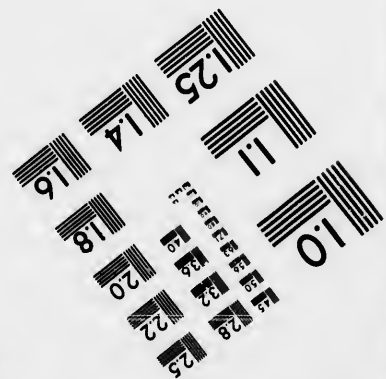
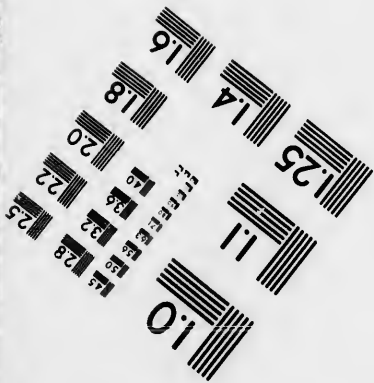
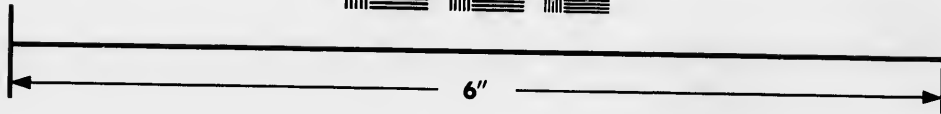
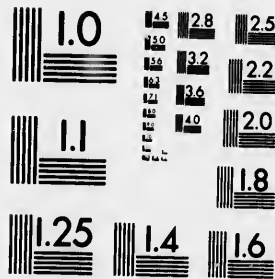


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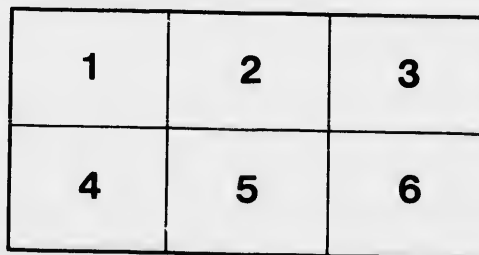
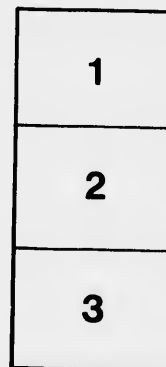
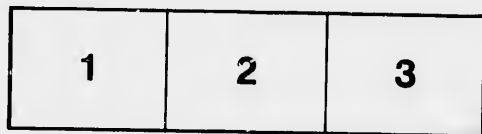
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CONSTITUTION

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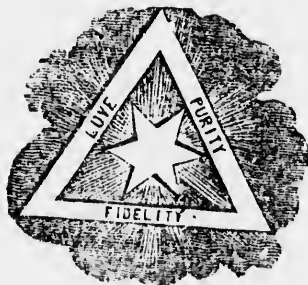
Richmond Division,

NO. 38,

SONS OF TEMPERANCE,

OF

CANADA EAST



MONTREAL:

PRINTED BY HENRY ROSE, ST. FRANCOIS XAVIER STREET.

1859.

CONSTITUTION
AND
BY-LAWS
OF
Richmond Division,
NO. 88,
SONS OF TEMPERANCE,
OF
CANADA EAST



MONTREAL:
PRINTED BY HENRY ROSE, ST. FRANCOIS XAVIER STREET.
1859.

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CONSTITUTION
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SUBORDINATE DIVISIONS.

PREAMBLE.

We whose names are annexed, desirous of forming a society to shield us from the evils of intemperance, afford mutual assistance in case of sickness, and elevate our characters as men, do pledge ourselves to be governed by the following Constitution and By-Laws.

CONSTITUTION.

ARTICLE I.

NAME.

This Association shall be known as RICHMOND DIVISION, No. 38, OF THE SONS OF TEMPERANCE, of Canada-East.

ARTICLE II.

PLEDGE.

No brother shall make, buy, sell, or use, as a beverage, any Spirituous or Malt Liquors, Wine or Cider.*

* The following resolution, explanatory of the Pledge of the Order, was unanimously adopted at the fourth annual session of the National Division:

Resolved, that the National Division hereby declare

ARTICLE III.

OFFICERS.

The officers shall consist of a W.P., W.A., R.S., A.R.S., F. S., T., C., A. C., I. S., and O. S., all of whom shall be elected by ballot every three months, viz : last regular meetings in September, December, March and June ; and installed the first regular meetings in October, January, April and July.†

ARTICLE IV.

DUTIES OF OFFICERS.

Sec. 1.—It shall be the duty of the W. P. to preside in the Division, enforce a due observance of the Constitution and By-Laws, and exact a compliance to the rules and usages of the Order ; to see that all officers perform their respective duties ; appoint all committees and officers not otherwise provided for ; give the casting vote on all matters before the Division when a tie may occur ; inspect and announce the result of all balloting or other votes ; direct the R. S. to call special meetings when application shall be made in writing by five members of the Division ; draw upon the T. for all sums necessary to pay the benefits provided for by the Constitution and By-Laws, and other appropriations made by the Division. He shall, on the night he vacates the chair, see that the Quarterly Returns are prepared for the Grand Division

that the true intent and meaning of the Pledge is to prohibit the manufacture, purchase, sale and use of all alcoholic or intoxicating liquors as a beverage, whether enumerated by name in the Pledge or not.—M W.S.

† A P.W.P. is not a constitutional officer.

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and the per centage appropriated, and forward the same in time for the Quarterly Session, certified by him with the seal of the Division. He shall perform such other duties as the Division or his charge shall require.

Sec. 2.—It shall be the duty of the W. A. to render the W. P. such assistance as he may require of him, and in the absence of the W. P., the W. A. shall perform his duties.

Sec. 3.—The R. S. shall keep a fair and impartial record of the proceedings of the Division; write communications; notify all Subordinate Divisions not more than ten miles of its place of meeting, within four weeks after, of the name, occupation and residence of every person suspended, rejected or expelled from this Division. He shall fill up certificates; notify meetings when ordered by the W. P., attest to all monies ordered to be paid at a regular meeting, and none other. He shall make out at the end of his term for the Division, a full report of the proceedings during his term, and also the quarterly returns to the Grand Division, which shall embrace the number of members initiated, admitted by card, initiated by dispensation, suspended, reinstated, and who have withdrawn during his term, together with the names and occupations of those suspended, expelled and rejected, with the dates and causes of expulsion, the number who violate the pledge, how many sign over, and how many violate the second time, the number of deaths, and the whole number of actual contributing members, the amount of receipts for initiation fees and dues, with the per centages due the Grand Division, the amount ex-

pending for benefits, with the amount on hand, and with the W. P. certify to the same. He shall perform such other duties as may be required of him by the Division or his charge, and deliver up to his successor, within one week from the expiration of his term, all books, papers or other property in his possession, belonging to his office.

Sec. 4.—The A.R.S. shall be an aid to the R.S., under whose direction he shall act. He shall render such assistance to the R.S. in the performance of his duty, as he or the Division may require of him.

Sec. 5.—It shall be the duty of the F. S. to keep just and true accounts between the Division and its members, credit the amounts paid, and pay the same over to the T. immediately, taking his receipt. He shall, just previous to the close of his term, notify every member who is three months or more in arrears, of the amount due by him to the Division, adding ten cents to each notice. At the end of his term he shall make out for the Division, a full report, and furnish the R. S. with the amount of receipts for initiation fees and dues during his term, with any other information connected with his office, necessary to enable the R. S. to prepare correct returns for the Grand Division. He shall perform such other duties as the Division or his charge may require of him. He shall deliver up to his successor all matters appertaining to his office in his possession.

Sec. 6.—It shall be the duty of the T. to pay all orders drawn on him by the W.P., attested by the R.S. and none others; he shall receive all monies of the Division, and hold the same until the expiration of his term, unless

otherwise ordered by the Division. He shall keep a full and correct account of all monies received and expended. He shall give the Division a monthly statement of the funds, and deliver up, when legally called upon, all monies, books, papers, and other property of the Division to his successor in office, or to whom the Division may specially appoint. He shall perform such other duties as may be required of him by the Division or his charge.

Sec. 7.—It shall be the duty of the C. to introduce for initiation persons who have been previously elected. He shall also introduce visitors, and furnish them with suitable regalia. He shall, with the aid of the A. C., examine those present at the opening of the Division. He shall see that the officers regalia are in their proper places at the opening of the Division, and take charge of the same at the close. He shall have charge of such property of the Division as may not be otherwise provided for, and render a full report to the Division at the end of his term.

Sec. 8.—It shall be the duty of the A. C. to render such services as the C. or Division may require of him.

Sec. 9.—It shall be the duty of the I. S. to attend the door—to admit none but members of the Order and candidates for initiation.

Sec. 10.—The O. S. shall guard the door outside, and keep off intruders.

ARTICLE V.

ELIGIBILITY FOR MEMBERSHIP.

Sec. 1.—No person shall be initiated into the Division under fourteen years of age; provided, that no youth shall have the right to vote in Division on any proposi-

tion, or hold office, or receive the degrees until he shall have arrived at the age of eighteen years; and to this end, on the proposal of any youth under eighteen years of age, the day and year of his birth shall be stated as near as may be.

Sec. 2.—No person shall be admitted into the Division who does not possess a good moral character, or who is in any way incapacitated from earning a livelihood, or who has no visible means of support; provided, that persons of old age, or under disability or sickness may be admitted, but remain in the position of members not entitled to benefits.

Sec. 3.—The name of a person offered for membership must be proposed by a member in writing, stating age, residence and business, which must be entered on the record, and the subject referred to three brothers for investigation, who shall report in writing at a succeeding meeting, when the candidate shall be balloted for with ball ballots, and if not more than *four* black balls appear against him, he shall be declared elected; but if *five* or more black balls appear, he shall be rejected, and so declared. No person so rejected shall be again proposed in any Division of the Order. under six months.*

Sec. 4.—A proposition for membership shall not be withdrawn after it has been referred to a committee for investigation, without the consent of a majority of the members present.

Sec. 5.—A vote of rejection may be reconsidered with-

* A proposition for membership may be received at a special meeting.—M.W.S.

in three meetings, exclusive of the meeting at which the vote was taken. But a vote that has resulted in an election shall not be reconsidered.

Sec. 6.—The name of a candidate or brother constitutionally suspended, rejected or expelled, shall not be published in any other manner than the usual notice to the Divisions

Sec. 7.—Any brother applying for membership by deposit of card, shall be subject to the same ballot as a new applicant.

Sec. 8.—Persons may be admitted as honorary members not to hold office or vote upon financial questions, as the By-laws may prescribe.

ARTICLE VI.

CONTRIBUTIONS AND BENEFITS.

Sec. 1.—The amount of initiatory fees and weekly dues shall be regulated by each Division.

Sec. 2.—Every *bona fide* member, who shall be qualified as required by the Constitution and By-laws of this Division, shall, in case of sickness or disability, be entitled to, and receive weekly, not less than one dollar, except it be shown that such sickness or disability be brought on by his own improper conduct; nevertheless this Division may suspend benefits by a two-third vote of the members present at a regular meeting, after two weeks notice of such action.

Sec. 3.—No brother residing within five miles of the Division of which he is a member, shall be entitled to *benefits* of more than one week previous to his case being reported to such Division. No benefits shall be granted

for less time than one week. All arrears, either for dues or fines, shall in every case be deducted from the first payment.

Sec. 4.—In case of the death of a brother entitled to benefits, the sum of not less than fifteen dollars shall be appropriated as a funeral benefit. The W.P., in the absence of competent relations or friends, shall take charge of the funeral, and keep an account of the disbursements.

Sec. 5.—On the death of the wife of a brother, also beneficial, he shall be entitled to the sum of not less than ten dollars as a funeral benefit.

ARTICLE VII.

OFFENCES.

Sec. 1.—Any member who shall offend against these Articles, or the By-laws, shall be subject to be fined, reprimanded, suspended or expelled, as two-thirds of the members present at any regular meeting, may determine.

Sec. 2.—Every member shall be entitled to a fair trial for any offence involving reprimand, suspension or expulsion. But no member shall be put on trial, unless charges duly specifying his offence, be submitted in writing by a member of the Division.

Sec. 3.—When charges have been preferred against a brother in a proper manner, or any matters or grievances between brothers are brought before the Division, they shall be referred to a special committee of five members, who shall, with as little delay as the case will admit, summon the parties, examine and determine the matter in question, and if their decision does not involve the suspension or expulsion of a member, and no appeal be taken

from it to the Division, it shall be final, without other action. Should the committee be convinced of the necessity of suspending or expelling a member, they shall submit a motion for the purpose to the Division, for action.

Sec. 4.—When a motion for the expulsion or suspension of a member shall have been submitted in due form, it shall be announced at one regular meeting previous to action being taken; and the accused shall be summoned to be in attendance at the Division, at the time when it may have been determined to consider the question—at which time, whether the implicated member be present or not, the Division may proceed to consider and determine it. Two-thirds of the members present voting in favor of the motion, it shall be carried; but the Division shall be fully competent, while such motion is under consideration; to vary the penalty from the original motion.*

Sec. 5.—When the decision of a committee appointed under Section 3 of this Article, otherwise final, shall not be satisfactory to all parties, either of those interested, shall have the privilege of appeal to the Division—and at the time appointed for trying the appeal, the committee shall present to the Division, in writing, the grounds on which their decision was founded; and the parties shall have the privilege of being heard before the Division—and the Division shall determine the correctness of the

* A member suspended for the period of six months or longer, for non-payment of dues may be admitted as a new member.—M.W.S.

decision of the committee by a majority of the votes present.

Sec. 6.—Any member having been expelled, shall not be proposed for membership under six months from the date of expulsion.

Sec. 7.—The provisions of this Article shall not extend to violation of Article II.

ARTICLE VIII.

TERMS.

Regular Quarterly Terms shall commence on the first of October, January, April and July. Officers elected previous to the expiration of half the Term, shall be entitled to the full honors of the Term; those elected after half the Term has expired, shall not count the honors, except where they be elected to fill vacancies occasioned by resignation, suspension, expulsion or death, in which case the brother who serves the residue of the Term shall be entitled to the full honors, and he who resigns, or is suspended or expelled, shall forfeit his claim.

ARTICLE IX.

ELIGIBILITY FOR CHIEF OFFICES

Sec. 1.—After a Division has been instituted three terms, no brother shall be eligible to the office of W. P., unless he has served two terms in a subordinate office or offices, or as Chaplain.

Sec. 2.—No brother shall be eligible to the office of W. P., W. A. or T., who is under twenty-one years of age, except by dispensation from the Grand Division; provided, nevertheless, that no person elevated to the office of W. P. by such dispensation shall be elected a

Representative to a Grand Division, and that no Grand Division shall have the right or authority to grant a dispensation under this act, except to the Divisions located in Colleges or institutions of learning.

ARTICLE X.

VIOLATING ARTICLE II.

Sec. 1.—It shall be the duty of every member who has evidence that another has violated Article 2d. to specify the offence to the Division, within three weeks after coming into possession of such evidence.

Sec. 2.—The charge for violation of Article 2, shall be presented in writing, duly signed, when it shall be referred to a committee of five members, who shall as soon as practicable, summon the parties and investigate the matter.

Sec. 3.—The committee shall organize by appointing a chairman and secretary. The secretary shall make a correct record of the proceeding, with such testimony as may be presented, which record shall be produced to the Division on the call of any member, after the committee have reported.

Sec. 4.—If the committee agree that the charge is sustained, they shall report the fact to the Division, by resolution, with a second resolution to the effect that the member be reinstated, if they think proper, which report and resolution shall lie upon the table at least one week, and the offending member shall be notified of the character of the resolutions by the R.S. and requested to be present at the time appointed for considering the same with a view of giving an opportunity to make a defence.

Sec. 5.—If the committee agree that the charge is not sustained, they shall report a resolution to that effect, and if the resolution be adopted, the charge shall be dismissed.

Sec. 6.—When the committee report the charge sustained, and a majority of the members present at a regular meeting ballot in favor thereof, the offending member shall forfeit membership, and the W. P. shall direct the name to be erased from the Constitution. If a majority of the Division vote in opposition to the resolution, all further proceedings shall be stayed, subject to appeal.

Sec. 7.—If two-thirds of those voting are in favor of reinstating a member who has been found guilty of violating article 2nd., such member shall be restored to membership by re-signing the Constitution. The power to re-instate shall not however, extend over the term of one month from the time of receipt of notice by the offending member that the charge has been proved. But if a member neglect to come forward to sign the Constitution for one month after receiving notice of re-instatement, or if a member is not re-instated, the W. P. shall declare such member expelled.

Sec. 8.—The forfeiture of membership under this article shall involve the forfeiture of all honors possessed by the member when the name was erased from the Constitution.

Sec. 9.—If a member come forward and acknowledge a violation of Article 2, the Division, after erasure of his name, may, at their option, re-instate the member on the same evening, in the manner prescribed in Sec. 7.

Sec. 10.—No member against whom a charge has been brought under this article shall be present when any vote is taken in the case, either in Committee or in Division.

ARTICLE XI.

No alteration or addition shall be made to this Constitution unless by a two-third vote of the National Division.

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ARTICLE I.

MEETINGS.

Sec. 1.—This Division shall meet weekly on Friday evenings, from the 1st of April to the 1st of November, and on Tuesday evenings from the 1st of Nov. to the 1st of April, to transact general business and diffuse the principles of temperance and benevolence. The Division shall be opened at 7 o'clock, P.M., precisely, in summer; and 6 in the winter. In the absence of the W. P. and W. A. the senior P.W.P. present shall take the chair. The Division shall be closed at 9 o'clock, or sooner, if so desired by a two third-vote, but not protracted later than ten, unless by a unanimous vote.

Sec. 2.—Seven members shall constitute a quorum for the transaction of business.

Sec. 3.—No brother shall be permitted to enter the Division unless clothed in regalia.

Sec. 4.—Special meetings shall be called when application is made in writing by five members of the Division, but no appropriation of money shall be made at any such meeting.

ARTICLE II.

DUTY OF OFFICERS.

Sec. 1.—It shall be the duty of the J. P. W. P. to act in the capacity of P. W. P. and deliver the charge of his office to candidates, and perform all other duties appertaining to the office, and preside over the Division in the absence of the W. P., W. A., or a senior P. W. P.

Sec. 2.—It shall be the duty of the W. P. on the evening of his installation to appoint three brothers, who shall constitute a Committee of Finance and Audit, and three for a Committee of investigation when candidates are proposed for Membership.

Sec. 3.—It shall be the duty of the W. P. to enforce the penalties of the Constitution and By-Laws upon any member who renders himself liable to such penalties, unless excused by a two-third vote of the Division.

Sec. 4.—It shall be the duty of the R. S. to record in the Black Book the names and residence of all persons rejected, suspended or expelled, with the dates and causes of the said rejection, suspension or expulsion, and also the names of parties reported as rejected, suspended or expelled from other Divisions.

Sec. 5.—Upon the election of any person or persons as members of this Division, the R. S. shall forthwith give written notice thereof to the individual so elected and such election shall stand good for four weeks only, unless he be unavoidably absent.

Sec. 6.—At the last regular meeting in each quarter the F. S. shall balance his book and make out a true account of the indebtedness of each member up to the

end of the then present quarter, and in open Division shall call over the names of such as are in arrears, and report the same to the W.P., together with the amount of their indebtedness.

Sec. 7.—The T. shall, prior to his installation, give to the W.P. and W.A. bonds to the amount of \$100, with two sureties to be approved of by the Division; for the faithful performance of his duty as Treasurer.

Sec. 8.—It shall be the duty of the C. to place in the Ante Room, before the Division opens, a sufficient number of Regalia to accommodate the brethren. He shall also keep at all times regalia clean and in good order, corresponding to the number of members.

ARTICLE III.

ADMISSION.

Sec. 1.—Every brother on being admitted to our order shall sign the Constitution and By-Laws; he shall furnish the R.S. with his address, and in the case of removing, he shall notify him thereof within thirty days thereafter, under the penalty of twenty five cents.

ARTICLE IV.

DUTY OF MEMBERS.

Sec. 1.—When a person has been proposed for membership that fact shall not be mentioned by any brother out of the Division.

Sec. 2.—That all discussions be conducted in a spirit of candor, moderation and open generosity.

ARTICLE V.
COMMITTEES.

Sec. 1.—It shall be the duty of the Investigating Committee to receive the propositions for membership and ascertain the character of the candidate, and report the same to the Division.

Sec. 2.—It shall be the duty of the Committee of Finance and Audit, to examine all accounts against the Division, and if found correct they shall endorse their names thereto, and submit them to the Division at its regular meeting for their approval, and order for payment. They shall audit the accounts of the F. S. and T. and report at the next meeting after their appointment.

Sec. 3.—All Committees appointed for special purposes shall report their doings to the Division in writing, signed by a majority, and no person shall be appointed Chairman of any Committee unless he be present at the time of appointment.

Sec. 4.—All vacancies shall be filled at regular meetings only.

ARTICLE VI.
FEES AND DUES.

Sec. 1.—The Initiation Fee of this Division shall be One Dollar, in all cases to be paid prior to admission.

Sec. 2.—Brothers joining this Division by card shall pay one half Initiation fee.

Sec. 3.—The regular dues to the Division shall be twenty-five cents per quarter, payable on the 1st Oct., 1st January, 1st April, and 1st July of each year, and no brother will be entitled to receive the quarterly password

until he is clear of the book of the F.S. Any member may pay in advance, if he so desires.

ARTICLE VII.

PAYMENT OF MONEYS.

Sec. 1.—No money shall be paid out of the Treasury except by a vote of the Division. All orders for money voted by the Division shall be signed by the W.P. and by the R.S.

Sec. 2.—The Treasurer shall take receipts in all cases of money paid out by him as his vouchers for such payments. He shall at all times account for the funds of the Division to the W.P. on demand, who shall report the same to the Division.

Sec. 3.—All sums over fifty dollars shall be deposited as the Division shall direct, and such funds shall not be drawn from deposit, only upon a two-third vote of the members present.

ARTICLE VIII.

NOMINATION AND ELECTION OF OFFICERS.

Sec. 1.—Nomination for Officers of this Division, except in cases of vacancies, shall be made at a regular meeting one week prior to the election. All Elections for Officers of this Division shall be by ballot.

Sec. 2.—The election shall proceed as follows :—Each brother to be furnished, by the R.S., with a paper ticket on which he shall write the name of the person for whom he intends to vote.

Sec. 3.—No nomination for officers shall be received unless the brother nominated signify his consent thereto ;

nor shall any member be elected to any office unless such brother be there present.

Sec. 4.—Every officer must be clear of all accounts of the Division and otherwise in good standing at the time of his installation.

Sec. 5.—No officer shall receive any fee or salary for services rendered to this Division.

ARTICLE IX.

FINES AND PENALTIES.

Sec. 1.—Should either the W.P., R.S., or F.S., fail to have their books in the Division at the time of opening, he shall pay a fine of twenty-five cents. Should the officers when duly notified fail to attend any special meeting when convened by the W.P., they shall pay a fine of twelve-and-a-half cents.

Sec. 2.—Any elected officer absenting himself for three successive nights of meeting, shall be liable to have his seat declared vacant by a two-third vote of the Division.

Sec. 3.—Should any officer refuse or neglect to attend to the duties required of him he shall be liable to a fine of twenty-five cents.

Sec. 4.—Any member who shall in the Division make use of any profane or indecent language, or refuse to obey the commands of the W.P., when called to order, shall be subject to a fine, for each offence not exceeding one dollar.

Sec. 5.—Any brother who shall reveal any private business of the Division, shall be fined not less than forty cents, suspended or expelled as the Division may determine.

Sec. 6.—Any brother refusing or neglecting to obey the legal summons of the Division or of any Committee appointed by the Division, shall be liable to a fine of thirty cents.

Sec. 7.—A brother brought before the Division for violating Article 2nd of the Constitution, and thereby found guilty, and if re-instated by a two-third vote shall be fined fifty cents.

ARTICLE X.

WITHDRAWING AND ADJOINING.

Sec. 1.—Any brother may withdraw from this Division and demand his card, by paying up all dues that may be against him on the Books.

Sec. 2.—When a brother from another Division sends in his card and asks to be admitted to membership it shall take the same course as a proposition.

Sec. 3.—When any brother wishes a Card of Withdrawal he shall signify it in open meeting, and if in good standing, the W. P. shall direct the F. S. to furnish such card.

ARTICLE XI.

SUSPENDED MEMBERS.

Suspended members on being re-instated, shall pay the amount standing against them at the time of their suspension, together with the whole sum to which they would have been subject had they not been suspended, provided such additional sum shall not exceed five dollars.

ARTICLE XII.

B A L L O T I N G .

Sec. 1.—In balloting for members, the ballot box shall be placed in full view of the W.P., and be examined by the W.P. and W.A.

Sec. 2.—All votes for the expulsion, suspension or reinstatement of members shall be by ballot, and shall be determined by a two-third vote.

ARTICLE XIII.

VACANCIES.

All vacancies shall be filled at regular meetings.

ARTICLE XIV.

APPEALS.

Each member of this Division shall have a right of appeal to the Grand Division.

ARTICLE XV.

S E C T A R I A N I S M .

No subject of a Sectarian or Political nature shall be introduced before the Division.

ARTICLE XVI.

A M E N D M E N T S .

Sec. 1.—The Division shall at the first regular meeting in October, annually, ballot separately and with ball ballots for Representatives to the Grand Division. All W.P.'s and P.W.P.'s shall be eligible — but such only shall be entitled to seats in the Grand Division as shall receive a majority of votes, the same being set forth in their Credentials as follows:

RICHMOND DIVISION, No. 38, S. of T.,
Melbourne, Oct. 18

To the Grand Division of the Province of C. E.

This is to certify that W. P., (or P. W. P., and if more than one the credentials may be made out together or separately,) ——— has been duly elected to represent this Division in the Grand Division for one year from the date hereof.

IN WITNESS WHEREOF, we have caused this to
[SEAL.] be signed by our R. S., and the Seal of the
Division to be attached.

————— R. S.

Sec. 2.—The Division shall pay only one of the representatives to the Grand Division, a sum sufficient to defray his reasonable expenses incurred while attending the Grand Division. Any brother accepting the nomination of a paid representative and being duly elected, neglecting to attend the regular meetings of the said Grand Division, shall be fined two dollars, unless a satisfactory reason can be given.

Sec. 3.—No part of these By-Laws can be repealed, annulled or altered, unless a proposal in writing be presented to the Division at least one regular meeting previous to the discussion, such alteration shall be decided by a two-third vote. But a By-Law may be suspended for one meeting by the same vote.

Sec. 4.—Lady Visitors may be admitted to this Division, in accordance with the Rules prescribed by the National Division.

Sec. 5.—The W. P. may appoint two brothers to visit a sick brother in case of necessity.



