

1 STATE OF OKLAHOMA

2 1st Session of the 57th Legislature (2019)

3 HOUSE  
4 RESOLUTION 1001

By: McCall

5  
6  
7 AS INTRODUCED

8 A Resolution relating to House Rules.  
9

10  
11 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE 1ST SESSION OF  
12 THE 57TH OKLAHOMA LEGISLATURE:

13 HOUSE RULES

14 57TH OKLAHOMA LEGISLATURE

15 STATEMENT OF AUTHORITY

16 Pursuant to Section 30 of Article V of the Oklahoma  
17 Constitution, the Oklahoma House of Representatives adopts the  
18 following rules to govern its operations and procedures. The  
19 provisions of these rules shall be deemed the only requirements  
20 binding upon the House of Representatives under Section 30 of  
21 Article V of the Oklahoma Constitution, notwithstanding any other  
22 requirements expressed in statute.

23 RULE ONE

24 DUTIES AND RIGHTS OF THE SPEAKER

1 1.1 - Convening

2 (a) Except as provided in paragraph (b) of this section, the  
3 Speaker of the House, or his or her designee, shall convene the  
4 House of Representatives on the day and at the hour to which the  
5 House was adjourned on the previous legislative day.

6 (b) Upon taking the chair, the Speaker shall call the House to  
7 order and, except in the absence of a quorum, proceed under the  
8 customary categories of legislative business set forth in these  
9 Rules.

10 (c) The Speaker may designate any other member of the House to  
11 serve as the presiding officer, but such designation shall not last  
12 beyond that day's adjournment.

13 1.2 - Voting Rights of the Presiding Officer

14 The Speaker shall have the same right as other members to vote.  
15 On all questions on which ayes and nays are taken, the Speaker shall  
16 vote under the title "Speaker".

17 1.3 - Preservation of Order and Decorum

18 (a) The Speaker shall preserve order and decorum. In case of  
19 any disturbance or disorderly conduct in the Hall of the House of  
20 Representatives or in other areas of the Capitol assigned to the  
21 House, the Speaker shall have the power to order the same to be  
22 cleared or direct any other action necessary to preserve order and  
23 decorum.

1 (b) Appearances or presentations by school or other groups  
2 shall not be permitted on the floor of the House during legislative  
3 deadline weeks, except as authorized by the Speaker.

4 1.4 - Referral of Legislation

5 (a) All proposed legislation, as governed by paragraph (b) of  
6 Section 8.4 of these Rules, if not referred directly to the General  
7 Order category of the House Calendar, shall be referred by the  
8 Speaker to an appropriate standing or special committee.

9 (b) Prior to the time a bill or resolution is taken up for  
10 consideration by a committee or subcommittee, the Speaker may  
11 reassign such bill or resolution.

12 1.5 - Speaker to Sign Bills, Resolutions and Papers

13 (a) The Speaker, or a member of the House designated by the  
14 Speaker, shall sign all bills and resolutions passed by the  
15 Legislature.

16 1. The signatures required by this section shall be executed  
17 either by physical signature or by electronic signature as  
18 determined by the Speaker.

19 2. The certifications required by this section shall be made  
20 while the House is in session and shall be made a matter of record  
21 in the House Journal.

22 (b) The Speaker shall sign all subpoenas, warrants, writs,  
23 vouchers for expenditures chargeable to the House, contracts binding  
24 upon the House or other papers issued by the House. The Speaker may

1 delegate the authority to sign papers authorizing payments and other  
2 papers of an administrative nature.

3 1.6 - Authorization of Counsel

4 (a) The Speaker may authorize or engage legal counsel on behalf  
5 of the House, a committee of the House, a member or former member of  
6 the House in his or her legal capacity as a member, or an officer,  
7 employee or agent of the House in their official capacity when the  
8 Speaker determines that such action would be in the best interest of  
9 the House of Representatives. In compliance with the requirements  
10 contained in paragraph (b) of this section, expenses incurred for  
11 legal services authorized by these Rules may be paid upon approval  
12 of the Speaker.

13 (b) If a claim arising from allegations of unlawful  
14 discrimination, as defined in federal law, is made against the House  
15 of Representatives itself or against a committee of the House, a  
16 member or former member of the House in his or her legal capacity as  
17 a member, or an officer, employee or agent of the House in their  
18 official capacity, the Speaker shall not enter into a settlement  
19 agreement on behalf of the House that requires the expenditure of  
20 House funds in excess of Fifteen Thousand Dollars (\$15,000.00)  
21 without first receiving the approval of a committee appointed  
22 pursuant to Section 1.8 of these Rules.

23 1.7 - Supervision of the House  
24

1 (a) The Speaker shall have general supervision over the Hall of  
2 the House and the areas of the Capitol building assigned to the  
3 House of Representatives.

4 (b) The Speaker shall assign committee rooms to the various  
5 standing, special, joint and standing conference committees.

6 (c) The Speaker may reserve a portion of the gallery for former  
7 members of the House, former members of the Senate and the families  
8 of members of the House and their guests.

9 1.8 - Standing, Special and Joint Committees

10 (a) The Speaker shall create, abolish and establish the  
11 jurisdiction of all standing committees, special committees and  
12 subcommittees of the House of Representatives.

13 (b) The Speaker shall appoint the chairpersons and vice-  
14 chairpersons of all standing committees, special committees and  
15 subcommittees of the House of Representatives and shall appoint the  
16 co-chairpersons and co-vice-chairpersons from the House for any  
17 joint committees of the Legislature.

18 (c) The Speaker shall appoint the membership of all standing  
19 committees, special committees and subcommittees of the House of  
20 Representatives and shall appoint the members constituting the  
21 House's delegation to any joint committees of the Legislature.

22 (d) All chairpersons, co-chairpersons, vice-chairpersons, co-  
23 vice-chairpersons and members of any House committee, subcommittee  
24 or joint committee shall serve at the pleasure of the Speaker.

1 (e) The Speaker shall be an ex officio voting member of all  
2 standing, special and joint committees.

3 1.9 - Conference Committees

4 (a) The Speaker shall create, abolish and establish the  
5 jurisdiction of all standing and special conference committees of  
6 the House of Representatives.

7 (b) Upon creation of a conference committee, the Speaker shall  
8 appoint the chairperson, vice-chairperson and membership of the  
9 conference committee.

10 (c) The Speaker shall be an ex officio voting member of all  
11 conference committees.

12 RULE TWO

13 SPEAKER PRO TEMPORE

14 2.1 - Convening

15 (a) In the absence of the Speaker, the Speaker Pro Tempore, as  
16 presiding officer, shall convene the House of Representatives on the  
17 day and at the hour to which the House was adjourned on the previous  
18 legislative day.

19 (b) Upon taking the chair, the Speaker Pro Tempore shall call  
20 the House to order and, except in the absence of a quorum, proceed  
21 under the order of business adopted by the House.

22 (c) In the absence of the Speaker, the Speaker Pro Tempore may  
23 designate any other member of the House to serve as the presiding  
24

1 officer, but such designation shall not last beyond that day's  
2 adjournment.

3 2.2 - Duties

4 (a) The Speaker Pro Tempore shall perform the duties of Speaker  
5 in the absence of the Speaker.

6 (b) The Speaker Pro Tempore shall be an ex officio voting  
7 member of all standing, special and joint committees.

8 (c) The Speaker Pro Tempore shall be an ex officio voting  
9 member of all conference committees.

10 2.3 - Succession

11 (a) If, while the House is meeting in regular or special  
12 session, the office of Speaker becomes vacant fifteen (15) calendar  
13 days or more prior to the date of sine die adjournment, the Speaker  
14 Pro Tempore shall serve as Acting Speaker of the House until a new  
15 Speaker is elected, which election shall be set by the Acting  
16 Speaker and shall be carried out no later than fifteen (15) calendar  
17 days after the day of the vacancy. If the office of Speaker becomes  
18 vacant less than fifteen (15) calendar days prior to the date of  
19 sine die adjournment, the Speaker Pro Tempore shall accede to the  
20 office of Speaker of the House continuing as Speaker until the  
21 conclusion of the present term of office, as established in Section  
22 137 of Title 14 of the Oklahoma Statutes, unless the House shall  
23 decide otherwise by electing another member Speaker of the House  
24 pursuant to Section 29 of Article V of the Oklahoma Constitution.

1 In the event the office of Speaker becomes vacant after the  
2 organizational session required in Section 26 of Article V of the  
3 Oklahoma Constitution but before the first Monday in February of the  
4 same year, no election for the office of Speaker shall be held prior  
5 to the time the House convenes at twelve o'clock noon on the first  
6 Monday in February.

7 (b) When only acting as Speaker pursuant to paragraph (a) of  
8 this section, the Speaker Pro Tempore shall not exercise the powers  
9 of appointment provided to a Speaker of the House by statute or by  
10 House or Joint Rule and shall not be considered the Speaker of the  
11 House within the meaning of Section 15 of Article VI of the Oklahoma  
12 Constitution establishing the line of succession to the Governor.  
13 Upon accession to the office of Speaker of the House, under  
14 paragraph (a) of this section, the Speaker Pro Tempore shall take  
15 the oath of office as Speaker of the House and shall file said oath  
16 with the office of the Secretary of State and shall be authorized to  
17 exercise all authority granted to the Speaker of the House under law  
18 or by House or Joint Rule including, but not limited to, the powers  
19 of appointment and inclusion in the line of succession to the office  
20 of Governor as provided by Section 15 of Article VI of the Oklahoma  
21 Constitution.

22 (c) If the House is not meeting in regular or special session  
23 and the office of Speaker becomes vacant due to death or  
24 resignation, the Speaker Pro Tempore shall become Speaker of the



1 House and shall be authorized to exercise all authority granted to  
2 the Speaker of the House under law or by House or Joint Rule  
3 including, but not limited to, the powers of appointment and  
4 inclusion in the line of succession to the office of Governor as  
5 provided by Section 15 of Article VI of the Oklahoma Constitution.

6 (d) Upon accession to the office of Speaker of the House under  
7 paragraph (c) of this section, the member in so doing shall continue  
8 as Speaker until such time as the House convenes for the first  
9 legislative day of the next regular or special session, or until the  
10 conclusion of the present term of office, as established in Section  
11 137 of Title 14 of the Oklahoma Statutes, whichever occurs first,  
12 unless earlier removed from office under the provisions of Section  
13 24.1 of Title 51 of the Oklahoma Statutes.

14 (e) The Speaker Pro Tempore, upon becoming Speaker of the House  
15 by operation of paragraph (c) of this section, shall take the oath  
16 of office as Speaker of the House and shall file said oath with the  
17 office of the Secretary of State.

18 (f) If the Speaker shall become incapable of performing the  
19 duties pertaining to the office of Speaker of the House for reasons  
20 other than death or resignation, when the House is not meeting in  
21 regular or special session, the powers and duties of the Speaker of  
22 the House shall be discharged by the Speaker Pro Tempore as Acting  
23 Speaker until the incapacity shall cease. When acting as Speaker  
24 pursuant to this provision, the Speaker Pro Tempore shall not

1 exercise the Speaker's powers of appointment nor shall the Speaker  
2 Pro Tempore be included in the line of succession to the office of  
3 Governor, as provided by Section 15 of Article VI of the Oklahoma  
4 Constitution, unless he or she transmits a written declaration  
5 establishing the nature of the Speaker's incapacity to perform the  
6 duties of the office of Speaker of the House to the members of the  
7 House of Representatives and the Clerk of the House. Upon receipt  
8 of such a written declaration, the Clerk of the House shall notify  
9 the President Pro Tempore of the Senate, the Governor and the Chief  
10 Justice of the Oklahoma Supreme Court. Thereafter, when the elected  
11 Speaker transmits to the Speaker Pro Tempore and the Clerk of the  
12 House his or her written declaration that no such incapacity exists,  
13 he or she shall resume the powers and duties of the office of  
14 Speaker of the House.

15 (g) Regardless of whether the House is in session, whenever the  
16 elected Speaker transmits to the Speaker Pro Tempore and the Clerk  
17 of the House a written declaration that he or she is unable to  
18 discharge the powers and duties of the office of Speaker of the  
19 House, and until he or she transmits to them a written declaration  
20 to the contrary, such powers and duties shall be discharged by the  
21 Speaker Pro Tempore as Acting Speaker. Upon receipt of such a  
22 written declaration, the Clerk of the House shall notify the members  
23 of the House of Representatives, the President Pro Tempore of the  
24 Senate, the Governor and the Chief Justice of the Oklahoma Supreme

1 Court. Thereafter, when the Speaker transmits to the Speaker Pro  
2 Tempore and the Clerk of the House his or her written declaration  
3 that no inability exists, he or she shall resume the powers and  
4 duties of the office of Speaker of the House. When acting as  
5 Speaker pursuant to this provision, the Speaker Pro Tempore shall  
6 not exercise the Speaker's powers of appointment nor shall the  
7 Speaker Pro Tempore be included in the line of succession to the  
8 office of Governor, as provided by Section 15 of Article VI of the  
9 Oklahoma Constitution.

10 RULE THREE

11 HOUSE OFFICERS AND EMPLOYEES

12 3.1 - Employment by House

13 (a) The Speaker shall employ and manage qualified personnel to  
14 staff the House of Representatives. All House employees work for  
15 and serve at the pleasure of the Speaker of the House.

16 (b) The Speaker shall determine their qualifications, hours of  
17 work and compensation, including benefits.

18 (c) The Speaker has the right at any time to transfer any  
19 employee to another department or discharge any employee of the  
20 House without cause.

21 3.2 - Clerk of the House

22 (a) The Clerk of the House, under the direction of the Speaker,  
23 shall have general charge and supervision over the legislative  
24 procedure of the House.

1 (b) The Clerk of the House shall be responsible for:

2 1. Publication of all House calendars and agendas;

3 2. Publication of bills, resolutions and amendments;

4 3. Publication of standing committee reports, special committee  
5 reports and conference committee reports; and

6 4. Preparation, indexing and publication of electronic and  
7 tangible versions of the House Journal.

8 (c) The Clerk of the House shall have custody of and be  
9 responsible for the safekeeping of all bills and resolutions pending  
10 in the House at the final adjournment of the First Regular Session  
11 of the Legislature.

12 (d) All official papers, records, reports, testimony presented  
13 and other materials belonging to the House shall be entrusted to the  
14 care and custody of the Clerk of the House.

15 (e) Official copies of all bills and resolutions and other  
16 materials as designated by the Speaker shall not be removed from the  
17 Office of the Clerk for any purpose except upon order of the  
18 Speaker.

19 (f) Communications shall be prepared and signed by the Clerk of  
20 the House under the direction of and in the name of the Speaker.

21 (g) The Clerk of the House of Representatives shall be the  
22 guardian of electronic signatures for the House of Representatives  
23 and shall be authorized to make determinations as to validity and  
24 authenticity of electronic signatures.

1 (h) If transmitting bills, resolutions or messages  
2 electronically to the Senate, Governor or Secretary of State, the  
3 Clerk of the House shall establish safeguards to protect against  
4 unauthorized users.

5 3.3 - Chief Sergeant At Arms

6 (a) It shall be the duty of the Chief Sergeant at Arms to  
7 attend the House during each day's session, to maintain order under  
8 the direction of the presiding officer and to execute the commands  
9 of the House.

10 (b) The Chief Sergeant at Arms shall have charge of the Chamber  
11 during the sessions, and see that the same is kept in order and at  
12 all times ready for use by the House.

13 (c) The Chief Sergeant at Arms shall, fifteen (15) minutes  
14 before the House is to convene, clear the House Floor, anterooms of  
15 the House Floor and House Lounge of all unauthorized persons, as  
16 defined in Rule 5, and shall see that no unauthorized persons enter  
17 said areas while the House is in session.

18 3.4 - Parliamentarian

19 (a) The Speaker of the House shall appoint a parliamentarian  
20 who shall assist the presiding officer in the making of  
21 parliamentary rulings.

22 (b) The parliamentarian shall, at the direction of the Speaker,  
23 assist the Speaker in publishing a volume of substantive  
24 parliamentary rulings.

1           3.5 - Chaplain

2           A Chaplain shall attend the commencement of each day's session  
3 of the House, open the same with prayer and may be allotted five (5)  
4 minutes during the Thursday session for the purpose of delivering  
5 remarks to the House.

6           3.6 - Pages

7           The Speaker, or his or her designee, shall promulgate rules and  
8 guidelines for the Page program.

9                                   RULE FOUR

10                                   MEMBERS

11           4.1 - Member Defined

12           "Member", as used in these Rules, means a member of the House of  
13 Representatives.

14           4.2 - Disclosure of Personal or Private Interest

15           A member who has a personal or private interest in any bill or  
16 resolution, proposed or pending before the House, shall disclose  
17 that fact to the House, and shall not vote on that bill or  
18 resolution, as required by Section 24 of Article V of the Oklahoma  
19 Constitution.

20           4.3 - Absence of Members

21           No member shall be absent from the session of the House without  
22 leave.

23           4.4 - Decorum

1 (a) No member rising to debate, to give notice, to make a  
2 motion or to present a paper of any kind shall proceed until the  
3 member has addressed the presiding officer and has been recognized  
4 by the presiding officer as being entitled to the Floor.

5 (b) While a member is speaking, no other member shall enter  
6 into any private conversation or pass between the speaking member  
7 and the presiding officer.

8 (c) The presiding officer may enforce the provisions of House  
9 rules by naming the disruptive or disorderly member after requesting  
10 order in the Chamber three (3) times.

11 (d) Profane, obscene or indecent language is prohibited in the  
12 House and in all committees and subcommittees of the House.

13 (e) All members shall conduct themselves in a manner becoming a  
14 member of the House of Representatives. When the House is in  
15 session all members shall, while in the Chamber or Gallery, be  
16 appropriately dressed. Male members shall wear suitcoats, slacks  
17 and ties and female members shall wear appropriate professional  
18 business attire. No member shall wear jeans or denim pants in the  
19 House Chamber while the House is in session.

20 (f) Any member who while under the influence of intoxicating  
21 liquor or drugs appears in the Chamber or in any part of the Capitol  
22 Building assigned to the House shall be in contempt of the House and  
23 subject to reprimand, suspension or expulsion.

1 (g) Possession of intoxicating liquor shall not be permitted at  
2 any time in the Chamber or in any part of the Capitol Building  
3 assigned to the House.

4 (h) Use of tobacco products, including smoking, dipping or  
5 sniffing snuff, shall not be permitted at any time in the Chamber,  
6 as governed by Section 11.5 of these Rules.

7 (i) No food, including canned or bottled beverages, shall be  
8 allowed at any time in the Chamber. Food may be consumed in the  
9 lounge and foyer at the west end of the Chamber.

10 (j) Video recordings or broadcasts, other than those captured  
11 by the House or at the discretion of the Speaker, by Members shall  
12 be prohibited on the House Floor while the House is in session.

13 4.5 - Service of Process

14 Upon being presented with any service of legal process  
15 pertaining to the House of Representatives itself or to an  
16 individual member of the House of Representatives in his or her  
17 official capacity, the member or employee so approached shall inform  
18 the Speaker of the House and the House General Counsel prior to  
19 attempting to respond.

20 RULE FIVE

21 PRIVILEGES OF THE FLOOR AND THE ANTEROOMS

22 5.1 - Floor Privileges

23 (a) The following persons shall be entitled to privileges of  
24 the Floor when the House is in session:



- 1        1. Members of the House;
- 2        2. Members of the Senate;
- 3        3. Former members of the House except as otherwise provided in
- 4 Section 5.3 of this Rule;
- 5        4. The Governor, except during consideration of a motion to
- 6 override the veto of the Governor;
- 7        5. Employees of the House and Senate as designated by the
- 8 Speaker; and
- 9        6. Children or grandchildren of members for the purpose only of
- 10 introduction from the member's desk.

11        (b) Except as permitted in paragraph (a) of this section, no

12 other person, except upon formal invitation by the House of

13 Representatives, shall enter upon the Floor when the House is

14 convened in session.

15        5.2 - Anterooms of the House Chamber

16        While the House is in session, no persons other than those

17 entitled to privileges of the Floor, members of the immediate

18 families of House members and House employees authorized by the

19 Speaker shall be admitted to the House Lounge and anteroom located

20 at the west end of the House Floor or into the anteroom located at

21 the east end of the House Floor, except at the express invitation of

22 a member, provided the member is present.

23

24

1 The Speaker may prescribe additional policies restricting use of  
2 the House Lounge and any rooms adjoining the lounge or the House  
3 Chamber.

#### 4 5.3 - Former Members

5 (a) Except as authorized by the Speaker, no former member of  
6 the House or Senate who is an officer or employee in the executive  
7 branch of state government or who is registered or required to be  
8 registered as a lobbyist under the Ethics Commission Act shall be  
9 entitled to privileges of the Floor when the House is convened in  
10 session.

11 (b) No former member when present on the House Floor pursuant  
12 to paragraph (a) of this section shall attempt to influence the  
13 passage or failure of any pending motion or legislation.

#### 14 5.4 - House Parking

15 When the House is convened in regular or special session, no  
16 registered lobbyist under the Ethics Commission Act shall be  
17 permitted to park in the parking areas of the Capitol grounds  
18 allocated to the House of Representatives.

#### 19 5.5 - Presentations on House Floor

20 Except as authorized by the Speaker, no member shall schedule  
21 more than five (5) congratulatory presentations on the House Floor  
22 during a Regular Session of the biennium.

### 23 RULE SIX

### 24 BILLS AND RESOLUTIONS

1       6.1 - Definition of the Term "Bill"

2       The term "bill", as used in these Rules, shall mean proposed  
3 legislation which in order to become law must pass through the  
4 Legislature according to the procedures established by the Oklahoma  
5 Constitution, including consideration by the Governor. The term  
6 shall include proposed laws of a general nature and proposed special  
7 or local laws. The procedures of these Rules applicable to the  
8 introduction and passage of bills shall also apply to the  
9 introduction and passage of joint resolutions.

10       6.2 - Filing Deadlines

11       (a) The filing deadlines for introduction of bills and joint  
12 resolutions shall be established in consultation between the House  
13 of Representatives and the Senate.

14       (b) Legislative deadlines previously agreed to by the House of  
15 Representatives shall be inapplicable to:

16       1. Measures which propose a special or local law as governed by  
17 Section 6.10 of this Rule;

18       2. Measures authored by the chairpersons and vice-chairpersons  
19 of the House Appropriations and Budget Committee and the Senate  
20 Appropriations Committee which affect the receipt, expenditure or  
21 budgeting of state funds or funds under the control of an entity  
22 created by state law;

23       3. Measures authored by the Speaker of the House of  
24 Representatives and the President Pro Tempore of the Senate and

1 which are deemed by them to be necessary for the preservation of the  
2 public peace, health and safety; or

3 4. Measures introduced or authorized by the Speaker.

4 6.3 - Numbering

5 (a) Bills and joint resolutions introduced in the Second  
6 Regular Session of a Legislature shall be numbered consecutively  
7 with the last bill and joint resolution, respectively, introduced in  
8 the First Regular Session of the same Legislature.

9 (b) Simple and concurrent resolutions introduced in the Second  
10 Regular Session of a Legislature shall be numbered consecutively  
11 with the last simple and concurrent resolution, respectively,  
12 introduced in the First Regular Session of the same Legislature.

13 6.4 - Introduction

14 (a) All bills and resolutions shall be accompanied by the name  
15 or names of the member or members introducing the bill or  
16 resolution, shall have a title stating the subject matter contained  
17 therein and shall include the request number assigned to the bill or  
18 resolution by the staff of the House.

19 (b) Except as provided in paragraph (c) of this section, no  
20 member of the House of Representatives shall be the principal author  
21 of more than eight (8) bills or joint resolutions during a session  
22 of the Legislature.

23 (c) The provisions of paragraph (b) of this section shall not  
24 apply to:

1 1. Measures containing budgetary matters of which the principal  
2 author is the Chairperson of the Appropriations and Budget Committee  
3 of the House;

4 2. Bills introduced for the purpose specified in Section 23.1  
5 of Title 75 of the Oklahoma Statutes;

6 3. Measures introduced for the purpose of disapproving or  
7 approving agency rules pursuant to the Administrative Procedures  
8 Act;

9 4. Bills introduced for the purpose of implementing the  
10 Oklahoma Sunset Law;

11 5. Bills that only repeal or delete, without substantive  
12 replacement, provisions of the Oklahoma Statutes;

13 6. Simple or concurrent resolutions; and

14 7. Any other measure authorized by the Speaker.

15 6.5 - Coauthors

16 Coauthors of bills and resolutions added after the introduction  
17 of a measure shall be indicated on the front page of a bill or  
18 resolution.

19 6.6 - Principal Senate Author of a House Bill or Resolution

20 (a) While a House bill, joint resolution or concurrent  
21 resolution is within the physical control of the House, the  
22 principal House author of the bill or resolution shall have full and  
23 complete discretion in determining who the principal Senate author  
24 of the bill or resolution shall be.

1 (b) No bill or resolution lacking a principal Senate author  
2 shall be scheduled for Floor consideration, unless authorized by the  
3 Speaker, except that the withdrawal of the principal Senate author,  
4 after the bill or resolution is scheduled for Floor consideration,  
5 shall not preclude the House from considering the bill or  
6 resolution.

7 6.7 - Procedures Governing Simple and Concurrent Resolutions

8 (a) Except as exempted by paragraph (b) of this section, the  
9 following classes of simple and concurrent resolutions shall lie  
10 over one (1) legislative day after introduction, after which they  
11 may be called up for consideration:

12 1. Resolutions requesting information from any of the executive  
13 or judicial departments, from county and municipal officers or from  
14 corporate entities or persons; or

15 2. Resolutions giving rise to debate.

16 (b) The following classes of simple and concurrent resolutions  
17 may be taken up the same legislative day they are introduced:

18 1. Resolutions relating to business immediately before the  
19 House;

20 2. Resolutions relating to business of the day on which they  
21 may be offered;

22 3. Resolutions reported from the House Rules Committee  
23 proposing adoption of a special rule or rules; or

24 4. Resolutions relating to adjournment or recess.

1 (c) Upon taking up a motion to adopt a simple or concurrent  
2 resolution, said motion shall be subject to amendment and debate.

3 (d) A motion to amend shall be in order immediately but  
4 amendments proposed to simple and concurrent resolutions shall be  
5 electronically submitted to the Office of the Clerk prior to  
6 consideration by the House.

7 (e) The House shall not consider any proposed amendments not  
8 germane to the subject of a simple or concurrent resolution under  
9 consideration.

10 (f) Debate on the question of adoption of a simple or  
11 concurrent resolution shall be limited to thirty (30) minutes,  
12 equally divided between the proponents and opponents of the  
13 resolution, provided that no member speak for more than ten (10)  
14 minutes.

15 (g) Five (5) minutes of the time allocated to the proponents of  
16 the resolution shall be reserved to the principal author, and the  
17 principal author shall have the right to close the debate.

18 (h) Any simple or concurrent resolution may be referred by the  
19 Speaker to an appropriate committee.

20 6.8 - Final Action

21 (a) The following action shall constitute final action on any  
22 bill or resolution:

- 23 1. Committee recommendation of "Do Not Pass";  
24

1        2. If a motion to reconsider the vote on Third Reading or  
2 Fourth Reading fails to prevail;

3        3. If a motion to table the motion to reconsider prevails; or

4        4. If a vote is taken on Third Reading or Fourth Reading and no  
5 notice is served to reconsider the vote.

6        (b) If final action is such as to defeat a bill or resolution,  
7 no other bill or resolution having the same effect and covering the  
8 same specific subject matter shall be considered by the House of  
9 Representatives during either session of the current Legislature.

10        6.9 - Carry over Bills and Joint Resolutions

11        Any bill or joint resolution pending in the House at the sine  
12 die adjournment of the First Regular Session of a Legislature shall  
13 carry over to the Second Regular Session with the same status as if  
14 there had been no adjournment; provided, however, that this Rule  
15 shall not apply to bills and joint resolutions pending in a  
16 conference committee at the time of sine die adjournment.

17        6.10 - Special or Local Laws

18        (a) The House of Representatives shall not consider proposed  
19 local or special legislation on subjects prohibited by the Oklahoma  
20 Constitution.

21        (b) No special or local law shall be considered by the House of  
22 Representatives unless passage of a general law would be  
23 ineffective.

24



1 (c) A bill or joint resolution under consideration by the House  
2 shall be presumed not to be special or local legislation unless the  
3 principal author so declares in writing prior to presentation of the  
4 measure on the House Floor.

5 (d) Prior to consideration of special or local legislation in  
6 the House of Representatives:

7 1. Notice of the intended introduction of a proposed local or  
8 special law shall be first published for four (4) consecutive weeks  
9 in a newspaper of weekly or general circulation in the city or  
10 county affected by the proposed law;

11 2. The notice shall state in substance the contents of the  
12 proposed law;

13 3. Verified proof of such publication as required by this  
14 section shall be filed with the Office of the Oklahoma Secretary of  
15 State; and

16 4. Verified proof of such publication as required by this  
17 section shall be published in the House Journal no later than the  
18 legislative day prior to the day the measure is considered on the  
19 House Floor.

20 (e) The presiding officer shall not entertain points of order  
21 or points of inquiry pertaining to whether a bill or joint  
22 resolution pending before the House is special or local legislation.

23 6.11 - Revenue-Raising Measures  
24

1 (a) A bill or joint resolution under consideration by the House  
2 shall be presumed not to be a revenue-raising measure within the  
3 meaning of Section 33 of Article V of the Oklahoma Constitution  
4 unless the bill or joint resolution has been designated as a  
5 revenue-raising measure by the Majority Floor Leader.

6 (b) Prior to consideration of a bill or joint resolution  
7 designated as a revenue-raising measure pursuant to this section,  
8 the Majority Floor Leader shall rise and announce to the full House  
9 the designation of the bill or joint resolution as a revenue-raising  
10 measure and the announcement shall be published in the House  
11 Journal.

12 (c) The presiding officer shall not entertain points of order  
13 or points of inquiry pertaining to whether a bill or joint  
14 resolution pending before the House is a revenue-raising measure.

15 (d) Prior to ordering the vote on final passage of a revenue-  
16 raising measure, the presiding officer shall announce the majority  
17 vote required for final passage. As used in this section, final  
18 passage shall be defined as the vote on Third Reading or Fourth  
19 Reading of a bill or joint resolution.

## 20 RULE SEVEN

### 21 COMMITTEES IN GENERAL

#### 22 7.1 - Definitions

23 (a) A standing committee is a committee appointed by the  
24 Speaker of the House pursuant to Section 1.8 of these Rules which

1 continues as a distinct entity for the duration of the biennium  
2 unless dissolved by the Speaker pursuant to the same authority.

3 (b) A standing subcommittee is a subcommittee appointed by the  
4 Speaker of the House pursuant to Section 1.8 of these Rules which  
5 exercises oversight or other specific authority assigned to it by  
6 the Speaker and reports directly to a standing committee.

7 (c) A special committee is a committee appointed by the Speaker  
8 of the House pursuant to Section 1.8 of these Rules which carries  
9 out a particular task defined at the time of the committee's  
10 creation and appointment. Upon completion of the task assigned to  
11 the special committee, the special committee is immediately  
12 dissolved.

13 (d) A conference committee is a committee tasked with resolving  
14 differences between the House of Representatives and the Senate. A  
15 conference committee consists of members from both chambers with the  
16 House members of a conference committee being appointed by the  
17 Speaker of the House pursuant to Section 1.9 of these Rules.

## 18 7.2 - Open Meetings

19 All meetings of all committees shall be open to the public,  
20 subject to the authority of the chairperson to maintain order and  
21 decorum. A chairperson, with the approval of the Speaker, may close  
22 a committee meeting or portion thereof, and the record of such  
23 meeting may not disclose the identity of the witness appearing  
24

1 before the committee, if necessary to preserve physical security,  
2 including the protection of a witness.

3 7.3 - Timing and Location of Meetings

4 (a) Committees shall meet at the call of the committee Chair  
5 within the dates, times and locations designated by the Speaker.

6 (b) No committee shall sit during a floor session of the House  
7 without special leave from the Speaker.

8 CHAPTER A. STANDING AND SPECIAL COMMITTEES

9 7.4 - Authority of the Chair

10 (a) All standing and special committees and subcommittees shall  
11 be governed by the House Rules applicable to committee proceedings.

12 (b) Chairpersons shall ensure the efficient operation of the  
13 committees or subcommittees. Such authority shall include:  
14 presiding over the committees or subcommittees, establishing the  
15 calendar for the committees or subcommittees, recognition of members  
16 or presenters, deciding all questions of procedure in the committees  
17 or subcommittees, subject to appeal, and determining the order in  
18 which legislation is considered in a committee or subcommittee.

19 (c) The chairperson shall exercise all authority necessary to  
20 maintain order and decorum, including the authority to require all  
21 persons present to silence all electronic devices and to request the  
22 Sergeant at Arms to clear the committee room of a person or persons  
23 causing disruption.

24

1 (d) In case of a chairperson's absence, the vice-chairperson  
2 shall assume all duties of the chairperson until the chairperson's  
3 return or replacement.

4 (e) The chairperson shall cause to be created an official  
5 report recording the ayes and the nays as required by Section 7.7 of  
6 this Rule.

7 (f) No person shall address the committee or subcommittee  
8 unless first recognized by the chairperson for that purpose and no  
9 persons other than members of the House shall be recognized to offer  
10 debate.

11 (g) All motions offered in a committee or a subcommittee  
12 meeting shall require a second to receive further consideration.

13 (h) A committee or subcommittee may only take up bills or  
14 resolutions for consideration if a quorum of the committee or  
15 subcommittee is present. A quorum is a majority of the members of  
16 the committee or subcommittee, excluding the ex officio members of  
17 the committee or subcommittee, but the ex officio members may count  
18 toward the presence of a quorum in a committee or its subcommittees.

19 (i) When a bill or resolution is taken up for consideration,  
20 the principal House author or another member designated by the  
21 principal House author shall be recognized for explanation of the  
22 bill or resolution if he or she so desires. In the event the  
23 chairperson of the committee is presenting the measure under  
24 consideration, the chairperson shall not also preside over the

1 committee while his or her bill or resolution is under  
2 consideration.

3 (j) The House author shall be given the opportunity to answer  
4 questions put by members of the committee or other persons  
5 recognized by the chairperson.

6 (k) The chairperson shall provide opportunity for presentation  
7 of amendments to the bill or resolution by the House author, any  
8 member of the committee, or any other member of the House, as  
9 governed by Section 7.6 of this Rule.

10 (l) Amendments shall be considered in the order they appear in  
11 the bill or resolution, or in the order they are presented to the  
12 committee. The chairperson shall resolve any conflict resulting  
13 from claimed priority of presentation.

14 (m) The author of an amendment shall explain the amendment and  
15 be afforded the opportunity to answer questions about the amendment  
16 put by members of the committee, the author of the bill or  
17 resolution or other persons recognized by the chairperson.

18 (n) The chairperson may recognize any person for comment on the  
19 proposed legislation or amendments thereto. The chairperson may  
20 limit the amount of time for any such comment.

21 (o) Any questions of procedure not provided for within these  
22 Rules shall be governed by the ruling of the chairperson. In making  
23 his or her ruling, the chairperson shall rely upon the latest  
24 edition of *Mason's Manual of Legislative Procedure*. Where a

1 conflict exists between a provision within these Rules and a  
2 provision within *Mason's Manual of Legislative Procedure*, the House  
3 Rule shall control.

4 (p) The decisions of the Chair on questions of procedure shall  
5 be subject to appeal as follows:

6 1. An appeal must be lodged immediately;

7 2. An appeal shall not be raised by anyone other than a member  
8 of the committee or subcommittee wherein such a question arises;

9 3. An appeal must be seconded by two other members of the  
10 committee or subcommittee to receive further consideration;

11 4. All appeals shall be decided without debate, except that the  
12 member taking said appeal shall be afforded one (1) minute in which  
13 to state the reasons for the member's appeal and the Chair may state  
14 the reasons for the Chair's decision; and

15 5. No ruling of the Chair shall be overturned except upon a  
16 majority of the members of the committee or subcommittee voting in  
17 the negative upon the question: "Shall the decision of the Chair be  
18 the decision of the committee [or subcommittee]".

19 (q) The chairperson of a full committee may refer to a  
20 subcommittee or reassign from a subcommittee any legislation,  
21 proposal or inquiry; provided, however, no subcommittee shall be  
22 permitted to report directly to the House, but rather shall report  
23 to the full committee.

24

1 (r) Except for legislation recommended by the Appropriations  
2 and Budget Committee, all legislation originating in the House which  
3 is recommended by a committee to the full House shall contain a  
4 complete Title and an Enacting or Resolving Clause.

5 (s) The committee or subcommittee chairperson shall sign all  
6 reports required or permitted by these Rules. The committee  
7 chairperson shall sign all subpoenas as permitted by Section 7.13 of  
8 these Rules, but shall not sign any subpoena prior to signature by  
9 the Speaker of the House.

10 7.5 - Notice of Meetings

11 (a) All committees and subcommittees shall provide at least  
12 forty-eight (48) hours notice of a meeting. Notice of the meeting  
13 shall be published through an appropriate public medium such as the  
14 House website or electronic mail, unless notice requirement is  
15 waived by the Speaker. The Rules Committee does not have to provide  
16 notice if meeting for the purpose of striking the title of a  
17 measure.

18 (b) A notice shall state the date, time and place of a meeting  
19 and shall include a listing and sufficient title for identification  
20 of any and all bills to be considered by the committee or  
21 subcommittee holding the meeting. The measure's principal author  
22 and the members of the committee or subcommittee shall be provided  
23 separate notice.

24



1 (c) If a committee or subcommittee is scheduled for a regular  
2 meeting, but does not plan to meet, a notice stating that no meeting  
3 is to be held shall be posted.

4 (d) Bills or resolutions published on a meeting notice but not  
5 considered shall not be taken up in a subsequent committee meeting  
6 unless said bills or resolutions are listed on the meeting notice  
7 announcing the items of business to be considered in the later  
8 meeting.

9 7.6 - Amendments

10 (a) Committees and subcommittees may only consider amendments  
11 presented in final written form prior to adoption.

12 (b) Any member of the House may offer an amendment to any bill  
13 or resolution being considered by any committee or subcommittee and  
14 shall be recognized to introduce the amendment. If not a member of  
15 the committee or subcommittee, a member who offers an amendment must  
16 comply with the amendment filing deadline of this Rule and be  
17 present at the meeting at which the amendment is considered. If the  
18 member is not present, the amendment may only be considered if taken  
19 up and offered by a member of the committee or subcommittee.

20 (c) Any member offering an amendment, including a member of the  
21 committee or subcommittee, must submit the proposed amendment in  
22 electronic form to the chairperson by 4:30 p.m. the legislative day  
23 before the meeting of the committee or subcommittee. The

24

1 chairperson may, at his or her discretion, waive or set a later  
2 deadline than contained in this rule.

3 (d) Amendments offered to any House bill or resolution under  
4 consideration by a committee or subcommittee shall be germane to the  
5 subject of the introduced bill or resolution. Amendments offered to  
6 any Senate bill or resolution under consideration by a committee or  
7 subcommittee shall be germane to the subject of the engrossed  
8 version of the Senate bill or resolution.

9 (e) When considering a measure section by section, a motion to  
10 strike a section when such section is under individual consideration  
11 shall not be subject to the time constraints established by this  
12 Rule for consideration of committee amendments.

13 (f) When considering a measure section by section, the Title or  
14 Enacting or Resolving Clause of a bill or joint resolution may not  
15 be stricken except as provided in paragraph (r) of Section 7.4 of  
16 this Rule.

17 (g) Amendments approved by any committee shall be incorporated  
18 into the bill or resolution the same as if included in the  
19 introduced bill or resolution.

#### 20 7.7 - Voting

21 (a) All votes in committees or subcommittees shall be conducted  
22 in open public meetings of that committee, except that two thirds  
23 (2/3) of the members of any standing or special committee, including  
24 ex officio members, may report a bill or resolution out of committee

1 by signing a written report. If a written report is prepared by a  
2 member other than the chairperson of the committee, a written notice  
3 that a report is being prepared shall be given to the chairperson  
4 prior to the circulation of the report for signatures.

5 (b) Only the vote on recommendation for final passage out of  
6 committee to the full House concerning a bill or resolution shall be  
7 by recorded vote. Recommendation for final passage out of committee  
8 shall require a majority vote of a quorum of the members of the  
9 committee.

10 (c) As used in this section, "recommendation for final passage  
11 out of committee" means a "Do Pass", "Do Pass as Amended" or a "Do  
12 Not Pass" motion. A "Do Pass" motion takes precedence over any  
13 other motions for final passage.

14 (d) Only those committee members present may vote on any  
15 matter. No person shall cast a vote on behalf of any committee  
16 member eligible to vote in any House committee.

#### 17 7.8 - Committee Recommendations

18 (a) When any committee returns a bill or resolution with the  
19 recommendation of "Do Pass" or "Do Pass as Amended", the same shall  
20 be published on the House Calendar in numerical order by bill or  
21 resolution number under the heading "Bills on General Order" or  
22 "Joint Resolutions on General Order".

23 (b) If a committee does not return a bill or resolution with  
24 the recommendation of either "Do Pass", "Do Pass as Amended" or "Do

1 Not Pass", the bill or resolution shall remain the property of the  
2 committee, unless the bill or resolution is placed directly on the  
3 House Calendar by the Speaker or is discharged pursuant to Section  
4 7.7 or Section 7.12 of this Rule.

5 7.9 - Final Action

6 When any committee returns a bill or resolution with the  
7 recommendation of "Do Not Pass", this shall constitute final action  
8 only if the recommendation was adopted by a majority of the members  
9 of the committee.

10 7.10 - Petition for Committee Hearing

11 (a) After assignment to a standing or special committee, the  
12 principal author of a bill or resolution shall be entitled to have  
13 such bill or joint resolution considered by a vote of the committee  
14 at least four (4) legislative days prior to the final date for Third  
15 Reading in either regular session. Such a petition must be  
16 electronically signed by a majority of the members of the committee.  
17 Ex officio members of a committee may electronically sign such  
18 petitions and shall count towards the necessary signatures as  
19 required by this section.

20 (b) The petitions provided for by this section shall be  
21 electronically submitted to the Clerk of the House. The Clerk shall  
22 determine if the petition contains the necessary signatures. If the  
23 petition contains the necessary signatures, the Clerk shall forward  
24 the petition to the appropriate committee chair.

1        7.11 - Bill Summary

2        (a) All bills and joint resolutions shall be accompanied by a  
3 bill summary and, if adoption of the measure will have a fiscal  
4 impact, including the affecting of revenues, expenditures or fiscal  
5 liability, the summary shall contain a fiscal analysis. The bill  
6 summary shall include a description of any repealers contained in a  
7 bill or joint resolution. The fiscal analysis contained within a  
8 bill summary shall state the estimated increase or decrease in  
9 revenues or expenditures and the present and future fiscal  
10 implications of the bill, if applicable.

11        (b) All bills affecting any retirement system authorized by law  
12 shall be accompanied by a bill summary which shall include an  
13 estimate of the cost and actuarial analysis of the measure upon  
14 being reported favorably by any standing committee unless the  
15 actuarial analysis for the bill is governed by the Oklahoma Pension  
16 Legislation Actuarial Analysis Act. The estimate and actuarial  
17 analysis shall be prepared by an actuary engaged by the House of  
18 Representatives.

19        (c) If any measure of the type delineated in paragraphs (a) and  
20 (b) of this section is scheduled for floor consideration without a  
21 bill summary having been prepared, it shall be the right of any  
22 member to raise a point of order on the Floor and the presiding  
23 officer may, in his or her discretion, withdraw the measure from  
24 further consideration until a summary is made available.

1 (d) The accuracy of a fiscal or actuarial analysis contained  
2 within the bill summary shall not be a basis for a point of order  
3 under these Rules.

4 (e) The principal House author may publish what he or she  
5 believes to be the "legislative intent" of the measure in question.  
6 Such a document shall not be drafted by persons employed within the  
7 Legal, Fiscal or Research Divisions of the House Staff; however, the  
8 principal House author may consult with such employees as needed.

9 7.12 - Discharge from Committee

10 (a) Any bill or resolution may be discharged from any standing  
11 committee of the House upon a request electronically signed by two-  
12 thirds (2/3) of the members of the House.

13 (b) The bill or resolution in question shall be identified on  
14 the face of the petition and an electronic copy of the measure shall  
15 be attached to the discharge petition.

16 (c) The request for discharge of a bill or resolution and the  
17 attached measure shall be electronically submitted to the Clerk of  
18 the House. No other person except the principal House author of the  
19 measure in question shall submit a discharge petition to the Clerk.  
20 The Clerk shall determine if the discharge petition contains the  
21 necessary signatures as required by this section. If the discharge  
22 petition contains the necessary signatures, the Clerk shall forward  
23 the petition to the Speaker of the House or the Speaker's designee.  
24

1 (d) Upon receipt of the discharge petition from the Clerk of  
2 the House, the Speaker of the House or the Speaker's designee shall  
3 place the bill or resolution on the daily House floor agenda. The  
4 Clerk of the House shall cause the discharge petition, along with  
5 the attached measure, to be published upon the House website.

6 (e) The Speaker of the House or the Speaker's designee shall  
7 not place a bill or resolution on the daily House floor agenda if  
8 the discharge petition pertaining to the bill or resolution was  
9 filed after 12:00 noon on the Tuesday immediately prior to the final  
10 date for Third Reading in either regular session.

11 7.13 - Oversight Powers and Responsibilities of Committees and  
12 Subcommittees

13 (a) Committees and subcommittees are authorized:

14 1. To maintain a continuous review of the work of the state  
15 agencies concerned with their subject areas and the performance of  
16 the functions of government within each subject area;

17 2. To invite public officials, public employees and private  
18 individuals to appear before the committees or subcommittees to  
19 submit information;

20 3. To request reports from departments and agencies performing  
21 functions reasonably related to the committees' jurisdictions;

22 4. To complete the interim projects assigned by the Speaker;

23 and

24 5. To conduct such other business as directed by the Speaker.

1 (b) Each committee or subcommittee has the reasonable right and  
2 authority to inspect and investigate the books, records, papers,  
3 documents, data, operation and physical plant of any public agency  
4 in this state.

5 (c) The chairperson, vice-chairperson or a member designated by  
6 the chairperson or vice-chairperson may administer all oaths and  
7 affirmations to witnesses who appear before such committees to  
8 testify in any matter requiring evidence.

9 (d) In order to carry out the duties of the committee and its  
10 subcommittees, the chairperson of each committee with approval of  
11 the Speaker may issue subpoenas and other necessary process to  
12 compel the attendance of witnesses either before the committee or  
13 subcommittee or at deposition and the production of any books,  
14 letters or other documentary evidence required by such committee.

15 (e) In the event a committee must subpoena a witness or  
16 witnesses, or otherwise subpoena production of documents, materials  
17 or other evidence, such subpoenas shall be limited to matters  
18 reasonably related to the areas of legislative responsibility  
19 delegated to the committee and shall be within the reasonable scope  
20 of the committee's investigation.

21 (f) If the committee shall require the deposition of witnesses,  
22 either residing within or without the state, such depositions shall  
23 be taken in the manner prescribed by law for the taking of  
24 depositions in civil actions in the district courts. Witnesses



1 shall be paid the same fees and mileage as are paid in civil cases  
2 in district courts.

3 CHAPTER B. CONFERENCE COMMITTEES

4 7.14 - Appointment of Conference Committees

5 (a) The House chairpersons, vice-chairpersons and members of a  
6 conference committee shall be appointed by the Speaker pursuant to  
7 Section 1.9 of these Rules.

8 (b) Once a measure is in conference, the chairperson of the  
9 standing conference committee to which the measure is assigned  
10 shall, if requested by the principal author, schedule presentation  
11 of the measure.

12 (c) No measure shall be assigned to a standing conference  
13 committee which does not include among its membership the  
14 chairperson and vice-chairperson of the standing committee from  
15 which the same measure was reported during General Order.

16 7.15 - Presentation and Signatures on Conference Committee  
17 Reports

18 (a) A conference committee report, other than one which  
19 proposes only restoration of the title and/or enacting clause or  
20 states that conferees are unable to agree, shall be presented to a  
21 standing conference committee subject to the following requirements:

22 1. The presentation shall not be scheduled earlier than the  
23 next calendar day after electronic publication;

24 2. The presentation shall be made in person;

1 3. No person except the principal House author of the measure  
2 or another House member designated by the principal House author  
3 shall present the report;

4 4. No member of the standing conference committee shall add  
5 their electronic signature to the report until such report is  
6 presented in person; and

7 5. The chairperson of the standing conference committee shall  
8 determine the procedures of the presentation, subject to Sections  
9 7.14 through 7.21 of this Rule.

10 (b) Upon electronic publication, a conference committee report  
11 which proposes only to restore the title and/or enacting clause of a  
12 measure or states that conferees are unable to agree may be  
13 electronically signed by members of the standing conference  
14 committee.

15 (c) Members of a standing conference committee may add or  
16 remove their electronic signatures at any time prior to the time a  
17 House conference committee report is closed for submission or  
18 withdrawn by the principal House author.

19 (d) Members of a standing conference committee may add or  
20 remove their electronic signatures at any time prior to the time a  
21 Senate conference committee report ceases to be in possession of the  
22 House of Representatives.

23 7.16 - Presentations Before Standing Conference Committees  
24

1 (a) All presentations made before standing conference  
2 committees shall be open to the public, subject to the authority of  
3 the chairperson to maintain order and decorum.

4 (b) All standing conference committees shall provide reasonable  
5 public notice of a presentation.

6 (c) The notice shall state the date, time and place of a  
7 presentation.

8 (d) The notice shall include a listing and sufficient title for  
9 identification of the bills to be presented to the standing  
10 conference committee.

11 7.17 - Timing of Presentations

12 (a) The chairperson of a conference committee shall schedule  
13 presentation of conference committee reports within the dates, times  
14 and locations designated by the Speaker.

15 (b) The chairperson of a conference committee shall not  
16 schedule presentation of a proposed conference committee report  
17 during a floor session of the House without special leave from the  
18 Speaker.

19 7.18 - Submission of House Conference Committee Reports

20 Upon receipt of the electronic signatures of a majority of House  
21 conferees and the signatures of a majority of Senate conferees, the  
22 principal House author may submit the recommended House conference  
23 committee report to the Clerk of the House.

24 7.19 - Consideration of Conference Committee Reports

1 (a) Motions to accept or reject Senate amendments or to adopt  
2 or reject conference committee reports may be arranged on a calendar  
3 or upon such calendars as may be directed by the Speaker of the  
4 House or the Speaker's designee.

5 (b) The House shall not consider adoption of a conference  
6 committee report or a joint committee report until a majority of  
7 both the House and Senate members constituting the conference  
8 committee or joint committee have adopted or signed the report. Ex  
9 officio members of a House conference committee may electronically  
10 sign a conference committee report and shall count towards a  
11 majority of signatures as required by this paragraph; however, such  
12 ex officio members shall not be included when calculating the number  
13 of signatures required to constitute a majority of the membership of  
14 a House conference committee.

15 (c) The House shall not consider a motion to adopt a Senate  
16 amendment, a House conference committee report or a House joint  
17 committee report unless it is limited to matters germane to the bill  
18 or resolution.

19 (d) A motion to adopt or reject a Senate amendment, conference  
20 committee report or a joint committee report shall be subject to  
21 debate. Debate shall be limited to one (1) hour, equally divided  
22 between the proponents and the opponents of the motion, provided  
23 that no member may speak for more than ten (10) minutes.

24

1 (e) If debate is requested and entertained on the question of  
2 adoption of a Senate amendment or a conference committee report, no  
3 further debate shall be permitted on Fourth Reading and final  
4 passage of the same measure.

5 (f) If debate is requested and entertained on the question of  
6 adoption of a joint committee report, no further debate shall be  
7 permitted on Third Reading and final passage of the same measure.

8 7.20 - Transparency in Conference

9 (a) A summary of the changes contained in a conference  
10 committee report shall be made available prior to consideration of  
11 the report by the House.

12 (b) All conference committee reports whose adoption will have a  
13 fiscal impact shall be accompanied by a fiscal analysis.

14 (c) A conference committee report may be considered for  
15 adoption only if said report has been published on the joint  
16 conference calendar twenty-four (24) hours before consideration of  
17 the report.

18 (d) A motion to reject a joint committee report with  
19 instructions or a motion to reject a conference committee report  
20 with instructions shall not be considered unless said instructions  
21 are electronically submitted to the Clerk of the House prior to the  
22 time the principal House author of the measure is initially  
23 recognized to present the joint committee report or the conference  
24 committee report to the House of Representatives.

1 CHAPTER C. FLOOR ACTIVITY

2 7.21 - Management of Legislation and Committee Deadlines

3 (a) The Speaker of the House or the Speaker's designee shall  
4 publish a list of measures to be considered by the House of  
5 Representatives, and the Speaker of the House or the Speaker's  
6 designee shall determine the order of their consideration.

7 (b) No measure shall be scheduled for consideration unless the  
8 measure has been reported from a standing or special committee or  
9 has been referred directly to the General Order category of the  
10 House Calendar pursuant to Section 1.4 of these Rules. No measure  
11 shall be considered reported from a standing or special committee  
12 until the electronically signed committee report is filed with the  
13 Clerk of the House.

14 (c) The Speaker of the House or the Speaker's designee shall  
15 determine the dates for committee deadlines within the General Order  
16 periods of the biennium.

17 (d) Upon adoption by the House of a motion to commit any  
18 measure to the House Rules Committee, a measure so committed shall  
19 not be subsequently returned by the Rules Committee with a favorable  
20 recommendation unless accompanied by a Special Rule adopted pursuant  
21 to Section 7.22 of these Rules prescribing how the measure will be  
22 considered by the House. A measure so returned shall not be taken  
23 up for consideration prior to the Special Rule required herein being  
24 adopted by the House.

1       7.22 - Special Rules

2       (a) The House Rules Committee may adopt a "special rule" for a  
3 measure scheduled or to be scheduled for consideration on the House  
4 Floor.

5       (b) A special rule may limit the offering of amendments, may  
6 prescribe the time and conditions of debate, may govern floor  
7 consideration on Third or Fourth Reading of the bill or may contain  
8 any other provisions deemed appropriate.

9       (c) A special rule shall not become operational unless first  
10 presented to the full House in the form of a House resolution. A  
11 House resolution reported by the Rules Committee for this purpose  
12 shall not be subject to amendment on the House Floor.

13       7.23 - Special Orders

14       (a) After a measure is scheduled for consideration on the House  
15 Floor, a two-thirds (2/3) majority of the House may vote to  
16 designate a measure as a "special order" to be taken up on a  
17 specific date or at a specific time. Such a vote shall be recorded  
18 in the House Journal.

19       (b) The provisions of this section shall not apply on the final  
20 date for Third Reading in either regular session or on the date of  
21 sine die adjournment.

22                                   RULE EIGHT

23                                   LEGISLATIVE PROCESS

24                                   CHAPTER A. FIRST AND SECOND READING

1 8.1 - Reading Defined

2 "Reading" means the stage of consideration of a bill or joint  
3 resolution after reading or publishing of a portion of the title  
4 sufficient for identification, as determined by the Speaker.

5 8.2 - Reading of Bills and Joint Resolutions

6 Each bill and each joint resolution shall receive three (3)  
7 readings on three (3) separate days.

8 8.3 - First Reading

9 The publication of a bill or joint resolution by its title and  
10 bill number in the House Journal shall satisfy the requirements of  
11 First Reading.

12 8.4 - Second Reading

13 (a) After the First Reading of a bill or joint resolution, the  
14 bill or joint resolution shall be placed on the House Calendar under  
15 "Bills on Second Reading" or "Joint Resolutions on Second Reading",  
16 as the case may be.

17 (b) On the Second Reading of a bill, the bill shall be read by  
18 Title only, unless otherwise ordered by the House, and shall be  
19 referred by the Speaker to an appropriate committee or directly to  
20 the House Calendar under the heading "Bills on General Order" or  
21 "Joint Resolutions on General Order", as the case may be.

22 (c) No bill or joint resolution on First or Second Reading  
23 shall be subject to amendment or debate.

24 CHAPTER B. BILLS AND JOINT RESOLUTIONS ON GENERAL ORDER



1           8.5 - Reading and Explanation

2           (a) A bill or joint resolution on General Order shall first be  
3 read by title, or read and considered by sections, unless otherwise  
4 ordered.

5           (b) The member presenting a bill or joint resolution shall be  
6 allowed a reasonable length of time in which to explain same, but  
7 said explanations shall not include a discussion of the merits of  
8 the proposition.

9           (c) No bill or joint resolution on General Order shall be  
10 considered until all opportunities provided by this rule for filing  
11 proposed amendments shall be afforded the House.

12           (d) In such case where no main floor amendment shall be timely  
13 filed as defined in paragraph (b) of Section 8.6 of this Rule or  
14 where no main floor amendments shall be offered except those  
15 amendments permitted under paragraphs (f) and (g) of Section 8.6 of  
16 this Rule, such measure shall become eligible for floor  
17 consideration upon the expiration of the deadline set forth in  
18 paragraph (b) of Section 8.6 of this Rule.

19           8.6 - Amendments

20           (a) All House and Senate bills and joint resolutions when  
21 initially published on the Floor Calendar shall be subject to  
22 amendment beginning at the time of such publishing.

1 (b) A main floor amendment must be filed no later than twenty-  
2 four (24) hours after a bill or joint resolution is initially  
3 published on the Floor Calendar.

4 (c) An amendment to a main floor amendment must be filed no  
5 later than forty-eight (48) hours after a bill or joint resolution  
6 is initially published on the Floor Calendar.

7 (d) Calendar days not concurrently designated as legislative  
8 days shall not be considered when calculating the beginning and  
9 ending dates and times for bills initially published on the Floor  
10 Calendar and passing through the amendment cycle.

11 (e) No amendment purporting to strike the Title or the Enacting  
12 or Resolving Clause of any bill or joint resolution shall be in  
13 order except as provided in paragraphs (f) and (g) of this section.

14 (f) Beginning on the Monday falling two (2) weeks prior to a  
15 Third Reading deadline, amendments to strike the Title or the  
16 Enacting or Resolving Clause of a bill or joint resolution shall be  
17 in order only when offered by the principal author of such bill or  
18 resolution and upon receiving prior approval from the House Rules  
19 Committee. Amendments offered under this paragraph shall not be  
20 subject to the time constraints mandated by paragraphs (b) and (c)  
21 of this section.

22 (g) The Chairperson of the Appropriations and Budget Committee  
23 and the Chairperson of the Appropriations Subcommittee on Revenue  
24 and Taxation shall be permitted to offer amendments to strike the

1 Title or the Enacting or Resolving Clause of measures affecting  
2 revenue or appropriations. Amendments offered under this paragraph  
3 shall not be subject to the time constraints established by  
4 paragraphs (b) and (c) of this section.

5 (h) In the event a bill or joint resolution is published on the  
6 Floor Calendar and then subsequently removed while time remains for  
7 filing floor amendments as provided in this Rule, such bill or joint  
8 resolution, if published again on the Floor Calendar, shall not be  
9 considered by the House until the remaining time for filing floor  
10 amendments is concluded.

11 (i) When considering a measure section by section pursuant to  
12 paragraph (a) of Section 8.5 of this Rule, a motion to strike a  
13 section when such section is under individual consideration shall  
14 not be subject to the time constraints established by this Rule for  
15 consideration of regularly filed floor amendments.

16 (j) When considering a measure section by section, the Title or  
17 Enacting or Resolving Clause of a bill or joint resolution may not  
18 be stricken except as provided in paragraphs (f) and (g) of this  
19 section.

#### 20 8.7 - Consideration and Presentation

21 (a) The House shall not consider more than one amendment at a  
22 time and amendments shall be taken up only as sponsors gain  
23 recognition from the presiding officer to move their adoption.

24

1 (b) The adoption of an amendment to a section shall not  
2 preclude further amendment of that section so long as subsequent  
3 amendments do not purport to amend the same language previously  
4 amended. If a bill is being considered section by section or item  
5 by item, only amendments to the section or item under consideration  
6 shall be in order.

7 (c) For the purpose of this Rule, an amendment shall be deemed  
8 pending only after its author has been recognized by the presiding  
9 officer and has moved its adoption.

10 (d) The body of a bill or joint resolution shall not be defaced  
11 or interlined, but all proposed amendments shall be separately  
12 submitted, noting the page and line, and shall be considered timely  
13 filed only if the principal author of the amendment has  
14 electronically submitted such amendment in completed form to the  
15 Office of the Clerk within the time constraints provided under  
16 paragraphs (b) and (c) of Section 8.6 of this Rule.

17 8.8 - Floor Substitutes Prohibited

18 The House of Representatives shall not consider any floor  
19 amendments offered in the form of a floor substitute. An amendment  
20 shall be deemed a floor substitute only if adoption of the proposed  
21 amendment would result in replacement of all sections of the measure  
22 in question other than the section containing the effective date or  
23 emergency clause.

24 8.9 - Amendment of General Appropriations Bill

1 Whenever an amendment is offered to a General Appropriations  
2 Bill that would increase any line item of such bill, such amendment  
3 shall show the amount by line item of the increase and shall  
4 decrease a line item or items within the same bill in an amount or  
5 amounts equivalent to or greater than the increase required by the  
6 amendment.

7 8.10 - Amendment Summary

8 (a) All proposed amendments to bills or joint resolutions whose  
9 adoption will have a fiscal impact, including the affecting of  
10 revenues, expenditures or fiscal liability, shall be accompanied by  
11 a written summary which shall contain a fiscal analysis upon being  
12 filed with the Office of the Clerk. The written summary filed with  
13 the amendment shall state the estimated increase or decrease in  
14 revenues or expenditures and the present and future fiscal  
15 implications of passage of the amended bill, if applicable. The  
16 summary shall not express comment or opinion relative to the merits  
17 of the amendment proposed. The requirements of this section shall  
18 not apply to amendments purporting to strike the Title or the  
19 Enacting or Resolving Clause of any bill or joint resolution.

20 (b) Except as may be otherwise required by the Oklahoma Pension  
21 Legislation Actuarial Analysis Act, all amendments to bills or joint  
22 resolutions affecting any retirement system authorized by law shall  
23 be accompanied by a summary which shall include an estimate and  
24 actuarial analysis of the present and future fiscal implications of

1 passage of the amended bill. The estimate and actuarial analysis  
2 contained in the summary shall be prepared by an actuary engaged by  
3 the House of Representatives.

4 (c) The accuracy of a fiscal or actuarial analysis contained  
5 within the written summary shall not be a basis for a point of order  
6 under these Rules.

7 8.11 - Germaneness of House Amendments

8 The House shall not consider any proposed amendment not germane  
9 to the subject of the House bill or resolution. An amendment to a  
10 main amendment must be germane to both the main amendment and the  
11 measure which it purports to amend.

12 8.12 - Amendments Out of Order

13 An amendment is out of order if it is the principal substance of  
14 a bill or resolution that has received an unfavorable committee  
15 report, has been withdrawn from further consideration by the  
16 principal author or has not been reported favorably by the committee  
17 of reference in either session of the current Legislature and may  
18 not be offered to a bill or resolution on the Floor Calendar and  
19 under consideration by the House. Any amendment that is  
20 substantially the same, and identical as to specific intent and  
21 purpose, as the bill or resolution residing in the committee of  
22 reference is covered by this Rule, unless the bill or resolution  
23 under amendment is substantially the same as the bill or resolution  
24 residing in the committee of reference.

1        8.13 - Reconsideration

2        A motion to reconsider any vote on the adoption or rejection of  
3 an amendment, or the adoption or rejection of a section of any bill  
4 or joint resolution, may be made by any member prior to the  
5 advancement of such measure from General Order, which motion shall  
6 be subject to debate. The motion to reconsider may be laid on the  
7 table without affecting the question in reference to which the  
8 motion is made thereby resulting in a final disposition of the  
9 motion.

10       8.14 - Motion to Commit

11       A motion may be made during the reading or consideration of any  
12 bill or joint resolution on General Order to commit the bill to a  
13 standing or special committee, with or without instructions. A  
14 motion to commit with instructions shall be electronically submitted  
15 to the Office of the Clerk prior to consideration by the House.

16       8.15 - Motion to Advance from General Order

17       A motion to advance a bill or joint resolution from General  
18 Order shall not be in order until all opportunities provided by this  
19 Rule for filing proposed amendments shall be afforded the House.  
20 Once a motion to advance from General Order has been adopted, the  
21 bill or resolution shall be considered engrossed and on Third  
22 Reading.

23                    CHAPTER C.    BILLS AND JOINT RESOLUTIONS ON

24                                    THIRD READING OR FOURTH READING

1 8.16 - Consideration and Debate

2 (a) After Third Reading or Fourth Reading of a bill or joint  
3 resolution, the presiding officer shall put the question in the  
4 following manner: "The Question Before the House is, shall the Bill  
5 or Joint Resolution Pass?"

6 (b) After Third Reading but before the vote is ordered, unless  
7 prohibited by Section 7.19 of these Rules, the question shall be  
8 subject to debate. After Fourth Reading but before the vote is  
9 ordered, unless prohibited by Section 7.19 of these rules, the  
10 question shall be subject to debate.

11 (c) As governed by paragraph (b) of this section, debate shall  
12 be limited to one (1) hour, equally divided between the proponents  
13 and opponents of the question, provided that no member may speak for  
14 more than ten (10) minutes.

15 (d) Five (5) minutes of the time allocated to the proponents of  
16 the bill or joint resolution shall be reserved to the principal  
17 author, and the principal author shall have the right to close the  
18 debate.

19 (e) The question of passage of a bill or joint resolution on  
20 Third or Fourth Reading shall be decided by recorded vote after  
21 declaration of the question by the presiding officer.

22 8.17 - Amendments

23 No bill or joint resolution on Third or Fourth Reading shall be  
24 subject to amendment.



1 8.18 - Consideration of Emergency Clause

2 (a) When any bill or joint resolution containing a title and  
3 enacting clause is being considered on Third Reading or Fourth  
4 Reading, and such a bill or joint resolution contains an emergency  
5 clause, the emergency clause shall constitute a separate question  
6 and shall be subject to debate.

7 (b) When any bill or joint resolution lacking a title or  
8 enacting clause is being considered on Third Reading and such a bill  
9 or joint resolution contains an emergency clause, the House shall  
10 not consider the emergency clause. The vote on Third Reading shall  
11 be considered the vote on the emergency clause and shall be recorded  
12 as such in the House Journal.

13 RULE NINE

14 CHAMBER PROTOCOL

15 9.1 - Daily Order of Business

16 (a) The following Order of Business shall be followed each  
17 day:

18 1. Roll Call;

19 2. Prayer, the timing of which shall be left to the discretion  
20 of the Majority Floor Leader;

21 3. Inspirational Message by Chaplain on Thursday mornings, the  
22 timing of which shall be left to the discretion of the Majority  
23 Floor Leader;

1           4. Introduction of the Veteran of the Week on Monday mornings,  
2 the timing of which shall be left to the discretion of the Majority  
3 Floor Leader;

4           5. Pledge of Allegiance, the timing of which shall be left to  
5 the discretion of the Majority Floor Leader;

6           6. Introduction of a Doctor and/or Nurse of the Day, the timing  
7 of which shall be left to the discretion of the Majority Floor  
8 Leader;

9           7. Correction of the Previous Day's Journal;

10          8. House and Senate Bills and Joint Resolutions on Second  
11 Reading, the timing of which shall be left to the discretion of the  
12 Majority Floor Leader;

13          9. Assignment or Reassignment of Bills and Resolutions, the  
14 timing of which shall be left to the discretion of the Majority  
15 Floor Leader;

16          10. Bills, Resolutions, Conference Committee Reports and Joint  
17 Committee Reports scheduled by the Speaker of the House or the  
18 Speaker's designee; and

19          11. Motions placing new business before the House. The  
20 Majority Floor Leader may schedule said motions at his or her  
21 discretion.

22          (b) If no measure is pending before the House, the Presiding  
23 Officer shall give the Majority Floor Leader preference for  
24 recognition.

1 9.2 - Enforcement of House Rules, Order and Decorum

2 (a) The presiding officer shall enforce, apply and interpret  
3 the Rules of the House in all deliberations. While in the Chamber,  
4 the presiding officer shall preserve order and decorum, shall  
5 prevent personal reflections or the impugning of the motive of any  
6 member and shall confine members in debate to the question under  
7 discussion.

8 (b) When two (2) or more members seek recognition at the same  
9 time, the presiding officer shall name the one entitled to the  
10 floor. The presiding officer shall not recognize any member who has  
11 risen or remains standing while another member is speaking. No  
12 member shall be entitled to be recognized to speak unless the member  
13 seeks recognition from the member's own desk.

14 (c) On all questions relative to the transgression of these  
15 Rules, the presiding officer shall call the members to order. In  
16 such case the member so called to order shall sit down and shall not  
17 rise except to explain said member's actions or to proceed in order.

18 (d) Any member may rise to a point of order against any other  
19 member when, in the member's opinion, such member is proceeding out  
20 of order. The member raising the point of order must cite the  
21 specific rule the member believes is in conflict. Such point of  
22 order shall be decided by the presiding officer without debate.

23 (e) Any decision by the Speaker on a point of order is subject  
24 to an appeal to the House made in a timely manner by any member

1 should the member or the House be aggrieved by such decision. Such  
2 appeal must be seconded by a minimum of one-fifteenth (1/15) of the  
3 membership of the House. Members desiring to second an appeal shall  
4 so signify by rising.

5 (f) The question of an appeal shall be put in the following  
6 form: "The question is, shall the decision of the presiding officer  
7 be the decision of the House? All those in favor signify by voting  
8 'Aye'; those opposed 'Nay'. The vote is now in progress."

9 (g) All appeals shall be decided by a recorded vote and without  
10 debate, except that the member taking said appeal shall have three  
11 (3) minutes within which to state the reasons for the member's  
12 appeal and the Chair may state the reasons for the Chair's decision.  
13 The member's appeal must relate to the decision in question and may  
14 not pertain to the merits of any matter or any legislation not  
15 related to the decision of the Chair.

16 (h) When a point of order is called, no member shall approach  
17 the presiding officer or the parliamentarian until after the  
18 presiding officer has ruled. If requested by the presiding officer,  
19 the majority floor leader may confer with the presiding officer  
20 regarding matters not pertaining to the point of order.

21 (i) The presiding officer shall not entertain points of order  
22 pertaining to the constitutionality of a measure itself nor shall  
23 the presiding officer entertain points of order pertaining to the  
24 constitutionality of a measure's title.

1           9.3 - Procedure

2           (a) When the ayes and nays are ordered, the presiding officer  
3 shall put the question in the following form: "All those in favor  
4 signify by voting 'Aye'; those opposed 'Nay'. The vote is now in  
5 progress."

6           (b) As governed by paragraph (e) of Section 6.7, paragraph (d)  
7 of Section 7.6, paragraph (c) of Section 7.19 and Section 8.11 of  
8 these Rules, the House shall not consider in either session of the  
9 current Legislature any measure originating in the House of  
10 Representatives if said measure has been amended by the insertion of  
11 matter not germane to the subject of the bill or resolution.

12           9.4 - Debate

13           (a) Except as otherwise specifically provided in these Rules,  
14 when a debatable question is before the House, such debate shall be  
15 limited to fifteen (15) minutes, equally divided between the  
16 proponents and opponents of the question. Under no circumstances  
17 shall a member debate twice on the same question, nor shall any  
18 member speak longer than ten (10) minutes on the same question.

19           (b) When a debatable question is before the House, any member  
20 may move that the time for debate on such question be extended. For  
21 adoption, such motion need only receive a majority of those voting,  
22 a quorum being present.

23           (c) No member debating any question shall be interrupted by  
24 questions until said member has finished the member's remarks, and

1 all time taken in asking and answering questions shall be deducted  
2 from the time allotted to said member.

3 (d) Debate offered in the House of Representatives shall in all  
4 cases be directed to the presiding officer in the form of Mister or  
5 Madam Speaker as the case may be.

#### 6 9.5 - Privileges

7 (a) Questions and motions of privilege shall be: First, those  
8 affecting the rights of the House collectively, its safety, dignity  
9 and the integrity of its proceedings; Second, the right, reputation  
10 and conduct of its members individually in their representative  
11 capacity only, and shall have precedence over all other questions,  
12 except motions to adjourn.

13 (b) No member who obtains the floor on a question of personal  
14 privilege, or on a question of privileges of the House, shall debate  
15 any question, matter or measure then pending in the House, or in any  
16 standing or special committee of the House, nor shall the member be  
17 allowed to yield the floor for questions from other members.

#### 18 9.6 - Voting and Division

19 (a) The electronic voting machine shall be used to record the  
20 vote whenever the ayes and nays are required or ordered. The  
21 machine shall also be used to determine the presence of a quorum, or  
22 to determine the numerical count where a division is requested. In  
23 the event the machine is not operating properly, all votes and  
24 determinations of quorums may be taken by calling the roll. If a

1 member's voting device is out of order, the member shall rise and so  
2 announce to the presiding officer and cast said member's vote orally  
3 prior to the declaration of the result of the vote. Every member  
4 shall vote providing the member is in the Chamber at the time the  
5 vote is in progress.

6 (b) The electronic voting machine shall be under the control of  
7 the presiding officer and shall be operated by such clerk as the  
8 presiding officer so designates. At a reasonable time prior to any  
9 vote being taken, the presiding officer shall announce that a vote  
10 is about to be taken. When any member other than the Speaker is  
11 presiding, the member shall use the roll call switch located at the  
12 presiding officer's position upon the dais. When the Speaker is not  
13 presiding, the Speaker may direct the presiding officer to activate  
14 the Speaker's roll call switch in the manner requested by the  
15 Speaker. Any member who is present on the House Floor may direct  
16 another member to activate said member's roll call switch in the  
17 manner requested by that member. The presiding officer, while a  
18 vote is in progress, shall not direct the clerk to activate another  
19 member's roll call switch until the final sixty (60) seconds of the  
20 two-minute period required by paragraph (c) of this section and only  
21 if the member is present on the House Floor.

22 (c) Each recorded vote for final passage will be held open for  
23 at least two (2) minutes or a shorter time if the presiding officer  
24 determines that all members recorded as being present have voted.

1 (d) When sufficient time has elapsed for each member to vote,  
2 the presiding officer shall ask if any members present desire to  
3 vote or change their vote. Following such inquiry and before the  
4 electronic voting machine is locked, any member may be excused from  
5 voting, pursuant to the provisions of Section 24 of Article V of the  
6 Oklahoma Constitution.

7 (e) The presiding officer shall then lock the machine and  
8 instruct the clerk to record the vote. The clerk shall immediately  
9 activate the recording equipment and when the vote is completely  
10 recorded shall advise the presiding officer of the result, and the  
11 presiding officer shall announce the result to the House. No vote  
12 may be changed after it has been recorded.

13 (f) No member may vote for another member, nor may any person  
14 cast a vote for a member, except as otherwise provided in this rule.  
15 A member who votes for another member, except as herein provided,  
16 may be punished in a manner the House determines. A person voting  
17 for a member, when not authorized by this rule, shall be barred from  
18 the Chamber and may be further punished as the House considers  
19 proper.

20 (g) When a division is requested and ordered, those in the  
21 affirmative or the negative, as the case may be, shall cast their  
22 votes accordingly and the clerk shall activate the electronic voting  
23 machine so as to reflect the individual ayes and nays and the  
24 numerical count, but no permanent record thereof shall be made.



1 When the vote is completed, the clerk shall advise the presiding  
2 officer of the result, and the presiding officer shall announce the  
3 result to the House. In the event the machine is not operating  
4 properly, those in the affirmative shall arise from their seats and  
5 stand until they are counted aloud by the clerk, then those voting  
6 in the negative shall arise and stand until they are counted, and  
7 the presiding officer shall announce the result.

8 (h) Except as provided in paragraph (b) of Section 8.18 of  
9 these Rules, all votes on final passage of bills and resolutions, or  
10 the emergency clause thereof, shall be by recorded votes. One-  
11 fifteenth (1/15) of the members present, a quorum being present, may  
12 demand a recorded vote on any proposition, or the presiding officer  
13 may order a recorded vote upon the presiding officer's own  
14 initiative. All such recorded votes shall be published in the House  
15 Journal.

16 9.7 - Conduct During Voting

17 (a) While a vote is in progress and until the completion of a  
18 vote, and the announcement of the result, no member shall be  
19 recognized and no other business shall be transacted.

20 (b) No explanation of any vote shall be permitted while a vote  
21 is in progress or after a vote has been cast, except pursuant to  
22 Section 24 of Article V of the Oklahoma Constitution.

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24

1 (c) No member, House employee or other person shall visit or  
2 remain by the Reading Clerk or his or her assistant while a vote is  
3 in progress.

#### 4 9.8 - Previous Question

5 When a debatable question is before the House, any member may  
6 move the Previous Question. It shall be put in the following form:

7 "The Previous Question has been moved. The Question is, shall the  
8 House cease debate and vote immediately on the pending question?"

9 If the motion for the Previous Question passes, the pending question  
10 shall be put immediately and no member shall be heard to debate it  
11 further or seek to amend it.

#### 12 9.9 - Motion to Advance Question

13 When a debatable question is before the House, any member may  
14 move to Advance the Question. If the motion to Advance the Question  
15 passes, no further amendments to the matter considered shall be  
16 allowed and debate shall be limited to fifteen (15) minutes, equally  
17 divided between the proponents and opponents of the question;  
18 provided, that no member may speak for more than five (5) minutes.  
19 After debate is concluded, the question shall be put immediately.

#### 20 9.10 - Reconsideration

21 (a) The final vote on Third Reading or Fourth Reading on any  
22 bill or joint resolution, or on the emergency clause thereof, or the  
23 final vote on adoption of a simple or concurrent resolution, may be  
24 reconsidered only if a member serves notice immediately after such

1 final vote is taken prior to the consideration of any other  
2 business, of said member's intention to present a motion to  
3 reconsider such action, and the presiding officer shall afford any  
4 member such opportunity prior to proceeding to consideration of any  
5 other business.

6 (b) Unless presented and considered within three (3)  
7 legislative days, including the day upon which notice is served, a  
8 motion to reconsider shall be considered as having failed of  
9 adoption.

10 (c) A motion to reconsider may be offered immediately or upon  
11 the same day the final vote is taken by the member who served  
12 notice, or by another member with said member's consent. On the  
13 last day of the reconsideration period, any member may seek  
14 recognition for a motion to reconsider.

15 (d) Motions to reconsider shall be disposed of before the close  
16 of business on the last day of the time period specified for Third  
17 Reading and final passage for House and Senate measures.

18 (e) On the last day of the time period specified for Third  
19 Reading and final passage for House and Senate measures, a motion to  
20 reconsider, lodged either upon that same day or upon the two (2)  
21 prior legislative days, may be offered by any member upon being  
22 recognized for such motion by the presiding officer.

23 (f) On the last day of a session, no motion to reconsider shall  
24 be recognized except immediately after a final vote is taken and

1 prior to the consideration of any other business. A member may move  
2 to reconsider which motion shall be taken up immediately.

3 (g) For adoption, a motion to reconsider must receive a  
4 majority vote of those elected to and constituting the House. Only  
5 one (1) reconsideration of the final vote on a bill, resolution or  
6 emergency clause shall be allowed. Except as otherwise specifically  
7 provided in Section 8.13 of these Rules, no question shall be  
8 subject to reconsideration in the House.

9 9.11 - Measures Vetoed By The Governor

10 (a) When a bill or joint resolution is returned to the House  
11 because of a veto by the Governor, a motion to vote to override the  
12 veto shall be in order.

13 (b) A motion to vote to override a veto by the Governor is  
14 debatable. Such debate shall be limited to thirty (30) minutes,  
15 equally divided between the proponents and opponents of the  
16 question; provided, that no member may speak for more than ten (10)  
17 minutes.

18 (c) Prior to consideration of a motion to override the  
19 Governor's veto, if the returned bill or joint resolution was  
20 accompanied by a message of explanation, such message shall be  
21 published to the House of Representatives as determined by the  
22 presiding officer.

23 9.12 - Quorum  
24

1 (a) If, at any time during the daily sessions of the House, a  
2 member recognized by the presiding officer raises a question as to  
3 the presence of a quorum, the presiding officer shall, without  
4 debate, forthwith direct that the electronic voting machine be  
5 activated to determine the presence or absence of a quorum, and  
6 shall announce the result.

7 (b) Whenever it shall be ascertained that a quorum is not  
8 present, the members present may, by motion adopted by a majority of  
9 those voting, direct the Chief Sergeant at Arms to request and, if  
10 necessary, to compel the presence of absent members, which motion  
11 shall be considered without debate. Pending its execution and until  
12 a quorum shall be present, no motion or debate, except to adjourn to  
13 a day and time certain, shall be in order.

14 RULE TEN

15 MOTIONS

16 10.1 - Precedence of Motions

17 Questions or motions pending before the House shall rank in  
18 precedence as set forth below in paragraphs (a) through (d) in this  
19 section, except that the motion to table shall not be applicable to  
20 privileged motions or incidental or subsidiary motions relating to  
21 procedure. Each motion shall be amendable or not amendable,  
22 debatable or not debatable, subject to a motion to table or not  
23 subject to a motion to table as set forth below. Questions or  
24

1 motions not listed in this section shall be treated in the same  
2 manner as other motions of the same class.

3 (a) Privileged Motions

4 Call of the House, quorum not present (not amendable - not  
5 debatable; see paragraph (c) of Section 10.5 of this Rule; not  
6 subject to motion to table)

7 To adjourn (not amendable - not debatable; see paragraph (b) of  
8 Section 12.1 of these Rules; not subject to motion to table)

9 To adjourn to a time certain (amendable - not debatable; not  
10 subject to motion to table)

11 To recess (amendable - not debatable; not subject to motion to  
12 table)

13 Questions and motions of privilege (as governed by Section 9.5  
14 of these Rules; not subject to motion to table)

15 Call of the House, quorum present (not amendable - not  
16 debatable; see Section 10.5 of this Rule; not subject to motion to  
17 table)

18 To work under the Call of the House (not amendable - not  
19 debatable; see Section 10.5 of this Rule; not subject to motion to  
20 table)

21 Question of presence of quorum (not amendable - not debatable;  
22 not subject to motion to table)

23 (b) Incidental Motions

24

1 Appeals (not amendable - not debatable, except as governed by  
2 Section 9.2 of these Rules; subject to motion to table)

3 Points of Order (not amendable - not debatable; not subject to  
4 motion to table)

5 Parliamentary inquiries or like requests for information (not  
6 amendable - not debatable; not subject to motion to table)

7 Requests for leave to withdraw a motion or question under  
8 consideration (not amendable - not debatable; see Section 10.4 of  
9 this Rule; not subject to motion to table)

10 Suspension of the Rules (not amendable - not debatable; not  
11 subject to motion to table)

12 Objection to consideration of a question (not amendable - not  
13 debatable; not subject to motion to table)

14 Method of consideration (amendable - not debatable; not subject  
15 to motion to table)

16 Question of priority (not amendable - not debatable; not subject  
17 to motion to table)

18 Reading of papers (not amendable - not debatable; not subject to  
19 motion to table)

20 (c) Subsidiary Motions

21 To advance from General Order (not amendable - not debatable;  
22 not subject to motion to table)

23 To table (not amendable - not debatable; not subject to itself)

24

1 To put the previous question (not amendable - not debatable; the  
2 motion to put the previous question is applicable to all debatable  
3 questions regardless of rank; subject to motion to table)

4 To Advance the Question (not amendable - not debatable; subject  
5 to motion to table)

6 To extend time allocated for debate (amendable - not debatable;  
7 subject to motion to table)

8 To postpone to a time certain (amendable - debatable; not  
9 subject to motion to table)

10 To commit without instructions (not amendable - not debatable,  
11 except as to propriety of committing bill, resolution or main  
12 question; not subject to motion to table)

13 To amend (amendable - debatable; subject to motion to table)

14 To postpone indefinitely (not amendable - debatable; subject to  
15 motion to table)

16 (d) Main Motions

17 A main motion shall be defined as a substantive proposal such as  
18 a bill, resolution or any other question which requires passage,  
19 adoption, rejection, approval or disapproval by the House of  
20 Representatives.

21 Main questions include but are not limited to the following and  
22 shall rank in precedence as set forth below. All main motions shall  
23 be subject to motion to table.

24



1 To fix the date and time to adjourn sine die (amendable -  
2 debatable)

3 To reconsider (not amendable - debatable)

4 To rescind (not amendable - debatable)

5 To adopt a Senate amendment (not amendable - debatable)

6 To reject a Senate amendment (not amendable - debatable)

7 To reject a Senate amendment with instructions (not amendable -  
8 instructions not amendable - debatable)

9 To adopt a conference committee report/joint committee report  
10 (not amendable - debatable)

11 To reject a conference committee report/joint committee report  
12 (not amendable - debatable)

13 To reject a conference committee report/joint committee report  
14 with instructions (not amendable - instructions not amendable -  
15 debatable)

16 To commit with instructions (instructions amendable - debatable)

17 To override the veto of the Governor (not amendable - debatable)

18 To schedule a special order (amendable only as to time -  
19 debatable only as to question of setting the special order - measure  
20 itself not open to debate)

21 Any other main question not specifically listed shall be taken  
22 up in the order offered.

23 10.2 - Motions in Writing

24

1 Every motion shall be rendered in writing as ordered by the  
2 presiding officer and may be read by the clerk before debate or vote  
3 if so ordered by the presiding officer. All motions shall be put by  
4 the presiding officer prior to debate and prior to ordering the  
5 vote.

#### 6 10.3 - Vote Required for Adoption of Motions

7 Except as otherwise specifically required by these Rules, or  
8 required by the Oklahoma Constitution, any motion, for adoption,  
9 need only receive a majority of those voting, a quorum being  
10 present.

#### 11 10.4 - Withdrawal of Motions

12 (a) Except as provided in paragraph (b) of this section, prior  
13 to commencement of debate thereon, or prior to action being taken  
14 thereon if there be no debate, any motion may be withdrawn by the  
15 member making same. Otherwise, such motion may be withdrawn only  
16 upon adoption of a motion to withdraw same.

17 (b) When a bill or resolution is under consideration within the  
18 House, the principal author or the member designated to present the  
19 bill or resolution on behalf of the principal author may withdraw  
20 said measure at any time prior to the vote being ordered on final  
21 passage of the bill or resolution.

#### 22 10.5 - Call of the House

23 (a) Call of the House may be moved at any time by any member,  
24 but must be seconded by fifteen (15) members. If there are more

1 than three-fourths (3/4) of the House present at the time the motion  
2 is made, the motion must be seconded by thirty (30) members. If  
3 such motion prevails, the business pending shall be suspended, the  
4 roll shall be taken, and the names of the absentees ascertained.  
5 The Chief Sergeant at Arms shall then be directed by the presiding  
6 officer to compel the attendance of the absent members. After one  
7 (1) hour has expired, the roll shall again be taken and absent  
8 members noted in the Journal, and the business suspended upon the  
9 roll call shall proceed. If, however, before the expiration of the  
10 hour, all absent members, not otherwise excused, shall appear, the  
11 business pending shall then proceed.

12 (b) If a Call of the House be ordered, a motion to "work under  
13 the Call of the House" shall be in order and, if adopted, the House  
14 shall proceed with any other business at hand except that  
15 interrupted by a Call of the House.

16 (c) The Speaker, seconded by five (5) members, may move a Call  
17 of the House and send for absent members, provided there be not a  
18 quorum present. In all cases where an absent member shall be sent  
19 for and fails to attend in obedience to the summons, the report of  
20 the Chief Sergeant at Arms shall be entered in the Journal.

## 21 RULE ELEVEN

### 22 GENERAL PROVISIONS

#### 23 11.1 - Investigations

24

1 (a) No special committee established for the purpose of  
2 considering articles of impeachment or any other type of  
3 investigation shall be formed unless first authorized by a House  
4 resolution or by the Speaker.

5 (b) If authorized by House resolution, the resolution shall  
6 define the duties and time period during which the committee shall  
7 exist. Any member or members requesting the investigation shall not  
8 serve as chairperson of the special committee.

9 (c) Special committees established under this section shall,  
10 upon convening, adopt such rules and procedures as shall be  
11 determined by the committee to be in the best interest of the House  
12 of Representatives.

13 11.2 - Distribution Within House of Representatives

14 (a) No object or item of literature shall be distributed on the  
15 House Floor in anticipation of or while the House is meeting in  
16 session except upon the sponsorship of a member of the House of  
17 Representatives whose name shall appear on each individual object or  
18 item of literature to be distributed.

19 (b) All objects or items of literature distributed within the  
20 areas of the Capitol Building assigned to the House of  
21 Representatives shall display the name of the person or entity  
22 distributing such materials.

23 11.3 - Honorary Appointments

24 No honorary appointments shall be recorded in the House Journal.

1 11.4 - Lobbying

2 (a) All lobbying activities directed at the House shall be  
3 governed by Sections 4249 through 4255 of Title 74 of the Oklahoma  
4 Statutes and such other applicable rules lawfully promulgated by the  
5 Oklahoma Ethics Commission.

6 (b) No monetary contributions shall be accepted by any member  
7 or his or her staff on Capitol property at any time.

8 11.5 - Designated Smoking Areas

9 No person shall smoke or vape within those parts of the Capitol  
10 Building assigned to the House.

11 11.6 - Members of the Press

12 No persons shall be admitted to the House press gallery except  
13 members, House staff authorized by the Speaker, members of the press  
14 bearing permits signed by the Speaker and the chairpersons of the  
15 Capitol Press organizations and guests with the written permission  
16 of the Speaker and the chairpersons of the Capitol Press  
17 organizations.

18 11.7 - Legislative Records

19 (a) Records that are required to be created by these Rules or  
20 that are of vital, permanent or archival value shall be maintained  
21 in the Office of the Clerk. Whenever necessary, but no more often  
22 than annually or less often than biennially, records required to be  
23 maintained shall be archived with the Oklahoma Department of  
24 Libraries.

1 (b) Other records that are no longer needed for any purpose and  
2 that do not have sufficient administrative, legal or fiscal  
3 significance to warrant their retention shall be disposed of  
4 systematically.

5 (c) A digital recording shall be made of each day's session by  
6 the Office of the Clerk which shall be compiled and stored on a  
7 digital device suitable for archival purposes.

8 (d) The committee staff assigned to each existing committee  
9 shall ensure compliance with this Rule for all records created or  
10 received by the committee or for a former committee whose  
11 jurisdiction has been assigned to the committee.

12 (e) The Speaker and all House officers under the direction of  
13 the Speaker shall ensure compliance with this Rule for all records  
14 created or received by their respective offices and their  
15 predecessors in office.

16 (f) All records required by Rule Seven shall be made available  
17 on the House website at least for the duration of the Session.

#### 18 11.8 - Technical Corrections

19 (a) The Office of Engrossing and Enrolling is authorized to  
20 correct misspelled words, citations, doublets, grammatical errors or  
21 repeated words when engrossing House bills or joint resolutions or  
22 House amendments to engrossed Senate bills or joint resolutions.

23 (b) When engrossing or enrolling House bills or joint  
24 resolutions, preparing House amendments to engrossed Senate bills or

1 joint resolutions and when preparing committee reports, the House  
2 staff is authorized to:

3 1. Remove sections from a bill or joint resolution labeled as  
4 amendatory but which consist entirely of existing law and contain no  
5 amendments to the existing law;

6 2. Incorporate amendments to sections of law in the bill or  
7 joint resolution which are contained in legislation enacted  
8 previously during the same legislature and amending the same  
9 sections of law and repeal such previous versions of the section at  
10 issue if, in the opinion of the House legal staff, the incorporation  
11 of such amendments and repeal of the previous version would clearly  
12 not conflict with the amendments contained in the legislation at  
13 issue;

14 3. Modify sections of such measures which provide for a measure  
15 to become effective on July 1 or on a date earlier than ninety (90)  
16 days after the date of anticipated sine die adjournment to read to  
17 reflect an effective date of ninety (90) days after the date of  
18 actual sine die adjournment, or to delete such sections, if the  
19 emergency clause has failed to receive the required number of votes  
20 for passage;

21 4. Delete language in such sections of such measures which  
22 provide for a measure to become effective on a date prior to such  
23 engrossment or enrollment; and  
24

1       5. Draft a referendum clause and ballot title if a measure is  
2 deemed a revenue-raising measure pursuant to 6.11 of these Rules and  
3 is adopted but fails to receive a three-fourths (3/4) vote in both  
4 Chambers.

5       11.9 - Convening Restriction

6       No legislative day shall begin between the hours of 12:00  
7 midnight and 8:00 a.m. on any calendar day.

8       11.10 - Security

9       Upon convening in regular or special session, no member of the  
10 House of Representatives, without the express permission of the  
11 Chief Sergeant at Arms, shall enter upon the roof of the Capitol  
12 building within the areas adjacent to the hall of the House.

13                               RULE TWELVE

14                               ADJOURNMENT OR RECESS

15       12.1 - Motion to Adjourn or Recess

16       (a) When a motion to adjourn or recess is adopted, no member or  
17 officer shall leave said member's or officer's place until the  
18 adjournment or recess shall be declared by the presiding officer.

19       (b) When the House adjourns it shall be to 1:30 p.m. of the  
20 succeeding legislative day unless another day and/or hour be  
21 specifically named, which day and/or hour shall be entered in the  
22 Journal.

23       (c) A motion to adjourn or recess shall always be in order when  
24 the floor can be obtained for that purpose. When a vote is being



1 taken, a motion to adjourn or recess shall not be in order. When it  
2 is apparent to the presiding officer that the motion to adjourn or  
3 recess is being made for the purpose of delay and such motion has  
4 been voted in the negative, within the next preceding ten (10)  
5 minutes, the presiding officer, in the discretion of the presiding  
6 officer, may rule the motion out of order as being dilatory.

7 (d) A legislative day shall be adjourned no later than 12:00  
8 midnight of the calendar day that it began.

9 12.2 - Absence of a Quorum

10 In the absence of a quorum, the Speaker with three (3) members  
11 shall be a sufficient number to adjourn to a time certain.

12 12.3 - Sine Die Adjournment

13 (a) The date and time of sine die adjournment of each Regular  
14 Session of the Legislature shall be established by motion or  
15 resolution except that Regular Session shall be finally adjourned  
16 sine die at 5:00 p.m. on the last Friday in May of each year by  
17 operation of the Oklahoma Constitution. Upon arrival of 5:00 p.m.  
18 on the last Friday in May, no further business shall be conducted by  
19 the House and the presiding officer shall declare the House  
20 adjourned sine die.

21 (b) A Special or Extraordinary Session shall be finally  
22 adjourned sine die no later than the fifteenth day succeeding the  
23 General Election unless the date and time of sine die adjournment

24

1 shall be otherwise established by motion or resolution at an earlier  
2 date and time.

3 RULE THIRTEEN

4 INTERIM STUDIES

5 13.1 - Interim Studies

6 (a) When the Legislature is not in session, the Speaker shall  
7 have the authority to direct committees to make interim studies for  
8 such purposes as the Speaker may designate.

9 (b) The Speaker shall provide to the Clerk of the House a copy  
10 of interim charges made to a standing or select committee.

11 (c) The committees shall meet as often as necessary to transact  
12 effectively the business assigned to them and may continue to  
13 exercise the oversight and investigatory powers granted in Section  
14 7.13 of these Rules.

15 13.2 - Requests for Interim Study

16 No resolution requesting or authorizing an interim study of any  
17 matter or proposition by the House, or a committee thereof, shall be  
18 introduced in or considered by the House. All such requests for  
19 interim study shall be submitted on request forms available to any  
20 member in the office of the Clerk of the House.

21 13.3 - Quorum

22 During a legislative interim, no committee shall take any final  
23 action unless a quorum of the membership of the committee is  
24 present.

1 13.4 - Meeting Notice

2 During a legislative interim, published notice of any interim  
3 committee meeting shall be given at least ten (10) days prior to the  
4 meeting. The staff of the House shall publish the meeting notices  
5 required by this section. The ten-day notice requirement of this  
6 section shall not apply to a committee or subcommittee meeting with  
7 a Senate committee or subcommittee on an interim study assigned for  
8 joint study.

9 RULE FOURTEEN

10 RULES

11 14.1 - Suspension or Amendment of Rules

12 (a) These Rules may be amended by a two thirds (2/3) vote of  
13 those elected to and constituting the House; provided, any amendment  
14 to the Rules recommended by the Committee on Rules shall be  
15 effective if approved by a majority of the members elected to and  
16 constituting the House.

17 (b) If the Committee on Rules shall recommend revisions or  
18 amendments to the Rules, the House shall be given one (1) day's  
19 prior notice before consideration of the recommended changes may  
20 commence.

21 (c) Two thirds (2/3) of the members elected to and constituting  
22 the House may suspend the Rules, or a portion thereof, but a motion  
23 for that purpose shall be decided without debate. The motion shall  
24 include the specific rule to be suspended.

1 14.2 - Parliamentary Authorities

2 Any parliamentary questions not provided for by the Oklahoma  
3 Constitution or these Rules shall be governed by the ruling of the  
4 Speaker. The Speaker shall publish these substantive rulings in a  
5 volume of precedents. In making his or her ruling, the Speaker may  
6 rely upon, but is not bound by, these published rulings or other  
7 parliamentary authorities, including, but not limited to, the latest  
8 edition of *Mason's Manual of Legislative Procedure*.

9 14.3 - Rules Effective

10 (a) These Rules shall be in full force and effect for the  
11 duration of the 57th Oklahoma Legislature, unless amended, as  
12 provided herein.

13 (b) Upon convening for a Special or Extraordinary Session, the  
14 time constraints contained in Section 8.6 of these Rules for filing  
15 main floor amendments and amendments to main floor amendments shall  
16 not be applicable.

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