



Grand Chapter of Royal Arch Masons of Saskatchewan

COVID-19 Meeting Protocols

July, 2020

All constituent Chapters of the Grand Chapter of Royal Arch Masons of Saskatchewan will follow the protocols and guidelines set down by the Grand Lodge of Saskatchewan (GLS) concerning Masonic meetings (attached at the end of this document). Emphasis has been added to some by me.

If the Chapter Z feels that it is unsafe or unwise to hold a Convocation, he must communicate that to the Chapter members through a regularly and timely issued notice. Phone calls to ensure that every member is aware of the cancellation may be required.

To accommodate the requirements laid out by the GLS, we will additionally adhere to the following guidelines should a Chapter wish to hold a Regular Convocation:

- **A Chapter will meet as a Mark Master Mason Lodge.**
- **The three Principal Officers (Z, H, J) will maintain appropriate social distancing in the East.**
- **Some adaptation may be required for the Junior Deacon to maintain appropriate social distancing from the Senior Warden: perhaps to the right of the SW but forward on the floor, similarly to the SD relative to the WM. The Director of Ceremonies need not sit to the immediate left of the Senior Warden but may sit among the brethren and appropriately distanced.**
- **No degree work will be conducted.**
- **Balloting may be done by open vote if the Chapter's bylaws permit. Secret ballots may not be held during this time of pandemic response.**
- **Where the GLS Guidelines and Protocols specify WM, those duties shall fall to the Chapter's Z.**
- **The Chapter Z will ensure that proper equipment is present to disinfect any gavels, columns, the VSL, or any other furniture that is used during the meeting.**
- **When closing the MMM Lodge, the members will form a square around the altar but at such distance as maintains the social distancing guidelines (not shoulder to shoulder as we normally would).**
- **Any dispensations that would normally be required will still be required.**
- **Note that masks are required to be worn per the GLS guidelines and protocols.**
- **Communication to the Z regarding attendance is required to maintain appropriate numbers in the room.**

GLS COVID – 19 Guidelines and Protocols

Effective August 3, 2020

Personal Hygiene Practices:

- Clean your hands with soap and water for 20 seconds – before you eat and upon entering a building.
- Do not shake hands; avoid physical contact.
- Do not share food, drinks, and cigarettes.
- Do not touch your face, eyes, nose, and mouth with unwashed hands.
- Follow good respiratory etiquette by covering your mouth and nose with a disposable tissue or the crease of your elbow when you sneeze or cough.
- Regularly clean and disinfect commonly touched surfaces.

Lodge Meetings

- WM is responsible to see that guidelines are followed and that the maximum number of the brethren that show up for a meeting through replies to invitations or communication does not exceed the number allowed.
- WM to limit indoor Lodge meetings to 30 brethren and outdoor meetings to 50 or limited to Lodge room capacity to maintain a social distance of 2 metres.
- WM must verify with landlord that the Lodge is allowed to congregate in rental meeting space.
- WM to designate one person to set up and disinfect lodge furniture. (VSL, S & C, Columns, Gavels, Wands etc.)
- No visitations unless invited.
- No brother to attend Lodge who is showing symptoms of sickness. Must pass self-check list (see attached).
- Must wash or sanitize hands upon entering the Lodge building.
- All brothers to use their own pen when signing the register or pen to be disinfected after each use.
- Either non-medical or medical mask must be worn in the Lodge room.
- Lodge meetings to be conducted in the first degree only to minimize the need to modify changes to the Opening and Closing ritual. (It is understood that if Moose Jaw Lodge No. 3 or Maple Leaf Lodge No. 9 decide to meet that they would modify the requirements of their ritual to comply with the COVID-19 Guidelines).
- No degree work to be performed until further notice.
- No balloting until further notice.
- No handshakes or grips to be used.
- Social distancing of 2 metres must be maintained.
- Officers to bring their own gavel or disinfect gavel after being used.
- Disinfect wands after being used.
- No traditional festive boards allowed (buffets or serving food and drink). Members are allowed to bring their own food and drink.
- Members must bring their own chairs for outdoor gatherings.

Reminders

- Dispensation is required to change the day and hour of a regular meeting.(39 C)
- Dispensation required if election and installation is different other than stipulated in the constitution. (56C,57C)
- Meetings require giving seven clear days' notice in writing.(Reg. 78(g) and 40 C)

Self-Assessment Tool

1. Are you currently experiencing any cold, flu-like or other symptoms? E.g.:

- New onset or worsening of existing cough
- Fever (38°C or 100.4 F)
- Shortness of breath or difficulty breathing
- Severe chest pains
- Confusion or loss of consciousness
- Sore throat
- Severe fatigue
- Runny nose
- Vomiting

2. Have you travelled to any countries outside Canada (including the United States) within the last 14 days?

3. Did you provide care or have close contact with a person with COVID-19 (probable or confirmed) while they were ill (cough, fever, sneezing, or sore throat) within the last 14 days?

4. Did you have close contact with a person who travelled outside of Canada in the last 14 days who has become ill (cough, fever, sneezing, or sore throat)?

5. Have you or anybody in your home had contact with someone who is being tested for COVID-19 or who has been diagnosed with COVID-19?

If you have answered yes to any question please stay home for the safety of you and your Lodge brothers

This questionnaire is based on the Government of Saskatchewan's COVID-19 Self-Assessment Tool.