



Grand Lodge of Mississippi

Free and Accepted Masons

RITUAL PROFICIENCY CERTIFICATION

Program: Worshipful Master Proficiency

DESIGN: A stand alone proficiency program designed to help Blue Lodge Worshipful Masters become proficient in the standard as well as infrequent activities of lodge meetings.

The proficiency is designed in two levels. Both must be completed to receive Grand Lodge Certificate and Lapel Pin. Ideally, **Level A** (Items 1-5) would be completed during the Junior Warden year of service. **Level B** (Items 6-12) would be completed during the Senior Warden year of service. However, any Sitting Master, Past Master, or other Master Mason could complete the proficiency program at any time.

Examiners: Initially, Jason A. Jefcoat, PGM and Grand Lecturer; Danny Olan Alexander, PGM and Grand Lecturer Emeritus; Micky Paul McMahan, HPGM; Terry Lewis, DDGL; Frank Brewer, Board of Custodians; and Steve Yon, GM, will serve as examiners. They will appoint additional examiners as the program progresses. This is critical to the goal of achieving consistency in this work in all lodges.

COST: The cost for both levels of the program will be \$20 to be paid upon enrollment.

WORSHIPFUL MASTER PROFICIENCY CERTIFICATE

LEVEL A

1. Opening and Closing Lodges in all positions in all three degrees including wording, floor work, and proper handling of the Bible and Jewels. [Ritual Proficiency Level 1 Enrollees are exempt from this requirement.]
 - a. Entered Apprentice
 - b. Fellowcraft
 - c. Master Mason
2. The Agenda
 - a. Who must be present to open a lodge?
 - b. Order of Business from Memory
 - c. Moderating Discussion
 - d. Use of the Gavel
3. Examination of Visitors Unknown to the Lodge
 - a. Visitor's Presence Recognized
 - i. Before the Meeting
 - ii. During Lodge Purge
 1. When to Purge
 2. How to Designate an Unknown Visitor During Purge
 - a. Vouched for by a member
 - b. No member present to vouch for visitor
 - b. Appointment of the Examining Committee
 - c. Examining Committee Procedures
 - i. Location of Examination
 1. Under normal circumstances

2. When the ante-room is in use preparing a candidate
 - ii. Dues Card
 - iii. The Bible
 - iv. Tiler's Oath from Memory
 - v. Questions and Answers and Exchange of Recognitions
 - vi. Report to the Master

4. Balloting

- a. Reading of the Petition for the Three Degrees
- b. Recommendation Signatures
- c. Appointment of Committee to Examine Petitioner
 - i. Education Committee Guide
 - ii. Necessity of a Home Visit
- d. Report of Committee to Examine Petitioner
 - i. Report of Committee
 - ii. Invitation to individual members of committee to comment
 - iii. Must be balloted?
- e. Ballot Participants
 - i. Who can vote
 - ii. Who can occupy the chair of a principle officer during balloting
- f. Ballot Preparation (including proper floor work)
- g. Ballot Announcement
- h. Voting
 - i. Lodge Officers in Order
 - ii. Lodge Members Present
 - iii. Tiler's Invitation to Vote
- i. Ballot Display
 - i. When to Destroy the Ballot and Ballot Again
 - ii. All Principle Officers in Agreement
 - iii. Disagreement Among Principle Officers
- j. Ballot Announcements (in all possible outcomes)
- k. Other Situations Requiring a Formal Ballot
 - i. Membership Transfer
 1. Reading of the Letter of Good Standing instead of a petition
 2. Affiliation (Dual or Plural)
 3. Home Lodge and Dual Membership Status
 - ii. Reinstatement After Extended Suspension NPD (3 years or more)

5. Proper Presentation

- a. Proper presentation of salutations in all three degrees.
- b. When to wear jewels
- c. When not to wear jewels

LEVEL B

6. Labor and Refreshment
 - a. During the Master Mason Degree
 - b. All other times
 - i. From Labor to Refreshment
 - ii. From Refreshment to Labor
7. Transitioning from one lodge to another beginning with MM to FC to EA and Back to MM.
 - a. Dispensing with Labor
 - b. Resuming Labor
 - c. Lodge Purge
8. Annual Election of Lodge Officers
 - a. Affirmation that all potential candidates are in Good Standing
 - b. Appointment of Counting Committee
 - c. Announcement of Results
 - d. Agreement of the Newly Elected Officer.
 - e. Planning for Installation of Officers
 - i. Date
 - ii. Enlistment of Installing Officers
 1. From inside the lodge
 2. From outside the lodge
 3. Open or Closed Installation
9. Reception of Grand Officers
 - a. Introduction of Grand Officers Present other than The Most Worshipful Grand Master
 - i. Proper Title (R.:W.: Brother... or M.:R.: Brother...)
 - ii. Courtesy of Offering the Stations
 - b. Receiving The Most Worshipful Grand Master
 - i. Appointment of the Committee to Introduce
 - ii. Alarm
 - iii. Introduction
 - iv. Welcome
 - v. Invitation to the East
 - vi. Grand Honors
 1. Public
 2. Private
10. Necessity of Master's investment and participation in all Lodge functions
11. Conversant in the Williams Digest of Laws
 - a. Where to find a copy of the Digest
 - b. Read through the Digest
 - i. Know the difference between
 1. Ancient Landmarks (where located in WD)
 2. Adopted Masonic Law
 3. Judicial Decisions of the Committee on Law and Jurisprudence
 - ii. Who to contact and who not to contact when there is a question of law.
12. How to write and adopt proper bylaws for a local lodge.



This represents the lapel pin to be issued to successful candidates after completion of LEVEL B. The small circle in the center is a zircon diamond.

The Certificate would be similar to the Ritual Proficiency Certificates with the title and the artwork to the left:

WORSHIPFUL MASTER PROFICIENCY CERTIFICATE