

# P&E ESSENTIALS – SUMMARY OF TOPICS COVERED

Updated to April 2015

| TOPIC  | ISSUE #   |
|--|-----------|
| Addressing the East  | 6, 17, 24 |
| Addressing the Head Table  | 10, 17    |
| Altar – Significance and only objects to be placed on the altar  | 22        |
| Applauding a brother’s work  | 1         |
| Ballot   | 7, 8      |
| Banquet Hall Protocol  | 19, 20    |
| Board of Trial   | 29        |
| Book of the Work – 2009 revision   | 3         |
| Business Portion of a Lodge Meeting  | 15        |
| Canadian Flag  | 1         |
| Candidate’s Name   | 35        |
| Cell Phone Etiquette   | 16        |
| Ceremony of Installation – 2010 revision   | 4         |
| Ceremony of Installation handout   | 4         |
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| Committee of Inquiry   | 26        |
| Deacons – When to use to escort visitors   | 17        |
| Director of Ceremonies - Duties  | 27        |
| Director of Ceremonies – How to carry baton  | 30        |
| District Deputy Grand Master – Official Visit and special Protocols when he visits a lodge                     | 24        |
| Draping The Warrant  | 5, 22     |
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| Election of Lodge Officers   | 18, 30    |
| Excessive Circumambulation   | 35        |
| Explanation of P&E   | 1         |
| Freedom of the Lodge   | 35        |
| Funeral Honours  | 3         |
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| Gloves   | 12        |
| Grand Honours – General rules  | 17, 35    |
| Grand Honours – Significance and how to give   | 3, 5, 21  |
| Grand Lodge visitors <ul style="list-style-type: none"> <li>• Announcing</li> <li>• Receiving a GLO</li> </ul> | 4<br>1    |
| Grand Master – Proper reference to   | 4         |
| Grand Master’s Meritorious Service Award   | 28        |
| Head Table – Seating   | 3         |
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|   |            |
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| Moving About The Lodge Room                                 | 35         |
| Obligation – “Say I”  | 5          |
| Official Visit – DDGM outranks everyone else                | 3          |
| Past Masters – Protocols which apply                        | 33         |
| Personal Demeanor of the Worshipful Master and his Officers | 35         |
| Questions & Answers Booklet – 2013 edition                  | 25         |
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| Receiving Visitors – how to group them                      | 4          |
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| Saluting When Passing                                       | 5          |
| Second Salute   | 5          |
| Secondary Head Table – Banquet Hall Protocol                | 2          |
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| Sitting in the East   | 9, 35      |
| Steward – Preparing the Lodge                               | 6          |
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| Wands – when used to receive visitors                       | 3          |
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