

RULES & DUTIES
of
OFFICERS

Rules of The O. of A., A. of M.

DOCUMENTS

1. Documents referred to are:
 - A. Initiation Papers
 - B. Instructions from Headquarters
 - C. Rules
 - D. Pledges
 - E. Instructions from Masters, etc.

2. Said documents must be kept in a locked box: a notice shall be placed in an envelope and pasted on said locked box, containing these words:

"In event of my death, this box is to be returned UNOPENED to:
Mr. Franklin Merrell-Wolff, 800-8th St., San Fernando, Calif."

MEMBERSHIP REQUIREMENTS

1. Eligible:
 - A. Sincere, moral persons
 - B. Students of the mysteries
 - C. Workers for humanity

2. Ineligible:
 - A. Psychics who sell their powers, as professional mediums
 - B. Members of the spiritualist churches
 - C. Persons known to be disloyal to their country
 - D. Gossips
 - E. Catholics

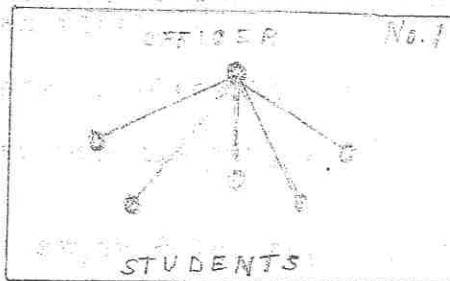
3. Unanimous acceptance by the D. of P. of the Local Order and by the Head of the Esoteric Section and the Ambassador General.
 - A. After D. of P. votes, the H.E.S. is notified of the decision.
 - B. If reasons unfold making acceptance unwise, local head will be informed at once.
 - C. Application to be held until initiation takes place. It is then to be marked "Initiated, date" and mailed to H.E.S. at Headquarters. Name of city to be on all application blanks.

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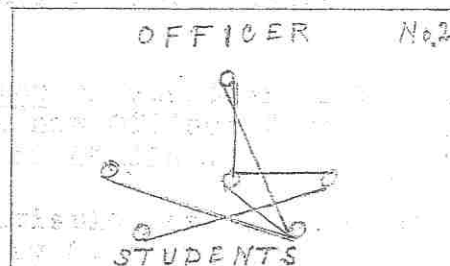
GENERAL RULES

1. The Rules of the Order and the Official Instructions should be taken to all services and study classes for reference.
2. Back instructions are not to be used except by special arrangement.
3. All questions, answers and remarks must be directed to the chair or the Officer who is reading instruction to avoid cross currents.

A. All sound currents centering thus at rightful point:
Diagram No. 1:



B. This method is disrupting:
Diagram No. 2:



C. Show students how these cross currents set in motion nerve wracking energies. Illustrate diagrams on blackboard.

4. No negative talk permitted at any meeting of the Order - as about sickness, accidents, finances, etc. Whoever hears it is obligated to speak of this rule at once.
5. Every Officer to be in room by 7:45 P.M. If not, appointed Alternate will at once take place of said Officer and hold same during that Service.
6. Officers leaving city must notify Headquarters as soon as said fact is known, that new Officer may be appointed and Initiated by one leaving. Thus may the line be transferred to the next one.

Rules of The O. of A., A. of M.

7. Members, or Officers, writing the H.E.S. must place their address on their LETTER. The mail at Headquarters is very heavy, and addresses cannot possibly be remembered. No letter will be answered unless the address is on said letter, not on envelope.
8. The symbols of the Official Staff are not to be shown to the membership. They are for the information of the Officers only.

CONDUCT OF PUBLIC SERVICE

Time of meeting: 8:00 P.M.

ORDER OF SERVICE

1. Officers will explain the purposes of the Assembly of Man alternately, simply, in a talk not to exceed ten minutes in length, nor to be less than five minutes long, commencing at 8:00 o'clock sharp. At close of talk, announce a period of silent meditation, subject: "Let there be Light."

2. Silence, 3 minutes in length; closed with words, "So be it." or "Amen" (by Head).

3. PRAYER (All rise)

To Thee, Almighty God, we lift our hearts in all humility.

To Thee, Thou Christ of God, The Living Word, we bow our heads in adoration.

Before Thy Foot-stool, Father, Mother, Son, in One, Thou fount of Wisdom, Power and Light, we veil our faces and silently await Thy Will.

Believing we are of Thee, notwithstanding our ignorance and our frailty, we dare to stand upright, and plead that in Thy Love for all mankind, Thou wilt open our eyes to Thy glory and our ears to Thy voice. We plead that Thou wilt point out Thy paths of service and set our feet upon the way which leads to knowledge and perception of Thy Will.

Enable us to see that only as our wills are paths for Thy Will, only as we become links in Thy Chain of Power, may we gain Power; only as our love is set on Thee, may we know Love.

To know Thee is Life-Eternal; to know Thy Love is bliss unspeakable.

As the stars in the Heavens are Thy mercies; as the Light of the Central Sun is Thy Wisdom, yet dost Thou bid us come to Thee and bask of Thee, that in Thy time and season, even we shall look upon Thy Face and Live.

4. Reading of Message by G. of T. (No explanations)

5. Music: Instrumental, song, or congregational singing.
(G. of T. announces)

CONDUCT OF SECOND DEGREE SACRED SERVICE

1. Services are to be held on the second Thursday evening of each month.
 - A. Such Service shall begin at 8:00 o'clock PROMPTLY.
2. Arrange room as per diagram, minus candle and chalice, which is used only for Initiation Services.
3. Doors are to be opened at 7:40.
4. Members must be in their places in meditation at 7:55.
5. No talking before or after Second Degree Sacred Service. The keynote of this Degree is Reverence and Adoration.
6. An Order of Service sheet has been provided for this Service.
 - A. Each member will be handed one of these before the Service by the Guardian of the Book of Life.
 - B. At the close of the Service each member shall return this to the Guardian of the Book of Life.
7. If an Officer has not arrived by fifteen minutes of eight, the Head of the local Order sees that the alternate fill the place.
 - A. Should said Officer appear even a minute later, he must take a place amongst the members, for once the point has been filled, it cannot be changed again that evening.
8. Officers absent twice in succession, unless said absence is unavoidable, shall be removed from office and the position filled by the H.E.S.
 - A. Said Officer is not removed from membership until the third absence.
9. Members absent three times in succession, shall be written a nice letter by G. of C. re the Work.

STUDY CLASS - NEW SECOND DEGREE

1. A study class must be held on the third Thursday evening of each month at 8:00 o'clock.
2. Every Officer of the Star must be in his place.
3. Each Officer reads instruction, explaining its meaning as he reads, and answers questions regarding same.
 - A. At close he calls for further questions.
4. Officers see that there is no argument - argument is destructive. But interested questioning, and intelligent difference of opinion should be treated with respect.
5. Each Officer must STUDY his paper thoroughly, and then be able to make it interesting to the students. Where this is done, the class grows and the students grow likewise.
6. The instructions may be read by any individual member of the Order before this meeting only.
 - A. The instruction cannot be taken out of the room, but only read in the room in the presence of an Officer.
 - B. This is allowed because there are students who are auditory minded and thus do not get the thought well unless they read it themselves quietly.
7. Remember, the Words are the least of the giving by the Officer; the substance-force back of his Official position, flows to the students when the Officer is doing his full duty.
8. At the close of the study class any business of the Order may be taken up, including reports from committees, etc.
9. Room Arrangement: Preferred Arrangement:

G.S.F.
ALTAR

G.T.G.F.
110

RE-ESTABLISHMENT OF THE ORIGINAL FIRST DEGREE RITUAL IN THE SECOND DEGREE

As Per These Instructions, January, 1937.

In the instructions given comparatively recently regarding the conduct of the First Degree, the order of reading by the Officers should be changed since the Guardian of the Threshold, for instance, reads instructions intended for the Guardian of the Chalice because the various documents are marked: Read First, Read Second, etc. Therefore in the conduct of what has been the First Degree and is now to be that of Second Degree, form and documents shall be changed and each Officer shall read his own documents. When there is a fourth document it is to be read alternately by the other two guardians. This automatically deletes that order of conduct for the service, eliminating the reading by the students.

Every Officer must carefully study his document and explain it as he reads it, but no officer shall exceed twenty minutes for his document unless it is an exceptionally long one, then the time allotted the officer who has the shortest document should be shared with the one who has the long one. This should be worked out before the service.

The Order is at the mercy of its officers and if after eight years they cannot prove themselves competent to put over with some power the instructions sent them they will have to be changed. This year is especially the testing year of the Guardians of the Stars. This will notify them of this fact.

Thus - re-establish in the Second Degree, (Sunday Service only) the original Ritual as used in the original First Degree just before the inauguration of the Public Work, namely: the Robes, the Star Formation, Incense, and the Flower Offering by the Guardian of the Threshold, Chants, etc. The money offering by the students is to be omitted.

To Director, P.T.G.

Salutation:

Rules for groups associated with The Assembly of Man:

- Rule 1. Any student who has unavoidably been unable to proceed with first class through absence, may re-enter when next class is begun. Missing a lesson does not permit students to retake class - only that lesson.
- Rule 2. The public class is held for a definite purpose at almost no cost to the students. Those who wish to re-take this class may do so by paying five dollars for the privilege.
- Rule 3. Entering students should be informed of the rules regarding attendance upon expressing a desire to enter, and also instructed that there will be but eleven (11) public lessons offered them.
- Rule 4. The law of giving and receiving as two poles of conscious attainment should be recognized. To function on one side and not on the other is to fail to enter the central zone of consciousness. A collection is to be taken and all over \$2.00 to be divided between Headquarters and local group for rental. At least \$2.00 is to be sent together with report of first meeting to Headquarters, and each fourth meeting thereafter.
- (Private to Director)
- Rule 5. Since the P.T.G. work has been established by the Order of the Inner Head for purpose of building the Master's Work, students who do not respond by the close of class are either involved in the personality of Director or are unworthy of further time and attention.
- Rule 6. Ten (10) outside students to be permitted entrance in class. Not more than seven (7) members at once. Two Assembly members must be present beside the Director, making total limit thirteen (13).
- Rule 7. Director must know religious affiliation of students. No catholics or spiritualists.

Yours in the Master's Work,

Sherifa, H.E.S.