



# Responsibilities of Faithful Navigator

## Ceremonial for Conducting Assembly Meetings

### Rules and Instructions

1. The method of gaining admission at the door: membership card, announcement of name, title, etc., manner of entrance and salutation, arrangement of officers' stations, raps of gavel, are the same as in prior degrees, except salutation is made only to Faithful Navigator, and the salutation table shall be called the Signal Table.
2. The Faithful Pilot shall arrange the assembly chamber for the meeting by placing a plain cross upon the station of the Faithful Captain, a sword upon the station of the Faithful Admiral, and the flag upon the station of the Faithful Pilot, and shall remove them at the close of the meeting.
3. The regalia of the Fourth Degree is described in the Laws and Rules Governing the Fourth Degree.
4. The Faithful Navigator shall annually appoint the Faithful Captain, who shall be chairman, and a committee. It shall be the duty of such body to provide at each meeting an address, lecture, paper, reading or other form of appropriate entertainment or instruction for the members present, to be conducted under the order of business "Good of the Order." Failure to perform such duty shall justify removal and appointment of others by the Faithful Navigator.
5. The Faithful Navigator shall appoint a membership committee and all standing and special committees authorized by the Assembly or its by-laws.
6. Rules of prior degrees as to conduct of members in the chamber govern where applicable.
7. Every Fourth Degree member is entitled to and should possess a membership card from his Financial Secretary showing membership and payment of dues in his council (See Sec. 240, Charter, Constitution and Laws K. of C., and Sec. 31, Laws and Rules Governing the Fourth Degree) also from his assembly.
8. The Faithful Comptroller shall report and enter in the minutes the number of members present at each meeting.
9. The books and accounts of the Faithful Comptroller and Purser shall be audited annually as of June 30 by the Board of Trustees.
10. Each regular, special or adjourned meeting of every assembly must be opened and closed in due form, and according to this ceremonial, and not otherwise.
11. Assembly officers are elected annually in the months of May or June and assume office on July 1. The installation of officers should follow as soon as possible after July 1.

**NOTE:** All ceremonials are to be followed as prescribed. All parts must be memorized. Each Assembly shall hold one regular monthly meeting which shall be designated as the regular business meeting. For additional information, refer to "Laws and Rules Governing the Fourth Degree of the Knights of Columbus" (#1350).

### Color Corps

1. The Color Corps will have a commander appointed by the Faithful Navigator for a term not to exceed that of the Faithful Navigator and the assembly shall own and furnish the commander with a cape and chapeau with the commander returning it to the assembly after his term of office and be the chief officer of the Color Corps and Honor Guard.
  - a. **Color Corps:** Any Fourth Degree knight in good standing in official dress and regalia.
  - b. **Honor Guard:** Members of the Color Corps who have mastered the manual of the sword.
  - c. **Color Guard:** At least two honor guards escorting the color bearers (flags).

# KNIGHTS OF COLUMBUS — Ceremonial for

## Assembly Order of Business

1. Call to Order.  
(Faithful Navigator stands at all times while presiding.)

2. Opening Ceremonies



**Faithful Navigator (One rap of gavel)** — Sir Knights, we are about to open this meeting in the Fourth Section. Let our faithful officers assume their respective stations, and the Faithful Inner Sentinel and Outer Sentinel take their posts. (Pause.) The Faithful Pilot will now advise with me and make known if all present are possessed of the proper membership card.



(*Three raps.*) (Procedure as in prior degrees. All but Fourth Degree members shall be excluded. No member shall be allowed to remain unless he be possessed of the current membership cards of both Third and Fourth Degrees, in form as provided by law, evidencing good standing in his council and membership in the Fourth Degree. On presenting such cards and being satisfied as to his identity, the Faithful Navigator shall allow him to remain.)

**Faithful Pilot** — Faithful Navigator, your order has been obeyed. I report none but Faithful Knights present, and all are possessed of the current membership cards, except those in the custody of the guards before you.

**Faithful Navigator** — Is the worthy Financial Secretary of \*\*\*\* Council No. \*\*\*\* present? If so, let him approach the Signal Table and vouch that these members of his council are in good standing.

**Financial Secretary** — I vouch that these good brothers are members in good standing of \*\*\*\* Council No. \*\*\*\*.

(Financial Secretary salutes and retires.)

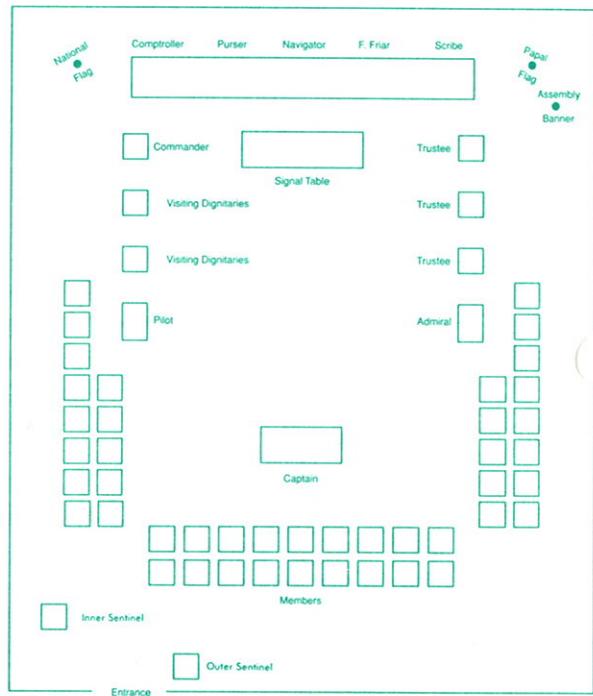
**Faithful Navigator** — Faithful Pilot command your guards to conduct to the

ante chamber all those whose membership in the Third Degree had not been vouched for. (The guards do so and then retire to their seats. The Faithful Pilot answers for them.)

**Faithful Pilot** — Faithful Navigator, your order has been obeyed.

**Faithful Navigator** — Faithful Pilot conduct these Sir Knights to the station of the Faithful Navigator. I ask the Faithful Comptroller to vouch for their membership in this assembly, if he can.

### SEATING ARRANGEMENTS FOR ASSEMBLY MEETING



**Faithful Comptroller** — I do so vouch. (Members retire to their seats, the Faithful Pilot to his station.)

(*If one seeking admission to the assembly chamber is without one or both membership cards, the Inner Sentinel shall address the Faithful Navigator AS FOLLOWS:*)

**Inner Sentinel** — Faithful Navigator. Faithful Knight \*\*\*\*\* is without his membership cards and requests the Financial Secretary of \*\*\*\* Council, No. \*\*\*\* to vouch for him.

**Faithful Navigator** — Will the Financial Secretary of \*\*\*\*\* Council No. \*\*\*\* proceed to the antechamber? (Financial

# Conducting an Assembly Meeting

Secretary so proceeds and then returns to his seat.)

**Inner Sentinel** — Faithful Navigator, Sir Knight \*\*\*\*\*, having been vouched for by the Financial Secretary, seeks admission to this assembly hall without his Fourth Degree membership card.

**Faithful Navigator** — Admit Sir Knight \*\*\*\*\* to the Faithful Comptroller. (Member enters. Faithful Comptroller vouches for him and member is seated.)

**Faithful Navigator** — Let the Faithful Comptroller call the roll of our Faithful Officers.



**(Two raps)** (Chair officers only rise, although entire roll of officers is called, the Faithful Pilot responding "present" or "absent" as the case may be. If an officer be absent the Faithful Navigator shall temporarily appoint another.)

**Faithful Navigator** — Faithful Pilot, what is the principle of the Fourth Degree.

**Faithful Pilot** — Patriotism.

**Faithful Navigator** — Faithful Captain, what is our duty to our country?

**Faithful Captain** — To respect and obey all lawful authority; to uphold and maintain those whose duty it is to administer the law; to defend, and preserve unspotted and unstained, the flag of our Country, and the principles for which it stands.

**Faithful Navigator** — Faithful Admiral, what other duties have we as Faithful Knights of our honored Order?

**Faithful Admiral** — To maintain unity; to practice the virtues of charity and brotherly love; to exemplify, in all our relations with our fellow man, the sublime teachings of Holy Mother Church.

**Faithful Navigator** — Sir Knights, before entering upon our deliberations, let us acknowledge our dependence upon Almighty God, and call upon our Faithful Friar to invoke His blessing by repeating aloud the Lord's prayer.



**(Four raps.)** (The Faithful Friar, or in his absence the Faithful Admiral repeats, and the Assembly responds. After which, **(One rap.)**



**Faithful Navigator** (**Three raps.**) — And so it is, Sir Knights. Fealty to Christ begets loyalty to our country, and the faithful practice of our holy religion begets the good citizen and the patriot, Sir Knights, salute the flag.

(The Faithful Pilot holds the flag for salutation at his station; the Faithful Admiral takes position in front of his station, and with the sword, salutes the flag.)

**Faithful Navigator** — Sir Knights, let us now sing the Opening Ode. (**Three raps.** **One rap at conclusion.**)



**(The Assembly Opening Ode is then sung.)**

**Faithful Navigator** — I now declare this Assembly regularly opened for the transaction of business.

(Neither the opening nor closing ceremonies shall be interrupted by the entrance or exit of members. After the Assembly is regularly opened, members shall be admitted in the same manner as to the Council chamber, except that the Inner Sentinel shall be shown both Third and Fourth Degree membership cards. Inner Sentinel announces.)

**Inner Sentinel** — *Faithful Navigator, the following Faithful Knights with proper credentials await admission to our Assembly (naming them).*

**Faithful Navigator** — Admit them.

**Inner Sentinel** — *Faithful Navigator, the following Faithful Knights without membership cards in their possession, but*

*having been vouched for by duly qualified Sir Knights, seek admission to our Assembly (naming them).*

**Faithful Navigator** — *Admit and direct them to approach this station. (The admitted Sir Knight salutes only the Faithful Navigator.)*

**3. Roll Call of Officers.**

**4. Reading of Minutes of Previous Meeting.**

Are there any corrections to the minutes?  
... They are approved as read.

**5. Report of Faithful Friar.**

**6. Reading of Bills and Communications.**

**7. Report of Faithful Comptroller.**

**8. Report of Faithful Purser.**

**9. Report of Committees.**

**10. Reading of Applications after referral to the Admission Committee.**

**11. Balloting for Membership.**

**12. Unfinished Business.**

**13. Report of Trustees.**

**14. New Business.** (When elections are in order this is the first item under "New Business.")

**15. Report of the Third Degree.** (Grand knights or representatives of the assembly's member councils may be called upon for a report of current membership and programming initiatives of the councils.)

**16. Good of Order.**

**17. Closing Ceremonies.**

**Faithful Navigator** — Sir Knights, is there any further business to come before this Assembly? If there be none, we shall proceed to close the meeting. (*Two raps, chair officers only rising.*)



**Faithful Navigator** — Faithful Pilot what are the emblems of this Degree?

**Faithful Pilot** — The Flag, the Sword and the Cross.

**Faithful Navigator** — Yes, Sir Knights, these glorious symbols typify patriotism, liberty and faith, the heaven-sent attributes of our Christian citizenship.

**Faithful Navigator** — Faithful Pilot what say you for the flag?

**Faithful Pilot** — The flag of OUR Country. We love it, and shall ever defend it.

**Faithful Navigator** — Faithful Admiral, what say you for the Sword?

**Faithful Admiral** — Let us keep it bright for Liberty's sake.

**Faithful Navigator** — Faithful Captain, what say you for the Cross?

**Faithful Captain** — (Holding cross aloft.) This is the Cross of Christ, the exponent of Christian ideals, the conqueror of death, the giver of life. Supreme reverence for this sacred symbol will crown our Country queen in the sisterhood of nations. It is the bulwark of national honor, the inspiration of patriotism, the guardian of personal worth; for it was crimsoned with the blood of self-sacrifice.

**Faithful Navigator** — Sir Knights, undying allegiance to the Cross of Christ, and to Christ's Vicar upon earth.



*Four raps.* (Faithful Friar, but in his absence Faithful Admiral, repeats "Our Father," "Hail Mary," and "Glory be to the Father," Assembly responding, after which, *one rap*.)

**Faithful Navigator** — Sir Knights, let us now sing the Closing Ode.



*(Three raps.)* (The Closing Ode shall always be the National anthem.)

**Faithful Navigator** — I now declare this Assembly duly closed until our next appointed meeting. (*One rap.*)

