



KNIGHTS OF ST. JOHN

International

INCORPORATED UNDER THE LAWS OF NEW YORK STATE SPECIAL ACT PASSED MAY 6, 1886

*** KSJI MUSTER & INSPECTION FORM 1 PAGE 1 - 3 RETAINED BY THE LOCAL COMMANDERY COMMAND ***



MUSTER AND INSPECTION REPORT (FORM 1)

OF

Supreme Subordinate Commandery _____, Grand Commandery _____,

Brigade _____, Regiment _____, Battalion _____, District Commandery No. _____,

Local Commandery No. _____, Local Comm. Name _____, Country _____,

Date _____, 20 _____

Knight of St. John International Uniform Worn _____

IMPORTANT INFORMATION

- Note 1.** The names of all members must be filled in, in advance and arranged alphabetically, Christian name first. Every officer charged with the preparation of the Muster Roll, if not himself a good penman, should select one from his Local Commandery or have it typed utilizing the available PDF form, as neatness is of importance. Indicate above which KStJI uniform is being inspected, the 1880 or 1998.
- Note 2.** Two (2) copies of the Muster roll shall be made. At muster, both are given to the Mustering & Inspecting Officer(s). One is to be returned by said officer(s) to the Local Commandery Commander, after he has filled in the appropriate markings and signed it and one given to the Commanding Officer of the Muster & Inspection. The Local Commandery Commander will utilize his Local Commandery Muster Roll to complete the muster roll. Unattached Local Commandery Commanders shall return one copy to the Supreme Commandery Inspector General immediately after the Muster & Inspection. Requisition for additional blank forms, if needed, must be made to the Local Commandery's higher headquarters Commanding Officer.
- Note 3.** Every Officer, Non-Commissioned Officer, Sir Knight and Non-Uniformed Brother Knight belonging to the Local Commandery on the date of the Muster & Inspection must be accounted for on this roll, whether present or absent. Those present are marked with a "P", those absent are marked with a "A".
- Note 4.** The Commanding Officers shall file their copies for future reference and on completion of their terms of office, hand same to their successor.
- Note 5.** Local Commandery Commanders shall place consecutive numbers in the margin before members' names. Each officer shall be inspected separately, as provided on page 4 of this Muster & Inspection Roll Forms.
- Note 6.** The Inspecting Officer will utilize the markings "S" for "Satisfactory", "NI" for "Needs Improvement", "U" for "Unsatisfactory" and "NA" for "Not Applicable" for inspecting uniform items. "Satisfactory" ("S") indicates the uniform item is serviceable and worn correctly. "Needs Improvement" ("NI") indicates the uniform item needs repair, is worn incorrectly or requires cleaning. "Unsatisfactory" ("U") indicates the uniform item is unserviceable and needs replacement. "Not Applicable" ("NA") indicates the uniform item is not required to be inspected.
- Note 7.** Abbreviations:

Military Rank		Military Rank		Military Elected Offices		Civil Elected Offices	
General	Gen	Sergeant Major	SgtMaj	Commander	C	President	P
Lieutenant General	LtGen	1st Sergeant	1stSgt	1st Vice Commander	1VC	1st Vice President	1VP
Major General	MGen	Color Sergeant	CSgt	2nd Vice Commander	2VC	2nd Vice President	2VP
Brigadier General	BGen	Quarter Master Sergeant	QMSgt	Inspector	IS	Recording Secretary	RS
Colonel	Col	Bugler	Bgl	Adjutant	ADJ	Financial Secretary	FS
Lieutenant Colonel	LtCol	Sergeant	Sgt	Judge Advocate	JA	Treasurer	T
Major	Maj	Corporal	Cpl	Quartermaster	QM	Trustee	TR
Captain	Capt	Sir Knight	SK	Paymaster	P	Sergeant At Arms	SAA
1st Lieutenant	1stLt	Non-Uniform Brother Knights		Clergy		Messenger	M
2nd Lieutenant	2ndLt	Brother Knight	BK	Spiritual Advisor	SA	Guard	G

No.	Rank	Office	Name	Muster		INSPECTING OFFICER / CONDITION OF						
				Present	Absent	Uniform	Chapeau Hat	Rank	Sword	Belt	Military Appearance	



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No.	Rank	Office	Name	Muster		INSPECTING OFFICER / CONDITION OF					
				Present	Absent	Uniform	Chapeau Hat	Rank	Sword	Belt	Military Appearance
TOTAL # MEMBERSHIP											
TOTAL # PRESENT											
PERCENTAGE (%) PRESENT											

I certify, that the above is a true roll of my command.

Local Commandery Commander
(Signature)

Rank

Local Commandery Commander
(Print Name)

Rank



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Brigade _____, Regiment _____, Battalion _____, District Commandery No. _____,

Local Commandery No. _____, Local Comm. Name _____, Country _____,

Date _____, 20 _____

Knights of St. John International Uniform Worn _____

Report of Mustering and Inspecting Officer(s)

IMPORTANT INFORMATION

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- Note 2.** The Knights of St. John International style of uniform worn by a Local Commandery will be either the 1880 Military Uniform or 1998 Marching Uniform as per the Constitution. Indicate above which KStJI uniform is being inspected, the 1880 or 1998.

Local Commandery Members	# Present	# Absent	# Total
Officers			
Staff Officers			
Past Officers			
Non-Commissioned Officers			
Sir Knights			
Brother Knights			
Total			
Present and Absent at Muster Last Year			

INSPECTION OF LOCAL COMMANDERY	S/NI/U/NA	INSPECTION OF MEMBERS	S/NI/U/NA
Condition of Uniforms		Commander	
Condition of Swords		1st Vice Commander	
Condition of Accoutrements		2nd Vice Commander	
Condition of Local Commandery Colors		Staff Officers	
Discipline of Local Commandery		Past Officers	
Formation of Local Commandery		Non-Commissioned Officers	
Drill of Local Commandery		Sir Knights	
Military Appearance of Local Commandery		Non-Uniformed Brother Knights	

REMARKS

Mustering Officer
(Signature)

Rank

Mustering Officer
(Print Name)

Rank

Inspecting Officer
(Signature)

Rank

Inspecting Officer
(Print Name)

Rank