

## THE DISTRICT DEPUTY'S REPORT

### The District Deputy's Official Visitation

I made my official visitation to \_\_\_\_\_ Lodge No. \_\_\_\_ at \_\_\_\_\_ on \_\_\_\_\_, 200 .

The Charter and/or Certificate of Charter were present and scanned.  yes/no

The books of the Secretary were present and scanned  yes/no

The books of the Treasurer were present and scanned.  yes/no

Bills were approved by the Committee on Finance before being paid  yes/no

Accounts of the lodge audited annually by the Finance Committee.  yes/no

The annual reports of the Lodge spread in full upon the records.  yes/no

The Lodge has a current copy of the "List of Lodges, Masonic" otherwise known as the Tyler's Book dated \_\_\_\_\_  yes/no

There have been changes to the by-laws during the past year.  yes/no

The changes were approved by the Grand Lodge.  yes/no

The Lodge has copies of the Constitution and Standing Regulations. \_\_\_\_\_ copies

The Lodge has worked  EA  FC  MM candidates during the present Master's term of office.

I have observed \_\_\_\_\_ degree presentations during the past year. The work has been generally:  Excellent  Very Good  Good  Marginal

The elected Officers conferred the Degree for the Official Visit  yes/no

If no, what positions were substitutes? WM  SW  JW  SD  JD  SS  JS  MAR  CHAP  Lecture  Charge .

The Lodge has invited the District Ritual Instructor to the Lodge \_\_\_\_\_ times during the term of the current Master.

**WORK PRESENTED IN THE \_ DEGREE**  
**Ritualistic Work**

**Reception of the DDGM and Lodge Opening**

1. The DDGM is properly received into the Lodge and accorded appropriate honors?

*Comments:*

very good

good

poor

2. The formal opening of the Lodge is correctly done with minimal ritual errors?

*Comments:*

very good

good

poor

3. If work is in a degree other than the Master Mason, the Lodge is called from the higher degree to the lower degree and back up again at the end of the degree work in accordance with page 185 of the cipher?

*Comments:*

very good

good

poor

4. The candidate was properly prepared and clothed for the degree and in a room that was neat and orderly? Proper ritual was used during his presentation to the SD?

*Comments:*

very good

good

poor

5. The Candidate was properly examined and received into the Lodge by the Senior Deacon?

*Comments:*

very good

good

poor

6. The circumambulations and examinations by the JW, SW, and WM were done proficiently?

*Comments:*

very good

good

poor

7. The candidate received proper instruction from the SW for advancement to the altar and proper positioning to receive his obligation?

*Comments:*

very good

good

poor

8. The candidate is placed in proper position at the altar by the SD to receive his obligation?

*Comments:*

very good

good

poor

9. The obligation is given clearly, with feeling, and with minimal ritual errors?

*Comments:*

very good

good

poor

10. The demonstration of the due guard and sign by the WM are done correctly?

*Comments:*

very good

good

poor

11. The WM and SD give proper instruction in the grip and word and the candidate is properly instructed on entering or retiring from an opened Lodge?

*Comments:*

very good

good

poor

12. The second section is conducted in a solemn and dignified manner with the appropriate demeanor?

*Comments:*

very good

good

poor

13. The lectures and charges are given by the officers/members of the Lodge being inspected?

*Comments:*

very good

good

poor

14. The lectures and instructions to the candidates are given clearly and with feeling?

*Comments:*

very good

good

poor

15. Prayers by the Chaplain are given from memory and are delivered proficiently, clearly, and with feeling?

*Comments:*

very good

good

poor

16. The charges to the candidate are given proficiently from memory and with feeling.

*Comments:*

very good

good

poor

17. The Officers closed the lodge properly  very good  good  poor

### **Overall Evaluation of the Ritual Presentation**

The work was done in a way as to make a meaningful and lasting positive impression upon the candidate. The work was conducted in a manner that conveyed the deep spiritual meaning of the degree being conferred.

*Justification:*

very good

good

fair

poor

### **Overall Ritual Rating**

Excellent

*At least 12 of the 16 items were rated very good (1 through 16), none poor. The Overall Evaluation of the Ritual Presentation (Above) must be rated very good.*

Very good

*At least 10 of the 16 items were rated very good, none poor. The Overall Evaluation of the Ritual Presentation (Above) must be rated very good.*

Good

*At least 10 of the 16 items were rated good. The Overall Evaluation of the Ritual Presentation (Above) must be rated good or better.*

Poor

*Less than 10 rated good with 1 or more rated poor or The Overall Evaluation of the Ritual Presentation (Above) rated Fair or below.*

## **Floor Work**

1. Floor work indicates that there have been rehearsals and officers worked well together?

*Comments:*

very good

good

poor

2. All floor work is conducted in a dignified manner and has a positive effect on the presentation of the lessons taught in the degrees?

*Comments:*

very good

good

poor

## **Floor Work Rating**

Excellent (*Both items rated very good*)

Good (*One item less than very good*)

Poor (*One item less than good*)

\_\_\_\_\_  
District Deputy Grand Master

## Lodge Statistics

\_\_\_\_\_ Lodge No. \_\_\_\_ on \_\_\_\_\_, 200 .

Tax I.D.: \_\_\_\_\_

Master presided in the East? .....[ ] yes/no

Meetings held during year .....

Average attendance: .....

No. of meetings attended by:

Master .....

S.W. ....

J.W. ....

Sec. ....

S.D. ....

J.D. ....

Amount of Charity Fund: .....

Amount expended for Relief during year: .....

Amount other than Relief: .....

Fees for Degrees (Amt. **the candidate** pays): .....

Amount of Dues owed the Lodge by delinquent members: ..

Annual Dues: .....

One year : .....

Two years or more: .....