

## HOUSE RESOLUTION NO. 7

1 RULES OF THE HOUSE OF REPRESENTATIVES  
2 100th GENERAL ASSEMBLY

## 3 TIME OF MEETING

4 Rule 1. The time of meeting by the House, unless otherwise ordered,  
5 shall be 10:00 a.m.

## 6 ORDER OF BUSINESS

7 Rule 2. (1) *Administrative Order of Business.* The first of each  
8 day, after the House is called to order, shall be employed as follows  
9 unless otherwise ordered by the House:

- 10 (a) Prayer.  
11 (b) Pledge of Allegiance to the American Flag.  
12 (c) Introduction of petitions, memorials, remonstrances, and  
13 resolutions.  
14 (d) Introduction and first reading of House Joint Resolutions.  
15 (e) Introduction and first reading of House Bills.  
16 (f) First reading of Senate Joint Resolutions and Bills.  
17 (g) Second reading of House Bills, Joint Resolutions, and  
18 Concurrent Resolutions.  
19 (h) Second reading of Senate Bills, Joint Resolutions, and  
20 Concurrent Resolutions.  
21 (i) Reports of regular standing committees.  
22 (j) Reports of special standing committees.  
23 (k) Messages from the Senate.

24 (2) *Regular Order of Business.* At the close of the  
25 administrative order of business, the Speaker or any member may call  
26 for the regular order of business. The administrative order of  
27 business may be dispensed with by unanimous consent of the House at  
28 any time. The regular order of business shall be employed as follows  
29 unless otherwise ordered by the House:

- 30 (a) Reading and approval of the Journal of the previous day's  
31 session.  
32 (b) Bills, reports, and other business on the table.  
33 (c) House Joint Resolutions to be perfected and printed.  
34 (d) House Bills to be perfected and printed.  
35 (e) Third reading of House Joint Resolutions and Concurrent  
36 Resolutions.  
37 (f) Third reading of House Bills.  
38 (g) Messages from the Senate.  
39 (h) Third reading of Senate Joint Resolutions and Concurrent  
40 Resolutions.  
41 (i) Third reading of Senate Bills.  
42 (j) Adoption of petitions, memorials, remonstrances, and

1 resolutions.

2 (k) Reports of subcommittees.

3 (l) Such other orders of business as deemed necessary pursuant  
4 to law.

5 HEADINGS ON HOUSE CALENDAR

6 Rule 3. The House may keep calendars for organizational purposes and  
7 to facilitate the consideration of legislation. Calendars may be  
8 created as deemed necessary by the Speaker.

9 FIRST AND SECOND READING OF BILLS

10 Rule 4. A bill shall be read the first time by journal entry of the  
11 title of the bill on the legislative day of its filing. It shall be  
12 second read on the following legislative day by journal entry of the  
13 title of the bill. The reading of a bill by its title shall be deemed  
14 sufficient reading unless the further reading be called for. If the  
15 further reading be called for and no objection made, the bill shall be  
16 read at length; if, however, objection be made, the question shall be  
17 determined by the majority of the members present.

18 ORDERS OF THE DAY

19 Rule 5. Upon recess or adjournment, the Majority Floor Leader shall  
20 advise the entire membership of the business anticipated to be  
21 conducted during the remainder of the legislative day and during the  
22 next legislative day.

23 ELECTION OF OFFICERS  
24 GENERALLY

25 Election; Oath; Compensation

26 Rule 6. The House shall elect [~~by recorded vote~~] the following  
27 officers at the commencement of the first regular session of each  
28 general assembly: its presiding officer, who shall be called Speaker  
29 of the House, a Speaker Pro Tem, a Chief Clerk, a Sergeant-at-Arms, a  
30 Doorkeeper, and a Chaplain, who shall hold office during all sessions  
31 until the convening of the succeeding General Assembly, unless sooner  
32 removed by a vote of the majority of the members. Each shall receive  
33 such compensation as may be provided for by law. Each shall take an  
34 oath to support the Constitution of the United States and of this  
35 State and to faithfully demean himself or herself in office and to  
36 keep the secrets of the House. Such oath shall be administered to the  
37 Speaker and Speaker Pro Tem by a Judge of the Supreme Court, Court of  
38 Appeals, or a Circuit Court and by the Speaker to the other officers.  
39 All other officers of the House shall be appointed by, and serve at  
40 the pleasure of, the Speaker and receive such compensation as provided  
41 by law.

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SPEAKER

Speaker to Call Members to Order

Rule 7. The Speaker shall take the chair at the hour to which the House has been adjourned and immediately call the members to order and, on the appearance of a quorum, shall cause the Journal of the preceding day to be read unless otherwise ordered by the House, which may then be corrected by the House.

Parliamentary Rulings; Referral to Parliamentary Committee

Rule 8. Parliamentary rulings may be made only by the Speaker or the Speaker Pro Tem. At his or her option or at the request from a member of the Parliamentary Committee, he or she may refer points of order to the Parliamentary Committee for an advisory opinion. In ~~their~~ the absence of the Speaker or the Speaker Pro Tem, rulings shall be made by a parliamentary committee. The Committee on Parliamentary Procedure shall be composed of the Speaker, the Majority Floor Leader, and the Minority Floor Leader or their designees. No member who is temporarily in the chair may rule on points of order, except the Speaker or Speaker Pro Tem, until and unless the Parliamentary Committee has been called and ruled. It shall be the duty of the temporary Speaker to call such Parliamentary Committee at the time the point of order is raised and before any discussion on such point of order takes place. It shall be at the Speaker's discretion whether members may speak on points of order. The Speaker or the Speaker Pro Tem may take points of order under advisement; provided that, he or she rules on the point of order before any other motion to amend is entertained.

Speaker May Speak on Points of Order

Rule 9. The Speaker may speak on points of order in preference to any other member, arising from his or her seat for that purpose, and shall decide questions of order, subject to an appeal to the House, upon which appeal no member shall speak more than once, except by leave of the House. No member shall inquire of another member nor debate with other members on points of order but shall address his or her remarks only to the chair.

Appeal from a Ruling of the Chair

Rule 10. Should there be an appeal from any ruling of the chair, the question, "Shall the chair be sustained?" shall be immediately put and determined before the House proceeds to other business.

Speaker Has General Supervision of Hall

1 Rule 11. The Speaker shall have general direction and supervision of  
2 the House and shall preserve decorum and order in the Hall.

3 Supervision of House Employees

4 Rule 12. The Speaker shall have general supervision and control over  
5 all employees of the House. The Speaker may hire special counsel to  
6 assist committees in extraordinary circumstances. The Speaker may  
7 make a temporary appointment to fill a vacancy in the office of the  
8 Chief Clerk until such time as the House adopts a resolution to fill  
9 the vacancy on a permanent basis.

10 Speaker May Substitute Member to Perform Duties

11 Rule 13. The Speaker may substitute any member to perform the duties  
12 of the chair in the absence of the Speaker Pro Tem.

13 Speaker Shall Sign Bills

14 Rule 14. The Speaker shall sign all bills, and perform all other  
15 duties in relation thereto, as required by the Constitution. He or  
16 she shall also sign all joint resolutions and addresses; and all  
17 writs, warrants, and subpoenas issued by order of the House shall be  
18 under his or her hand, attested by the Chief Clerk.

19 Speaker May Clear Hall

20 Rule 15. In case of disturbance or disorderly conduct in the lobbies  
21 or galleries, the Speaker, temporary Speaker, or Chair of the  
22 Committee of the Whole House shall have power to order the same  
23 cleared. He or she shall not, however, have the power to remove  
24 members from the floor of the House, except by a majority vote of  
25 those present.

26 Manner of Putting Questions

27 Rule 16. The Speaker shall rise to state and put questions. Questions  
28 shall be in the following form: "~~As many as are~~ All those in favor  
29 (if by electronic roll call) vote 'Aye'. ~~As many as are~~ All those  
30 opposed (if by electronic roll call) vote 'No'". If by voice vote say  
31 "Aye" or "No". If the Speaker doubts on a voice vote, voting shall be  
32 ordered by electronic device. The Speaker may require a recorded vote  
33 on any motion.

34 OTHER OFFICERS

35 Speaker Pro Tem

36 Rule 17. The Speaker Pro Tem shall perform the duties of Speaker  
37 during the sickness or absence of the Speaker, except while some

1 member is discharging such duties as a substitute under Rule 13.

2 Chief Clerk

3 Rule 18. It shall be the duty of the Chief Clerk to serve also as  
4 Chief Administrator of the House and to attend the House during its  
5 sittings. The Chief Clerk, under the direction of the Speaker, shall  
6 prepare and keep the House Journal and seasonably record the  
7 proceedings of the House; keep regular files of House papers; attest  
8 all writs, warrants, and subpoenas issued by order of the House; keep  
9 an account of all fines imposed by the House; maintain a record of the  
10 members' attendance; keep an account of the traveling and expense  
11 allowances of all the members; transmit to the Senate messages,  
12 communications, copies, and documents of the House; keep a docket of  
13 proceedings on all bills, resolutions, and acts; and execute the  
14 commands of the House from time to time. The Assistant Chief Clerk  
15 shall perform the duties of the Chief Clerk in his or her absence or  
16 disability, or upon the Chief Clerk's resignation.

17 Sergeant-at-Arms; Doorkeeper; Chaplain

18 Rule 19. (1) *Sergeant-at-arms*. It shall be the duty of the  
19 Sergeant-at-Arms to attend the House during its sittings; to execute  
20 the commands of the House from time to time, together with such  
21 process issued by authority thereof as shall be directed to him or her  
22 by the Speaker. He or she shall preserve order in the galleries and  
23 lobby and keep the entry to the aisle cleared during the session of  
24 the House.

25 (2) *Doorkeeper*. It shall be the duty of the Doorkeeper, subject  
26 to the orders of the Speaker, to attend the sittings of the House.  
27 The Doorkeeper shall allow no person to come or remain within the Hall  
28 or galleries except as are admitted by the rules or orders of the  
29 House. He or she shall execute the commands of the Speaker in  
30 relation to his or her duties and shall obey such other orders as may  
31 be made by the House.

32 (3) *Chaplain*. It shall be the duty of the Chaplain, or a  
33 [person designated by the Speaker,] member, former member, or employee  
34 of the House, to attend at the commencement of each day's sitting of  
35 the House, to open the sessions thereof with a prayer, visit any  
36 member who may be sick, and to preach in the Hall of the House of  
37 Representatives whenever requested by a vote of the House.

38 Employees

39 Rule 20. The House may employ, and the Speaker appoint, such  
40 employees as are necessary to perform the duties of the House. No  
41 person shall be initially hired by the House who is related to any  
42 member of the House within the fourth degree, by consanguinity or by  
43 affinity.

1 COMMITTEES

2 By Whom Appointed; Composition of Membership

3 Rule 21. (1) All regular standing, select, conference, interim, and  
4 statutory committees shall be appointed by the Speaker who, when  
5 appointing a committee, shall designate a member thereof as chair,  
6 designate another member as vice chair, and designate the total number  
7 of members to serve on each committee, except the minority members of  
8 each regular standing committee shall be appointed by the Minority  
9 Floor Leader. The vice chair or a designee of the chair shall preside  
10 at all committee meetings in the absence of the chair.

11 (2) The Speaker of the House, the Speaker Pro Tem, the Majority  
12 Floor Leader, the Assistant Majority Floor Leader, the Majority Whip,  
13 the Minority Floor Leader, the Assistant Minority Floor Leader, and  
14 the Minority Whip shall be ex-officio members of all committees of the  
15 House, the chair of the Committee on Budget and one member of the  
16 committee designated by the Minority Floor Leader shall be ex-officio  
17 members of all subcommittees of the Committee on Budget, and the chair  
18 of each regular and special standing committee shall be an ex-officio  
19 member of each subcommittee of such regular or special standing  
20 committee for the purpose of a quorum and inquiry but shall have no  
21 vote unless they are duly appointed members of the committee.

22 (3) The membership of all regular standing committees and all  
23 other committees and commissions, unless otherwise provided by the act  
24 or resolution creating them, shall be composed as nearly as may be, of  
25 majority and minority party members in the same proportion as the  
26 number of majority and minority party members in the House bears to  
27 the total membership of the House, except for the Ethics Committee.  
28 The Ethics Committee shall consist of an equal number of members from  
29 the majority and minority party.

30 (4) The Speaker may appoint such special standing committees as  
31 he or she deems necessary. Any special standing committee shall have  
32 the authority and duties of a regular standing committee if so  
33 designated by the Speaker. The Minority Floor Leader may make  
34 recommendations to the Speaker regarding minority membership of  
35 special standing committees. The Speaker may dissolve or discharge  
36 the members of any conference, interim, or special standing committee  
37 at any time and reappoint the members thereof.

38 Time of Sitting

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40 Rule 22. No committee shall meet except during those times so  
41 designated by the Speaker. No committee shall sit during the session  
42 of the House without leave of the House, except for during the  
43 administrative order of business.

44 The Regular Standing Committees Enumerated

45 Rule 23. The regular standing committees of the House shall be as

1 follows:

- 2 (1) Administration and Accounts.
- 3 (2) Agriculture Policy.
- 4 (3) Budget.
- 5 (4) Children and Families.
- 6 (5) Consent and House Procedure.
- 7 (6) Conservation and Natural Resources.
- 8 (7) Corrections and Public Institutions.
- 9 (8) Crime Prevention and Public Safety.
- 10 (9) Downsizing State Government.
- 11 (10) Economic Development.
- 12 [~~(10)~~] (11) Elections and Elected Officials.
- 13 [~~(11)~~] (12) Elementary and Secondary Education.
- 14 [~~(12)~~] (13) Ethics.
- 15 [~~(13)~~] (14) Financial Institutions.
- 16 [~~(14)~~] (15) Fiscal Review.
- 17 [~~(15)~~] (16) General Laws.
- 18 [~~(16) — Government Efficiency.]~~
- 19 (17) Health and Mental Health Policy.
- 20 (18) Higher Education.
- 21 (19) Insurance Policy.
- 22 (20) Judiciary.
- 23 (21) Local Government.
- 24 (22) Pensions.
- 25 (23) Professional Registration and Licensing.
- 26 (24) Rules - Administrative Oversight.
- 27 (25) Rules - Legislative Oversight.
- 28 (26) Transportation.
- 29 (27) Utilities.
- 30 (28) Veterans.
- 31 (29) Ways and Means.
- 32 (30) Workforce Development.

### 33 Duties of the Regular Standing Committees

34 Rule 24. (1) *Duties Generally.* Regular standing committees shall  
35 have the authority to consider bills and resolutions that have been  
36 referred to them and:

37 (a) Report the bill or resolution "Do Pass", "Without  
38 Recommendation", or "Do Pass - Consent" to the Speaker.

39 (b) Report the bill or resolution "Do Pass with recommended  
40 committee amendment" to the Speaker.

41 (c) Report the bill or resolution as a "House Committee  
42 Substitute - Do Pass" or "House Committee Substitute - Without  
43 Recommendation" to the Speaker.

44 (2) *Administration and Accounts.*

45 (a) *Duties generally.* The Committee on Administration and  
46 Accounts shall superintend and have sole and complete control of all  
47 financial obligations and business affairs of the House except those  
48 employees appointed by or assigned to the Speaker, or assigned to the

1 Budget Committee Chair, the Speaker Pro Tem, the Majority Floor  
2 Leader, the Minority Floor Leader, and the Officers of the House. The  
3 committee shall provide for the receiving and receipt of all supplies,  
4 equipment, and furnishings purchased from the account of the House and  
5 shall further provide for the use and distribution thereof.

6 (b) *Funds for operation of member's individual offices.* The  
7 committee shall also prescribe rules governing the expenditure of  
8 funds allotted to individual members for the operation of their  
9 offices. Such rules shall be applied equally to, and shall require  
10 the equal treatment of, all members with regard to the expenditure of  
11 such funds. Subject to such rules, each member shall have discretion  
12 to expend such funds, for the use of his or her office, without the  
13 approval of the committee.

14 (c) *Allotment of offices, chamber seats, and parking spaces.*  
15 Each member shall be allotted his or her own office, chamber seat, and  
16 parking assignment. The committee shall assign all offices, chamber  
17 seats, and parking spaces under its control and reserved for members.  
18 The committee may make assignments to the party caucuses for those  
19 caucuses to assign to their respective members. The House officers,  
20 the floor leaders and assistant floor leaders of each party, the  
21 Budget Committee Chair, and the chair and ranking minority member of  
22 the Administration and Accounts Committee, without respect to the  
23 seniority of those members, shall have priority with respect to such  
24 assignments within their respective caucuses.

25 (d) *Duties of the Chief Clerk in Respect to Committee.* The  
26 Chief Clerk of the House may be authorized to act for the committee,  
27 but only in the manner and to the extent as may have been previously  
28 authorized by the committee. Such authorization shall be entered in  
29 the minutes of the committee. The Chief Clerk shall maintain  
30 financial records for the House in accordance with generally accepted  
31 accounting principles. The Chief Clerk of the House shall keep a  
32 detailed accounting of all transactions and shall furnish each member  
33 of the committee and the Speaker with a copy of such account on a  
34 quarterly basis.

35 (e) *Recognition of Caucuses.* The committee may approve and  
36 prescribe for the recognition of caucuses. Any group of five or more  
37 House members may seek designation as a caucus for the purpose of  
38 identifying and collaborating on issues within a common sphere of  
39 public interest.

40 (3) *The Committee on Agriculture Policy.* The Committee on  
41 Agriculture Policy may consider and report upon bills and matters  
42 referred to it relating to the protection, promotion, and  
43 encouragement of agriculture in this state.

44 (4) *The Committee on Budget.* (a) The Chair of the Committee on  
45 Budget shall have the sole responsibility of filing all appropriations  
46 bills. The Committee on Budget shall have the responsibility for any  
47 other bills, measures, or questions referred to it pertaining to the  
48 appropriation and disbursement of public moneys.

49 (b) *Other duties.* The committee may consider and report upon  
50 any bill or resolution referred to it which, in the opinion of the



1 Speaker, merits special consideration. The committee may also  
2 consider and report upon bills and matters referred to it relating to  
3 the reorganization, consolidation, and abolition of boards, bureaus,  
4 commissions, and other offices and buildings of the state, including  
5 the Division of Facilities Management, Design and Construction, the  
6 capitol grounds, and the state and legislative libraries. The  
7 committee is empowered to study and investigate the efficiency and  
8 economy of all branches of government, including the possible  
9 existence of fraud, misfeasance, malfeasance, collusion,  
10 mismanagement, incompetence, corruption, waste, conflicts of interest,  
11 and the improper expenditure of government funds in transactions,  
12 contracts, and activities of the government or government officials  
13 and employees. The committee is authorized to hold hearings, sit, and  
14 act at any time or place within the state of Missouri during the  
15 recess and adjournment periods of the House, administer oaths, and  
16 take testimony, either orally or by sworn written statement. If the  
17 committee, after hearing and upon findings incorporated in a report,  
18 deems that a particular activity, bureau, agency, committee,  
19 commission, department, or any other entity of state government should  
20 be discontinued, it shall report such finding to the House for further  
21 action by the House.

22 (c) The Committee on Budget shall have the following  
23 subcommittees:

- 24 a. *The Subcommittee on Appropriations - Agriculture,*  
25 *Conservation, Natural Resources, and Economic Development.*
- 26 b. *The Subcommittee on Appropriations - Education.*
- 27 c. *The Subcommittee on Appropriations - General Administration.*
- 28 d. *The Subcommittee on Appropriations - Health, Mental Health,*  
29 *and Social Services.*
- 30 e. *The Subcommittee on Appropriations - Public Safety,*  
31 *Corrections, Transportation, and Revenue.*
- 32 f. Other subcommittees designated by the Chair of the Committee  
33 on Budget.

34 (d) The Committee on Budget may place a limitation on the time  
35 of floor debate for appropriations bills. If a time limitation is  
36 imposed, such time shall be divided equally between and controlled by  
37 the floor handler of the bill and the floor leader of the political  
38 party other than that of the floor handler or their respective  
39 designees.

40 (5) *The Committee on Consent and House Procedure.*

41 (a) The Committee on Consent and House Procedure may consider  
42 and report upon bills and matters referred to it which, in the opinion  
43 of the Speaker, merit special consideration.

44 (b) If a bill is automatically referred to the Committee on  
45 Consent and House Procedure with a recommendation that it "Do Pass -  
46 Consent", the committee shall review the bill for the purpose of  
47 determining whether it should have consent status. The committee may  
48 decide, by a majority of those present, whether to place the bill on  
49 the appropriate consent calendar. If the committee declines to place  
50 the bill on the appropriate consent calendar, it may consider whether

1 to report the bill to the House with a "Do Pass" recommendation  
2 without consent status.

3 (c) The Committee on Consent and House Procedure may perform all  
4 duties relating to the issuance of courtesy resolutions. A courtesy  
5 resolution is a noncontroversial resolution in the nature of  
6 congratulations on the birth of a child, celebration of a wedding  
7 anniversary, congratulations on an outstanding citizen achievement, or  
8 a similar event which is in the practice and procedure of the House to  
9 consider as a courtesy resolution and shall require action by the  
10 House as provided for by the House Rules. The Chief Clerk, under the  
11 direction of the committee, shall maintain a list of all courtesy  
12 resolutions issued under this rule for inspection. Any resolution  
13 that is not a courtesy resolution shall require action by the House as  
14 provided for by the House Rules.

15 (d) The Committee on Consent and House Procedure shall formulate  
16 and present for consideration the rules of the House and shall  
17 consider and report upon all propositions to amend or change the  
18 rules, which propositions shall stand referred without reading or  
19 consideration and without discussion, explanation, or debate to the  
20 Committee on Consent and House Procedure.

21 [~~(d)~~] (e) The Chief Clerk, under the direction of the committee,  
22 shall supervise the printing of all bills ordered perfected and  
23 printed, assuring that procedures are followed in which all amendments  
24 to every such bill are incorporated therein before the bill is printed  
25 and that the printed copies of the bill on the designated desks of the  
26 members are true and accurate copies of the bill as ordered perfected  
27 and printed. The committee shall also supervise the printing of all  
28 bills which are truly agreed to and finally passed, assuring that  
29 procedures are followed in which every bill is a true copy of the bill  
30 as passed with clerical errors corrected.

31 (6) *The Committee on Children and Families.* The Committee on  
32 Children and Families may consider and report upon bills and matters  
33 referred to it relating to the Department of Social Services, the  
34 Department of Health and Senior Services, and other matters relating  
35 to the fostering and promotion of children, families, and persons with  
36 disabilities in this state.

37 (7) *The Committee on Conservation and Natural Resources.* The  
38 Committee on Conservation and Natural Resources may consider and  
39 report upon bills and matters referred to it relating to the functions  
40 and operations of the Department of Conservation and the Department of  
41 Natural Resources and all powers thereto conferred upon by the  
42 Missouri constitution and statutes.

43 (8) *The Committee on Corrections and Public Institutions.* The  
44 Committee on Corrections and Public Institutions may consider and  
45 report upon bills and matters referred to it relating to adult and  
46 juvenile penal and correctional problems, the administration of  
47 correctional institutions, and the state penitentiary.

48 (9) *The Committee on Crime Prevention and Public Safety.* The  
49 Committee on Crime Prevention and Public Safety may consider and  
50 report upon bills and matters referred to it relating to criminal

1 laws, law enforcement, and public safety matters.

2 (10) The Committee on Downsizing State Government. The  
3 Committee on Downsizing State Government may consider and report upon  
4 bills and matters referred to it relating to reducing the size of  
5 state government and its programs.

6 (11) The Committee on Economic Development. The Committee on  
7 Economic Development may consider and report upon bills and matters  
8 referred to it relating to commerce, industrial growth, expansion, and  
9 development.

10 ~~[(11)]~~ (12) The Committee on Elections and Elected Officials.  
11 The Committee on Elections and Elected Officials may consider and  
12 report upon bills and matters referred to it relating to elections and  
13 election contests involving members of the House and on the  
14 qualifications and terms of elected officials.

15 ~~[(12)]~~ (13) The Committee on Elementary and Secondary Education.  
16 The Committee on Elementary and Secondary Education may consider and  
17 report upon bills and matters referred to it relating to elementary  
18 and secondary education and life-long learning in this state,  
19 including teachers, financing, property, indebtedness, and curriculum.

20 ~~[(13)]~~ (14) The Committee on Ethics. The Committee on Ethics  
21 may consider and report upon complaints referred to it relating to a  
22 member of the House involving the commission of a crime, misconduct,  
23 willful neglect of duty, corruption in office, or other complaints  
24 relating to the ethical conduct of a member. The committee is  
25 authorized to sit and act at any time or place within the State of  
26 Missouri during the recess and adjournment periods of the House,  
27 administer oaths, and take testimony, either orally or by sworn  
28 written statement.

29 ~~[(14)]~~ (15) The Committee on Financial Institutions. The  
30 Committee on Financial Institutions may consider and report upon bills  
31 and matters referred to it relating to banks, banking, savings and  
32 loans, credit unions, and other financial institutions.

33 ~~[(15)]~~ (16) The Committee on Fiscal Review.

34 (a) The Committee on Fiscal Review shall consider any bill which  
35 requires net additional expenditures of state money in excess of  
36 \$100,000 or which reduces net state revenue by more than \$100,000 in  
37 any of the three fiscal years immediately following the effective date  
38 or at full implementation of the bill. ~~[Any such House bill, after~~  
39 ~~having been perfected and ordered printed by the House, shall be~~  
40 ~~referred to the Committee on Fiscal Review for its consideration prior~~  
41 ~~to the bill's submission to the House for third reading and final~~  
42 ~~passage.—~~

43 ~~Any House bill with Senate amendments or any House bill with a~~  
44 ~~Senate substitute, except for appropriations bills, shall be referred~~  
45 ~~to the Committee on Fiscal Review for its consideration prior to the~~  
46 ~~bill's submission to the House. Any such Senate bill, after having~~  
47 ~~been approved by the regular standing or special committee to which it~~  
48 ~~was referred, shall be referred to the Committee on Fiscal Review for~~  
49 ~~its consideration prior to its submission to the House for third~~  
50 ~~reading and final passage.]~~ The following bills, excluding

1 appropriations bills, shall be automatically referred to the Committee  
2 on Fiscal Review:

3 a. Any House bill after perfection and before third reading that  
4 requires net additional expenditures of state moneys in excess of  
5 \$100,000 or that reduces net state revenue by more than \$100,000 in  
6 any of the three fiscal years immediately following the effective date  
7 or at full implementation of the bill.

8 b. Any House bill returned with Senate amendments before its  
9 consideration.

10 c. Any Senate bill upon placement on the third reading calendar  
11 that requires net additional expenditures of state moneys in excess of  
12 \$100,000 or that reduces net state revenue by more than \$100,000 in  
13 any of the three fiscal years immediately following the effective date  
14 or at full implementation of the bill.

15 d. Conference committee reports for all House bills and Senate  
16 bills upon submission and distribution.

17 e. Any House or Senate bill that has been amended on the floor  
18 to contain an emergency clause, for the purpose of considering whether  
19 an emergency clause is appropriate.

20 (b) Any Senate or House bill amended so as to increase net  
21 expenditures or reduce net revenues shall, upon timely motion adopted  
22 by the members, be referred to the Committee on Fiscal Review. [Such  
23 motion shall only be timely for a House bill when the sponsor or  
24 handler of the House bill moves that the bill be third read and passed  
25 and before the Speaker restates that motion.]

26 (c) The primary sponsor or, in the case of a Senate bill, the  
27 floor handler of a bill referred to the Committee on Fiscal Review  
28 shall be entitled to a hearing on the bill but such hearing shall be  
29 limited to the reception of testimony by the primary sponsor or floor  
30 handler, as the case may be, in person and none other, without leave  
31 of the committee chair.

32 (d) For the purposes of this rule, "net" is defined as the sum  
33 of revenues and expenditures, after reductions and increases brought  
34 about by a bill have been calculated.

35 (e) The Committee on Fiscal Review may, with the consent of the  
36 House sponsor or floor handler, amend an effective date, emergency  
37 clause, or sunset provision onto any bill referred to the Committee  
38 [except for a House bill with Senate amendments, House bill with a  
39 Senate substitute, or a bill in conference. The Committee on Fiscal  
40 Review shall have the authority to amend any emergency clause on a  
41 bill referred to it.

42 ~~— (b) Every conference report for a House bill or a Senate bill,~~  
43 ~~except appropriations bills, shall be referred to the Committee on~~  
44 ~~Fiscal Review for its consideration prior to the submission of the~~  
45 ~~report and any amendments, bill, or substitute the report recommends~~  
46 ~~for passage by the House] prior to its third reading.~~

47 (f) If the chair of the Committee on Fiscal Review or any member  
48 with approval by a majority vote of the standing committee requests  
49 clarifying questions or supplemental information from the director of  
50 the oversight division of the Committee on Legislative Research, such

1 clarifications may be given to the Committee or to the member in the  
2 form of an appendix to the fiscal note.

3 ~~[(16)]~~ (17) *The Committee on General Laws.* The Committee on  
4 General Laws may consider matters referred to it relating to general  
5 or miscellaneous issues as determined by the Speaker.

6 ~~[(17) *The Committee on Government Efficiency.* The Committee on~~  
7 ~~Government Efficiency may consider matters referred to it relating to~~  
8 ~~reducing the size of state government and its programs.]~~

9 (18) *The Committee on Health and Mental Health Policy.* The  
10 Committee on Health and Mental Health Policy may consider and report  
11 upon bills and matters referred to it relating to the health care of  
12 the citizens of the State, including mental health, the Department of  
13 Health and Senior Services, and the Department of Mental Health. The  
14 committee may also consider and report on bills and matters referred  
15 to it relating to Medicaid and related matters.

16 (19) *The Committee on Higher Education.* The Committee on Higher  
17 Education may consider and report upon bills and matters referred to  
18 it related to higher education, including matters relating to  
19 financing, facilities, staff, curriculum, and related matters.

20 (20) *The Committee on Insurance Policy.* The Committee on  
21 Insurance Policy may consider and report upon bills and matters  
22 referred to it relating to insurance, insurance companies, and the  
23 Department of Insurance, Financial Institutions and Professional  
24 Registration.

25 (21) *The Committee on Judiciary.* The Committee on Judiciary may  
26 consider and report upon bills and matters referred to it relating to  
27 the judicial branch of the state and the practices and procedures of  
28 the courts of this state, on matters pertaining to civil and  
29 administrative laws and procedures, and on matters relating to the  
30 ethics of public officials.

31 (22) *The Committee on Local Government.* The Committee on Local  
32 Government may consider and report upon bills and matters referred to  
33 it relating to counties, cities, towns, villages, other political  
34 subdivisions of the state, and local government generally.

35 (23) *The Committee on Pensions.* The Committee on Pensions may  
36 consider and report upon bills and matters referred to it relating to  
37 the regulation and administration of state policies conferred upon any  
38 agency or governmental unit pursuant to the Missouri constitution and  
39 statutes of publicly financed or publicly supported pension systems.

40 (24) *The Committee on Professional Registration and Licensing.*  
41 The Committee on Professional Registration and Licensing may consider  
42 and report upon bills and matters referred to it relating to the  
43 licensing of professionals in this state.

44 (25) *The Committees on Rules.*

45 (a) There shall be a Committee on Rules - Administrative  
46 Oversight and a Committee on Rules - Legislative Oversight. Each  
47 Committee on Rules shall have the same duties and shall consider and  
48 report upon all matters referred to it by any of its regular standing  
49 committees. The Speaker may assign special standing committees to  
50 either Committee on Rules.

1 (b) The Committee on Rules - Administrative Oversight shall have  
2 the following regular standing committees report to it: [~~Committee on~~  
3 ~~Conservation and Natural Resources; Committee on Elections and Elected~~  
4 ~~Officials; Committee on Elementary and Secondary Education; Committee~~  
5 ~~on Health and Mental Health Policy; Committee on Higher Education;~~  
6 ~~Committee on Local Government; Committee on Pensions; Committee on~~  
7 ~~Professional Registration and Licensing; Committee on Transportation;~~  
8 ~~Committee on Utilities; Committee on Ways and Means; and Committee on~~  
9 ~~Workforce Development]~~ Committee on Agriculture Policy; Committee on  
10 Children and Families; Committee on Conservation and Natural  
11 Resources; Committee on Corrections and Public Institutions; Committee  
12 on Elementary and Secondary Education; Committee on Insurance Policy;  
13 Committee on Judiciary; Committee on Pensions; Committee on  
14 Professional Registration and Licensing; Committee on Transportation;  
15 and Committee on Veterans.

16 (c) The Committee on Rules - Legislative Oversight shall have  
17 the following regular standing committees report to it: [~~Committee on~~  
18 ~~Agriculture Policy; Committee on Budget; Committee on Children and~~  
19 ~~Families; Committee on Corrections and Public Institutions; Committee~~  
20 ~~on Crime Prevention and Public Safety; Committee on Economic~~  
21 ~~Development; Committee on Financial Institutions; Committee on General~~  
22 ~~Laws; Committee on Government Efficiency; Committee on Insurance~~  
23 ~~Policy; Committee on Judiciary; and Committee on Veterans]~~ Committee  
24 on Budget; Committee on Crime Prevention and Public Safety; Committee  
25 on Downsizing State Government; Committee on Economic Development;  
26 Committee on Elections and Elected Officials; Committee on Financial  
27 Institutions; Committee on General Laws; Committee on Health and  
28 Mental Health Policy; Committee on Higher Education; Committee on  
29 Local Government; Committee on Utilities; Committee on Ways and Means;  
30 and Committee on Workforce Development.

31 (d) *Duties generally.*

32 a. If a committee reports a bill, except an appropriations bill,  
33 with a recommendation that it "Do Pass" or "Without Recommendation",  
34 the bill shall stand automatically referred to its Committee on Rules.  
35 The committee is hereby authorized to:

36 (i) Report the bill "Do Pass" to the House without a limitation  
37 on time of debate on the bill or amendments.

38 (ii) Report the bill "Do Pass" to the House with a limitation on  
39 the time of debate.

40 (iii) Send the bill back to the originating committee in the  
41 form as originally referred by the Speaker. If a Committee on Rules  
42 sends the bill back to the originating committee, that committee may  
43 amend the bill and report the bill again without the need to  
44 reconsider the initial vote by which the committee voted the bill "Do  
45 Pass".

46 b. If a bill is automatically referred to a Committee on Rules  
47 with a recommendation that it "Do Pass - Federal Mandate", the  
48 committee shall review the bill for the purpose of determining whether  
49 it should have federal mandate status. The committee may decide, by a  
50 majority of those present, whether to place the bill on the

1 appropriate federal mandate calendar. If the committee declines to  
2 place the bill on the appropriate federal mandate calendar, it may  
3 consider whether to report the bill to the House with a "Do Pass"  
4 recommendation without federal mandate status. The authority of the  
5 committee with respect to limiting debate shall apply to bills  
6 reported by it as "Do Pass - Federal Mandate".

7 c. If a Committee on Rules shall place a limitation on the time  
8 of floor debate on a bill or on amendments, such time shall be divided  
9 equally between and controlled by the floor handler of the bill and  
10 the floor leader of the political party other than that of the floor  
11 handler or their respective designees. The floor handler shall have  
12 the right to have the final one minute of designated time. If time  
13 has been allocated and unused by either side and no member from that  
14 side is seeking recognition, the Speaker may declare additional time  
15 waived and recognize the members of the other side to complete the use  
16 of their time. Nothing in this rule shall entitle any member to speak  
17 longer than the House Rules otherwise allow.

18 d. In reviewing bills automatically referred to it from another  
19 committee, a Committee on Rules may, but is not required to, take such  
20 testimony as it deems appropriate to make its decisions. The  
21 committee shall not amend any bill that was not initially referred to  
22 a Committee on Rules.

23 e. If a committee has reported a bill "Do Pass" with committee  
24 amendments, a Committee on Rules shall take such action as it deems  
25 proper on the entire package of the bill with committee amendments as  
26 though the committee amendments were already incorporated into the  
27 bill.

28 f. If a Committee on Rules is the original committee to which a  
29 bill is referred, when the committee reports such bill as "Do Pass" or  
30 "Without Recommendation", such bill shall not be subject to the  
31 automatic referral referenced in Rule 24~~[-(25)]~~ (26) (d) a. above.  
32 [However,] Instead, in reporting such bill, the committee may take any  
33 action on such bill [as though the bill were referred to it after a  
34 "Do Pass" or "Without Recommendation" report from another committee]  
35 that is permissible under the authority given to regular standing  
36 committees under Rule 24(1) above.

37 (26) *The Committee on Transportation.* The Committee on  
38 Transportation may consider and report upon bills and matters referred  
39 to it relating to the Department of Transportation, all means of  
40 transportation, including roads, highways, bridges, ferries, airports,  
41 railroads, and other means of transportation. The committee may also  
42 consider and report upon bills and matters referred to it relating to  
43 motor vehicles and traffic regulations.

44 (27) *The Committee on Utilities.* The Committee on Utilities may  
45 consider and report upon bills and matters referred to it relating to  
46 the development, use, and regulation of utilities, communications, and  
47 technology and the development, use, and conservation of energy and  
48 other energy-related concerns, environmental impact, pollution, and  
49 public health and safety as it relates to the issue of energy.

50 (28) *The Committee on Veterans.* The Committee on Veterans may

1 consider and report upon bills and matters referred to it relating to  
2 terrorism and security against terrorism, veterans affairs, the  
3 promotion and strengthening of states' rights, and military and naval  
4 affairs of the State.

5 (29) *The Committee on Ways and Means.* The Committee on Ways and  
6 Means may consider and report upon bills and matters referred to it  
7 relating to the taxes of the state, tax credits, revenue and public  
8 debt of the state, and the interest thereon, and the administration of  
9 taxation and revenue laws. The committee may also inquire into and  
10 suggest to the House such changes, if any, that should be made in  
11 respect to existing sources of revenue and such new sources of  
12 revenue, if any, that in the judgment of the committee should be  
13 considered by the House. The committee may also inquire into and  
14 suggest to the House such changes, if any, that should be made in  
15 respect to eliminating any existing sources of revenue, if any, that  
16 in the judgment of the committee should be considered by the House.

17 (30) *The Committee on Workforce Development.* The Committee on  
18 Workforce Development may consider and report upon bills and matters  
19 referred to it relating to the regulation and administration of state  
20 policies by the Department of Labor and Industrial Relations regarding  
21 the attraction, training, retention, and safety of the workforce.  
22

## 23 Subcommittees

24 Rule 25. (1) *Establishment and Membership.* The Speaker, or the  
25 chair of any regular or special standing committee with the advice and  
26 consent of the Speaker, may establish a subcommittee of a regular or  
27 special standing committee. A subcommittee shall consist of no more  
28 than one-half of the number of members of its regular or special  
29 standing committee. Members of the subcommittee shall be appointed by  
30 the chair of the regular or special standing committee with the advice  
31 and consent of the Speaker, except the minority members of the  
32 subcommittee shall be appointed by the ranking minority member of the  
33 regular or special standing committee with the advice and consent of  
34 the Minority Floor Leader. The membership of all subcommittees shall  
35 be composed, as nearly as may be, of majority and minority party  
36 members in the same proportion as the number of majority and minority  
37 party members in the House bears to the total membership of the House.  
38 When establishing a subcommittee, the Speaker or chair of the regular  
39 or special standing committee shall designate a member of the  
40 subcommittee as chair and may designate another member as vice chair.

41 (2) *Duties.* Subcommittees shall consider all issues or matters  
42 referred to them by their respective regular or special standing  
43 committee and shall report upon such issues or matters to their  
44 respective regular or special standing committee. No bill or  
45 substitute shall be taken up for consideration by any subcommittee.  
46 Subcommittees, except for appropriations subcommittees, shall be  
47 authorized to hold hearings, sit, and act only during the hearing  
48 times allocated for their respective regular or special standing



1 committees, unless otherwise granted by the Speaker. Subcommittees  
2 shall be authorized to administer oaths and take testimony, either  
3 orally or by sworn written statement.

4 (3) *Reports.* Subcommittees may report to the House upon issues  
5 or matters referred to them. The Majority Floor Leader may call for  
6 reports from subcommittees at any time during the administrative order  
7 of business or during the regular order of business. A quorum of the  
8 House need not be present to receive a report from a subcommittee.  
9 Reports from subcommittees shall not be amended, no vote shall be  
10 taken, and no other motion shall be in order during receipt of a  
11 subcommittee report. After receipt of a report from a subcommittee,  
12 debate and inquiry shall be allowed, but no member shall be allowed to  
13 speak or inquire for more than five minutes, except by leave of the  
14 Speaker.

15 Duties of Committee Chair; Committee Organization

16 Rule 26. (1) *Duty to preside.* It is the duty of the chair to preside  
17 at all sessions of the committee. In the absence of the chair, the  
18 vice chair of the committee or a designee of the chair shall preside.

19 (2) *Duty to maintain minute book.* The chair shall see that a  
20 minute book is kept for his or her committee. The minute book shall  
21 contain the attendance and voting records of the committee members, a  
22 brief statement of the business that comes before the committee, the  
23 names of the persons and witnesses appearing before the committee and  
24 what side of a proposition they appeared on behalf of at the committee  
25 hearing, or if the appearance was informational in nature and neither  
26 for or against the proposition. The Chief Clerk shall be the  
27 repository of the minute book after each session of the general  
28 assembly and shall submit the same to the Secretary of State prior to  
29 the next regular session.

30 (3) *Duty to preserve order.* The chair, while the committee is  
31 in session, shall preserve order and decorum in and adjacent to the  
32 committee room and shall conduct all hearings in accordance with the  
33 Rules of the House including the provisions that relate to decorum,  
34 debate, and dress code. The chair may punish breaches of order and  
35 decorum by censure and exclusion from the hearings.

36 (4) *Bills, reports, and other documents.* The chair shall have  
37 custody of all bills, papers, and other documents referred to the  
38 committee and shall make reports authorized by the committee and  
39 submit the same to the House without delay.

40 (5) *When a bill fails.* Whenever a motion that a bill "Do Pass"  
41 shall fail, or if there be an even division on the question, the chair  
42 shall report such bill back to the House "Do Not Pass" unless such  
43 bill is otherwise disposed of by another motion.

44 (6) When a motion has been decided by a committee, any member  
45 voting on the prevailing side may move to reconsider the vote provided  
46 that:

- 47 (a) The chair still has possession of the bill; and  
48 (b) The motion to reconsider is made on the same day on which

1 the motion was decided or within the next three occurrences in which  
2 the committee convenes with a quorum present at a properly scheduled  
3 meeting at which the original motion would be in order.

4 A majority of the members appointed to the committee is required to  
5 sustain any motion to reconsider. The motion to reconsider shall be a  
6 recorded vote.

#### 7 Committee Hearings

8 Rule 27. All bills afforded a committee hearing shall be considered  
9 by giving the sponsor or handler, the proponents, the opponents, and  
10 those testifying for informational purposes a reasonable opportunity  
11 to be heard. Persons addressing the committee shall keep their  
12 remarks to the point and avoid repetition and are subject to call to  
13 order by the chair for failure to do so. In the discretion of the  
14 committee chair, the length of time allowed one speaker or questioner  
15 may be limited.

#### 16 Quorum

17 Rule 28. A majority of all committees of thirty or less, and fifteen  
18 members of all committees consisting of more than thirty members,  
19 shall constitute a quorum for the transaction of business.

#### 20 Meetings - How Announced

21 Rule 29. (1) Announcement of all meetings of committees shall  
22 include a statement of all matters to be considered at the meeting,  
23 shall include the bill or resolution numbers to be considered and  
24 shall be entered in the Journal prior to the day on which the meeting  
25 is to take place. Such journal entry shall reflect the date, time,  
26 and location of the meeting.

27 (2) The chair of each committee shall give written notice of the  
28 time, date, place, and agenda of the meetings, including executive  
29 sessions, of his or her committee and each committee having matters  
30 pending before it shall hold a meeting at such time, date, and place  
31 unless excused by the Speaker. Notice shall be given at least one  
32 legislative day in advance of the committee meeting. Notice may be  
33 reduced to twenty-four hours by unanimous consent of all members of  
34 the committee, whether in attendance or not. Notice shall never be  
35 less than twenty-four hours. All notices shall include posting of the  
36 notice on the bulletin board outside the Speaker's office.

37 (3) No bill or resolution shall be considered in an executive  
38 session by the committee of initial referral unless the committee  
39 meeting notice required under subdivision (2) of this rule lists the  
40 bill or resolution for executive session, except when excused from  
41 such notice requirement by leave of the Speaker, and unless a public  
42 hearing has been held on the bill or resolution.

43 (4) Committees shall comply with the requirements of the

1 statutes pertaining to open meetings.

## 2 Committee Substitutes

3 Rule 30. No bill or substitute may be taken up for consideration by a  
4 committee unless such bill or substitute shall have been distributed  
5 to the members of the committee at least one legislative day and  
6 twenty-four hours in advance of such consideration. Electronic  
7 distribution shall be an acceptable form of distribution. This rule  
8 may be waived by unanimous consent of all members of the committee,  
9 whether in attendance or not. Failure to take the bill up for  
10 consideration at the designated time requires that one legislative day  
11 and twenty-four hours' notice be given again before it is taken up for  
12 consideration.

## 13 House Committee Bills

14 Rule 31. (1) Any regular or special standing committee shall have  
15 the authority to introduce upon report a House Committee Bill. The  
16 chair of the committee or his or her designee shall be the handler of  
17 the bill. No committee shall introduce upon report any House  
18 Committee Bill [~~until February 15, and not~~] after April 1. The number  
19 of House Committee Bills allowed to be introduced by a regular or  
20 special standing committee shall be limited by the Speaker. The total  
21 number of House Committee Bills allowed to be introduced by all  
22 regular and special standing committees shall not exceed [~~twice~~] three  
23 times the number of regular standing committees.

24 (2) No House Committee Bill shall be taken up for consideration  
25 by a committee unless a draft of such bill shall have been distributed  
26 to the members of the committee at least one legislative day and  
27 twenty-four hours in advance of such consideration. Such drafts shall  
28 be made available online immediately upon distribution. Electronic  
29 distribution shall be an acceptable form of distribution.

30 (3) The chair of the committee or his or her designee, the  
31 proponents, opponents, or persons testifying for informational  
32 purposes may be called to testify during the hearing to draft the  
33 House Committee Bill; any input or testimony provided shall be based  
34 on the subject matter contained in the draft that was distributed in  
35 advance as provided in subdivision (2) of this rule.

36 (4) Upon motion, the committee is authorized to report that the  
37 draft House Committee Bill be introduced. After being read a first  
38 and second time, the House Committee Bill shall stand automatically  
39 referred to its Committee on Rules.

40 [~~(4)~~] (5) The Committee on Rules is hereby authorized to report  
41 the bill "Do Pass" to the House or send the bill back to the  
42 originating committee in its original form. If a Committee on Rules  
43 sends the bill back to the originating committee, that committee may  
44 amend the bill and report the bill again without the need to  
45 reconsider the initial vote. In reviewing bills automatically

1 referred to it from another committee, a Committee on Rules may  
2 conduct a hearing and take such testimony as it deems appropriate to  
3 make its decisions. Upon the written request of [~~any member~~] any five  
4 members of the House, a Committee on Rules shall conduct a hearing on  
5 any House Committee Bill in its possession. The Committee on Rules  
6 shall not amend any House Committee Bill.

7 Other Duties

8 Rule 32. Each committee, in addition to the duties above prescribed,  
9 shall perform such other duties as may be required by the House. If  
10 it shall become necessary to compel the presence of any person before  
11 a committee, the production of records or documents, or to receive  
12 sworn testimony before a committee, a subpoena may be issued under the  
13 hand of the Speaker as provided by law and an oath or affirmation may  
14 be administered by the chair of the committee as provided by law.

15 Attendance

16 Rule 33. The secretary of each committee shall keep a record of the  
17 attendance of each committee meeting in the minute book of the  
18 committee, which shall be available to any person upon request. Any  
19 member of a committee absent, without good cause, from three  
20 consecutive meetings of the committee, as shown by the records of the  
21 committee, may be dropped therefrom by a statement to that effect  
22 entered into the House Journal by the Speaker. The roll shall be  
23 recorded by the chair or secretary of a committee at each meeting.

24 Minority Views

25 Rule 34. The minority of a committee may not make a report or present  
26 to the House an alternative report, but has the right to file views to  
27 accompany the report.

28 Committee Relieved of Bill - When

29 Rule 35. No bill shall be taken away from any regular standing  
30 committee or special standing committee, as provided by the  
31 Constitution, until after ten legislative days have expired after  
32 referral to the committee by the Speaker. Pursuant to the  
33 Constitution, one-third of the members of the House shall have the  
34 power to relieve a committee of any bill. Such power may be exercised  
35 by filing a petition to that effect with the Chief Clerk. Upon  
36 receipt of such petition containing the signatures of at least  
37 fifty-five members, the Chief Clerk shall publish such petition in the  
38 Journal and place the discharged bill upon the regular calendar of  
39 House Bills taken from Committee, as provided by the Constitution.

40 Election Contest

1 Rule 36. Whenever there shall be filed with the Speaker a notice of  
2 contest of the election of a member of the House, he or she shall  
3 refer the same, without discussion, either to the regular standing  
4 Committee on Elections and Elected Officials or a special standing  
5 committee appointed to hear the matter. Such committee shall examine  
6 the timeliness and sufficiency of the notice, the depositions, and  
7 other documents submitted and report to the House its recommendations,  
8 whereupon the House shall act by resolution to sustain or reject the  
9 committee recommendations.

10 Ethics Committee

11 Complaints of Ethical Misconduct

12 Rule 37. (1) (a) The Speaker shall appoint a Committee on Ethics  
13 and name the committee's chair. The Minority Floor Leader shall name  
14 the committee's vice chair and minority members. The committee shall  
15 have an equal number of members of the majority and minority party.

16 ~~[(2)]~~ (b) The committee may consider and report upon complaints  
17 referred to it relating to a member of the House involving the  
18 commission of a crime, misconduct, willful neglect of duty, corruption  
19 in office, or other complaints relating to the ethical conduct of a  
20 member. The committee is authorized to sit and act at any time or  
21 place within the State of Missouri during the recess and adjournment  
22 periods of the House, administer oaths, and take testimony, either  
23 orally or by sworn written statement.

24 ~~[(3) Within twenty calendar days of the commencement of]~~ (c) No  
25 later than January 31<sup>st</sup> of the first regular session of each general  
26 assembly, the Committee on Ethics shall adopt Rules of Procedure for  
27 the investigation of complaints of ethical misconduct referred to it  
28 involving a member of the House. The proposed Rules of Procedure  
29 shall be filed by the committee in the form of a House Resolution with  
30 the Clerk of the House, reported in the Journal, and automatically  
31 placed on the House Resolutions Calendar without further referral.

32 ~~[(4)]~~ (d) Upon receipt of a complaint, in writing and under  
33 oath, of ethical misconduct by a member of the House made by another  
34 member, the Speaker shall refer the same, within ten calendar days,  
35 without discussion, to the Committee on Ethics. The complaint shall  
36 be confidential. The Committee shall examine the sufficiency of the  
37 complaint ~~[and proceed to conduct an investigation as provided in the~~  
38 ~~Committee's Rules of Procedure, if a majority of the Committee~~  
39 ~~appointed so votes upon a roll call. When a motion to proceed to~~  
40 ~~conduct an investigation fails on a recorded vote, the complaint shall~~  
41 ~~be immediately dismissed]~~ pursuant to the Committee's Rules of  
42 Procedure.

43 ~~[(5)]~~ (e) At the conclusion of the investigation, the Committee  
44 shall report its findings, conclusions, and recommendations to the  
45 House, whereupon the House shall act by resolution to sustain or  
46 reject the Committee recommendations. The Committee may recommend

1 that the House expel the member as provided in Article III, Section 18  
2 of the Missouri Constitution, or that the House punish the member as  
3 provided in Article III, Section 18 of the Missouri Constitution, by  
4 reprimand on the adoption of the resolution or by censure by the  
5 Speaker in open session.

6 ~~[(6)]~~ (f) All rules that pertain to regular or special standing  
7 committees shall apply to the Committee on Ethics to the extent  
8 consistent with this rule and any rules of procedure adopted pursuant  
9 to this rule.

10 (2) In any instance of a complaint of sexual harassment made  
11 either by or against a member, the Chief Clerk of the House shall  
12 contract with outside legal counsel for the purpose of investigating  
13 the complaint. All complaints shall be kept confidential. The Chief  
14 Clerk shall ensure the complaint and any results of an investigation  
15 shall be referred within fourteen days of receipt of the complaint to  
16 the chair and ranking minority party member of the Committee on  
17 Ethics. The results of any investigation or report written by outside  
18 legal counsel shall be provided to each member of the Committee on  
19 Ethics, the complainant, and the member against whom the complaint was  
20 made. The Committee on Ethics Rules of Procedure and the House policy  
21 handbook shall be harmonized with the Rules of the House for the  
22 investigation of sexual harassment complaints.

## 23 BILLS

### 24 Referral

25 Rule 38. The Speaker shall refer all bills and resolutions to a  
26 committee. The Speaker may re-refer any bill or resolution previously  
27 referred to a committee prior to a public hearing being held on the  
28 bill.

### 29 Introduced - Manner of Setting Forth New and Old Material

30 Rule 39. (1) *When.* Bills may be introduced only on the report of a  
31 committee or by any member of the House, in the administrative or  
32 regular order of business. No member shall file a bill, other than an  
33 appropriation bill, after March 1, without leave of the House. No  
34 committee shall introduce upon report any House Committee Bill after  
35 April 1.

36 (2) *Manner of Printing.* Any bill shall have the matter which is  
37 being repealed from current law enclosed in bold-faced brackets and  
38 the matter which is being added to the law underscored when  
39 typewritten and in bold-faced type when printed. In addition, the  
40 Chief Clerk may adjust the formatting of printed bills in the House in  
41 order to increase readability. A footnote shall be annexed to the  
42 first page of each bill which contains material enclosed in bold-faced  
43 brackets to the following effect:

44 "EXPLANATION - Matter enclosed in bold-faced brackets in the

1 above bill is not enacted and is intended to be omitted from the law.  
2 Matter in bold-face type in the above bill is proposed language.".

3 Where a section is completely rewritten, the existing section  
4 shall be set forth in small type in bold-faced brackets in a note  
5 following the new section but the changes need not be distinguished.  
6 Any House bill or substitute thereof which does not comply with this  
7 rule shall not be placed upon the calendar.

8 (3) *Numbering of Bills.* The Chief Clerk shall number bills in  
9 the order of their filing, reserving numbers for appropriations bills.

10 (4) *Withdrawal.* Any bill may be withdrawn by the sponsor before  
11 the bill has been referred to any regular [~~select,~~] or special  
12 standing committee.

### 13 Number of Copies Printed

14 Rule 40. The Chief Clerk shall print such number of copies of all  
15 House Bills and House Joint Resolutions as he or she shall deem  
16 appropriate.

### 17 Federal Mandate Calendar

18 Rule 41. (1) When a federal mandate bill is reported from the  
19 appropriate committee with recommendation that it "Do Pass" or  
20 "Without Recommendation", it shall go upon the calendar of the House.

21 (2) No bill shall be placed on the Federal Mandate Calendars  
22 unless it is federally mandated, immediate in nature, and reduces  
23 revenues or savings if not enacted. A federal mandate bill may only  
24 contain subject matter concerning the federal mandate. A member  
25 wishing for his or her bill to be considered for placement on the  
26 Federal Mandate Calendar shall request in writing to the chair of the  
27 committee where such bill has been referred. The written request  
28 shall state the deadline by which the state must comply with the  
29 federal mandate and what will happen if the state fails to take action  
30 by such date. A copy for each committee member of the federal statute  
31 or regulation mandating such action shall accompany the request.  
32 After the committee has voted "Do Pass" on a bill with such a request,  
33 it shall take a second recorded vote on whether to recommend that it  
34 be placed on the Federal Mandate Calendar. If said bill is reported  
35 "Do Pass" by a regular standing committee with a recommendation that  
36 same be placed on the Federal Mandate Calendar, the chair of the  
37 committee shall submit to the Speaker a copy of the original written  
38 request, along with a copy of the federal statute or regulation  
39 mandating State action. If the Speaker concurs with the committee  
40 that the bill complies with the requirements of this rule, he or she  
41 shall advise the Chief Clerk to place same on the Federal Mandate  
42 Calendar. If the Speaker does not concur, he or she may place the  
43 bill on the Perfection Calendar. Each bill placed upon the Federal  
44 Mandate Calendars shall have attached thereto a copy of the federal  
45 statute or regulation that mandates the bill, along with a copy of the  
46 request to place the bill on the Federal Mandate Calendar and shall be

1 distributed to all members at least twenty-four hours prior to  
2 consideration by the entire House.

#### 3 4 Revision Bills

5 Rule 42. Any bill denominated as a revision bill by the appropriate  
6 committee shall contain only that subject matter approved by the  
7 committee on legislative research, and additional material may not be  
8 amended thereto, unless needed as a technical correction.

#### 9 Motion To Place On Calendar

10 Rule 43. If any bill is reported from committee with the  
11 recommendation that it "Do Not Pass" it shall not go on the calendar  
12 of the House unless ordered by a constitutional majority. At the same  
13 time the bill is reported to the House, the committee chair shall  
14 notify the sponsor or handler of the bill that such report is being  
15 made. A motion to have a bill placed upon the calendar shall be made  
16 within three legislative days after the bill is reported and when the  
17 sponsor of the bill is present or the motion is made by a member upon  
18 the sponsor's written request. If no such action is taken within such  
19 time, the bill shall lie on the table. If such a motion is sustained,  
20 the bill shall stand automatically referred to a Committee on Rules  
21 for further action thereon.

#### 22 Timing of Placement on Calendar

23 Rule 44. No House bill shall be taken up for consideration by the  
24 House unless it has been upon the calendar for at least one  
25 legislative day.

#### 26 Bills Laid Over Informally

27 Rule 45. When a bill is reached, in its order, to be perfected and  
28 printed, or to be third read and finally passed, it may, upon the  
29 request of the Majority Floor Leader or the sponsor or handler thereof  
30 if a House Bill, or upon the request of its handler in the House if a  
31 Senate Bill, hold its place on the calendar or be laid over informally  
32 and thereafter be called up at any time when otherwise in order.

#### 33 To Appear In Order

34 Rule 46. All bills laid over informally and not taken up and disposed  
35 of the same day shall appear in order upon the calendar for the next  
36 legislative day following.

#### 37 Ten Day Rule

38 Rule 47. If a bill laid over informally is not taken up for further  
39 consideration within ten legislative days after being laid over, it



1 shall lie on the table and be dropped from the calendar of the House  
2 without further action of the House.

3 Consent Calendar

4 Rule 48. (1) *Which Bills May Be Placed on the Consent Calendar.*  
5 Each regular standing committee, after a favorable vote on a bill, may  
6 further determine by a second and affirmative vote of every member  
7 present whether [~~or not~~] such bill is of a noncontroversial nature [~~—~~  
8 ~~Any bill which increases net expenditures of the state, reduces net~~  
9 ~~revenue of the state, or creates or expands a penalty provision shall~~  
10 ~~not be considered by the committee for consent; provided however, any~~  
11 ~~bill which specifically authorizes an easement or right-of-way~~  
12 ~~involving state property may be considered by the committee for~~  
13 ~~placement on the Consent Calendar.] and qualifies for consent status.  
14 Bills that specifically authorize an easement or right-of-way  
15 involving state property shall qualify for consent status. A bill  
16 shall not be considered for consent status if it:~~

- 17 (a) Is of a controversial nature;  
18 (b) Makes a substantial policy change;  
19 (c) Increases net expenditures of the state;  
20 (d) Reduces net revenue of the state; or  
21 (e) Creates or expands a penalty provision.

22 If it has been determined by the regular standing committee that such  
23 bill is of a noncontroversial nature and meets all consent  
24 requirements, the regular standing committee shall report the bill to  
25 the Committee on Consent and House Procedure as "Do Pass - Consent".  
26 The Committee on Consent and House Procedure may decide by a majority  
27 affirmative vote of those present whether to place the bill on the  
28 appropriate consent calendar.

29 (2) *Procedure on House Bills.* If the regular standing committee  
30 shall so determine, the appropriate committee report shall include a  
31 request that a bill be placed on the House Consent Calendar for  
32 Perfection. Any bill so reported shall automatically be referred to  
33 the Committee on Consent and House Procedure. Any bill reported by  
34 the Committee on Consent and House Procedure with the recommendation  
35 that it be placed on the House Consent Calendar for Perfection may be  
36 placed on that calendar if the Speaker concurs with the  
37 recommendation. If the Speaker does not concur, he or she may place  
38 the bill on the Perfection Calendar. After such bill has remained on  
39 the House Consent Calendar for Perfection for five legislative days,  
40 it shall be ordered perfected and advanced to the House Consent  
41 Calendar for Third Reading and Final Passage without further action of  
42 the House, unless five members, with at least two from each political  
43 party, have filed written objection with the Chief Clerk. If such  
44 objections are filed, the bill shall be placed on the House Bills to  
45 be Perfected and Printed Calendar. An objection made by five members  
46 under this rule cannot be rescinded.

47 (3) *Senate Bills - Consent.* When the Senate passes a bill by

1 its procedure for consent bills, such bill shall be considered for  
2 treatment as a consent bill by the House committee without further  
3 request; provided however, that the same committee procedures, votes,  
4 and requirements for House Bills being considered for consent shall be  
5 applied to Senate Bills being considered for consent. A Senate Bill  
6 may be considered by the committee for consent even if it was not a  
7 consent bill in the Senate.

8 (4) *Procedure on Senate Bills.* Senate Bills passed out of the  
9 appropriate House regular standing committee and the Committee on  
10 Consent and House Procedure with the request that the bill be placed  
11 on the Senate Bills for Third Reading and Final Passage - Consent  
12 Calendar are subject to the five member objection provision of this  
13 rule.

14 (5) *Deadline for Placing Senate Consent Bills on the Calendar.*  
15 No Senate consent bills shall be placed on the consent calendar after  
16 April 15.

17 (6) *Amendments.* House bills may be considered for consent after  
18 they are amended in committee but may not be amended on the floor of  
19 the House.

20 Senate consent bills may be amended in committee but not on the  
21 floor of the House unless the Senate Rules allow amendment of House  
22 consent bills on the floor of the Senate, in which case Senate consent  
23 bills may be amended on the floor of the House. House committee  
24 amendments to Senate consent bills shall be deemed adopted on the  
25 fifth legislative day.

## 26 AMENDMENTS AND SUBSTITUTES

27 Rule 49. (1) *In Writing and Distributed in Advance.*

28 (a) Proposed amendments shall be reduced to writing.

29 (b) Every amendment shall be distributed in advance of the time  
30 the bill is initially taken up for consideration. An amendment shall  
31 be considered to have been distributed if it has been either  
32 transmitted electronically and made available on each member's chamber  
33 laptop computer and a copy in paper form placed on the desk of the  
34 Majority Floor Leader and Minority Floor Leader or placed on the  
35 members' desks in paper form, except for the desk of any member who  
36 has waived receipt of amendments.

37 (c) The sponsor of an amendment that has been distributed may  
38 make technical corrections at the time the amendment is offered or  
39 under consideration. Any technical corrections shall be read in full  
40 by the clerk. Technical corrections shall be subject to a point of  
41 order that they are not truly technical in nature.

42 (d) The sponsor of an amendment shall not otherwise amend his or  
43 her own amendment.

44 (e) Every proposed amendment to the amendment and substitute  
45 amendment may be offered after the time a bill is initially taken up  
46 for consideration but shall be distributed prior to the offeror being  
47 recognized for a motion on such amendment.

48 (f) Amendments shall be prepared by House Research or House

1 Appropriations and filed with the Chief Clerk.

2 (2) *What Amendments and Substitute Amendments are in Order.*  
3 When a bill, motion, or proposition is under consideration, a motion  
4 to amend and a motion to amend that amendment shall be in order, and  
5 it also shall be in order to offer a further amendment by way of  
6 substitute for the original motion to amend, to which one amendment  
7 may be offered. It shall not be in order to offer a substitute  
8 amendment to an amendment to an amendment. When an amendment is  
9 offered, a substitute for that amendment is offered, and an amendment  
10 to the substitute is offered, it shall not be in order to offer a  
11 substitute for the amendment to the substitute. Any proposed  
12 amendment in the third degree shall be out of order. Any motion to  
13 adopt an amendment may be withdrawn by the sponsor before decision  
14 thereon. Once a bill has been amended, it shall be in the possession  
15 of the House. If a proposed amendment has been defeated, the same  
16 amendment shall not be proposed again. An amendment identical to one  
17 previously decided on the same bill is not in order, except for  
18 amendments to appropriations bills.

19 (3) *Committee Substitutes Treated as Original.* A House  
20 Committee Substitute shall be considered as an original bill for  
21 purposes of amendment.

22 (4) *House Substitute.* No House Substitute will be in order. A  
23 House Substitute is an amendment which, in the opinion of the Speaker,  
24 is effectually replacing the underlying bill or committee substitute.

25 (5) *When Federal Mandate Bills can be Amended.* Amendments to  
26 House and Senate bills-Federal Mandate are permitted only within the  
27 scope of the federal mandate. Perfecting amendments are permitted to  
28 make technical amendments.

29 (6) *Appropriations Bills.*

30 (a) No amendment to the appropriations bills of the state budget  
31 shall be in order if it increases the total amount of general revenue  
32 or general revenue equivalent appropriated in the House appropriations  
33 bills. Any amendment that increases the amount of general revenue or  
34 general revenue equivalent appropriated in the House appropriations  
35 bills shall be required to be submitted with a separate amendment that  
36 makes an equal reduction in general revenue or general revenue  
37 equivalent in the same bill or any other of the bills still pending.  
38 If the reduction is in another bill, the decreasing amendment shall be  
39 taken up first, and the increasing amendment may be taken up only if  
40 the decreasing amendment is adopted. When a pair of amendments is  
41 submitted, the decreasing amendment shall be required to clearly  
42 identify the corresponding increasing amendment.

43 (b) If a member's decreasing amendment is adopted and the same  
44 member's increasing amendment is defeated, the decreasing amendment's  
45 adoption is void.

46 (c) The offering and adoption of an amendment decreasing the  
47 amount of general revenue or general revenue equivalent appropriated  
48 without a balancing increase creates no right of another member to  
49 offer an increasing amendment in any amount up to the amount of the  
50 decrease effected by the decreasing amendment, and no member may be

1 recognized for the purpose of making such an amendment.

2 (d) For the perfection of the House appropriations bills of the  
3 state budget only, it shall be permissible to amend any line item as  
4 often as the House pleases, as long as prior adopted amendments to the  
5 line item are taken into account.

6 (e) Notwithstanding any rule to the contrary, neither substitute  
7 amendments nor amendments to amendments shall be in order for any  
8 appropriations bill other than technical corrections under Rule 49(1).

9 Committee Substitute Printed

10 Rule 50. When a committee recommends a substitute for a bill, the  
11 original bill will accompany the substitute. The substitute shall be  
12 handled on the floor of the House by the committee chair or any member  
13 designated by the committee chair. The Chief Clerk shall have an  
14 appropriate number of copies of the substitute printed. No committee  
15 substitute shall be called from the calendar of the House until the  
16 printed copies have been distributed for at least one legislative day.  
17 Amendments, if any, may be offered to the substitute before the vote  
18 on the motion to adopt the substitute is taken. If the substitute is  
19 defeated, the original bill shall be before the House for perfection  
20 and shall be considered and shall be handled on the floor by the  
21 original sponsor of the bill.

22 Order of Amendments

23 Rule 51. When amendments to any bill, motion, or proposition are  
24 pending, they shall be voted on in the following order:

25 (1) Amendments to the amendment are disposed of before the  
26 substitute is taken up. Only one amendment to the amendment is in  
27 order at one time; but as rapidly as one is disposed of by rejection  
28 or incorporation as a part of the amendment, another is in order as  
29 long as any member desires to offer one.

30 (2) Amendments to the substitute are next voted on, and may be  
31 offered, one at a time, and as rapidly as one is disposed of by  
32 rejection or incorporation as a part of the substitute amendment,  
33 another is in order as long as any member desires to offer one, until  
34 the substitute amendment is adopted.

35 (3) The substitute amendment, as amended, is next voted on. If  
36 the substitute amendment is adopted, the underlying amendment to which  
37 it was offered shall not be voted upon, but the substitute amendment  
38 shall become part of the bill.

39 (4) The amendment is voted on last. If any substitute has not  
40 been agreed to, the vote comes on the amendment as amended.

41 (5) The House Committee Substitute is next voted upon, after  
42 opportunity for amendment. If the House Committee Substitute is  
43 adopted, there shall be an additional vote for the perfection of the  
44 bill, as amended.

45 (6) If there is no House Committee Substitute, or if the House  
46 Committee Substitute is not adopted, the original House Bill is next

1 voted upon, after opportunity for amendment.

2 Amendments Incorporated In Bill

3 Rule 52. All amendments adopted by the House to a bill originating in  
4 the House shall be incorporated in the bill as perfected, and the  
5 bill, as thus perfected, shall be printed for the use of the members  
6 before its final passage, provided that the bill shall be subject to a  
7 titling ~~[motion]~~ amendment before the vote on perfection is taken.  
8 For purposes of this rule, a titling amendment shall not count against  
9 the Rule 88 prohibition on speaking twice on the same question. The  
10 perfecting and printing shall be done under the supervision of the  
11 Chief Clerk who shall assure that the bill is truly perfected and the  
12 printed copies furnished to the members are correct.

13  
14 Emergency Clauses

15 Rule 53. Any House bill which has been amended on the floor prior to  
16 being perfected or any Senate bill which has been amended on the floor  
17 prior to being third read and passed to contain an emergency clause  
18 shall be automatically referred to the Committee on Fiscal Review to  
19 consider whether the emergency clause is appropriate.

20 BILLS AND JOINT RESOLUTIONS

21 Ayes and Noes Taken

22 Rule 54. When a bill shall have passed the House and been returned  
23 from the Senate with amendments, such amendments may be concurred in  
24 collectively by a constitutional majority, unless objection be made,  
25 in which case the vote shall be taken severally, and no amendment or  
26 amendments shall be concurred in by the House except by a  
27 constitutional majority and the names of those voting for and against  
28 recorded upon the Journal of the House.

29 Repassage

30 Rule 55. When all Senate amendments to House Bills have been  
31 concurred in by a constitutional majority of the House, the question  
32 shall then be put: "Shall the bill as amended be passed?". On this  
33 question the ayes and noes shall be called for, and as on first  
34 passage, a constitutional majority shall be necessary to the final  
35 passage of the bill.

36 Majority to Perfect

37 Rule 56. A quorum being present, a majority of those voting aye and  
38 no shall be sufficient to perfect a bill and order it printed.

39 Amending After Perfection; Perfecting Amendments

1 Rule 57. No bill shall be amended after being perfected and printed  
2 without a reconsideration of the vote by which it was ordered  
3 perfected and printed and if such bill be amended, it shall again be  
4 perfected and printed, except that a perfecting amendment to make  
5 technical corrections is in order after the bill has been ordered  
6 perfected and printed and before it has been read the third time.

7 Motion for Passage

8 Rule 58. When the Chief Clerk presents a bill as truly perfected and  
9 printed, it shall go upon the calendar to be agreed to and passed.  
10 When the bill is taken up in its order, the question shall then be:  
11 "Shall the bill be third read and passed?".

12 It shall require a constitutional majority to sustain the question.

13 Course After Passage

14 Rule 59. When a bill or joint or concurrent resolution passes the  
15 House, it shall be certified by the Chief Clerk, noting the day of its  
16 passage at the foot thereof.

17 Perfecting Amendments on Bills Returned From the Senate

18 Rule 60. No bill or joint or concurrent resolution that has been  
19 returned from the Senate may be further amended without placing the  
20 bill in conference, except that a perfecting amendment to make  
21 technical corrections is in order in the house of origin when the bill  
22 is taken up for final passage as amended by the other house. The  
23 perfecting amendment may be directed to the bill or to amendments to  
24 the bill. If a perfecting amendment is adopted, the bill as finally  
25 passed with the perfecting amendment shall be returned to the other  
26 house for its concurrence in the perfecting amendment.

27 Conference Reports

28 Rule 61. (1) *Signatures on a Conference Report.* All conference  
29 committees shall be composed of five conferees from each house. No  
30 conference report shall be submitted to either house unless approved  
31 by a majority vote of the full committee with not less than three  
32 conferees from the House and two conferees from the Senate signing the  
33 report.

34 (2) *Review for Correctness.* Before a conference report is  
35 referred to the Regular Standing Committee on Fiscal Review, it shall  
36 be reviewed for the technical correctness of the report and of any  
37 amendments, bill, or substitute the report recommends for passage by  
38 the House.

39 (3) *Notice Requirements.* No conference committee report shall  
40 be taken up and considered unless the same has been distributed to the

1 members, except members who have waived receipt of conference  
2 committee reports, at least one legislative day prior to  
3 consideration.

4 (4) *Exceeding the Differences.* Unless authority is granted by  
5 the House to exceed the differences, the conferees shall confine  
6 themselves to matters that are within the scope of the differences  
7 between the House position and the Senate position. When a report is  
8 offered for adoption, the point of order that the conferees have  
9 exceeded the differences shall be in order. The Speaker may rule on  
10 the point of order or may place the question of whether the conferees  
11 have exceeded the differences before the House for a vote. A majority  
12 of members voting prevails on the question.

## 13 RESOLUTIONS

### 14 Joint and Concurrent Resolutions

15 Rule 62. All joint and concurrent resolutions designed to submit to  
16 the qualified voters of the state amendments to the Constitution of  
17 the State of Missouri, to be voted upon by such voters, shall be read  
18 on three separate days, and shall be reported upon by the committee of  
19 the House, and shall otherwise be proceeded upon in like manner as a  
20 bill.

### 22 Resolutions of Congress

23 Rule 63. All joint and concurrent resolutions of the Congress of the  
24 United States designed to submit to the legislature an amendment to  
25 the Constitution of the United States shall be submitted as a  
26 Concurrent Resolution and read on three separate days, shall be  
27 reported upon by a committee, shall be adopted only by a  
28 constitutional majority and shall otherwise be proceeded upon in like  
29 manner as a bill. The text of the amendment as proposed by the  
30 Congress of the United States shall not be amended.

### 31 Reference of Resolutions, etc. Stand Referred

32 Rule 64. (1) All petitions, memorials, remonstrances, resolutions,  
33 and other papers offered shall stand referred, without reading,  
34 consideration, discussion, explanation, or debate, to the Committee on  
35 Consent and House Procedure unless timely referred to some other  
36 appropriate committee by the Speaker. Resolutions informing the  
37 Governor or the Senate that the House has convened, taken some action,  
38 or adjourned, resolutions to elect officers of the House, resolutions  
39 expressing the appreciation of the House to public officials,  
40 resolutions to adopt temporary rules, and concurrent resolutions to  
41 convene joint sessions may be adopted by the House upon introduction  
42 without referral to committee. Those papers that are favorably  
43 recommended by the committee for adoption by the House shall be listed  
44 in the Journal and placed upon a resolutions calendar.

1 (2) Joint courtesy resolutions shall be allowed if established  
2 by the rules of the Senate.

3 (3) Any resolution offered to request an investigation of a  
4 state official for the purposes of impeachment shall be referred to  
5 any committee designated by the Speaker. Articles of impeachment  
6 shall only be introduced by the committee designated to investigate  
7 the matter and shall be read [~~by title~~] on three separate days.

## 8 SENATE BILLS

### 9 Referral

10 Rule 65. Each Senate Bill shall, upon second reading, be referred to  
11 the appropriate committee of the House.

### 12 Go Upon The Calendar

13 Rule 66. When a Senate Bill is reported from the committee to which  
14 it was referred with the recommendation that it "Do Pass", or "Without  
15 Recommendation", it shall stand automatically referred to its  
16 Committee on Rules. When a Senate Bill is reported from a Committee  
17 on Rules with the recommendation that it "Do Pass", or "Without  
18 Recommendation", it shall go upon the House Calendar for the third  
19 reading and final passage, provided that no Senate Bill shall be taken  
20 up for consideration by the House unless it has been upon the Calendar  
21 for at least one legislative day.

### 22 Senate Bills Reported "Do Not Pass"

23 Rule 67. If a Senate Bill is reported from the committee to which it  
24 was referred with the recommendation that it "Do Not Pass" it shall  
25 not go upon the calendar of the House for third reading and final  
26 passage, unless so ordered by a constitutional majority of the House.  
27 In such case, the motion to place the bill on the calendar shall be  
28 made within three legislative days of the report and by a member who  
29 has been requested by the Senate sponsor of the bill. If such a  
30 motion is sustained, the bill shall stand automatically referred to a  
31 Committee on Rules for further action thereon.

### 32 Amendments

33 Rule 68. Senate Bills may be amended by the House when placed upon  
34 third reading and final passage, and any Senate bill so amended shall  
35 be subject to a titling [~~motion~~] amendment before the final vote is  
36 taken thereon.

### 37 BILLS NOT TO BE PASSED ON PREVIOUS ROLL CALL

38 Rule 69. No bill shall be passed by any roll call previously taken on  
39 another bill, nor shall more than one bill be passed on any one roll



1 call.

2 MOTIONS, DEBATE, and FLOOR PROCEEDINGS

3 Shall Be Read or Stated Before Debate

4 Rule 70. When a motion is made, it shall be stated by the chair  
5 before being debated.

6 When In Possession of the House

7 Rule 71. When a motion is stated by the Speaker, it shall be deemed  
8 to be in possession of the House. The motion may be withdrawn by the  
9 author at any time before a decision.

10 To Be Reduced to Writing

11 Rule 72. Every motion shall be reduced to writing if the Speaker or  
12 any member demands it.

13 Shall Be Germane

14 Rule 73. No motion or proposition on a subject different from that  
15 under consideration shall be admitted under color of amendment.

16 Privileged

17 Rule 74. When a question is under debate, no motion shall be  
18 entertained but to adjourn; to take a recess; to lay on the table; for  
19 the previous question; to postpone to a certain day; to recommit to  
20 committee; to postpone indefinitely; or to consider a veto or withhold  
21 override; which several motions shall have precedence in the order  
22 herein set forth.

23 Dilatory

24 Rule 75. When any motion has been made and lost, no similar motion  
25 shall be entertained until some other business is transacted by the  
26 House.

27 Privileged Motions In Order - When

28 Rule 76. Except as otherwise limited herein, and except when a member  
29 is speaking or the roll is being called, the privileged motions set  
30 forth in Rule 74 are always in order, and pending the result of such a  
31 motion, no member shall leave his or her seat in the House.

32 Previous Question

33 Rule 77. Any member may move the previous question. The motion shall

1 be restated by the Speaker in this form: "Shall the question under  
2 immediate consideration be now put?". It may be moved like any other  
3 question but it shall only prevail when supported by a constitutional  
4 majority and until decided shall preclude amendments and debate. If  
5 the motion is sustained, the proponent of the matter under  
6 consideration shall be allowed one minute in which to make a closing  
7 statement before the House votes on the question. A failure to  
8 sustain the motion shall not take the matter under consideration from  
9 further consideration of the House; but the House shall proceed as if  
10 the motion had not been made.

#### 11 Not Debatable

12 Rule 78. Motions to adjourn and for the previous question shall be  
13 decided without debate; provided however, that a motion to adjourn is  
14 subject to a request by five members for a roll call vote. All other  
15 privileged motions are debatable.

#### 16 Division of Questions

17 Rule 79. Any member may have, as a personal right, a division of the  
18 question where the sense will admit of it. The question shall be  
19 divided into clearly separate and distinct propositions. The Speaker  
20 may take a division of the question under advisement; provided that,  
21 he or she rules on the division before any other action on the  
22 question. When the question having been divided is a Senate Bill for  
23 Third Reading, each part of the bill shall be voted upon separately  
24 and a subsequent separate vote shall be taken on the entire bill.  
25 When a bill is divided for consideration, the title and enacting  
26 clause shall be considered a separate part and shall, unless otherwise  
27 amended, be technically changed to reflect any amendments or deletions  
28 to the bill. No House Bill shall be subject to a division of the  
29 question after its perfection.

#### 30 Indefinite Postponement

31 Rule 80. When a question is postponed indefinitely, the same shall  
32 not be acted upon again during the session.

#### 33 Question Laid on the Table - How Taken Up

34 Rule 81. When a question has been laid on the table, the same cannot  
35 be taken up again without a vote of two-thirds of the members present.

#### 36 Motion to Recommit to Committee

37 Rule 82. Any member may make a motion, at any time prior to the time  
38 such bill is third read and passed, that a bill be recommitted to the  
39 committee from which it was reported or that a bill be committed to  
40 another specifically named committee in the original form of the bill

1 as it was referred to the committee of origin, which shall be  
2 sustained if a majority of the members present vote in the  
3 affirmative.

4 Motion to Reconsider - Shall Be Made Within Three Days

5 Rule 83. When a motion that a bill be perfected and printed, or that  
6 a bill be agreed to, read a third time, and placed upon its passage  
7 fails, or when any other question is decided by the House, any member  
8 voting on the prevailing side may move to reconsider the vote,  
9 provided that the motion to reconsider is made within three  
10 legislative days after the day on which the vote was taken.

11 Procedure for Motion to Reconsider

12 Rule 84. A constitutional majority is required to sustain any motion  
13 to reconsider. If the motion to reconsider is sustained, the House  
14 shall proceed to the original question or motion immediately before  
15 proceeding to other questions; whereupon the original question shall  
16 be voted upon before any other business of the House is transacted.  
17 This shall not preclude further debate or amendment of the  
18 proposition, if otherwise appropriate. Any motion to reconsider  
19 having failed once shall not be reconsidered again, except to  
20 reconsider the vote by which an appropriation bill failed to pass. In  
21 the case of an appropriation bill, the motion to reconsider may be  
22 considered as many times as the House chooses.

23 On Speaking

24 Rule 85. When any member is about to speak in a debate or deliver a  
25 matter to the House, he or she shall rise from his or her seat and  
26 respectfully address himself or herself to "Mr. Speaker" or "Madam  
27 Speaker". The member shall refer, as appropriate, to other members as  
28 "Lady", "Gentleman" or "Representative". The member shall confine  
29 himself or herself to the questions under debate and avoid personality  
30 and derogatory personal comments. If any member violates the rules of  
31 the House, the Speaker, or any member, may call him or her to order.  
32 Any member called to order shall immediately sit down, unless  
33 permitted to explain, and the House shall, if appealed to, decide the  
34 case.

35 Appeals

36 Rule 86. If there is no appeal, the decision of the Speaker is final.  
37 If the decision of the Speaker is in favor of the member called to  
38 order, he or she may proceed; if otherwise, and the case requires it,  
39 he or she shall be liable to the censure of the House.

40 Member to Rise or Seek Recognition

1 Rule 87. The Speaker shall not recognize any member desiring to speak  
2 unless such member arises or appropriately seeks recognition at or  
3 near his or her desk. When two or more members seek recognition at  
4 the same time, the Speaker shall name the member who is to speak  
5 first, the other members having the preference next to speak.

6 Member May Speak - How Often

7 Rule 88. No member shall speak more than twice on the same question  
8 without leave of the House, nor more than once until all other members  
9 desiring to speak have spoken. Except when reporting a bill or  
10 resolution from a committee, no member may speak or inquire for more  
11 than fifteen minutes unless by unanimous consent of the House. When  
12 the question is to third read and pass a House Bill or House Joint  
13 Resolution, no member may speak or inquire for more than ten minutes  
14 unless by unanimous consent of the House. When the question is to  
15 third read and pass a House Consent Bill or a Senate Consent Bill, the  
16 floor handler of the bill and the ranking committee member from the  
17 party not the same as the bill handler shall not speak or inquire for  
18 more than ten minutes. Other members shall not speak or inquire for  
19 more than five minutes on such bills. The provisions of this rule  
20 shall not take precedence over any limitations set pursuant to  
21 Rule 24 [~~(25)~~] (26).

22 No Member Shall Name Another Member in Debate

23 Rule 89. No member shall name another member in debate, but shall  
24 refer to the member by district number or county.

25 Members Not to Use Profanity

26 Rule 90. No member may use profanity either while speaking on the  
27 floor or in committee.

28 Members Not to Walk Across House - When

29 Rule 91. While the Speaker is putting any question or addressing the  
30 House, no one shall walk out of or cross the House. When a member is  
31 speaking [~~or the Journal is being read~~], no member shall engage in any  
32 private conversation; nor while a member is speaking shall anyone pass  
33 between him or her and the Speaker. No member shall walk between two  
34 members who are engaged in debate or inquiries in the Hall of the  
35 House.

36  
37 Order of Questions

38 Rule 92. Except as otherwise set forth in these rules, all questions  
39 shall be propounded in the order in which they are moved except  
40 privileged questions, which shall be propounded as stated in Rule 74.



1 Rule 97. At a reasonable time prior to the beginning of calling the  
2 ayes and noes on any question, a bell notifying the members of a roll  
3 call shall be sounded. After the votes are registered, the absentees  
4 shall be noted and upon demand of any member, another bell signifying  
5 that a call of absentees is being taken shall be sounded and a  
6 reasonable time shall be allowed after the sounding of the bell before  
7 the voting is closed.

#### 8 Roll Call Votes

9 Rule 98. In all cases where a rule of the House of Representatives  
10 refers to the "calling of the names of the members" or "calling of the  
11 ayes or noes" or "calling of the roll", such reference shall be  
12 understood to refer also to the "taking" of the vote by electronic  
13 roll call system. There shall be a taking of the vote by electronic  
14 roll call system on the motion of any one member which is seconded by  
15 four other members immediately standing. A vote by electronic roll  
16 call shall be limited to thirty minutes, except in the cases of quorum  
17 calls. In the event that the electronic roll call system is  
18 inoperable, the taking and recording of such vote shall be done by  
19 calling the name of each member and recording the respective aye, no,  
20 or present votes. Any member not responding when his or her name is  
21 called shall be recorded as absent.

#### 22 Dress Code

23 Rule 99. At all times when the House is seated, proper attire for  
24 gentlemen shall be business attire, including coat, tie, dress  
25 trousers, and dress shoes or boots. Proper attire for women shall be  
26 dresses or skirts or slacks worn with a blazer or sweater and  
27 appropriate dress shoes or boots. This rule shall apply to all  
28 members and staff on the floor of the House and lower gallery.

#### 29 Eating, Smoking, Distracting Activities

30 Rule 100. No food, newspapers, props, or other items or activities  
31 distractive to House deliberations shall be permitted on the floor of  
32 the House while the House is in session. Smoking is prohibited [~~in~~  
33 ~~the Hall of the House, upper and lower galleries. The majority and~~  
34 ~~minority caucuses shall adopt policies for its individual member's~~  
35 ~~office space within the Capitol as it relates to the use of tobacco~~  
36 ~~and alcohol products] in House space, except for in designated  
37 locations.~~

#### 38 [~~Sexual Harassment Complaints~~

39 ~~Rule 101. In any instance of a complaint of sexual harassment made~~  
40 ~~either by or against a member, the Chief Clerk of the House shall~~  
41 ~~contract with outside legal counsel for the purpose of investigating~~

1 ~~the complaint. All complaints shall be kept confidential. The Chief~~  
2 ~~Clerk shall ensure the complaint and any results of an investigation~~  
3 ~~shall be referred within fourteen days of receipt of the complaint to~~  
4 ~~the chair and ranking minority party member of the Committee on~~  
5 ~~Ethics.]~~

#### 6 Electronic Devices

7 Rule ~~[102]~~ 101. Tape recorders, portable phones, video equipment,  
8 television equipment, photography equipment, or any other electronic  
9 recording devices are not authorized for use on the floor of the House  
10 or in any gallery of the House unless permission has been granted by  
11 the Speaker and notice has been given to the body. Nothing contained  
12 in this rule shall prevent any member from using a portable laptop  
13 computer, which is hereby specifically authorized.

#### 14 Ascending the Dais

15 Rule ~~[103]~~ 102. No person shall ascend to the dais without first  
16 being recognized to do so by the Speaker. The Speaker may invite any  
17 person to ascend the dais.

#### 18 Chamber Desks

19 Rule 103. No person, except a member or employee of the House, shall  
20 distribute or cause to be distributed any pamphlets, materials, or  
21 other printed literature to the members' desks or mailboxes in the  
22 House. House employees shall only distribute such literature if  
23 instructed to do so by a member or by the Chief Clerk. All copies of  
24 pamphlets, materials, or printed literature distributed by a member or  
25 employee of the House shall bear the name of the person causing the  
26 copy to be distributed and its source of origin, and shall be approved  
27 by the Chief Clerk prior to distribution.

#### 28 Personal Privilege

29 Rule 104. Any member may, as a matter of personal privilege, speak  
30 for a period not longer than five minutes upon such matters as may  
31 collectively affect the House, its rights, its dignity, and the  
32 integrity of its proceedings or the rights, reputation, and conduct of  
33 its individual members in their respective capacities only. No member  
34 shall be permitted to utilize personal privilege to debate any motion,  
35 bill, resolution, memorial, or other business pending before the  
36 House.

#### 37 Subpoena Power

38 Rule 105. (1) Subpoenas for witnesses and the production of records  
39 or documents may be issued at the request of any member of the House.  
40 All process awarded by the House, and subpoenas and other process for

1 witnesses whose attendance is required by the House, shall be under  
2 the hand of the Speaker and attested by the Chief Clerk and shall be  
3 executed by the sergeant-at-arms or by a special messenger appointed  
4 for that purpose.

5 (2) Any person who without adequate excuse fails to obey a  
6 subpoena served upon the person under subdivision (1) of this rule may  
7 be held in contempt.

8  
9 INTERIM PROCEDURE

10 Bills - End of First Regular Session

11 Rule ~~[104]~~ 106. All House Bills or House Joint and Concurrent  
12 Resolutions in possession of the House and not finally acted upon  
13 shall, at 5:59 p.m. on the first Friday following the second Monday in  
14 May in odd-numbered years, be laid on the Speaker's desk. All Senate  
15 Bills and Senate Joint and Concurrent Resolutions in possession of the  
16 House and not finally acted upon shall, at 5:59 p.m. on the first  
17 Friday following the second Monday in May in odd-numbered years, be  
18 laid on the President Pro Tem's desk.

19 Bills - Pre-Filing

20 Rule ~~[105]~~ 107. A member or member-elect of the House of  
21 Representatives may file a bill or joint resolution by mail or in  
22 person with the Chief Clerk of the House at any time during the period  
23 beginning on December first and ending on the day before a regular  
24 session begins which next precedes the session at which the bill or  
25 joint resolution is to be considered. No committee shall file a House  
26 Committee Bill during this pre-filing period. Upon receiving a bill  
27 or joint resolution filed during the pre-filing period preceding a  
28 regular session of the General Assembly in odd-numbered years, the  
29 Chief Clerk of the House shall immediately date, number, and have the  
30 bill or joint resolution printed in the most economical manner as  
31 approved by the Committee on Consent and House Procedure and made  
32 available according to the rules and practices of the General Assembly  
33 next preceding that for which the bill or joint resolution is filed  
34 and those bills and joint resolutions received during the filing  
35 period preceding a regular session in an even-numbered year shall be  
36 printed and made available according to the then effective rules of  
37 that General Assembly. All bills or joint resolutions that are  
38 pre-filed shall be deemed filed on the day the House begins its  
39 regular session.

40 Interim Committees

41 Rule ~~[106]~~ 108. All regular or special standing committees named  
42 during the first regular session of a General Assembly may meet to  
43 consider bills or perform any other necessary legislative function  
44 during the interim between the session ending on the thirtieth day of



1 May and the session commencing on the first Wednesday after the first  
2 Monday of January; except the Speaker may appoint a subcommittee, made  
3 up of members of the regular or special standing committee, to act in  
4 place of the regular or special standing committee during the interim.  
5 The Speaker may appoint special interim committees to consider bills  
6 or perform other necessary legislative duties. Members of each of the  
7 committees, or any subcommittee thereof, shall be reimbursed for their  
8 necessary and actual expenses incurred while attending meetings of the  
9 committee or subcommittee, if approved by the Speaker.

10 CALL OF THE HOUSE

11 Names of Absentees to Be Called

12 Rule [~~107~~] 109. A call of the House may be made at any time on motion  
13 seconded by ten members and sustained by a majority of those present;  
14 (names of members may be called orally or by electronic roll call) and  
15 under a call of the House a majority of those present may send for and  
16 compel the attendance of absent members; and a majority of all the  
17 members present shall be a sufficient number to adjourn.

18 Absent Members May Be Sent For

19 Rule [~~108~~] 110. Upon the call of the House, the names of those  
20 members present shall be recorded and the absentees noted, and those  
21 whose names do not appear may be sent for and taken into custody  
22 wherever found by the Sergeant-at-Arms or special messenger appointed.

23 Prohibited While Voting In Progress

24 Rule [~~109~~] 111. No call of the House shall be made after the Speaker  
25 has directed the clerk to open the electronic voting device to record  
26 the names of the members and until the vote be announced.

27 Majority Not Under Arrest May Censure And Fine Delinquent Members

28 Rule [~~110~~] 112. The majority of those present, not under arrest, may  
29 make an order for the censure or fine of delinquent members and  
30 prescribe the terms under which they shall be discharged.

31 Release from Custody

32 Rule [~~111~~] 113. When a member shall have been discharged from custody  
33 and admitted to his or her seat, the House shall decide whether such  
34 discharge shall be with or without fees; and, in like manner, whether  
35 a delinquent member, taken into custody by a special messenger shall  
36 defray the expense of such special messenger.

37 COMMITTEE OF WHOLE HOUSE

1 When Permitted

2 Rule ~~[112]~~ 114. On motion, the House may resolve itself into a  
3 Committee of the Whole House for consideration of any business which  
4 may properly come before it.

5 Chair Appointed by Speaker

6 Rule ~~[113]~~ 115. In forming a Committee of the Whole House, the  
7 Speaker shall leave his or her chair, and a ~~[chair]~~ Chair preside in  
8 the Committee, who shall be appointed by the Speaker.

9 Procedure upon Bills

10 Rule ~~[114]~~ 116. Upon a bill being committed to a Committee of the  
11 Whole House, the same shall be read and debated by clauses or  
12 sections, as determined by the committee, leaving the preamble to be  
13 last considered. After report, the bill shall again be subject to  
14 debate and amendment before being perfected and printed.

15 ~~[Amendment to Motion Shall Be Incorporated in Original Motion]~~ Chief  
16 Clerk Shall Keep and Record Proceedings

17 Rule ~~[115]~~ 117. ~~[All amendments made to an original motion in~~  
18 ~~Committee of the Whole House shall be incorporated with the motion and~~  
19 ~~so reported]~~ The Chief Clerk shall keep and record the proceedings of  
20 the Committee of the Whole House and shall include its proceedings in  
21 the Journal of the House when appropriate.

22 Amendments Shall Be Noted

23 Rule ~~[116]~~ 118. All amendments made to reports, resolutions, or other  
24 matters committed to a Committee of the Whole House shall be noted and  
25 reported, as in case of bills.

26 Rules of Proceedings

27 Rule ~~[117]~~ 119. Rules and proceedings of the House shall be observed  
28 in Committee of the Whole House, as far as they are applicable~~[7~~  
29 ~~except that limiting the number of times of speaking]~~.

30 Quorum

31 Rule ~~[118]~~ 120. A majority of the members elected shall be a quorum  
32 to do business, and if, at any time, a sufficient number shall not be  
33 present in Committee of the Whole House, and the Committee shall  
34 arise, and the Speaker shall resume the chair and the chair report the  
35 cause of the rising of the Whole Committee.

36 VETO AND WITHHOLD OVERRIDE PROCEDURES

1 Rule ~~[119]~~ 121. *Veto Procedures*. Any bill, or item or portion of an  
2 item in an appropriations bill, vetoed by the Governor and returned to  
3 the House by the Governor or received from the Senate shall stand as  
4 reconsidered and such action shall be taken as prescribed by the  
5 Constitution and the rules contained herein. Upon receipt, the  
6 message containing the Governor's actions may be read and shall be  
7 entered into the Journal. Consideration of a vetoed bill, or item or  
8 portion of an item in an appropriations bill, shall be in order at any  
9 time during sessions of the House. Consideration of a vetoed bill, or  
10 item or portion of an item in an appropriations bill, shall have  
11 priority of business and shall have precedence over and may supersede  
12 the order of business, but shall not interrupt a calling of the roll.

13 Rule ~~[120]~~ 122. *Withhold Override Procedures*.

14 (1) Any appropriation for which the rate of expenditure of  
15 allotments is not equal quarterly allotments, the sum of which shall  
16 be equal to the amount of the appropriation, shall stand as  
17 reconsidered with respect to such allotments and such action shall be  
18 taken as prescribed by the Constitution and the rules contained  
19 herein. Upon receipt, any proclamation issued by the Governor  
20 relating to such allotments may be read and shall be entered into the  
21 Journal. Reconsideration of the allotments of any appropriation shall  
22 be in order at any time during sessions of the House. Reconsideration  
23 of the allotments of any appropriation shall have priority of business  
24 and shall have precedence over and may supersede the order of  
25 business, but shall not interrupt a calling of the roll.

26 (2) Any appropriation for which the Governor reduces the  
27 expenditures of the state or any of its agencies below their  
28 appropriations shall stand as reconsidered with respect to such  
29 reductions and such action shall be taken as prescribed by the  
30 Constitution and the rules contained herein. Upon receipt, any  
31 proclamation issued by the Governor relating to such reductions may be  
32 read and shall be entered into the Journal. Reconsideration of the  
33 reduction of any appropriation shall be in order at any time during  
34 sessions of the House. Reconsideration of the reduction of any  
35 appropriation shall have priority of business and shall have  
36 precedence over and may supersede the order of business, but shall not  
37 interrupt a calling of the roll.

38 ADMISSIION TO HALL

39 Definitions

40 Rule ~~[121]~~ 123. The space between the granite columns shall be known  
41 as the floor of the House and the space beyond the granite columns on  
42 either side shall be known as the lower gallery, and the space on the  
43 upper floor of the House shall be known as the upper gallery.

44 Admissiion to House Floor

1 Rule ~~[122]~~ 124. No person shall be admitted to the floor of the House  
2 or the House East Gallery other than the officers and members of the  
3 House and the staffs of the Speaker, Speaker Pro Tem, Majority and  
4 Minority Floor Leaders, Assistant Majority and Minority Floor Leaders,  
5 Majority and Minority Whips, and Chair of the Budget Committee and, at  
6 the request of the Speaker, technical support staff needed to maintain  
7 data processing equipment and other equipment. Other persons may be  
8 admitted to the floor and East Gallery with the consent of the House.  
9 For the purposes of this rule, the Chief Clerk's staff, the Assistant  
10 Chief Clerk, any doormen, sergeant-at-arms and House Photographer are  
11 considered officers of the House. Guests may upon written request,  
12 submitted five days in advance and with the consent of the Speaker,  
13 address the House from the dais at the beginning or adjournment of a  
14 daily legislative session or any recess thereof.

15 Admission to Lower Gallery

16 Rule ~~[123]~~ 125. No person shall be admitted to the lower gallery of  
17 the House except members of the General Assembly, spouses of members,  
18 employees of the General Assembly, Joint Committee staff, the  
19 Governor, the Lieutenant Governor, the Secretary of State, the State  
20 Auditor, the State Treasurer, the State Attorney General, Judges of  
21 the Supreme Court, Clerk of the Supreme Court, Judges of the Courts of  
22 Appeal or Circuit Courts, Members of Congress, the Governor's Chief of  
23 Staff and former members of the General Assembly who are not  
24 registered lobbyists or who do not lobby for an individual or  
25 organization, and physically disabled persons. No official or other  
26 person, except current members of the General Assembly, otherwise  
27 allowed to enter the lower gallery by this rule shall engage in any  
28 activity supporting or opposing any bill or resolution before the  
29 House from the lower gallery. Other persons may be admitted to the  
30 gallery by the Speaker upon special request of any Representative when  
31 the House is in session. Members of the press may enter the lower  
32 galleries while the House is in session for the purpose of  
33 interviewing members of the House.

34 Admission to Upper Gallery

35 Rule ~~[124]~~ 126. The gallery at the front of the chamber above the  
36 Speaker's dais shall be reserved for members of the Missouri Capitol  
37 News Association holding valid credentials issued by the Speaker and  
38 any other member of the press issued credentials by the Speaker. All  
39 other upper galleries shall be open to the public.

40 HOUSE RECORDS

41 Rule 127. Members shall keep constituent case files, and records of  
42 the caucus of the majority or minority party of the house that contain  
43 caucus strategy, confidential. Constituent case files include any  
44 correspondence, written or electronic, between a member and a

1 constituent, or between a member and any other party pertaining to a  
2 constituent's grievance, a question of eligibility for any benefit as  
3 it relates to a particular constituent, or any issue regarding a  
4 constituent's request for assistance.

5 RULES

6 May Be Rescinded or Amended - How

7 Rule [~~125~~] 128. Any motion or resolution purporting to rescind or  
8 change the standing rules of the House or to introduce a new rule  
9 shall stand without reading or consideration and without discussion,  
10 explanation, or debate to the Committee on Consent and House  
11 Procedure. Such motions or resolutions as shall be favorably  
12 recommended by such committee for adoption by the House shall, upon  
13 such recommendation, be printed in the Journal and shall be placed  
14 upon a Resolutions Calendar. A constitutional majority shall be  
15 required to pass such a resolution. Nothing herein shall prohibit a  
16 member from offering substitute rules or amendments to rules  
17 recommended by the committee.

18 May Be Dispensed With

19 Rule [~~126~~] 129. Rules 74, 83, 84, and this rule of the House shall  
20 not be suspended or dispensed with, unless by unanimous consent or  
21 unless two-thirds (2/3) of the elected members concur therein. No  
22 other standing rule or order of the House shall be dispensed with,  
23 except by unanimous consent or unless a constitutional majority  
24 concurs therein and motions for that purpose shall be limited to the  
25 question or proposition under consideration.

26 JEFFERSON'S MANUAL

27 Rule [~~127~~] 130. The rules of parliamentary practice comprised in  
28 "Jefferson's Manual" and the "Rules of the House of Representatives of  
29 the United States", and the official collection of precedents and  
30 interpretations of the rules by parliamentary authorities of the  
31 United States House of Representatives shall govern the House in all  
32 cases in which they are applicable and not inconsistent with the  
33 standing rules and orders of the House and the joint rules of the  
34 Senate and House of Representatives. The Chief Clerk, the Speaker,  
35 the Speaker Pro Tem, the Majority Floor Leader, the Assistant Majority  
36 Floor Leader, the Minority Floor Leader, and the Assistant Minority  
37 Floor Leader will make available copies of these documents in their  
38 offices to any member who so requests. Three copies of these  
39 documents shall be available during sessions of the House: one copy  
40 shall be at a location determined by the majority party and one copy  
41 shall be at a location determined by the minority party and one copy  
42 shall be in the possession of the Chief Clerk or his or her designee.

1 The documents shall be purchased by the House and shall be the  
2 property of the House and not of the individual holding office. The  
3 Manual, Rules, precedents, and interpretations above referred to shall  
4 be taken as authority in deciding questions not otherwise provided for  
5 in these rules. The House may additionally consult "Robert's Rules of  
6 Order" and "Mason's Manual of Legislative Procedure" as supplemental  
7 authority, to the extent consistent with the standing rules and orders  
8 of the House and the joint rules of the Senate and House of  
9 Representatives.

10

11 Introduced By: (Sponsor) \_\_\_\_\_  
12 Signature Dist. #

13 REMINDER: Co-sponsors must sign onto a house bill or resolution electronically through a  
14 house computer or the house WEB Portal (home.house.mo.gov). Please call the office of the  
15 Assistant Chief Clerk at (573) 751-4503 if you have questions.