

# THE GRAND COMMANDERY OF KNIGHTS TEMPLAR OF KANSAS

## REPORT OF INSPECTION (10 Man)

\_\_\_\_\_ Commandery No. \_\_\_\_\_ Location \_\_\_\_\_ Date \_\_\_\_\_



### RULES

1. Inspector will notify the Commander and the Recorder to arrange all details as soon as possible for the inspection. Arrangements to be completed by August. Dates to be sent to the Grand Commander and Grand Recorder.
2. An actual candidate should be used in all cases if at all possible.
3. Greater attention will be paid to the earnest and effective presentation than to the mere literal perfection in the language of the Ritual. The impression made upon the candidate and the beauty of the ceremony are enhanced by good delivery and careful expression.
4. The purpose of an inspection is to help. It is proper to compliment good work and to call attention, in the greatest kindness and without criticism, to work which may be improved. Each inspection should enable the Commandery to improve the beauty of the work in the orders as well as the military features. No one should interrupt or correct the work in progress. Comments to be made after inspection and work is finished.
5. Sections relating to regular officers filling their regularly elected and appointed positions are to be carefully completed. Officers filling their own positions are to be given maximum grading.
6. The Asylum and Prelate's Apartment, suitability for maneuvering and convenient arrangement for work are principal considerations.
7. The Chamber of Reflection should conform to requirements set out in the Paraphernalia Book.
8. Inspection will be in accordance with Asylum, Tactics, subject to options and amendment shown in Proceeding and the Ritual.
9. A complete and careful examination of the "Asylum Ceremonies" (or Red Book) along with the "Kansas Ritual and Ceremonies for Opening, Closing, and Inspection" and the "Ritual of the Grand Encampment" by the Commandery Officers and Inspector will be most beneficial in attaining an excellent report.
10. All Inspections and Reports to be completed and in the office by December 15th.

### SUMMARY

Total number in Inspection Line \_\_\_\_\_  
Rating of Reception and Inspection \_\_\_\_\_  
Rating of Work \_\_\_\_\_  
Total Number in Uniform \_\_\_\_\_  
Total number of Local Members in Uniform \_\_\_\_\_

Total in attendance \_\_\_\_\_  
Total of Local Members in attendance \_\_\_\_\_  
Inspected by \_\_\_\_\_  
Title of Inspector \_\_\_\_\_

# 10 MAN INSPECTION AND TACTICAL PRESENTATION

**Proficiency and grading:** For each officer and/or function listed below, assign per your opinion, the letter that denotes one of the following levels of proficiency:

**A = Presented very well; B = Satisfactory; C = Needs attention.** Beneath each category, indicate the total of each letter assigned. *Example: A-4, B-5, C-2* If time does not permit an evaluation of each member, assign an overall letter grade for the respective function, but also supply narrative remarks relative to the strengths and weaknesses of that function.

<b><u>Asylum Preparation</u></b>	<b>Grade</b>	<b>Remarks</b>
Asylum Arrangement	_____	_____

<b><u>Incoming March and Inspection</u></b>		<b>Grade</b>	<b>Remarks</b>
Commander	Commands/Position/Salutes	_____	_____
Generalissimo	Position/Salutes	_____	_____
Captain General	Position/Salutes	_____	_____
Prelate	Position/Salutes	_____	_____
Senior Warden	Position/Salutes	_____	_____
Junior Warden	Position/Salutes	_____	_____
Sword Bearer	Position/Salutes	_____	_____
Standard Bearer	Position/Salutes	_____	_____
Warder	Position/Salutes	_____	_____
Sentinel	Position/Salutes	_____	_____

Total number of each letter Grade OR overall letter grade \_\_\_\_\_

<b><u>Reception of Commander</u></b>		<b>Grade</b>	<b>Remarks</b>
Commander	Commands/Position/Chapeau	_____	_____
Generalissimo	Position	_____	_____
Captain General	Commands/Position/Salutes	_____	_____
Senior Warden	Commands/Position/Salutes	_____	_____
Junior Warden	Commands/Position/Salutes	_____	_____
Standard Guard	Position/Salutes	_____	_____
Warder	Position/Salutes	_____	_____

Total number of each letter grade OR overall letter grade \_\_\_\_\_

## 10 MAN INSPECTION AND TACTICAL PRESENTATION (Cont'd)

<b>Rehearsal of Attributes</b>	<b>Grade</b>	<b>Remarks</b>
<b><i>NOTE: THIS ONLY TO BE PERFORMED IN CLOSED INSPECTION</i></b>		
Commander	Commands/Position	_____
Generalissimo	Sword/Position/Words	_____
Captain General	Sword/Position/Words	_____
Senior Warden	Sword/Position/Words	_____
Junior Warden	Sword/Position/Words	_____
Sword Bearer	Sword/Position/Words	_____
Warder	Sword/Position/Words	_____
<u>Total number of each letter grade</u> <b>OR</b> overall letter grade		_____

<b>Formation of Triangle</b>	<b>Grade</b>	<b>Remarks</b>
<b><i>NOTE: SIGNS PORTION ONLY TO BE PERFORMED IN CLOSED INSPECTION</i></b>		
Commander	Commands/Position	_____
Generalissimo	Position/Signs	_____
Captain General	Position/Signs	_____
Senior Warden	Position/Signs	_____
Junior Warden	Position/Signs	_____
Sword Bearer	Position/Signs	_____
Warder	Position/Signs	_____
Standard Bearer	Position	_____
Prelate	Position	_____
<u>Total number of each letter grade</u> <b>OR</b> overall letter grade		_____

## 10 MAN INSPECTION AND TACTICAL PRESENTATION (Cont'd)

<b><u>Reception of Grand Officers</u></b>	<b>Grade</b>	<b>Remarks</b>
Commander    Commands/Position/Salutes	_____	_____
Generalissimo        Position/Salutes	_____	_____
Capt. Gen.    Commands/Position/Salutes	_____	_____
Senior Warden                Position	_____	_____
Junior Warden                Position	_____	_____
Sword Bearer                Position	_____	_____
Warder                Position	_____	_____
<u>Total number of each letter grade OR overall letter grade</u>		_____

<b><u>Opening and Closing</u></b>	<b>Grade</b>	<b>Remarks</b>
Commander    Commands/Position/Salutes	_____	_____
Generalissimo    Commands/Position/Salutes	_____	_____
Capt. Gen.    Commands/Position/Salutes	_____	_____
Knights                Salutes	_____	_____
<u>Total number of each letter grade OR overall letter grade</u>		_____

**WORK IN THE ORDER OF THE TEMPLE (IF PERFORMED)**

<b><u>Chamber of Reflection</u></b>	<b><u>Grade</u></b>	<b><u>Remarks</u></b>
Chamber layout and equipment	_____	_____
Junior Warden Address Presentation	_____	_____
<u>Total</u> number of each letter grade <b>OR</b> overall letter grade		_____

<b><u>Preparation for Pilgrimage</u></b>	<b><u>Grade</u></b>	<b><u>Remarks</u></b>
Commander      Ritual/Position/Salutes	_____	_____
Warder            Ritual/Position/Salutes	_____	_____
Junior Warden    Ritual/Position/Salutes	_____	_____
<u>Total</u> number of each letter grade <b>OR</b> overall letter grade		_____

<b><u>Pilgrimage</u></b>	<b><u>Grade</u></b>	<b><u>Remarks</u></b>
Junior Warden      Ritual/Position	_____	_____
1 <sup>st</sup> Hermit            Ritual/Dramatics	_____	_____
2 <sup>nd</sup> Hermit            Ritual/Dramatics	_____	_____
3 <sup>rd</sup> Hermit            Ritual/Dramatics	_____	_____
Commander            Ritual/Salutes	_____	_____
Warder                Ritual/Salutes	_____	_____
Capt. General    Ritual/Position/Salutes	_____	_____
S. Warden    Commands/Position/Salutes	_____	_____
Prelate                Ritual/Salutes	_____	_____
Prelate's Escort    Tactical Accuracy	_____	_____
<u>Total</u> number of each letter grade <b>OR</b> overall letter grade		_____

**WORK IN THE ORDER OF THE TEMPLE (IF PERFORMED) Cont'd**

<u>Warfare</u>		<b>Grade</b>	<b>Remarks</b>
Senior Warden	Ritual/Position/Salutes	_____	_____
1 <sup>st</sup> Guard	Ritual/Positions	_____	_____
2 <sup>nd</sup> Guard	Ritual/Positions	_____	_____
3 <sup>rd</sup> Guard	Ritual/Positions	_____	_____
Warder	Ritual/Positions	_____	_____
Commander	Ritual/Salutes	_____	_____
Junior Warden	Positions	_____	_____
Prelate	Dramatics	_____	_____
Captain General	Ritual/Positions	_____	_____
<u>Total number of each letter grade <b>OR</b> overall letter grade</u>			_____

<u>Penance</u>		<b>Grade</b>	<b>Remarks</b>
Warder	Ritual/Positions	_____	_____
S. Warden	Ritual/Positions	_____	_____
J. Warden	Positions	_____	_____
Prelate	Ritual/Dramatics	_____	_____
Commander	Ritual/Positions/Dramatics	_____	_____
Generalissimo	Ritual/Salutes	_____	_____
<u>Total number of each letter grade <b>OR</b> overall letter grade</u>			_____

<b>Libations &amp; Knighting</b>	Overall Perf.	_____	_____
<b>Lectures</b>	Overall Perf.	_____	_____
<u>Total number of each letter grade <b>OR</b> overall letter grade</u>			_____

**OFFICER POSITION AND TOTAL ATTENDANCE FOR INSPECTION AND  
ORDER OF THE TEMPLE (IF PERFORMED)**

**Commandery Name or Commandery Number# of Officer Occupying Station**

	<b>Inspection</b>	<b>Order of the Temple</b>
Commander	_____	_____
Generalissimo	_____	_____
Captain General	_____	_____
Senior Warden	_____	_____
Junior Warden	_____	_____
Prelate	_____	_____
Treasurer	_____	_____
Recorder	_____	_____
Standard Bearer	_____	_____
Sword Bearer	_____	_____
Warder	_____	_____
Sentinel	_____	_____

**ATTENDANCE for Insp. and/or O of T by Commandery (Standing Count)**

<b>Commandery Name</b>	<b>Commandery #</b>	<b>Number Attending</b>
<b>Host</b> Commandery _____	_____	_____
<b>Visiting</b> Commandries		
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>Total in full uniform</b> _____		

**RECAPITULATION OF SCORING FOR:**

**INSPECTION & TACTICAL PRESENTATION  
*ORDER OF THE TEMPLE (IF PERFORMED)***

**INSPECTION & TACTICAL PRESENTATION:**

**Total number (of knights) in line** \_\_\_\_\_

**Asylum Preparation &  
Incoming March & Inspection** \_\_\_\_\_

**Reception of Commander** \_\_\_\_\_

**Rehersal of Attributes** \_\_\_\_\_

**Formation of Triangle** \_\_\_\_\_

**Reception of Grand Officers** \_\_\_\_\_

**Opening & Closing** \_\_\_\_\_

**Total Composite Multiple Scores** \_\_\_\_\_

**ORDER OF THE TEMPLE (IF PERFORMED)**

**Chamber of Reflection** \_\_\_\_\_

**Preparation for Pilgrimage** \_\_\_\_\_

**Pilgrimage** \_\_\_\_\_

**Warfare** \_\_\_\_\_

**Penance** \_\_\_\_\_

**Libations & Knighting/s** \_\_\_\_\_

**Lectures** \_\_\_\_\_

**Total Composite Multiple Scores** \_\_\_\_\_

**INSPECTOR'S NARRATIVE REMARKS AND EVALUATION:**

**IMPORTANT!**

The Inspecting Officer, will provide below, any narrative remarks regarding this visitation/ inspection that will provide useful feedback to the Inspected Commandery, and/or Area, if an Area inspection. Remarks to be provided on work done exceptionally well, or that which need practice and/or attention. **Constructive, objective remarks regarding this inspection will be of valuable use to the Commandery inspected,** and to the Senior Grand Commandery Officers! Additional remarks regarding the meal served, overall hospitality, and social interaction will be welcome and useful. Thank you for your focused attention to these remarks and important details!

**SPACE FOR ADDITIONAL NARRATIVE REMARKS, IF NEEDED**

**GENERAL INFORMATION**

**Commandery Name** \_\_\_\_\_ **Commandery No.** \_\_\_\_\_ **Location** \_\_\_\_\_

**Total current membership of this Commandery** \_\_\_\_\_

**COMMANDERY OFFICERS FOR 20** \_\_\_\_\_

Commander \_\_\_\_\_

Generalissimo \_\_\_\_\_

Captain General \_\_\_\_\_

Senior Warden \_\_\_\_\_

Junior Warden \_\_\_\_\_

Prelate \_\_\_\_\_

Treasurer \_\_\_\_\_

Recorder \_\_\_\_\_

Standard Bearer \_\_\_\_\_

Sword Bearer \_\_\_\_\_

Warder \_\_\_\_\_

Sentinel \_\_\_\_\_

**THIS COMMANDERY CANDIDATES KNIGHTED DURING THIS CALENDAR YEAR**

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

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**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_

**GENERAL INFORMATION (Cont'd)**

**Commandery Name** \_\_\_\_\_ **Commandery No.** \_\_\_\_\_ **Location** \_\_\_\_\_

Number knighted (**this Commandery**) since last election? \_\_\_\_\_

Stated Conclaves held since last election? \_\_\_\_\_

Stated Conclaves omitted since last election? \_\_\_\_\_

Special Services (or meetings) held and/or attended? \_\_\_\_\_

Is the recommended form and/or minutes followed? \_\_\_\_\_

**COURTESY WORK KNIGHTINGS FOR OTHER COMMANDRIES:**

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

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Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_

Name \_\_\_\_\_ Home Commandery \_\_\_\_\_



**GENERAL INFORMATION (Cont'd)**

Commandery Name \_\_\_\_\_ Commandery No. \_\_\_\_\_ Location \_\_\_\_\_

**FINANCIAL STATEMENT**

***ASSETS***

***LIABILITIES***

Cash of hand at date of inspection \$ \_\_\_\_\_

Notes & Mortgages \$ \_\_\_\_\_

Savings: CD's, Bonds, Equities, Etc. \$ \_\_\_\_\_

Others \$ \_\_\_\_\_

Value of Paraphernalia \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

All other personal property \$ \_\_\_\_\_

Real Estate \$ \_\_\_\_\_

Uncollected Dues  
(Not including current year) \$ \_\_\_\_\_

**TOTAL** \$ \_\_\_\_\_

**BALANCE** \$ \_\_\_\_\_