

**PROGRAM PROTOCOLS**

**FOR**

**FORMAL EVENTS AND BANQUETS OF**

**THE ZETA PSI FRATERNITY**

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## **INTRODUCTION**

With the recent addition of chapters in England, Scotland and Ireland to the Chapter Roll, it was felt that Zeta Psi's practices and traditions regarding certain ceremonial matters should be reviewed, codified and new protocols established as necessary for use of the various local, national and international bodies within the Fraternity.

This manual has been designed for the use of local, national and international formal dinner and luncheon events, where there is a program and a master of ceremonies to guide the proceedings.

## FLAGS

(As viewed by the audience from the front)

Flags are ideally to be displayed – in the order prescribed below – on flagstaves on the dais either directly behind the lectern, or to the left of the lectern, for better visibility. When flagstaves are not available, flags may be affixed to the wall behind the dais.

Staff or event organizers are to have these on display in the prescribed fashion well before the room is open to brothers and guests.

From left to right, host first, other countries in order of colonization, Zeta Psi last. Hence:

- in the US – US, Canada, UK, Ireland, Zeta Psi
- in Canada – Canada, US, UK, Ireland, Zeta Psi
- in the UK – UK, US, Canada, Ireland, Zeta Psi
- in Ireland – Ireland, US, Canada, UK, Zeta Psi

The Union Flag is generally to be used to represent all chapters in the United Kingdom (England, Scotland, Northern Ireland, Wales). The use of the Cross of St. George for England and the Cross of St. Andrew for Scotland (in this order) in the place of the Union Flag is permitted where event organizers wish to go to the extra trouble and expense.

**Note:** This protocol follows Zeta Psi Fraternity precedent, not international rule or convention.

## TOASTS

Zeta Psi's custom is for the emcee or his designate to recruit brothers during the pre-event reception, at his discretion, on a multi-generational and "cross-national" basis (toaster not from his own country where there are non-host-country guests), to deliver the traditional toasts. He shall have informed each of the chosen brothers of the appropriate form of each toast (as outlined below).

He shall from the dais say something to the effect of the following: "It is the custom when brothers in Zeta Psi meet over a meal, that the following traditional toasts are offered:" The emcee then begins the procedure by introducing each toaster, individually and in the order following from the dais, by name and chapter, and with some further form of individualization if possible (examples: "past Phi Alpha", "current active Phi of xxx chapter", "this year's undergraduate Board rep", "distinguished brother from Ireland", "my pledge brother from 30 years ago", etc.etc.....: Brother A").

Emcee	Toaster	Response of audience
"To toast Her Majesty, The Queen, Brother A"	"Brothers (and guests/ladies), to Her Majesty The Queen"	"The Queen"
"To toast The President of the United States, Brother B"	"Brothers (and guests/ladies), to The President of the United States"	"The President"
"To toast The President of Ireland, Brother C"	"Brothers (and guests/ladies), to The President of Ireland"	"The President of Ireland"
"To toast Our Founder (or The Founder of Zeta Psi), Brother D"	"Brothers (and guest/ladies), to Brother John Bradt Yates Sommers"	"Brother Sommers"
"To toast our international (glorious/distinguished, illustrious Fraternity), Brother E"	"Brothers (guests/ladies), to Zeta Psi"	"Zeta Psi"

Depending on the country in which the event is being hosted, toasts are made in the following order: Guests first (in order of colonization), then Host, Founder, Fraternity. (If no guests, just Host, Founder, Fraternity.)

Hence:

- in the US – Queen, President of Ireland, President of US, Founder, Fraternity
- in Canada – President of US, President of Ireland, Queen, Founder, Fraternity
- in the UK – President of US, President of Ireland, Queen, Founder, Fraternity
- in Ireland – President of US, Queen, President of Ireland, Founder, Fraternity.

## **ANTHEMS (National)**

As with Toasts, Anthems are sung in this order: Guests first (in order of colonization), then Host. As with toasts, non-host anthems are not sung if there are no guests from those countries Hence:

- in the US – Canada, UK, Ireland, US
- in Canada – US, UK, Ireland, Canada
- in the UK – US, Canada, Ireland, UK
- in Ireland – US, Canada, UK, Ireland

If any other than host anthems are to be sung, it is highly recommended that the lyrics of all anthems be printed in the event program.

## **ANTHEMS (Fraternity)**

The Opening Ode is sung after the final National Anthem and before the Traditional Toasts.

The Farewell Ode is sung at the end of the program after the last item of business, speech or presentation.

## **APPLAUSE/SNAPS**

As an expression of approbation, snapped fingers are to be used ONLY in an environment where none but brothers of Zeta Psi are present. Applause is to be used in all other circumstances.

## **INVOCATIONS**

TBD

## **BENEDICTIONS**

TBD