

HOUSE RESOLUTION NO. 99-4600, by Representatives Ballard and Chopp

1 BE IT RESOLVED, (~~That the House of Representatives Rules~~
2 ~~Committee shall meet no later than Monday, January 20, 1997, the~~
3 ~~eighth legislative day, to consider and make recommendations on~~
4 ~~permanent rules for the House of Representatives; and~~

5 ~~BE IT FURTHER RESOLVED, That no later than Friday, January 24,~~
6 ~~1997, the twelfth legislative day, the House of Representatives shall~~
7 ~~meet to consider adoption of permanent rules for the Fifty-fifth~~
8 ~~Legislature; and~~

9 ~~BE IT FURTHER RESOLVED,~~) That permanent House Rules for the
10 (~~Fifty-fifth~~) Fifty-sixth Legislature be adopted as follows:

11 PERMANENT RULES OF THE HOUSE OF REPRESENTATIVES
12 ((~~FIFTY-FIFTH~~)) FIFTY-SIXTH LEGISLATURE
13 ((~~1997-1998~~)) 1999-2000

14 **HOUSE RULE NO.**

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1 **Definitions**

2 **Rule 1.** "Absent" means an unexcused failure to attend.

3 "Term" means the two-year term during which the members as a
4 body may act.

5 "Session" means a constitutional gathering of the house in
6 accordance with Article 2 12 of the state Constitution.

7 "Committee" means any standing, conference, joint, or select
8 committee as so designated by rule or resolution.

9 "Bill" means bill, joint memorial, joint resolution, or
10 concurrent resolution unless the context indicates otherwise.

11 **Chief Clerk to Call to Order**

12 **Rule 2.** It shall be the duty of the chief clerk of the previous
13 term to call the house to order and to conduct the proceedings until
14 a speaker is chosen.

15 **Election of Officers**

16 **Rule 3.** The house shall elect the following officers at the
17 commencement of each term: Its presiding officer, who shall be
18 styled speaker of the house; a speaker pro tempore, who shall serve
19 in absence or in case of the inability of the speaker; and a chief
20 clerk of the house. Such officers shall hold office during all
21 sessions until the convening of the succeeding term: PROVIDED,
22 HOWEVER, That any of these offices may be declared vacant by the vote
23 of a constitutional majority of the house, the members voting viva
24 voce and their votes shall be entered on the journal. If any office
25 is declared vacant, the house shall fill such vacant office as
26 hereinafter provided. In all elections by the house a constitutional
27 majority shall be required, the members shall vote viva voce and
28 their votes shall be entered on the journal. (Art. II 27)

29 **Powers and Duties of the Speaker**

30 **Rule 4.** The speaker shall have the following powers and duties:

31 (A) The speaker shall take the chair and call the house to
32 order precisely at the hour appointed for meeting and if a quorum be
33 present, shall cause the journal of the preceding day to be read and
34 shall proceed with the order of business.

35 (B) The speaker shall preserve order and decorum, and in case
36 of any disturbance or disorderly conduct within the chamber or
37 legislative area, shall order the sergeant at arms to suppress the
38 same and may order the sergeant at arms to remove any person creating

1 any disturbance within the house chamber or legislative area.

2 (C) The speaker may speak to points of order in preference to
3 other members, arising from the seat for that purpose, and shall
4 decide all questions of order subject to an appeal to the house by
5 any member, on which appeal no member shall speak more than once
6 without leave of the house.

7 (D) The speaker shall sign all bills in open session. (Art. II
8 32)

9 (E) The speaker shall sign all writs, warrants, and subpoenas
10 issued by order of the house, all of which shall be attested to by
11 the chief clerk.

12 (F) The speaker shall have the right to name any member to
13 perform the duties of the chair, but such substitution shall neither
14 extend beyond adjournment nor authorize the representative so
15 substituted to sign any documents requiring the signature of the
16 speaker.

17 (G) The speaker, in open session, shall appoint committee
18 chairs from the majority party of the house and shall appoint members
19 to committees in the same ratio as the membership of the respective
20 parties of the house, unless otherwise provided by law or house
21 rules.

22 (H) The speaker shall serve as chair of the rules committee.

23 (I) The speaker shall have charge of and see that all officers,
24 attaches, and clerks perform their respective duties.

25 (J) The speaker pro tempore shall exercise the duties, powers,
26 and prerogatives of the speaker in the event of the speaker's death,
27 illness, removal, or inability to act until the speaker's successor
28 shall be elected.

29 Chief Clerk

30 **Rule 5.** The chief clerk shall perform the usual duties
31 pertaining to the office, and shall hold office until a successor has
32 been elected.

33 The chief clerk shall employ, upon the recommendation of the
34 employment committee and, subject to the approval of the speaker, all
35 other house employees; the hours of duty and assignments of all house
36 employees shall be under the chief clerk's directions and
37 instructions, and they may be dismissed by the chief clerk with the
38 approval of the speaker. The speaker shall sign and the chief clerk
39 shall countersign all payrolls and vouchers for all expenses of the
40 house and appropriately transmit the same. In the event of the chief
41 clerk's death, illness, removal, or inability to act, the speaker may
42 appoint an acting chief clerk who shall exercise the duties and
43 powers of the chief clerk until the chief clerk's successor shall be

1 elected.

2 **Duties of Employees**

3 **Rule 6.** Employees of the house shall perform such duties as are
4 assigned to them by the chief clerk. Under no circumstances shall
5 the compensation of any employee be increased for past services. No
6 house employee shall seek to influence the passage or rejection of
7 proposed legislation.

8 **Admission to the House**

9 **Rule 7.** It shall be the general policy of the house to keep the
10 chamber clear as follows:

11 (A) The sergeant at arms shall admit only the following
12 individuals to the wings and adjacent areas of the house chamber for
13 the period of time beginning one-half hour prior to convening and
14 ending one-half hour following the adjournment of the house's daily
15 session:

- 16 The governor or designees, or both;
- 17 Members of the senate;
- 18 State elected officials;
- 19 Officers and authorized employees of the legislature;
- 20 Former members of the house who are not advocating any pending
21 or proposed legislation;
- 22 Representatives of the press;
- 23 Other persons with the consent of the speaker.

24 (B) Only members, pages, sergeants at arms, and clerks are
25 permitted on the floor while the house is in session.

26 (C) Lobbying in the house chamber or in any committee room or
27 lounge room is prohibited when the house or committee is in session
28 unless expressly permitted by the house or committee. Anyone
29 violating this rule will forfeit his or her right to be admitted to
30 the house chamber or any of its committee rooms.

31 **Absentees and Courtesy**

32 **Rule 8.** No member shall be absent from the service of the house
33 without leave from the speaker. When the house is in session, only
34 the speaker shall recognize visitors and former members.

35 **Bills, Memorials and Resolutions - Introductions**

36 **Rule 9.** Any member desiring to introduce a bill shall file the
37 same with the chief clerk. Bills filed by 10:00 a.m. shall be
38 introduced at the next daily session, in the order filed: PROVIDED,

1 That if such introduction is within the last ten days of a regular
2 session, it cannot be considered without a direct vote of two-thirds
3 (2/3) of all the members elected to each house with such vote
4 recorded and entered upon the journal. (Art. II 36)

5 Any member or member-elect may prefile a bill with the chief
6 clerk commencing twenty (20) days before any session. Prefiled bills
7 shall be introduced on the first legislative day.

8 All bills shall be endorsed with a statement of the title and
9 the name of the member or members introducing the same. The chief
10 clerk shall attach to all bills a substantial cover bearing the title
11 and sponsors and shall number each bill in the order filed. All bills
12 shall be printed unless otherwise ordered by the house.

13 Any bill introduced at any session during the term shall be
14 eligible for action at all subsequent sessions during the term.

15 **Reading of Bills**

16 **Rule 10.** Every bill shall be read on three separate days:
17 PROVIDED, That this rule may be temporarily suspended at any time by
18 a two-thirds (2/3) vote of the members present; and that on and after
19 the fifth day prior to the day of adjournment sine die of any
20 session, as determined pursuant to Article II, Section 12 of the
21 state Constitution or concurrent resolution, or on and after the
22 third day prior to the day a bill must be reported from the house as
23 established by concurrent resolution, this rule may be suspended by
24 a majority vote.

25 (A) **FIRST READING.** The first reading of a bill shall be by
26 title only, unless a majority of the members present demand a reading
27 in full.

28 After the first reading the bill shall be referred to an
29 appropriate committee.

30 Upon being reported out of committee, all bills shall be
31 referred to the rules committee, unless otherwise ordered by the
32 house.

33 The rules committee may, by majority vote, refer any bill in its
34 possession to a committee for further consideration. Such referral
35 shall be reported to the house and entered in the journal under the
36 fifth order of business.

37 (B) **SECOND READING.** Upon second reading, the bill number and
38 short title and the last line of the bill shall be read unless a
39 majority of the members present shall demand its reading in full.
40 The bill shall be subject to amendment section by section. No
41 amendment shall be considered by the house until it has been sent to
42 the chief clerk's desk in writing, distributed to the desk of each
43 member, and read by the clerk. All amendments adopted during second
44 reading shall be securely fastened to the original bill. All
45 amendments rejected by the house shall be passed to the minute clerk,
46 and the journal shall show the disposition of such amendments.

47 When no further amendments shall be offered, the speaker shall
48 declare the bill has passed its second reading.

1 (C) SUBSTITUTE BILLS. When a committee reports a substitute
2 for an original bill with the recommendation that the substitute bill
3 do pass, it shall be in order to read the substitute the first time
4 and have the same printed. A motion for the substitution shall not
5 be in order until the second reading of the original bill.

6 (D) THIRD READING. Only the last line of bills shall be read
7 on third reading unless a majority of the members present demand a
8 reading in full. No amendments to a bill shall be received on third
9 reading but it may be referred or recommitted for the purpose of
10 amendment.

11 (E) SUSPENSION CALENDAR. Bills may be placed on the second
12 reading suspension calendar by the rules committee if at least two
13 minority party members of the rules committee join in such motion.
14 Bills on the second reading suspension calendar shall not be subject
15 to amendment or substitution except as recommended in the committee
16 report. When a bill is before the house on the suspension calendar,
17 the question shall be to adopt the committee recommendations and
18 advance the bill to third reading. If the question fails to receive
19 a two-thirds vote of the members present, the bill shall be referred
20 to the rules committee for second reading.

21 (F) HOUSE RESOLUTIONS. House resolutions shall be filed with
22 the chief clerk who shall transmit them to the rules committee. If
23 a rules committee meeting is not scheduled to occur prior to a time
24 necessitated by the purpose of a house resolution, the majority
25 leader and minority leader by agreement may waive transmission to the
26 rules committee to permit consideration of the resolution by the
27 house. The rules committee may adopt house resolutions by a sixty
28 percent majority vote of its entire membership or may, by a majority
29 vote of its members, place them on the motions calendar for
30 consideration by the house.

31 (G) CONCURRENT RESOLUTIONS. Reading of concurrent resolutions
32 may be advanced by majority vote.

33 **Amendments**

34 **Rule 11.** The right of any member to offer amendments to
35 proposed legislation shall not be limited except as provided in Rule
36 10(E) and as follows:

37 (A) AMENDMENTS TO BE OFFERED IN PROPER FORM. The chief clerk
38 shall establish the proper form for amendments and all amendments
39 offered shall bear the name of the member who offers the same, as
40 well as the number and section of the bill to be amended.

41 (B) COMMITTEE AMENDMENTS. When a bill is before the house on
42 second reading, amendments adopted by committees and recommended to
43 the house shall be acted upon by the house before any amendments that
44 may be offered from the floor.

1 (C) SENATE AMENDMENTS TO HOUSE BILLS. A house bill, passed by
2 the senate with amendment or amendments which shall change the scope
3 and object of the bill, upon being received in the house, shall be
4 referred to the appropriate committee and shall take the same course
5 as for original bills unless a motion not to concur is adopted prior
6 to the bill being referred to committee.

7 (D) AMENDMENTS TO BE GERMANE. No motion or proposition on a
8 subject different from that under consideration shall be admitted
9 under color of amendment; and no bill or resolution shall at any time
10 be amended by annexing thereto or incorporating therein any other
11 bill or resolution pending before the house.

12 (E) SCOPE AND OBJECT NOT TO BE CHANGED. No amendment to any
13 bill shall be allowed which shall change the scope and object of the
14 bill. This objection may be raised at any time an amendment is under
15 consideration. The speaker may allow the person raising the
16 objection and the mover of the amendment to provide brief arguments
17 as to the merits of the objection. (Art. II 38)

18 (F) NO AMENDMENT BY REFERENCE. No act shall ever be revised or
19 amended without being set forth at full length. (Art. II 37)

20 (G) TITLE AMENDMENTS. The subject matter portion of a bill
21 title shall not be amended in committee or on second reading.
22 Changes to that part of the title after the subject matter statement
23 shall either be presented with the text amendment or be incorporated
24 by the chief clerk in the engrossing process.

25 **Final Passage**

26 **Rule 12.** Rules relating to bills on final passage are as
27 follows:

28 (A) RECOMMITMENT BEFORE FINAL PASSAGE. A bill may be
29 recommitted at any time before its final passage.

30 (B) FINAL PASSAGE. No bill shall become a law unless on its
31 final passage the vote be taken by yeas and nays, the names of the
32 members voting for and against the same be entered on the journal of
33 each house, and a majority of the members elected to each house be
34 recorded thereon as voting in its favor. (Art. II 22)

35 (C) BILLS PASSED - CERTIFICATION. When a bill passes, it shall
36 be certified to by the chief clerk, said certification to show the
37 date of its passage together with the vote thereon.

38 **Hour of Meeting, Roll Call and Quorum**

39 **Rule 13.** (A) HOUR OF MEETING. The speaker shall call the
40 house to order each day of sitting at 10:00 A.M., unless the house
41 shall have adjourned to some other hour.

1 (B) ROLL CALL AND QUORUM. Before proceeding with business, the
2 roll of the members shall be called and the names of those absent or
3 excused shall be entered on the journal. A majority of all the
4 members elected must be present to constitute a quorum for the
5 transaction of business. In the absence of a quorum, seven members
6 with the speaker, or eight members in the speaker's absence, having
7 chosen a speaker pro tempore, shall be authorized to demand a call of
8 the house and may compel the attendance of absent members in the
9 manner provided in Rule 21(B). For the purpose of determining if a
10 quorum be present, the speaker shall count all members present,
11 whether voting or not. (Art. II 8)

12 (C) The house shall adjourn not later than 10:00 P.M. of each
13 working day. This rule may be suspended by a majority vote.

14 **Daily Calendar and Order of Business**

15 **Rule 14.** The rules relating to the daily calendar and order of
16 business are as follows:

17 (A) DAILY CALENDAR. Business of the house shall be disposed of
18 in the following order:

19 First: Roll call, presentation of colors, prayer, and approval
20 of the journal of the preceding day.

21 Second: Introduction of visiting dignitaries.

22 Third: Messages from the senate, governor, and other state
23 officials.

24 Fourth: Introduction and first reading of bills, memorials,
25 joint resolutions, and concurrent resolutions.

26 Fifth: Committee reports.

27 Sixth: Second reading of bills.

28 Seventh: Third reading of bills.

29 Eighth: Floor resolutions and motions.

30 Ninth: Presentation of petitions, memorials, and remonstrances
31 addressed to the Legislature.

32 Tenth: Introduction of visitors and other business to be
33 considered.

34 Eleventh: Announcements.

35 (B) UNFINISHED BUSINESS. The unfinished business at which the
36 house was engaged preceding adjournment shall not be taken up until
37 reached in regular order, unless the previous question on such
38 unfinished business has been ordered prior to said adjournment.

39 (C) EXCEPTIONS. Exceptions to the order of business are as
40 follows:

41 (1) The order of business may be changed by a majority vote of
42 those present.

43 (2) By motion under the eighth order of business, a bill in the
44 rules committee may be placed on the calendar by the affirmative vote
45 of a majority of all members of the house.

46 (3) House resolutions and messages from the senate, governor,

1 or other state officials may be read at any time.

2 **Motions**

3 **Rule 15.** Rules relating to motions are as follows:

4 (A) MOTIONS TO BE ENTERTAINED OR DEBATED. No motion shall be
5 entertained or debated until announced by the speaker and every
6 motion shall be deemed to have been seconded. A motion shall be
7 reduced to writing and read by the clerk, if desired by the speaker
8 or any member, before it shall be debated and by the consent of the
9 house may be withdrawn before amendment or action.

10 (B) MOTIONS IN ORDER DURING DEBATE. When a motion has been
11 made and seconded and stated by the chair, the following motions are
12 in order, in the rank named:

13 (1) Privileged motions:

14 Adjourn
15 Adjourn to a time certain
16 Recess to a time certain
17 Reconsider
18 Demand for division
19 Question of privilege
20 Orders of the day

21 (2) Subsidiary motions:

22 First rank: Question of consideration
23 Second rank: To lay on the table
24 Third rank: For the previous question
25 Fourth rank: To postpone to a day certain
26 To commit or recommit
27 To postpone indefinitely
28 Fifth rank: To amend

29 (3) Incidental motions:

30 Points of order and appeal
31 Method of consideration
32 Suspension of the rules
33 Reading papers
34 Withdraw a motion
35 Division of a question

36 (C) THE EFFECT OF POSTPONEMENT - MOTIONS TO POSTPONE OR COMMIT.
37 Once decided, no motion to postpone to a day certain, to commit, or
38 to postpone indefinitely shall again be allowed on the same day and
39 at the same stage of the proceedings. When a question has been
40 postponed indefinitely, it shall not again be introduced during the
41 session. The motion to postpone indefinitely may be made at any
42 stage of the bill except when on first reading.

43 (D) MOTIONS DECIDED WITHOUT DEBATE. A motion to adjourn, to
44 recess, to lay on the table and to call for the previous question

1 shall be decided without debate.

2 All incidental motions shall be decided without debate, except
3 that members may speak to points of order and appeal as provided in
4 Rule 22.

5 A motion for suspension of the rules shall not be debatable
6 except that the mover of the motion may briefly explain the purpose
7 of the motion and one member may briefly state the opposition to the
8 motion.

9 (E) MOTION TO ADJOURN. A motion to adjourn shall always be in
10 order, except when the house is voting or is working under the call
11 of the house; but this rule shall not authorize any member to move
12 for adjournment when another member has the floor.

13 **Members Right to Debate**

14 **Rule 16.** The methods by which a member may exercise his or her
15 right to debate are as follows:

16 (A) RECOGNITION OF MEMBER. When any member desires to speak in
17 debate or deliver any matter to the house, the member shall rise and
18 respectfully address the speaker and pause until recognized.

19 (B) ORDER OF SPEAKING. When two or more members arise at once,
20 the speaker shall name the one who is to speak.

21 (C) LIMITATION OF DEBATE. No member shall speak longer than
22 ten (10) minutes without consent of the house: PROVIDED, That on and
23 after the fifth day prior to the day of adjournment sine die of any
24 session, as determined pursuant to Article II, Section 12 of the
25 state Constitution or concurrent resolution, or on and after the
26 third day prior to the day a bill must be reported from the house as
27 established by concurrent resolution, no member shall speak more than
28 three (3) minutes without the consent of the house. No member shall
29 speak more than twice on the same question without leave of the
30 house: PROVIDED, That the chair of the committee or the mover of the
31 question may close debate if it is consistent with Rule 18 (Previous
32 Question).

33 **Rules of Debate**

34 **Rule 17.** The rules for debate in the house are as follows:

35 (A) QUESTION OF PRIVILEGE. Any member may rise to a question
36 of privilege and explain a personal matter, by leave of the speaker,
37 but the member shall not discuss any pending question in such
38 explanations.

39 (B) WITHDRAWAL OF MOTION, BILL, ETC. After a motion is stated
40 by the speaker or a bill, memorial, resolution, petition, or
41 remonstrance is read by the clerk, it shall be deemed to be in
42 possession of the house, but may be withdrawn by consent of the house

1 at any time before decision or amendment.

2 (C) READING OF A PAPER. When the reading of any paper is
3 called for and is objected to by any member, it shall be determined
4 by a vote of the house.

5 (D) DISTRIBUTION OF MATERIALS. Any materials of any nature
6 distributed to the members' desks on the floor shall be subject to
7 approval by the speaker and shall bear the name of at least one
8 member granting permission for the distribution. This shall not
9 apply to materials normally distributed by the chief clerk.

10 (E) ORDER OF QUESTIONS. All questions, whether in committee or
11 in the house, shall be propounded in the order in which they are
12 named except that in filling blanks, the largest sum and the longest
13 time shall be put first.

14 (F) DIVISION OF POINTS OF DEBATE. Any member may call for a
15 division of a question which shall be divided if it embraces subjects
16 so distinct that one being taken away a substantive proposition shall
17 remain for the decision of the house; but a motion to strike out and
18 to insert shall not be divided. The rejection of a motion to strike
19 out and to insert one proposition shall not prevent a motion to
20 strike out and to insert a different proposition.

21 (G) DECORUM OF MEMBERS. While the speaker is putting the
22 question, no member shall walk across or out of the house; nor when
23 a member is speaking shall any member entertain private discourse or
24 pass between the speaking member and the rostrum.

25 (H) REMARKS CONFINED. A member shall confine all remarks to
26 the question under debate and avoid personalities. No member shall
27 impugn the motive of any member's vote or argument.

28 (I) EXCEPTION TO WORDS SPOKEN IN DEBATE. If any member be
29 called to order for words spoken in debate, the person calling the
30 member to order shall repeat the words excepted to and they shall be
31 taken down in writing at the clerk's table. No member shall be held
32 in answer or be subject to the censure of the house for words spoken
33 in debate if any other member has spoken before exception to them
34 shall have been taken.

35 (J) TRANSGRESSION OF RULES - APPEAL. If any member, in
36 speaking or otherwise, transgresses the rules of the house the
37 speaker shall, or any member may, call the member to order, in which
38 case the member so called to order shall immediately sit down unless
39 permitted to explain; and the house shall, if appealed to, decide the
40 case without debate; if there be no appeal, the decision of the chair
41 shall prevail.

42 If the decision be in favor of the member called to order, the
43 member shall be at liberty to proceed; if otherwise, and the case
44 shall require it, the member shall be liable to the censure of the
45 house.

1 **Ending of Debate - Previous Question**

2 **Rule 18.** The previous question may be ordered by a two-thirds
3 (2/3) vote of the members present on all recognized motions or
4 amendments which are debatable.

5 The previous question is not debatable and cannot be amended.

6 The previous question shall be put in this form: "Representative
7 _____ demands the previous question. As many as are in favor of
8 ordering the previous question will say 'Aye'; as many as are opposed
9 will say 'No'."

10 The results of the motion are as follows: If determined in the
11 negative, the consideration goes on as if the motion had never been
12 made; if decided in the affirmative it shall have the effect of
13 cutting off all debate and bringing the house to a direct vote upon
14 the motion or amendment on which it has been ordered: PROVIDED
15 HOWEVER, That when a bill is on final passage or when the motion to
16 postpone indefinitely is pending, one of the sponsors of the bill or
17 the chair of the committee may have the privilege of closing debate
18 after the previous question has been ordered.

19 If an adjournment is had after the previous question is ordered,
20 the motion or proposition on which the previous question was ordered
21 shall be put to the house immediately following the approval of the
22 journal on the next working day, thus making the main question
23 privileged over all other business, whether new or unfinished.

24 **Voting**

25 **Rule 19.** (A) PUTTING OF QUESTION. The speaker shall put the
26 question in the following form: "The question before the house is
27 (state the question). As many as are in favor say 'Aye'; and after
28 the affirmative vote is expressed, "as many as are opposed say 'No'."

29 (B) ALL MEMBERS TO VOTE. Every member who was in the house
30 when the question was put shall vote unless, for special reasons,
31 excused by the house.

32 All motions to excuse a member shall be made before the house
33 divides or before the call for yeas and nays is commenced; and any
34 member requesting to be excused from voting may make a brief and
35 verbal statement of the reasons for making such request, and the
36 question shall then be taken without further debate.

37 Upon a division and count of the house on the question, only
38 members at their desks within the bar of the house shall be counted.

39 (C) CHANGE OF VOTE. When the electric roll call machine is
40 used, no member shall be allowed to vote or change a vote after the
41 speaker has locked the roll call machine. When an oral roll call is
42 taken, no member shall be allowed to vote or change a vote after the
43 result has been announced.

44 (D) PRIVATE INTEREST. No member shall vote on any question
45 which affects that member privately and particularly. A member who
46 has a private interest in any bill or measure proposed or pending

1 before the legislature shall disclose the fact to the house of which
2 he is a member, and shall not vote thereon. (Art. II 30)

3 (E) INTERRUPTION OF ROLL CALL. Once begun, the roll call may
4 not be interrupted. No member or other person shall visit or remain
5 at the clerk's desk while the yeas and nays are being called.

6 (F) YEAS AND NAYS - RECORDED VOTES. Upon the final passage of
7 any bill, the vote shall be taken by yeas and nays and shall be
8 recorded by the electric voting system: PROVIDED, HOWEVER, That an
9 oral roll call shall be ordered when demanded by one-sixth (1/6) of
10 the members present. (Art. II 21)

11 The speaker may vote last when the yeas and nays are called.

12 When the vote is by electric voting machine or by oral roll call
13 on any question, it shall be entered upon the journal of the house.
14 A recorded vote may be compelled by one-sixth (1/6) of the members
15 present. A request for a recorded vote must be made before the vote
16 is commenced.

17 (G) TIE VOTE, QUESTION LOSES. In case of an equal division,
18 the question shall be lost.

19 (H) DIVISION. If the speaker is in doubt, or if division is
20 called for by any member, the house shall divide.

21 **Reconsideration**

22 **Rule 20.** Notice of a motion for reconsideration on the final
23 passage of bills shall be made on the day the vote to be reconsidered
24 was taken and before the house has voted to transmit the bill to the
25 senate.

26 Reconsideration of the votes on the final passage of bills must
27 be taken on the next working day after such vote was taken:
28 PROVIDED, That on and after the fifth day prior to the day of
29 adjournment sine die of any session, as determined pursuant to
30 Article II, Section 12 of the state Constitution, or concurrent
31 resolution, or on and after the third day prior to the day a bill
32 must be reported from the house as established by concurrent
33 resolution, then reconsideration of votes on the final passage of
34 bills must be taken on the same day as the original vote was taken.

35 A motion to reconsider an amendment may be made at any time the
36 bill remains on second reading.

37 Any member who voted on the prevailing side may move for
38 reconsideration or give notice thereof.

39 A motion to reconsider can be decided only once when decided in
40 the negative.

41 When a motion to reconsider has been carried, its effect shall
42 be to place the original question before the house in the exact
43 position it occupied before it was voted upon.

44 **Call of the House**

1	7.	Education	11
2	8.	Energy & Utilities	13
3	9.	Finance	15
4	10.	Financial Institutions & Insurance	11
5	11.	Government Administration	13
6	12.	Government Reform & Land Use	11
7	13.	Health Care	11
8	14.	Higher Education	9
9	15.	Law & Justice	13
10	16.	Natural Resources	11
11	17.	Rules	19
12	18.	Trade & Economic Development	9
13	19.	Transportation Policy & Budget	27))
14	1.	Agriculture & Ecology	14
15	2.	Appropriations	32
16	3.	Capital Budget	18
17	4.	Children & Family Services	10
18	5.	Commerce & Labor	8
19	6.	Criminal Justice & Corrections	8
20	7.	Economic Development, Housing & Trade	12
21	8.	Education	14
22	9.	Finance	12
23	10.	Financial Institutions & Insurance	12
24	11.	Health Care	12
25	12.	Higher Education	8
26	13.	Judiciary	12
27	14.	Local Government	8
28	15.	Natural Resources	12
29	16.	Rules	20
30	17.	State Government	8
31	18.	Technology, Telecommunications & Energy	14
32	19.	Transportation	28

33 Committee members shall be selected by each party's caucus. The
34 majority party caucus shall select all committee chairs.

35 **Duties of Committees**

36 **Rule 24.** House committees shall operate as follows:

37 (A) NOTICE OF COMMITTEE MEETING. The chief clerk shall make
38 public the time, place and subjects to be discussed at committee
39 meetings. All public hearings held by committees shall be scheduled
40 at least five (5) days in advance and shall be given adequate
41 publicity: PROVIDED, That when less than eight (8) days remain for
42 action on a bill, the Speaker may authorize a reduction of the
43 five-day notice period when required by the circumstances, including
44 but not limited to the time remaining for action on the bill, the
45 nature of the subject, and the number of prior hearings on the
46 subject.

47 (B) COMMITTEE QUORUM. A majority of any committee shall
48 constitute a quorum for the transaction of business.

1 (C) SESSION MEETINGS. No committee shall sit while the house is
2 in session without special leave of the speaker.

3 (D) DUTIES OF STANDING COMMITTEES.

4 (1) Only such bills as are included on the written notice of a
5 committee meeting may be considered at that meeting except upon the
6 vote of a majority of the entire membership of the committee to
7 consider another bill.

8 (2) A majority recommendation of a committee must be signed by
9 a majority of the entire membership of the committee in a regularly
10 called meeting before a bill, memorial, or resolution may be reported
11 out: PROVIDED, That by motion under the eighth order of business, a
12 majority of the members elected to the house may relieve a committee
13 of a bill and place it on the second reading calendar.

14 Majority recommendations of a committee can only be "do pass,"
15 "do pass as amended," or that "the substitute bill be substituted
16 therefor and that the substitute bill do pass."

17 (3) Members of the committee not concurring in the majority
18 report may prepare a written minority report containing a
19 recommendation of "do not pass" or "without recommendation," which
20 shall be signed by those members of the committee subscribing
21 thereto, and submitted with the majority report.

22 (4) All committee reports shall be spread upon the journal. The
23 journal of the house shall contain an exact copy of all committee
24 reports, together with the names of the members signing such reports.

25 (5) Every vote to report a bill out of committee shall be taken
26 by the yeas and nays, and the names of the members voting for and
27 against, as well as the names of members absent, shall be recorded on
28 the committee report and spread upon the journal. Any member may
29 call for a recorded vote, which shall include the names of absent
30 members, on any substantive question before the committee. A copy of
31 all recorded committee votes shall be kept by the chief clerk and
32 shall be available for public inspection.

33 (6) All bills having a direct appropriation shall be referred to
34 the appropriate fiscal committee before their final passage. For
35 purposes of this subsection, fiscal committee means the
36 appropriations, capital budget, finance, and transportation (~~policy~~
37 ~~and budget~~) committees.

38 (7) No standing committee shall vote by secret written ballot on
39 any issue.

40 (8) During its consideration of or vote on any bill, resolution,
41 or memorial, the deliberations of any standing committee of the house
42 of representatives shall be open to the public.

43 (9) A standing committee to which a bill was originally referred
44 shall, prior to voting the bill out of committee, consider whether
45 the bill authorizes rule-making powers or requires the exercise of
46 rule-making powers and, if so, consider:

47 (a) The nature of the new rule-making powers; and

48 (b) To which agencies the new rule-making powers would be
49 delegated and which agencies, if any, may have related rule-making
50 powers.

1 **Standing Committees - Expenses - Subpoena Power**

2 **Rule 25.** Regardless of whether the legislature is in session,
3 members of the house may receive from moneys appropriated for the
4 legislature, reimbursement for necessary travel expenses, and
5 payments in lieu of subsistence and lodging for conducting official
6 business of the house.

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

16 **Vetoed Bills**

17 **Rule 26.** Veto messages of the governor shall be read in the
18 house and entered upon the journal. It shall then be in order to
19 proceed to reconsider the bill, refer it, lay it on the table, or
20 postpone its consideration to a day certain.

21 The merits of the bill may be debated before the vote is taken,
22 but the vote on a vetoed bill cannot be reconsidered.

23 In case of a bill containing several sections or items, one or
24 more of which has been objected to by the governor, each section or
25 item so objected to shall be voted upon separately by the house.
26 Action by the house upon all vetoed bills shall be endorsed upon the
27 bill and certified by the speaker.

28 Vetoed bills originating in the house, which have not been
29 passed notwithstanding the veto of the governor, shall remain in the
30 custody of the officers of the house until the close of the term,
31 after which they shall be filed with the secretary of state.

32 **Suspension of Compensation**

33 **Rule 27.** (1) Any member of the house of representatives
34 convicted and sentenced for any felony punishable by death or by
35 imprisonment in a Washington state penal institution shall, as of the
36 time of sentencing, be denied the legislative salary for future
37 service and be denied per diem, compensation for expenses, office
38 space facilities, and assistance. Any member convicted of a felony
39 and sentenced therefor under any federal law or the law of any other
40 state shall, as of the time of sentencing, be similarly denied such
41 salary, per diem, expenses, facilities, and assistance if either (a)
42 such crime would also constitute a crime punishable under the laws of
43 Washington by death or by imprisonment in a state penal institution,
44 or (b) the conduct resulting in the conviction and sentencing would
45 also constitute a crime punishable under the laws of Washington by
46 death or by imprisonment in a state penal institution.

47 (2) At any time, the house may vote by a constitutional

1 majority to restore the salary, per diem, expenses, facilities, and
2 assistance denied a member under subsection (1). If the conviction
3 of a member is reversed, then the salary, per diem, and expense
4 amounts denied the member since sentencing shall be forthwith paid,
5 and the member shall thereafter have the rights and privileges of
6 other members.

7 **Smoking**

8 **Rule 28.** Smoking of cigarettes, pipes, or cigars shall not be
9 permitted at any public meeting of any committee of the house of
10 representatives or within House facilities.

11 "No smoking" signs shall be posted so as to give notice of this
12 rule.

13 **Parliamentary Rules**

14 **Rule 29.** The rules of parliamentary practice comprised in
15 Reed's Parliamentary Rules shall govern all cases in which they are
16 not inconsistent with the standing rules and orders of the house.

17 **Standing Rules Amendment**

18 **Rule 30.** Any standing rule may be rescinded or changed by a
19 majority vote of the members elected: PROVIDED, That the proposed
20 change or changes be submitted at least one day in advance in writing
21 to the members together with notice of the consideration thereof.
22 Any standing rule may be suspended temporarily by a two-thirds (2/3)
23 vote of the members present except as provided in Rule 10.

24 **Rules to Apply for Assembly**

25 **Rule 31.** The permanent house rules adopted at the beginning of
26 the term are to govern all acts of the house during the course of the
27 term unless amended or repealed.

28 **Legislative Mailings**

29 **Rule 32.** The house of representatives directs the house
30 executive rules committee to adopt procedures and guidelines to
31 ensure that all legislative mailings at public expense are for
32 legitimate legislative purposes.

33 **Liquor**

34 **Rule 33.** The House of Representatives shall strictly adhere to
35 the liquor laws of the state of Washington, including provisions
36 relating to banquet and special occasion permits. The proper permits

1 must always be obtained before consumption of liquor in any house
2 facility.

3 APPENDIX TO HOUSE RULES

4 The House of Representatives of the fifty-sixth legislature,
5 being composed of an equal number of members of each major political
6 party, acknowledges that this extraordinary circumstance requires
7 extraordinary rules of procedure which provide for bipartisan control
8 and responsibility, ensure fairness and promote cooperation.

9 The following Appendix Rules A-1 through A-6 shall not be
10 operative in the event that a candidate for speaker receives a
11 constitutional majority of the votes of the membership of the House.

12 RULE A-1. HOUSE RULES

13 Reed's Parliamentary Rules and the Rules of the House of
14 Representatives are hereby superseded to the extent they are
15 inconsistent with the rules set forth in this appendix.

16 All references to speaker, speaker pro tempore, or chief clerk
17 in Reed's Parliamentary Rules or the House Rules shall be held to
18 refer to the co-speakers, co-speakers pro tempore, and co-chief
19 clerks, respectively.

20 RULE A-2. ELECTION OF OFFICERS

21 The House shall elect the following officers at the commencement
22 of the fifty-sixth legislature: Co-speakers, who shall be styled
23 democratic speaker and republican speaker, co-speakers pro tempore,
24 who shall be styled democratic speaker pro tempore and republican
25 speaker pro tempore, and co-chief clerks.

26 In all elections each member shall be allowed one vote and the
27 two candidates receiving the highest number of votes shall be
28 declared elected.

29 RULE A-3. DUTIES OF OFFICERS

30 (A) Co-Speakers - The co-speakers shall jointly perform the
31 duties and responsibilities of the speaker of the House and may
32 represent the entire house in that capacity. The powers of the
33 speaker may not be exercised individually by a co-speaker without the
34 prior agreement of both co-speakers.

35 The co-speakers shall agree upon a procedure for dividing the
36 duties of the chair and may jointly designate a co-speaker pro
37 tempore, co-chief clerk, or any member to perform the duties of the
38 chair, but such substitution shall not extend beyond an adjournment.
39 All acts, resolutions, and other documents requiring the signature of
40 the speaker shall be signed by both co-speakers.

41 Decisions regarding administration and operation of the House of
42 Representatives shall be made jointly by the co-speakers or their
43 designees. These decisions shall include, but not be limited to:
44 Referral of bills to committee; appointment of conference committees;
45 approval of house expenditures; approval of travel; decisions on
46 points of order; employment and removal of employees; and designation

1 of persons who shall act as representatives for the public press.

2 (B) Co-Chief Clerks - The co-chief clerks shall jointly perform
3 the duties and responsibilities of the chief clerk of the House of
4 Representatives. The powers of the chief clerk may not be exercised
5 individually by a co-chief clerk without the prior agreement of both
6 co-chief clerks. All acts, resolutions, and other documents
7 requiring the signature of the chief clerk shall be signed by both
8 chief clerks.

9 RULE A-4. COMMITTEES

10 The various standing committees of the House of Representatives
11 shall have co-chairs, a democratic chair named by the democratic
12 caucus and a republican chair named by the republican caucus.

13 The co-chairs shall jointly perform the duties and
14 responsibilities of the committee chair, including committee
15 administration, staff assignments, and scheduling. The co-chairs
16 shall agree upon a procedure for dividing the duties of presiding at
17 committee meetings. The powers of the chair may not be exercised
18 individually by a co-chair without the prior agreement of both co-
19 chairs. Each co-chair shall jointly have the right to close debate
20 as provided in Rules 16(C) and 18.

21 RULE A-5. VOTING REQUIREMENTS AND PROCEDURES

22 Notwithstanding any other provision of the Rules of the House of
23 Representatives, a constitutional majority of the members elected
24 shall be required, for adoption of any motion, resolution, or
25 memorial unless a greater majority is required by the Rules of the
26 House or the Constitution: PROVIDED, That the motions to adjourn,
27 recess, and dispense with the call of the House may be adopted by a
28 majority of the members present: PROVIDED FURTHER, That an oral roll
29 call may be ordered, a division called for, or a call of the House
30 demanding as provided in Rules 19(F), 19(H), and 21 respectively.

31 A vote by a majority of the membership of the standing
32 committee, as defined in Rule 23 shall be required for adoption of
33 any motion, majority report, resolution or memorial unless a greater
34 majority is required by the Rules of the House or the Constitution:
35 PROVIDED, That the motions to adjourn and recess may be adopted by a
36 majority of the members present: PROVIDED FURTHER, That a roll call
37 may be ordered as provided for in Rule 24(D)(5).

38 When the electric roll call machine is used, the members shall
39 be given at least one and one-half minutes to vote. This time
40 limitation may be waived by a majority vote of the members elected
41 before the vote is commenced.

42 RULE A-6. HOUSE ADMINISTRATION

43 All vouchers for payrolls and expenses of the House shall be
44 signed by both co-chief clerks.

45 All supplies for the use of the House shall be furnished upon

1 requisitions signed by both co-chief clerks.

2 I hereby certify this to be a true and correct copy of
3 Resolution 4600 adopted by the House of Representatives
4 January 11, 1999.

5 _____
6 Timothy A. Martin, Co-Chief Clerk

7 _____
8 Dean R. Foster, Co-Chief Clerk