

taken, the depositions by some competent member of the Order. Such member shall ensure that every and all questions are propounded to the witness. Upon completion of the deposition the member shall have the witness sign the deposition. The presiding officer or designee and the member shall then certify the deposition by both signing and affixing the seal of the Lodge. The deposition shall then be sealed in an envelope and transmitted to the Secretary/Grand Secretary/ Sovereign Grand Secretary. Depositions thus taken and certified may be read in evidence in the cause to which it relates. The testimony of non-resident witnesses may be taken in the same manner.

SEC. 2. The attendance of a witness external to the Order must be procured by the person desiring such attendance.

SEC. 3. After the evidence for the accused shall have been received, the prosecution may introduce evidence in rebuttal of the witnesses for the defense, but for no other purpose.

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**PART II  
TRIAL FORMS**

The following forms are to be used for the filing of charges through completion of the trial however it is permissible to use a modified version of the form as long as the modification includes the form number and name and the modified form does not omit pertinent information. If the form used omits pertinent information the charges and/or results could be overturned on appeal.

- Form 1 - Charge(s) and Specifications
- Form 2 - Notice to the Accused.
- Form 3 - Notice to Members of the Trial Committee.
- Form 4 - Notice to Accuser, Accused, Witnesses to attend meeting of the Trial Committee.
- Form 5 - Report of Trial Committee.
- Form 6 - Notice of Intent to Appeal
- Form 7 - Appeal
- Form 8 - Decision of the Noble Grand/Grand Master/Sovereign Grand Master

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Trial Code Form 1- Charge(s) and Specifications
Charge(s) and Specifications
Offenses Unbecoming an Odd Fellow

Date: _____

To: Sovereign Grand Secretary
 The Sovereign Grand Lodge IOOF
 422 N Trade St.
 Winston-Salem, NC 27101-2830

To: _____, Grand Secretary
 Grand Lodge of/in _____ I.O.O.F.
 Address _____
 Address _____

To: _____, Secretary
 _____ Lodge No. ____ I.O.O.F.
 Address _____
 Address _____

I, the undersigned, believe and therefore affirm that on or about the date listed below in each charge and specification of offense(s) show, the Odd Fellow member named _____ did commit such acts that are unbecoming an Odd Fellow for the reason(s) stated below (*check appropriate block*).

1. ___ Acquiring membership by misrepresentation.
2. ___ Printing & circulating forms, ceremonies, lectures, et cetera without authority.
3. ___ Illegal use of seal.
4. ___ Exposing books and records.
5. ___ Identifying member who opposes admission of a candidate.
6. ___ Attempting to or obtaining benefits by fraud.
7. ___ Attempting to or obtaining pecuniary benefits by misrepresentation.
8. ___ Acquiring passwords by false representation.
9. ___ Organizing, participating, or affiliating with an organization composed of Odd Fellows whose objects and purposes are in conflict with the Order.
10. ___ Using political or electioneering methods for the selection of Officers.
11. ___ Using abusive or profane language in a Lodge room, or on Lodge property, at official session of a Component of the order, or public space in which members and/or the general public are present.
12. ___ Issuing or distributing resolutions, circulars, memorials, letters, or other Communications without consent of Grand Masters or executive Officers of other Components, except the publication of jurisdictional papers, or magazines.
13. ___ Gambling in any Lodge room and anteroom except bingo or raffles where permitted by Local Authorities.

- 14. ___ Failing to report fraudulent claims for assistance to any Component and Lodge/Grand Lodge/The Sovereign Grand Lodge.
- 15. ___ Spreading false or malicious allegations or charges against a member.
- 16. ___ Promulgating spurious written or unwritten matter.
- 17. ___ Conviction in a court of competent jurisdiction for an act or offense evidencing a serious lack of character, especially of a nature as would cause penal servitude.
 - a. ___ Exclusion practices at membership application, or after membership has been established based on age, other than that or the minimum age to join the Unit, ethnicity, gender, race, sex, sexual orientation, religion or other social identity is deemed an offense against the order.
- 18. ___ Exclusion practices at membership application, or after membership has been established based on age (other than that of minimum to join the Unit), ethnicity gender, race, sex, sexual orientation, religion or other social identity is deemed an offense against the Order.
- 19. ___ Misfeasance or malfeasance or nonfeasance in office.
- 20. ___ Other Offense(s) – Specify

The specific acts committed by the party charged are stated hereafter with particularity:

Specification No. 1 – The above named _____ did on or about the

(Here state the offense, time, place and other circumstances applicable to this Specification).

Specification No. 2 – The above named _____ did on or about

Specification No. 3

“If additional specifications are necessary, continue to list”
 Names & Addresses of Witnesses (*Include Telephone Numbers*)

Submitted in F, L, & T,

(Signed by Accuser)

(Print Name, Address, Phone No. of Accuser)

Received _____

(Date)

(Seal)

(Secretary)

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**Trial Code Form 2 Notice to the Accused**

Unit No. \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
(Date)

From: Unit Secretarial Officer

To: \_\_\_\_\_ (Accused)

This is your notification that Charges and Specifications have been filed against you.

A certified copy of the Charges and Specifications is enclosed for your review and retention.

Be prepared to present a list of names of those you wish to provide testimony on your behalf.

You will receive notification as to the time and place of the trial directly from the Trial Committee.

\_\_\_\_\_  
Secretary  
(Lodge Seal)

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Trial Code Form 3 – Notice to Members of the Trial Committee

Unit No. _____

_____, _____

(Date)

From: Unit Secretarial Officer

To: Temporary Chairman, Trial Committee

The Trial Committee has been appointed to hear charges preferred by _____, against _____.

You are designated as Temporary Chairman for the purpose of calling together the members for an organizational meeting.

The first order of business shall be to elect a Chairman and Secretary of the Trial Committee.

The Trial Committee Secretary shall notify the accuser and accused to appear, at which time the Trial Committee shall proceed with the trial.

*Sovereign Grand Secretary
(Seal)*

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***Trial Code Form 4 – Notice to Accuser, Accused, Witnesses to attend meeting  
of the Trial Committee***

\_\_\_\_\_ *Date*

From: Trial Committee Secretary

To: \_\_\_\_\_ Accuser  
\_\_\_\_\_ Accused

The Trial Committee has been appointed to hear the charges and specifications preferred by:

\_\_\_\_\_ against \_\_\_\_\_.

The Trial Committee will meet \_\_\_\_\_ (*Time, Place & Date*) \_\_\_\_\_ to hear and decide the case. You are hereby notified to be present and sustain (or defend) the same. If you wish to bring witness's at your expense, you have that option.

Fraternally,

*Secretary*

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Trial Code Form 5 – Report of Trial Committee

Date: _____

To: _____, No. _____ I.O.O.F.

The Trial Committee has met and investigated the charges and specifications preferred by _____ against _____.

The Trial Committee after hearing all parties, find (*Here state the findings on each charge and specification*).

If found guilty, the punishment is set as follows:

The minutes of the proceedings of the Trial Committee have been sent to the Secretary of the Accuser/Accused Unit/s.

A copy of all evidence and papers, recording (tape) pertaining to the trial, are herewith placed in the custody of Lodge/Grand Lodge/The Sovereign Grand Secretary.

Fraternally submitted,

_____ Chairman
_____ Member
_____ Member
_____ Member
_____ Secretary

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***Trial Code Form 6 – Notice of Intent to Appeal***

\_\_\_\_\_, 20\_\_

To: Sovereign Grand Secretary  
The Sovereign Grand Lodge IOOF  
422 N Trade St.  
Winston-Salem, NC 27101-2830

To: \_\_\_\_\_, Grand Secretary  
Grand Lodge of/in \_\_\_\_\_ I.O.O.F.  
Address  
Address

To: \_\_\_\_\_, Secretary  
\_\_\_\_\_ Lodge No. \_\_\_\_ I.O.O.F.  
Address  
Address

The undersigned hereby gives notice of appeal to Noble Grand/Grand Master/The Sovereign Grand Master, I.O.O.F. from the action of \_\_\_\_\_ Trial Committee in the matter of charges and specifications preferred by \_\_\_\_\_ against \_\_\_\_\_. This appeal is taken on the grounds of *(here state the grounds of the appeal in full)*.

Fraternally,  
\_\_\_\_\_ ~ ~ ~ ~ ~

***Trial Code Form 7 – Appeal***

\_\_\_\_\_, 20\_\_

To The Sovereign Grand Secretary, The Sovereign Grand Lodge, I.O.O.F.  
To the Grand Secretary, Grand Lodge of/in \_\_\_\_\_, I.O.O.F.  
To the Secretary, \_\_\_\_\_ Lodge No. \_\_\_\_ I.O.O.F.

The undersigned a member of \_\_\_\_\_ Lodge No. \_\_\_\_\_ respectfully appeals the Trial Committee findings to the Lodge/Grand Lodge/The Sovereign Grand Lodge Appeals and Petitions for relief from the decision rendered by the Lodge/Grand Lodge/The Sovereign Grand Lodge Trial Committee.

*(State the action from which the appeal is taken and the grounds of the appeal).*

The undersigned asks that you reverse said action or grant such other relief as the Committee may deem the merits of the case demand.

Signed: \_\_\_\_\_  
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***Trial Code Form 8 – Decision of the Appeals and Petitions Committee of  
Lodge/Grand Lodge/The Sovereign Grand Lodge***

\_\_\_\_\_, 20\_\_\_\_

To: (Appellant)  
(Appellant's Unit)

Case of \_\_\_\_\_ vs \_\_\_\_\_.

After reviewing all documents in the above case it is the decision of Noble  
Grand/Grand Master/The Sovereign Grand Master:

*(State Decision of Appeals and Petitions Committee.)*

\_\_\_\_\_  
Chairman, Appeals and Petitions Committee