pledge by a Brother to abide by all his obligations, non-Masonic as well as Masonic. Brethren will also wish to bear in mind that it is greatly desirable that even those parts of our ceremonies which do not fall strictly within the scope of the preceding paragraph should be kept private, and not disclosed without very good cause, in order that the impact of those ceremonies on candidates may not be diminished.

“Every Mason is free to reveal his own Masonic membership, except when it might appear that business, professional or personal advantage is thereby being sought for himself or another. The Board believes that Brethren should be encouraged to acknowledge their membership with pride.”

These edicts underpin all of the activities that comprise [Step 3](#) in the Pathway.



1. You agree to be a good Man and true, and strictly to obey the moral law.
2. You are to be a peaceable Subject, and cheerfully to conform to the laws of the country in which you reside.
3. You promise not to be concerned in plots or Conspiracies against Government, but patiently to submit to the decisions of the Supreme Legislature.
4. You agree to pay a proper respect to the Civil Magistrate, to work diligently, live creditably, and act honourably by all Men.
5. You agree to hold in veneration the original Rulers and Patrons of the Order of Free-Masonry, and their regular Successors, supreme and subordinate, according to their Stations; and to submit to the Awards and Resolutions of your Brethren in general Lodge convened, in every case consistent with the Constitutions of the Order.
6. You agree to avoid private piques and quarrels and to guard against intemperance and excess.
7. You agree to be cautious in your carriage and behaviour, courteous to your Brethren, and faithful to your
8. You promise to respect genuine and true Brethren, and to discountenance Impostors and all Dissenters from the original Plan of Free-Masonry.
9. You agree to promote the general good of Society, to cultivate the Social Virtues, and to propagate the knowledge of the Mystic Art as far as your influence and ability can extend.
10. You promise to pay homage to the Grand Master for the time being, and to his Officers when duly installed, and strictly to conform to every Edict of the Grand Lodge.
11. You admit that it is not in the power of any Man or Body of Men to make any Alteration or Innovation in the Body of Masonry without the consent first obtained of the Grand Lodge.
12. You promise a regular attendance on the Communications and Committees of the Grand Lodge, upon receiving proper notice thereof, and to pay attention to all the duties of Free-Masonry upon proper and convenient occasions.
13. You admit that no new Lodge can be formed without permission of the Grand Master or his Deputy, and that no countenance ought to be given to any irregular Lodge, or to any person initiated therein; and that no public processions of Masons clothed with the Badges of the Order can take place without the special Licence of the Grand Master or his Deputy.
14. You admit that no person can regularly be made a Free-Mason or admitted a Member of any Lodge without previous notice and due inquiry into his character; and that no Brother can be advanced to a higher Degree except in strict conformity with the Laws of the Grand Lodge.
15. You promise that no Visitor shall be received into your Lodge without due examination, and producing proper Vouchers of his having been initiated in a regular Lodge.



Lodges have used the following ideas and good practices successfully when interviewing applicants.

Skills Sought in Members of Interview Panels

- Chairing an interview involves the following skills:
 - Planning and organising the structure of the interview
 - Observing all present and their participation
 - Listening and questioning
 - Encouraging, discouraging and managing contributions
 - Giving feedback
 - Clarifying and summarising
 - Managing progress and time
 - Promoting conclusions and agreement.
- All members of an interview panel should be skilled in questioning, listening and feedback techniques.
- One person present, possibly the [Lodge Membership Officer](#) or Secretary, should be capable of taking accurate notes and of recording and communicating discussions and decisions.
- A training package is available for use by trainers appointed by Metropolitan / Provincial / District Grand Lodges, to help them to develop the skills needed by members of Lodge Interview Panels.

Selecting Members of Interview Panels

- Consider who among your members have the above skills and who do not.
- Masonic rank or seniority is not a necessary criterion when determining whether a particular member would make a suitable member of the panel.
- It is useful to have a member of similar age to the applicant on the panel. He should have the appropriate interviewing skills.
- If yours is a large Lodge, consider forming a pool of approved interviewers. From this pool select second and third interviewers for specific occasions, according to their match with the age or background of the interviewee.
- Each panel should include one Master Mason and one Past Master.
- Ideally the [Lodge Membership Officer](#) will hold all three sets of skills. He should be a member of each panel.

Role of the Chairman of the Interview Panel

- The Chairman could be the most senior Freemason of those with the interviewing skills and qualities.
- The Chairman should be selected as such, or preferably emerge as such, during the Lodge's planning process at [Step 1](#).
- The Chairman is responsible for managing the conduct of the interview. His role is to:
 - Allocate the questions to be asked between the members of the Interview Panel.
 - Create a relaxed, positive, but structured atmosphere.
 - Keep the interview on track and everyone to the point at all times.

- Encourage the applicant to contribute.
- Listen to the applicant's views without leading him or expressing his own.
- Make sure all of the required questions are asked and all of the relevant issues are covered.
- Move from one part of the interview to another by summarising and making it clear that the interview is moving on.
- Avoid raising expectations, suggesting panel approval or making false promises.
- Summarise and conclude the interview in a positive manner.
- Leading the process to decide the outcome, once the applicant has departed.
- Agree follow-up actions by all parties and make sure they are recorded.

Interview Structure

- Good interviews have a clear structure with a beginning, a middle and an end.
- The beginning confirms the purpose of the interview, introduces all parties by name and establishes rapport. It includes the following:
 - A warm and friendly welcome by the Chairman, with brief light conversation to put the applicant at ease.
 - Introductions of the members of the Interview Panel and others present, as well as their roles on the panel in simple, everyday and non-Masonic terms.
 - Clarification of the purpose of the interview, which is to determine whether the applicant meets the qualifications for membership and whether he and the Lodge are suited to each other.
 - A brief and simple explanation that if accepted by the panel the applicant would be proposed for membership and if successful he would be admitted and Initiated at a future date.
 - That having been Initiated he would be a Freemason for life and would be a member of the Lodge, of the Metropolitan Area, Province or District in which the Lodge meets and of the United Grand Lodge of England.
 - Confirmation that the sponsors are satisfied that the applicant meets the essential qualifications for membership.
- The middle section of the interview comprises a discussion to seek the information listed in [Step 6: Examples of Interview Questions](#) are available from which you can select appropriate questions.
- First invite the applicant to tell the panel about himself in his own words. This is likely to provide a rich source of information and should not be interrupted if at all possible.
- Continue with questions around the basic qualifications for membership.
- Then with some questions concerned with the applicant's interest in Freemasonry and his motives for joining.
- The discussion can then move onto matters that relate to his possible membership and likely commitment and contribution to the specific Lodge.
- There may also be some questions unique to the specific Lodge but the examples provided will address most of the information that is required by the Interview Panel.
- Applicants are not obliged to disclose criminal convictions that are deemed to be spent under the [Rehabilitation of Offenders Act, 1974](#).
- If a conviction is declared, advice should be sought from the Metropolitan / Provincial / District Grand Secretary via the Lodge Secretary.

- The end stage of the interview should include:
 - Asking the applicant whether he has any questions that he would like to ask.
 - An explanation of the next steps, namely that the panel will decide whether or not it will recommend the applicant to the Lodge Committee as a candidate for Initiation, how that decision will be communicated to the applicant and how the proposal, ballot and admission will follow.
 - Thanks to the applicant for his interest and his time.

Interviewing Techniques

- The interview is a formal and structured discussion conducted in a warm, relaxed, considerate and courteous manner.
- It may be the first formal Masonic occasion that the applicant attends. He will form lasting impressions within the first ten seconds, beginning with his welcome.
- As “you never get a second chance to make a good first impression”, care is needed to prepare for and manage the whole meeting.
- The applicant also has decisions to make; whether he will feel comfortable in your company, whether Freemasonry is an organisation into which he will be willing to invest a considerable amount of his time and money, and whether his spouse or partner is also likely to feel welcome.
- Consider the layout of the room. The best layout will be around a circular or square table, with the applicant sat between his proposer and seconder and the members of the panel evenly spaced. Select comfortable seats of equal height.
- Make sure there are no interruptions and that phones are switched off.
- Arrange for the applicant’s proposer to meet him on his arrival and to introduce him to the Chairman of the panel.
- During the interview the applicant and the existing members will create expectations of each other and an informal “contract” or understanding. These will form the basis of the applicant’s future membership of the Lodge.
- If those expectations are not met, or the informal contract is broken, one or both of the parties will be disappointed, possibly will be unhappy and may be disillusioned. The long term interest, commitment, involvement or even membership of the applicant is then likely to suffer.
- Most of the interview will comprise a discussion built around planned questions asked by members of the panel and others by the applicant. Good questions are developed first by defining the information to be sought and then creating appropriate questions to gather and confirm that information.
- The list of [example interview questions](#) details the information sought, the reason why it is sought and examples of some good questions to use to obtain that information.
- If the applicant enquires, it is in order to explain why the questions are being asked. For some questions it would be best to do so after the applicant has answered, so as not to lead him in any way.
- Questions may be categorised in simple terms as:
 - Open questions begin with the words “what”, “why”, “when”, “where”, “who” and “how” or with “tell me ...” They invite descriptions and explanations in the applicant’s own words and should form the majority of the interview.

- Closed questions begin with words such as “do you ...”, “can you ...”, “have you ...”, “did you ...” They invite “Yes” or “No” answers and are used to vary the intensity of the interview and to clarify points. They are especially useful when confirming information around essential qualifications.
- Probing questions are normally open in their type and ask the applicant to provide more detail on points of relevance.
- A combination of open and closed questions will open up issues and establish facts and the applicant’s beliefs or opinions. Probing questions can also be used to gather more in-depth information, to confirm details and to check understanding.
- Avoid asking leading questions that provide in their wording a clue to a desired or acceptable answer.
- Encourage the applicant to do most of the talking. If his answers to the example questions do not provide the information you require, politely ask again but using different words.
- Observe the applicant’s body language. Is he open in his posture and hand gestures? Does he establish eye contact when communicating with panel members and does he connect with them? Does his body language suddenly change when asked particular questions?
- Be aware of your own body language, so as not to give the wrong message, react to the applicant’s answers or give away any contrary personal views.
- Work at being an active listener. Seek to understand the applicant’s point of view rather than seeking his acceptance of your own.
- Demonstrate interest in what the applicant is saying, patience and empathy with him as he expresses himself, positive body language and an understanding of his point of view.
- Involve yourself by responding to the applicant and by encouraging him to contribute more.
- Provide feedback where appropriate but again, avoid giving clues to a desired answer.
- Avoid saying too much about your own perspective, views or experiences other than what is necessary to build rapport.



- The following are good examples of the information that a Candidate profile might provide.
- The information assembled in the Lodge profile will help to create a profile of the qualities of a person who will be well suited to become members the particular Lodge.
- All candidates for Freemasonry have to meet the essential qualifications for membership. A candidate profile adds to those qualifications other useful information that will help the Lodge to identify suitable prospective candidates.
- It is important that the candidate profile is not too narrow or restrictive. It must not discriminate in terms of disability, race, religion or belief, sexual orientation or marital status.

Circumstances of the person

Availability

- List the dates, times and places when a new member must attend, should attend, might in future need to attend.
- Consider Lodge meetings, rehearsals, Lodges of Instruction, committee meetings, social events, Provincial events, etc.

Affordability

- The costs associated with Lodge membership have already been identified in the Lodge profile (see [Time and cost commitments](#)).
- Any prospective candidate must be able to afford these costs without detriment to themselves.

Characteristics of the person

Compatibility

- Identify any personal interests that would make any new member more likely to find himself compatible with the existing members.
- Identify any interests in or compatibility with the special features or characteristics of the Lodge, such as focus on tradition / education, charitable causes, social activities, etc.
- Identify any other hopes and expectations that the Lodge has of new members.

Qualities and skills

- Identify the personal characteristics that would suit the culture of the Lodge in the light of the Lodge profile.
- If the Lodge is short of particular skills that it requires, list these skills as well (eg, good administrative skills, bookkeeping skills, fundraising skills, etc).

Values

When completing the Lodge profile members will have considered the Masonic values that are predominant within the Lodge, either by ranking them in the simple manner above or by exploring them in more detail using the [Values questionnaire](#).

Clearly, any future candidate will need to have personal values that are compatible with those predominant within the Lodge. Therefore, the candidate profile can include the ranked list of Masonic values generated in the Lodge profile.

At [Step 5](#), when sponsors are discussing membership with a prospective candidate, they can use the questionnaire to identify the similarities and differences in values between the candidate and the Lodge. Clearly if the values of the two are similar, the candidate is more likely to 'fit'. If, however, they are very different then it might be more sensible to guide him towards a Lodge with values closer to his own.

Some examples of [candidate profiles](#) completed by Lodges that have gone through this process can be found [here](#).



The following list includes several ideas and good practices that sponsors have used successfully when screening prospective candidates and preparing them for interview.

- Be familiar with the following:
 - The Rules in the [Book of Constitutions](#) relating to candidates and membership.
 - The [Summary of Antient Charges & Regulations](#), particularly paragraph 14.
 - The [Aims & Relationships of the Craft](#).
 - The declaration an applicant is required to make on the [Grand Lodge Registration Form](#).
- Be satisfied that you know the prospective candidate well enough to propose him with confidence, such that “he will reflect honour on your choice”.
- Tell him about Freemasonry and what we are. Be confident and enthusiastic about your own membership and be open with him, willing to discuss your experience of the Craft and what it means to you.
- Refer him to the UGLE and Provincial websites as well as the increasing number of videos that are becoming available, such as the Sky TV documentary, “Inside the Freemasons”.
- Over a period of time, and without conducting any form of interview, gather from the prospective candidate the information you will require to determine whether he [meets the qualifications for membership](#).
- Invite him and his spouse / partner to social events organised by your Lodge, and others. This will enable them to meet, and be introduced to, other members of your Lodge and their spouses / partners, to allow him to consider whether they are likely to become his friends, and he theirs.
- Accompany him to White Table evenings, or their equivalent, where he may hear others talking about Freemasonry, and have the opportunity to hear answers to his questions and those asked by others.
- Invite him to meet Lodge members in the bar following a Lodge meeting, or to attend an open Festive Board.
- Encourage Lodge members to meet prospective candidates at such events as above, to help them satisfy themselves that they will find the prospective candidate acceptable.
- Introduce the prospective candidate to the websites published by UGLE, your Metropolitan / Provincial / District Grand Lodge and your Lodge.
- Encourage him to look at other websites, being careful to avoid those that are misleading or inaccurate.
- Provide him with other [resources and sources of information](#), such as booklets, DVDs, etc.
- Discuss with him his findings from his research into Freemasonry, and his response to what he has learned.
- Check the prospective candidate’s availability for Lodge nights, rehearsals and Lodge of Instruction. If he is not available, he may be better suited to another Lodge.
- Discuss with him the costs of membership, including charitable donations. Be open, accurate and as complete as possible. Give him a copy of the [time and cost commitments expected by the Lodge](#), obtained from the Lodge Membership Officer, and explain their relevance.

- Do not hide any costs or apologise for them. Explain that they may rise if he increases his involvement in Freemasonry over time.
- Be alert for any concern about costs, and whether they might create any issues for him. Confirm that he feels able to afford the costs and is free to do so, and that his spouse or partner will be comfortable with his spending that amount of money on what they will consider to be a hobby. That is, that his other commitments or financial obligations do not prevent him from taking on added expenditure.
- If the cost of joining your Lodge is prohibitive another may be more appropriate for him. In such a case you might refer him to another Lodge, either directly or via Metropolitan / Provincial / District Grand Lodge.
- Invite him to ask any questions he may have about Freemasonry and the Lodge. Be prepared to answer his questions confidently and openly. If you are unable to do so yourself, then either research the topic or find another member who can help.
- Explain that (1) there are several stages in the Masonic journey, starting with the three Craft degrees and culminating in the Royal Arch; (2) there is also a sequence of offices that usually lead to Mastership of the Lodge; (3) the extent to which any member progresses is entirely at his own discretion; (4) taking office brings responsibilities that require learning, attendance and commitment.
- Explain to the prospective candidate the Craft's expectation that its members maintain the highest standards of behaviour.
- Help him to complete the [Grand Lodge Registration Form](#). Discuss with him the questions and declarations on the form. Explain the relevance of each item and how the information he provides will be treated.
- Discuss with him the circumstances behind any question to which he can give only a qualified answer. Obtain from him evidence of, and any background information relating to, any such qualifications. Encourage the applicant to be completely honest and open.
- If the applicant is asked to complete any survey or questionnaire by your Metropolitan / Provincial / District Grand Lodge, then encourage him to complete it.
- To prepare him for the interview, explain that it is an important and formal part of the joining process but will be conducted in a friendly manner. Explain who will be present, the dress code and the issues he will be asked about.
- Avoid giving him the specific questions or coaching him as to the answers he should give. Instead emphasise the importance of honesty, that some questions will have no right or wrong answers and that the interview is concerned with determining whether the man is right for the Lodge and the Lodge right for the man.
- Attend the interview to introduce the applicant, sit with him and be ready to answer any questions the Interview Panel may have of you.
- Be ready to explain to the Interview Panel why you consider the applicant to be a suitable candidate for Freemasonry and your Lodge in particular.

Support Document - Template Letters to Applicants



This document forms part of the materials for the Members' Pathway and offers examples of template letters that may be used to write to applicants and candidates. You may wish to tailor these to your specific Lodge.

Letter to Invite Applicant to Interview

Dear Mr. [Surname]

Application to join [Lodge name] Lodge No. [Lodge number]

Thank you for submitting your application to become a Freemason and join [Lodge name] Lodge No. [Lodge number].

I write to invite you to an interview with members of the Lodge to determine your qualifications for membership of Freemasonry and your suitability for membership of this Lodge. The interview will be held at [time] on [date] at [full postal address of place]. If you are unable to attend on this occasion please contact me so that we can arrange a mutually convenient date.

Present at the interview will be the Chairman of the Interview Panel and two other members of the Lodge. Your proposer &/or seconder will be there to introduce you to the panel. Our Lodge Membership Officer will also be in attendance. The interview should be considered a formal occasion but will be conducted in a warm and friendly manner.

There are three possible outcomes following the interview:

- 1) You qualify as a candidate for Freemasonry and we agree that you are suited to our particular Lodge
- 2) You may qualify as a candidate for Freemasonry but we believe you would be better suited to another Lodge
- 3) You do not appear currently to qualify as a candidate for Freemasonry and we will not pursue your application at this point.

You will hear within a few days the outcome of the interview. Of course, it is equally important that you be fully happy that Freemasonry, and our Lodge in particular, is right for you. Therefore, we encourage you to come with questions and we will do our best to answer them.

Your proposer &/or seconder will wish to prepare you for the interview. If you have any questions please contact one of them and they will be pleased to assist.

I look forward to meeting you and to progressing your interest in Freemasonry.

Yours sincerely

Secretary

Letter to Candidates after Interview

The following letter may be used to inform an applicant that, following interview, he is to be recommended for membership of the Lodge.

Dear Mr. *[Surname]*

Application to join *[Lodge name]* Lodge No. *[Lodge number]*

Thank you for attending the meeting recently when you met with some of the members of *[Lodge name]* Lodge.

The Lodge Committee is very happy that you should be proposed for membership of the Lodge. Therefore, that will take place at a meeting of the Lodge on *[Date 1]*. The members of the Lodge will then be asked to approve your membership in a ballot at our following meeting on *[Date 2]*. I shall let you know the outcome of the ballot immediately after the second meeting. If the ballot is in your favour we would like to admit you and conduct the ceremony of your Initiation on *[Date 3]*.

So that we may all plan our diaries in the event of a successful ballot, please confirm that you can attend for the ceremony on *[Date 3]*. I shall supply you with all the other information you will require for that meeting when I confirm to you the result of the ballot.

In the course of the next few days, I shall arrange for you to be formally introduced to your Personal Mentor whose task it is to make your entrance into the Masonic family easy and pleasurable, as well as provide additional support to that given by your Proposer and Seconder.

May I remind you that this Lodge holds its regular meetings on *[meeting dates]*. For those in office and other interested members, its rehearsals / Lodges of Instruction are held on *[additional dates]*. If you could add these to your diary now it will help ensure your regular attendance and that you do not get double-booked!

If you have any questions, please ask me or your proposer. We will do our best to assist you with any issue.

Yours sincerely

Secretary

Letter To Candidates After Ballot

This letter may be used to inform a candidate that the ballot was successful.

Dear Mr. *[Surname]*

Application to join *[Lodge name]* Lodge No. *[Lodge number]*

I am delighted to inform you that, at the meeting of this Lodge on *[Date 2]*, the members voted to accept you for initiation into Freemasonry as a member of this Lodge.

As a result, we plan to conduct the ceremony of your initiation on *[Date 3]*. You should arrive at *[full address of location]* by *[time]* and be dressed in a dark suit, black shoes and socks, long sleeved white shirt and black tie. You should also provide yourself with a pair of white gloves *[delete the last sentence if it is not the practice of the Lodge for EAFs to wear gloves or if his proposer provides them for him]*. At this stage you will not need any regalia as this will be provided for you.

Your proposer and Personal Mentor will provide you with further advice. On the night one or both of them will meet you and introduce you to others before the start of the meeting. In particular they will introduce you to the Tyler, who will look after you until we are ready to start the ceremony, and the Junior Deacon who will conduct you through the ceremony.

Before the ceremony our Treasurer will need to receive payment of your Initiation fees and your membership subscription for the year ending *[Date 4]*. This will total *[Fee 1]*. You may wish to invite friends who are Freemasons as your guests to your Initiation, and we encourage you to do so. Should you wish to do so, please contact me in advance to establish their credentials. The dining fee for the evening will be an additional *[Fee 2]* for you and each of your guests *[adapt the last sentence if the Lodge or a sponsor is to pay the initiate's dining costs]*. Please bring with you to your initiation a chequebook, or other means of paying, so that these fees may be paid before the ceremony.

At future meetings of the Lodge you will be able to complete the second and third ceremonies of Craft Freemasonry, known as Passing and Raising. I will ensure that you are informed in good time when you will be invited to complete these ceremonies. To remind you, this Lodge holds its regular meetings on *[meeting dates]* and its rehearsals / Lodges of Instruction on *[additional dates]*. If you have not already done so, may I suggest that you add these to your diary now, to help ensure your regular attendance and so that you do not get double-booked.

We are very much looking forward to welcoming you in to *[Lodge name]* Lodge, and we hope that you will have many years of very enjoyable membership. If you have any questions, please ask me or your proposer. We will do our best to assist you with any issue.

Yours sincerely

Secretary



- Before organising a Lodge's involvement in any event involving contact with people who are not previously known to Lodge members (i.e. the public), and before contacting or in any way engaging with the media (local or national) advice should be sought from the Provincial Communication Officer.
- At all times, all approaches or questions from the media should be referred to the Provincial Communication Officer.
- The Provincial Communication Officer will ensure that:
 - The event is an appropriate one for Freemasonry to be connected to and that there is no risk of damage to the reputation of the Craft.
 - Brethren with appropriate skills and experience are involved in public or media facing roles.
 - Those involved are suitable briefed and have a current understanding of relevant policies.
 - All necessary insurance policies and relevant civic and other permissions are in place.
- In every community there are opportunities for local organisations to promote themselves. Examples include:
 - Running information stalls at local community events (such as shows, fetes, carnivals)
 - Leaflet displays in public places (such as libraries, railways stations, swimming pools, etc.)
 - Offering to provide talks for local organisations (such as [Rotary Clubs](#), [Probus](#), etc.)
 - Attending occasions with which Freemasonry would like to be aligned in peoples' minds (such as Remembrance Services, charity events, etc.)
 - Supporting, sponsoring or donating towards other local organisations and worthy causes (such as youth organisations like football teams, [Scouts](#), [Guides](#), [cadet forces](#), etc.)
 - Providing a service (such as marshalling or catering) to other community organisations for their events and activities.
- A Lodge can also hold its own private and public events, perhaps alone or working with other Lodges, to raise awareness and visibility. These include:
 - Private events: White table meetings and social events (such as Ladies' evenings, garden parties, barbecues, quiz nights, golf days or other sporting events)
 - Public events: Open days or evenings at the Masonic Centre, or religious services and processions.
- Consider what promotional equipment and materials will be needed to create the impression of an attractive, well organised and respected organisation.
- All promotional materials, including leaflets, stands, website, social media, presentation slides, clothing, merchandise etc. should use UGLE's logos and follow its [brand identity](#) and other guidelines and policies (e.g. [social media policy and guidelines](#)), as well as comply with local guidance and requirements from the Lodge's Province.
- Seek help and support from those in the Province who have the skills and experience necessary for engaging the public in discussions about Freemasonry.

Support Document - Time & Cost Commitments Expected by the Lodge



This document forms part of the materials for the Members' Pathway and is intended to be created during [Step 1](#), when Lodge members write their Lodge Profile. A completed copy can then be given to a prospective candidate during [Step 5](#) when he is discussing membership and before he is formally proposed.

Lodge **[Name]** No. **[Number]**

The Lodge holds its regular meetings at **[address]** at **[time]** am/pm on the **[day]** day of the months of **[months]**.

The Lodge of Instruction / rehearsals are held at **[address]** at **[time]** am/pm on the **[day]** day of the months of **[months]**.

The costs of joining and being a member of this Lodge are currently as follows:

Item			Cost
1.	Joining fee (<i>a one-off payment on joining</i>)		£
2.	Annual Lodge subscription, payable on [date]		£
	Included in the annual Lodge subscription:		
	Grand Lodge annual dues	£	
	Masonic Charitable Foundation annual contribution	£	
	Metropolitan / Provincial / District Grand Lodge annual dues	£	
	Metropolitan / Provincial / District Grand Lodge annual charity contribution (<i>if applicable</i>)	£	
	Per capita rent of Lodge's meeting place	£	
3.	Dining costs (<i>currently charged at £_____ each for yourself and your guests at _____ meetings per year</i>)		£
4.	Charitable donations, appeals, Festival contributions (<i>average per Lodge member</i>)		£
5.	Regalia (<i>including MM's apron, white gloves, Lodge or other tie(s)</i>)		£
6.	Any additional regular payments		£
Total			£



The following are among the important topics that are useful to discuss with a new Freemason over a period of time and during mentoring sessions and Lodges of Instruction. It is important to cover the ground at the pace and in the order that suits the new Freemason, rather than overburden him with too much information at once.

- The organisation of the Lodge and duties of the [Lodge officers](#). *(To then introduce him to those officers at the next Lodge meeting will accelerate his sense of belonging.)*
- A schematic [layout of the Lodge Room](#) and the seating positions of the officers.
- The names of Lodge members, their wives or partners and their contact details.
- A symbolic explanation of the ceremony taken most recently.
- The ritual for the ceremony taken most recently, if available and if copyright allows.
- The correct manner of giving signs, tokens and words for that ceremony.
- The nature of Masonic “secrets”:
 - as no more than the means to demonstrate a Freemason’s qualifications to be present in a Lodge open in a certain degree or to be admitted to another degree.
 - for use only in an open Lodge and not outside.
- Leaving the Lodge during a ceremony that he is not yet qualified to attend.
- The traditional language of the ritual and its use to convey the aims, ideals and traditions of Freemasonry within a Lodge meeting.
- The use of today’s language to explain our experience of Freemasonry in a modern and relevant context.
- The function and content of the Lodge summons.
- Basic Masonic etiquette.
- Masonic titles and ranks, addressing others, preambles in Lodge and at the Festive Board.
- The [Festive Board](#), its structure, practices and traditions.
- Firing at the Festive Board, history and variations.
- Lodge rehearsals and Lodges of Instruction, their value and importance.
- The questions leading to the next degree and the answers that he must give beforehand.
- Learning ritual; tips and techniques, an appropriate piece to start with, being ready to deliver ritual.
- The words for the [Opening and Closing Hymns](#) used, as well as other songs used in the meeting or at the Festive Board.
- [Inviting Guests](#) and the responsibilities involved.
- Booking to attend meetings, the need for submitting apologies and the consequences of late responses.
- Visiting other Lodges; booking in, paying, what to expect and what will be expected of him.
- Respecting the differences between Lodges, their ritual and other practices.
- Applying the principles of Freemasonry to our everyday lives. Reference to [the Charge after Initiation](#), which spells out the way in which we should live our lives, may help.
- Managing commitments; his first responsibility should always be to his family, secondly to his employment, and (only) thirdly to his Masonic commitments.
- The relationship between the Craft and Royal Arch within pure Antient Freemasonry, the relationship of the other Orders and maintaining a commitment to one’s Mother Lodge.

Support Document - Values Questionnaire



People want to join Freemasonry for many reasons. The Craft has conducted some research to map out what some of these reasons might be. Often, people have a combination or blend of things that lead them to want to join. Research has identified a number of sets of reasons and it would be helpful to see if any or some of these might also apply. Read through the descriptions and then choose not more than 3 that you recognise as being true of yourself.

These descriptions are in no priority order and you do not need to agree with all the individual statements within each set. The statements are direct quotes from others who have wanted to become Freemasons and when taken together they represent an underlying value or motivation. So if overall you find yourself agreeing with most of the statements within a description, then it probably also applies to you. If none or indeed most don't seem relevant then the description probably does not apply to you.

It would help if you could rank order these on the sheet at the end. As you will see, all are perfectly legitimate and there are therefore no "right answers". We just want to see if you recognise any of these in yourself. If not could you tell us in your own words what led you to want to become a Freemason.

History and Tradition

Because of the attraction of ritual and tradition appeals to me
Because I love history and I'm fascinated by the history and richness of tradition of Freemasonry
To be part of a movement that has a long history and continuity of traditional values
To socialise and be part of a brotherhood with an ideology I can study and grow from

Respect and Status

Because Freemasons seem to have respect and status in Society and that appealed to me and I wanted to be one too
Because I wanted to belong to an organisation that has status and position in society, to share in that status as a result of joining
Because I was attracted by the fact that lots of important people are masons

To be a "Better man"

To become a better man
To provide an opportunity for self-improvement – to be a man of principle and lead a good life
To gain knowledge of myself, to grow as a person
Because I think there is something about myself that Masonry can help me better understand
To be in the company of men who want to be 'better', inspires me to want to be a 'better' man
To share in the company of people committed to working to a common goal and ultimately becoming a better person both spiritually and mentally
Because it would give me an opportunity to express the more responsible side of myself

To join a society of men concerned with moral and spiritual values
To belong to something that is a force for good and seeks to preserve the values of society
To be part of an organisation that stands for the values I believe in
To be part of something that makes a difference in the world

Pure curiosity

Out of sheer curiosity

Mystic interest

Because I had a pre-existing interest in history, symbolism, mythology and initiation rites; I wanted to join an organisation that still has many of those attributes
Because I wanted to research symbolism and symbols and their use to provoke my thinking about moral/philosophical issues; to join as part of a personal progression 'spiritually'
Because I am fascinated by religion, philosophy, natural sciences, the opportunity to explore and research the underlying moral lessons behind the ritual
Because I have done a lot of research into Masonry and I am fascinated by it
Through a sense of intrigue, to explore the unknown. I like mysteries

Escape!

Because it would give me an opportunity to escape from day to day pressures, to achieve a sense of sanctuary from the clutter of everyday life

Family connection

To be part of something with my father where I could establish a common interest and an adult friendship with him
Because my father suggested I join as it would make me a better man/explore myself as a person
Because my father is a mason and I wanted to find out why it was so important to him
Because my father suggested I join as I would meet a lot of great people
Because there is a long history of freemasonry in my family
Because my grandfather/uncle/father in law was a mason and when I was young I really respected him and wanted to be like him
To be part of an organisation that someone important to me belongs to

Because of a friend

Because a friend is a Mason and said I would enjoy it
Just because someone invited me to join

Sociable altruism

To be able to join something and share a common interest with people regardless of social or ethnic background
To be part of something that has a strong charitable record and that also has 'inner substance' beyond just charity
Because I was looking for community, to belong to something where I can give more than I do now
Because I wanted to meet new people from a wide age range, to make friends with people of generations that I would not normally socialise with
Because it offered something to hold on to, a moral framework but free from a formal religious dogma

Choose not more than 3 from the above descriptions and rank their headings on the table below

<i>Reason for wanting to become a Mason</i>	<i>rank</i>
History and Tradition	
Respect and Status	
To be a "Better man"	
Pure curiosity	
Mystic interest	
Escape!	
Family connection	
Because of a friend	
Sociable altruism	

Other reason

Instructions for completing the ranking chart for all Lodge members

On the chart below, place the name or initials of each member in the quadrant of the circle that matches their highest ranked value. If someone has ranked the value, “Better man” as their highest, identify which of the other values in quadrants 1 & 2 he has scored highest. Then place his name in the quadrant matching that value.

When complete you will have a cluster of names. The cluster may be concentrated mainly in one or two of the quadrants. The quadrant with most names in, particularly if it represents the majority of members, is therefore likely to show the dominant culture, or set of values, for the Lodge.

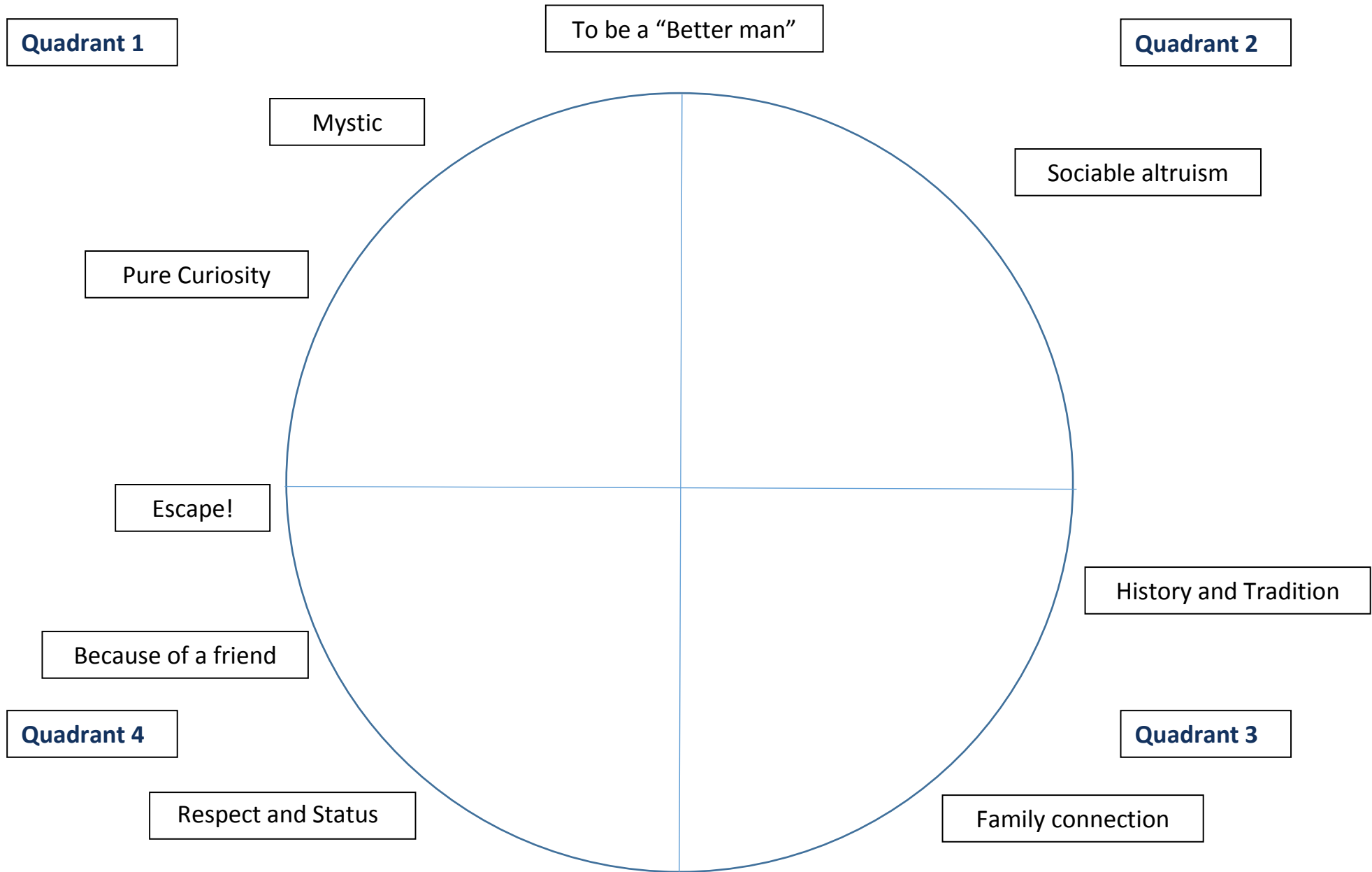
If most of the names are in quadrant 1 (comprising the “Better man”, “Mystic” and “Pure Curiosity” values) then the Lodge is probably one in which most members seek to explore and learn about the Craft as a way of satisfying an underlying curiosity, and perhaps to grow and develop as a man as a consequence of the understanding obtained.

If most of the names are in quadrant 2 (comprising the “Better man” and “Sociable Altruism” values) then the Lodge is probably one in which members want to feel that they are part of an organisation that is charitable and has an impact on society, built on a value system they shared with like minded people.

If most of the names are in quadrant 3 (comprising the “History & Tradition” and “Family Connection” values) then the Lodge is probably one in which members want to feel that they are part of an organisation that has a sense of continuity, that safeguards an important set of moral principles and is made up of people with an intrinsic interest in history and tradition. It may also represent an opportunity to continue in a fraternity that has a tradition within the family. The Lodge is also likely to strongly value its ritual.

If most of the names are in quadrant 4 (comprising the “Escape!” and “Because of a Friend” values) then the lodge is probably one in which members want to feel that they are part of Lodge that is a refuge from the stresses of their normal work environment and where they can just enjoy being with friends in a sociable and friendly male only environment.

Quadrant 4 also includes the “Respect & Status” value. Members who score highest on this tend to have a primary desire to be associated with a organisation that brings them a feeling of being part of an “exclusive club”.





In accordance with the [edict of the Grand Lodge](#), Freemasons are free to discuss Freemasonry, and their experience of it, providing they do not breach their obligation to keep the traditional modes of recognition private and providing they do not describe the detail of our ceremonies.

Therefore, among other things Freemasons may discuss:

- Their motives for joining.
- What they enjoy about Freemasonry.
- Details of their own Lodge(s).
- Their family's involvement in Freemasonry.

In such conversations it is very easy to adopt Masonic language and to refer to ceremonies, ritual and even excerpts from the ritual. While all organisations have their jargon, which effectively is shorthand for the use of those “in the know”, using jargon with those not in the know can create unhelpful barriers to communication.

In our case, much of our traditional or ceremonial language is of ancient origin and its use today carries religious overtones. It can mislead people into thinking there is something sinister about the Craft. It would be preferable to use everyday language when describing Freemasonry to those who are not members.

The following examples illustrate this point:

Masonic language	Everyday language
Temple	Meeting room
Candidate	Joining member
Ceremony	Meeting / Drama
Ritual	Drama / Script
Regalia	Masonic dress / attire / clothing
Festive / Social board	Meal
Brotherly love, relief & truth	Fellowship, charity & integrity
Working tools	Visual aids
Volume of the Sacred Law	Holy book
Obligation	Serious promise / Commitment
Craft Freemasonry	Basic Lodge Freemasonry
Orders	Branches / Extensions

It might also be advisable to refer to our meetings as private and open only to members, in the same way that other organisations have meetings that are only open to members. It is best not to refer to secrets or secrecy as non-Masons often interpret these to mean there is something clandestine happening. In particular, it is best not to refer to Freemasonry as either a “secret society”, which it is absolutely not, or even as a “society with secrets”, which is perceived by many to be a play on words.

If pressed on the matter of secrecy, members can make comments such as the following:

“Freemasonry draws upon the traditions of the mediaeval stonemasons who travelled the country seeking work. Often being illiterate, they could not rely on written certificates to prove their qualifications but used instead “trade secrets” and certain words and actions. These practices continue to be used in our meetings today in exactly the same way that we

use passwords and PIN numbers to access websites and bank accounts. In other words, Freemasons use these words and actions only to gain access to Masonic meetings.”

Should a member be asked about the nature of our meetings we can say something like the following:

“Our Lodge meetings are normally in two parts. The first covers the sort of business that any organisation has, such as approving minutes and electing officers. The second is made up of a series of dramas, each of which has some moral lessons to teach to the new member. These dramas are acted out with our members learning the script. There are three such dramas within Craft Masonry and another is included in an extension to basic Freemasonry, held on different occasions, called the Royal Arch. We keep some parts of them private because in that they have a greater impact; if I recommend a detective novel to you, I wouldn’t tell you who did it – this is much the same.”

Each member’s experience of Freemasonry is different and personal to them. A person’s motives for joining and his interests within the Craft may be very different from those of other members. It is worth speaking from a personal point of view and making it clear that different people derive different types of satisfaction from Freemasonry. This will come across as sincerity and conviction.

Among the many personal experiences and benefits that Freemasons report from their membership are:

- Making new friends
- Meeting regularly with diverse people who share the same principles
- Working within a formal, structured and disciplined environment
- Experiencing and taking part in traditions and ceremonies
- Developing self-confidence, especially in areas such as public speaking
- Developing memory and attention to detail
- Holding leadership and other roles.

Personal statements are good ways to frame personal experiences when asked about Freemasonry.



Many Lodges run “White Table” meetings as part of their annual programme. These vary in purpose and format but typically have some or all of the following features:

- A gathering of non-Masons with Freemasons
- Open to friends, wives / partners and other family members
- Sometimes after a short Lodge meeting
- A talk on Freemasonry, held in the Masonic meeting room or elsewhere
- An opportunity for questions and answers
- A meal following, but not a Festive / Social board.

It may be beneficial to seek the support of your Province when planning a “White Table” meeting. The [Provincial Membership Officer](#) and Communication Officer are likely to have a lot of experience of such events. They may also be able to point you in the direction of a particularly good and knowledgeable speaker, given enough advance notice.

Subject to local guidance and protocols, it is permissible for those parts of “White Table” meetings that take place in the Lodge room following a Lodge meeting to be held with Freemasons remaining in regalia. Indeed, sometimes the differences in regalia feature as part of a talk and discussion. Equally, sometimes the Lodge officers remain in position so that aspects of the form of the Lodge can be shown.

Those organising White Table meetings often ask how far they can go in disclosing Masonic practices. Detailed guidance as to what business may be conducted with non-Masons present is included in the booklet, “Information for the guidance of members of the Craft.” For example:

- The VSL and the Square & Compasses should be closed
- The tracing boards should not be displayed
- The Wardens’ columns should be in the closed position, unless non-members have been brought in while the Lodge is called off
- No knocks should be used by the Master or Wardens
- No salutes should be given and no signs, tokens or words should be used.

As for the conduct of meals with non-Masons present (note, these are not festive or social boards), local protocols and advice should again be sought. As a general point, all purely Masonic toasts would normally be omitted and [all firing must be omitted](#), limiting toasts to the following:

1. The Queen
2. The Grand Master (*as a mark of respect*)
3. The Provincial Grand Master (*if present*)
4. The Worshipful Master (*as the presiding officer on the occasion*)
5. The Visitors (*normally with no response, unless there is a visitor present representing a particular visiting group or who particularly wishes to respond*).



The following is an excerpt from *Information for the Guidance of Members of the Craft*:

NON-MASONS AT AFTER-PROCEEDINGS (SEE ALSO AFTER-PROCEEDINGS, P. 5; LODGE AFTER-PROCEEDINGS, P. 21; PRECEDENCE OF TOASTS, P. 32)

Since June 1986 when the Board last reported to Grand Lodge on this matter it has become increasingly common for Lodges to entertain wives and other non-Masons to dinner. The Board does not wish to discourage this practice - indeed many non-Masons were present at the meal at Earls Court which followed Grand Lodge's Quarterly Communication in June 1992 celebrating its 275th anniversary - but hopes that it will remain the exception rather than the rule, and will be confined to perhaps a single meeting in each year.

In the light of this change the Board has re-examined the policy on the giving of Masonic toasts on such occasions. It has concluded that there is nothing inherently improper in drinking the health of individuals in their Masonic capacity even though non-Masons are present, particularly when the latter are so clearly aware of the fact that the meal follows a Masonic meeting.

The Board accordingly hopes that Grand Lodge will endorse its recommendation that there is no objection to drinking Masonic toasts in the presence of non-Masons, provided that Brethren in the course of speeches avoid references to matters of Masonic ritual. For this reason it also recommends that 'fire' and the Tyler's toast, both of which have their origins in the Masonic Lectures, should not be given on such occasions, particularly as the latter might be seen to be divisive by its exclusion of non-Masons from its scope. The Board also considers it desirable that the number of toasts drunk should be kept within reasonable bounds, so that non-Masons are not overwhelmed or confused, and suggests that it should rarely be necessary for the list to be longer than 'The Queen and the Craft', 'The MW The Grand Master', 'The Provincial (or District) Grand Master', 'The Worshipful Master' and 'The Guests'.

(Extract from Report of Board of General Purposes, adopted 13 December 1995)



Now the evening shadows closing.

Warn from toil to peaceful rest;

Mystic arts and rights reposing

Sacred in each faithful breast.

God of Light, whose love unceasing

Doth to all Thy works extend,

Crown our Order with Thy blessing,

Build,-sustain us to the end.

Humbly now we bow before Thee,

Grateful for Thy aid divine;

Everlasting power and glory,

Mighty Architect! be Thine.

So mote it be

Membership Migration Flow Chart



1. Lodge Secretary

A notifiable change of a member's personal data is given to the Lodge Secretary. Current systems requires him to send this information to the Provincial Office, either by post, online or email, ASAP using the approved format.



2. Provincial Office (PrOff)

Processes the ADelphi updates and considers if any further action is required in respect of Member Migration and takes appropriate action below.



Note: the Member Migration Process is triggered at this point.

MMO = Member Migration Officer
(Will vary according to Province/District)

PrOff = Provincial Office
MMP = Member Migration Process



3. RESIGNATION

MMO is notified by PrOff to conduct exit interview for reason of Resignation. If due to moving away MMO will recommend the Member Migration Process (MMP) If the member accepts, the MMP starts. All other reasons for Resignation should be processed.

4. ADDRESS CHANGE

If change of address is significant and likely to involve moving away, PrOff will inform the MMO to make contact with the member and recommend the Member Migration Process. If the member accepts, the MMP starts.



5. Allocated 'Home' MMO finalises details with member and, via his PrOff, makes contact with 'Target' MMO and passes on details required. Both MMOs record a new MMP event in their 'Activity Registers'.



6. Target MMO then makes contact with migrating Brother, confirms the member's requirements, discusses options and passes on welcoming local information regarding the new Province.
Update the Activity Register



7. Target MMO organises visits and introductions to potential Lodges in new Province. Transferring Brother confirms his acceptance of a new Lodge in due course and starts transfer/joining process aided by Target MMO.
Update the Activity Register



8. Transferring member joins new Lodge, settles in, and confirms his satisfaction.
Update the Activity Register



9. Target MMO contacts the Home MMO to notify and record a successful migration with details of the member's new destination Lodge in the Activity Register. Close the Activity Register record for successful migration as appropriate. NOTE: Details of an unsuccessful migration should also be recorded.



10. Both Provincial Offices monitor their Activity Registers to ensure all MMP events reach a satisfactory conclusion.





- Step 1.** The method of notifying the Provincial Office of a Lodge member's amendment data varies by Province. In time it might be possible to introduce a common online form to provide a standard transmission across Provinces.
- Step 2.** Important Provincial Office action required to start the Member Migration Process.
- MMO.** Member Migration Officer. This role to be allocated by each Province: e.g. Provincial Mentor, Assistant Secretary, or other nominated individual.
- Step 3.** Exit interviews may already be conducted by a delegated officer, e.g. VGO. It is suggested the MMO would liaise accordingly.
It is important the member accepts the Member Migration Process
- Step 4.** Similar – member to accept MMP.
- Step 5.** Initial contact with the Target MMO should be via the Home Provincial Office to maintain protocol. Each Provincial Office will maintain an 'Activity Register' (a copy of which has been distributed) to record developments and ensure a closed loop activity. This may be incorporated into Adephe 2 at some point.
- Step 6.** Target MMO maintains contact with member and Home MMO
- Step 7.** Target MMO maintains contact with member and Home MMO. Both MMOs assist with the transfer administration.
- Step 8.** New Lodge welcomes their new member.
- Step 9.** If successful migration, both MMOs congratulate the member on his transfer and update their Activity Registers.
- Step 10.** Provincial Offices close Activity Register item and finalise entry in ADELphi.



Introduction

This reading list has been written to assist all those contemplating becoming a Freemason, and for Freemasons who are already on their Masonic journey. It is not exhaustive, but rather a collection of books and publications that will hopefully encourage further reading and research. The texts below provide an introduction to Masonic ritual, symbolism, history and other topics of interest.

Where possible, the International Standard Book Number (ISBN) has been included with every text, together with a link to [Letchworth's](#) (United Grand Lodge of England's on-line store), or the original publisher. Readers are advised to check for updated revisions before purchasing, and to investigate alternative suppliers should items be out of stock. A small number of items are currently out of print, but can be easily found in second hand book shops, or at on-line retailers and auction websites.

This list will be updated periodically, including the links to on-line retailers, and may change without notification.

Prospective and new Freemasons

[A Quick Guide to Freemasonry](#) (Harrison D, ISBN 9780853184409) is a source of accurate information for non-Masons wanting to find out more, and those who are new to Freemasonry. It is structured in an easy-to-follow question-and-answer format.

[Inside the Freemasons](#) first shown on Sky 1 in the spring of 2017, is a five-part observational documentary now available on DVD. It provides a great deal of useful information for those wanting to learn about Freemasonry.

[The Peterborough Booklets](#) (Sandbach R, ISBN 9690000038854) are a series of short papers that provide valuable guidance for a member's first steps in Freemasonry, including his journey into the Royal Arch. The series comprises:

- Notes for a Candidate for Freemasonry
- After the First Degree
- After the Second Degree
- After the Third Degree
- Letter to a Master Elect
- Why Join the Royal Arch
- Notes for a Newly Exalted Companion

Ritual

[Emulation Working Today](#) (Redman G, ISBN 9780853182764) is a practical guide to the learning and performing of Masonic ritual as taught by the Emulation Lodge of Improvement. It will be of great value to every Freemason, no matter which ritual his lodge works.

[What Do You Know About The Ritual](#) (Barker Cryer N Revd, ISBN 9780853182719) provides a complete commentary on the Masonic ritual, covering all three degrees and the Royal Arch. It also includes various helpful insights into our ceremonies.

[The Lectures of the Three Degrees in Craft Masonry](#) (Emulation Lodge of Improvement, ISBN 9780853182030) expands upon the Masonic ritual and provides a great deal of additional information.

Symbolism

Symbolism in Craft Freemasonry (Dyer C, ISBN 0853180000) is a very well-known and well respected handbook on the subject of Masonic symbolism.

Masonic Symbolism is similar to the above and primarily aimed at newer Freemasons, (Moore D, ISBN 9780853182948) also sets out a clear explanation of Masonic symbolism.

History

The Craft: History of English Freemasonry written by a former Librarian and Curator at the Library and Museum of Freemasonry” (Hamill J, ISBN 9780850304602) provides a reliable and comprehensive history of English Freemasonry.

Freemasonry: A Celebration of the Craft (Hamill J & Gilbert R, ISBN 9781572152670) and *World Freemasonry: An Illustrated History* (Hamill J & Gilbert R, ISBN 9780850307221) are similar and also recommended.

Foundations: The Prestonian Lecture (Berman R, ISBN 9780995756816) explores the evolution of Freemasonry, queries long-standing myths, and explains the change that occurred with the creation of the first Grand Lodge of England in 1717.

The Genesis of Freemasonry (Harrison D, ISBN 9780853184997) is a revealing and enjoyable journey through the intricate history of English Freemasonry.

The Royal Arch

In *The Royal Arch Journey* (Barker Cryer N Revd, ISBN 9780853183310), the author draws on many years of research to present an analysis of the history of the Royal Arch, its origins and development. This follows an earlier publication *What Do You Know About The Royal Arch?* on the same subject (Barker Cryer N Revd, ISBN 0853182272).

Understanding the Royal Arch (Sandbach R, ISBN 0853181934) provides an explanation of the origins and meaning of the Royal Arch, and is presented as a series of lectures given during the author’s term of office as a Grand Superintendent.

In Search of that Which Was Lost: True Symbolism of the Royal Arch (Moore D, ISBN 9780853184249) is a definitive guide to the Royal Arch and its evolution within the Craft.

200 Years of Royal Arch Freemasonry in England 1813-2013 (Beresiner Y, ISBN 9780853184393) provides an authoritative and interesting history of the Royal Arch during the previous 200 years.

Beyond the Craft (Jackson K B, ISBN 9780853184058), in more general terms, contains an overview of the many Masonic orders worked in England and Wales today. It makes fascinating introductory reading and will serve for many years as a general reference book.

Delving further Beyond the Craft (Barker Cryer N Revd, ISBN 9780853183198) is inspired by the above, and investigates the origins and meaning of some of the most fascinating and misunderstood orders in Freemasonry.

Lodge Officers

The following series of short books describe the work of the progressive Lodge Officers and are to be read in conjunction with the *Emulation Ritual*. They will be of particular interest to those who are new to office.

- *No. 1. The Inner Guard’s Work Today* (Redman G, ISBN 9780853183860)
- *No. 2. The Junior Deacon’s Work Today* (Redman G, ISBN 9780853183877)

- [*No. 3. The Senior Deacon's Work Today*](#) (Redman G, ISBN 9780853183884)
- [*No. 4. The Wardens' Work Today*](#) (Redman G, ISBN 9780853183891)
- [*No. 5. The Worshipful Master's Work Today*](#) (Redman G, ISBN 9780853183907)
- [*No. 6. The Installing Master's Work Today*](#) (Redman G, ISBN 9780853183914)

There are a large number of additional publications covering the work of the often “non-progressive” Lodge officers, such as the Treasurer, Secretary, Almoner, Charity Steward and Mentor. A full list can be found [here](#).

Masonic Toasts and Speech Making

[*Masonically Speaking*](#) (Beresiner Y, ISBN 9780853182740) is for those wanting to be prepared to propose or respond to a toast, is a simple, entertaining and informative guide covering all aspects of Masonic speech-making.

[*Taken by Surprise*](#) (Beresiner Y, ISBN 9780853184133) includes similar content, but with a focus on short-notice requests to speak. It includes many hints, tips and suggestions.

[*The Freemasons Handbook of Toasts, Speeches and Responses*](#) (Beresiner Y, ISBN 9780853183365) contains multiple versions of many common Masonic toasts, providing the reader with a handy selection of pre-prepared speeches.

Esoteric

The Meaning of Masonry (Wilmschurst W L, ISBN 9780517331941) contains an esoteric interpretation of Freemasonry that has influenced and inspired many subsequent Masonic authors.

The Meaning of Masonry (Perkins L F, ISBN 0963928309) is a later text, similar in nature, and provides a slightly more up-to-date and lighter alternative to the above.

The Way of the Craftsman (MacNulty W K, ISBN 9780954251604) touches on the psychology of Freemasonry, and offers an explanation of the meaning and significance behind our rituals.

Freemasonry: A Journey Through Ritual and Symbol (MacNulty W K, ISBN 9780500810378) explores the esoteric origins, development, rituals and symbolism of Freemasonry.

Freemasonry: Symbols, Secrets, Significance (MacNulty W K, ISBN 9780500513026) provides an illustrated introduction to Freemasonry that considers esoteric influences on the Craft.

Handbooks and General Interest

[*The Freemason at Work: The Definitive Guide to Craft Freemasonry*](#) (Carr H, ISBN 0853181896) is a very well respected book and one of the most successful Masonic publications in recent times. It provides the answers to many questions asked by Freemasons, and has been written in an informative and entertaining question-and-answer style.

Freemasons' Guide and Compendium, first published in 1950 (Jones B E, ISBN 9781581825602) is filled with authentic and detailed information on a wide variety of subjects pertaining to Freemasons and Freemasonry.

Freemasons' Book of the Royal Arch (Jones B E, ISBN 9780245582844) provides similar information.

[*Masonic Etiquette Today: A Modern Guide to Masonic Protocol*](#) (Redman G, ISBN 9780853182979) covers a wide range of topics relevant to every Freemason, and is a thorough and highly informative reference book that is relevant to both new and experienced Freemasons.

Belief and Brotherhood (Barker Cryer N Revd, ISBN 9780853182771), by the very well respected clergyman, Past Grand Chaplain and Prestonian Lecturer explains the compatibility of Christianity and Freemasonry.

Scouting and Freemasonry: Two Parallel Organisations? (Harvey A D G, ISBN 9780957092709) examines why many former Scouts choose to become Freemasons and the traditional, contemporary and possible future links between Freemasonry and the world's largest values based youth organisation.

As We Are Seen: The Press and Freemasonry (Calderwood P R, ISBN 9780957463806) examines the way in which Freemasonry was portrayed in the national press in England and Wales during the twentieth-century.

Man and Mason: Rudyard Kipling (Jaffa R, ISBN 9781456781347) discusses the life of one of the most intriguing personalities in English Literature, and shows how he turned to Freemasonry at two major points in his life.

Freemasonry, The Open Door: Order of Women Freemasons (Pilcher-Dayton A, ISBN 9780955859809) is an alternative and will help answer questions from family and friends on the inclusive nature of Freemasonry, providing an interesting description of the history of the Order of Women Freemasons.

Magazines, On-Line Publications and Others

Freemasonry Today is the United Grand Lodge of England's in-house magazine. It is distributed as printed and on-line versions, with associated content on Facebook and Twitter. Every member of a Lodge that meets under the United Grand Lodge of England will receive a free copy in the post.

The Square is an independent magazine that contains a wide variety of articles and information on the subjects of Freemasons and Freemasonry.

Quatuor Coronati Correspondence Circle

Quatuor Coronati is the world's premier research lodge. Established in 1884 (and consecrated in 1886), the Lodge's founders wished to advance an evidence-based approach to study Masonic history and research the origins of Freemasonry. Their approach was intended to replace the more imaginative writings of earlier authors and was later referred to as the "authentic school" of Masonic research. Indeed, several of the authors listed above are, or have been, members and Masters of the Lodge.

Quatuor Coronati Lodge has a "Correspondence Circle" comprising Freemasons and academics with an interest in Freemasonry. Members of the "Correspondence Circle" receive an annual copy of "AQC", the transactions of the Lodge, alongside invitations to events and conferences. Further information, including details of how to join, are available at the [Lodge website](#).



When the visitor signs in against your name, you are vouching for his integrity as a Freemason. In doing so, you are indicating that you know him well, that he has fulfilled his dues and remains in membership of his own Lodge, and that he has not been excluded from the Craft for misconduct. On most occasions, visitors are Brethren who are well known to many members of the Lodge, but such is not always the case. When a guest is an acquaintance who is not attached to a specific Lodge, we must be more cautious. If you have any doubts as to the status or integrity of your guest, you should seek advice from your [Personal Mentor](#) (*Book of Constitutions* Rule 127 applies).



In 2016-17, 120 Lodges from ten Provinces took part in a pilot study of [Steps 5 & 6](#). Some also piloted [Step 1](#). The following are a sample of comments received from participating Lodges.

Wiltshire



Lodge of Concord N^o 632

The Pathway scheme has proved so successful that we have decided to adopt it for future interviews. We have set up a rota system where we offer places on the interview panel to different members. The Secretary sends an email to the members describing how the interview progressed and the panel's decision.

Lodge of Remembrance N^o 4037

Structured approach that got more information out of the candidates than the way we have conducted interviews in the past. Both Interviews took approx. 30-35 minutes.

West Lancashire



Poulton le Sands Lodge N^o 1051

One of our candidates withdrew his application. He had been interviewed using our old process. We interviewed him using the Pathway process and identified the issues that caused him to withdraw his application. This was very useful as when the issues were identified he again wanted to go forward with his application. He has just been initiated.

I asked the candidates if they had any comments on the process of their joining the Lodge and they were all happy. We have now elected two of them onto the Lodge committee to have their views and suggestions included where possible in our programme and processes.

Semper Sursum Lodge N^o 5622

Feedback from the candidates was that they felt at ease being interviewed and not intimidated, due mainly by the interviewing team being comprised of three people and the interview being conducted in a warm friendly atmosphere with everybody concerned seated in close proximity to each other.

Hardsaw Lodge N^o 8722

The project prompted the Lodge to have Ladies / Non-masons dine after a ceremony and to have a partial festive board. This was very successful.

Northumberland



Alnwick Lodge N^o 1167

There is no question that we needed to change the way that we brought members into our organisation. The format in the past had served us well but no longer does so.

John Page Lodge N^o 3619

The Pathway system enables greater depth of questioning when there are points that were felt needed exploration or a chance to enlarge on points for greater clarity with the candidate.

Newminster Lodge N^o 5328

A very positive experience. We now have candidates for this year. [Pathway] is the way ahead as far as I am concerned. A modern approach to recruiting new members. Well done.

Leicestershire & Rutland



Albert Edward Lodge N° 1560

The interviews were well structured due to using the Pathway documentation and both members who joined our Lodge were well informed and are now regularly attending. [The support document] [Time and Cost commitments](#) was well received and ensured that being a member held no surprises to our applicants.

Wiclif Lodge N° 3078

The more structured approach to interviewing [shows] Freemasonry to be something of value.

Halford Lodge N° 3919

The whole concept of the Pathway is, in my opinion, vital for the future well-being of individual Lodges and Freemasonry as a whole.

St Mary's Lodge N° 7164

[Screening] prospective candidates was unanimously identified as the most beneficial element of the Pathway scheme. Interviewees came across much better prepared and clearly much more aware of what they were embarking upon; moreover, the responsibilities they would have when joining Freemasonry.

Sparkenhoe Lodge N° 8063

All the members of the interview panel bought into the process. It was good to have brethren of different ages and experience interacting with the candidate, particularly with one of them being of a similar age to the candidate.

Nottinghamshire



De Vere Lodge N° 1794

Delivery [of the training] was good. It not only equipped [members of the interview panel] to perform their role, but reassured them that other parts of the process were being dealt with and did not need to be repeated. This ensured a single team approach to recruitment and selection.

Thoresby Lodge N° 3106

Because of the Pathway programme highlighting the commitment required from the candidate – he decided not to join yet, but maybe later. This I thought was a good outcome.

Castle Lodge N° 3219

The candidates were from very different backgrounds but the process was flexible enough to cope. The training itself was lively, enjoyable and useful. It prepared the Lodge members for a subsequent interview in an effective manner.

Clumber Lodge N° 8199

[Step 1](#) [...] really helped all of the Lodge members focus on the new member process. We looked at what type of Lodge Clumber is and the type of new member we are looking to attract.

Derbyshire



Hardwick Lodge N° 2373

Comment from a candidate's proposer; "Mark came away from this morning's meeting with much enthusiasm. He enjoyed meeting the two PMs and was really impressed with what he saw of the building. He volunteered quite favourable comments about the interview."

Burlington Lodge N° 6736

It was good to have the guidance on the questions to ask the new candidates at the interviews and also to have a fresh look at how we do things rather than just doing what we have always done.

The initiative has been well received and as a Lodge, we are committed to improving the mechanism by which we initially attract and then retain new members.

Cantelupe Lodge N^o 8247

Step 6 has professionalised the interview process. This is certainly the way forward. It has been a more satisfying experience not only for the interview panel but also for the candidates. It gives the interviewers the confidence to make their decision based on a better understanding of what the expectations are of the candidates and their understanding of what they are hoping to join.

East Lancashire



Earl of Lathom Lodge N^o 2560

We have interviewed 3 candidates [one of which] would be better placed with a younger Lodge.

Felicity Lodge N^o 4365

We [...] do not rush the joining process, explaining that it could be several months before they would be able to join. This hasn't put off any Candidate, as they have still been fully involved by attending socially.

Iron Road Lodge N^o 4964

The example letters were very useful and carried the message to the Candidate in a clear and concise manner.

Rochdale Lodge N^o 6721

What is particularly satisfying is Grand Lodge's openness to change and the realisation that the current process needs to develop to encourage the right applicants to join Masonry. It also provides an opportunity for a [man who doesn't have the contacts] to join Masonry.

Worcestershire



Wenlegh Abbey Lodge N^o 6356

Having now conducted three interviews under [the Pathway] I believe that the system has been well thought through and there are no areas that need any correction.

The training was by informed Brethren who delivered a high standard training package at an appropriate level. The use of group work / tasks was useful.

Wyre Forest Lodge N^o 8653

Not everyone is used to being an interviewer and those [who] do hold interviews through their employment may have developed interviewing techniques that don't suit the approach required here; so more education and re-education will always be advantageous.

Monmouthshire



Henllys Lodge N^o 8283

The interview structure was much improved. This is a better safeguard for both the interviewees and the Lodge. It was useful to have a ready-made guide for the interview. It ensured a professional look to the interview, which I know impressed the candidates.

Registration Forms Index



The Registration forms listed are available as separate PDF downloads and are included in the Guide.

All forms must be completed by the Candidate, in his own handwriting unless prevented by physical disability – they should not be completed electronically.

Please ensure that you download the correct form depending on whether it is for the Craft or the Royal Arch, and whether or not it is for a Metropolitan, Provincial, District, or a Not Under District (NUD) Lodge/Chapter, or for an Unattached Lodge in England & Wales (ULEW) .

Craft



[Registration Form P Craft](#) - Provincial Lodges

[Registration Form M Craft](#) - Metropolitan Lodges

[Registration Form A D.G.L. Craft](#) - District Lodges

[Registration Form A N.U.D. Craft](#) - NUD Lodges

[Registration Form ULEW Craft](#) - ULEW Lodges

Royal Arch



[Registration Form P Royal Arch](#) - Provincial Chapters

[Registration Form M Royal Arch](#) - Metropolitan Chapters

[Registration Form A D.G.C. Royal Arch](#) - District Chapters

[Registration Form N.U.D. Royal Arch](#) - NUD Chapters

United Grand Lodge of England

Registration Form P

FORM PROVIDED UNDER RULES 159, 160, 163 AND 164, BOOK OF CONSTITUTIONS

Application for admission to membership of _____ Lodge No _____

Meeting at _____ Province of _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Secretary of the Lodge previous to the Meeting at which the proposition is made, on which occasion sufficient particulars of the Candidate are to be stated in order that those present may be enabled to identify him. Subsequently it must be forwarded, with the Certificates of the Master and the Secretary duly signed, to your Provincial Grand Secretary, if applicable, together with the current registration fee, for onward transmission to the Grand Secretary.

In accordance with the requirements of Rule 163, Book of Constitutions, a Joining member must produce, for inspection by the Secretary, his Grand Lodge certificate and clearance certificates from all the Lodges of which he is or has been a member.

In the case of a Joining member from another Constitution, the enquiry under Rule 163(e) must be made before the ballot is taken.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____

Forenames **in Full** _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____

Telephone Nos. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

Date of Birth (DD/MM/YY) _____

To be filled up by Candidates for JOINING and RE-JOINING only

Give the names and numbers of all Lodges of which you are, and at any time have been, a member, the year of your admission, and the rank you held therein. **If joining from another Grand Lodge, its name, number and Constitution must be clearly stated.**

Name and Number of Lodge	Constitution (if not UGLE)	Rank	Date of Admission	Date of leaving if no longer a member

DATA PROTECTION ACT 1998: I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by United Grand Lodge of England and Supreme Grand Chapter of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Provincial Grand Secretary.

For office use only

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf ? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5.
 - a. I have never been convicted by a Court of any offence
 - b. I have never been the subject of a finding of dishonest or disgraceful conduct
 - c. I have never been disciplined by any professional, trade or other tribunal
 - d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
 - e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† If THE CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.

DATA PROTECTION ACT 1998:

I, the undersigned, hereby consent to the processing of personal data and information supplied in relation to Question 5 above, by the Lodge, the Provincial Grand Lodge, and the United Grand Lodge of England.

Note: Any such data and information supplied will not be divulged to any other organisation, Masonic or non-Masonic.

Signature _____

Dated this _____ day of _____ 20____

**QUESTIONS TO BE ANSWERED BY THE PROPOSER AND SECONDER
OF A CANDIDATE FOR INITIATION**

	<u>Proposer</u>	<u>Secunder</u>
1. How long have you known the Candidate?		
2. To the best of your knowledge and belief, are his answers to question 5 on the Registration Form true?		
3. Do you meet him often?		
4. Where do you meet him?		
(a) In your home?		
(b) In his home?		
(c) At work?		
(d) Socially?		
(e) Elsewhere (give details)?		
5. Would you welcome him into your home?		
6. Do you vouch for him in every respect as a suitable and desirable person for admission to the Craft?		
7. (a) Would his home or business circumstances make it difficult for him to attend regularly at Lodge meetings?		
(b) Do you accept the responsibility of encouraging him to make his membership effective?		
8. Have you informed him of:		
(a) his financial obligations to the Lodge and		
(b) the calls that may be made on his time?		
9. What reason have you for thinking Freemasonry will interest him?		

Proposer _____

Secunder _____

B **Certificates of Proposer, Secunder, Master and Secretary (and of the Grand Secretary where applicable)**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Proposer BLOCK LETTERS

Signature _____

Address _____

I, the Secunder, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Secunder BLOCK LETTERS

Signature _____

Address _____

Certificate of Master

To be read in open Lodge immediately before the Ballot is taken

I have made due enquiry with regard to the character and qualifications of the above-named Candidate and certify that

in } * my opinion

 * the opinion of a Committee of members of the Lodge

he is a fit and proper person to be admitted as a member of this Lodge.

Signature _____ W.M., Lodge No. _____

* delete where applicable

Certificate of Grand Secretary

I certify that the matters disclosed in connection with this application for membership do not constitute a bar to initiation.
The issue of this certificate is no more than confirmation that there is no overriding objection to the candidate being made a Mason and is not to be taken as an expression of opinion that the candidate ought to be elected.
[The following additional statement shall be made:

Signature _____ Grand Secretary

dated this _____ day of _____ 20 _____

Certificate of Secretary

I certify that this application for membership, together with:

- a. the certificate from the Grand Secretary (if the Candidate has made a qualified declaration in A)
- b. any adverse report under Rule 158, Book of Constitutions

was read in open Lodge immediately before the Ballot was taken, and that the Candidate was

*initiated in

*became a joining member of

*became a re-joining member of



this Lodge on _____ day of _____ 20 _____

Signature _____ Sec., Lodge No. _____

**Please delete where necessary*

Dated this _____ day of _____ 20 _____

For details of fees and V.A.T. please see letter of instruction

To be completed by the Lodge Secretary

Name of Secretary: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Secretary's office

Entd.

PROVINCIAL

Lodge Number: _____

Regn. Fee. £ :

V.A.T. £ :

Total
Remittance £ :

*cheques should be made payable to:
United Grand Lodge of England*

United Grand Lodge of England

Registration Form M

FORM PROVIDED UNDER RULES 159, 160, 163 AND 164, BOOK OF CONSTITUTIONS

Application for admission to membership of _____ Lodge No _____

Meeting at _____ Metropolitan Area _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Secretary of the Lodge previous to the Meeting at which the proposition is made, on which occasion sufficient particulars of the Candidate are to be stated in order that those present may be enabled to identify him. Subsequently it must be forwarded, with the Certificates of the Master and the Secretary duly signed, to the Metropolitan Grand Secretary, PO Box 29055, London, WC2B 5UN, together with the current registration fee, for onward transmission to the Grand Secretary.

In accordance with the requirements of Rule 163, Book of Constitutions, a Joining member must produce, for inspection by the Secretary, his Grand Lodge certificate and clearance certificates from all the Lodges of which he is or has been a member. In the case of a Joining member from another Constitution, the enquiry under Rule 163(e) must be made before the ballot is taken.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____

Telephone Nos. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

Date of Birth (DD/MM/YY) _____

To be filled up by Candidates for JOINING and RE-JOINING only

Give the names and numbers of all Lodges of which you are, and at any time have been, a member, the year of your admission, and the rank you held therein. **If joining from another Grand Lodge, its name, number and Constitution must be clearly stated.**

Name and Number of Lodge	Constitution (if not UGLE)	Rank	Date of Admission	Date of leaving if no longer a member

DATA PROTECTION ACT 1998: I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by United Grand Lodge of England and Supreme Grand Chapter of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity†.

† A list of Masonic Charities is available on application to the Metropolitan Grand Secretary.

For office use only

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf ? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5.
 - a. I have never been convicted by a Court of any offence
 - b. I have never been the subject of a finding of dishonest or disgraceful conduct
 - c. I have never been disciplined by any professional, trade or other tribunal
 - d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
 - e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† If the CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IS IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.

DATA PROTECTION ACT 1998:

I, the undersigned, hereby consent to the processing of personal data and information supplied in relation to Question 5 above, by the Lodge, the Metropolitan Grand Lodge, and the United Grand Lodge of England.

Note: Any such data and information supplied will not be divulged to any other organisation, Masonic or non-Masonic.

Signature _____

Dated this _____ day of _____ 20 _____

**QUESTIONS TO BE ANSWERED BY THE PROPOSER AND SECONDER
OF A CANDIDATE FOR INITIATION**

	<u>Proposer</u>	<u>Secunder</u>
1. How long have you known the Candidate?		
2. To the best of your knowledge and belief, are his answers to question 5 on the Registration Form true?		
3. Do you meet him often?		
4. Where do you meet him?		
(a) In your home?		
(b) In his home?		
(c) At work?		
(d) Socially?		
(e) Elsewhere (give details)?		
5. Would you welcome him into your home?		
6. Do you vouch for him in every respect as a suitable and desirable person for admission to the Craft?		
7. (a) Would his home or business circumstances make it difficult for him to attend regularly at Lodge meetings?		
(b) Do you accept the responsibility of encouraging him to make his membership effective?		
8. Have you informed him of:		
(a) his financial obligations to the Lodge and		
(b) the calls that may be made on his time?		
9. What reason have you for thinking Freemasonry will interest him?		

Proposer _____

Secunder _____

B **Certificates of Proposer, Secunder, Master and Secretary (and of the Grand Secretary where applicable)**

<p>I, the Proposer, declare as follows:-</p> <p>The Candidate has been personally known to me for _____ years ____ months.</p> <p>To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.</p> <p>[For candidates for Initiation only] The answers given by me to the questions above are true.</p> <p>Dated this _____ day of _____ 20____</p> <p>Name of Proposer <small>BLOCK LETTERS</small> _____</p> <p>Signature _____</p> <p>Address _____</p>	<p>I, the Secunder, declare as follows:-</p> <p>The Candidate has been personally known to me for _____ years ____ months.</p> <p>To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.</p> <p>[For candidates for Initiation only] The answers given by me to the questions above are true.</p> <p>Dated this _____ day of _____ 20____</p> <p>Name of Secunder <small>BLOCK LETTERS</small> _____</p> <p>Signature _____</p> <p>Address _____</p>
--	--

Certificate of Master

To be read in open Lodge immediately before the Ballot is taken

I have made due enquiry with regard to the character and qualifications of the above-named Candidate and certify that

in } * my opinion

 * the opinion of a Committee of members of the Lodge

he is a fit and proper person to be admitted as a member of this Lodge.

Signature _____ W.M., Lodge No. _____

* delete where applicable

Certificate of Grand Secretary

I certify that the matters disclosed in connection with this application for membership do not constitute a bar to initiation.
The issue of this certificate is no more than confirmation that there is no overriding objection to the candidate being made a Mason and is not to be taken as an expression of opinion that the candidate ought to be elected.
[The following additional statement shall be made:

Signature _____ Grand Secretary

dated this _____ day of _____ 20____

Certificate of Secretary

I certify that this application for membership, together with:

- a. the certificate from the Grand Secretary (if the Candidate has made a qualified declaration in A)
- b. any adverse report under Rule 158, Book of Constitutions

was read in open Lodge immediately before the Ballot was taken, and that the Candidate was

* initiated in

* became a joining member of

* became a re-joining member of



this Lodge on _____ day of _____ 20____

Signature _____ Sec., Lodge No. _____

* Please delete where necessary

Dated this _____ day of _____ 20____

For details of fees and V.A.T. please see letter of instruction

To be completed by the Lodge Secretary

METROPOLITAN

Name of Secretary: _____

Address: _____

Postcode: _____

Telephone No. (Home)
(Work) _____

e-mail address: _____

Lodge Number: _____

Payable to:

“United Grand Lodge of England”

Payable to:

“Metropolitan Grand Lodge”

Regn. Fee. £ :

Regn. Fee. £ :

V.A.T. £ :

V.A.T. £ :

Total
Remittance £ :

Total
Remittance £ :

This space for the use of the Grand Secretary's office

Entd.

*For details of fees please see Letter of Instruction or Porchway Website:
www.Porchway.org*

**Completed form to be sent to: Metropolitan Grand Lodge,
PO Box 29055, London, WC2B 5UN**

United Grand Lodge of England

FORM PROVIDED UNDER RULES 159, 160, 163 AND 164, BOOK OF CONSTITUTIONS

Registration Form A D.G.L.

Application for admission to membership of _____ Lodge No _____

Meeting at _____ District of _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Secretary of the Lodge previous to the Meeting at which the proposition is made, on which occasion sufficient particulars of the Candidate are to be stated in order that those present may be enabled to identify him. Subsequently it must be forwarded, with the Certificates of the Master and the Secretary duly signed, to your District Grand Secretary, together with the current registration fee, if applicable, for onward transmission to the Grand Secretary.

In accordance with the requirements of Rule 163, Book of Constitutions, a Joining member must produce, for inspection by the Secretary, his Grand Lodge certificate and clearance certificates from all the Lodges of which he is or has been a member.

In the case of a Joining member from another Constitution, the enquiry under Rule 163(e) must be made before the ballot is taken.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____

Telephone Nos. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

Date of Birth (DD/MM/YY) _____

To be filled up by Candidates for JOINING and RE-JOINING only

Give the names and numbers of all Lodges of which you are, and at any time have been, a member, the year of your admission, and the rank you held therein. **If joining from another Grand Lodge, its name, number and Constitution must be clearly stated.**

Name and Number of Lodge	Constitution (if not UGLE)	Rank	Date of Admission	Date of leaving if no longer a member

DATA PROTECTION ACT 1998: I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by United Grand Lodge of England and Supreme Grand Chapter of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity†.

† A list of Masonic Charities is available on application to the District Grand Secretary.

For office use only

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf ? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5.
 - a. I have never been convicted by a Court of any offence
 - b. I have never been the subject of a finding of dishonest or disgraceful conduct
 - c. I have never been disciplined by any professional, trade or other tribunal
 - d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
 - e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† If the CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IS IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.

DATA PROTECTION ACT 1998:

I, the undersigned, hereby consent to the processing of personal data and information supplied in relation to Question 5 above, by the Lodge, the District Grand Lodge, and the United Grand Lodge of England.

Note: Any such data and information supplied will not be divulged to any other organisation, Masonic or non-Masonic.

Signature _____

Dated this _____ day of _____ 20 _____

**QUESTIONS TO BE ANSWERED BY THE PROPOSER AND SECONDER
OF A CANDIDATE FOR INITIATION**

	<u>Proposer</u>	<u>Secunder</u>
1. How long have you known the Candidate?		
2. To the best of your knowledge and belief, are his answers to question 5 on the Registration Form true?		
3. Do you meet him often?		
4. Where do you meet him?		
(a) In your home?		
(b) In his home?		
(c) At work?		
(d) Socially?		
(e) Elsewhere (give details)?		
5. Would you welcome him into your home?		
6. Do you vouch for him in every respect as a suitable and desirable person for admission to the Craft?		
7. (a) Would his home or business circumstances make it difficult for him to attend regularly at Lodge meetings?		
(b) Do you accept the responsibility of encouraging him to make his membership effective?		
8. Have you informed him of:		
(a) his financial obligations to the Lodge and		
(b) the calls that may be made on his time?		
9. What reason have you for thinking Freemasonry will interest him?		

Proposer _____

Secunder _____

B **Certificates of Proposer, Secunder, Master and Secretary (and of the Grand Secretary where applicable)**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for
_____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Proposer BLOCK LETTERS

Signature _____

Address _____

I, the Secunder, declare as follows:-

The Candidate has been personally known to me for
_____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Secunder BLOCK LETTERS

Signature _____

Address _____

Certificate of Master

To be read in open Lodge immediately before the Ballot is taken

I have made due enquiry with regard to the character and qualifications of the above-named Candidate and certify that
in } * my opinion

 * the opinion of a Committee of members of the Lodge

he is a fit and proper person to be admitted as a member of this Lodge.

Signature _____ W.M., Lodge No. _____

* delete where applicable

Certificate of Grand Secretary

I certify that the matters disclosed in connection with this application for membership do not constitute a bar to initiation.
The issue of this certificate is no more than confirmation that there is no overriding objection to the candidate being made a Mason and is not to be taken as an expression of opinion that the candidate ought to be elected.
[The following additional statement shall be made:

Signature _____ Grand Secretary

dated this _____ day of _____ 20 _____

Certificate of Secretary

I certify this application for membership, together with:

- a. the certificate from the Grand Secretary (if the Candidate has made a qualified declaration in A)
- b. any adverse report under Rule 158, Book of Constitutions

was read in open Lodge immediately before the Ballot was taken, and that the Candidate was

* initiated in

* became a joining member of

* became a re-joining member of



this Lodge on _____ day of _____ 20 _____

Signature _____ Sec., Lodge No. _____

Dated this _____ day of _____ 20 _____

** Please delete where necessary*

For details of fees please see letter of instruction

To be completed by the Lodge Secretary

Name of Secretary: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Secretary's office

Entd.

ABROAD D.G.L.

Lodge Number: _____

Regn. Fee. £ :

Total
Remittance £ :

(BLOCK LETTERS)

United Grand Lodge of England

FORM PROVIDED UNDER RULES 159, 160, 163 AND 164, BOOK OF CONSTITUTIONS

Registration Form A N.U.D.

Application for admission to membership of _____ Lodge No _____

Meeting at _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Secretary of the Lodge previous to the Meeting at which the proposition is made, on which occasion sufficient particulars of the Candidate are to be stated in order that those present may be enabled to identify him. Subsequently it must be forwarded, with the Certificates of the Master and the Secretary duly signed, to the Grand Secretary, together with the current registration fee, if applicable.

In accordance with the requirements of Rule 163, Book of Constitutions, a Joining member must produce, for inspection by the Secretary, his Grand Lodge certificate and clearance certificates from all the Lodges of which he is or has been a member. In the case of a Joining member from another Constitution, the enquiry under Rule 163(e) must be made before the ballot is taken.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone Nos. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

Date of Birth (DD/MM/YY) _____

To be filled up by Candidates for JOINING and RE-JOINING only

Give the names and numbers of all Lodges of which you are, **and at any time have been**, a member, the year of your admission, and the rank you held therein. **If joining from another Grand Lodge, its name, number and Constitution must be clearly stated.**

Name and Number of Lodge	Constitution (if not UGLE)	Rank	Date of Admission	Date of leaving if no longer a member

DATA PROTECTION ACT 1998: I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by United Grand Lodge of England and Supreme Grand Chapter of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Grand Secretary.

For office use only

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf ? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5.
 - a. I have never been convicted by a Court of any offence
 - b. I have never been the subject of a finding of dishonest or disgraceful conduct
 - c. I have never been disciplined by any professional, trade or other tribunal
 - d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
 - e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† If the CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IS IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.

DATA PROTECTION ACT 1998:

I, the undersigned, hereby consent to the processing of personal data and information supplied in relation to Question 5 above, by the Lodge and the United Grand Lodge of England.

Note: Any such data and information supplied will not be divulged to any other organisation, Masonic or non-Masonic.

Signature _____

Dated this _____ day of _____ 20 _____

**QUESTIONS TO BE ANSWERED BY THE PROPOSER AND SECONDER
OF A CANDIDATE FOR INITIATION**

	<u>Proposer</u>	<u>Secunder</u>
1. How long have you known the Candidate?		
2. To the best of your knowledge and belief, are his answers to question 5 on the Registration Form true?		
3. Do you meet him often?		
4. Where do you meet him?		
(a) In your home?		
(b) In his home?		
(c) At work?		
(d) Socially?		
(e) Elsewhere (give details)?		
5. Would you welcome him into your home?		
6. Do you vouch for him in every respect as a suitable and desirable person for admission to the Craft?		
7. (a) Would his home or business circumstances make it difficult for him to attend regularly at Lodge meetings?		
(b) Do you accept the responsibility of encouraging him to make his membership effective?		
8. Have you informed him of:		
(a) his financial obligations to the Lodge and		
(b) the calls that may be made on his time?		
9. What reason have you for thinking Freemasonry will interest him?		

Proposer _____

Secunder _____

B Certificates of Proposer, Secunder, Master and Secretary (and of the Grand Secretary where applicable)

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Proposer BLOCK LETTERS

Signature

Address

I, the Secunder, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Secunder BLOCK LETTERS

Signature

Address

Certificate of Master

To be read in open Lodge immediately before the Ballot is taken

I have made due enquiry with regard to the character and qualifications of the above-named Candidate and certify that in } * my opinion

 * the opinion of a Committee of members of the Lodge

he is a fit and proper person to be admitted as a member of this Lodge.

Signature _____ W.M., Lodge No. _____

* delete where applicable

Certificate of Grand Secretary

I certify that the matters disclosed in connection with this application for membership do not constitute a bar to initiation.
The issue of this certificate is no more than confirmation that there is no overriding objection to the candidate being made a Mason and is not to be taken as an expression of opinion that the candidate ought to be elected.
[The following additional statement shall be made:

Signature _____ Grand Secretary

dated this _____ day of _____ 20 _____

Certificate of Secretary

I certify this application for membership, together with:

- a. the certificate from the Grand Secretary (if the Candidate has made a qualified declaration in A)
- b. any adverse report under Rule 158, Book of Constitutions

was read in open Lodge immediately before the Ballot was taken, and that the Candidate was

* initiated in
* became a joining member of
* became a re-joining member of } this Lodge on _____ day of _____ 20 _____

Signature _____ Sec., Lodge No. _____

* Please delete where necessary

Dated this _____ day of _____ 20 _____

For details of fees please see letter of instruction

To be completed by the Lodge Secretary

Name of Secretary: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Secretary's office

Entd.

ABROAD N.U.D.

Lodge Number: _____

Regn. Fee. £ _____ :

Total
Remittance £ _____ :

*cheques should be made payable to:
United Grand Lodge of England*

United Grand Lodge of England

FORM PROVIDED UNDER RULES 159, 160, 163 AND 164, BOOK OF CONSTITUTIONS

Registration Form ULEW

Application for admission to membership of _____ Lodge No _____

Meeting at _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Secretary of the Lodge previous to the Meeting at which the proposition is made, on which occasion sufficient particulars of the Candidate are to be stated in order that those present may be enabled to identify him. Subsequently it must be forwarded, with the Certificates of the Master and the Secretary duly signed, to the Grand Secretary, together with the current registration fee, if applicable.

In accordance with the requirements of Rule 163, Book of Constitutions, a Joining member must produce, for inspection by the Secretary, his Grand Lodge certificate and clearance certificates from all the Lodges of which he is or has been a member. In the case of a Joining member from another Constitution, the enquiry under Rule 163(e) must be made before the ballot is taken.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone Nos. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

Date of Birth (DD/MM/YY) _____

To be filled up by Candidates for JOINING and RE-JOINING only

Give the names and numbers of all Lodges of which you are, **and at any time have been**, a member, the year of your admission, and the rank you held therein. **If joining from another Grand Lodge, its name, number and Constitution must be clearly stated.**

Name and Number of Lodge	Constitution (if not UGLE)	Rank	Date of Admission	Date of leaving if no longer a member

DATA PROTECTION ACT 1998: I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by United Grand Lodge of England and Supreme Grand Chapter of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Grand Secretary.

For office use only

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf ? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5.
 - a. I have never been convicted by a Court of any offence
 - b. I have never been the subject of a finding of dishonest or disgraceful conduct
 - c. I have never been disciplined by any professional, trade or other tribunal
 - d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
 - e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† If the CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IS IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.

DATA PROTECTION ACT 1998:

I, the undersigned, hereby consent to the processing of personal data and information supplied in relation to Question 5 above, by the Lodge, the District Grand Lodge, and the United Grand Lodge of England.

Note: Any such data and information supplied will not be divulged to any other organisation, Masonic or non-Masonic.

Signature _____

Dated this _____ day of _____ 20 _____

**QUESTIONS TO BE ANSWERED BY THE PROPOSER AND SECONDER
OF A CANDIDATE FOR INITIATION**

	<u>Proposer</u>	<u>Secunder</u>
1. How long have you known the Candidate?		
2. To the best of your knowledge and belief, are his answers to question 5 on the Registration Form true?		
3. Do you meet him often?		
4. Where do you meet him?		
(a) In your home?		
(b) In his home?		
(c) At work?		
(d) Socially?		
(e) Elsewhere (give details)?		
5. Would you welcome him into your home?		
6. Do you vouch for him in every respect as a suitable and desirable person for admission to the Craft?		
7. (a) Would his home or business circumstances make it difficult for him to attend regularly at Lodge meetings?		
(b) Do you accept the responsibility of encouraging him to make his membership effective?		
8. Have you informed him of:		
(a) his financial obligations to the Lodge and		
(b) the calls that may be made on his time?		
9. What reason have you for thinking Freemasonry will interest him?		

Proposer _____

Secunder _____

B Certificates of Proposer, Secunder, Master and Secretary (and of the Grand Secretary where applicable)

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Proposer BLOCK LETTERS

Signature

Address

I, the Secunder, declare as follows:-

The Candidate has been personally known to me for _____ years ____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Lodge.

[For candidates for Initiation only] The answers given by me to the questions above are true.

Dated this _____ day of _____ 20____

Name of Secunder BLOCK LETTERS

Signature

Address

Certificate of Master

To be read in open Lodge immediately before the Ballot is taken

I have made due enquiry with regard to the character and qualifications of the above-named Candidate and certify that
in } * my opinion
 * the opinion of a Committee of members of the Lodge

he is a fit and proper person to be admitted as a member of this Lodge.

Signature _____ W.M., Lodge No. _____

* delete where applicable

Certificate of Grand Secretary

I certify that the matters disclosed in connection with this application for membership do not constitute a bar to initiation.
The issue of this certificate is no more than confirmation that there is no overriding objection to the candidate being made a Mason and is not to be taken as an expression of opinion that the candidate ought to be elected.
[The following additional statement shall be made:

Signature _____ Grand Secretary

dated this _____ day of _____ 20 _____

Certificate of Secretary

I certify this application for membership, together with:

- a. the certificate from the Grand Secretary (if the Candidate has made a qualified declaration in A)
- b. any adverse report under Rule 158, Book of Constitutions

was read in open Lodge immediately before the Ballot was taken, and that the Candidate was

* initiated in

* became a joining member of

* became a re-joining member of



this Lodge on _____ day of _____ 20 _____

Signature _____ Sec., Lodge No. _____

Dated this _____ day of _____ 20 _____

* Please delete where necessary

For details of fees and V.A.T. please see letter of instruction

To be completed by the Lodge Secretary

Name of Secretary: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____
(Work) _____

e-mail address: _____

Unattached Lodge in England & Wales

Lodge Number: _____

Regn. Fee. £ :

Total
Remittance £ :

This space for the use of the Grand Secretary's office

Entd.

*cheques should be made payable to:
United Grand Lodge of England*

Supreme Grand Chapter of England Registration Form P

FORM PROVIDED UNDER ROYAL ARCH REGULATIONS 61 AND 69

Application for admission to membership of _____ Chapter No _____

Meeting at _____ Province of _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Scribe E. of the Chapter previous to the Meeting at which the Ballot is to take place. Subsequently it must be forwarded, with the Certificates of the First Principal and the Scribe E. duly signed, to the Provincial Grand Scribe E., together with the current registration fee, if applicable, for onward transmission to the Grand Scribe E.

In accordance with the requirements of Regulations 66 and 67, every candidate for Exaltation or Joining must produce, for inspection by the Scribe E. either his Grand Lodge or Grand Chapter Certificate and Clearance Certificates from all the Lodges or Chapters of which he is or has been a member, as the case may be.

In the case of a candidate who is a member only of a Lodge or Chapter not under the English Constitution, the Certificate of Eligibility previously issued by the Grand Scribe E. in accordance with Regulation 67 shall be attached.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____ Date of Birth (DD/MM/YYYY) _____

Forenames **in Full** _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone No. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

To be filled up by Candidates for EXALTATION ONLY

Give the names and numbers of **all** the Lodges of which you **are or have been a member**; the dates of your admission and Raising, the rank you hold and number of your Grand Lodge Certificate.

If Initiated in a Lodge under another Jurisdiction and subsequently joining an English Lodge, please give name and number of the English Lodge and number of your English Grand Lodge joining Certificate.

Name and Number of Lodge	Rank	Date of Admission	Date of leaving*

To be filled up by Candidates for JOINING AND RE-JOINING only

Give the names and numbers of all Chapters of which you **are and at any time have been a member**, the year of your admission and the rank you hold therein.

If joining from another Grand Chapter, its name must be clearly stated.

Name and Number of Chapter	Rank	Year of Admission	Date of leaving*

* IF NO LONGER A SUBSCRIBING MEMBER

(TO BE COMPLETED BY CANDIDATES FOR EXALTATION ONLY)

DATE OF RAISING _____ †GRAND LODGE CERTIFICATE NO. _____ /

†If the candidate is unable to produce his Grand Lodge Certificate in accordance with Regulation 67, the Chapter must not proceed with the Exaltation until it, or a duplicate, has been produced for inspection by the Scribe E.

DATA PROTECTION ACT 1998 I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by Supreme Grand Chapter of England and United Grand Lodge of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Provincial Grand Scribe E.

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20____

Please note that certain particulars are required on the reverse of this form

For office use only

B**Certificates of Proposer and Seconder**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Proposer _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

I, the Seconder, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Seconder _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

C**Certificates of 1st Principal and Scribe E.**

We certify that this application was dealt with in accordance with the provisions of Regulations 66 and 67 and that the candidate

*was exalted in

*became a joining member of

*became a re-joining member of

(*Please delete where necessary)



this Chapter on _____ 20 ____

If the above named Candidate was Exalted as a Serving Companion in accordance with Regulation 68 please give the date of the Dispensation issued by the Grand Superintendent _____

Signature of 1st Principal _____ Signature of Scribe E. _____

Dated this _____ day of _____ 20 ____ Dated this _____ day of _____ 20 ____

To be completed by the Scribe E

Name of Scribe E: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Scribe E's office

Certificates	
Date of Issue	

Entd. _____

PROVINCIAL

Chapter Number: _____

Regn. Fee. £ _____ :

V.A.T. £ _____ :

Total
Remittance £ _____ :**For details of fees please
see letter of instruction**

Supreme Grand Chapter of England Registration Form M

FORM PROVIDED UNDER ROYAL ARCH REGULATIONS 61 AND 69

Application for admission to membership of _____ Chapter No _____

Meeting at _____ Metropolitan Area

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Scribe E. of the Chapter previous to the Meeting at which the Ballot is to take place. Subsequently it must be forwarded, with the Certificates of the First Principal and the Scribe E. duly signed, to the Metropolitan Grand Scribe E., PO Box 29055, London, WC2B 5UN, together with the current registration fee, if applicable, for onward transmission to the Grand Scribe E.

In accordance with the requirements of Regulations 66 and 67, every candidate for Exaltation or Joining must produce, for inspection by the Scribe E. either his Grand Lodge or Grand Chapter Certificate and Clearance Certificates from all the Lodges or Chapters of which he is or has been a member, as the case may be.

In the case of a candidate who is a member only of a Lodge or Chapter not under the English Constitution, the Certificate of Eligibility previously issued by the Grand Scribe E. in accordance with Regulation 67 shall be attached.

A To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____ Date of Birth (DD/MM/YYYY) _____

Forenames **in Full** _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone No. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

To be filled up by Candidates for EXALTATION ONLY

Give the names and numbers of **all** the Lodges of which you **are or have been a member**; the dates of your admission and Raising, the rank you hold and number of your Grand Lodge Certificate.

If Initiated in a Lodge under another Jurisdiction and subsequently joining an English Lodge, please give name and number of the English Lodge and number of your English Grand Lodge joining Certificate.

Name and Number of Lodge	Rank	Date of Admission	Date of leaving*

To be filled up by Candidates for JOINING AND RE-JOINING only

Give the names and numbers of all Chapters of which you **are and at any time have been a member**, the year of your admission and the rank you hold therein.

If joining from another Grand Chapter, its name must be clearly stated.

Name and Number of Chapter	Rank	Year of Admission	Date of leaving*

* IF NO LONGER A SUBSCRIBING MEMBER

(TO BE COMPLETED BY CANDIDATES FOR EXALTATION ONLY)

DATE OF RAISING _____ †GRAND LODGE CERTIFICATE NO. _____ /

†If the candidate is unable to produce his Grand Lodge Certificate in accordance with Regulation 67, the Chapter must not proceed with the Exaltation until it, or a duplicate, has been produced for inspection by the Scribe E.

DATA PROTECTION ACT 1998 I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by Supreme Grand Chapter of England and United Grand Lodge of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Metropolitan Grand Scribe E.

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20____

Please note that certain particulars are required on the reverse of this form

For office use only

B**Certificates of Proposer and Seconder**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Proposer _____

Name (*BLOCK CAPITALS*) _____

Dated this _____ day of _____ 20__

I, the Seconder, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Seconder _____

Name (*BLOCK CAPITALS*) _____

Dated this _____ day of _____ 20__

C**Certificates of 1st Principal and Scribe E.**

We certify that this application was dealt with in accordance with the provisions of Regulations 66 and 67 and that the candidate

*was exalted in

*became a joining member of

*became a re-joining member of

(*Please delete where necessary)



this Chapter on _____ 20__

If the above named Candidate was Exalted as a Serving Companion in accordance with Regulation 68 please give the date of the Dispensation issued by the Grand Superintendent _____

Signature of 1st Principal _____ Signature of Scribe E. _____

Dated this _____ day of _____ 20__ Dated this _____ day of _____ 20__

To be completed by the Scribe E**METROPOLITAN**

Name of Scribe E: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Scribe E's office

Certificates	
Date of Issue	

Entd. _____

Chapter Number:**Payable to:****"Supreme Grand Chapter"**

Regn. Fee. £ :

V.A.T. £ :

Total
Remittance £ :**Payable to:****"Metropolitan Grand Chapter"**

Regn. Fee. £ :

V.A.T. £ :

Total
Remittance £ :Completed form to be sent to: **Metropolitan Grand Chapter, PO Box 29055, London, WC2B 5UN**For details of fees please see Letter of Instruction or Porchway Website: www.Porchway.org

Supreme Grand Chapter of England Registration Form A

FORM PROVIDED UNDER ROYAL ARCH REGULATIONS 61 AND 69

D.G.C

Application for admission to membership of _____ Chapter No _____

Meeting at _____ District of _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Scribe E. of the Chapter previous to the Meeting at which the Ballot is to take place. Subsequently it must be forwarded, with the Certificates of the First Principal and the Scribe E. duly signed, to the District Grand Scribe E., together with the current registration fee, if applicable, for onward transmission to the Grand Scribe E.

In accordance with the requirements of Regulations 66 and 67, every candidate for Exaltation or Joining must produce, for inspection by the Scribe E. either his Grand Lodge or Grand Chapter Certificate and Clearance Certificates from all the Lodges or Chapters of which he is or has been a member, as the case may be.

In the case of a candidate who is a member only of a Lodge or Chapter not under the English Constitution, the Certificate of Eligibility previously issued by the Grand Scribe E. in accordance with Regulation 67 shall be attached.

A

To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____ Date of Birth (DD/MM/YYYY) _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone No. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

To be filled up by Candidates for EXALTATION ONLY

Give the names and numbers of all the Lodges of which you are or have been a member; the dates of your admission and Raising, the rank you hold and number of your Grand Lodge Certificate.

If Initiated in a Lodge under another Jurisdiction and subsequently joining an English Lodge, please give name and number of the English Lodge and number of your English Grand Lodge joining Certificate.

Name and Number of Lodge	Rank	Date of Admission	Date of leaving*

To be filled up by Candidates for JOINING AND RE-JOINING only

Give the names and numbers of all Chapters of which you are and at any time have been a member, the year of your admission and the rank you hold therein.

If joining from another Grand Chapter, its name must be clearly stated.

Name and Number of Chapter	Rank	Year of Admission	Date of leaving*

* IF NO LONGER A SUBSCRIBING MEMBER

(TO BE COMPLETED BY CANDIDATES FOR EXALTATION ONLY)

DATE OF RAISING _____ †GRAND LODGE CERTIFICATE NO. _____ /

†If the candidate is unable to produce his Grand Lodge Certificate in accordance with Regulation 67, the Chapter must not proceed with the Exaltation until it, or a duplicate, has been produced for inspection by the Scribe E.

DATA PROTECTION ACT 1998 I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by Supreme Grand Chapter of England and United Grand Lodge of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the District Grand Scribe E.

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20 _____

Please note that certain particulars are required on the reverse of this form

For office use only

B**Certificates of Proposer and Second**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Proposer _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

I, the Second, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Second _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

C**Certificates of 1st Principal and Scribe E.**

We certify that this application was dealt with in accordance with the provisions of Regulations 66 and 67 and that the candidate

*was exalted in

*became a joining member of

*became a re-joining member of

(*Please delete where necessary)



this Chapter on _____ 20 ____

If the above named Candidate was Exalted as a Serving Companion in accordance with Regulation 68 please give the date of the Dispensation issued by the Grand Superintendent _____

Signature of 1st Principal _____ Signature of Scribe E. _____

Dated this _____ day of _____ 20 ____ Dated this _____ day of _____ 20 ____

To be completed by the Scribe E

Name of Scribe E: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Scribe E's office

Certificates

Date of Issue

Entd. _____

ABROAD D.G.C.

Chapter Number: _____

Regn. Fee. £ _____ :

Total
Remittance £ _____ :**For details of fees please
see letter of instruction**

Supreme Grand Chapter of England

FORM PROVIDED UNDER ROYAL ARCH REGULATIONS 61 AND 69

Registration Form

N.U.D.

Application for admission to membership of _____ Chapter No _____

Meeting at _____ Province of _____

This form (when completed by the Candidate and his Proposer and Seconder) is to be handed to the Scribe E. of the Chapter previous to the Meeting at which the Ballot is to take place. Subsequently it must be forwarded, with the Certificates of the First Principal and the Scribe E. duly signed, to the Grand Scribe E., together with the current registration fee, if applicable.

In accordance with the requirements of Regulations 66 and 67, every candidate for Exaltation or Joining must produce, for inspection by the Scribe E. either his Grand Lodge or Grand Chapter Certificate and Clearance Certificates from all the Lodges or Chapters of which he is or has been a member, as the case may be.

In the case of a candidate who is a member only of a Lodge or Chapter not under the English Constitution, the Certificate of Eligibility previously issued by the Grand Scribe E. in accordance with Regulation 67 shall be attached.

A

To be filled up by the Candidate, in his own handwriting unless prevented by physical disability (IN BLOCK LETTERS)

Surname _____ Date of Birth (DD/MM/YYYY) _____

Forenames in Full _____

Home Address _____

A FULL ADDRESS NOT P.O. BOX NUMBER SHOULD BE GIVEN

Postcode _____ Telephone No. _____

e-mail address _____

Profession/Occupation/Trade/Rank (PLEASE STATE) _____

A PRECISE DEFINITION OF OCCUPATION OR FORMER OCCUPATION IF RETIRED IS ESSENTIAL. TERMS SUCH AS COMPANY DIRECTOR OR CIVIL SERVANT ARE NOT SUFFICIENTLY DESCRIPTIVE

Employer _____

Business Address _____

To be filled up by Candidates for EXALTATION ONLY

Give the names and numbers of **all** the Lodges of which you **are or have been a member**; the dates of your admission and Raising, the rank you hold and number of your Grand Lodge Certificate.

If Initiated in a Lodge under another Jurisdiction and subsequently joining an English Lodge, please give name and number of the English Lodge and number of your English Grand Lodge joining Certificate.

Name and Number of Lodge	Rank	Date of Admission	Date of leaving*

To be filled up by Candidates for JOINING AND RE-JOINING only

Give the names and numbers of all Chapters of which you **are and at any time have been a member**, the year of your admission and the rank you hold therein.

If joining from another Grand Chapter, its name must be clearly stated.

Name and Number of Chapter	Rank	Year of Admission	Date of leaving*

* IF NO LONGER A SUBSCRIBING MEMBER

(TO BE COMPLETED BY CANDIDATES FOR EXALTATION ONLY)

DATE OF RAISING _____ †GRAND LODGE CERTIFICATE NO. _____ /

†If the candidate is unable to produce his Grand Lodge Certificate in accordance with Regulation 67, the Chapter must not proceed with the Exaltation until it, or a duplicate, has been produced for inspection by the Scribe E.

DATA PROTECTION ACT 1998 I, the undersigned, hereby consent to the processing of personal data and information supplied on this Registration Form and in consequence of my membership, and to its use by Supreme Grand Chapter of England and United Grand Lodge of England, any bodies subordinate to them of which I am now or may at any time be or have been a member, and for the purposes of any Masonic Charity‡.

‡ A list of Masonic Charities is available on application to the Grand Scribe E.

TO BE SIGNED BY ALL CANDIDATES

Signature _____

Dated this _____ day of _____ 20____

Please note that certain particulars are required on the reverse of this form

For office use only

B**Certificates of Proposer and Secondor**

I, the Proposer, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Proposer _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

I, the Secondor, declare as follows:-

The Candidate has been personally known to me for

_____ years _____ months.

To the best of my knowledge, information and belief the statements made by the Candidate on this application form are true and correct: he is a man of good reputation and well fitted to become a member of this Chapter.

Signature of Secondor _____

Name (BLOCK CAPITALS) _____

Dated this _____ day of _____ 20 ____

C**Certificates of 1st Principal and Scribe E.**

We certify that this application was dealt with in accordance with the provisions of Regulations 66 and 67 and that the candidate

*was exalted in

*became a joining member of

*became a re-joining member of

(*Please delete where necessary)



this Chapter on _____ 20 ____

If the above named Candidate was Exalted as a Serving Companion in accordance with Regulation 68 please give the date of the Dispensation issued by the Grand Superintendent _____

Signature of 1st Principal _____ Signature of Scribe E. _____

Dated this _____ day of _____ 20 ____ Dated this _____ day of _____ 20 ____

To be completed by the Scribe E

Name of Scribe E: _____

Address: _____

Postcode: _____

Telephone No. (Home) _____

(Work) _____

e-mail address: _____

This space for the use of the Grand Scribe E's office

Certificates	
Date of Issue	

Entd. _____

N.U.D

Chapter Number: _____

Regn. Fee. £ _____ :

V.A.T. £ _____ :

Total
Remittance £ _____ :**For details of fees please
see letter of instruction**



The following forms are available as separate downloads (editable PDF and Word formats) and are included in the Guide:

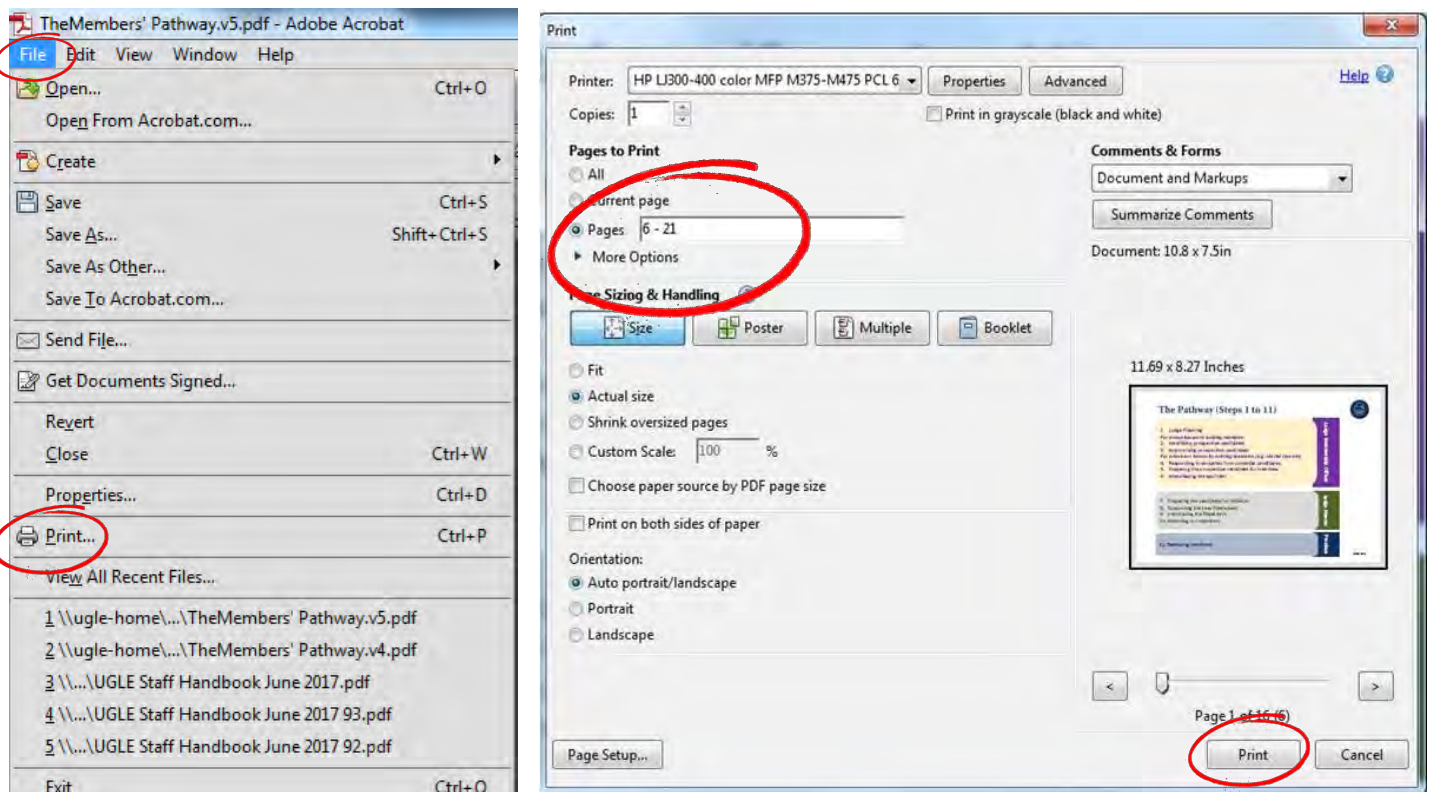
- [Lodge Stocktake](#)
- [Lodge Development Plan](#)
- [Lodge Succession Plan](#)
- [Cost Commitments](#)
- [Values Questionnaire](#)

Print



If you want to print the Pathway Steps 1-11 easy to read summaries please do the following:

- Click on 'File' and 'Print' on the top menu bar



- Go to 'Pages to Print' and in the 'Pages' box enter 6-21
- Press 'Print'

‘We will continue to work closely with Provinces and Districts to develop a clear strategy based on sound leadership and the involvement of our members, with a clear focus on future needs’

Pro Grand Master Peter Lowndes



**UNITED GRAND LODGE
OF ENGLAND**

THE FUTURE OF FREEMASONRY

2015-2020 OUR STRATEGY AT A GLANCE

KEEPING YOU INFORMED

We hope you find this at-a-glance guide to our strategy helpful. To get a more in-depth view and regular updates, register at

www.ugle.org.uk/mfg

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Strategy at a glance

OUR VISION

To become openly recognised within our communities as the premier fraternal organisation

OUR VALUES

Integrity, respect, caring and concern for others, co-operation and charity

OUR 2020 STRATEGIC OBJECTIVES

- Effective **GOVERNANCE** at all levels
- Leadership Development programme first phase implemented
- Review and revise the governance arrangements of Grand Lodge

MEMBERSHIP

Improved attraction and retention of members

- Membership will remain over 200,000
- Resignations before GL certificate will have reduced from 20% to less than 10%
- Local media coverage will enjoy incremental year-on-year growth of over 20%

MASONIC HALLS

Developing financial sustainability

- Support structure in place
- Operating on a firm financial basis

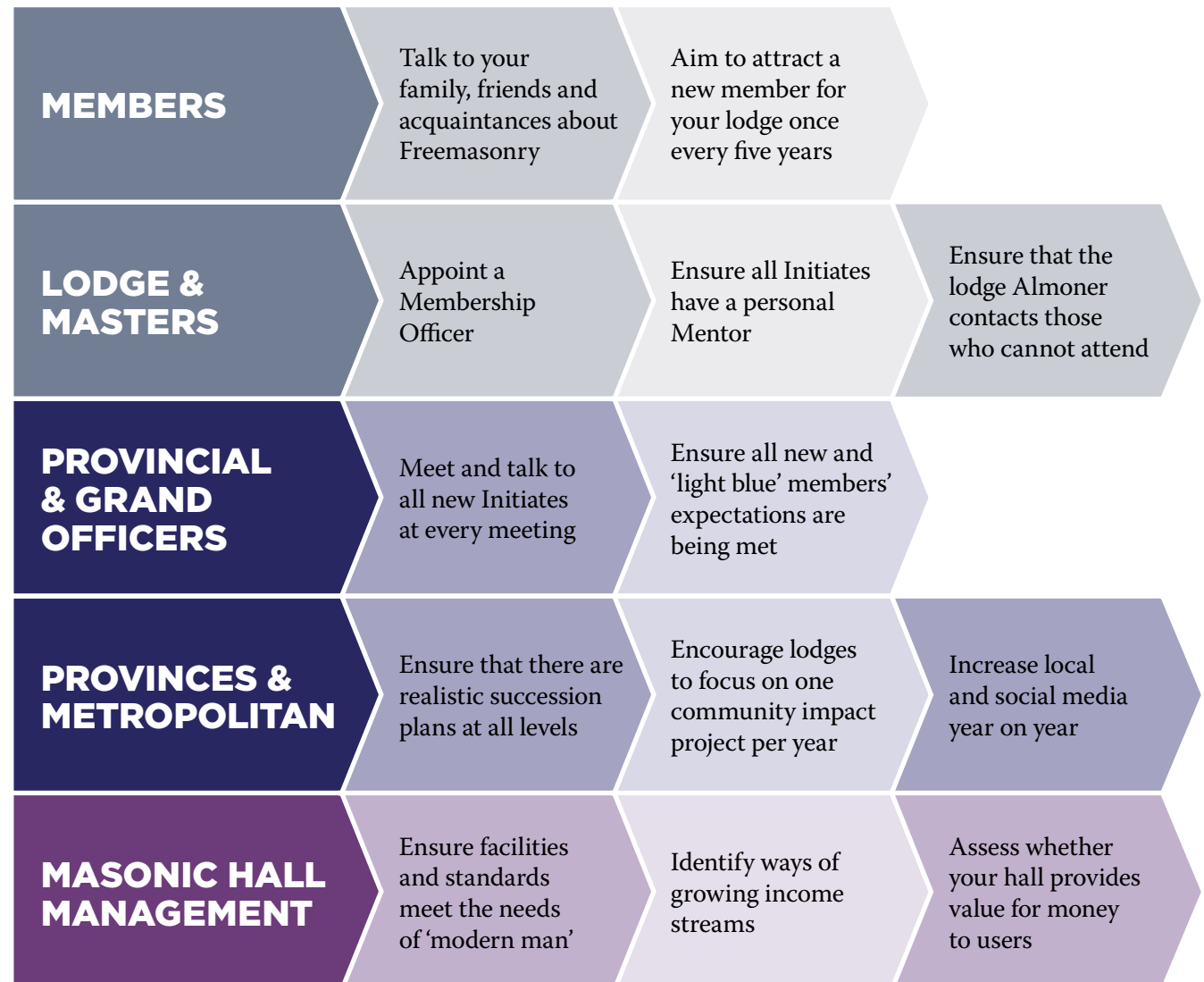
OUR APPROACH

We will monitor our achievements and success, using modern media (including 'push technology') to communicate with and assist members to make the most of the opportunities that Freemasonry offers

Get involved

Our members are our most vital commodity and this strategy can only be achieved if the vast majority of members are committed to supporting the strategy and its objectives

How can you help?



Did you know?

We have had over **18,000** responses to the surveys, helping the Membership Focus Group to shape the future of Freemasonry. Have your say – sign up at www.ugle.org.uk/mfg



[Initiate's Guide – Metropolitan Grand Lodge](#)

NB The Best Practice section of this guide will be continuously updated as new material is made available.

Acknowledgements



The assistance and support of the following must be acknowledged in the development and completion of The Members' Pathway for the United Grand Lodge of England:-

Tony Harvey - whose contribution to the Pathway from its inception to its final conclusion has been outstanding.

The Membership Focus Group (MFG) - February 2014 to August 2016

Ray Reed - Chairman, Past Deputy President of the Board of General Purposes

Malcolm Aish - President of the Committee of General Purposes

Michael Ward - Deputy Metropolitan Grand Master

Stuart Hadler – Provincial Grand Master (Somerset)

Chris Hirst - Metropolitan

Sandy Stewart – Past Provincial Grand Master (Staffordshire)

Shawn Christie – Assistant Grand Secretary, Director of Technical & Specialist Services

Robin Wilson DL – Past Provincial Grand Master (Nottinghamshire)

John Roscoe - Metropolitan

Alan Kirwilliam – Province of East Lancashire

Sam Judah – Province of Yorkshire North & East Ridings

Keith Huxley – Province of Suffolk

Peter Taylor – Provincial Grand Master (Shropshire)

Mike Baker – Director of Communications

Tony Harvey – Province of Derbyshire

The Membership Sub-group of the Improvement Delivery Group (IDG) - September 2016 onwards

Peter Taylor - Chairman, Provincial Grand Master (Shropshire)

Stephen Blank – Provincial Grand Master (Cheshire)

Mark Estaugh – Provincial Grand Master (West Kent)

Chris Hirst - Metropolitan

Mark Eyles-Thomas – Province of West Kent

Mark Lodge – Province of Worcestershire

James Bartlett – Province of Gloucestershire

Mike Baker – Director of Communications

Tony Harvey – Province of Derbyshire

During 2016-17 over 120 Lodges from ten Provinces around the country took part in a [pilot study](#) of Steps 5 and 6 of the Members' Pathway. Participating Lodges were asked to appoint a Lodge Membership Officer, to screen prospective candidates and to conduct interviews according to draft guidelines from the Pathway. Provinces briefed members of participating Lodges and ran training sessions for members of interview panels. Feedback from these Lodges supports the introduction of the Pathway and the approach now offered for interviewing applicants to Lodges. It also led to revisions to the guidelines which are incorporated in this final version of the Members' Pathway. We wish to thank the Provincial Membership Officers and members of the participating Lodges from the following Provinces that took part in the [pilot study](#):

[Derbyshire](#)

[West Lancashire](#)

[Monmouthshire](#)

[Nottinghamshire](#)

[Wiltshire](#)

[East Lancashire](#)

[Leicestershire & Rutland](#)


[Northumberland](#)

[Suffolk](#)

[Worcestershire](#)

NAVIGATION – how did I get here?



You clicked on the [blue text](#) and will have noted that your cursor became a hand symbol  which has taken you to this section.

You can return to the introduction section by pressing the 'Alt' and 'left arrow' keys or by clicking on [this link](#), or by clicking on the 'NAVIGATION - finding your way round the guide' bookmark on the left hand pane.

