

ACHIEVEMENT AWARD REPORT FORM

Year 2015

Lodge Name: _____ No. _____ Dist. No. _____ Full name of Master: _____

This form must be received in Grand Lodge no later than March 1, 2016 See explanation on back of form.

Requirement # 1: The three principal officers shall represent the lodge at Grand Lodge. Proxy may represent any or all of these officers. All officers/proxies must be registered and attend. Representation means attending at least one open session of Grand Lodge on Monday or Tuesday or Saturday or Sunday if held on those dates. See page 27 of the HB of M Law for explanation of whom may serve as proxy.

Requirement # 1:

Grand Lodge Attendance: WM/Proxy _____ SW/Proxy: _____ JW/Proxy _____

Show dates in actual attendance: _____

Requirement # 2: The three principal officers, Secretary & Sr. Deacon must attend **one workshop**, other than ritual during the year. Ritual is the work of the Permanent Committee on work, not the Education Committee. This award is for Lodge Education. Show date & place attended for each of the five officers.

W:M: _____ S:W: _____ J:W: _____

Secretary: _____ Sr. Deacon: _____

Requirement # 3: Each of the three principal officers, the Secretary and Sr. Deacon must attend **ONE DISTRICT LODGE MEETING** during the year. (Not necessarily the same meeting and not necessarily in their district.)

Dates Attended	Master	Sr. Warden	Jr. Warden	Secretary	Sr. Deacon
1. _____	1. _____	1. _____	1. _____	1. _____	1. _____
2. _____	2. _____	2. _____	2. _____	2. _____	2. _____
3. _____	3. _____	3. _____	3. _____	3. _____	3. _____
4. _____	4. _____	4. _____	4. _____	4. _____	4. _____

Requirement # 4: The Lodge **MUST HAVE AT LEAST 4 PROGRAMS DURING THE YEAR.** Such programs are exclusive of Ritual Workshops and degree work. One meeting cannot count for two programs.

Programs (Describe Program (P M Night, Honesty & Integrity Awards, Re-obligation etc.) **(Show date and attendance.)**

No. 1. _____ Date held _____

No. 2. _____ Date held _____

No. 3. _____ Date held _____

No. 4. _____ Date held _____

Requirement # 5: Each Lodge must complete one CHARITY PROJECT. Remitting a needy brother's dues is a lodge duty, not a charitable project.

Describe project(s) _____

Requirement No. 6: Each lodge shall have a specific Brother Bring a Friend night with a minimum of three potential petitioners in attendance. This event is a separate item from those included in the requirements for item 4 above.

The program should be planned not only to educate the potential members but also to enlighten the brethren in attendance.

Give date of event _____, Number of MM present _____, Number of potential petitioners present, _____:

Total number of guests other than potential petitioners present _____.

Describe the program presented. (Speaker or speakers, video, leaflets available etc.) _____

Requirement # 7: The Master shall appoint a committee composed of a Chairman and two other brethren to administer a lodge system of Masonic Education following the suggestions in the Education Bulletin of the Masonic Education Committee and the Handbook for lodge officers. (These books are available through the Service Committee.)

Members of the Committee and their e-mail address if any:

_____Chrm., _____

What has the Education Committee done during this year? Some educational activity by the committee is expected.

The following space is for listing additional programs and activities.

We certify that the information provided above is true and correct. Both officers should sign form.

_____, W:M: _____Secretary
_____, E-mail Address _____E-mail

We recommend that both the Master and the Secretary maintain a copy of the form during the year.

The completed form is to be mailed to the Dist. Dep. Gr. Master for your district during the month of December or earlier if the requirements have been met. Anything that occurs after the installation will count on the record for the new Master. The DDGM is responsible for seeing that the form gets to the Education Committee. The lodge may mail a copy to Grand Lodge at P. O. Box 12357, Alexandria, LA. 71315-2357, if they wish. **Note that there is a cutoff date after which awards will not be acted on for the current year.** The reason for the cutoff is so that the plaques may be completed before the quarterly meeting for Grand Lodge in July. The plaques are ordered in one group to get a reduced cost per plaque. Each award has to be signed by the DDGM, forwarded to the Committee Chairman for his signature and returned to Grand Lodge for the Grand Master's signature before the plaques may be ordered. Therefore, reports received after March 1 will be delayed a full year.

Any questions about the form or the requirements should be directed to your D.D.G.M.