

**GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2019**

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**HOUSE SIMPLE RESOLUTION 16  
PROPOSED COMMITTEE SUBSTITUTE H16-PCS10016-SU-1**

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Sponsors:

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Referred to:

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January 31, 2019

1 A HOUSE RESOLUTION ADOPTING THE PERMANENT RULES OF THE HOUSE OF  
2 REPRESENTATIVES FOR THE 2019 REGULAR SESSION.

3 Be it resolved by the House of Representatives:

4 **SECTION 1.** The permanent rules of the Regular Session of the House of  
5 Representatives of the 2019 General Assembly are:

6 **PERMANENT RULES OF THE HOUSE OF REPRESENTATIVES FOR THE**  
7 **REGULAR SESSION OF THE 2019 GENERAL ASSEMBLY OF NORTH CAROLINA**

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**I. Order of Business**

17  
18 **RULE 1. Convening Hour, Limitation on Legislative Sessions.** – The House shall  
19 convene each legislative day at the hour fixed by the House. In the event the House adjourns on  
20 the preceding legislative day without having fixed an hour for reconvening, the House shall  
21 convene on the next legislative day at 2:00 P.M. During January and February of 2019, no  
22 sessions may be held on Friday. Without leave of the House, no session shall continue after 10:00  
23 P.M. on Monday nor after 9:00 P.M. on any other days, and the Speaker shall adjourn the House  
24 without motion at that point, except that a motion may be made as to the time and day of next  
25 convening. Except for votes on motions to approve the journal and to adjourn, no votes may be  
26 held on any Sunday, or on April 22 through April 26 of 2019 or July 1 through July 6 of 2019.

27 **RULE 1.1. Emergencies.** – In the event of a disaster, natural or otherwise, that  
28 precludes the General Assembly from meeting in the Legislative Building, the members will be  
29 notified by the Speaker where and when the House will convene.

30 **RULE 2. Opening the Session.** – The Sergeant-at-Arms shall clear the House 10  
31 minutes before the convening hour. At the convening hour on each legislative day, the Speaker  
32 shall call the members to order and shall have the session opened with prayer. At the convening  
33 hour, the Speaker, or the Speaker's designee, shall lead the members in the Pledge of Allegiance  
34 to the American Flag.

35 **RULE 3. Quorum.** – (a) A quorum consists of a majority of the qualified members  
36 of the House.

37 (b) Should the point of a quorum be raised, the doors shall be closed, and the  
38 Clerk shall call the roll of the House, after which the names of those not responding shall again



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1 be called. In the absence of a quorum, 15 members are authorized to compel the attendance of  
2 absent members and may order that absentees for whom no sufficient excuses are made be taken  
3 into custody wherever they may be found by special messenger appointed for that purpose.

4 **RULE 4. Approval of Journal.** – (a) The Chair of the Standing Committee on Rules,  
5 Calendar, and Operations of the House shall cause the Journal of the House to be examined daily  
6 before the hour of convening to determine if the proceedings of the previous day have been  
7 correctly recorded.

8 (b) Immediately following the Pledge of Allegiance the Speaker shall call for the  
9 Journal report by the Chair of the Standing Committee on Rules, Calendar, and Operations of the  
10 House, or by a Representative designated by the Chair, as to whether the proceedings of the  
11 previous day have been correctly recorded. Without objection, the Speaker shall cause the Journal  
12 to stand approved.

13 **RULE 5. Order of Business of the Day.** – After the approval of the Journal of the  
14 preceding day, except by leave of the House, the House shall proceed to business in the following  
15 order:

- 16 (1) The receiving of petitions, memorials, and papers addressed to the General  
17 Assembly or to the House;
- 18 (2) Messages from the Governor;
- 19 (3) Ratification of bills;
- 20 (4) Reports of standing committees and permanent subcommittees;
- 21 (5) Reports of select committees;
- 22 (5a) Reports of referral by standing committee chairs of bills to permanent  
23 subcommittees;
- 24 (5b) Reports of referral by permanent subcommittee chairs of bills to the standing  
25 committee;
- 26 (6) First reading and reference to committee of bills and resolutions;
- 27 (7) Messages from the Senate;
- 28 (8) Concurrence with Senate amendments or Senate committee substitutes;
- 29 (9) The unfinished business of the preceding day;
- 30 (10) Calendar (each category in accordance with Rule 40 – House bills first):
  - 31 a. Resolutions for adoption
  - 32 b. Conference reports for adoption
  - 33 c. Local bills (roll call), third reading
  - 34 d. Local bills (roll call), second reading
  - 35 e. Local bills, third reading
  - 36 f. Local bills, second reading
  - 37 g. Public bills (roll call), third reading
  - 38 h. Public bills (roll call), second reading
  - 39 i. Public bills and resolutions, third reading
  - 40 j. Public bills and resolutions, second reading;
- 41 (11) Reading of notices and announcements;
- 42 (12) Reading of Representative Statements.

## 43 **II. Conduct of Debate**

44 **RULE 6. Duties and Powers of the Speaker.** – The Speaker shall have general  
45 direction of the Hall, subject to more specific provisions of these rules. The Speaker may name  
46 any member to perform the duties of the chair, but substitution shall not extend beyond one day,  
47 except in the case of sickness or by leave of the House. If the Speaker is absent and has not  
48 designated a member or the Principal Clerk to perform the duties of the chair, the Speaker Pro  
49 Tempore shall preside during such absence. In the case of a vacancy in the office of the Speaker  
50 of the House of Representatives, the Principal Clerk shall preside over the House until the House  
51 elects a Speaker.

1           **RULE 7. Obtaining Floor.** – (a) When any member desires recognition for any  
2 purpose, the member shall rise and respectfully address the Speaker. No member shall proceed  
3 until recognized by the Speaker for a purpose.

4           (b) When a member desires to interrupt a member having the floor, the member  
5 shall first obtain recognition by the Speaker and permission of the member occupying the floor,  
6 and when such recognition and permission have been obtained, he or she may propound a  
7 question to the member occupying the floor; but he or she shall not otherwise interrupt the  
8 member having the floor, except as provided in subsection (c) of this rule; and the Speaker shall,  
9 without the point of order being raised, enforce this rule.

10          (c) A member who has obtained the floor may be interrupted only for the  
11 following reasons:

12           (1) A request that the member speaking yield for a question,

13           (2) A point of order,

14           (3) A parliamentary inquiry, or

15           (4) A question of privilege.

16          **RULE 8. Questions of Privilege.** – Upon recognition by the Speaker for that purpose,  
17 any member may speak to a question of privilege for a time not to exceed three minutes.  
18 Questions of privilege shall be those affecting, first, the rights of the House collectively, its  
19 safety, dignity, and the integrity of its proceedings; second, the rights, reputation, and conduct of  
20 members, individually, in their representative capacity only; and shall have precedence over all  
21 other questions, except motions to adjourn. Privilege may not be used to explain a vote or debate  
22 a bill. The Speaker shall determine if the question is one of privilege and shall, without the point  
23 of order being raised, enforce this rule.

24          **RULE 8.1. Points of Personal Privilege; Representative Statements; Explanation**  
25 **of Vote.** – Upon recognition by the Speaker for that purpose, any member may speak to a point  
26 of personal privilege for a time not exceeding three minutes. The Speaker shall determine if the  
27 question raised is one of personal privilege and shall, without the point of order being raised,  
28 enforce this rule. A member may use some or all of that time to explain to the House a  
29 "Representative Statement." Upon motion supported by a majority present and voting, that  
30 statement may be spread upon the Journal. Neither personal privilege nor a Representative  
31 Statement may be used to explain a vote, debate a bill, or in any way disrupt the regular business  
32 of the House, nor shall such opportunities be used to solicit support or sponsors for any bill. The  
33 format of a Representative Statement shall be prescribed by the Chair of the Standing Committee  
34 on Rules, Calendar, and Operations of the House, but in any case shall speak only in the voice of  
35 the member submitting it.

36          **RULE 9. Points of Order.** – (a) The Speaker shall decide questions of order, which  
37 once raised, are not debatable. Any member may appeal from the ruling of the chair on questions  
38 of order; on such appeal no member may speak more than once, unless by leave of the House. A  
39 three-fifths vote of the members present shall be necessary to sustain any appeal from the ruling  
40 of the chair.

41          (b) When the Speaker calls a member to order, the member shall be seated, except  
42 that a member called to order may clear a matter of fact, or explain, but shall not proceed in  
43 debate so long as the decision stands. If the member appeals from the ruling of the chair and the  
44 decision by a three-fifths vote of the members present be in favor of the member called to order,  
45 the member may proceed; if otherwise, the member shall not; and if the case, in the judgment of  
46 the House, requires it, the member shall be liable to censure by the House.

47          **RULE 10. Limitations on Debate.** – (a) No member shall speak on, debate, or solicit  
48 cosponsors for a bill or resolution at its first reading.

49          (b) No member shall speak more than twice on the main question nor longer than  
50 15 minutes for the first speech and five minutes for the second speech; nor shall the member  
51 speak more than twice upon an amendment or a motion to reconsider, re-refer, or postpone or

1 any motion on concurrence, and then not longer than 10 minutes for the first speech and five  
2 minutes for the second speech.

3 (c) A member may speak only once and for not more than 10 minutes on the  
4 question of the adoption of a minority report.

5 (d) In computing the time allowed for argument, the time consumed in answering  
6 questions should be considered and is taken out of any time allowed that member.

7 (e) The House, by consent of a majority of the members present, may suspend the  
8 operation of subsections (b) through (d) of this rule during any debate on any particular question  
9 before the House.

10 **RULE 11. Reading of Papers.** – When there is a call for the reading of the text of a  
11 paper which has been presented to the House and there is objection to such reading, the question  
12 shall be determined by a majority vote of the members of the House present. Except for protests  
13 permitted by the Constitution, no member may have material printed in the Journal until said  
14 material has been presented to the House and the printing approved by the House, and said  
15 material shall not exceed 1,000 words.

16 **RULE 12. General Decorum.** – (a) The Speaker shall preserve order and decorum.

17 (b) Decency of speech shall be observed and disrespect to personalities carefully  
18 avoided.

19 (c) When the Speaker is putting any question or addressing the House, no person  
20 shall speak, stand up, walk out of, or cross the House, nor, when a member is speaking, engage  
21 in disruptive discourse or pass between the member and the chair.

22 (d) Food or beverages shall not be permitted on the floor of the House during the  
23 first hour of the daily session.

24 (e) The reading of newspapers shall not be permitted on the floor of the House  
25 while the House is in session.

26 (f) The consumption of food or beverages shall not be permitted in the galleries  
27 at any time.

28 (g) Special recitals and performances by musicians or other groups shall not be  
29 permitted on the floor of the House, and special guests of members of the House shall not be  
30 permitted on the floor of the House.

31 (h) Members shall observe appropriate attire: coat and tie for male members and  
32 dignified dress for female members. No male member or male visitor shall wear any head  
33 covering in the House Chamber while the House is in session, unless his religion requires his  
34 head to be covered.

35 (i) The use of a mobile device or cellular phone for the purpose of making or  
36 receiving a phone call shall not be permitted in the House Chamber while the House is in session.

37 (j) Placards, stickers, or signs are not permitted in the House Chamber.

### 38 **III. Motions**

39 **RULE 13. Motions Generally.** – (a) A motion that is complex, complicated, or  
40 otherwise not easily understood shall be reduced to writing at the request of the Speaker or any  
41 member. No motion relating to a bill shall be in order that does not identify the bill by its number  
42 and short title.

43 (b) When a motion is made, it shall be stated by the Speaker or, if written, it shall  
44 be handed to the chair and read aloud by the Speaker or Clerk before debate.

45 (c) After a motion has been stated by the Speaker or read by the Speaker or Clerk,  
46 it shall be in the possession of the House; but it may be withdrawn before a decision or  
47 amendment, except in case of a motion to reconsider, which motion, when made by a member,  
48 shall be in possession of the House and shall not be withdrawn without leave of the House.

49 **RULE 14. Motions, Order of Precedence.** – When there are motions before the  
50 House, the order of precedence is as follows:

51 To adjourn.

- 1 To recess.
- 2 To lay on the table.
- 3 Previous question.
- 4 To postpone indefinitely.
- 5 To reconsider.
- 6 To postpone to a day certain.
- 7 To re-refer.
- 8 To amend an amendment.
- 9 To amend.
- 10 To pass the bill.

11 No motion to lay on the table, to postpone indefinitely, to postpone to a day certain,  
12 to re-refer, to divide the question, or to make a particular amendment, being decided, shall be  
13 again allowed at the same stage of the bill or proposition.

14 **RULE 15. Motion to Adjourn.** – (a) A motion to adjourn shall be seconded before  
15 the motion is put to the vote of the House.

16 (b) A motion to adjourn shall be decided without debate and shall always be in  
17 order, except when the House is voting or some member is speaking; but a motion to adjourn  
18 shall not follow a motion to adjourn until debate or some other business of the House has  
19 intervened.

20 **RULE 15.1. Motion to Adjourn or Stand in Recess; Standard Stipulations.** – A  
21 motion to adjourn or stand in recess subject to the standard stipulations shall constitute a motion  
22 to adjourn or stand in recess subject to the ratification of bills, messages from the Senate,  
23 committee reports, conference reports, referral and re-referral of bills and resolutions,  
24 appointment of conferees, introduction of bills and resolutions, committee appointments, and the  
25 reading of Representative Statements.

26 **RULE 16. Motion to Table.** – (a) A motion to table shall be seconded before the  
27 motion is put to the vote of the House and is in order except when a motion to adjourn or to recess  
28 is before the House.

29 (b) A motion to table shall be decided without debate; however, the proponent of  
30 the matter that is subject of the motion to table shall be given up to two minutes to explain the  
31 matter subject to the motion to table if the proponent has not previously explained the matter  
32 prior to the motion to table.

33 (c) A motion to table a bill shall constitute a motion to table the bill and all  
34 amendments thereto.

35 (d) When the question before the House is the adoption of an amendment to a bill  
36 or resolution, a motion to table the bill is not in order; and a motion to table an amendment applies  
37 to the amendment only, and the motion may not expressly or by implication or construction be  
38 expanded to include a motion to table the bill also.

39 (e) When a question has been tabled, it shall not thereafter be considered, except  
40 on motion to reconsider under Rule 18 or to remove from the table approved by a two-thirds vote.

41 **RULE 17. Motion to Postpone Indefinitely.** – A motion to postpone indefinitely is  
42 in order except when a motion to adjourn, or to lay on the table, or for the previous question, or  
43 to recess is before the House. However, after one motion to postpone indefinitely has been  
44 decided, another motion to postpone indefinitely shall not be allowed at the same stage of the bill  
45 or proposition. When a question has been postponed indefinitely, it shall not thereafter be  
46 considered, except on motion to reconsider under Rule 18 or to place on the favorable calendar  
47 approved by a two-thirds vote.

48 **RULE 18. Motion to Reconsider.** – (a) When a question has been decided, it is in  
49 order for any member to move for the reconsideration thereof on the same or the succeeding  
50 legislative day; provided that if the vote by which the motion was originally decided was taken  
51 by a recorded vote, only a member of the prevailing side may move for reconsideration.

1 (b) A motion to reconsider shall be determined by a majority vote, except the  
2 following shall require a two-thirds vote: a second or subsequent motion to reconsider and a  
3 motion to reconsider:

- 4 (1) A vote upon a motion to table,
- 5 (2) A motion to postpone indefinitely,
- 6 (3) A motion to remove a bill from the unfavorable calendar,
- 7 (4) A motion that a bill be read twice on the same day, or
- 8 (5) A motion to remove from the table.

9 (c) A motion to reconsider the vote by which a person has been elected as Speaker  
10 or Speaker Pro Tempore shall not be in order. This subsection of this rule cannot be suspended  
11 except by a vote of three-fifths of all the members of the House.

12 **RULE 19. Previous Question.** – (a) The previous question may be called only by:

- 13 (1) The Chair of the Committee on Rules, Calendar, and Operations of the House;
- 14 (1a) The Vice-Chair of the Committee on Rules, Calendar, and Operations of the  
15 House if the Chair is not in the Chamber or able to participate in debate;
- 16 (2) The Majority Leader;
- 17 (3) The member submitting the report on the bill or other matter under  
18 consideration;
- 19 (4) The member introducing the bill or other matter under consideration;
- 20 (5) The member in charge of the measure, who shall be designated by the chair  
21 of the standing committee or permanent subcommittee reporting the same to  
22 the House at the time the bill or other matter under consideration is reported  
23 to the House or taken up for consideration.

24 (b) When the call for the previous question has been decided in the affirmative by  
25 a majority vote of the House, the question is on the passage of the bill, resolution, or other matter  
26 under consideration.

27 (c) The call for the previous question shall preclude all motions, amendments,  
28 and debate, except the motion to adjourn, motion to recess, or motion to table.

29 (d) If the previous question is decided in the negative, the question remains under  
30 debate.

31 (e) After the previous question is ordered by the House on the main question of  
32 second or third reading, the Majority Leader and the Minority Leader may each allocate three  
33 minutes of debate on the question. The Majority Leader and the Minority Leader may each  
34 designate another member to act under this subsection.

#### 35 **IV. Voting**

36 **RULE 20. Use of Electronic Voting System.** – (a) Votes on the following questions  
37 shall be taken on the electronic voting system, and the ayes and noes shall be recorded on the  
38 Journal:

- 39 (1) The passage as required by Section 23 of Article II of the North Carolina  
40 Constitution on second and third readings of any bill:
  - 41 a. Raising money on the credit of the State,
  - 42 b. Pledging the faith of the State for the payment of a debt,
  - 43 c. Imposing a State tax, or
  - 44 d. Authorizing a county, municipality, or other local governmental unit  
45 to:
    - 46 1. Raise money on its credit,
    - 47 2. Pledge its faith for the payment of a debt, or
    - 48 3. Impose a local tax.
- 49 (2) All questions on which a call for the ayes and noes under Rule 24(a) and  
50 Section 19 of Article II of the North Carolina Constitution has been sustained.

- 1 (3) Both second and third readings of bills proposing amendment of the North  
2 Carolina Constitution or ratifying resolutions amending the United States  
3 Constitution.
- 4 (4) The passage of a bill, notwithstanding the Governor's veto thereof, pursuant  
5 to Section 22 of Article II of the North Carolina Constitution.
- 6 (b) Votes on the following questions shall be taken on the electronic voting  
7 system:
- 8 (1) Second reading of all public bills except resolutions, all amendments to public  
9 bills, third reading if a public bill was amended after second reading or if the  
10 reading occurs on a day or days following the second reading, all conference  
11 reports on public bills, all motions to lay public bills on the table, and all  
12 motions to postpone public bills indefinitely.
- 13 (2) Upon a call for division.
- 14 (3) Any other question upon direction of the Speaker or upon motion of any  
15 member supported by one-fifth of the members present.
- 16 (c) When the electronic voting system is used, 15 seconds shall be allowed for  
17 voting on the question before the House, unless the Chair shall direct otherwise. Once the system  
18 is locked, the vote shall be recorded and printed.
- 19 (d) The voting station at each member's desk in the Chamber shall be used only  
20 by the member to which the station is assigned. Under no circumstances shall any other person  
21 vote at a member's station. It is a breach of the ethical obligation of a member either to request  
22 that another person vote at the requesting member's station or to vote at another member's station.  
23 The Speaker shall enforce this rule without exception.
- 24 (e) When the electronic voting system is used, the Speaker shall state the question  
25 and shall then state substantially the following: "All in favor vote 'aye'; all opposed vote 'no'; the  
26 Clerk will open the vote." In order to have the vote recorded, the member must vote by the  
27 electronic voting system within the time allowed for that vote, unless the voting station assigned  
28 to a member is malfunctioning. The Speaker shall enforce this rule without exception. After the  
29 allotted time for voting has elapsed, the Speaker shall say: "The Clerk will now lock the machine  
30 and record the vote." After the machine is locked and the vote recorded, the Speaker shall  
31 announce the vote and declare the result.
- 32 (f) One copy of the machine printout of the vote record of all votes taken on the  
33 electronic voting system shall be filed in the office of the Principal Clerk, and two copies shall  
34 be filed in the Legislative Library where the copies shall be open to public inspection. A legible  
35 copy of the bill, amendment, or motion on which the vote was taken shall be filed with the  
36 printout of the vote in the Legislative Library.
- 37 (g) When the Speaker ascertains that the electronic voting system is inoperative  
38 before a vote is taken or while a vote is being taken on the electronic voting system, the Speaker  
39 shall announce that fact to the House, and any partial electronic voting system voting record shall  
40 be voided. In such a case, if the North Carolina Constitution or the Rules of the House require a  
41 call of the ayes and noes, the Clerk shall call the roll of the House, and the ayes and noes shall  
42 be taken manually and shall be recorded on the Journal. All roll call votes shall be taken  
43 alphabetically. If, after a vote is taken on the electronic voting system, it is discovered that a  
44 malfunction caused an error in the electronic voting system printout, the Speaker shall direct the  
45 Reading Clerk and the Principal Clerk to verify and correct the printout record and so advise the  
46 House.
- 47 (h) For the purpose of identifying motions on which the vote is taken on the  
48 electronic voting system, the motions are coded as follows:
- 49 (1) To adjourn.
- 50 (2) To recess.
- 51 (3) To lay on the table.

- 1 (4) Previous question.
- 2 (5) To postpone indefinitely.
- 3 (6) To reconsider.
- 4 (7) To postpone to a day certain.
- 5 (8) To re-refer.
- 6 (9) To amend an amendment.
- 7 (10) To amend.
- 8 (11) To concur or not concur.
- 9 (12) Miscellaneous.

10 **RULE 21. Voice Votes; Stating Questions.** – (a) All other votes except those  
11 required to be taken on the electronic voting system may be taken by voice vote.

12 (b) When a voice vote is taken, the Speaker shall put the question substantially as  
13 follows: "Those in favor (as the question may be) will say 'aye,'" and after the affirmative voice  
14 has been expressed, "Those opposed will say 'no.'"

15 (c) No statement, explanation, debate, motion, parliamentary inquiry, or point of  
16 order shall be allowed once the voice vote has begun. Any point of order or parliamentary inquiry  
17 may be raised, however, after the completion of the vote.

18 **RULE 22. Determining Questions.** – (a) Unless otherwise provided by the North  
19 Carolina Constitution or by these rules, all questions shall be determined by a simple majority of  
20 the members present and voting.

21 (b) No member may vote unless the member is in the Chamber when the question  
22 is put. This subsection of this rule cannot be suspended.

23 **RULE 23. Voting by Division.** – Any member may call for a division of the members  
24 upon the question before the result of the vote has been announced. Upon a call for a division,  
25 the Speaker shall cause the number voting in the affirmative and in the negative to be determined.  
26 Upon a division and count of the House on any question, no member away from the member's  
27 seat shall be counted.

28 **RULE 24. Roll Call Vote.** – (a) Before a question is put, any member may call for  
29 the ayes and noes. If the call is sustained by one-fifth of the members present, the question shall  
30 be decided by the ayes and noes upon a roll call vote.

31 (b) Every member who is in the Hall of the House when the question is put shall  
32 vote upon a call of the ayes and noes, unless excused pursuant to Rule 24.1A.

33 (c) No member may change a vote without leave of the House, but such leave  
34 shall not be granted if it affects the result or if the session in which the vote was taken has been  
35 adjourned.

36 **RULE 24.1A. Excuse From Deliberations and Voting on a Bill.** – (a) Any member  
37 shall, upon request, be excused in advance from the deliberations and voting on a particular bill  
38 at any time that the reason for the request arises in the proceedings on the bill.

39 (b) The member may make a brief oral statement of the reasons for making the  
40 request. The member shall provide to the Principal Clerk, on a form provided by the Clerk, a  
41 concise written statement of the reason for the request, and the Clerk shall include this statement  
42 in the Journal.

43 (c) Except as provided in subsection (e) of this rule, the member so excused shall  
44 not debate the bill or any amendment to the bill, vote on the bill, offer or vote on any amendment  
45 to the bill, or offer or vote on any motion concerning the bill, in committee or on the floor of the  
46 House at any reading, or any subsequent consideration of the bill.

47 (d) A member may request that his or her excuse from deliberations on a  
48 particular bill be withdrawn.

49 (e) By leave of the House, a member who has been excused from deliberations  
50 and voting on a bill may participate in deliberations and votes on amendments to which that  
51 member does not have any conflict that requires excusal.





1 of that standing committee or permanent subcommittee. A quorum of less than a majority of all  
 2 the members must include at least one member of the minority party. For purposes of determining  
 3 a quorum, the Chair of the Standing Committee on Rules, Calendar, and Operations of the House,  
 4 the Speaker Pro Tempore, the Majority Leader, and the Deputy Majority Leader, when serving  
 5 only as ex officio members under subsection (e) this rule, shall be counted among the  
 6 membership of the committee or subcommittee only when present.

7 (g) In any joint meeting of the Senate and House committees or subcommittees,  
 8 the House standing committee or permanent subcommittee reserves the right to vote separately.

9 **RULE 26.1. Mentions of Standing Committee Includes Select Committee.** – Any  
 10 reference in these rules to standing committees shall extend to select committees unless the  
 11 context requires otherwise.

12 **RULE 27. List of Standing Committees and Permanent Subcommittees.** – The  
 13 standing committees and subcommittees are:

Committees	Subcommittees
Aging	(None)
Agriculture	(None)
Alcoholic Beverage Control	(None)
Appropriations	(None)
Appropriations, Capital	(None)
Appropriations, Education	(None)
Appropriations, General Government	(None)
Appropriations, Health and Human Services	(None)
Appropriations, Information Technology	(None)
Appropriations, Justice and Public Safety	(None)
Appropriations, Agriculture and Natural and Economic Resources	(None)
Appropriations, Transportation	(None)
Banking	(None)
Commerce	(None)
Education – K-12	(None)
Education – Community Colleges	(None)
Education – Universities	(None)
Elections and Ethics Law	(None)

1		
2	Energy and Public Utilities	(None)
3		
4	Environment	(None)
5		
6	Ethics	(None)
7		
8	Finance	(None)
9		
10	Health	(None)
11		
12	Homeland Security, Military, and	
13	Veterans Affairs	(None)
14		
15	Homelessness, Foster Care, and Dependency	(None)
16		
17	Insurance	(None)
18		
19	Judiciary	Civil Matters
20		Criminal Matters
21		
22	Pensions and Retirement	(None)
23		
24	Redistricting	(None)
25		
26	Regulatory Reform	(None)
27		
28	Rules, Calendar, and	
29	Operations of the House	(None)
30		
31	State and Local Government	(None)
32		
33	Transportation	(None)
34		
35	Wildlife Resources	(None)

36 **RULE 28. Standing Committee and Permanent Subcommittee Meetings.** – (a)  
 37 Standing committees and permanent subcommittees of standing committees shall be furnished  
 38 with suitable meeting places pursuant to a schedule established by the Chair of the Standing  
 39 Committee on Rules, Calendar, and Operations of the House. Select committees shall be  
 40 furnished with suitable meeting places as their needs require by the Chair of the Standing  
 41 Committee on Rules, Calendar, and Operations of the House.

42 (b) Subject to the provisions of subsection (c) of this rule, standing committees  
 43 and permanent subcommittees thereof shall permit other members of the General Assembly, the  
 44 press, and the general public to attend all sessions of said standing committees or permanent  
 45 subcommittees.

46 (c) The chair or other presiding officer shall have general direction of the meeting  
 47 place of the standing committee or permanent subcommittee, and, in case of any disturbance or  
 48 disorderly conduct therein, or if the peace, good order, and proper conduct of the legislative  
 49 business is hindered by any person or persons, the chair or presiding officer shall have power to  
 50 exclude from the session any individual or individuals so hindering the legislative business.

1 (d) Procedure in the standing committees and permanent subcommittees shall be  
2 governed by the rules of the House, so far as the same may be applicable to such procedure.  
3 Before a question is put, any member may call for the ayes and noes. The chair shall ask, "Is the  
4 call sustained?" If the call is sustained by one-fifth of the members present and standing, the  
5 question shall be decided by the ayes and noes upon a roll call vote. All roll call votes shall be  
6 taken alphabetically and shall be subject to Rule 21(c).

7 (d1) The committee chair shall set the agenda for each committee meeting. After  
8 April 1, 2019, a committee may, provided there is a written request signed by at least two-thirds  
9 of the members of the committee, place a bill on the committee's agenda for the next regularly  
10 scheduled meeting of the committee.

11 (e) No standing committee shall meet on any day when the House shall not  
12 convene except by permission of the Speaker or by approval of the House by resolution adopted  
13 by a majority vote of the House.

14 (f) No standing committee or permanent subcommittee shall meet during any  
15 session of the House. Standing committees and permanent subcommittees shall meet at their  
16 regularly scheduled hour. Standing committees and permanent subcommittees may meet at other  
17 times as authorized by the Chair of the Standing Committee on Rules, Calendar, and Operations  
18 of the House in order to assure the availability of the meeting room and that no conflicts will  
19 exist with the meetings of other bodies. All standing committee meetings and permanent  
20 subcommittee meetings shall adjourn no later than:

21 (1) 15 minutes preceding a regular session of the House, and

22 (2) 10 minutes preceding the hour of the next regularly scheduled standing  
23 committee meeting.

24 Action taken by a committee or permanent subcommittee in violation of this rule is  
25 voidable unless taken by unanimous consent at a meeting at which a majority of all the members  
26 of the committee or permanent subcommittee are present, and at which at least one member  
27 present is of the minority party.

28 (g) Any call or notice of a standing committee or permanent subcommittee  
29 meeting between legislative sessions shall be sent by electronic mail to each member of the  
30 standing committee or permanent subcommittee at least five days prior to such meeting. If a  
31 member of the body so requests in writing to the chair of the standing committee or permanent  
32 subcommittee, the member shall also be notified of the meetings by mail at a designated address.

33 (h) During standing committee and permanent subcommittee meetings, the chair  
34 may exercise the right to vote, or may reserve this right until there is a tie, in which event the  
35 chair may vote, but in no instance may the chair vote twice on the same question.

36 (i) No standing committee or permanent subcommittee may hold a meeting on  
37 April 22 through April 26 of 2019 or July 1 through July 6 of 2019.

38 **RULE 28.1. Ethics Committee Investigations Into Violations of the Open**  
39 **Meetings Law.** – (a) On its own motion, or in response to signed and sworn complaint of any  
40 individual filed with the Standing Committee on Ethics, the Committee shall inquire into any  
41 alleged violation by members of the House of the Open Meetings Law (Article 33C of Chapter  
42 143 of the General Statutes), as the same may be amended in the future.

43 (b) If, after such preliminary investigation as it may make, the Committee  
44 determines to proceed with an inquiry into the conduct of any individual, the Committee shall  
45 notify the individual as to the fact of the inquiry and the charges against the individual and shall  
46 schedule one or more hearings on the matter. The individual shall have the right to present  
47 evidence, cross-examine witnesses, and be represented by counsel at any hearings.

48 (c) After the Committee has concluded its inquiries into the alleged violations,  
49 the Committee shall dispose of the matter by taking one of the following actions:

50 (1) Dismiss the complaint and take no further action.

- 1 (2) Issue a private letter of reprimand to the legislator, if the legislator  
2 unintentionally violated the provisions of the Open Meetings Law.
- 3 (3) Issue a public letter of reprimand if the violation of the Open Meetings Law  
4 was intentional or if the legislator has previously received a private letter of  
5 reprimand. The Chair of the Committee on Ethics shall have the public letter  
6 of reprimand spread on the pages of the House Journal.
- 7 (4) Refer the matter to the House for appropriate action.

8 **RULE 29. Notice of Standing Committee and Permanent Subcommittee**  
9 **Meetings and Hearings.** – (a) Notice of meetings of standing committees and permanent  
10 subcommittees that will occur at the regularly scheduled meeting times shall be given by one or  
11 both of the following methods:

- 12 (1) Notice given openly at a session of the House; or  
13 (2) Notice mailed or sent by electronic mail to those who have requested notice,  
14 and to the Legislative Services Office, which shall post the notice on the  
15 General Assembly Web site.

16 (b) Notice of all other meetings shall be given in the House. If the meeting is  
17 scheduled to occur after adjournment, notice shall also be given by electronic mail and posting  
18 on the General Assembly Web site.

19 (c) The chair of the standing committee or permanent subcommittee shall notify  
20 or cause to be notified the sponsor of each bill that is set for hearing or consideration before the  
21 standing committee or permanent subcommittee as to the date, time, and place of that meeting.

22 **RULE 29.1. Public Hearings.** – (a) Requests for a public hearing shall be made in  
23 writing to the chair of the standing committee or permanent subcommittee to which the bill has  
24 been referred. The chair of the standing committee or permanent subcommittee may schedule a  
25 public hearing by the standing committee or permanent subcommittee as a whole after the  
26 adjournment of a regular daily House session. Denial of a request made by a House member may  
27 be appealed to the Speaker.

28 Notice shall be given not less than five calendar days prior to public hearings. These  
29 notices shall be issued as information for the press and shall be posted in the places designated  
30 by the Principal Clerk.

31 (b) Persons desiring to appear and be heard at a public hearing shall submit their  
32 requests to the chair of the standing committee or permanent subcommittee. The standing  
33 committee or permanent subcommittee chair may designate one or more members to arrange the  
34 order of appearance of interested parties. A brief written statement of testimony may be submitted  
35 without oral presentation and shall be incorporated into the minutes of the public hearing.

36 **RULE 29.2. Minutes to Legislative Library.** – The chair of a standing committee or  
37 permanent subcommittee shall ensure that written minutes are compiled for each of the body's  
38 meetings. The minutes shall indicate the members present and the actions taken at the meeting.  
39 Not later than 10 days after the adjournment of each session of the General Assembly, the chair  
40 or the chair's designee shall deliver the minutes to the Legislative Library. The Speaker of the  
41 House may grant a reasonable extension of time for filing said minutes upon written application  
42 of the chair.

43 **RULE 30. Committee of the Whole House.** – (a) A Committee of the Whole House  
44 shall not be formed, except by leave of the House.

45 (b) After passage of a motion to form a Committee of the Whole House, the  
46 Speaker shall appoint a chair to preside in the committee, and the Speaker shall leave the dais.

47 (c) The rules of procedure in the House shall be observed in the Committee of the  
48 Whole House, so far as they may be applicable, except the rule limiting the time of speaking and  
49 the previous question.

1 (d) In the Committee of the Whole House, a motion that the standing committee  
2 rise shall always be in order, except when a member is speaking, and shall be decided without  
3 debate.

4 (e) When a bill is submitted to the Committee of the Whole House, it shall be  
5 read and debated by sections, leaving the preamble to be last considered. The body of the bill  
6 shall not be defaced or interlined, but all amendments, noting the page and line, shall be duly  
7 entered by the Principal Clerk on a separate paper as the same shall be agreed to by the standing  
8 committee and be so reported to the House. After report, the bill shall again be subject to be  
9 debated and amended by sections before a question on its passage be taken.

## 10 VI. Handling of Bills

11 **RULE 31. Introduction of Bills and Resolutions.** – (a) All bills and resolutions shall  
12 be introduced by submitting same to the Principal Clerk's office on the legislative day prior to  
13 the first reading and reference thereof according to the following schedule: by 30 minutes after  
14 adjournment each Monday; and by 3:00 P.M. each Tuesday, Wednesday, Thursday, and Friday.

15 (b) Bills shall not become resolutions provided the Senate has a similar rule.  
16 Resolutions shall not become bills. Resolutions are not law but may be used when a law is not  
17 necessary for the purpose contained therein. Resolutions shall not be used to appropriate funds  
18 for any purpose, but may be used to create study commissions or committees or establish  
19 investigative committees, to honor deceased members of the General Assembly, to express to  
20 Congress the opinions of the House and the General Assembly, and to adopt House rules and  
21 internal affairs. Resolutions cannot amend, repeal, or modify a statute; nor do they have life  
22 beyond the term of the session during which they are adopted.

23 (c) Every bill or resolution shall be read in regular order of business, except upon  
24 permission of the Speaker or on the report of a standing committee.

25 (d) All bills and resolutions shall show in their captions a brief descriptive  
26 statement of the true substance of same, which captions may thereafter be amended. Amendments  
27 to captions of bills are in order only if the amendment is germane to the bill. Third reading shall  
28 not be had on any bill or resolution on the same day that such caption is amended.

29 (e) A Substitute Bill shall be covered with the same color jacket as the original  
30 bill and shall be prefaced as follows: "House Committee Substitute for \_\_\_\_\_."

31 (f) House resolutions need not be read more than twice.

32 (g) All memorializing, celebration, commendation, and commemoration  
33 resolutions, except those honoring the memory of deceased members of the General Assembly  
34 or expressing to Congress the opinions of the House or the General Assembly, shall be excluded  
35 from introduction and consideration in the House. The mention of a deceased member of the  
36 General Assembly as a pretext to honor an institution or a living person is prohibited. Members  
37 should utilize a Representative Statement, as provided in Rule 8.1, as the preferred alternative to  
38 House simple resolutions that memorialize, celebrate, commend, and commemorate, other than  
39 for those relating to deceased members of the General Assembly or expressing to Congress the  
40 opinions of the House or the General Assembly.

41 (h) Any reference in these rules to bills shall extend to resolutions unless the  
42 context requires otherwise.

### 43 **RULE 31.1. Deadlines on Introduction and Receipt; No Blank Bills; 15 Bill Limit.**

44 – (a) All local bills must be submitted to the Legislative Drafting Division or the Legislative  
45 Analysis Division of the Legislative Services Office by 4:00 P.M. on Wednesday, March 6, 2019,  
46 and must be introduced not later than 3:00 P.M. on Thursday, March 28, 2019.

47 (b) All public bills or resolutions recommended by commissions or standing  
48 committees authorized or directed by act or resolution of the General Assembly (i) to report to  
49 the 2019 Regular Session of the General Assembly, or to report prior to convening of that session,  
50 or (ii) which are recommended to the 2019 Regular Session of the General Assembly by a  
51 commission or committee established directly by Chapter 120 of the General Statutes, must be

1 submitted to the Legislative Drafting Division or the Legislative Analysis Division of the  
2 Legislative Services Office by 4:00 P.M. on Wednesday, February 6, 2019, and must be  
3 introduced not later than 3:00 P.M. on Thursday, February 21, 2019.

4 (c) All bills prepared to be introduced for departments, agencies, or institutions  
5 of the State must be submitted to the Legislative Drafting Division or the Legislative Analysis  
6 Division of the Legislative Services Office by 4:00 P.M. on Wednesday, February 13, 2019, and  
7 must be introduced not later than 3:00 P.M. on Thursday, February 28, 2019. A bill introduced  
8 under this subsection shall be identified as an Agency Bill after its short title or in the drafting  
9 code.

10 (d) All public bills that would not be required to be re-referred to the  
11 Appropriations or Finance Committees under Rule 38 and all joint resolutions and House  
12 resolutions must be submitted to the Legislative Drafting Division or the Legislative Analysis  
13 Division of the Legislative Services Office by 4:00 P.M. on Wednesday, March 27, 2019, and  
14 must be introduced not later than 3:00 P.M. on Tuesday, April 16, 2019.

15 (e) All public bills which under Rule 38 are required to be re-referred to either or  
16 both of the Appropriations Committee or the Finance Committee must be submitted to the  
17 Legislative Drafting Division or the Legislative Analysis Division of the Legislative Services  
18 Office by 4:00 P.M. on Wednesday, April 3, 2019, and must be introduced not later than 3:00  
19 P.M. on Tuesday, April 23, 2019. If any bill is subject to the deadline under this subsection and  
20 the bill is amended so that all the provisions requiring referral to either or both of those  
21 committees under Rule 38 do not remain in the bill, it is not eligible for further consideration.

22 (f) A bill containing no substantive provisions may not be introduced in the  
23 House.

24 (g) No member may introduce more than 15 public bills. For the purpose of this  
25 subsection, the introducer is the member who is listed as the first sponsor. A member may assign  
26 a portion of this limit to another member electronically using the procedures established and  
27 published by the Principal Clerk. This subsection does not apply to bills or resolutions  
28 recommended by commissions or committees authorized or directed by act or resolution of the  
29 General Assembly (i) to report to the 2019 Regular Session of the General Assembly, or to report  
30 prior to convening of that session, or (ii) that are recommended to the Regular Session of the  
31 General Assembly by a commission or committee established directly by Chapter 120 of the  
32 General Statutes. This subsection does not apply to joint resolutions or House resolutions.

33 (h) In order to be eligible for consideration by the House during the first Regular  
34 Session, all Senate bills other than (i) finance or appropriations bills that would be required to be  
35 re-referred to the Appropriations or Finance Committee under Rule 38, (ii) those providing for  
36 action on gubernatorial nominations or appointments, (iii) those providing for action on  
37 appointments by the General Assembly pursuant to G.S. 120-121, (iv) those providing for  
38 amendments to the North Carolina Constitution, (v) those containing statutory amendments  
39 necessary to implement proposed amendments to the North Carolina Constitution, (vi) those  
40 establishing districts for Congress or State or local entities, (vii) those addressing election laws,  
41 (viii) those ratifying an amendment or amendments to the Constitution of the United States, and  
42 (ix) adjournment resolutions must be received and read on the floor of the House as a message  
43 from the Senate no later than Thursday, May 9, 2019; provided that a message from the Senate  
44 received by the next legislative day stating that a bill has passed its third reading and is being  
45 engrossed shall comply with the requirements of this subsection and provided that the Senate has  
46 a similar rule.

47 (i) This rule, other than subsections (f) and (g), does not apply to bills (i)  
48 establishing districts for Congress or State or local entities, (ii) introduced on the report of the  
49 Committees on Appropriations, Finance, or Rules, Calendar, and Operations of the House, or  
50 (iii) ratifying an amendment or amendments to the Constitution of the United States. This rule  
51 does not apply to resolutions adjourning the General Assembly sine die or to a day certain.

1           **RULE 32. Reference to Standing Committees and Permanent Subcommittees;**  
2 **Serial Referrals; Re-Referral of Bills From One Standing Committee to Another Standing**  
3 **Committee; Re-referral to Committee on Rules.** – (a) Each bill not introduced on the report  
4 of a standing committee shall immediately upon its first reading be referred by the Speaker to  
5 such standing committee, permanent subcommittee, select committee, or committee of the whole  
6 as the Speaker deems appropriate. The Speaker at the same time may order that, if the bill is  
7 reported with any favorable recommendation or without prejudice, it be re-referred automatically  
8 upon the committee report to another committee or permanent subcommittee designated in the  
9 order. Each joint resolution or House resolution not introduced on the report of a standing  
10 committee shall immediately upon its first reading either be referred by the Speaker to a standing  
11 committee or permanent subcommittee or be calendared on the date designated by the Speaker,  
12 as the Speaker deems appropriate.

13           (a1) Notwithstanding subsections (a) and (b) of this Rule, any bill establishing  
14 districts for Congress or State Senators or State Representatives may be placed on the calendar  
15 without being referred by the Speaker to a committee or permanent subcommittee and on the  
16 same legislative day of its introduction or receipt from the Senate.

17           (b) The standing committee chair may refer each bill referred to the standing  
18 committee to the permanent subcommittee specifically charged with the subject matter of the  
19 bill. A report of that referral shall be made in writing and submitted to the body pursuant to Rule  
20 5(5a). Except as provided in Rule 36, the permanent subcommittee to which the bill is referred  
21 shall report the bill back to the standing committee which report shall be made in writing and  
22 submitted to the body pursuant to Rule 5(5b). That subcommittee report shall include one of the  
23 following recommendations:

- 24           (1) Favorable, without prejudice, or unfavorable as to the original bill with the  
25 recommendation that the report be made to the standing committee;
- 26           (2) Favorable, without prejudice, or unfavorable as to the original bill, as  
27 amended, with the recommendation that the report be made to the standing  
28 committee;
- 29           (3) Favorable or without prejudice to the proposed committee substitute, and  
30 unfavorable to the original bill, with the recommendation that the report be  
31 made to the standing committee;
- 32           (4) Favorable as to the original bill with the recommendation that the report be  
33 made directly to the floor of the House, if approved by the standing committee  
34 chair;
- 35           (5) Favorable to the original bill, as amended, with the recommendation that the  
36 report be made directly to the floor of the House, if approved by the standing  
37 committee chair; or
- 38           (6) Favorable to the proposed committee substitute with the recommendation that  
39 the report be made directly to the floor of the House, if approved by the  
40 standing committee chair, and unfavorable to the original bill.

41           Any recommendation of favorable or without prejudice may include a  
42 recommendation of re-referral to another standing committee. After a bill is reported to a standing  
43 committee by a permanent subcommittee of that standing committee, the standing committee  
44 chair may re-refer the bill to another permanent subcommittee of that standing committee.

45           Upon recommendation to the standing committee, the bill shall be before that body  
46 for further action unless the permanent subcommittee chair reports the bill directly pursuant to  
47 Rule 36.

48           (c) Upon consent of the sponsor of the bill, the Speaker, the chair of the standing  
49 committee from which the bill is to be re-referred, and the chair of the standing committee to  
50 which the bill is to be re-referred, the chair of the standing committee from which the bill is to  
51 be re-referred or the Chair of the Committee on Rules, Calendar, and Operations of the House



1 may move for a re-referral to another standing committee, and the bill shall be re-referred upon  
2 vote of the majority present during a regular session of the House.

3 (d) The Speaker may remove a bill from the committee to which the bill has been  
4 referred and may re-refer the bill to another committee.

5 (e) All public bills and resolutions reported by any standing committee or  
6 permanent subcommittee must have also been reported by the Committee on Rules, Calendar,  
7 and Operations of the House prior to being calendared for consideration by the House. This rule  
8 may be waived by leave of the House.

9 **RULE 33. Papers Addressed to the House.** – Petitions, memorials, and other papers  
10 addressed to the House shall be presented by the Speaker. A brief statement of the contents  
11 thereof may be made orally by the introducer before reference to a committee, but such papers  
12 shall not be debated or decided on the day of their first being read unless the House shall direct  
13 otherwise.

14 **RULE 34. Introduction of Resolutions and Bills.** – (a) House Bills shall be  
15 designated as "H.B.\_\_\_\_." (No. following). A Joint Resolution shall be designated as "H.J.R.\_\_\_\_."  
16 (No. following). A House Resolution shall be designated as "H.R.\_\_\_\_." (No. following).

17 Whenever any resolution or bill is filed for introduction, it shall comply with the  
18 procedures established and published by the Principal Clerk.

19 (b) No bill may be filed for introduction if the draft contains names preprinted on  
20 the bill jacket and body of the bill (either as primary sponsors or cosponsors) unless each such  
21 member has signed the jacket.

22 **RULE 35. Public and Local Bills.** – (a) The Legislative Services Officer shall cause  
23 such bills as are introduced to be duplicated in such numbers as may be specified by the Speaker.  
24 Copies shall be placed in the Printed Bills Room and made available to the committees to which  
25 the bill is referred, to individual members on request, and to the general public.

26 (b) A public bill is a bill affecting 15 or more counties. A local bill is one affecting  
27 fewer than 15 counties.

28 **RULE 35.1. Municipal Incorporation Reports.** – Every legislative proposal  
29 introduced in the House or received in the House from the Senate, proposing the incorporation  
30 of a municipality shall have attached to the jacket of the original bill at the time of its  
31 consideration on second or third readings by the House or by any committee of the House prior  
32 to a favorable report, a recommendation from the Municipal Incorporations Subcommittee of the  
33 Joint Legislative Committee on Local Government, established by Article 20 of Chapter 120 of  
34 the General Statutes. The recommendation of the Municipal Incorporations Subcommittee of the  
35 Joint Legislative Committee on Local Government shall be made in accordance with the  
36 provisions and criteria set forth in Article 20 of Chapter 120 of the General Statutes and shall  
37 include the findings required to be made by G.S. 120-166 through G.S. 120-170.

38 **RULE 36. Report by Standing Committee or Permanent Subcommittee.** – (a)  
39 **Reports.** – Bills and resolutions may be reported from the standing committee or the permanent  
40 subcommittee to which referred with such recommendations as the standing committee or  
41 permanent subcommittee may desire to make. With the written approval of the chair of the  
42 standing committee and with the recommendation of the subcommittee pursuant to Rule 32(b)(4)  
43 through (6), the chair of the permanent subcommittee may report the bill directly to the floor with  
44 that recommendation. If a permanent subcommittee recommends reporting a bill to the floor and  
45 the chair of the standing committee fails to give approval, the chair of the permanent  
46 subcommittee shall refer the bill to the standing committee with the same recommendation as the  
47 subcommittee would have made to the House. A report of the subcommittee referral to the  
48 standing committee shall be made in writing and submitted to the body pursuant to Rule 5(5b).

49 (b) **Favorable Report.** – When a standing committee or permanent subcommittee  
50 reports a bill with the recommendation that it be passed, the bill shall be placed on the favorable  
51 calendar on the day designated by the Chair of the Standing Committee on Rules, Calendar, and

1 Operations of the House, but not on the same day that it is reported except by leave of the House,  
2 and no later than the fourth legislative day after submission of the report or Senate message under  
3 Rule 43.2 or Rule 43.3(a), unless:

- 4 (1) The bill is re-referred to the Committee on Appropriations or Committee on  
5 Finance under Rule 38 or was serially referred under Rule 32; or
- 6 (2) The bill has not yet been placed on the calendar, and the Speaker refers the  
7 bill to another committee or permanent subcommittee.

8 In order to place a bill on the calendar for a legislative day, notice shall be given by the Chair of  
9 the Standing Committee on Rules, Calendar, and Operations of the House orally in the House or  
10 in writing to the Principal Clerk. When a committee substitute is adopted and receives a favorable  
11 report by the standing committee or permanent subcommittee, the chair shall submit to the  
12 standing committee or permanent subcommittee the question of an unfavorable report on the  
13 original bill. The standing committee or permanent subcommittee's action, if any, on the original  
14 bill shall be reported at the same time the committee substitute is reported.

15 (b1) **Favorable Report of Bills Proposing Congressional or State Districts.** –  
16 Notwithstanding subsection (b) of this rule, a bill establishing districts for Congress or State  
17 Senators or State Representatives that is reported favorably by a committee or a permanent  
18 subcommittee may be placed on the favorable calendar on the same day it is reported.

19 (c) **Report Without Prejudice.** – When a standing committee reports a bill  
20 without prejudice, the bill shall be placed on the favorable calendar in the same manner as  
21 provided in subsection (b) of this rule.

22 (d) **Postponed Indefinitely.** – When a standing committee reports a bill with the  
23 recommendation that it be postponed indefinitely and no minority report accompanies it, the bill  
24 shall be placed on the unfavorable calendar.

25 (e) **Unfavorable Report.** – When a standing committee reports a bill with the  
26 recommendation that it not be passed and no minority report accompanies it, the bill shall be  
27 placed on the unfavorable calendar.

28 (f) **Minority Report.** – When a bill is reported by a standing committee with a  
29 recommendation that it not be passed or that it be postponed indefinitely but it is accompanied  
30 by a minority report signed by at least one-fourth of the members of the standing committee or  
31 permanent subcommittee who were present and voting when the bill was considered in standing  
32 committee or permanent subcommittee, the question before the House shall be: "The adoption of  
33 the minority report." If the minority report is adopted by majority vote, the bill shall be placed  
34 on the favorable calendar for consideration. If the minority report fails of adoption by a majority  
35 vote, the bill shall be placed on the unfavorable calendar.

36 **RULE 36.1. Fiscal Notes.** – (a) The Chair or Cochair of the Appropriations  
37 Committee, of the Finance Committee, or of the Standing Committee on Rules, Calendar, and  
38 Operations of the House, upon the floor of the House, may request that a fiscal analysis be made  
39 of a bill, a resolution, or an amendment to a bill or resolution which is in the possession of the  
40 House and that a fiscal note be attached to the measure, which request shall be allowed when, in  
41 the opinion of the Speaker, the fiscal effects of that measure are not apparent from the language  
42 of the measure. When a request is properly made under this subsection, the bill is removed from  
43 the calendar until such time that the fiscal note is attached to the measure.

44 (b) The fiscal note shall be filed and attached to the bill or amendment within two  
45 legislative days of the request, and a copy shall be sent by electronic mail to each member. If it  
46 is impossible to prepare a fiscal note within two legislative days, the Director of Fiscal Research  
47 shall, in writing, so advise the Speaker, the Principal Clerk, the Majority Leader, the Minority  
48 Leader, and the member introducing or proposing the measure and shall indicate the time when  
49 the fiscal note will be ready.

50 (c) The fiscal note shall be prepared by the Fiscal Research Division on a form  
51 approved by the Chair of the Standing Committee on Rules, Calendar, and Operations of the

1 House as to content and form and signed by the staff member or members preparing it. If no  
2 estimate in dollars is possible, the fiscal note shall indicate the reasons that no estimate is  
3 provided. The fiscal note shall not comment on the merit, but may identify technical problems.  
4 The Fiscal Research Division shall make the fiscal note available to the membership of the  
5 House.

6 (d) A sponsor of a bill or amendment may deliver a copy of the bill or amendment  
7 to the Fiscal Research Division for the preparation of a fiscal note. The sponsor shall attach the  
8 fiscal note to the bill when filed or to the amendment when its adoption is moved.

9 (e) The sponsor of a bill or amendment to which a fiscal note is attached who  
10 objects to the estimates and information provided may reduce to writing the objections. These  
11 objections shall be appended to the fiscal note attached to the bill or amendment and to the copies  
12 of the fiscal note available to the membership.

13 (f) Subsection (a) of this rule shall not apply to the Current Operations  
14 Appropriations Bill or the Capital Improvement Appropriations Bill. This rule shall not apply to  
15 a bill or amendment requiring an actuarial note under these rules.

16 **RULE 36.1A. Distribution of Proposed Committee Substitutes.** – (a) No proposed  
17 committee substitute may be considered by a standing committee or permanent subcommittee  
18 unless the proposed committee substitute shall have been distributed electronically no later than  
19 9:00 P.M. of the preceding calendar day to the members of the committee or permanent  
20 subcommittee and to the member who is listed as the first primary sponsor. This requirement  
21 may be waived by leave of the standing committee or permanent subcommittee.

22 (b) Subsection (a) of this rule does not apply to a proposed committee substitute  
23 establishing districts for Congress or State Senators or State Representatives.

24 **RULE 36.2. Actuarial Notes.** – (a) Every bill or resolution proposing any change in  
25 the law relative to any:

26 (1) State, municipal, or other retirement system funded in whole or in part out of  
27 public funds; or

28 (2) Program of hospital, medical, disability, or related benefits provided for  
29 teachers and State employees, funded in whole or in part by State funds;

30 shall have attached to it at the time of its consideration by any standing committee or permanent  
31 subcommittee a brief explanatory statement or note which shall include a reliable estimate of the  
32 financial and actuarial effect of the proposed change to that retirement or pension system. The  
33 actuarial note shall be attached to the jacket of each proposed bill or resolution which is reported  
34 favorably by any standing committee or permanent subcommittee, shall be separate therefrom,  
35 and shall be clearly designated as an actuarial note. A bill described in subdivision (a)(1) of this  
36 rule shall be referred to the Committee on Pensions and Retirement upon its introduction in  
37 accordance with G.S. 120-111.3.

38 (b) The sponsor of the bill or resolution shall present a copy of the measure, with  
39 a request for an actuarial note, to the Fiscal Research Division, which shall prepare the actuarial  
40 note as promptly as possible but not later than two weeks after the request is made, unless an  
41 extension of time is agreed to by the sponsor as being necessary in the preparation of the note.  
42 Actuarial notes shall be prepared in the order of receipt of request and shall be transmitted to the  
43 sponsor of the measure. The actuarial note of the Fiscal Research Division shall be prepared and  
44 signed by an actuary.

45 (c) The sponsor of the bill or resolution shall also present a copy of the measure  
46 to the actuary employed by the system or program affected by the measure. Actuarial notes shall  
47 be prepared and transmitted to the sponsor of the measure not later than two weeks after the  
48 request is received, unless an extension of time is agreed to by the sponsor as being necessary in  
49 the preparation of the note. The actuarial note shall be attached to the jacket of the measure. The  
50 provisions of this subsection may be waived by the measure's sponsor for a measure affecting  
51 local government retirement or pension plans not administered by the State or any local

1 government program of hospital, medical, disability, or related benefits for local government  
2 employees not administered by the State.

3 (d) The note shall be factual and shall, if possible, provide a reliable estimate of  
4 both the immediate effect and, if determinable, the long-range fiscal and actuarial effect of the  
5 measure. If, after careful investigation, it is determined that no dollar estimate is possible, the  
6 note shall contain a statement to that effect, setting forth the reasons why no dollar estimate can  
7 be given. No comment or opinion shall be included in the actuarial note with regard to the merits  
8 of the measure for which the note is prepared. Technical and mechanical defects in the measure  
9 may be noted.

10 (e) When any standing committee or permanent subcommittee reports a measure  
11 to which an actuarial note is attached at the time of committee consideration, with any  
12 amendment of such nature as would substantially affect the cost to or the revenues of any  
13 retirement or pension system, or program of hospital, medical, disability, or related benefits for  
14 teachers or State employees, the chair of the standing committee or permanent subcommittee  
15 reporting the measure shall obtain from the Fiscal Research Division an actuarial note of the  
16 fiscal and actuarial effect of the proposed amendment. The actuarial note shall be attached to the  
17 jacket of the measure. An amendment to any bill or resolution shall not be in order if the  
18 amendment affects the costs to or the revenues of a State-administered retirement or pension  
19 system, or program of hospital, medical, disability, or related benefits for teachers or State  
20 employees, unless the amendment is accompanied by an actuarial note, prepared by the Fiscal  
21 Research Division, as to the actuarial effect of the amendment.

22 (f) The Fiscal Research Division shall make all relevant actuarial notes available  
23 to the membership of the House.

24 **RULE 36.3. Local Legislation Affecting State Highway System.** – A local bill  
25 affecting the State Highway System shall be referred to the Committee on Transportation.

26 **RULE 36.4. Content of Appropriations Bills.** – No provision shall be contained in  
27 any of the following bills unless it pertains to the appropriation of money or the raising or  
28 reducing of revenue: (i) the Current Operations Appropriations Bill; (ii) the Capital Improvement  
29 Appropriations Bill; (iii) any bill generally revising appropriations for the second fiscal year of  
30 a biennium. If a point of order is made against such a provision and is sustained, the presiding  
31 officer shall refer the bill to the committee from which it came, with instructions for the chair of  
32 the committee to immediately report out a substitute or amendment removing the offending  
33 provision.

34 **RULE 37. Removing Bill From Unfavorable Calendar.** – A bill may be removed  
35 from the unfavorable calendar upon motion carried by a two-thirds vote. A motion to remove a  
36 bill from the unfavorable calendar is debatable.

37 **RULE 38. Reports on Appropriation and Revenue Bills.** – (a) All standing  
38 committees, other than the Standing Committees on Appropriations, when favorably reporting  
39 any bill or resolution that:

- 40 (1) Carries an appropriation from the State; or
- 41 (2) Requires or will require in the future substantial additional State monies from  
42 the General Fund or Highway Fund to implement its provisions shall indicate  
43 same in the report, and said bill or resolution shall be referred to the Standing  
44 Committees on Appropriations for a further report before being acted upon by  
45 the House.

46 (b) All standing committees, other than the Standing Committee on Finance,  
47 when favorably reporting any bill that in any way or manner raises revenue, reduces revenue,  
48 levies a tax, authorizes the levying of a tax, an assessment, or a fee, or authorizes the issue of  
49 bonds or notes, whether public or local, shall indicate same in the report, and said bill shall be  
50 referred to the Standing Committee on Finance for a further report before being acted upon by  
51 the House. This subsection shall not apply to bills only imposing fines, forfeitures, or penalties.

1           **RULE 39. Discharge Petition.** – (a) A motion to discharge a committee from  
2 consideration of a bill may be filed with the Principal Clerk by a primary sponsor of that measure  
3 if accompanied by a petition asking that the committee be discharged from further consideration  
4 of the bill. No motion may be filed until 10 legislative days after the bill has been referred to the  
5 committee. No petition may be filed until notice has been given on the floor of the House that  
6 the petition is to be filed and the primary sponsor giving notice has obtained a fiscal note from  
7 the Fiscal Research Division on the bill, which note shall be attached to the petition. Members  
8 may sign the petition only in the office of the Principal Clerk, and when the signatures of 61  
9 members appear on the petition, the Principal Clerk shall place that motion on the calendar for  
10 the next legislative day as a special order of business. Members may withdraw their names at any  
11 time until 61 names appear. If the motion is adopted by the House, then the committee to which  
12 the bill or resolution has been referred is discharged from further consideration of the bill, and  
13 that bill is placed on the calendar for the next legislative day as a special order of business. The  
14 Principal Clerk shall provide a form for discharge petitions.

15           (b) This rule shall not be temporarily suspended without one day's notice on the  
16 motion given in the House and delivered in writing to the chair of the standing committee, and  
17 to sustain that motion two-thirds of the members shall be required.

18           **RULE 40. Calendars and Schedules of Business.** – (a) The Clerk of the House shall  
19 prepare a daily schedule of business, including the Calendar of Bills and Resolutions for  
20 consideration and debate that day, in accordance with the Order of Business of the Day (Rule 5).  
21 The Clerk shall number all bills and resolutions in the order in which they are introduced. All  
22 bills and resolutions shall be taken up as they appear in each category (Rule 5(10)). Except by  
23 leave of the House, the Speaker shall not vary from the order.

24           (b) Subsection (a) of this rule does not apply to bills establishing districts for  
25 Congress or State Senators or State Representatives.

26           **RULE 41. Reading of Bills.** – (a) Every bill shall receive three readings in the House  
27 prior to its passage. The Speaker shall give notice at each subsequent reading whether it is the  
28 second or third reading.

29           (a1) The first reading and reference to standing committee of a House bill shall  
30 occur on the next legislative day following its introduction. The first reading and reference to  
31 standing committee of a Senate bill shall occur on the next legislative day following its receipt  
32 on messages from the Senate. This subsection does not apply to any bill establishing districts for  
33 Congress or State Senators or State Representatives.

34           (b) Except for bills establishing districts for Congress or State Senators or State  
35 Representatives, no bill shall be read more than once on the same day without the concurrence  
36 of two-thirds of the members present and voting; provided, no bill governed by Section 23 of  
37 Article II of the North Carolina Constitution herein shall be read twice on one day under any  
38 circumstance.

39           **RULE 42. Effect of a Defeated Bill.** – (a) Subject to the provisions of subsection (b)  
40 of this rule, after a bill has:

- 41           (1) Been tabled,
- 42           (2) Been postponed indefinitely,
- 43           (3) Failed to pass on any of its readings, or
- 44           (4) Been placed on the unfavorable calendar,

45 the contents of that bill or the principal provisions of its subject matter shall not be considered in  
46 any other measure originating in the Senate or originating thereafter in the House. Upon the point  
47 of order being raised and sustained by the chair, that measure shall be laid upon the table and  
48 shall not be taken therefrom except by a two-thirds vote of the members present and voting.

49           (b) No local bill shall be held by the chair to embody the contents of or the  
50 principal provisions of the subject matter of any statewide measure which has been laid on the  
51 table, has failed to pass on any of its readings, or has been placed on the unfavorable calendar.

1           RULE 43. **Amendments.** – (a) No amendment to a measure before the House shall  
2 be in order unless the amendment is germane to the measure under consideration. A House  
3 amendment deleting a previously adopted House amendment shall not be in order. No  
4 amendment that is clearly unconstitutional shall be in order.

5           Only one principal (first degree) amendment shall be pending at any one time. If a  
6 subsequent or substitute principal amendment shall be offered, the Speaker shall rule it out of  
7 order. However, any member desiring to offer a subsequent or substitute principal amendment in  
8 opposition to the pending amendment may inform the House by way of argument against the  
9 pending amendment that if it is defeated the member proposes to offer another principal  
10 amendment, and the member may then read and explain such proposed amendment.

11           Perfecting (or second degree) amendments may be offered and considered without  
12 limitation as to number, and in the event of multiple perfecting amendments, they shall be voted  
13 upon in inverse order.

14           (b) The following rules apply when considering: (i) the Current Operations  
15 Appropriations Bill; (ii) the Capital Improvement Appropriations Bill; (iii) any bill generally  
16 revising appropriations for the second fiscal year of a biennium:

17           (1) Amendments cannot increase total spending within a committee area beyond  
18 the total for that committee as shown in the committee report.

19           (2) Amendments can only affect appropriations within the departments, agencies,  
20 or programs within the jurisdiction of the committee.

21           (3) Amendments cannot increase total spending, from any source, beyond the  
22 total amount shown in the committee report.

23           (4) Amendments that cause the budget to be unbalanced are not in order.

24           (5) Amendments cannot spend reversions.

25           (6) Amendments cannot make nonrecurring reductions to fund recurring items.

26           (c) When offering an amendment, the member shall deliver the signed original  
27 amendment to the Principal Clerk and a copy to the Chair of the Committee on Rules, Calendar,  
28 and Operations of the House.

29           **RULE 43.1. Engrossment.** – Bills and resolutions which originate in the House and  
30 which are amended, shall be engrossed before being sent to the Senate.

31           **RULE 43.2. House Concurrence in Senate Amendments to House Bills.** – When  
32 the House receives a Senate amendment to a bill originating in the House, it shall be placed on  
33 the calendar in accordance with Rule 36(b).

34           **RULE 43.3. Committee Substitutes Adopted by the Senate to Bills Originating in**  
35 **the House; Procedure for Treatment of Material Amendments Thereto.** – (a) Whenever the  
36 Senate has adopted a committee substitute for a bill originating in the House and has returned the  
37 bill to the House for concurrence in that committee substitute, it shall be placed on the calendar  
38 in accordance with Rule 36(b).

39           (b) The Speaker shall rule whether the committee substitute is a material  
40 amendment under Section 23 of Article II of the North Carolina Constitution which reads:

41           **"Revenue bills.** – No law shall be enacted to raise money on the credit of the State, or to  
42 pledge the faith of the State directly or indirectly for the payment of any debt, or to impose any  
43 tax upon the people of the State, or to allow the counties, cities, or towns to do so, unless the bill  
44 for the purpose shall have been read three several times in each house of the General Assembly  
45 and passed three several readings, which readings shall have been on three different days, and  
46 shall have been agreed to by each house respectively, and unless the yeas and nays on the second  
47 and third readings of the bill shall have been entered on the journal."

48           If the committee substitute was referred to standing committee, the standing  
49 committee shall:

50           (1) Report the bill with the recommendation either that the House do concur or  
51 that the House do not concur; and

1 (2) Advise the Speaker as to whether or not that committee substitute is a material  
2 amendment under Section 23 of Article II of the North Carolina Constitution.

3 (c) If the committee substitute for a bill is not a material amendment, the question  
4 before the House shall be concurrence.

5 (d) If the committee substitute for a bill is a material amendment, the receiving of  
6 that bill on messages shall constitute first reading, and the question before the House shall be  
7 concurrence on second reading. If the motion is passed, the question then shall be concurrence  
8 on third reading on the next legislative day.

9 (e) No committee substitute adopted by the Senate for a bill originating in the  
10 House may be amended by the House.

11 **RULE 44. Conference Standing Committees.** – (a) Whenever the House shall  
12 decline or refuse to concur in amendments put by the Senate to a bill originating in the House, or  
13 shall refuse to concur in a substitute adopted by the Senate for a bill originating in the House, or  
14 whenever the Senate shall decline or refuse to concur in amendments put by the House to a bill  
15 originating in the Senate, or shall refuse to concur in a substitute adopted by the House for a bill  
16 originating in the Senate, a conference committee may be appointed by the Speaker upon the  
17 Speaker's own motion and shall be appointed upon request by the principal sponsor of the original  
18 bill, the chair of the House standing committee that reported the bill, or the sponsor of the  
19 amendment in which the Senate refused to concur; and the bill under consideration shall  
20 thereupon go to and be considered by the joint conferees on the part of the House and Senate. In  
21 appointing members to conference committees, the Speaker shall appoint no less than a majority  
22 of members who generally supported the House position as determined by the Speaker.

23 (b) The conference report may be made by a majority of the House members of  
24 such conference committee and shall not be amended. If the Senate has a similar rule, only such  
25 matters as are in difference between the two houses shall be considered by the conferees, and the  
26 conference report shall deal only with such matters. If the Senate does not have a similar rule, a  
27 conference committee report which includes significant matters that were not in difference  
28 between the houses, shall be referred to a standing committee for its recommendation before  
29 further action by the House.

30 (c) If the conferees fail to agree or if either house fails to adopt the report of its  
31 conferees, new conferees may be appointed.

32 (d) No vote shall be taken on adoption of a conference report until the next  
33 legislative day following the report, except that no vote shall be taken on adoption of a conference  
34 report on either the Current Operations Appropriations Bill or a bill generally revising the Current  
35 Operations Appropriations Act until the second legislative day following the report.

36 (e) Notwithstanding subsection (d) of this rule, a conference report for a bill  
37 establishing districts for Congress or State Senators or State Representatives may be placed on  
38 the calendar for the legislative day the report is submitted.

39 **RULE 44.1. Transmittal of Bills to Senate.** – Unless ordered by the Speaker or  
40 two-thirds vote of the members present and voting, no bill shall be sent from the House on the  
41 day of its passage, except on the last day of the session.

42 **RULE 44.2. Veto Override.** – (a) Other than in a reconvened session, no vote shall  
43 be taken on overriding a gubernatorial veto on a House bill until the second legislative day  
44 following notice of its placement on the calendar.

45 (b) Other than in a reconvened session, no vote shall be taken on overriding a  
46 gubernatorial veto on a Senate bill until the legislative day following notice of its placement on  
47 the calendar.

## 48 **VII. Legislative Officers and Employees**

49 **RULE 45. Elected Officers.** – (a) The House shall elect its Speaker from among its  
50 membership.

1 (b) The House shall elect its Speaker Pro Tempore from among its membership  
2 who shall perform such duties as the Speaker may assign.

3 (c) The House shall elect a Principal Clerk, who shall continue in office until  
4 another is elected. The Speaker may appoint a Reading Clerk and shall appoint a  
5 Sergeant-at-Arms, both of whom shall serve at the Speaker's pleasure. The Principal Clerk,  
6 Reading Clerk, and Sergeant-at-Arms shall have and perform duties and responsibilities, not  
7 inconsistent with these rules, as the Speaker may assign. Unless directed otherwise by the  
8 Speaker on behalf of the House, the Principal Clerk or an employee designated by the Principal  
9 Clerk shall receive House bills not approved by the Governor.

10 **RULE 46. Assistants to Principal Clerk and Sergeant-at-Arms.** – The Principal  
11 Clerk and the Sergeant-at-Arms may appoint, with the approval of the Speaker, such assistants  
12 as may be necessary to the efficient discharge of the duties of their respective offices.

13 **RULE 47. Speaker's Staff; Chaplain; and Pages.** – (a) The Speaker may appoint  
14 one or more staff members to the Speaker, a Chaplain of the House, and pages to wait upon the  
15 sessions of the House.

16 (b) When the House is not in session, the pages shall be under the supervision of  
17 the Supervisor of Pages.

18 (c) The Speaker, at the request of a member, may appoint honorary pages.

19 **RULE 48. Member's Staff.** – (a) Each standing committee and permanent  
20 subcommittee shall have a committee assistant. The committee assistant to a standing committee  
21 or permanent subcommittee shall serve as staff to the chair of the standing committee or  
22 permanent subcommittee.

23 (b) Each member shall be assigned a legislative assistant, unless the member has  
24 a committee assistant to serve as legislative assistant.

25 (c) The selection and retention of legislative assistants shall be the sole  
26 prerogative of the individual member or members. Such staff shall file initial applications for  
27 employment with the Director of Legislative Assistants and shall receive compensation as  
28 prescribed by the Legislative Services Commission. Their period of employment shall comply  
29 with the period as established by the Legislative Services Commission unless employment for an  
30 extended period is approved by the Speaker. The legislative assistants shall adhere to such  
31 uniform rules and regulations not inconsistent with these rules regarding hours and other  
32 conditions of employment as the Legislative Services Commission shall fix by appropriate  
33 regulations. The Director of House Legislative Assistants shall be appointed by the Speaker.

34 **RULE 49. Compensation of Legislative Assistants.** – No person employed, serving,  
35 or appointed under Rules 46, 47, and 48 shall receive during such employment, appointment, or  
36 service any compensation from any department of the State government, and there shall not be  
37 voted, paid, or awarded any additional pay, bonus, or gratuity to any of them; but they shall  
38 receive only the pay now provided by law for such duties and services.

### 39 **VIII. Privileges of the Hall**

40 **RULE 50. Admittance to Floor.** – (a) No person except members, officers, and  
41 designated employees of the General Assembly who have been issued identification tags as  
42 provided by this rule, and former members of the General Assembly who are not registered under  
43 the provisions of Article 2 of Chapter 120C of the General Statutes, shall be allowed on the floor  
44 of the House during its session, unless permitted by the Speaker or otherwise provided by law.  
45 Employees of the General Assembly shall wear identification tags, approved by the Legislative  
46 Services Officer, when on the floor of the House.

47 (b) Except when a committee is meeting on the floor of the House, a person who  
48 is not authorized to be admitted to the floor under subsection (a) of this rule shall not be allowed  
49 to enter the Chamber until at least five minutes after adjournment or recess of the House.

50 **RULE 51. Admittance of Press.** – Reporters wishing to take down debates may be  
51 admitted by the Speaker, who shall assign such places to them on the floor or elsewhere, to effect



1 this object, as shall not interfere with the convenience of the House. Reporters admitted to the  
2 floor of the House shall observe the same requirements of attire for members contained in Rule  
3 12(h).

4 **RULE 52. Extending Courtesies.** – Courtesies of the floor, galleries, or lobby shall  
5 be extended at the discretion of the Speaker and only by the Speaker. Requests by members to  
6 extend these courtesies shall be delivered to the Speaker. No member shall orally ask the Speaker  
7 to extend these courtesies during the daily session.

8 **RULE 53. Order in House Chamber, Galleries, and Lobby.** – In case of any  
9 disturbance or disorderly conduct in the House Chamber, galleries, or lobby, the Speaker or other  
10 presiding officer is empowered to order the same to be cleared to the extent they deem necessary.  
11 No male visitor shall wear any head covering in the galleries while the House is in session, unless  
12 his religion requires his head to be covered.

### 13 **IX. General Rules**

14 **RULE 54. Attendance of Members.** – Members and officers of the House shall  
15 request leaves from the service of the House with the Principal Clerk.

16 **RULE 55. Documents to Be Signed by the Speaker.** – All acts, addresses, and  
17 resolutions and all warrants and subpoenas issued by order of the House shall be signed by the  
18 Speaker or other presiding officer.

19 **RULE 56. Printing or Reproducing Materials.** – There shall be no printing or  
20 reproducing of paper(s) that are not legislative in essence except upon approval of the Speaker.

21 **RULE 57. Placement or Circulation of Materials.** – Persons other than members of  
22 the House shall not place or cause to be placed any materials on members' desks in the House  
23 Chamber without obtaining approval of the Speaker. Any material placed on members' desks in  
24 the House Chamber, or circulated to House members anywhere in the Legislative Building or the  
25 Legislative Office Building, shall bear the name of the originator.

26 **RULE 58. Rescission and Alteration of the Rules.** – (a) These rules shall not be  
27 permanently rescinded or altered except by House simple resolution passed by a two-thirds vote  
28 of the members present and voting. The introducer of the resolution must on the floor of the  
29 House give notice of intent to introduce the resolution on the legislative day preceding its  
30 introduction.

31 (b) Except as otherwise provided herein, the House upon two-thirds vote of the  
32 members present and voting may temporarily suspend any rule.

33 **RULE 59. Cosponsorship of Bills and Resolutions, Removal of Sponsorship.** – (a)  
34 Except by leave of the primary sponsor, or as provided in subsection (d) of this rule, no member  
35 may be listed as an additional primary sponsor on a bill after the bill has been filed. Except as  
36 provided in subsection (d) of this rule, any member not listed as a preprinted cosponsor on the  
37 computer-generated draft edition who wishes to cosponsor a bill or resolution which has been  
38 introduced may do so by 5:00 P.M. of the calendar day following the adjournment of the session  
39 during which such bill or resolution was first read and referred, but only electronically under  
40 procedures approved by the Principal Clerk.

41 (b) Members wishing to cosponsor legislation prior to preparation of the draft  
42 should indicate such to the drafter at the time the bill is requested and before filing the bill with  
43 the Principal Clerk's office. The names of the members who are the primary sponsors shall be  
44 listed in the order requested by them, followed by the words (Primary Sponsors); and the  
45 remaining names of such members cosponsoring shall follow on the draft edition and first edition.  
46 No more than four members may be listed as primary sponsors. Names of persons cosponsoring  
47 bills thereafter under subsection (a) of this rule do not appear on subsequent editions but shall be  
48 listed in the bill status system as cosponsors.

49 (c) No member shall permit anyone, other than that member's committee  
50 assistant, legislative assistant, office assistant, or another member, to have possession of and  
51 solicit for bill or resolution sponsorship, the jacket of a bill or resolution.

1 (d) Should any member wish to remove the member's sponsorship of a bill that is  
2 substantially changed by a Senate amendment or a Senate committee substitute, the member shall  
3 notify the House Principal Clerk before the bill is considered for concurrence. If no sponsors  
4 remain on the bill, the House Principal Clerk shall notify the Chair of the Standing Committee  
5 on Rules, Calendar, and Operations of the House who may request that other members sponsor  
6 the bill. Removal of the first primary sponsor's name from a bill does not reduce the total number  
7 of bills introduced by the member under Rule 31.1(g), and sponsorship of a bill after removal of  
8 all sponsors is subject to Rule 31.1(g).

9 **RULE 60. Correcting of Typographical Errors.** – The Legislative Services Officer  
10 may correct typographical errors appearing in House bills or resolutions or House amendments  
11 to Senate bills provided that such corrections are made before ratification and do not conflict  
12 with any actions or rules of the Senate and provided further that such correction be approved by  
13 the Chair of the Standing Committee on Rules, Calendar, and Operations of the House, the  
14 Speaker, or other presiding officer.

15 **RULE 61. Assignment of Seats.** – After initial assignment of seats, a member shall  
16 continue to occupy the seat to which initially assigned until assigned a permanent seat; once  
17 assigned a permanent seat, the member shall occupy it for the entire biennial session. In event of  
18 vacancy, the Speaker or the Chair of the Standing Committee on Rules, Calendar, and Operations  
19 of the House may assign such permanent seats as are necessary to maintain seating.

20 **RULE 61.1. Office Assignments.** – The Chair of the Standing Committee on Rules,  
21 Calendar, and Operations of the House shall assign to each member an office space. When  
22 available, chairs of standing committees and permanent subcommittees shall be assigned an  
23 office adjacent to the room in which the standing committee or permanent subcommittee  
24 generally meets if the Chair so desires. The Speaker shall be assigned an office of his or her  
25 choice.

26 **RULE 61.2. Convening and Assigning Seats in the New House.** – (a) The Principal  
27 Clerk of the previous House of Representatives shall convene the House of Representatives at  
28 12:00 P.M. on the date established by law for the convening of each regular session and preside  
29 over the body until the members elect a Speaker. In the case of a vacancy, inability, or refusal to  
30 so serve, the duty shall devolve upon the Sergeant-at-Arms of the prior House, and in the case of  
31 a vacancy in that office, or inability or refusal to so serve, the duty shall devolve upon the Reading  
32 Clerk of the prior House.

33 (b) It shall be the duty of the Chair of the Standing Committee on Rules, Calendar,  
34 and Operations of the House of the prior House to assign temporary seats to the members of the  
35 House of Representatives in its Chamber. In the case of the inability or refusal to serve of the  
36 Chair of the Standing Committee on Rules, Calendar, and Operations of the House, the Speaker  
37 of the prior House of Representatives shall appoint a person to assign seats to members of the  
38 House of Representatives in its Chamber. In the event that the party that had a majority of  
39 members in the prior House will no longer have a majority of members in the new House, then  
40 the duty assigned in this subsection to the Chair of the Committee of the prior House shall instead  
41 be the duty of the person nominated as Speaker by the majority party caucus for the new House,  
42 or some member-elect designated by the Speaker-nominee. In the event no party will have a  
43 majority, then the duty assigned in this subsection to the Chair of the Committee of the prior  
44 House shall instead be the joint duty of one person chosen each by the caucuses of the two parties  
45 having the greatest numbers of members.

46 **RULE 62. Matters Not Covered in These Rules.** – Except as herein set out, the rules  
47 of Mason's Manual of Legislative Procedure, 2010 Edition, shall govern the operation of the  
48 House. Custom and usage may supplement these rules or Mason's Manual, but may not supercede  
49 them.

50 **SECTION 2.** This resolution is effective upon adoption.