Allied Masonic Degrees
District of London
Council of Improvement

Guidelines

Meeting Setup:

The COI will be held via Zoom.

The Secretary will be responsible for setting up the meeting and monitoring the attendance.

1. The meeting password must be changed for each meeting
2. The waiting room and individual access being granted must be applied.
3. The meeting details must not be shared on the social media.
4. A list of attendees for each meeting shall be documented.
5. Attendees when joining Zoom should ensure that they join using their registered names. Any unrecognised name trying to join will not be admitted.
6. Every effort should be used to ensure that the security of the meetings is not compromised. Anyone found forwarding the meeting link or posting the link on social media will be removed from the registration mailing list.

The Preceptor or his appointed assistant on duty, will be in charge of the meeting and ensure that the guidelines are being adhered to.

Ceremony Offices:

1. A meeting schedule/attendance will be created for each meeting by the secretary.
2. Bids for offices or part offices should be made to the secretary prior to the meeting date.
3. The preceptor will be responsible for assigning offices not already filled.
4. A 'Narrator` will describe movement to cue the next line of ritual.
5. No Signs, passwords or other words to be used. The word `password` or initial (`P`) only to be used.
6. Books may be used but regular attending members will be expected to learn the ritual with a view to not using books.
7. Prompting to be allocated to the preceptor who will follow the ceremony closely. Corrections to be made sympathetically, stopping for only `serious` variations.
8. The AMD London COI operates a membership register, virtual zoom meetings are open to all members of AMD London Councils.