

# Heralding Policy for the Lochac College of Heraldry

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The Lochac **College of Heraldry** provides heraldic services to the Crown and people of Lochac as part of the **Society for Creative Anachronism** (SCA, or 'the Society'). These services include assisting individuals to register suitable and unique Arms as per [Corpora](#), assisting those interested in heraldry to improve their knowledge and skills, and generally continuing to advance study and practice of period style heraldry. It is the local medium through which the goals of the Society College of Arms are pursued.

The College of Heraldry reports to **Crux Australis Principal Herald**, who is also responsible for this policy document. Please feel free to [contact Crux](#) for clarification or explanation of any of these policies.

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## 1 General

- 1.1 All heraldic correspondence should be dated with the current modern date. Additional use of an SCA *Anno Societatis* or *Reign* dating system is optional. This does not apply to scrolls and missives meant for 'in game' display.

## 1.2 Mailing Lists, Website, etc.

- 1.2.1 As part of the SCA in Australia and New Zealand, the [SCA Ltd Code of Conduct](#) and [SCA NZ Inc Code of Conduct](#) (as appropriate to your location) applies.
- 1.2.2 All persons using College of Herald's mailing lists or other electronic media are expected to behave in a reasonably polite fashion. However, it should be noted:
  - a) Coarse language and adult themes may occur.
  - b) Persons under 16 years should seek parental approval before joining any mailing lists.
- 1.2.3 Reasonable effort to remain on topic is expected. Digressions may develop, but original posts should be on heraldic matters.
- 1.2.4 Disagreement within commentary is not only expected, but encouraged. Heraldic knowledge is furthered by discursive argument, but personal attack plays no place in this.
  - a) Personal attacks, or blatantly offensive remarks are not welcome. Isolated incidents are cause for warning by the administrator. Repeated occurrences may result in revocation of access.
  - b) Wherever possible, the author of a dubious post should be given reasonable benefit of doubt as to their intention.
  - c) Should this prove impossible, the stages of formal grievance procedure should be followed.
- 1.2.5 Administrators may place accounts on moderated (or similarly termed restricted) posting for any just cause. For lists or sites where the administrator is other than Crux, a notice of such action and reason for it should be forwarded.

## 2 Structure

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- 2.1 The Crux Australis Principal Herald is the administrative head of the College of Herald's, is responsible for overseeing all heraldic activities within the Kingdom, and for reporting to the appropriate corporate superior.
- 2.2 The Lochac College of Herald's consists of the Crux Australis Principal Herald, Crux Staff, and all rostered heralds in the Kingdom of Lochac.
- 2.3 All active members of the College must be listed on the Roster.
- 2.4 Staff heralds are appointed by Crux. They, and their specific duties, may change at the discretion of Crux.
- 2.5 Crux staff currently consist of:
  - 2.5.1 **Coffyn** Herald, 2IC (emergency deputy) and special projects deputy
  - 2.5.2 **Astrolabe** Herald, Crux's 'eyes and ears' in the eastern third of Lochac that Crux does not reside in
  - 2.5.3 **Baryl** Herald, Crux's 'eyes and ears' in the western third of Lochac that Crux does not reside in
  - 2.5.4 **Bombarde** Herald, who is responsible for ceremony and protocol
  - 2.5.5 **Canon** Herald, who maintains the Order of Precedence via [Canon Lore](#)
  - 2.5.6 **Chainshot** Herald, who is responsible for education and training
  - 2.5.7 **Mortar** Herald, who is responsible for websites and software
  - 2.5.8 **Powder** Horn Herald, who works with Canon and Rocket on data and records management
  - 2.5.9 **Quarrel** Herald, who maintains the [Lochac Roll of Arms](#)
  - 2.5.10 **Rocket** Herald, who handles submissions for the kingdom
  - 2.5.11 **Silent** Herald, who oversees and encourages the use of sign language in Court and at events

2.5.12 Other heralds such as Crux may deem necessary for special projects at any given time

2.6 Should Crux be temporarily unable to fulfil the duties of the office, Coffyn Herald has authority to act on all matters excluding policy reform. If Coffyn is also indisposed, the other Staff officers, in seniority by appointment, may undertake the office in a caretaker capacity. Should this become necessary, the Laurel Sovereign of Arms and Kingdom Seneschal for Lochac should be contacted urgently.

### 3 Heraldic Ranking

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- 3.1 All heralds are enjoined to remember that heraldic rank is an acknowledgment of knowledge gained, and is not an Award. Pursuivant and Herald are more properly job descriptions rather than titles. Those possessing them should always endeavour to ensure their skills are current – a ‘fossilised’ herald does neither themselves, nor their clients any favour.
- 3.2 There are three personal heraldic ranks within the Lochac College of Heraldry, somewhat comparable to apprentice, journeyman, and Master:
- 3.2.1 **Macer:** This is the rank assigned a herald-in-training. A Macer has a demonstrated interest in SCA heraldry, and some level of activity within the College. These persons might not be listed on the Roster.
- 3.2.2 **Pursuivant:** A herald with general proficiency in at least two fields of endeavour, shown by practical demonstration and successful completion of the Pursuivant extra-ordinary exam.
- 3.2.3 **Herald:** A herald deemed highly capable in multiple fields of endeavour, with expertise in at least one.
- 3.3 Movement between these ranks is at the discretion of the Crux Australis Herald.
- 3.4 An additional rank of **Herald Extraordinary** also exists. This rank is granted jointly by the Crown and Crux for exceptional and/or lengthy heraldic service. It is recognised Society wide, and conveys the right to register a personal heraldic title. Use of unregistered personal heraldic titles is strongly discouraged.
- 3.5 Heraldic rank (excepting 3.4 above) is not necessarily transferable between Kingdoms of the Known World.
- 3.6 Should a herald emigrate to Lochac, Crux shall determine an appropriate rank after considering their Kingdom of origin ranking schema, and consultation with the Principal of the departed Kingdom if necessary.
- 3.7 Members of the College are expected to encourage an interested person to become a Macer. This is done by completing the [Roster Details Form](#) (see **Section 4: Rostering**) and subscribing to the Blazons mailing list. Interest and subscription alone are not sufficient.
- 3.8 Promotion to Pursuivant is usually granted upon demonstrating satisfactory application of heraldic skills. This is done via a combination of reported satisfactory activity as a voice herald, proper preparation of submissions as consulting herald, and satisfactory completion of the [Pursuivant Readiness Portfolio](#) (PRP).
- 3.8.1 Satisfactory completion of the PRP is assessed by Chainshot Herald who makes a recommendation to Crux. Final decision on promotion is made by Crux.
- 3.8.2 The PRP is assessed based on competence (skills demonstrated or not yet demonstrated) in three case studies, there is not pass/fail mark. Recommendations for promotion are based on the understanding demonstrated over the whole portfolio, however it would be unusual for promotion to be recommended if a case study was not adequately answered.
- 3.8.3 A registered name and device, or active submission toward such, is also expected to be considered for promotion.

- 3.9 By courtesy, Crux Staff and Baronial heraldic officers are titled Herald for their tenure, regardless of personal rank. Shire, Canton, and College heralds are similarly titled Pursuivant.

## 4 Rostering

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- 4.1 All group and Staff heralds, the heralds in-Ordinary, are required to be Rostered. Extra-ordinary heralds should be Rostered while active.
- 4.2 Requests to be added to the Roster of the Lochac College of Heraldry must be in writing by completing the [Roster Details Form](#) and include all requested details. A summary of heraldic knowledge and experience is desirable.
- 4.3 Rostering, be it in-Ordinary or otherwise, is generally for a period of two years.
- 4.3.1 Extra-ordinary heralds who do not respond to the biennial census (by completing the [Roster Details Form](#) in full again) will be dropped from the roster.
- 4.3.2 Extensions may be requested of Crux. In the case of:
- a) Crux deputies
    - (i) For the high workload offices of Canon and Rocket, a single year extension may be granted on request. A second extension may be granted in exceptional circumstances.
    - (ii) Other Staff offices are notionally held for two years, but may change with a Crux tenure or be extended without specific renewal.
  - b) In-Ordinary (Group) heralds
    - (i) Extensions of office may be granted to group heralds where the circumstances of the group and the wishes of the herald to continue coincide. It is recognised that the knowledge required of a herald may mean that new candidates are not always available at two yearly intervals.
    - (ii) It is desirable that a regular turnover occur to revitalise the office. Requests for extensions more than a normal double term will require substantial supporting argument and will require proof of active searching for a successor.
- 4.3.3 In-Ordinary heralds and Crux deputies are subject to reporting requirements and may be removed from office for not meeting these requirements. Baronial heralds are reminded that a Group Herald is required for the Barony to continue to function.
- 4.3.4 A herald rostered in an extra-ordinary capacity may be removed at any time by the Crux Australis Herald for any just reason, including but not limited to:
- (i) lack of reported activity within two years
  - (ii) failure to forward submissions in a timely fashion
  - (iii) other actions bringing the College into disrepute
  - (iv) misconduct requiring mundane legal action.
- 4.4 Should a herald dropped from the active roster resume activity, they will be reinstated at their previous personal rank – but are on their honour to ensure their heraldic knowledge is updated to reflect current practice.

## 5 Heraldic Regalia

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- 5.1 A green tabard with crossed gold trumpets front and back may be worn by anyone on duty as a herald. Sleeved tabards are more authentic than un-sleeved tabards.

- 5.2 Rostered group heralds may wear a sleeved tabard with the Arms of their group on the body, and either those Arms or the herald's badge on the sleeves. Quartering the group Arms with the herald's badge, though previously somewhat common in the SCA, is poor practise and ought to be avoided.
- 5.2.1 The wearing of group Arms, sans wreath and/or crown, is strongly encouraged for any herald acting in a suitable capacity.
- 5.2.2 The wearing of group Arms, over the crossed-trumpets tabard, is preferred when acting as court herald.
- 5.2.3 Tabards should be worn according to the personal rather than office rank of the herald.
- 5.3 A Pursuivant wearing a sleeved tabard should have the sleeves front and back (i.e. rotated 90 degrees).
- 5.4 Personal 'resume' tabards are also appropriate for extra-ordinary heralds.
- 5.5 Heraldic regalia should be worn when making official announcements. Unofficial or paid announcements must not be made whilst wearing regalia.
- 5.6 Heraldic regalia should not be worn by a herald called into Court unless on official College business. A herald called as an individual must remove their tabard before entering the Presence.
- 5.7 Any herald on official business may carry a small white stave to indicate they ought not be interrupted.
- 5.8 A herald may be accompanied by a trumpeter to draw attention before announcements, but should on no account play a trumpet themselves. A trumpeter ought to wear livery where applicable, and may hang an armorial banner from their instrument matching the tabard worn by the herald.
- 5.9 A herald should not bear a weapon whilst on duty, not even one bonded by peace straps. Herald's offered positions such as Guards should be careful to avoid conflict between their roles.

## 6 Group Herald's

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The policies that follow – concerning the appointment, removal, and membership of group herald's – are not applicable to College Pursuivants who, as college officers, are governed by the rules of their host institution.

### 6.1 General Information

- 6.1.1 Kingdoms, Principalities, Baronies, and Provinces are required to fill the office of herald. All other groups are encouraged to do so.
- 6.1.2 A group herald, like any group officer, must be a financial member.
- 6.1.3 All group herald's must be subscribed to the Lochac herald's discussion email list [Blazons](#). It is strongly recommended they also subscribe to Laurel's [LoAR](#) and the commentary system [OSCAR](#).
- 6.1.4 Appointment of group herald's must follow Kingdom procedure.
- a) In summary: the vacancy must be appropriately advertised, with applications sent to Crux and copied to other relevant officers (such as the local group seneschal). Appointees must not be opposed by a substantial proportion of the relevant group. See [Kingdom Procedure Manual](#) for full details.
- 6.1.5 Sanctions against a rostered group herald must likewise follow the Lochac Procedures Manual.

a) In summary: The Crown may suspend an officer for the duration of Their Reign. Otherwise, barring circumstances that call for Banishment or mundane legal action, only Crux Australis Principal Herald or Laurel Sovereign of Arms may suspend or remove heraldic officers. The officer so removed or suspended must be warned in writing, including an explanation of the reason(s) for suspension or removal, and given sufficient opportunity to respond. Reasons for the imposition of sanctions include, but are not limited to:

- (i) failure to report for two consecutive periods without cause
- (ii) consistently inadequate reports
- (iii) failure to forward submissions in a timely fashion
- (iv) substantial opposition to continuation of office from the group membership.

6.1.6 Only Royalty, Crux, and groups with landed nobles, can register and use heraldic titles. These titles must be registered within a reasonable time of group elevation or creation.

6.1.7 Heralds of groups without landed nobles/Royalty, such as Shires or Colleges, may title themselves using the group name. For example: *Shire Name* Pursuivant.

## 6.2 Duties of Group Heralds

6.2.1 The group herald is not responsible for doing everything themselves, they are responsible for making sure the following done by somebody; E.g. a herald with strengths in voice heraldry might enlist the assistance of a book deputy, and vice versa.

6.2.2 Be the personal herald of Landed nobles, where applicable.

6.2.3 Assist with local submissions:

- a) Maintain local heraldic files and library
- b) Consult with the group populace, and refer clients to subject or language experts as required
- c) Forward submissions to Kingdom in a timely fashion
- d) Track in-Kingdom progress of submissions and keep submitters appropriately informed

6.2.4 Ensure all local events have the necessary heraldic support, by contacting local Seneschals, event autocrats, and Royal Chamberlains, as variously applicable, and making suitable arrangements.

6.2.5 Heralds required may include:

- a) A herald-in-charge for the event
- b) A duty herald to co-ordinate site calls
- c) Heralds to call the site or make general announcements
- d) Heralds for any tournaments to be held
- e) Suitable Court heralds for Royalty and/or Landed nobles

6.2.6 Group heralds are presumed herald-in-charge of group events.

- a) Group heralds may delegate herald-in-charge duties at their discretion.
- b) Event stewards are expected to consult with the herald-in-charge regarding provision of heralding at the event.
- c) Crux Australis is presumed herald-in-charge for any Crown events they attend. In such cases, group heralds (or their delegate) will provide local assistance to Crux and liaise with the stewarding team at the direction of Crux.

6.2.7 Maintain local Order of Precedence.

- a) Regularly check Canon Lore and report discrepancies regarding awards held by locals, or changes in their use names to Canon.
- b) Maintain a register of Baronial or other awards according to local custom.

- 6.2.8 Draft ceremonies for local awards in consultation with landed nobles and Bombarde Herald.
- 6.2.9 Supervise and collect reports from subsidiary group heralds.
- 6.2.10 Baronial Heralds may appoint Canton Pursuivants, providing these persons meet the usual requirements for rostering, and have contacted Crux requesting such.
- 6.2.11 Report to Crux on the schedule set out in Kingdom Law (see **6.3 Reporting**).
- 6.2.12 Foster growth of heraldic knowledge locally.
- 6.2.13 Wherever possible, inform Crux if a temporary inability to perform usual duties occurs.

## 6.3 Reporting

- 6.3.1 All heralds are expected to report
- 6.3.2 **Crux Deputies** report biannually to Crux on the 15<sup>th</sup> of February and August.
- 6.3.3 **Baronial Heralds** and **Shire Pursuivants** report quarterly to Crux on the 15<sup>th</sup> of February, May, August, and November.
- 6.3.4 **Canton Pursuivants** report quarterly to their Baronial Herald on the 15<sup>th</sup> of January, April, July and October.
- 6.3.5 **College Pursuivants** are requested to report quarterly to their Baronial Herald or Shire Pursuivant on the 15<sup>th</sup> of January, April, July and October.
- 6.3.6 Reports should include all relevant items listed in the Basic [Report Template](#), but are not required to follow that precise format.
- 6.3.7 A copy of every report should be sent to the group seneschal, and where applicable, landed nobles.

## 7 Awards

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- 7.1 Records of Awards or Orders with unregistered names granted by the Crown will be updated upon registration of an appropriate Award name.
- 7.2 The names of Royalty granting Awards will be recorded as the names used during Their Reign regardless of registration status or subsequent changes.
- 7.3 Award tokens are administered by the Keeper of Regalia, and are independent of heraldic badge registrations.
- 7.4 Precedence is held as set out in Corpora and Kingdom Law.
- 7.5 The Kingdom Order of Precedence is recorded in [Canon Lore](#).
  - 7.5.1 Canon Law lists only permanent rank. Temporal precedence gained by office is not recorded.
  - 7.5.2 The Order of March is defined according to Kingdom Law, and is dependent on temporal precedence.
  - 7.5.3 The Crown may at Whim grant a variance permitting significant others to march with a partner of higher rank.

- 7.5.4 The Crown may at Whim grant a variance permitting Groups or Households to march *en masse*.
- 7.6 Persons who do not wish to receive Awards may write to Canon Herald requesting this be recorded in the private notes section of the Canon Lore database. Likewise, a written request to Canon may be made to remove such a note. These notes should be forwarded to an incoming Crown by Canon at the start of each reign.
- 7.7 Detailed policy concerning the Canon Lore database; its software, maintenance, and the requirements for entering of Awards must be maintained jointly by Canon and Mortar.

## 8 Names and Armory

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### 8.1 General Information

- 8.1.1 Encourage people to submit. That's **encourage**, not brow-beat, pester or persistently annoy them.
- 8.1.2 Unless specifically agreed otherwise by both parties in writing, all heraldic consultation is undertaken gratis, and with the understanding that ideas and designs generated are to be considered property of the client once submitted.

### 8.2 Display

- 8.2.1 It is inappropriate to assume the identity of another person by display of their registered Arms.
- 8.2.2 To avoid such presumption, a fighter obliged to borrow a shield emblazoned with the Arms of another ought to temporarily alter the Arms in some obvious fashion, such as with a strip of tape.
- 8.2.3 Lochac has a registered badge that may be used by the populace to show membership of the Kingdom. The blazon is: *Quarterly azure and argent, on a cross gules four mullets of six points argent*.
- a) Displaying this badge on the hoist of a standard is appropriate for any member of the Kingdom.
- b) Display of this badge on a banner or other medium to mark a populace encampment at a multi-Kingdom event is appropriate. Use of the full Kingdom Arms when Royalty are not physically present is not.
- 8.2.4 Arms incorporating a wreath and/or Crown should only be displayed when the appropriate landed nobles or Royalty are present.
- a) Wearing of group Arms incorporating a wreath and/or Crown is only appropriate for landed nobles, Royalty, or the group heraldic officer whilst on duty.
- b) For all others, display of group Arms with the wreath and/or Crown removed may be appropriate, even if such is not officially registered as a populace use badge.
- c) This injunction does not apply to Shires or other groups who do not have persons entitled to personally display group Arms, but usage of with-wreath forms is discouraged outside the group herald's tabard or when the Seneschal is present.
- 8.2.5 Lochac previously registered a variation on the Principality Arms specifically for Princesses: *Quarterly azure and argent, on a cross gules four roses and in canton another all argent*. The Crown Consort may choose to display this rather than the undifferentiated Kingdom Arms. This decision is at Their sole discretion.



- 8.2.6 Lochac does not regulate the dimensions or style of flag members of the populace may display.
- 8.2.7 Lochac does not regulate the usage of mottos, supporters, crests or other portions of a full heraldic achievement.

### 8.3 Submission requirements

#### 8.3.1 Paperwork

- a) Names: one (1) clean copy of the form and all documentation used, including title pages of works cited must be submitted to Kingdom.
- b) Devices and Badges: one (1) coloured copy and one (1) outline copy are likewise required at Kingdom.
- c) The submitter and local herald should also each retain an additional backup copy, both colour and outline for armorial submissions.
- d) Documentation for names must provide evidence that the name could have been used by a person living in pre-17th century Europe or somewhere known to Europeans of this period. Books or websites that list names without citing dates of usage, such as 'Baby Name' books or Wikipedia, are generally not acceptable as documentation. See the College of Arms Administrative Handbook [Appendix F](#) and [Appendix H](#).
- e) Additional documentation such as permission to conflict, or a petition of support for a group submission should be supplied in the same number of copies as the relevant forms. Recommended wordings for these may be found in [Appendix D](#).
- f) No heraldic submission may stay at one level for more than 30 days without action; it must be forwarded, pended, or returned, as permitted at that level.
- g) The current submission forms are dated '18 Jul 2006'. Use of other forms, except as specifically permitted by Laurel policy, is cause for administrative return. Specified exceptions:
  - (i) Pennsic generic forms
  - (ii) Appropriately amended other-Kingdom lozenge forms
- h) Submission forms must not be modified. Alterations such as changing the dimensions of the shield are grounds for administrative return. Slight variances due to printer settings are permissible, differences of more than a centimetre are not.
- i) Colour copies of submission forms must use bold, heraldically correct colours, preferably done with colourfast felt tip pen. The use of crayon, gel pen, metallic pen, faint coloured pencil, colour printer, or colour photocopier is unacceptable.
- j) Electronic submissions are now acceptable. See the College of Herald's website [here](#) for details. The process for electronic submissions generally match the paper requirements.

#### 8.3.2 Administrative

- a) It is strongly encouraged that all submissions are sent to Rocket via the local group herald. Where this is inconvenient or otherwise undesirable, submissions may be sent direct to Rocket. In such cases, a courtesy copy should be forwarded to the local herald by the submitter.

- b) Submissions may never be sent directly to Laurel Sovereign of Arms, they must always be processed at the Kingdom level first. This includes appeals of decisions made by Crux or Rocket.
- c) Baronial Order names and heraldic titles should be accompanied by a letter expressing the approval of the ruling nobles and populace for the registration.
- d) It is not necessary for a group to register a heraldic title when there is an existing order of the same name already held by the group – E.g. the Barony of Innilgard could have a Fretted Goblet Pursuivant as deputy to Frette Rouge Herald, as they already have the ‘Order of the Fretted Goblet’ registered. However, no such unregistered title may be used without the written permission of the group nobles and Crux Australis Principal Herald.
- e) All armorial submissions must have the artist’s release on the form signed.
- f) Formal notice of returns at Kingdom or Laurel level must be sent within 30 days of the publication of the relevant LoAR or Crux/Rocket decision. According to Laurel policy, this may be either by post or email with receipt acknowledgement. A copy of each notice must be placed in the submitter’s file.
- g) Acceptances by Laurel should be sent within the same time frame. Notice of acceptance at Kingdom level is reported in [CAMEL](#) but may also be sent individually.

## 9 Voice Heraldry

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### 9.1 General

- 9.1.1 Rostered heralds are expected to bring pen or pencil, paper, timepiece and regalia to events they attend, and, within reason, be prepared and willing to use them. Carrying local and/or Kingdom ceremonies is also advised.
- 9.1.2 The simultaneous use of more than one form of address, commonly called ‘title stacking’, is strongly discouraged. However, should a person so entitled express a wish to use multiple terms of rank, their preference should be followed.
- 9.1.3 Whenever possible, a person should be referred to by such titles as due them in a language appropriate to their persona of choice. Where this is unknown or unclear, the Society default titles in English are correct.

### 9.2 Field Heraldry

- 9.2.1 All requests for general announcements should be made via the duty herald where applicable. When there is no such person, a herald making site calls may accept items at their own discretion.
- 9.2.2 It is not appropriate to make announcements of a commercial nature while wearing heraldic regalia.
- 9.2.3 When announcing a multi-field, multi-herald tourney a herald’s white stave may be raised when speaking to assist in prevention of overlapping calls.

### 9.3 Court Heraldry

- 9.3.1 Accepting items for the Court list
  - a) All items of Court business are listed pending the approval of the Crown or relevant landed nobles.

- b) Requests to present gifts should include the nature of the item. The Crown may prefer to accept these in a separate presentation Court.
- c) Announcements may not always be appropriate for Court. Where they are, clarity and speed often make it advisable that the herald make them.

### 9.3.2 Reporting

- a) After every Court at which a Kingdom Award is given, a Court Herald Award Form ([CHAF](#)) must be completed, signed by the Royalty who gave the award(s), and forwarded within two weeks to Canon Herald, Crux and the editor of Pegasus – Unless the Crown specifically states They prefer to report Themselves.
- b) Where a Royal Court is held but no Awards are given, a courtesy note to Canon stating such is appreciated.
- c) Baronial awards need not be sent to Canon Herald, but should be reported or recorded following local custom.

## 10 Gaining Access to Commentary

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All heralds with commenting privileges are expected to maintain a reasonable level of activity. Failure to do so may result in downgrading or revocation of access.

### 10.1 Distribution of Commentary

- 10.1.1 All heraldic commentary, be it at Kingdom or Laurel level, is made in the expectation that it will not be forwarded or otherwise distributed beyond the forum in which it was published without the express permission of its author.
- 10.1.2 Heralds made aware of an unequivocal conflict may inform a client that a return might be prevented by seeking Permission to Conflict, but should not otherwise attempt to pre-empt decisions of the Sovereigns of Arms.
- 10.1.3 All other requests for clarification regarding submissions at Laurel level should be made only by Crux, Rocket, or upon their specific request, with appropriate file recommendations made immediately.

### 10.2 Commentary via OSCAR

- 10.2.1 Anyone may set up an account for [OSCAR](#).
- 10.2.2 Access to content may be obtained by application to the Crux Australis Principal Herald.
- 10.2.3 Access is available at different levels: **Kingdom** (was previously managed by Basilisk) and **Laurel**.
- 10.2.4 Read-only access may be granted to the Provost of Scribes, and heralds with potential to comment at Laurel level.
- 10.2.5 Commenting privileges at Laurel level may be granted to heralds with a strong history of commentary at Kingdom level. Such privileges may be removed if a herald fails to respond to questions adequately, or, barring exceptional circumstances, does not comment for an extended period.
- 10.2.6 Administration functions in OSCAR are restricted to Crux and Rocket.