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18

Code of Ethics

19 **Rule 1.** Rules 2 through 7 of these Joint Rules constitute a
20 Code of Legislative Ethics which shall be administered under the
21 provisions of RCW 44.60.010 through 44.60.130. Disciplinary actions
22 for violation include: In the case of a legislator, reprimand, censure,
23 or expulsion, and when applicable, restitution; and in the case of a
24 legislative employee, reprimand, suspension, or dismissal, and when
25 applicable, restitution.

26

Legislative Conflict of Interest

27 **Rule ((1)) 2.** A legislator has a personal interest which is in
28 conflict with the proper discharge of legislative duties if the
29 legislator has reason to believe or expect that a direct monetary gain
30 or a direct monetary loss will be derived by reason of the legislator's
31 official activity.

1 However, a legislator does not have a personal interest which is in
2 conflict with the proper discharge of legislative duties if no benefit
3 or detriment accrues to the legislator as a member of a business,
4 profession, occupation, or group, to a greater extent than to any other
5 member of such business, profession, occupation, or group.

6 ((CODE OF ETHICS

7 ~~In order to maintain legislative integrity and secure the public~~
8 ~~interest the following Code of Ethics is adopted for legislators:)~~

9 **Independence of Legislative Judgment**

10 ((+a)) **Rule 3.** Actions which destroy public confidence in the
11 independence of judgment ((as)) of a legislator:

12 ((+1)) Section 1. A legislator shall not vote on or influence
13 legislation in committee or on the floor of either house, where the
14 legislator has a personal interest which is in conflict with the proper
15 discharge of legislative duties.

16 ((+2)) Section 2. A legislator shall not accept any gratuity or
17 compensation for services rendered in connection with legislative
18 employment other than legislative salary.

19 ((+3)) Section 3. A legislator shall not accept an honorarium
20 if it can be reasonably concluded that the honorarium would not have
21 been made but for the legislator's status as a legislator.

22 ((+4)) Section 4. A legislator shall not ask, receive, or agree
23 to receive anything of value upon any understanding that the
24 legislator's vote, opinion, judgment, or action will be influenced
25 thereby.

26 ((+5)) Section 5. A legislator shall not solicit, receive, or
27 accept a gift, favor or service under circumstances where it could be
28 reasonably inferred that such action would influence the legislator in
29 the discharge of legislative duties, or was a reward.

30 ((+6)) Section 6. A legislator shall not accept any
31 remuneration other than legislative compensation for legislative advice
32 or assistance.

1 ((7)) Section 7. A legislator shall not appear before any
2 department of state government for compensation that is contingent upon
3 action by that department of state government unless the fee is set or
4 approved by that department.

5 Undue Influence of a Legislator

6 ((b)) **Rule 4.** Actions which involve undue influence upon any
7 state agency, court, or governmental subdivision:

8 ((1)) Section 1. A legislator shall not represent clients for
9 compensation in proceedings or hearings before state agencies, boards
10 or commissions involving claims of state employees.

11 ((2)) Section 2. A legislator, singularly or through others,
12 shall not use or attempt to use improper means to influence a state
13 agency, board or commission.

14 ((3)) Section 3. A legislator may use an official title or
15 stationery in connection with a matter or proceeding before a state
16 agency, board or commission, only if done without compensation, in
17 connection with legislative duties.

18 ((4)) Section 4. A legislator shall not represent any claimant
19 for compensation in any claim placed before the legislature.

20 ((5)) Section 5. A legislator shall not receive compensation
21 for an appearance before a state agency as an expert witness.

22 Abuse of Legislative Position

23 ((e)) **Rule 5.** Actions which constitute an abuse of official
24 position or a violation of public trust:

25 ((1)) Section 1. A legislator shall not accept employment, or
26 engage in any business, or be involved in any activity which one might
27 reasonably expect would require the disclosure of privileged
28 information gained by virtue of holding legislative office.

29 ((2)) Section 2. A legislator shall not enter into any
30 contract with a state agency involving services or property, unless the
31 contract is made after public notice and competitive bidding; except in

1 cases where public notice and competitive bidding are not required, the
2 contract or agreement shall be filed with the Board of Ethics.

3 Section 3. A legislator shall not solicit, directly or indirectly,
4 a political contribution from a legislative employee.

5 **Employee ((Restrictions)) Actions**

6 **Rule ((2)) (6).** Employee actions that impair independence of
7 judgment, constitute an abuse of employment position, or constitute
8 political activity prohibited by statute or legislative policy or both:

9 Section 1. A legislative employee shall not accept any gratuity or
10 compensation for services rendered in connection with legislative
11 employment other than legislative salary. A legislative employee shall
12 not accept any employment or serve in any position, in addition to
13 legislative employment, which would impair the employee's independence
14 of judgment. Except within the scope of employment, a legislative
15 employee shall not provide any service to a lobbyist or any other
16 person.

17 Section 2. A legislative employee shall not accept an honorarium
18 if it can be reasonably concluded that the honorarium would not have
19 been made but for the employee's status as a legislative employee.

20 Section 3. A legislative employee shall not use or attempt to use
21 the employee's official position to (1) personally obtain any
22 privilege, exemption, special treatment or any other thing of value, or
23 (2) obtain any such benefit for others except as required to perform
24 duties within the scope of employment.

25 Section 4. A legislative employee shall not accept or solicit
26 anything of value for personal benefit or for the benefit of others
27 under circumstances in which it can be reasonably inferred that the
28 legislative employee's independence of judgment is impaired or is
29 intended as a reward for any official action.

30 Section 5. A legislative employee shall not disclose confidential
31 information acquired by reason of the employee's official position to
32 any person or group not entitled to receive such information, nor shall
33 the employee use such information for personal gain or benefit or for
34 the benefit of others.

1 Section 6. A legislative employee shall not enter into any
2 contract with a state agency involving services or property, unless the
3 contract is made after public notice and competitive bidding; except in
4 cases where public notice and competitive bidding are not required, the
5 contract or agreement shall be filed with the appropriate board of
6 ethics.

7 Section 7. A legislative employee shall not solicit or accept
8 contributions for any candidate or political committee during working
9 hours. At no time shall a legislative employee directly or indirectly
10 solicit a contribution from another legislative employee for any
11 legislative candidate, caucus, or leadership committee, nor coerce
12 another employee into making a contribution to ((a)) any candidate or
13 ((a)) political committee. No legislative employee, as a condition of
14 becoming or remaining employed, may directly or indirectly be required
15 to make any contribution to a political candidate, committee, or party.

16 **Prohibited Political Activity**

17 **Rule 7.** Actions of legislators and legislative employees that
18 constitute political campaign activity prohibited by statute or
19 legislative policy:

20 Section 1. Other than activities that are part of the normal and
21 regular conduct of the legislature, no legislator or legislative
22 employee may use or authorize the use of any of the facilities of the
23 legislature, directly or indirectly, for the purpose of assisting a
24 campaign for election of any person to any office or for the promotion
25 or opposition to any ballot proposition. Facilities of the legislature
26 include, but are not limited to, use of stationery, postage machines,
27 and equipment, use of employees of the legislature during working
28 hours, vehicles, office space, publications of the legislature, and
29 constituent, interest group, or lobbyist lists of persons developed by
30 the legislature.

31 Section 2. No legislative caucus or political organization of
32 legislators or legislative leadership may conduct a political fund-

1 raising event during the period the legislature is convened in regular
2 or special session.

3 Section 3. No retaliation shall be permitted against any
4 legislative employee who in good faith cooperates or has cooperated
5 with the public disclosure commission in bringing to light potential
6 violations of law or legislative policy.

7 **Legislative Questionnaires**

8 **Rule 8.** The use of public funds by a legislator or legislative
9 committee for mailed questionnaires is authorized only when the
10 following criteria are met:

11 (1) The questionnaire is authorized by a legislator, and
12 confined to soliciting opinions or facts relative to legislative issues
13 or studies;

14 (2) The identity of the legislator or legislative committee
15 sponsoring the questionnaire is disclosed on the questionnaire;

16 (3) Except as otherwise provided in this section, a legislator
17 may authorize mailing of a questionnaire at any time.

18 During the twelve-month period preceding the expiration of a state
19 legislator's term in office, mass mailing of a questionnaire is allowed
20 only if it is included in the identical newsletter to constituents
21 permitted at the beginning of a legislative session under RCW
22 42.17.132.

23 In any year in which a legislator is a candidate for another public
24 office, no questionnaire may be sponsored by or on behalf of such
25 legislator during the period between June 1st and the general election
26 day of that year or, in the event of a special election, no
27 questionnaire may be sponsored by or on behalf of such legislator
28 during the period between either sixty days prior to the election or
29 the date of the filing of the legislator for the office subject to
30 special election, whichever occurs last, and the special election.

31 A legislative committee may authorize a questionnaire at any time
32 if the questionnaire conforms to subsections (1), (2), and (4) of this
33 rule; and

1 (4) The questionnaire complies with all other pertinent laws and
2 rules.

3 **Study of Separation of Legislative from Electoral Activities**

4 **Rule 9.** The executive rules committee of the house of
5 representatives and the facilities and operations committee of the
6 senate shall cause a joint study to be undertaken and completed prior
7 to December 31, 1993, bearing on the separation of legislative from
8 electoral activities, including:

9 Section 1. Prohibiting legislative employees from recruiting or
10 campaigning for legislative candidates.

11 Section 2. Preventing benefits from being paid to employees on
12 leave without pay for purposes of campaigning.

13 Section 3. Removing the block-out of the last four digits for
14 members' telephone records.

15 Section 4. Reviewing all partisan staff positions to determine
16 which require partisan affiliation and which should be converted to
17 nonpartisan.

18 Section 5. Reviewing whether additional or more specific
19 disciplinary procedures are required for violations of the Joint
20 Standards of Conduct Regarding Use of Public Facilities.

21 Section 6. Reviewing the appropriate employment status of
22 legislative employees who become candidates for legislative or state-
23 wide elective office.

24 **Sessions of the Legislature**

25 **Rule 10.** The sessions of the legislature shall be held annually,
26 convening at 12:00 o'clock noon on the second Monday of January each
27 year, as provided by RCW 44.04.010 in accordance with Art. 2, section
28 12 of the state Constitution.

1

Joint Session

2 **Rule ((3)) 11.** Whenever there shall be a joint session of the two
3 houses, the proceedings shall be entered at length upon the journal of
4 each house. The lieutenant governor or president of the senate shall
5 preside over such joint session, and the clerk of the house shall act
6 as the clerk thereof, except in the case of the joint session held for
7 the purpose of canvassing the votes of constitutional elective state
8 officers, when the speaker shall preside over such joint sessions. The
9 lieutenant governor ((shall not act in said joint session except as the
10 presiding officer, and)) in no case shall have the right to give the
11 deciding vote.

12

Motions for Joint Session

13 **Rule ((4)) 12.** All motions for a joint session shall be made by
14 concurrent resolution to be introduced by the house in which such joint
15 session is to be held; and when an agreement has once been made, it
16 shall not be altered or annulled, except by concurrent resolution.

17

Business Limited

18 **Rule ((5)) 13.** No business shall be considered in joint session
19 other than that which may be agreed upon before the joint session is
20 called.

21

~~((CONFERENCE COMMITTEE, REPORTS, ETC.~~

22

~~Conference Committee~~

23 **Rule 6.** ~~In every case of difference between the two houses,~~
24 ~~upon any subject of legislation, either house may request a conference~~
25 ~~and appoint a committee of three for that purpose, and the other house~~
26 ~~may grant the request for a conference and appoint a like committee to~~

1 confer. The committees, at the earliest possible hour, shall confer
2 upon the differences between the two houses indicated by the amendment
3 or amendments adopted in one house and rejected in the other. The
4 papers shall be left with the conferees of the house if a senate bill,
5 and with the conferees of the senate, if a house bill, and the holders
6 of the papers shall first present the report of the committee to their
7 house. Every report of a conference committee must have the signatures
8 of a majority of the conference committee members of each house.
9 Conference committee reports must be signed at a meeting duly convened
10 by the chief clerk of the house for senate bills or the secretary of
11 the senate for house bills.

12

Conference Committee Appointees

13 **Rule 7.** The presiding officer of each house shall appoint on
14 each conference committee three members, selecting them so as to
15 represent, in each case, the majority and minority positions as relates
16 to the subject matter, and to the extent possible the majority and
17 minority political parties.

18

Failure to Agree

19 **Rule 8.** In case of failure of the conferees to agree on matters
20 directly at issue between the two houses, the committee may in addition
21 consider new proposed items within the scope and object of the bill in
22 conference. A report proposing new items shall include all amendments
23 to the bill or resolution agreed upon by the conference committee. The
24 proposed report may be in the form of a new bill or resolution and such
25 report must have the signatures of a majority of the members of the
26 committee appointed from each house.

27

Report of Conference Committee, How

28

Made Out; Whom Returned to

1 ~~**Rule 9.**—The conference committee shall submit the bill as~~
2 ~~amended together with three signed copies of its report to the house if~~
3 ~~a senate bill, and to the senate, if a house bill. A copy of the~~
4 ~~report shall be placed upon the desk of each member of the legislature~~
5 ~~at the time the report is received by this house. If this house acts~~
6 ~~to approve the report and pass the bill as amended, it shall then~~
7 ~~transmit its action, the bill, and two copies of the report to the~~
8 ~~other house.~~

9 **Adoption of Reports***

10 ~~**Rule 10.**—The report of a conference committee may be adopted by~~
11 ~~acclamation, but concurrence in the bill as amended shall be by roll~~
12 ~~call and the ayes and nays entered on the journals of the respective~~
13 ~~houses. The report must be voted upon in its entirety and cannot be~~
14 ~~amended. The report shall be read in full in each house before a vote~~
15 ~~is taken on the report. The senate and house, within their own bodies,~~
16 ~~can suspend the reading of a report in full. Each house shall have~~
17 ~~twenty-four hours from the time of proper receipt, by the chief clerk~~
18 ~~of the house and the secretary of the senate, and by distribution to~~
19 ~~the desks of the members, to consider reports from a conference~~
20 ~~committee which has proposed new items within the scope and object of~~
21 ~~the bill in conference. Neither house may vote thereon until the~~
22 ~~twenty-four hour period shall have elapsed. The clerk and the~~
23 ~~secretary shall place the reports on the desks of the members as soon~~
24 ~~as possible. The foregoing provisions relating to twenty-four hour~~
25 ~~intervals may be suspended by the senate or the house of~~
26 ~~representatives by a two-thirds vote of the members present, and such~~
27 ~~suspension shall apply only to the house voting to suspend these~~
28 ~~provisions. No floor vote may be taken on any conference committee~~
29 ~~report without a summary of additions, changes, and deletions made by~~
30 ~~the conference committee with a reference in each instance to the page~~
31 ~~and line number or numbers in the report containing said additions,~~
32 ~~changes, or deletions.~~

33 ~~*Requires a constitutional majority. Requires two-thirds on~~
34 ~~constitutional amendment.~~

1 ~~Messages Between the Two Houses~~

2 ~~Rule 11.~~ Messages from the senate to the house of
3 representatives shall be delivered by the secretary or assistant
4 secretary, and messages from the house of representatives to the senate
5 shall be delivered by the chief clerk or assistant.

6 ~~Final Action on Bills, How Communicated~~

7 ~~Rule 12.~~ Each house shall communicate its final action on any
8 bill or resolution, or matter in which the other may be interested, in
9 writing, signed by the secretary or clerk of the house from which such
10 notice is sent.

11 ~~Enrolled Bills - Presiding Officer to Sign~~

12 ~~Rule 13.~~ After a bill shall have passed both houses and all
13 amendments have been carefully engrossed therein, it shall be signed by
14 the presiding officer of each house in open session, first in the house
15 in which it originated. The secretary of the senate or the chief clerk
16 of the house shall present the original bill to the governor for
17 signature, who, after taking action thereon, shall transmit it to the
18 office of the secretary of state.

19 ~~Disposition of Enrolled Bills~~

20 ~~Rule 14.~~ Whenever any bill shall have passed both houses, the
21 house transmitting the bill in its final form to the governor shall
22 also file with the secretary of state a copy of the bill together with
23 the history of such bill up to the time of transmission to the
24 governor.

25 ~~Transmission of Documents~~

1 ~~Rule 15.~~ Each house shall transmit to the other all documents on
2 which any bill or resolution may be founded.))

3 **Joint Legislative Committees**

4 **Rule 14.** Joint legislative committees may be created by
5 concurrent resolution originating in either house and passed by a
6 majority vote of both houses.

7 Joint legislative committees may have the powers of subpoena, the
8 power to administer oaths, and the power to issue commissions for the
9 examination of witnesses in accordance with the provisions of chapter
10 44.16 RCW. Before a joint legislative committee may issue any process,
11 the committee chairperson shall submit for approval of both the
12 executive rules committee of the house of representatives and the rules
13 committee of the senate, a statement of purpose setting forth the name
14 or names of those subject to process. The process shall not be issued
15 prior to approval by both the executive rules committee of the house of
16 representatives and the rules committee of the senate. The process
17 shall be limited to the named individuals.

18 **Joint Committee Hearings**

19 **Rule 15.** All public hearings held by joint committees or held
20 jointly by house of representatives and senate standing committees
21 shall be scheduled in accordance with the public notice requirements of
22 both the senate and the house of representatives.

23 **Joint and Concurrent Resolutions; Memorials**

24 **Rule 16.** All memorials and resolutions from the legislature
25 addressed to the President of the United States, to the Congress or
26 either house thereof, to any other branch of the Federal government, to

1 any other branch of state government, or to any unit of local
2 government shall be in the form of joint memorials. Proposed
3 amendments to the state Constitution shall be in the form of joint
4 resolutions. Business between the two houses such as joint sessions,
5 amendments to redistricting plans submitted by a redistricting
6 commission created under chapter 44.05 RCW, adopting or amending joint
7 rules, creating or empowering joint committees, opening and closing
8 business of the legislature and all such related matters shall be in
9 the form of concurrent resolutions. Joint memorials, joint
10 resolutions, and concurrent resolutions, up to and including the
11 signing thereof by the presiding officer of each house, shall be
12 subject to the rules governing the course of bills. Concurrent
13 resolutions may be adopted without a roll call. Concurrent resolutions
14 amending a redistricting plan submitted by a redistricting commission,
15 authorizing investigations or authorizing the expenditure or allocation
16 of any money or relating to any joint committee must be adopted by roll
17 call, and the yeas and nays recorded in the journal. Concurrent
18 resolutions amending a redistricting plan as well as all amendments to
19 those resolutions must be agreed to by two-thirds of the members
20 elected or appointed to each house.

21 **Amendatory Bills**

22 **Rule 17.** All amendatory bills shall refer to the section or
23 sections of the official codes and statutes of Washington, and
24 supplements thereto and to the respective Session Laws, to be amended.

25 **Amendatory Bills, How Drawn**

26 **Rule 18.** Bills introduced in either house intended to amend
27 existing statutes shall have the words which are amendatory to such
28 existing statutes underlined. Any matter to be deleted from the
29 existing statutes shall be indicated by lining out such matter with a
30 broken line and enclosing the lined out material within double
31 parentheses, and no bill shall be printed or acted upon until the
32 provisions of this rule shall have been complied with.

1 New sections need not be underlined but shall be designated "NEW
2 SECTION." in upper case type and such designation shall be underlined.

3 No bill shall be introduced by title only, and, in the event a bill
4 is not complete, at least section 1 shall be set forth in full before
5 the bill may be accepted for introduction.

6 Amendments to bills will be acted upon in the manner provided in
7 the Rules of the Senate and in the Rules of the House. No amendment to
8 a bill shall be considered which strikes the entire subject matter of
9 a bill, and substitutes in lieu thereof entirely new subject matter not
10 germane to the original or engrossed bill.

11 **Amendments to State Constitution; Action by Legislature**

12 **Rule 19.** Amendments to the state Constitution may be proposed in
13 either branch of the legislature by joint resolution; and if the same
14 shall be agreed to by two-thirds of the members elected to each of the
15 two houses, such proposed amendment or amendments shall be entered on
16 their respective journals with the ayes and nays thereon. (Const.,
17 art. 23, sec. 1.)

18 **Publicity of Proposed Amendments to State Constitution**

19 **Rule 20.** The legislature shall provide methods of publicity of
20 all laws or parts of laws, and amendments to the Constitution referred
21 to the people with arguments for and against the laws and amendments so
22 referred, so that each voter of the state shall receive the publication
23 as soon as possible before the election at which they are to be voted
24 upon. (Const., art. 2, sec. 1e.)

25 **Initiative Petition Before the Legislature**

26 **Rule 21.** Initiative petitions filed with the secretary of state
27 not less than ten days before any regular session of the legislature
28 shall take precedence over all other measures in the legislature except
29 appropriation bills and shall be either enacted or rejected without

1 change or amendment by the legislature before the end of such regular
2 session. Upon certification from the secretary of state that an
3 initiative to the legislature has received sufficient valid signatures,
4 the secretary of state shall submit certified copies of the said
5 initiative to the state senate and the house of representatives. Upon
6 receipt of said initiative, each body of the legislature through its
7 presiding officers shall refer the certified copies of the initiative
8 to a proper committee.

9 Upon receipt of a committee report on an initiative to the
10 legislature, each house shall treat the measure in the same manner as
11 bills, memorials and resolutions, except that initiatives cannot be
12 placed on the calendar for amendment. After the action of each body
13 has been recorded on the final passage or any other action by
14 resolution or otherwise which may refer the initiative to the people
15 has been recorded, the president and secretary of the senate and the
16 speaker and chief clerk of the house will certify, each for its own
17 body, to the secretary of state the action taken. (Const., art. 2,
18 sec. 1a.)

19

Conference Committee

20 **Rule 22.** In every case of difference between the two houses,
21 upon any subject of legislation, either house may request a conference
22 and appoint a committee of three for that purpose, and the other house
23 may grant the request for a conference and appoint a like committee to
24 confer. The committees, at the earliest possible hour, shall confer
25 upon the differences between the two houses indicated by the amendment
26 or amendments adopted in one house and rejected in the other. The
27 papers shall be left with the conferees of the house if a senate bill,
28 and with the conferees of the senate, if a house bill, and the holders
29 of the papers shall first present the report of the committee to their
30 house. Every report of a conference committee must have the signatures
31 of a majority of the conference committee members of each house.
32 Conference committee reports must be signed at a meeting duly convened
33 by the chief clerk of the house for senate bills or the secretary of
34 the senate for house bills.

1 **Conference Committee Appointees**

2 **Rule 23.** The presiding officer of each house shall appoint on
3 each conference committee three members, selecting them so as to
4 represent, in each case, the majority and minority positions to the
5 extent possible as relates to the subject matter, and the majority and
6 minority political parties.

7 **Failure to Agree**

8 **Rule 24.** In case of failure of the conferees to agree on matters
9 directly at issue between the two houses, the committee may in addition
10 consider new proposed items within the scope and object of the bill in
11 conference. A report proposing new items shall include all amendments
12 to the bill or resolution agreed upon by the conference committee. The
13 proposed report may be in the form of a new bill or resolution and such
14 report must have the signatures of a majority of the members of the
15 committee appointed from each house.

16 **Report of Conference Committee, How**
17 **Made Out; Whom Returned to**

18 **Rule 25.** The conference committee shall submit the bill as
19 amended together with three signed copies of its report to the house if
20 a senate bill, and to the senate, if a house bill. A copy of the
21 report shall be placed upon the desk of each member of the legislature
22 at the time the report is received by this house. If this house acts
23 to approve the report and pass the bill as amended, it shall then
24 transmit its action, the bill, and two copies of the report to the
25 other house.

1

Adoption of Reports

2 **Rule 26.** No floor vote may be taken on any conference committee
3 report without a distribution to all members of a summary of additions,
4 changes, and deletions made by the conference committee with a
5 reference in each instance to the page and line number or numbers in
6 the report containing said additions, changes, or deletions. The clerk
7 and the secretary shall place the reports on the desks of the members
8 as soon as possible.

9 Each house shall have twenty-four hours from the time of proper
10 receipt, by the chief clerk of the house and the secretary of the
11 senate, and by distribution to the desks of the members before
12 considering reports from a conference committee which has proposed new
13 items within the scope and object of the bill in conference. The report
14 shall be read in full.

15 The foregoing provisions relating to twenty-four hour intervals and
16 reading of the report in full may be suspended by the senate or the
17 house of representatives by two-thirds vote of the members present, and
18 such suspension shall apply only to the house voting to suspend these
19 provisions.

20 The report must be voted upon in its entirety and cannot be
21 amended. The report of a conference committee may be adopted by
22 acclamation.

23 Passage of a bill as amended by conference report shall be by roll
24 call and ayes and nays shall be entered on the journals of the
25 respective house. Passage requires a constitutional majority in both
26 houses, except in the case of constitutional amendments, which require
27 a two-thirds vote.

28

Messages Between the Two Houses

29 **Rule 27.** Messages from the senate to the house of
30 representatives shall be delivered by the secretary or the secretary's
31 designee, and messages from the house of representatives to the senate
32 shall be delivered by the chief clerk or the chief clerk's designee.

1

Bills to be Engrossed

2 **Rule 28.** Any bill amended in the house of its origin shall be
3 engrossed before being transmitted to the other house. The secretary
4 or clerk of the receiving house, as the case may be, may waive the
5 right to receive an engrossed bill.

6

Final Action on Bills, How Communicated

7 **Rule 29.** Each house shall communicate its final action on any
8 bill or resolution, or matter in which the other may be interested, in
9 writing, signed by the secretary or clerk of the house from which such
10 notice is sent.

11

Enrolled Bills - Presiding Officer to Sign

12 **Rule 30.** After a bill shall have passed both houses and all
13 amendments have been engrossed therein, it shall be signed by the
14 presiding officer of each house in open session, first in the house in
15 which it originated. The secretary of the senate or the chief clerk of
16 the house shall present the original bill to the governor for
17 signature.

18

Disposition of Enrolled Bills

19 **Rule 31.** Whenever any bill shall have passed both houses, the
20 house transmitting the bill in its final form to the governor shall
21 also file with the secretary of state a copy of the bill together with
22 the history of such bill up to the time of transmission to the
23 governor.

1

Adjournment

2 **Rule ((22)) 32.** Neither house shall adjourn for more than three
3 days, nor to any place other than that in which they may be sitting,
4 without the consent of the other. (Const., art. 2, sec. 11.)

5

Adjournment Sine Die

6 **Rule ((23)) 33.** Adjournment sine die shall be made only by
7 concurrent resolution.

8

~~((Operation of Committees During Interim~~

9 **Rule 24.** ~~During the interim between legislative sessions the~~
10 ~~membership and structure of each standing committee of each house of~~
11 ~~the legislature shall be continued for the purpose of studying and~~
12 ~~making recommendations to any subsequent session. Each standing~~
13 ~~committee shall have the following powers and duties:~~

14 ~~(1) To perform either through the standing committee as a whole or~~
15 ~~through subcommittees thereof or select committees thereof all duties~~
16 ~~and functions customarily delegated to legislative committees acting~~
17 ~~within the scope of the duties exercised by such committee concerning~~
18 ~~the subject matter with which the legislative standing committee is~~
19 ~~generally entrusted during a regular or special legislative session;~~

20 ~~(2) To examine and study the administrative organization and~~
21 ~~procedures of the state government, its officers, boards, committees,~~
22 ~~commissions, institutions, and other state agencies and to make~~
23 ~~recommendations where found advisable directed to the elimination of~~
24 ~~unnecessary overlapping or duplication of functions, procedures, and~~
25 ~~expenditures and to the promotion of economy and efficiency in state~~
26 ~~government and as particularly related to the scope of the activities~~
27 ~~related to the standing legislative committee while the legislature is~~
28 ~~in session;~~

29 ~~(3) To make such other studies and examinations of the state~~
30 ~~government and its agencies as it may find advisable and to hear~~
31 ~~complaints, hold hearings, gather information, and make findings of~~

1 ~~fact with respect thereto within the scope of the activities related to~~
2 ~~the standing legislative committee while the legislature is in session;~~

3 ~~(4) To make reports from time to time to the members of the~~
4 ~~legislature and to the public with respect to any of its findings and~~
5 ~~recommendations.~~

6 ~~For the purposes above mentioned the Facilities and Operations~~
7 ~~Committee established in the Senate and a corresponding similar~~
8 ~~committee in the House of Representatives shall be authorized to select~~
9 ~~such clerical, legal, accounting, research, and other assistants as may~~
10 ~~be deemed desirable to work for the standing committees established~~
11 ~~hereby, and the compensation and salary of such employees shall be~~
12 ~~fixed by such committees in each respective house subject to such~~
13 ~~legislative appropriations as shall be or have been made for such~~
14 ~~purposes by the legislature for the Senate and the House of~~
15 ~~Representatives respectively.~~

16 ~~With reference to the studies and investigations to be undertaken,~~
17 ~~each standing committee may only study subjects, areas and problems~~
18 ~~assigned to such committee by the respective house or by the rules~~
19 ~~committees of the respective house.~~

20 ~~During the interim between sessions, proposed committee bills which~~
21 ~~may be developed as a result of the studies and investigations made by~~
22 ~~such standing committees may be proposed and filed by such committees,~~
23 ~~and such proposed committee bills shall bear the signature of a~~
24 ~~majority of the members of such standing committee. Proposed Senate~~
25 ~~bills shall be filed with the secretary of the Senate. Proposed House~~
26 ~~bills shall be filed with the chief clerk of the House.~~

27 ~~During the interim between legislative sessions such committee bill~~
28 ~~proposals shall be printed and referred to the committee on rules.~~

29 **~~Joint Legislative Committees~~**

30 **~~Rule 25.~~** ~~Joint legislative committees may be created by~~
31 ~~concurrent resolution originating in either house and passed by a~~
32 ~~majority vote of both houses. These committees shall be subject to the~~
33 ~~rules and procedures of the House and Senate. The resolution shall set~~
34 ~~forth all administrative matters including staffing, facilities,~~
35 ~~travel, budgets and grant applications, receipts and expenditures from~~

1 non-legislative sources. All personnel matters and all expenditures
2 from any fund source shall be subject to approval by the Senate
3 Facilities and Operations Committee and the House Executive Rules
4 Committee. The procedure for selecting joint committee chairs and
5 vice-chairs and their terms of office shall also be provided by the
6 resolution. Staffing for joint legislative committees shall as much as
7 possible be done through existing legislative staff. When existing
8 staff are assigned to joint legislative committees they shall continue
9 to be paid and reimbursed by the house from which they were assigned.

10 Joint legislative committees shall have a quorum present to take
11 executive action.

12 Joint legislative committees may have the powers of subpoena, the
13 power to administer oaths, and the power to issue commissions for the
14 examination of witnesses in accordance with the provisions of chapter
15 44.16 RCW. Before a joint legislative committee may issue any process,
16 the committee chairperson shall file with the committee on rules of
17 both houses, a statement of purpose setting forth the name or names of
18 those subject to process. The respective rules committee shall
19 consider every proposed issuance of process at a meeting of the rules
20 committee immediately following the filing of the statement with the
21 committee. The process shall not be issued prior to approval by a
22 majority of the membership of each rules committee. The process shall
23 be limited to the named individuals.

24 **Joint Committee Hearings**

25 **Rule 26.** Whenever any standing, select, or special committee of
26 either house shall desire to arrange for a public hearing upon any
27 subject of legislative study pending before such committee, it shall be
28 the duty of the chairperson of such committee to consult with the
29 chairperson of the corresponding committee of the other house and
30 endeavor to arrange a hearing by the committees of the two houses.

31 All joint public hearings held by the committees shall be scheduled
32 at least five days in advance, shall be open to the public, and shall
33 be given publicity. The notice and scheduling provision shall not
34 apply to joint hearings held after the tenth day preceding adjournment
35 sine die of any regular session or during any special session.))

1

Each House Judge of Its Own Membership

2 **Rule ((27)) 34.** Each house of the legislature is the judge of the
3 qualifications and election of its members, and shall try all contested
4 elections of its members in such manner as it may direct. (Const., art.
5 2, sec. 8.)

6

~~((Sessions of the Legislature~~

7 ~~**Rule 28.** The sessions of the legislature shall be held annually,~~
8 ~~convening at 12:00 o'clock noon on the second Monday of January each~~
9 ~~year, as provided by RCW 44.04.010 in accordance with art. 2, section~~
10 ~~12 of the state Constitution.))~~

11

Convening Special Legislative Sessions

12 **Rule 35.** The legislature may convene a special legislative
13 session as follows:

14 (1) A resolution calling for convening a special legislative
15 session shall set forth the date and time for convening the session,
16 the duration of the session which shall not exceed thirty days,
17 together with the purpose or purposes for which such session is called.
18 Members of the house or senate may present a proposed resolution for
19 the convening of a special legislative session to the committee on
20 rules of their respective houses.

21 (2) The authority to place a resolution convening a special
22 legislative session before the legislature is vested in the committee
23 on rules of the house of representatives and the committee on rules of
24 the senate.

25 (3) Upon a majority vote of both the committee on rules of the
26 house and the committee on rules of the senate in favor of a resolution
27 convening a special legislative session, a vote of the house and senate
28 shall be taken on such resolution.

1 (4) The chief clerk of the house and the secretary of the senate
2 shall conduct the vote on the resolution by written ballot of the
3 members of their respective houses under such procedures as may be
4 ordered by the committee on rules of their house. The results of such
5 vote shall be transmitted to the members of the legislature and shall
6 be a public record and shall be entered upon the journal of the house
7 and senate at the convening of the next legislative session.

8 (5) If two-thirds of the members elected or appointed to each
9 house vote in favor of the resolution, then a special legislative
10 session shall be convened in accordance with the resolution. (Const.,
11 art. 2, sec. 12.)

12 **Amendments to Joint Rules**

13 **Rule ((29)) 36.** These joint rules may be amended by concurrent
14 resolution agreed to by a majority of the members of each house,
15 provided one day's notice be given of the motion thereof.

16 **Joint Rules to Apply for Biennium**

17 **Rule ((30)) 37.** The permanent joint rules adopted by the
18 legislature shall govern any session called during the same legislative
19 biennium.

20 ~~((Open Standing Committee Meeting~~

21 ~~**Rule 31.** During its consideration of or vote on any bill,~~
22 ~~resolution or memorial, the deliberations of any standing committee of~~
23 ~~the legislature shall be open to the public in accordance with the~~
24 ~~rules of each house.~~

25 **Standing Committees -- Duties**

1 ~~Rule 32.~~ (1) All standing, select, and special committees of
2 both houses may take executive action on bills in Olympia only.
3 Committee hearings of either house may be held while the legislature is
4 convened and hearings of standing committees may be held during a
5 recessed or interim period.

6 (2) The rules committee of either house may provide for schedules,
7 locations, or additional meetings of any standing committee of the same
8 house as may be determined necessary.

9 (3) Subject to the approval of the rules committee of the
10 appropriate house, standing committees, interim subcommittees, and
11 interim select committees may conduct hearings and scheduling without
12 a quorum being present.

13 **Standing Committees - Expenses - Subpoena Power**

14 ~~Rule 33.~~ Regardless of whether the legislature is in session,
15 and subject to the provisions of Rule 32 to the extent that it is
16 applicable, members of the legislature and the president of the senate
17 may receive from moneys appropriated for the legislature, reimbursement
18 for necessary travel expenses and payments in lieu of subsistence and
19 lodging for conducting official business of the legislature.

20 The legislative committees of the senate and of the house of
21 representatives, may have the powers of subpoena, the power to
22 administer oaths, and the power to issue commissions for the
23 examination of witnesses in accordance with the provisions of chapter
24 44.16 RCW if and when specifically authorized by the committee on rules
25 of the respective house for specific purposes and for specific subjects
26 in accordance with the authorization of the committee on rules or
27 pursuant to rules established by the respective house.

28 **Committee Procedures**

29 ~~Rule 34.~~ Any person whose reputation may be unfairly injured by
30 testimony at a committee hearing shall be given a reasonable
31 opportunity to rebut that testimony. Each committee chairperson shall
32 conduct hearings so as to afford reasonable protection of that right.

1 ~~In addition, any person who believes their reputation may have been~~
2 ~~unfairly injured by such testimony shall be entitled, upon submitting~~
3 ~~a timely request, to (1) an accurate record of the pertinent testimony;~~
4 ~~(2) an opportunity to voluntarily appear before the committee and~~
5 ~~testify; and (3) an opportunity to file a sworn written statement of~~
6 ~~facts or other documents for incorporation into the hearing record.~~

7 **Legislative Polling**

8 **Rule 35.** ~~The use of public funds by a legislator or legislative~~
9 ~~employee for legislative polling, including mailed questionnaires, is~~
10 ~~authorized only when the following criteria are met:~~

11 ~~(1) Polling must be authorized by a legislator, and confined to~~
12 ~~soliciting opinions or facts relative to legislative issues or studies;~~

13 ~~(2) The identity of the legislator, legislative committee, or party~~
14 ~~caucus conducting the poll must be disclosed to the person being~~
15 ~~polled;~~

16 ~~(3) In any year in which a legislator is a candidate for public~~
17 ~~office, no poll may be conducted by or on behalf of such legislator~~
18 ~~during the period between June 1st and the general election day of that~~
19 ~~year or, in the event of a special election, no poll may be conducted~~
20 ~~by or on behalf of such legislator during the period between either~~
21 ~~sixty days prior to the election or the date of the filing of the~~
22 ~~legislator for the office subject to special election, whichever occurs~~
23 ~~last, and the special election. Such polling is not prohibited during~~
24 ~~any special legislative session or during the thirty days preceding~~
25 ~~such session. A legislative committee may authorize or conduct a poll~~
26 ~~at any time if the poll conforms to subsections (1), (2), and (4) of~~
27 ~~this rule; and~~

28 ~~(4) The polling complies with all other pertinent laws and rules.~~

29 **Bills to be Engrossed**

30 **Rule 36.** ~~Any bill amended in the house of its origin shall be~~
31 ~~engrossed before being transmitted to the other house. The secretary~~

1 or clerk of the receiving house, as the case may be, may waive the
2 right to receive an engrossed bill.

3 **Convening Special Legislative Sessions**

4 **Rule 37.**— The legislature may convene a special legislative
5 session as follows:

6 (1) A resolution calling for convening a special legislative
7 session shall set forth the date and time for convening the session,
8 the duration of the session which shall not exceed 30 days, together
9 with the purpose or purposes for which such session is called. Members
10 of the house or senate may present a proposed resolution for the
11 convening of a special legislative session to the committee on rules of
12 their respective houses.

13 (2) The authority to place a resolution convening a special
14 legislative session before the legislature is vested in the committee
15 on rules of the house of representatives and the committee on rules of
16 the senate.

17 (3) Upon a majority vote of both the committee on rules of the
18 house and the committee on rules of the senate in favor of a resolution
19 convening a special legislative session, a vote of the house and senate
20 shall be taken on such resolution.

21 (4) The chief clerk of the house and the secretary of the senate
22 shall conduct the vote on the resolution by written ballot of the
23 members of their respective houses under such procedures as may be
24 ordered by the committee on rules of their house. The results of such
25 vote shall be transmitted to the members of the legislature and shall
26 be a public record and shall be entered upon the journal of the house
27 and senate at the convening of the next legislative session.

28 (5) If two thirds of the members elected or appointed to each house
29 vote in favor of the resolution, then a special legislative session
30 shall be convened in accordance with the resolution. (Const., art. 2,
31 sec. 12.))

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