

**Most Excellent Grand Chapter
HOLY ROYAL ARCH MASONS - P.H.A.
JURISDICTION OF PENNSYLVANIA
4301 North Broad Street Philadelphia, Pennsylvania 19140
MEGCOFPA.COM**

**Kevin L. Aleem #6
Most Excellent Grand High Priest
November 1, 2022**

PROCLAMATION NUMBER ONE

Right Excellent Deputy Grand High Priest, Right Excellent Grand King, Right Excellent Grand Scribe, Right Excellent Elected and Excellent Appointed Grand Chapter Officers. Past Most Excellent Grand High Priests, Most Excellent High Priests, Excellent Kings, Excellent Scribes, Past High Priests and Companions of all Constituent Chapters obedient to the Most Excellent Grand Chapter, Holy Royal Arch Masons - Prince Hall Affiliated, Jurisdiction of Pennsylvania,

Greetings:

Holiness to the Lord! Holiness to the Lord! Holiness to the Lord!

I again, thank you for electing me as your 97th Most Excellent Grand High Priest of all Holy Royal Arch Masons within the Jurisdiction of Pennsylvania. I am proud to represent the "Mother Jurisdiction," and with the guidance and blessings of Almighty God, I will carry out the duties and responsibilities, of this office, to the best of my abilities.

Therefore, by the authority vested in me as the Most Excellent Grand High Priest I, Kevin L. Aleem #6, do hereby direct that this **Proclamation Number One** be read in its entirety (except for the appendix) in open Chapter and the Executive Orders and Directives contained herein be strictly adhered to and further direct, that this Proclamation shall be available at every Chapter meeting and used as a reference.

The theme of this administration is:

**The 3R'S
Renew our Spirit
Restore our Purpose &
Reclaim the Grandeur of being a Holy Royal Arch Mason**

EXECUTIVE ORDERS

Executive Order No. 1 – Policies and Procedures

The Constitution (latest revision dated October 27, 2002) and The Ritual (latest revision dated 2002) are the governing documents for all functions within this Most Excellent Grand Chapter. If there is an instance where the documented instructions from these documents do not provide the guidance needed for assistance, the Constitution, Landmarks, and By-Laws of the Most Worshipful Grand Lodge should be consulted. If all these documents are unable to provide clarity to the issue of concern, then a written dispensation request must be submitted for review and approval by the Most Excellent Grand High Priest **only** before any action can be initiated.

To provide further clarity to Constitutional and Ritualistic issues an appendix has been included with

this proclamation to help keep the Companions updated on approved changes as we prepare for further review, updating and printing of our Constitution and Rituals.

Executive Order No. 2 - Chain of Command

To be consistent with issues identified within Executive Order No. 1 (Policies and Procedures) and to facilitate administrative and operational efficiency throughout the jurisdiction, all matters concerning the Constitution and General Regulations, Laws and Edicts of the Most Excellent Grand Chapter, Holy Royal Arch Masons - P.H.A., the following chain of command is herewith instituted: Any questions, issue or concern beginning with a Companion is first directed to the Most Excellent High Priest of their subordinate Chapter, then to the Excellent Area Deputy Grand High Priest, then to Excellent Deputy-at-Large, then to Right Excellent Deputy Grand High Priest and finally to the Most Excellent Grand High Priest. The official response to the question, issue or concern will be in the reverse order. Thus, informing and/or educating all parties involved. This process will insure uniformity and consistency within the jurisdiction.

On all issues or concerns regarding the Authorized Ritual for the Capitular Degrees, of the Most Excellent Grand Chapter, Holy Royal Arch Masons, P.H.A., and other related Grand Chapter ceremonies all will follow the enacted chain of command: Any question, issue or concern beginning with a Companion is first directed to the Most Excellent High Priest, then to the Excellent Area Lecturer, then to the Excellent Grand Lecturer, then to the Right Excellent Deputy Grand High Priest and finally to the Most Excellent Grand High Priest. The official response to the question, issue or concern will be in the reverse order. Thus, informing and/or educating all parties involved. This process will insure uniformity and consistency within the jurisdiction.

For all issues that require an immediate response or for situations that the Most Excellent Grand High Priest is unavailable, any member of the Grand Council (Right Excellent Deputy Grand High Priest, Right Excellent Grand King or the Right Excellent Grand Scribe) may issue a temporary response until such time that the Most Excellent Grand High Priest is able to give the final dispensation. Regarding the chain of command process, responses should be resolved at the first level, provided all parties are satisfied with the findings and/or conclusions. On more complex or difficult unresolved issues, the process should continue until correctly resolved. Under no circumstance will the Most Excellent Grand Chapter permit the above-mentioned process to be abrogated.

Executive Order No. 3 - Assignments

The Right Excellent Deputy Grand High Priest, Warren S. Montague No. 15 shall act as the Chief Operations Officer for all issues Constitutional or Ritualistic within the Commonwealth. He will train and monitor the committee for the Grand Convocation/Banquet, and work with the Deputy at Large and Grand Lecturer to ensure School of Light (SOL) and Training issues are presented properly. Additionally, he will ensure that all communications radiating from the Most Excellent Grand Chapter are clear, accurate, and timely.

He will serve as the Vice Chairman of the Finance, Information Technology (IT), Constitution Codification, Budget, Ways and Means, and Charity Committees and oversee the Chairman of the Committee on Foreign Correspondence (CC on FC),

The Excellent Grand King Leroy T. Bunyon No. 28 shall act as the Vice Chairman of the George Ravenell Toys for Deserving Children Program, Amnesty Day Program, Military Appreciation Day and 203rd Birthday/Rededication Program. He will develop sustainability/longevity protocols to be taught at Seminars or any training opportunity.

He will serve as a member of the Finance, Information Technology (IT), Ways and Means, Charity, Finance, Ritual/Constitution Codification and By-Laws committees

The Right Excellent Grand Scribe Agoi Ombima, No. 53 shall act as Vice Chairman for By-Laws submission and review, and Good Guys Charity committees. He will serve as a member of the

George Ravenell Toys for Deserving Children, Amnesty Day Program, Ways and Means, and 203rd Birthday/Rededication Programs, Finance, Information Technology (IT), and Charity committees.

The Excellent Grand Lecturer will be responsible for all instructions pertaining to the authorized ritual of the Most Excellent Grand Chapter. He will supervise all Area Lecturers and will ascertain that none, but the authorized ritual of the Most Excellent Grand Chapter is used. He will oversee and ensure competent degree teams, and teams to support our public and private Ritualistic Ceremonies (i.e.: Annual Memorial Service, Zerubbabel Festive Day, Opening of Grand Convocation, etc....) Ensure and organize proper enlightening lectures and subjects are presented, discussed, and illustrated at Area and Statewide Schools of Instruction.

The Excellent Deputy At Large will ensure that all Excellent Area Deputy Grand High Priests work with each Chapter to ensure they are following the requirements of the Constitution of the Most Excellent Grand Chapter and responding to the requirements of all Proclamations.

*They (EADGHP) will ensure all dispensations are submitted timely, **sixty (60)** days prior to the date of the activity (degree work, church service, out of State visitation, change of meeting, social activity, etc. ...) and will approve/decline dispensations timely (within 20 days of receipt). They will ensure dates for social functions, tickets, programs and souvenir journals are to be approved **prior to and after printing**. They will ensure that when inviting the Most Excellent Grand High Priest and/or the Most Worshipful Grand Master proper protocol is adhered to. They will ensure the submission of taxes in accordance with established timeline.*

Executive Order No. 4 – Status Reports and Accounts Receivable Billing Report

It is each Chapters responsibility to update their status reports as needed and no less than each quarter. The office of the Right Excellent Grand Statistician or the office of the Right Excellent Grand Assistant Secretary will issue a Quarterly Status Report and the Accounts Receivable Billing Report. The Quarterly Status Report will be completed by the Chapter's Secretary, given to the Most Excellent High Priest for approval and then returned to the office of the Right Excellent Grand Statistician or the office of the Right Excellent Grand Assistant Secretary.

Full payment of all amounts due are to be returned to the Right Excellent Grand Secretary on or before the 15th of the quarter owed.

Note, any Chapter or individual who submits a check to the office of the Right Excellent Grand Secretary and said check must be returned to the sender for any non-payment reason; he or the Chapter will be required to pay the amount of the check and any additional fees that are incurred. You shall also be required to submit all future transactions in one of following methods: (1) Certified Check, (2) Bank Money Order or (3) U.S. Postal Money Order.

Executive Order No. 5 – By-laws review

All Chapters **must** submit a copy of their most recent By-Laws to the Right Excellent Grand Scribe no later than **12/31/2022**. The Chapters By-Laws will then be reviewed during the month of January 2023 and returned with notes for Constitutional and/or functional updates. It will then be the Chapters responsibility to present the updates/recommendations to the Companions and then prepare them for submission to the Jurisprudence Committee by **6/30/2023**. This will allow for further review and consideration of approval at the next Convocation. It is the Chapters duty to make constitutional corrections and the Companions fully control whether any of the recommendations are needed for your Chapter.

Executive Order No. 6 - Benevolent Affairs Report

All Chapters **must** submit a Report no less than each quarter of their Companions who have experienced an illness which has lasted approximately 90 days or is serious in nature. Also, your

status report should include and highlight all Companions in the Chapter who are over 65 years of age. This information will be given to the Excellent Chairman of Benevolent Affairs who will review the report and contact the Companion or send Masonic greetings from the Most Excellent Grand Chapter. Also, all Companions who have been Holy Royal Arch Masons, 25 years or more are to be included with this report.

Executive Order No. 7- Holy Order of High Priesthood

Past Most Excellent High Priests and Most Excellent High Priests *are* members of the Holy Order of High Priesthood and as members they are encouraged to attend the Priesthood meetings. These meetings are held quarterly starting with the anointment each year. The Priesthood also sponsors an annual Banquet honoring "Those Who Have Served," and provides stipends to support young individuals with continuing educational efforts.

To establish consistency with budgeting and operations, the dues, for the Holy Order of High Priesthood of \$5 (per annum), will be collected from each Past Most Excellent High Priests and Most Excellent High Priest at each Chapter during the month of January. These funds will then be turned over to the Right Excellent Grand Secretary no later than February 3rd, 2023 and then forwarded to the Holy Order of High Priesthood by February 15th, 2023.

Executive Order No. 8 – Festive Days, Black Out Dates, Closures, Holy Week

It is hereby ordered that under no circumstance will any Chapter, Triangle Club or Unit obedient to the Most Excellent Grand Chapter, Holy Royal Arch Masons - P.H.A., Jurisdiction of Pennsylvania sponsor, convene or participate in **any** event on the date when a Grand Body of the Prince Hall Family observes their Festive Day, Memorial Service, Annual Session. Or National Holiday (including holidays that are observed on non-standard days due to the holiday falling on a weekend) Also, under no circumstance will any Chapter, Triangle Club, Unit, adopted or affiliated body obedient to the Most Excellent Grand Chapter, Holy Royal Arch Masons - P.H.A., Jurisdiction of Pennsylvania sponsor, convene or participate in non-religious social events during the observance of Holy Week, commencing at 12:01 A.M. Palm Sunday, April 2, 2023, through midnight Easter Sunday, April 9, 2023. Additionally, the following are considered "Black Out" dates by the Most Worshipful Grand Lodge, and we will follow the same requirements as Festive Days:

12/19/2022, 2/4/2023, & 4/22/2023

Furthermore, whenever inclement weather causes the local school district to close, all Chapters within that area are to be closed to support the health and welfare of our Companions.

This order will be strictly enforced!

Executive Order No. 9 — George Ravenell's Toys for Deserving Children Program

Each Chapter should be an active participate in the George Ravenell Toys for Deserving Children Program! Each year during the Christmas holidays, your Most Excellent Grand Chapter provides toys to disadvantaged children. This program is a show of our charity and, many times, may be the only holiday celebratory action some of our children have. We request all Chapters give one male and one female toy or donate twenty dollars (\$20.00) to the program **each month**. Your Area Deputy Grand High Priest will follow up with your Chapter and assist with collection arrangements so that we can continue to provide toys in the various communities throughout the state.

Executive Order No. 10 - Triple Tau Magazine

The Triple Tau Magazine will be converting to and an electronic format so we can email the

magazine in a timely manner. We will continue to mail copies to Companions who do not have electronic access (email) and those who prefer standard mail, To ensure proper receipt each Chapter must update their databases to ensure the Triple Tau Magazine is received. This includes accurate and updated email addresses! As always, if a mailed Triple Tau Magazine is returned for an incorrect address or zip code, the Chapter will pay for that return.

Note: Each Chapter should have a reporter to submit news items, articles and photographs to the Triple Tau Magazine every 3 months.

Articles can be sent to The Triple Tau, 4301 N. Broad Street, Philadelphia, PA 19140 c/o Excellent Grand Editor Kyle R. Benson No. 6 PMEGHP; however, the preferred method is to use email, send to tripletau1@gmail.com. When submitting articles please keep them brief and in Microsoft Word. Submit all photographs in JPEG.

DIRECTIVES

Directive No. 1 – Health and Safety

To protect the health and safety and of all companions, as we continue to recover from the Pandemic, we will be implementing safety protocols. These protocols will not place an enhanced burden on any Chapter and will aid with the maturation of our Companions and support efforts to have more Companions attend our communications.

Please enact the following:

- 1) All Chapters are to have disposable gloves and disposable mask available for all Companions who wish to use them at any meeting. This is vital since two parts of our ritualist opening require close contact.
- 2) All Chapters are to obtain supportive kneeling pads to assist with the physical demands of our ritualistic openings, closings, and degree work. Supplies of mask, gloves and kneeling pads will be available for purchase at the Grand Chapter 4301 N. Broad Street.

Directive No. 2 - Lectures and Masonic Information

All Most Excellent High Priests are directed to have a lecture or Masonic information pertaining to Holy Royal Arch Masonry given at every meeting. For the months of March 2023 and May 2023, the Grand Chapter will provide the required Lecture

Directive No. 3 - Degree Work and Use of Ritual

All constituent Chapters are directed to notify the Excellent Area Lecturers of their rehearsals for degree work, including dates, places and times. **Under no circumstance will rituals be used during the opening/closing ceremonies, funeral ceremony and the conferring of degrees!**

Should a Council or Chapter be unable to perform ritualist degree work, They are to work with their Area Lecturer for additional support. If standard methods of support are not available to complete degree work in a timely manner, a Chapter may request the usage of the Grand Chapter Degree Team! This is *not* a free service and **should only** be used when all other avenues are exhausted! ***This cost cannot be used to increase joining fees or passed on to new Companions!*** This will ensure that new members are initiated in the correct ritualist manner. Funeral teams will not incur a charge!

All Companions must show reasonable proficiency with a degree before being presented with the next sequential degree!

****Note* Petitions must be acted upon (Degree work started) within 120 of the Chapter receiving the petition!***

The cost for the use of the Grand Chapter Degree Team is as follows:

- 4th- Mark Master Degree - \$250
- 5th - Past Master Degree - \$150

6th – Most Excellent Master Degree -\$250

7th – Holy Royal Arch Degree \$350

Directive No. 4 – School of Light/Instruction

Area (East, Central & West (**Specialized instructions**)) Schools of Light/Instruction will resume in person activities immediately with the following exceptions! **There will be statewide Schools of Light/Instruction held during the following months (February, June, September & October)!** These will be held using Zoom and a link will be sent for these meetings. It is the intent of this Grand Council to ensure all the companions are receiving and opportunity for direct communication with your Grand Council and ensure Ritualistic and Constitutional Information is consistent throughout the Commonwealth.

Chapter representation is mandatory, and All Most Excellent High Priests, Excellent Kings, Excellent Scribes and Captain of the Hosts are expected to attend the Schools of Instruction unless excused by their Area Deputy Grand High Priest! Most Excellent High Priests should encourage all of their members to attend and participate with the Schools of Light/Instruction Schools of Instruction **All Right Excellent Elected and Excellent Appointed Grand Chapter Officers are expected to attend the Schools of Instruction unless excused by the Right Excellent Deputy Grand High Priest, Warren Montegue #15. An attendance record will be kept and reviewed for compliance.**

Directive No. 5 - Deceased Companions

When a death occurs within a Chapter you are directed to employ the following procedure:

Upon receiving notice that a Companion has passed, the Most Excellent High Priest, with his cabinet will consult with the Companions Lodge (Worshipful Master) and if appropriate, visit the family and secure the following information:

1. Whether or not the family wants the Holy Royal Arch Funeral Service performed?
2. Date, Time and Place of the funeral.
3. If necessary, consult with the Minister or Funeral Director and WM of his lodge to coordinate arrangements.
4. Obtain a copy of the Death Certificate, to complete any benefit processing that may be due

Inform the Excellent Area Lecturer and Excellent Area Deputy Grand High Priest via telephone of these facts and complete the “Report of a Funeral.” Once completed, copies of the document are to be given to the Excellent Area Lecturer and the Excellent Area Deputy Grand High Priest.

Should the death occur within the active ranks of the Most Excellent Grand Chapter, the Most Excellent High Priest will **immediately** notify the Most Excellent Grand High Priest and the Right Excellent Grand Secretary.

Directive No. 6 - Dates to Remember

January

Grand Chapter Seminar, **Saturday January 7th, 2023** 9am- 2:30pm (inclement weather date 1/14/2023), at the Scottish Rite Cathedral, 2701 N 3rd Street, Harrisburg Pa., 17110 (Lunch will be provided) Business Casual Dress

February

Release of application for Camp Sankanac charitable efforts, February 28th, 2023! Closing date April 30th, 2023

March

Amnesty Month- The month of **March** will be a month for all Companions that have been dropped from our roles to visit their Chapter and be encouraged to return to active status! The lecture for that day will be provided to all Chapters, as will a standard reinstatement fee! Additional information and instructions will be forwarded by 15 January 2023.

May

Holy Royal Arch 203rd Anniversary Celebration and Rededication Month – During the Month of May, all Chapters will be celebrating our 203rd Anniversary! There will be a rededication to Holy

Royal Arch Masonry ceremony conducted at each Chapters meeting. This ceremony will be given by The Most Excellent Grand High Priest, The Right Excellent Deputy Grand High Priest or a Past Most Excellent Grand High Priest at all the Chapters. The rededication is the Lecture for this month. Additional information to follow.

Proclamation #2 to be released between 5/15/2023 and 5/31/2023

A Holy Royal Arch Military Appreciation Day service will be held 5/28/2023. Church's, dates and times TBD

June

The 103rd Annual Zerubbabel Day Service will be held on Sunday, June 11, 2023, times and locations (East, Central, West) To Be Announced. Holy Royal Arch Festive Day Dress

Heroines of Jericho Dates – FYI

(Support for the Heroines of Jericho is expected!)

January

The Most Ancient Grand Court, Heroines of Jericho's Annual Seminar/Receiving, January 28, 2023, Embassy Suites Pa., times to be announced. Holy Royal Arch Social Dress

April

The Most Ancient Grand Court, Heroines of Jericho's Annual Palm Sunday Service will be held on Sunday, April 2, 2023, times and locations (East, Central, West) To Be Announced. Holy Royal Arch Festive Day Dress

Directive No. 7 - Dress Code

During any Festive Days within the Holy Royal Arch Family (including Heroines of Jericho), all Right Excellent Elected and Excellent Appointed Grand Chapter Officers are directed to adhere to the following (Holy Royal Arch **Festive Day Dress**) dress code: black tails, white shirt, black bow tie, black cummerbund or black vest, black socks, black shoes, apron, collar, white gloves and prayer cap (crown). All companions are to wear standard Holy Royal Arch dress (black/dark suit, white shirt, black tie, black socks, black shoes, apron, white gloves and prayer cap. Subordinate Chapters Council (Most Excellent High Priest, Excellent King, & Excellent Scribe) are to wear collars.

The dress for social functions (Holy Royal Arch **Social Dress**) is red jacket, black trousers (formal preferred), white shirt, **red** bow tie, red cummerbund or red vest, black socks, black shoes and collar for all elected and appointed Grand Chapter officers. Subordinate Chapters Council (Most Excellent High Priest, Excellent King, & Excellent Scribe) are to wear collars.

So then, brothers, stand firm and hold to the teachings we passed on to you, whether by word of mouth or by letter. 2 Thessalonians 2:15 (NIV)

Having read this Proclamation Number One, take heed and govern yourself accordingly. Given under my hand and seal this day 1 November, The Year of our Lord 2022 AD, 1 November, The year of Light 6022 AL

Yours 3 X 3,



**Kevin L. Aleem No. 6
Most Excellent Grand High Priest**

Attest:



**Charles A. Bishop, No. 6
Right Excellent Grand Secretary**

APPENDIX

The following are Constitutional issues that have been approved at prior sessions but have not been included within the written document due to a delay in printing. They have the full force of law and are to be adhered to!

Constitution

Page 25 Article 20 - **Assessments**

(Present printing) - Quarterly Taxes due before 15th day of Jan., April, July, October

Currently approved (- Quarterly Taxes due before the 15th day of December, March, June, September

Additional areas to be updated due to this change:

Page 33 Article 24-2, Page 50 Article 11 Section 1 and 2

Approved October 2017, 197th Grand Convocation. Realigns with the Grand Chapter Fiscal Yr.

Page 38 article 27 Section 1- **Emeritus Status**

(Present printing) - Not eligible until after 20yr of service

(Currently approved) Not eligible until after 10 yrs. of service

Approved October 2014 194th Grand Convocation

Page 39 Article 1 – **Revenue**

(Present printing) - For the General Fund each member shall pay an annual tax of \$15.00

(Currently approved) - For the General Fund each member shall pay an annual tax of \$20.00

Approved Oct. 22, 2017 197th G.C. convocation

Page 49 Article 10 section - **Members**

(Currently approved) - Add new section 5- A member suspended by a Chapter for non-payment of dues is automatically reinstated if debt is paid within a year. After a year he must be reinvestigated and voted upon. This brings us in line with the: Grand Lodge Constitution Page 55 Article III Reinstatement and our Constitution page 34, Article 24, No.2

The following is a Ritualistic issue that was approved but misprinted within our most recently written Ritual. This will be corrected with the next printing. The following is the correct way the Ritual should read and be followed!

Ritual

Page 51 – Closing *(Present printing)* – In the Most Excellent Grand Chapter of Pennsylvania all Subordinate Chapters must be opened and closed in Royal Arch Degree. The same Lecture is used in the closing as in the Opening (Except the battery)

(Correct Ritualistic Closing)

MEHP – COH inform the outer Guard that we are going into Devotions and Closing

COH – (Performs that duty) Reports to MEHP that the Outer Guard has been informed

MEHP –(3 raps of the gavel) PS you and 2 Companions will form a triangle at the alter and lead us in devotions

(Devotions are conducted with the MEHP having the last devotion)

MEHP – PS and Companions, return to your station

MEHP - Look to the Council and as I do, you do likewise (The MEHP will then display the signs in descending order from the 7th degree to the 4th degree)

MEHP – Gives the closing prayer (Page 52). Instructs the PS to close the great lights and COH to inform the Outer Guard that we are closed (COH reports that the outer Guard has been informed)

MEHP - (1 rap of the gavel) Good Evening