

Grand Royal Arch Chapter Of Massachusetts

Grand Representatives Duties Outlined May 25, 2010

- 1) Attend at least one Grand Chapter Convocation during the year; either the Semi-Annual or the Annual Convocation, or send a communication to the Grand High Priest why you are unable to attend.
- 2) Send information regarding our Grand Chapter labors to your corresponding Grand Representative. The more frequent the communications the better.
- 3) Acquire information about Grand Chapter labors in your counterpart Jurisdiction.
- 4) Write a short report (see attached form). emails are acceptable, and preferred (if not containing confidential information), through the York Rite Boston Office to the Grand High Priest, at least twice a year: March 1st and September 1st (more may be submitted if indicated).

The "Report of the Grand Representative of _____ near Massachusetts" form may be downloaded from the Grand Royal Arch Chapter of Massachusetts website www.gracma.org; use the site also as a reference source for information to pass on to your counterpart.

- 5) If not received from your Jurisdiction, or not found on line, remind the York Rite Boston Office to send you a copy of the invitation / announcement of your Jurisdiction's Annual Convocation.
- 6) Use the Internet www.yorkrite.org to keep track of your jurisdiction's announcements, information and listing of Officers.
- 7) Keep in mind that Grand Representative appointments are for one year only and that reappointment is not automatic. Loss of, or relinquishing an appointment means loss of the title "R.: E.:" unless otherwise already entitled.