

EXEMPLIFICATION OF CHARITY, UNITY AND FRATERNITY

FREQUENTLY ASKED QUESTIONS

1) Why have these changes been made?

The future of our Order depends upon growth, and true growth can only be accomplished by providing an entry path that is inviting and accessible to prospective members and their families. Efforts to create a combined ceremony focused on removing the barriers of secrecy and commitment of time that inhibited so many from joining our ranks. It also eliminated redundancies and focused on presenting the lessons of Charity, Unity and Fraternity in a more clear and convincing way. It is designed to be held in a parish with family and friends seated in the pews. All can now witness firsthand the organization their loved ones are joining, its principals and values, and why it matters. The new Exemplification of Charity, Unity and Fraternity stays true to our traditions while addressing the needs of our times.

2) Can we continue to conduct the old degree?

State Deputies will direct the implementation of the new ceremony and the phase out of the old ceremonies within their jurisdictions. The old ceremonies may still be conducted if your State Deputy allows. A final date for complete termination of the old ceremonies will be determined by the Supreme Board of Directors.

3) I am vehemently opposed to changing our degrees. What can I do?

Please view the following link in its entirety which contains the Supreme Knight's address at the midyear State Deputies Meeting (videos.kofc.org/exemplification). He presents the detailed reasons behind this change. The link also includes a video of the ceremony. You will see that the principle lessons have been preserved and that they are presented in a manner much more appropriate to our times.

What you can do is support our Order's efforts to give more men the opportunity to live their faith in action by using this new ceremony to recruit, advance, and retain new members.

4) Where should the Exemplification of Charity, Unity and Fraternity be conducted?

The ceremony was designed to be performed in a church setting with a large audience. If a Church facility is not available, it may be conducted in a dignified and solemn manner as best determined by the Grand Knight and council officers in cooperation with the District Deputy.

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Ceremonials Department

5) **Is the Exemplification of Charity, Unity and Fraternity to be delivered from memory?**

Teams are permitted to read the script. Performances from memory are encouraged but not required.

It is imperative that all aspects be done in a highly professional manner, and with the utmost decorum. First impressions are lasting ones. A poorly conducted ceremony will tarnish the reputation of our Order. All team members must be skilled readers and public speakers, fully comfortable with the wording, pronunciation, transitions and tone. Whether the ceremony is done from memory or read from the script, it must be done with theatrical flair and passion. Teams should view the online video and practice many times before conducting any exemplifications. Particular attention should be given to how their performances will be perceived and to their impact on candidates and guests.

6) **What about the online video? Can we use it?**

The online video currently circulating among members was meant to raise awareness of the new ceremony and solicit comments. It was not intended for showing to candidates and the public. As an interim measure, however, councils may show the video on a limited basis to candidates who cannot attend a scheduled ceremony. In such cases, the Grand Knight and two other members should preside over the ceremony, dressed in dark suits with ceremonial baldrics. The location should be formally setup with all ceremonial materials on hand.

7) **Who should be the presenters?**

All team members must be skilled readers and public speakers, fully comfortable with the wording, pronunciation, transitions and tone.

8) **Who should be the investing officer?**

The preferred investing officer is the Grand Knight, accompanied by the highest-ranking officer present. With large classes additional high-ranking officers can be used to present the rosaries and lapel pins.

9) **What if the pastor or chaplain is not available for the opening and closing prayer?**

If there is no priest or deacon available, the Presiding Officer should lead the Opening and Closing prayers. However, the “final blessing” should be omitted, as noted in the script.

10) **Who should speak to the new Third Degree members following the Exemplification of Charity, Unity and Fraternity?**

The script identifies the desired speakers and talking points. Speakers must be brief and focused.

11) **How often should the Exemplification of Charity, Unity and Fraternity be conducted?**

Schedule them as often as you can. It would be ideal to do large exemplifications in church on important occasions like Founder’s Day, March 29, or Columbus Day, October 12.

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12) Can a council take members to another council?

Yes. This is permitted. However, the impact on new members will be longer lasting if the candidates experience the ceremony in the familiar surroundings of their own parish.

13) Should First and Second Degree members participate?

Encourage First and Second Degree members to participate in the Exemplification of Charity, Unity and Fraternity. These members should also be invested with a rosary and lapel pin, even though they received them at their first degree ceremony. At the conclusion of the ceremony, they are Third Degree Members.

14) Are Online Members allowed to participate?

Online Members can participate in the Exemplification of Charity, Unity and Fraternity, and then transfer into your council. The transfer details can be handled afterwards. If an Online Member wishes to remain in the Online Division (Council), his wishes should be respected.

15) What should people wear?

This is not a casual event. However, no candidate or guest should be scrutinized or turned away due to their attire.

CANDIDATES: Let them know that they can wear a suit and tie, but a collared dress shirt with dress pants is also appropriate.

PRESENTERS: The preferred attire is suit and tie with ceremonial baldric. At the very minimum shirt, blazer, and slacks with ceremonial baldric.

COUNCIL OFFICERS: The preferred attire is suit and tie with Medal of Office. Matching, branded Knights of Columbus Council shirts would also be appropriate.

16) How should candidates be greeted and assembled?

Candidates should be greeted by the Financial Secretary and assembled in an area that will be conducive to reviewing the pledges and signing the Constitutional Roll. Encourage your Field Agent to assist. Add assistants based on class size.

The Warden escorts those to be exemplified to their reserved seats in front of the assembly. For small classes, they may be escorted as a group. For large classes, they may be escorted in small groups as they finish signing the Constitutional Roll.

Candidates should be seated on the side of the presentation space that is directly facing the presentation podium.

Ceremonials Department

17) There is no mention of keeping dues current. When should that be done?

Administrative items such as this should be done during the council on-boarding process or can be done when collecting dues prior to the ceremony.

18) When and how are membership cards distributed?

The Financial Secretary will distribute membership cards following the ceremony. Because the Financial Secretary does not have a member number for the new members, these cards take time. Existing members achieving the Knighthood degree could be given cards immediately after the ceremony.

19) There is no mention of being visited by the Field Agent. When should that be done?

In order to keep the ceremony brief, the agent is not called on at the end of the ceremony. Only the Grand Knight, Chaplain, and highest-ranking officer have final talking points prescribed in the script. The Field Agent and General Agent must be notified of the ceremony, and they should attend when possible. Their role is to meet and greet candidates. Field Agents will continue to make appointments with new members.

20) Following the Exemplification of Charity, Unity and Fraternity, what steps should the Financial Secretary take?

1. Deliver Third Degree Membership Cards to the newly advanced members.
2. Submit documents to the Supreme Council
 - a. New Member - Form 100 (New Member) with the degree date in all three degree fields.
 - b. eMembers - Form 100 (Transfer) with the degree date in all three degree fields. If the eMember is listed in the council's prospect tab in Member Management, the eMember can be accepted there, and the degree dates can be updated in Member Management.
 - c. 1st and 2nd Degree Members - Use Member Management to update their degree dates or send form 100 (Data Change) with the degree date in the second and third degree fields.
3. Ensure the member is receiving council communications.

21) What forms need to be filed?

The Exemplification Report (#450) will be modified so that it can be used for existing ceremonies, as well as the Exemplification of Charity, Unity and Fraternity.

22) Should Councils continue to assess an Initiation Fee?

Since the Candidate Kit is now the only cost to councils, lowering or eliminating the initiation fee are both acceptable options and can be accomplished through a change to your Council By-Laws. Councils can vote to change to their By-Laws and update them online through "By Laws Online."

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23) What props/supplies are needed for the Exemplification of Charity, Unity and Fraternity?

Script – Supplies Online or Officers Online PDF download
Ceremonial Baldrics – The English Company or Roger Sauve
Constitutional Roll – Supplies Online
Fibers – The English Company or Roger Sauve
Cable – The English Company or Roger Sauve
Large hand-held wooden crucifix with corpus – KnightsGear
Candidates Kits (rosaries and lapel pins) – Supplies Online
McGivney prayer Card – Supplies Online

It is preferred the Crucifix be large enough for all to clearly see the corpus of the body of Jesus Christ crucified. The Carolingian Crucifix, though beautiful and relevant, does not present as well from the podium.

24) Will the Candidate's Kit change?

Existing candidate's kits (#531) can still be used, but new kits will be pared down to the following items:

- Rosary
- Lapel Pin
- How to Pray the Rosary Card
- Father McGivney Prayer Card
- These Men They Call Knights
- Shining Armor Award Card

25) When will the new Constitutional Roll be available?

A new Constitutional Roll, which will have new text and will be presented in a hard cover "journal" style book, is being developed. We expect the item to be ready by July of 2020. Until they become available, use of existing Constitutional Rolls is appropriate.

26) How many ceremonial baldrics should a council purchase, and where can they be purchased?

For the Exemplification of Charity, Unity and Fraternity, six would be enough for all presenting roles except for the Chaplain. However, councils might wish to purchase enough for all council officers to wear at both public and private functions. The baldrics can also be offered to members at large. Wearing the ceremonial baldrics at a Corporate Communion, for example, will send a visual message to the congregation about members of the council. The ceremonial baldrics are to be used at the Installation of Council Officers, Civic Events and Parades, Wakes and Funerals, and other Knights of Columbus projects and programs.

The ceremonial baldrics are available from The English Company or Roger Sauve.

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27) The Ceremonial Baldrics are slick and tend to move, how are they kept with the Emblem of the Order positioned over the center chest area of the wearer?

There are different lengths of ceremonial baldrics to help accommodate different size members which need to be notated at order from the Official Ceremonial Suppliers. Small golden safety pins affixed in the back and near the right shoulder will help the ceremonial baldric stay positioned. Others may need additional pins near the left hip. Position the safety pin so that they are as hidden from view, as possible.

28) How soon will translations be available?

Translations have been worked on during the development of the ceremony. Incorporating final edits and instructions to the translated documents should be accomplished shortly after the English release.

29) Should there be a Class Honoree?

Class Honorees are encouraged. Following the ceremony, due recognition of the Honoree should be mentioned. Honoree Scrolls and Certificates are available from Supplies Online.

30) There is no “pledge of secrecy” in this ceremony. How do members handle the “promises” they made during the original ceremonials?

Promises made in previous ceremonies should be honored.

31) Are guests allowed to attend the old degree ceremonies?

No. There have been no changes to the existing ceremonies. They are not appropriate for guests. The new Exemplification of Charity, Unity and Fraternity is the only exemplification that may be shown to guests.

32) Why is the knighting no longer conducted using a sword?

Knighting with a sword will be reserved for Exemplification of Patriotism, when the member becomes a “Sir Knight.”

33) Can music be added?

No ceremonial elements may be added or removed.

34) Do teams need to be certified?

No.

35) What will be the role of the Conferring Officer and Ceremonial Team members?

They should all be mentors and guides for the implementation of the new ceremony for the Good of the Order. Their guidance and coaching will be invaluable in helping every council in the Order to conduct the exemplification and welcome their own members.

Ceremonials Department

36) Has the role of the District Deputy been diminished?

Not in the slightest. The District Deputy provides a teaching and mentoring role helping his councils to succeed. Specifically, the District Deputies should privately discuss any deviations from the approved script with the Grand Knight or Team, so that corrective actions can be taken.

37) What should be done with robes?

Use of the ceremonial baldrics has replaced the use of the ceremonial robes in all cases. Since the use of ceremonial robes is no longer needed or encouraged, they should be discarded or saved as historical keepsakes.

38) Will the booklet “*These Men they call Knights*” be updated?

The booklet “*These Men they call Knights*” will be revised. However, the current version should still be distributed, as it will be useful to new members.

39) What will be the role of the Carolingian Crucifix and the Membership Medallion from the prior ceremonials?

The Carolingian Crucifix and the Membership Medallion are not part of the ceremony but could be appropriate gifts from the council. Distribution cannot be done during the ceremony, as no ceremonial elements may be added or removed. Existing supplies should be used in a meaningful way.