

Role and Duties of The Provincial Grand Registrar of Cornwall

and Guidance from UGLE BoC

In the United Grand Lodge of England (UGLE) system, the Provincial Grand Registrar is a significant Officer within a Provincial Grand Lodge. While the specific duties can vary slightly between different Provinces, they generally relate to the legal and constitutional matters of the Province.

In the Province of Cornwall, the duties of the Provincial Grand Registrar typically include:

- To **assist** the Provincial Grand Master and the with the execution of his duties.
 - **Assisting the Provincial Grand Master:** As a senior officer, the Provincial Grand Registrar works closely with the Provincial Grand Master and other provincial leaders to ensure the smooth and lawful operation of the province.
- To be an active member of the **Full Provincial Executive Committee** and to assist all Full Exec members with constitutional and legal matters.
- **Constitutional and Legal Matters:** The Provincial Grand Registrar is the chief legal officer for the Provincial Grand Lodge of Cornwall. They are responsible for advising on issues related to the **Book of Constitutions**, which essentially is the rulebook of UGLE, and other Provincial By-Laws. This can involve interpreting rules, ensuring compliance, and addressing any constitutional questions that arise.
- To **assist** the Deputy Provincial Grand Master in all or any disciplinary matters. Any disciplinary matter should be brought to the attention of the Provincial Grand Registrar, who will determine if it should be considered and investigated as such. Matters to be investigated are clearly outlined in the United Grand Lodge of England (UGLE) **Book of Constitutions** and the UGLE '**Guidance to the Masonic Disciplinary System**', September 2024. (*Disciplinary Offences, Duty to assist Masonic Authority, Power to Determine Complaint)

It's important to note that the role of the Provincial Grand Registrar is distinct from the Provincial Grand Secretary, who is primarily responsible for the day-to-day administrative and clerical operations of the Province.

The Provincial Grand Registrar's role is more specialised, focusing on the legal and constitutional framework of the Provincial Grand Lodge.

<https://www.ugle.org.uk/about-us/book-constitutions>

The following has been copied from the UGLE Book of Constitutions (BoC), which may change from time to time. Please use the link provided to view the latest version of the BoC.

*** Disciplinary Offences**

1. Every Brother has a duty not to:

- (a) commit an offence contrary to the criminal law of any jurisdiction to which he may for the time being be subject;
- (b) breach:
 - (i) any of the General Laws and Regulations for the Government of the Craft; or
 - (ii) any edict of the Grand Lodge from time to time reproduced in the most recent edition of Information for the Guidance of Members of the Craft; or
- (c) engage in activity which may bring Freemasonry into disrepute. Sub-paragraph (a) shall also apply to any offence committed before initiation unless that offence was a spent conviction at the date of initiation or was fully disclosed on a candidate's application form before initiation.

Reporting Obligations

2. (a) A Brother who is convicted of:

- (i) an offence of a sexual nature or involving dishonesty or violence; or
- (ii) any criminal offence
 - (A) for which he received a custodial sentence (immediate or suspended); or
 - (B) in respect of which he was made the subject of a Community Order by a Court in the United Kingdom; shall report the fact **within 28 days** to the Master of his Lodge, or (if he be unattached) to the Grand Secretary.

(b) A Brother who comes under a duty to report his conviction under Paragraph 2(a), whether or not he has complied therewith, shall not attend any Lodge or Chapter until his case is determined by the Disciplinary Authority unless he has the written permission of the Disciplinary Authority having jurisdiction over such Lodge or Chapter.

(c) The **Master** shall report to the Disciplinary Authority **within 28 days**:

- (i) the case of any member of his Lodge who is convicted of an offence falling within Paragraph 2(a); and
- (ii) any conduct or activity by a member of his Lodge which is likely to bring Freemasonry into disrepute.

(d) A Disciplinary Authority shall report to the Grand Secretary without delay:

- (i) all reports the Disciplinary Authority receives which were made under Paragraph 2(a) or 2(c).
- (ii) any other conduct or activity which, in the opinion of the Disciplinary Authority, is likely to bring Freemasonry into disrepute.

Duty to assist Masonic Authority

3. It is the duty of every Brother to comment or provide information in relation to a complaint or allegation of misconduct (whether such complaint or allegation is made against him or another Brother or a Lodge) if so, required by any Disciplinary Authority or Appeals Court.

Power to Determine Complaint

- 4. (a) The Disciplinary Authority shall determine all cases of Masonic complaint or irregularity respecting Lodges or individual Masons within his jurisdiction.
- (b) Where more than one Disciplinary Authority would otherwise have Jurisdiction over a case of Masonic complaint or irregularity respecting an individual Mason or Masons the jurisdiction over the case shall be assigned in accordance with Paragraph 23.
- (c) When exercising jurisdiction in a case of Masonic complaint or irregularity the Disciplinary Authority may:
 - (i) Determine summarily that the case does not merit any action and dismiss the complaint.
 - (ii) Proceed to determine the case himself; or
 - (iii) Depute the duty of investigation and reporting to him upon the circumstances of the case to a Committee consisting of such Brethren of Lodges under his authority as the case may require for that purpose including, if possible, at least one legally qualified Brother. Within a reasonable period of receipt of the report of the Committee he shall determine the case and in doing so may accept or reject either in whole or in part the findings of the Committee and act either in whole or in part upon its recommendations or otherwise as he sees fit.
- (d) The procedure adopted by a Disciplinary Authority determining the case himself under Paragraph 4(b) or by a Committee appointed under Paragraph 4(c) shall be fair and proportionate and be in accordance with the rules for the conduct of disciplinary cases from time to time prescribed, and any guidance given, by the Board of General Purposes.
- (e) Findings of fact of the final Court of law or tribunal in relation to the matters under consideration shall be binding and not open to review by the Disciplinary Authority or any Committee appointed by him, or, on any subsequent hearing, by an Appeals Court.
- (f) If the Disciplinary Authority concludes that a case of Masonic complaint or irregularity respecting Lodges or individual Masons within his jurisdiction has been established, he may:
 - (i) impose no sanction.

(ii) impose an admonition.

(iii) impose the penalty specified by any applicable Rule.

(iv) impose a suspension of fixed length.

(v) write to the Mason recommending that he resign within 28 days or such longer period as he may allow, failing which he will recommend expulsion: or

(vi) recommend expulsion or erasure.

(g) If the Disciplinary Authority imposes an admonition or suspension he shall forward a report of the case with all necessary particulars as soon as practicable to the Grand Secretary, unless in the case of an admonition the Disciplinary Authority considers the case of insufficient importance to require this to be done.

(h) If the Disciplinary Authority recommends expulsion or erasure he shall make a special report to the Grand Secretary. The Grand Secretary shall thereupon cause the matter to be laid before an Appeals Court pursuant to Paragraph 17. A recommendation that a Lodge be erased or a Brother be expelled or invited to resign shall take effect as a penalty of suspension until such time as the question of erasure or expulsion shall have been decided by an Appeals Court or the Brother shall have resigned.

(i) The decision of the Disciplinary Authority shall be final unless an appeal be made under Paragraph 15.