

PART A - To be handed to all Candidates

TO ALL CANDIDATES BEING INITIATED, JOINING OR RE-JOINING A LODGE UNDER THE UNITED GRAND LODGE OF ENGLAND

Data Protection Notice

Your data

Please read sections I, II and III below. Your consent to section I is necessary to enable your application to be considered. Section II sets out for your information the purposes for which your data will be used if you become a Mason, and does not require your consent. You may choose whether or not to provide your consent to section III, which relates only to Masonic charities.

I. Mandatory consent – Registration form

As a candidate to become a Mason, you consent to the processing, retention and sharing of your personal data submitted on or with your application, including details of any criminal convictions, for the purpose of assessing your membership application and any other Masonic applications you may make.

You can withdraw your consent and request erasure of your data at any time prior to your initiation by notifying your proposer and seconder that you wish to cancel your application.

II. No consent required - Use of your data after you become a Mason

If your application is successful your data will be processed, retained and shared for any reasonable purposes required by the Book of Constitutions, the Royal Arch Regulations or the bodies they sanction from time to time. These purposes include, but are not limited to, the following purposes:

1. Assessing any other Masonic applications you make;
2. Registering you as a member of Freemasonry;
3. Receiving communications to which you are entitled as a Mason;
4. Recording the progress of your career in Freemasonry;
5. Masonic disciplinary processes;
6. If you resign or are expelled from membership, maintaining records to prevent you from improperly re-applying for membership; and
7. Maintaining records of your career in Freemasonry for archive and historical purposes.

You may stop your data from being used for all purposes except 6. and 7. above by resigning from the United Grand Lodge of England and, if applicable, the Supreme Grand Chapter of Royal Arch Masons of England using the processes prescribed by their respective constitutions. **If you resign or are expelled, personal data relating to your membership will normally be retained and processed by the United Grand Lodge of England for 100 years for purpose 6. and indefinitely for purpose 7.** If you wish to object to the processing of your data for purposes 6. or 7. then please contact dataprotection@ugle.org.uk.

You may request access to the data held about you by each Masonic entity, and rectification of that data if applicable, by submitting a request to the relevant Masonic entity.

The Secretary of the Lodge which you are applying to join will provide on request details of your data controllers and their contact details. The United Grand Lodge of England is at Freemasons' Hall, 60 Great Queen Street, London WC2B 5AZ. Its data protection officer can be contacted at dataprotection@ugle.org.uk.

The legal bases on which your personal data will be used in accordance with this Section II are:

- a. the legitimate interests of Masonic entities as not for profit membership organisations; and
- b. the fulfilment of contractual obligations owed to you by your Lodge or Chapter supported by its affiliated Masonic entities.

“Masonic entities” includes the Lodge which you are applying to join, any other Lodges or Chapters you join or have joined, their Metropolitan, Provincial or District Grand Lodges and Chapters and the United Grand Lodge of England and, if applicable, the Supreme Grand Chapter of Royal Arch Masons of England. Each applicable Masonic entity will be a data controller.

“Book of Constitutions” means the General Laws and Regulations for the Government of the Craft of the United Grand Lodge of England from time to time.

“Royal Arch Regulations” means the General Regulations of the Supreme Grand Chapter of England from time to time.

III. Optional consent – Masonic charities

Whether or not you choose to provide the optional consents described in this section has no bearing on your application for membership.

Masonic charities provide, among other work, support to Masons, former Masons and their relatives. Please tick the boxes on the registration form if you would like The United Grand Lodge of England to be able to share your personal data with recognised Masonic charities so that they can process it:

- a. on receipt of an application for relief, to determine whether you or your relatives are eligible beneficiaries; and
- b. to enable Masonic charities to contact you with fundraising materials.

You may withdraw these optional consents at any time by emailing dataprotection@ugle.org.uk.

* When you choose to provide your name and residential address to a Masonic charity then Masonic entities (as defined above) may also permit that charity to keep that data accurate and up to date by verifying it against your name and address data that Masonic entities hold. The legal basis for this processing is the legitimate interests of that charity.

PART B - For Candidates for INITIATION and unattached candidates JOINING or RE-JOINING a Lodge in accordance with Rule 127, Book of Constitutions.

Overleaf is a copy of a section of the registration form which you will have to complete before your application for membership of a Lodge under The United Grand Lodge of England can be considered.

If your answer to any of the questions is untrue, or becomes untrue before you are made a Mason and you fail to disclose the fact, you may, as a member of the Craft, be liable to Masonic disciplinary sanction.

You may feel that the requirement to divulge all convictions* by a Court is unreasonably searching and that minor motoring offences, for example, could be ignored.

Certainly isolated cases of speeding or illegal parking would not be a bar to membership and there are other minor infringements of the law which fall into this category, but rather than establish a catalogue of exemptions it has been decided to ask for a full and frank disclosure of all offences. If these are of a minor nature or resulted from youthful indiscretion they are likely to be ignored. If the offence was of a more serious nature but was committed some time ago and there is evidence that you are now of good character and an exemplary citizen, it will not necessarily be held against you.

It is in your interests as well as in the interests of the Lodge which you are applying to join that no-one is accepted whose past conduct indicates that he cannot be relied upon to live up to the high standards expected of a Mason.

Your proposer and seconder would not be putting you forward if they did not believe that you were a suitable person to become a Mason. They will give you advice if you cannot make the declaration required in the registration form.

* You are not obliged to disclose convictions which are 'spent' under the Rehabilitation of Offenders Act 1974.

To be filled up by Candidates for INITIATION only, except for paragraph 5 which shall be subscribed to also by Candidates for JOINING or RE-JOINING who are unattached in accordance with Rule 127, Book of Constitutions.

Have you ever been proposed for membership in any Lodge, or has your admission to any Lodge ever been sought either by yourself or by anyone on your behalf? YES / NO

Give the name and number of any or every such Lodge:

I wish to become a Candidate for initiation in and membership of the Lodge first named overleaf and I declare that:-

1. My application is entirely voluntary.
2. I understand that my duties as a Freemason would include an overriding duty to obey the laws of any country to which I may be subject.
3. I do not expect, anticipate or seek any preferment or financial benefit as a consequence of my being a member of the Craft.
4. I understand that I may freely declare my membership of the Order on any occasion when I can be seen not thereby to be pursuing any business, professional or personal advantage.
- †5. a. I have never been convicted by a Court of any offence
b. I have never been the subject of a finding of dishonest or disgraceful conduct
c. I have never been disciplined by any professional, trade or other tribunal
d. I am not awaiting the outcome of proceedings against me before a criminal court or a professional, trade or other tribunal
e. I am not, to the best of my knowledge, the subject of any criminal, professional, trade or other investigation.
- ‡6. I am not and have not been in any way connected with any organisation which is quasi-Masonic, imitative of Masonry, or regarded by the Grand Lodge as irregular or as incompatible with the Craft.
7. I undertake that if any paragraph in this declaration should become untrue or misleading at any time before I am made a Mason, I will inform my proposer and seconder without delay, and agree that by presenting myself at the meeting at which I am to be made a Mason I shall represent that this declaration remains true.

† IF THE CANDIDATE CANNOT MAKE THIS DECLARATION WITHOUT QUALIFICATION, OR IN ANY DOUBT AS TO THE SCOPE OF THIS PARAGRAPH HE MUST CONSULT HIS PROPOSER AND SECONDER BEFORE SIGNING THIS FORM OR OTHERWISE CONTINUING WITH HIS APPLICATION. PARAGRAPH 5 MUST BE AMENDED BY DELETING ANY SUB-PARAGRAPH TO WHICH THE CANDIDATE CANNOT SUBSCRIBE. FULL DETAILS OF ANY CONVICTIONS OR ANY SUCH PROCEEDINGS MUST BE DISCLOSED TO HIS PROPOSER, SECONDER AND SECRETARY OF THE LODGE. THE CERTIFICATE OF THE GRAND SECRETARY CONFIRMING THAT THE MATTERS DISCLOSED DO NOT CONSTITUTE A BAR TO INITIATION MUST THEN BE OBTAINED BEFORE THE CANDIDATE MAY BE PROPOSED IN OPEN LODGE. IF AT ANY TIME BEFORE INITIATION THIS DECLARATION BECOMES UNTRUE OR MISLEADING, A FURTHER CERTIFICATE MUST BE OBTAINED.

‡ MEMBERSHIP OF A RECOGNISED REGISTERED FRIENDLY SOCIETY DOES NOT COME WITHIN THIS CATEGORY.