

SPECIAL COMMUNICATION 2023

RULES OF DEBATE AND PROCESS

This document explains a number of administrative points that will be effective for the Special Communication Business session when the Board Remits will be considered and voted on. In particular, it provides instruction covering the order of debate and voting at the Special Communication.

Speaking

Any brother who wishes to speak must move to one of the static microphones to enable the Brother to address the Special Communication or stand and await the delivery of a roving microphone. Where a static microphone is used, seats will be reserved by the microphone for speakers, so quietly move forward and await your turn to speak, which will be indicated by the Grand Master. **If coming in by Zoom, used the raised hand option until you are called upon by the Grand Master to speak.**

When asked to speak, kindly commence by first stating your name, then the name and the number of your Lodge. The session is being recorded so please speak clearly and not too quickly.

Voting

- Voting is covered specifically by Rule 201.
- Rule 200 relates to the Order of Debate. The mover of an original motion, but not an amendment to a motion, has the right of reply. No other member may speak twice to the same motion except in explanation. The Executive Officers may be called upon as required to advise Grand Lodge. Every member who speaks shall rise and remain standing in addressing himself to the Grand Master. He shall not be interrupted unless any brother shall address the Grand Master on a point of order or the Grand Master shall himself see fit to call the speaker to order.

Voting itself is to be undertaken in accordance with the provisions of Rule 200 where each Craft Lodge is entitled to one vote. The Lodge vote will be exercised by its Commissioned Representative or Proxy. Remember, there is **no** individual member entitlement and only the Lodge's Commissioned Representative or Proxy will be entitled to vote. Any attempt at plural voting either physically or by Zoom will be considered a masonic offence.

On any resolution, the matter is to be determined by ballot either physically or online.

On the first ballot, would Commissioned Representatives and Proxy holders please ensure that you use the coloured voting card marked "**A**" at the top of the form. The voting card has been modified and you will note the perforation on the card as to voting 'FOR' or 'AGAINST'. Separate the 'FOR/AGAINST' vote and **only** place in the ballot box your preference.

For example, if voting in favour of the motion, place the 'FOR' vote tab in the ballot box and **destroy the against part** (tear it in two). The reverse is the case if you vote 'AGAINST'.

Zoom

Those authorised Lodge Representatives coming in by Zoom will be issued a unique code which can only be used by them. It can not be forwarded or transferred. Lodge Representatives will be in their own Zoom Room and others attending by Zoom in another Zoom Room.

Collected Ruling 25

Speaking is covered by the provisions of Collected Ruling 25.

As previously explained, speakers should move quietly to the static microphones or stand for a roving microphone and wait until called upon to speak.

- ❑ The speaker shall not be interrupted except on a point of order.
- ❑ A member may only speak to a motion once.
- ❑ The mover of an original motion has the right of reply.
- ❑ The mover of a motion may speak for five minutes.
- ❑ No other speaker to any motion shall exceed three minutes.
- ❑ The Grand Master may grant an extension of three or two minutes, as the case may be, and any further extension may only be granted by a vote of the Brethren present and assembled.

To assist you, there will be a bell to help indicate the times that are available. When one minute of your allotted time remains the bell will ring once. When you have spoken for your allotted time the bell will ring twice, and you are requested to conclude with the sentence you are speaking and remain standing until the Grand Master indicates whether he wishes to give an additional amount of speaking time.

General Business

As this is a Special Communication only the business listed on the Agenda can be transacted.

If any brother **urgently** requires a comfort break or for any other compelling reason in the meantime, quietly move off as necessary. You do not have to formally ask to retire.

Scrutineers

The Grand Master will be appointing Scrutineers under Rule 202 of the Book of Constitution. Votes will be counted at Special Communication, District Hubs and Online.

The votes will be counted at the Special Communication and the results announced as they become available.

Lodges unable to vote

Lodges are reminded of Rule 203 a. vi. This may apply if a Lodge has not met its constitutional obligations prior to the Special Communication.