



## Event Protocols

### Protocols for Investiture and Promotions

If accepted into the Savoy Orders, new members and present members being promoted or otherwise honored are expected to attend the annual General Chapter of the Orders (Capitolo Generale), usually held in Geneva, Switzerland or in Rome, Italy, at which time they will be formally presented at an investiture ceremony with their insignia and a diploma by the Grand Master of the Orders. Presentation of these honors at investiture ceremonies at other locations, such as New York City during Ballo di Savoia weekend events, is also possible. The following protocols are a guide for use in connection with these ceremonies.

New Members of the Order of Merit of Savoy are not required to pay an Admission Fee but are required to pay the Delegation Supplement.

### AMERICAN DELEGATION OF SAVOY ORDERS PROTOCOL ADVISORY FOR NEW MEMBERS, PROMOTIONS AND OTHER HONOREES

The following are the traditional courtesies which should be appropriately extended by an honoree when receiving an honor from Their Royal Highnesses Prince Victor Emmanuel, Grand Master of the Savoy Orders and his son Prince Emmanuel Philibert of Savoy, or their representatives.

#### Protocol for Honors Ceremonies:

1. Be sure to arrive on time and be seated as directed by ushers or seating markers.
2. There will be either a roll call or sign in registration prior to the Prince's entrance. Please either register or be prepared to answer in the event or a roll call.
3. When the Royal Party enters the room, it is respectful to greet them by standing and applauding.
4. Proper attire for gentlemen is a dark business suit, with the jacket buttoned when you go up to receive your honor from the Prince. Please note: If you are receiving a decoration at an installation ceremony, please do not wear the insignia or rosette of that Order and grade until after the Diploma conferring your honor has been officially presented to you.
5. Their Royal Highnesses Prince Victor Emmanuel, the Grand Master, his son Prince Emmanuel Philibert, and Cav. Gr. Cr. Johannes Niederhauser, the Grand Chancellor, might all be on the dais.
6. When your name is called during the ceremony, approach the dais and step up onto the dais directly in front of Prince Victor Emmanuel.
7. Gentlemen - After you have made a full stop in front of the Prince, appropriate respect for the Grand Master of the Savoy Orders is demonstrated by standing still with arms down at your sides and making a slight nod of the head, from the neck.
8. Ladies - you may curtsy if you know how and feel comfortable doing so, but it is not necessary.
9. Wait for Prince Victor Emmanuel to speak first.
10. Wait for the Prince to extend his hand first.
11. Although both Princes and the Grand Chancellor speak English fluently, do not engage in lengthy conversation with them, unless they clearly wish to do so.
12. The rosette or pin will be presented to you by Prince Victor Emmanuel, and the Grand Chancellor will present you with your Diploma at this time.
13. Address both Princes as "Your Royal Highness" or "Altezza Reale" ("al-TAY-tza Ray-AL-eh") or "Sir", the Grand Chancellor as "Grand Chancellor" or "Sir".
14. Address Princesses - Her Royal Highness Princess Marina of Savoy and Her Royal Highness Princess Clotilde of Savoy - (if either is present and speaks to you) as "Your Royal Highness" or "Altezza Reale" (Al-TAY-Tza Ray-AL-eh) or Ma'am (rhymes with "ham", not "palm").
15. Note: The Royal Family is fluent in English, French and Italian.
16. No touching, kissing, embracing, or other familiarities (other than shaking hands, as above), unless initiated by the Prince.



17. After you have received your rosette or pin and diploma, return to your seat via the most direct route.

18. Photography by family members and friends is usually permitted but should not be obtrusive or interfere with the ceremonies. There is usually an official photographer from whom photographs of each installation or promotion may be purchased after the Ball that night or over the internet on the Chancellery's or Delegation's web site.

19. IMPORTANT - New members and promotions should not wear rosettes or pins for the grade of the Order they will be receiving at this ceremony.

20. After the Installation, gentlemen may wear their rosette on tuxedos, business suits, or sports jackets on the left lapel in the button hole. Ladies wear theirs in a similar location on the left side.

### **Protocol for Formal Occasions (Black or White Tie):**

1. If proper attire for gentlemen is white tie or black tie, then proper attire for ladies is evening gown.

2. The insignia of recognized orders and decorations should be worn only if the invitation so specifies.

3. For Knights Grand Cross, Grand Officers, and Commanders wearing white or black tie, the appropriate neck badges and stars are worn, along with miniatures.

4. For all grades wearing black tie, either miniatures are worn, or one rosette only.

5. Ladies wear their insignia on the upper left side of the gown.

6. When attending an event of the Savoy Orders, please note that Orders and Decorations are restricted to the insignia of recognized orders of knighthood and merit and national military decorations issued by sovereign governments. Do not wear insignia of unrecognized orders or any commemorative medallions or honors issued by private groups such as genealogical, fraternal, social, military or academic societies. If you have an Order or Decoration about which you are not sure, please consult with the Delegate or Vice Delegate of the American Delegation before wearing the insignia at Savoy events.

### **Protocol for wearing Church Robes of the Savoy Orders at religious ceremonies:**

1. Church Robes may only be worn at church services and only with the prior permission of the Grand Chancellor, which must be confirmed in writing by the Delegate.

2. Proper attire for gentlemen when wearing Church Robes is business suit. (For all religious ceremonies during which the Church Robe is worn, conservative, dark clothing should be worn, even though what you wear will be mostly covered by the Robe.)

3. Proper attire for Knights and Dames of the Savoy Orders participating in processions and Masses at which permission has been granted by the Grand Chancellor to wear them, is Church Robes of the Savoy Orders.

4. A robing room is usually provided for changing into your Church Robe. Carrying cases for Church Robes are recommended and may be ordered through the Delegation office.

5. The knights and dames will be lined up for all processions by senior members of the Orders and ushers, who are in charge of the ceremony. In church processions you will process down the center aisle of the church in ascending order of rank, i.e., Knights & Dames first, then Officers, Commanders, Dame Commanders, Grand Officers, and Grand Crosses. The Prince (the Grand Master) or his designated representative enters last, followed by the clergy. The recessional after the Mass is led by the clergy, the Prince and Royal Party, or the Prince's representative, the Grand Chancellor, followed by the Grand Crosses, Grand Officers, Commanders, etc. (If you are in doubt, and are not being directed by an usher, it is usually a good idea to follow the person in front of you.)

6. At the annual Chapter General (*Capitolo Generale*) of the Savoy Orders, following the Mass, Knights and Dames are sometimes asked to assemble in the reception corridor of the Abbey adjacent to the Church so that the Prince can greet everyone personally. Please show respect for the Grand Master and do not leave the room until after the Prince has completed greeting all the Knights and Dames.