

**SUPPLEMENTAL INSTRUCTION NUMBER 10.1
ORGANIZATION OF A BETHEL**

1. General

- (a) A Bethel is created by associating not less than fifteen (15) eligible young women. Investigation of Masonic relationship of all petitioners shall be completed by the Supreme/Grand Guardian or the person appointed to act on her behalf. The ages, primary home address, number of dual members and number of members applying by demit will be taken into consideration before the Dispensation is issued. The Application will be made on official Application for Dispensation Form, 101. This Application must be witnessed and approved by nine (9) adults, at least one of whom shall be a Master Mason. (See SI 2).
- (b) Form 101 may be ordered from the Grand Secretary if the Bethel is under a Grand Guardian Council (GGC) jurisdiction, otherwise, Form 101 may be ordered from the Executive Manager in the Office of the Supreme Guardian Council (SGC).

2. Eligibility for Bethel Membership

- (a) Girls between the ages of ten (10) and twenty (20) years who bear a Masonic relationship shall be eligible for membership. Masonic relationship shall be interpreted to mean a relationship by blood, marriage, or law to a:
 - (1) Master Mason (See SI 2)
 - (2) His wife or widow
 - (3) A member of Job's Daughters,
 - (4) Or a Majority Member of Job's Daughters.
- (b) A woman under the age of twenty (20) years who has been married, divorced, whose marriage has been annulled or who is pregnant, or has ever been pregnant, except in the case of rape (or its equivalent terminology) or incest is not eligible for membership.

3. Eligibility for Appointment to Bethel Guardian Council (BGC)

Section 1. Regular

- (a) Those eligible for appointment to a Bethel Guardian Council shall be at least twenty (20) years of age. By 8/7/2010 and in conjunction with the YPP implementation schedule, appointees working with JDI in the USA shall be on the current list of CAVs provided by the Executive Manager. By 7/31/2011 and in conjunction with the YPP implementation schedule, appointees working with JDI in Canada or Australia shall be on the current list of CAVs provided by the Executive Manager.
- (b) The Associate Bethel Guardian shall be a Master Mason in good standing in his Lodge.
- (c) The Bethel Guardian shall be:
 - (1) a direct descendant of a Master Mason or the wife, daughter, granddaughter, great-granddaughter, adopted daughter by law, mother, grandmother, sister, half-sister, step-sister, niece, grand niece, daughter-in-law, step-daughter, step-granddaughter, sister-in-law, first or second cousin or widow of a Master Mason or
 - (2) members of an organization basing its membership requirement on Masonic relationship or
 - (3) Past Bethel Guardians or
 - (4) Majority Members of the IOJD.
- (d) Adults having the above eligibility or who are the parent, grandparent, stepparent or guardian of a member of the Bethel are eligible for appointment as Executive Members, other than Bethel Guardian and Associate Bethel Guardian, or as an Associate member of the BGC.
- (e) Executive members of a BGC who are delinquent in paying fines shall be ineligible for reappointment. (See B-BGC, Art VII, Sec 1(b)).
- (f) A Grand Guardian, Associate Grand Guardian, Vice Grand Guardian or Vice Associate Grand Guardian shall not serve as an Executive Member of a BGC.

Section 2. Special

- (a) The Supreme Guardian, with the consent of the Executive SGC, may appoint five (5) eligible women to serve as Executive members of the BGC in jurisdictions where Masons are prohibited by Masonic law from being Associate Bethel Guardians.
- (b) When a GGC has been organized in such jurisdiction, the Grand Guardian may appoint five (5) eligible women as Executive members of the BGC.
- (c) These adults must agree in writing to serve actively on the BGC until the next Annual Session of the SGC or GGC or until their successors are appointed and installed except in case of removal.

4. Meeting Place

- (a) Each Bethel shall provide itself with a suitable meeting place, official paraphernalia and supplies to enable it to function properly.

5. Supplies

- (a) The Executive members of the BGC shall use the supplies and paraphernalia as prescribed by the SGC, the list of which shall be obtained from the Executive Manager or Grand Secretary.
- (b) To aid in instituting a Bethel under Supreme certain supplies shall be furnished gratis. (See SI 16)

6. Dispensation

- (a) The Application for Dispensation shall be forwarded to the Executive Manager or Grand Secretary accompanied by a payment of seventy five (75.00) USD, CAD, AUD, PHP, BRL...etc.
 - (1) For Bethels under Supreme the payment shall be forwarded with the application to the Executive Manager in US dollars.
 - (2) For Bethels under GGC the payment shall be forwarded with the application the Grand Secretary.
- (b) Upon approval of the Application by the Supreme Guardian and attested by the Executive Manager or the Grand Guardian and attested by the Grand Secretary, a Dispensation (Form 102) shall be issued.
- (c) The Dispensation to institute a Bethel shall bear the date the Bethel is instituted.
- (d) The Dispensation shall be surrendered when its Bethel Charter (Form 104 or 105) is presented. The Dispensation shall be filed in the Supreme Office or with the Grand Secretary.

7. Petition to Reinstitute

- (a) The Application for Petition to Reinstitute, Form 101a shall be forwarded to the Executive Manager or Grand Secretary accompanied by a payment of seventy five (75.00) USD, CAD, AUD, PHP, BRL...etc.
 - (1) For Bethels under Supreme the payment shall be forwarded with the application to the Executive Manager in US dollars.
 - (2) For Bethels under GGC the payment shall be forwarded with the application to the Grand Secretary.
- (b) Upon approval of the Application by the Supreme Guardian and attested by the Executive Manager or the Grand Guardian and attested by the Grand Secretary, the Petition for Reinstitution Form 102a shall be issued bearing the date the Bethel is reinstited.
- (c) The Petition for Reinstitution shall be surrendered when the original Charter is presented and shall be filed in the Supreme Office or with the Grand Secretary.

8. Appointment of Bethel Guardian Council

- (a) In jurisdictions having a GGC, the Grand Guardian or her appointed Deputy shall meet with the adults who requested the Dispensation. They shall recommend and the Grand Guardian shall appoint the BGC consisting of five (5) Executive members and four (4) Associate members. By 8/7/2010 and in conjunction with the YPP implementation schedule, appointees working with JDI in the USA shall be on the current list of CAVs provided by the Executive Manager. By 7/31/2011 and in conjunction with the YPP implementation schedule, appointees working with JDI in Canada or Australia shall be on the current list of CAVs provided by the Executive Manager.
- (b) In jurisdictions not having a GGC, the Supreme Guardian or her appointed Deputy will follow the procedure outlined in 8(a) above and the Supreme Guardian shall appoint the members of the BGC.

9. Appointment of Bethel Officers

- (a) Officers shall bear the same title as those listed for chartered Bethels. The first corps of officers shall be appointed by the Executive members of the BGC, working with the Supreme or Grand Guardian and/or Deputy appointed by her, preference being given to older girls unless otherwise deemed advisable.
- (b) A Bethel Under Dispensation (Bethel UD) shall not hold election of officers. The original corps of officers in a Bethel UD shall continue to serve until the regular time for election after Charter is granted unless a vacancy shall occur. Should the vacancy be an elective office, the Executive members of the BGC may appoint a substitute in the vacancy. A vacancy in an appointive office shall be filled by a member appointed by the Honored Queen, subject to the approval of the Executive members of the BGC.

10. Institution / Reinstitution and Installation

- (a) The Supreme Guardian shall personally institute/reinstitute a new Bethel under Supreme unless she deems it advisable to delegate a Supreme Deputy to institute/reinstitute for her. (See B-SGC, Art III, Sec 2 (a))
- (b) When a Bethel is instituted/reinstituted, all members of the BGC shall be installed immediately after the institution/reinstitution and preceding the installation of Officers and Bethel Choir.
- (c) The Book of Ceremonies adopted by the SGC (and modified to reinstitute/reinstituting/reinstitution) shall be used by all Bethels under Supreme and by GGCs not having a Book of Ceremonies.

11. Charter

- (a) Following the "Guidelines for Bethel Inspection prior to Chartering" (See SI-10.2). The Inspecting Officer shall recommend the Charter be issued to a Bethel U.D. immediately. The Inspecting Officer shall recommend the original Charter be returned to the reinstated Bethel.
- (b) A fee of twenty five (25.00) USD, CAD, AUD, PHP, BRL,...etc for the Charter shall be paid to the Executive Manager or Grand Secretary.
 - (1) For Bethels under Supreme the payment in US dollars shall be paid to the Executive Manager.
 - (2) For Bethels under a GGC the payment shall be paid to the Grand Secretary.
- (c) The Charter of a Bethel shall bear the date the Charter is granted.
- (d) Chartered Bethels shall be numbered consecutively, beginning with the number one (1) in each jurisdiction and in no case shall a distinctive name be applied to any Bethel except for designation of location.
- (e) The Charter shall bear the names of the Daughters appearing on the Application for Dispensation and those initiated and affiliated before the Charter is granted.

12. Special Assistance

- (a) At the request of a GGC, the SGC may appoint a member of the SGC residing in a nearby jurisdiction, who has had experience in instituting Bethels, to assist Grand Officers in organizing and instituting/reinstituting new Bethels.
- (b) Expenses of the member performing this service shall be prorated between the GGC and the SGC on basis agreed upon by the Supreme Guardian and the Grand Guardian. The Finance Committee of the SGC shall be notified in advance as to the approximate expense involved.