

SOP-BETHEL-21
UNIFORM CODE FOR BETHELS

ARTICLE I
NAME

Section 1.

- (a) The name of this organization is Bethel No. _____ of _____, Missouri, USA of JDI. (City/Location)

Section 2.

- (a) This Bethel was instituted on (date) _____ and operates under a Charter granted by the Supreme/Grand Guardian Council on (date) _____.

ARTICLE II
OBJECT

Section 1.

- (a) The object of this organization is to band together girls, hereinafter designated, for spiritual and moral upbuilding, to develop leadership, to seek knowledge, to teach love of God, love of Country, respect for its Flag, love of home and family, and reverence for the teachings of the Holy Scriptures.

ARTICLE III
MEMBERSHIP

Section 1. Eligibility for Bethel Membership

- (a) Girls between the ages of ten (10) and twenty (20) years who bear a Masonic relationship shall be eligible for membership. Masonic relationship shall be interpreted to mean a relationship by blood, marriage, or law to a:
- (1) Mason (See POL-BOT-2)
 - (2) His wife or widow
 - (3) A member of Job's Daughters,
 - (4) Or a Majority Member of Job's Daughters.
- (b) If, after diligent and exhaustive search, Masonic relationship cannot be verified for an Applicant, a Majority Member and a Master Mason (other than the Bethel Guardian or Associate Bethel Guardian) may sponsor the Applicant.
- (c) A woman under the age of twenty (20) years who has been married, divorced, whose marriage has been annulled or who is pregnant, or has ever been pregnant, except in the case of rape (or its equivalent terminology) or incest is not eligible for membership.

Section 2. Applications

- (a) Members shall be received by Application for Membership (Form 130). Members may also be received by Application for Affiliation (Form 131) when accompanied by a Demit (Form 210).
- (1) Or by submitting an Application for Dual Membership (Form 131d)
- (b) Applications for Membership must be received and read at a regular Bethel meeting held previous to the date of the initiation. (See MO-B-GGC Art. XVII Sec. 1.20)

Section 3. Visitation

- (a) Official Visitation forms (Form 132) shall be given to a Visitation Committee consisting of three (3) members of the Bethel who shall return completed report to the Bethel Guardian before the next regular meeting of the Bethel.

**ARTICLE IV
MEETINGS**

Section 1. Time and Place

- (a) The regular meetings of this Bethel shall be held on the:
_____ at _____ and the
(week and day) (time)
_____ at _____ of each month.
(week and day) (time)

- (b) The place of meeting shall be at: (address)

(address)

(City, State, Territory, Province, Country)

Section 2.

- (a) The meetings of this Bethel shall be conducted in accordance with the Ritual of the Order and in conformity with the laws of the Supreme/Grand Guardian Council and the latest edition of Robert's Rules of Order Revised. Escort, Introductions and Honors shall follow the Ritual for categories 1-19 (page 51). The Executive Members of the BGC shall approve and provide the Honored Queen the titles and order for Category 20, Other (see Ritual page 53) according to SOP-Bethel-6.
- (b) No meeting can be opened without the presence of the Charter and five (5) members of the Bethel, including one (1) of the line officers (Honored Queen, Senior Princess, Junior Princess, Guide or Marshal). There shall also be present at least one (1) Executive Member of the BGC, or an officer of the Supreme/Grand Guardian Council, or a Supreme/Grand Deputy and the Dispensation or Bethel Charter..
- (c) In the event membership has declined to the point where the required five (5) members are not available, a meeting for the purpose of reading applications, initiating, processing affiliates, voting to move or merge, installing members of the BGC and conducting the necessary business of the Bethel may be held with a lesser number providing at least one (1) of the line officers, at least one (1) Executive Member of the BGC, or the Deputy, or an officer of the Supreme/Grand Guardian Council, and the Dispensation or Charter be present.
- (d) The vacation period for this Bethel shall be the months of _____ and _____ (not to exceed two (2) months).
- (e) A Bethel may dispense with its meeting during the Annual Session of the Supreme/Grand Guardian Council.
- (f) At regular meetings, when the doors are open, anyone may view the Opening Ceremony through the Bethel Flag presentation and during the Closing Formations. The ritualistic work is confidential from the end of the Bethel Flag presentation until the Honored Queen instructs the Inner Guard to inform the Outer Guard that the Bethel is closed.
- (g) Supreme, Grand, or Bethel Honors and other Proficiency Lessons shall be given by Bethel Daughters only at a closed Bethel meeting or exemplification of ritualistic work.
- (h) The Honored Queen shall preside during the regular meetings of the Bethel. In case of emergency, the position of Honored Queen may be filled by an active Past Honored Queen. In the event there is no active Past Honored Queen present, the succession of officers shall be Senior Princess, Junior Princess, Guide and Marshal.
- (i) There shall be no pictures taken at a closed meeting.
- (j) There shall be no open flame equipment, such as candles and/or candelabra, at any Bethel meeting. Electrified candles and candelabra may be used.
- (k) There shall be an official Worship Service during each Bethel term. This service shall be held in an appropriate place of worship to be chosen by the Honored Queen and approved by the Executive Members of the BGC.
- (l) This Bethel shall honor Mrs. Ethel T. Wead Mick, the Founder of Job's Daughters, with a suitable ceremony during March, the month of her birth.
- (m) Bethel members shall:
- (1) Enter the Messengers' semicircle when entering or retiring from a Bethel while it is in session.
 - (2) Give honors and other Proficiency Lessons only in closed Bethel meetings or exemplification of the ritualistic work.
 - (3) Assume the Attitude of Prayer while the Chaplain is at the Altar.
 - (4) Show a receipt for dues and be examined unless vouched for by a Bethel member, Majority Member, or a member of the Supreme, Grand or Bethel Guardian Councils.

Section 3. Attendance

- (a) Attendance of adults:
 - (1) Every adult witnessing the ritualistic ceremony or attending a Bethel meeting must be twenty (20) years of age unless otherwise specified and
 - [a] a Mason (see POL-BOT-2) in good standing, including under the age of twenty (20) or
 - [b] a direct descendant of a Mason (see POL-BOT-2) or
 - [c] the wife, daughter, granddaughter, great-granddaughter, adopted daughter by law, mother, grandmother, sister, half-sister, step-sister, niece, grand-niece, daughter-in-law, step-daughter, step-granddaughter, sister-in-law, first or second cousin or widow of a Mason or
 - [d] members of an organization basing its membership requirement on Masonic relationship or
 - [e] Past Bethel Guardians or
 - [f] Majority Members of JDI or
 - [g] Adult relatives and/or legal guardians of a member of the Bethel or
 - [h] Adults who hold a familial position of authority over a member of the Bethel, regardless of legal status, with permission of the parent or legal guardian or
 - [i] a woman under the age of twenty (20) who is a member of an organization basing its membership requirements on Masonic relationship, or if married, is eligible to membership in such an organization, or
 - [j] the partner of a Majority Member.
 - (2) Attendance of adults at Bethel meetings is a privilege which is given by and may be withdrawn by the Executive Members of the BGC.
 - (3) An adult is not entitled to debate questions arising in a Bethel meeting unless an Executive Member of the BGC or a Majority Member of the Bethel.

ARTICLE V OFFICERS

Section 1. Elective

- (a) The elective officers shall be Honored Queen, Senior Princess, Junior Princess, Guide, and Marshal.

Section 2. Appointive

- (a) The appointive officers shall be Recorder, Treasurer, Chaplain, Librarian, Musician, First Messenger, Second Messenger, Third Messenger, Fourth Messenger, Fifth Messenger, Senior Custodian, Junior Custodian, Inner Guard, and Outer Guard.

Section 3. Substitute

- (a) The Honored Queen, with the approval of the Executive Members of the BGC, may appoint substitute officers to learn the ritualistic work of the offices to which they are appointed to pro tem for absentee officers.
- (b) In the absence of both a regular officer and the substitute officer, a member requested to serve pro tem may read the work.

ARTICLE VI ELECTION/APPOINTMENT OF OFFICERS

Section 1. Eligibility for Election

- (a) To be eligible for election or appointment to any elective office, a Daughter shall have satisfactorily passed the Proficiency Lessons Examination, current edition of the Ritual. Also, she must have been a member of the Bethel and in regular attendance during the entire term in which the election is held, to be eligible for election, except in the case of a new Bethel or a Bethel under Reorganization.

- (b) Regular attendance shall be interpreted to mean present at all regular meetings of the Bethel unless excused by the Executive Members of the BGC for good and sufficient reasons.

Section 2. Election

- (a) Election of officers shall be held at the first or second meeting in the months of May and November (or, if changed by amendment, in the months of _____ and _____).
- (b) The election may be by ballot without nomination. A majority vote shall elect.
- MO-(c) The method of balloting shall be:
 - (1) Secret ballot
- MO-(d) "See MO-SOP-Bethel-4 for detailed election procedure in Missouri"
- (e) Election shall be from members present, except in case of sickness or other unavoidable absence. The Executive Members of the BGC present shall decide upon and announce the eligibility of the absentee.
- (f) All members shall be entitled to vote until the end of the term even though they become twenty (20) years of age during the term.
- (g) By special dispensation given by the Supreme/Grand Guardian, the Bethel may elect officers at a time other than that prescribed in Sec. 2 (a) of this Article. Requests for Special Dispensations from Bethels under Supreme shall be submitted on Form 200 and sent to their Supreme Deputy.

Section 3. Appointment

- (a) Appointive officers shall be appointed by the Honored Queen-elect, with the approval of the Executive Members of the BGC.

**ARTICLE VII
TERM OF OFFICE**

Section 1.

- (a) The term of office shall be six (6) months.
- (b) Any officer becoming twenty (20) years of age after she has been elected or appointed to an office, shall complete her term of office but shall not be reelected or reappointed.

**ARTICLE VIII
INSTALLATION**

Section 1.

- (a) The installation shall take place during the months of June and December (or, if changed by amendment, in the months of _____ and _____). The first or second meeting in June and December (or, if changed by amendment, the months of _____ and _____) may be for the purpose of installation without formal opening and closing.
- (b) An officer, elected or appointed, not present at the time the officers were installed, shall be installed at the next regular meeting of the Bethel unless excused by the Executive Members of the BGC.
- (c) A Daughter shall not be installed into office unless her dues are paid to the end of the ensuing term.
- (d) No officer shall be installed by proxy.
- (e) There shall be no open flame equipment, such as candles and/or candelabra, at any Bethel installation. Electrified candles and candelabra may be used.
- (f) Bethels under Supreme shall allow open installations and permit the taking of pictures if it does not in any way detract from the ceremony. (See B-GGC Art. XIII Sec. 1(t))
- (g) By special dispensation of the Supreme/Grand Guardian, the Bethel may install officers at a time other than that prescribed in Sec. 1 (a) above.

**ARTICLE IX
COMMITTEES**

Section 1.

- (a) After installation, the Honored Queen shall appoint the following committees and such other committees as are deemed advisable by the Executive Members of the BGC:
 - (1) Auditing Committee, composed of three (3) members. Refer to the Ritual for an explanation of duties.
 - (2) Pledge Committee, composed of three (3) members assisted by an Executive Member of the BGC, preferably the Associate Bethel Guardian. It shall be the duty of this committee to give the Pledge of Honor to late unobligated visitors (see Ritual).
 - (3) Proficiency Committee, composed of at least (3) members. It shall be the duty of this committee to assist the members in learning the information necessary to pass the Proficiency Lessons Examination.

**ARTICLE X
VACANCIES**

Section 1.

- (a) Should the Honored Queen's station become vacant during the term of office, the Executive Members of the BGC shall appoint a substitute in the office. A Past Honored Queen, or if no Past Honored Queen is available, a Majority Member, neither of whom has been married or pregnant, shall be appointed to fill such vacancy.
- (b) However, when a vacancy occurs in any elective office, and if deemed advisable by the Executive Members of the BGC, a special election may be held to fill such vacancy.
- (c) A vacancy in an appointive office shall be filled by a member appointed by the Honored Queen and approved by the Executive Members of the BGC.

**ARTICLE XI
FINANCES**

Section 1. Receipts

- (a) All monies collected in the name of the Bethel shall be received by the Bethel Recorder/Guardian Secretary and turned over to the Bethel Treasurer/Guardian Treasurer.
- (b) All monies collected, whether electronically or physically, shall be included on the Bethel Meeting Form 150 (Receipts, Bills, Warrants and Order for Treasurer) and Form 151 (Bethel Treasurer's Report). Documentation of the transaction shall be included with the receipts.

Section 2. Fees

- (a) The application fee shall be \$ _____.
- (b) The affiliation fee shall be one-half (1/2) the application fee.

Section 3. Annual Dues

- MO-(a) The fee for each member shall be \$ _____ per year, plus thirteen point four six (\$13.46) USD or Equivalent Rate and annually shall increase by five percent (5%) beginning December 31, 2023. Dues are payable in advance on January 1st of each year. Members whose fees have not been paid for a period of one (1) year shall be considered delinquent.

Section 4. Exemption from Fees and Dues (See B-GGC Art. XIII Sec. 1(w))

- (a) Applicants and members residing in Masonic Homes or homes sponsored by an organization based on Masonic membership or Masonic relationship shall not be required to pay application fees or dues.

Section 5. Disbursements

- (a) Monies shall be expended only by a majority vote of the members present at a regular meeting and by and with the consent of the Executive Members of the BGC. When duly authorized a warrant shall be issued which shall be signed by the Bethel Guardian, Recorder and Honored Queen.
 - (1) Upon receipt of the properly signed warrant the Bethel Treasurer or Guardian Treasurer shall write checks. All checks shall be signed and countersigned by the Guardian Treasurer and/or other authorized Executive Member of the BGC. All checks shall have two (2) signatures. When the checks have been issued the warrant shall be signed by the Guardian Treasurer. Or
 - (2) Monies electronically transferred from a Bethel's financial accounts shall be included on the Bethel meeting Form 150 (Receipts, Bills, Warrants and Order for Treasurer) and Form 151 (Bethel Treasurer's Report). Documentation of the transaction shall be included with the receipts. Additionally, minutes of the Bethel Guardian Council meeting and the Bethel meeting shall reflect an approved transfer of the funds by the Executive Members of the BGC and the Bethel Daughters.

ARTICLE XII OFFICIAL REGALIA

Section 1. Description

- (a) The official regalia of the Order shall consist of the white Grecian robe, long white slip which may be full or half, white hose which may be long or knee high, white flat shoes or white sandals without color, capes and crowns for Honored Queen, Senior and Junior Princesses, headbands for all other Officers, Headbands shall be worn by the Bethel Choir.
- (b) The robe shall be of light or heavy material, with white cord for Officers, except Honored Queen, Senior and Junior Princesses, and purple cord for Bethel Choir members. It shall be made with wing sleeves and yoke dimensions according to the pattern approved by the Board of Trustees and Executive SGC Officers.
 - (1) Cords shall be tacked along the bottom of the yoke seam to within two (2) to three (3) inches of each side of center front (measured on the curve of the yoke), crossed at center front three (3) times, then passed around the waist once and tied at center front with a square knot one (1) inch below natural waistline. The seam at the yoke shoulder may be taped to the undergarment if desired.
 - (2) Robes shall be a length of three (3) inches from the floor, with a four (4) inch hem, and the under-slip a length of four (4) to six (6) inches from the floor.
- (c) Crowns, capes, cords and headbands shall be as prescribed by the SGC, the official capes to be of purple velvet or velveteen, trimmed with white Grecian design, or if not available, white trim as approved by the Board of Trustees, lined with purple material, or unlined as desired. No additional trimming shall be used on capes.
- (d) If the Bethel members do not have access to their regalia, or if restrictions prevent members from changing into their regalia, members may wear acceptable attire for the meetings as determined by their EBGC

Section 2. Wearing of Regalia

- (a) Officers and Bethel Choir shall wear official regalia at meetings as outlined below:
 - (1) Official Regalia shall be worn at meetings with an Initiation ceremony.
 - (2) All other meetings, with the approval of the EBGC, Bethel members may vote to wear attire other than the official regalia with the vote cast prior to the meeting.
- (b) Members to be installed into office or into the Bethel Choir shall wear official regalia for the Ceremony of Installation except that members serving as Installing Officers may be installed while wearing their dress with the following limitations:
 - (1) The Installing Officer shall not install herself into any office or the Bethel Choir.
 - (2) Any member being installed as the Honored Queen or Princess shall wear an official robe.

- (c) Official capes, crowns and headbands shall be worn by Bethel members only with official robes.
- (d) Jewelry worn with official robes shall be limited to regulation membership and/or officer's jewels, awards, a wristwatch and one (1) additional piece of jewelry in keeping with the regalia of our Order and approved by the Executive Members of the BGC. (See MO-B-GGC Art. XVII Sec. 1.24)
- (e) The wearing of the official regalia of the Order in public is permissible for promotional purposes only and only with the consent of the Executive Members of the BGC.
- (f) If the Bethel members do not have access to their regalia, or if restrictions prevent members from changing into their regalia, members may wear acceptable attire for the meetings as determined by their EBGC

ARTICLE XIII DISCIPLINE

Section 1. Supervision

- (a) All members shall be under the direct supervision of the Executive Members of the BGC who shall have the power to investigate, reprimand, suspend or expel officers or members for cause.

Section 2. Loss of Office

- (a) A Bethel officer shall lose her office and the honors thereof if absent from three (3) regular Bethel meetings without good and sufficient cause. The Executive Members of the BGC shall determine the validity of the cause.

Section 3. Suspension

- (a) Insubordination, non-payment of dues, or the retention of money or property of the Bethel shall be considered cause for reprimand or suspension.
- (b) Suspension, except for the non-payment of dues, shall not exceed a period of six (6) months. After that period of time the suspended member shall be reinstated or expelled by a majority vote of the Executive Members of the BGC.

Section 4. Expulsion

- (a) Conduct that reflects discredit upon the Order or flagrant or deliberate disobedience to the laws of the Order shall be considered cause for expulsion.

Section 5. Appeal

- (a) Bethel members shall have the right to appeal against any act or decision of the Executive Members of the BGC which may abrogate any rights and privileges specifically guaranteed them by these Bethel Bylaws and the Constitution, Bylaws, and Standard Operating Procedures of the SGC.
- (b) If no appeal is taken within sixty (60) days after the act or decision, the aggrieved parties shall lose the right of appeal.

ARTICLE XIV DEIMITS

Section 1. General (See B-Bethel Art. III for complete details)

- (a) A member in good standing and clear on the books who desires to withdraw from the Order or who desires to transfer membership for any reason shall, upon written request to the Executive Member of the BGC, be granted a Demit (Form 210) which will entitle her to the privilege of visiting Bethels for a period of six (6) months from the date of issuance.

Section 2. Process

- (a) If, within six months, a Daughter applies to another Bethel, the Demit (complete Form 210) shall be attached to an Application for Membership by Affiliation (Form 131). If the Daughter is elected to membership, the Guardian Secretary of the Bethel in which the Daughter is elected shall complete Form 210 and mail the sections to those designated. If the application is to another Bethel in the same State, Province, Territory or Country or to a Bethel not under GGC jurisdiction, the third copy is unnecessary and

may be destroyed. The Demit shall permanently remain attached to the Application for Membership by Affiliation and retained in the Bethel files.

Section 3. Resignations

- (a) A Daughter who has resigned (or left for personal reasons) her Bethel may apply to a Bethel to become a member. (See MO-B-Bethel Art. III Sec. 3)

ARTICLE XV AMENDMENTS

Section 1.

- MO-(a) The Uniform Code for Bethels may be amended by following the procedures given in Section 2 of this Article.

Section 2. Prerogatives of a Bethel

- (a) The following portions of this Uniform Code may be amended by a Bethel:
- (1) Art. 1 Sec. 1 City/Location(s) in which the Bethel meets, and Sec. 2 dates Bethel was instituted and chartered
 - (2) Art. IV Sec. 1. week, day, time and place of regular meetings, and Sec 2. vacation period
 - (3) Art. VI Sec. 2. months in which election is held
 - (4) Art. VIII Sec. 1. months in which installation is held
 - (5) Art. XI Sec. 2 & 3. amount of application fee and annual dues
 - (6) Art. XX Sec. 1 (b). Local Rules of Operation
- (b) Amendments shall be made by presenting to the Bethel in writing the proposed amendment, and a copy of the proposed amendment sent to each member of the Bethel, each Executive Member of the BGC and the Supreme/Grand Deputy after which it shall lay over at least one (1) regular meeting of the Bethel before action thereon. A two-thirds (2/3) affirmative vote of the Bethel members voting shall be necessary to adopt such amendment(s).
- MO-(c) At least six (6) copies of Form 122, complete with Bethel seal, shall be submitted by the Guardian Secretary to the Chairman of the Jurisprudence Committee of the GGC who shall pass same on for approval. Copies of amendment(s) submitted by Bethels under Supreme, when approved and signed by the Vice Supreme Guardian and the Chairman of the Jurisprudence Committee of the SGC, shall be distributed as follows:
- (1) One (1) electronic copy to the Supreme Guardian
 - (2) One (1) electronic copy to the Vice Supreme Guardian
 - (3) One (1) electronic copy to the office of the SGC
 - (4) One (1) electronic copy to Chairman of the SGC Jurisprudence Committee
 - (5) One (1) electronic copy to the Supreme Deputy
 - (6) One (1) electronic copy to be returned to the Bethel
- (e) Copies of amendments submitted by Bethels in a Grand Jurisdiction, when approved and signed in accordance with the GGC Manual of Rules and Regulations, shall be distributed in accordance with said Manual of Rules and Regulations.
- MO-(f) Amendments shall not become effective until notice of approval has been sent to the Bethel by the Jurisprudence Committee of the GGC. Said amendments to the Uniform Code for Bethels shall be returned to the Bethel within sixty (60) days after receipt.

ARTICLE XVI RECOMMENDATIONS FOR EXECUTIVE AND ASSOCIATE MEMBERS OF THE BGC

Section 1.

- (a) Bethel members shall be privileged to submit by secret ballot recommendations concerning those to be selected as Executive and Associate Members of the BGC.
- MO-(b) The ballot shall be collected and sealed in an envelope in the presence of the Bethel members by a Daughter of the Bethel who shall mail them to the Vice Grand Guardian.

**ARTICLE XVII
PAST HONORED QUEEN'S JEWEL**

Section 1. Regular

- (a) Each Honored Queen who has faithfully served the Bethel for the period for which she was elected shall be presented a wallet-size Past Honored Queen's Certificate (Form 172) and an official Past Honored Queen's Jewel.
- (b) If repeating a full term as Honored Queen, a gift may be presented in recognition for services rendered, in lieu of a Past Honored Queen's Jewel.

Section 2. Special

- (a) Each Honored Queen whose resignation from office becomes necessary due to unforeseen circumstances shall be known as a Past Honored Queen and entitled to all honors, including a wallet-size Past Honored Queen's Certificate (Form 172) and an official Past Honored Queen's Jewel in recognition for services rendered, provided she has qualified for the office to the satisfaction of the Executive Members of the BGC.
 - (1) The decision with supporting reasons shall be issued in writing.
 - (2) In the case of a negative decision, the Honored Queen shall be informed of the process for an appeal (SOP-SGC-1 Sec. 1 & 2).

**ARTICLE XVIII
SPECIAL MEMBERS**

Section 1. Majority Member

- (a) Each member in good standing shall become a Majority Member upon becoming twenty (20) years of age, or is married, pregnant, or identifies as a male prior to that age. She shall immediately receive gratis a certificate of Majority Membership at the end of the term and shall be entitled to receive the Majority Ceremony at such time as may be convenient.
 - (1) If she turns twenty (20) she shall be entitled to all the rights and privileges through the end of the term.
 - (2) If identifying as a male, they may not substitute/pro-tem as a Bethel Officer or may not serve as the Installing Officer, but may serve in other Installing Officer positions.
- (b) She shall be exempt from further payment of dues.

Section 2. Member of Honor

- (a) An adult who has given outstanding meritorious service to the Order may be elected as a Member of Honor of the Bethel and given a Member of Honor Certificate (Form 170) by a majority vote of the members of the Bethel and upon approval of the Executive Members of the BGC.

**ARTICLE XIX
LOSS OF HONORS**

Section 1.

- (a) Bethel members who have resigned, or have been suspended, expelled or granted a demit which has expired, shall lose the right to be introduced by, or to use, any titles earned during their time of membership.
- (b) Reinstatement to membership shall automatically reinstate the right to the use of titles previously earned.

**ARTICLE XX
GENERAL PROVISIONS**

Section 1. General Provisions.

- (a) Local Rules of Operation - A Bethel may adopt Local Rules of Operation dealing with the finances and other miscellaneous operational issues, as long as these Local Rules of Operation do not conflict with the

Rules and Regulations of the SGC or GGC in which the Bethel resides. All Local Rules of Operation must be approved by the Bethel members as an amendment to their Bylaws (following the procedure for approval of amendments), approved by the appropriate Jurisprudence Committee and published as part of the Bethel's Uniform Code before they are effective.

(b) The Following are the Local Rules of Operation: