

1 STATE OF OKLAHOMA

2 1st Session of the 58th Legislature (2021)

3 HOUSE
4 RESOLUTION 1001

By: McCall

5
6 AS INTRODUCED

7 A Resolution relating to House Rules.
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11 STATEMENT OF AUTHORITY

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

19 RULE ONE

20 DUTIES AND RIGHTS OF THE SPEAKER

21 1.1 - Convening

22 (a) Except as provided in paragraph (b) and (c) of this
23 section, the Speaker of the House, or designee, shall convene the
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1 House of Representatives on the day and at the hour to which the
2 House was adjourned on the previous legislative day.

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

7 (c) The Speaker is authorized to convene the House other than
8 the time the House adjourned to, in times of necessity, as
9 determined by the Speaker.

10 (d) 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 Hall of the
22 House of Representatives or areas of the Capitol assigned to the
23 House to be cleared or direct any other action necessary to preserve
24 order and 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 All proposed legislation, as governed by Rule 8.3 (b), if not
6 referred directly to the General Order category of the House
7 Calendar, shall be referred by the Speaker to an appropriate
8 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

1 may delegate the authority to sign papers authorizing payments and
2 other 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
6 of the House in his or her legal capacity as a member, or an
7 officer, employee or agent of the House in their official capacity
8 when the Speaker determines that such action would be in the best
9 interest of the House of Representatives. In compliance with the
10 requirements contained in paragraph (b) of this section, expenses
11 incurred for legal services authorized by these Rules may be paid
12 upon approval 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
17 as 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 \$15,000.00 without first receiving the
21 approval of a committee appointed pursuant to Rule 1.8.

22 1.7 - Supervision of the House
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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
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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 14 O.S.,
22 Section 137, unless the House shall decide otherwise by electing
23 another member Speaker of the House pursuant to Article V, Section
24 29 of the Oklahoma Constitution. In the event the office of Speaker

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

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

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

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

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

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

16 (f) If the Speaker shall become incapable of performing the
17 duties pertaining to the office of Speaker of the House for reasons
18 other than death or resignation, when the House is not meeting in
19 regular or special session, the powers and duties of the Speaker of
20 the House shall be discharged by the Speaker Pro Tempore as Acting
21 Speaker until the incapacity shall cease. When acting as Speaker
22 pursuant to this provision, the Speaker Pro Tempore shall not
23 exercise the Speaker's powers of appointment nor shall the Speaker
24 Pro Tempore be included in the line of succession to the office of

1 Governor, as provided by Article VI, Section 15 of the Oklahoma
2 Constitution, unless he or she transmits a written declaration
3 establishing the nature of the Speaker's incapacity to perform the
4 duties of the office of Speaker of the House to the members of the
5 House of Representatives and the Clerk of the House. Upon receipt
6 of such a written declaration, the Clerk of the House shall notify
7 the President Pro Tempore of the Senate, the Governor, and the Chief
8 Justice of the Oklahoma Supreme Court. Thereafter, when the elected
9 Speaker transmits to the Speaker Pro Tempore and the Clerk of the
10 House his or her written declaration that no such incapacity exists,
11 he or she shall resume the powers and duties of the office of
12 Speaker of the House.

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

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

8 RULE THREE

9 HOUSE OFFICERS AND EMPLOYEES

10 3.1 - Employment by House

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

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

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

19 3.2 - Clerk of the House

20 (a) The Clerk of the House shall be responsible for:

- 21 1. publication of all House calendars and agendas;
- 22 2. publication of bills, resolutions and amendments;
- 23 3. publication of standing committee reports, special committee
24 reports, and conference committee reports; and

1 4. preparation, indexing, and publication of electronic and
2 tangible versions of the House Journal.

3 (c) The Clerk of the House shall have custody of and be
4 responsible for the safekeeping of all bills and resolutions pending
5 in the House at the final adjournment of the First Regular Session
6 of the Legislature.

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

10 (e) Official copies of all bills and resolutions and other
11 materials as designated by the Speaker shall not be removed from the
12 Office of the Clerk for any purpose except upon order of the
13 Speaker.

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

16 (g) The Clerk of the House of Representatives shall be the
17 guardian of electronic signatures for the House of Representatives
18 and shall be authorized to make determinations as to validity and
19 authenticity of electronic signatures.

20 (h) If transmitting bills, resolutions, or messages
21 electronically to the Senate, Governor, or Secretary of State, the
22 Clerk of the House shall establish safeguards to protect against
23 unauthorized users.

24 3.3 - Chief Sergeant At Arms

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

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

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

13 3.4 - Parliamentarian

14 (a) The Parliamentarian, under the direction of the Speaker,
15 shall have general charge and supervision over the legislative
16 procedure of the House.

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

20 (c) The parliamentarian shall, at the direction of the Speaker,
21 assist the Speaker in publishing a volume of substantive
22 parliamentary rulings.

23 3.5 - Chaplain

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

5 3.6 - Pages

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

8 RULE FOUR

9 MEMBERS

10 4.1 - Member Defined

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

13 4.2 - Disclosure of Personal or Private Interest

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

19 4.3 - Absence of Members

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

22 4.4 - Decorum

23 (a) No member rising to debate, to give notice, to make a
24 motion, or to present a paper of any kind shall proceed until the

1 member has addressed the presiding officer and has been recognized
2 by the presiding officer as being entitled to the Floor.

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

6 (c) The presiding officer may enforce the provisions of House
7 rules by naming the disruptive or disorderly member after requesting
8 order in the Chamber.

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

11 (e) All members shall conduct themselves in a manner becoming a
12 member of the House of Representatives. When the House is in
13 session all members shall, while in the Chamber or Gallery, be
14 appropriately dressed. Members shall wear appropriate professional
15 business attire; male members shall wear suitcoats, slacks, and
16 ties. No member shall wear jeans, denim pants, or non-religious
17 head coverings, or hats in the House Chamber while the House is in
18 session.

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

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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 Rule 11.5.

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

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

14 4.5 - Service of Process

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

21 RULE FIVE

22 PRIVILEGES OF THE FLOOR AND THE ANTEROOMS

23 5.1 - Floor Privileges

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

3 1. members of the House;

4 2. members of the Senate;

5 3. former members of the House except as otherwise provided in
6 Section 5.3 of this Rule;

7 4. The Governor, except during consideration of a motion to
8 override the veto of the Governor;

9 5. employees of the House and Senate as designated by the
10 Speaker; and

11 6. children or grandchildren of members for the purpose only of
12 introduction from the member's desk.

13 (b) Except as permitted in paragraph (a) of this section, no
14 other person, except upon formal invitation by the House of
15 Representatives, shall enter upon the Floor when the House is
16 convened in session.

17 5.2 - Anterooms of the House Chamber

18 While the House is in session, no persons other than those
19 entitled to privileges of the Floor, members of the immediate
20 families of House members, and House employees authorized by the
21 Speaker shall be admitted to the House Lounge and anteroom located
22 at the west end of the House Floor or into the anteroom located at
23 the east end of the House Floor, except at the express invitation of
24 a member, provided the member is present.

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 5.6 - House Gallery

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1 When the House is in session, no person, unless authorized by
2 the Speaker, shall remain standing while in the Gallery.

3 RULE SIX

4 BILLS AND RESOLUTIONS

5 6.1 - Definition of the Term "Bill"

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

14 6.2 - Filing Deadlines

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

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

20 1. measures which propose a special or local law as governed by
21 Section 6.10 of this Rule;

22 2. measures authored by the chairpersons and vice-chairpersons
23 of the House Appropriations and Budget Committee and the Senate
24 Appropriations Committee which affect the receipt, expenditure, or

1 budgeting of state funds or funds under the control of an entity
2 created by state law; or

3 3. measures authored by the Speaker of the House of
4 Representatives and the President Pro Tempore of the Senate and
5 which are deemed by them to be necessary for the preservation of the
6 public peace, health, and safety;

7 4. measures authored by the chairpersons and vice-chairpersons
8 of the House Redistricting Committee and the Senate Redistricting
9 Committee which affect the legislative apportionment; or

10 5. measures introduced or authorized by the Speaker.

11 6.3 - Numbering

12 (a) Bills and joint resolutions introduced in the Second
13 Regular Session of a Legislature shall be numbered consecutively
14 with the last bill and joint resolution, respectively, introduced in
15 the First Regular Session of the same Legislature.

16 (b) Simple and concurrent resolutions introduced in the Second
17 Regular Session of a Legislature shall be numbered consecutively
18 with the last simple and concurrent resolution, respectively,
19 introduced in the First Regular Session of the same Legislature.

20 6.4 - Introduction

21 (a) All bills and resolutions shall be accompanied by the name
22 or names of the member or members introducing the bill or
23 resolution, shall have a title stating the subject matter contained
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1 therein and shall include the request number assigned to the bill or
2 resolution by the staff of the House.

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

7 (c) The provisions of paragraph (b) of this section shall not
8 apply to:

9 1. measures containing budgetary matters of which the principal
10 author is the Chairperson of the Appropriations and Budget Committee
11 of the House;

12 2. measures related to legislative apportionment of which the
13 principal author is the Chairperson of the Redistricting Committee
14 of the House;

15 3. bills introduced for the purpose specified in Section 23.1
16 of Title 75 of the Oklahoma Statutes;

17 4. measures introduced for the purpose of disapproving or
18 approving agency rules pursuant to the Administrative Procedures
19 Act;

20 5. bills introduced for the purpose of implementing the
21 Oklahoma Sunset Law;

22 6. bills that only repeal or delete, without substantive
23 replacement, provisions of the Oklahoma Statutes;

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- 1 7. bills that carry over from the First Regular Session to the
2 Second Regular Session pursuant to Rule 6.9;
3 8. simple or concurrent resolutions; and
4 9. any other measure authorized by the Speaker.

5 6.5 - Coauthors

6 (a) Principal Author - A House bill or resolution may have
7 only one Principal Author and shall be the Member that is listed as
8 the principal author on a bill or resolution.

9 (b) Author - An Author is a Member who authors a House bill or
10 resolution prior to the introduction of the House bill or
11 resolution.

12 (c) Coauthor - A Coauthor is a Member who authors a House bill
13 or resolution after the introduction of the House bill or
14 resolution.

15 6.6 - Principal Senate Author of a House Bill or Resolution

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

21 (b) No bill or resolution lacking a principal Senate author
22 shall be scheduled for Floor consideration, unless authorized by the
23 Speaker, except that the withdrawal of the principal Senate author,
24 after the bill or resolution is scheduled for Floor consideration,

1 shall not preclude the House from considering the bill or
2 resolution.

3 6.7 - Procedures Governing Simple and Concurrent Resolutions

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

8 1. resolutions requesting information from any of the executive
9 or judicial departments, from county and municipal officers, or from
10 corporate entities or persons; or

11 2. resolutions giving rise to debate.

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

14 1. resolutions relating to business immediately before the
15 House;

16 2. resolutions relating to business of the day on which they
17 may be offered;

18 3. resolutions reported from the House Rules Committee
19 proposing adoption of a special rule or rules; or

20 4. resolutions relating to adjournment or recess.

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

23 (d) A motion to amend shall be in order immediately but
24 amendments proposed to simple and concurrent resolutions shall be

1 electronically submitted to the Office of the Clerk prior to
2 consideration by the House.

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

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

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

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

16 6.8 - Final Action

17 (a) The following action shall constitute final action on any
18 bill or resolution:

19 1. committee recommendation of "Do Not Pass";

20 2. if a motion to reconsider the vote on Third Reading or
21 Fourth Reading fails to prevail or expires;

22 3. if a motion to table the motion to reconsider prevails; or

23 4. if a vote is taken on Third Reading or Fourth Reading and no
24 notice is served to reconsider the vote.

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

5 6.9 - Carry-over Bills and Joint Resolutions

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

12 6.10 - Special or Local Laws

13 (a) The House of Representatives shall not consider proposed
14 local or special legislation on subjects prohibited by the Oklahoma
15 Constitution.

16 (b) No special or local law shall be considered by the House of
17 Representatives unless passage of a general law would be
18 ineffective.

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

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

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

5 2. The notice shall state in substance the contents of the
6 proposed law;

7 3. Verified proof of such publication as required by this
8 section shall be filed with the Office of the Oklahoma Secretary of
9 State; and

10 4. Verified proof of such publication as required by this
11 section shall be published in the House Journal no later than the
12 legislative day prior to the day the measure is considered on the
13 House Floor.

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

17 6.11 - Revenue-Raising Measures

18 (a) A bill or joint resolution under consideration by the House
19 shall be presumed not to be a revenue-raising measure within the
20 meaning of Article V, Section 33 of the Oklahoma Constitution unless
21 the bill or joint resolution has been designated as a revenue-
22 raising measure by the Majority Floor Leader.

23 (b) Prior to consideration of a bill or joint resolution
24 designated as a revenue-raising measure pursuant to this section,

1 the Majority Floor Leader shall rise and announce to the full House
2 the designation of the bill or joint resolution as a revenue-raising
3 measure and the announcement shall be published in the House
4 Journal.

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

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

13 RULE SEVEN

14 COMMITTEES

15 IN GENERAL

16 7.1 - Definitions

17 (a) A standing committee is a committee appointed by the
18 Speaker of the House pursuant to Rule 1.8 which continues as a
19 distinct entity for the duration of the biennium unless dissolved by
20 the Speaker.

21 (b) A standing subcommittee is a subcommittee appointed by the
22 Speaker of the pursuant to Rule 1.8 which exercises oversight or
23 other specific authority assigned to it by the Speaker and reports
24 directly to a standing committee.

1 (c) A special committee is a committee appointed by the Speaker
2 of the House pursuant to Rule 1.8 which carries out a particular
3 task defined at the time of the committee's creation and
4 appointment. Upon completion of the task assigned to the special
5 committee, the special committee is immediately dissolved.

6 (d) A conference committee is a committee tasked with resolving
7 differences between the House of Representatives and the Senate. A
8 conference committee consists of members from both chambers with the
9 House members of a conference committee being appointed by the
10 Speaker of the House pursuant to Rule 1.9.

11 7.2 - Open Meetings

12 All meetings of all committees shall be open to the public,
13 subject to the authority of the chairperson to maintain order and
14 decorum. A chairperson, with the approval of the Speaker, may close
15 a committee meeting or portion thereof, and the record of such
16 meeting may not disclose the identity of the witness appearing
17 before the committee, if necessary to preserve physical security,
18 including the protection of a witness.

19 7.3 - Timing, Location, and Deadlines of Meetings

20 (a) The Speaker of the House, or designee, shall determine the
21 dates for committee deadlines within the General Order periods of
22 the biennium.

23 (b) Committees shall meet at the call of the committee Chair
24 within the dates, times, and locations designated by the Speaker.

1 (c) No committee shall sit during a floor session of the House
2 without special leave from the Speaker.

3 CHAPTER A. STANDING AND SPECIAL COMMITTEES

4 7.4 - Authority of the Chair

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

7 (b) Chairpersons shall ensure the efficient operation of the
8 committees or subcommittees. Such authority shall include:

9 presiding over the committees or subcommittees, establishing the
10 calendar for the committees or subcommittees, recognition of members
11 or presenters, deciding all questions of procedure in the committees
12 or subcommittees, subject to appeal, and determining the order in
13 which legislation is considered in a committee or subcommittee.

14 Consent calendars shall not be utilized in committees or
15 subcommittees.

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

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

1 (e) The chairperson shall cause to be created an official
2 report recording the ayes and the nays as required by Rule 7.7.

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

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

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

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

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

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

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

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

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

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

1 provision within Mason's Manual of Legislative Procedure, the House
2 Rule shall control.

3 (p) Any member may rise to a point of order against any other
4 member when, in the member's opinion, such member is proceeding out
5 of order. The member raising the point of order must cite the
6 specific rule the member believes is in conflict. Such point of
7 order shall be decided by the presiding officer without debate.

8 (q) The decisions of the Chair on questions of procedure and
9 points of order shall be subject to appeal as follows:

- 10 1. an appeal must be lodged immediately;
- 11 2. an appeal shall not be raised by anyone other than a member
12 of the committee or subcommittee wherein such a question arises;
- 13 3. an appeal must be seconded by two other members of the
14 committee or subcommittee to receive further consideration;
- 15 4. all appeals shall be decided without debate, except that the
16 member taking said appeal shall be afforded one (1) minute in which
17 to state the reasons for the member's appeal and the Chair may state
18 the reasons for the Chair's decision; and
- 19 5. no ruling of the Chair shall be overturned except upon a
20 majority of the members of the committee or subcommittee voting in
21 the negative upon the question: "Shall the decision of the Chair be
22 the decision of the committee [or subcommittee]".

23 (r) The chairperson of a full committee may refer to a
24 subcommittee or reassign from a subcommittee any legislation,

1 proposal or inquiry; provided, however, no subcommittee shall be
2 permitted to report directly to the House, but rather shall report
3 to the full committee.

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

8 (t) The committee or subcommittee chairperson shall sign all
9 reports required or permitted by these Rules. The committee
10 chairperson shall sign all subpoenas as permitted by Rule 7.13, but
11 shall not sign any subpoena prior to signature by the Speaker of the
12 House.

13 7.5 - Notice of Meetings

14 (a) All committees and subcommittees shall provide at least
15 forty-eight (48) hours notice of a meeting. Notice of the meeting
16 shall be published through an appropriate public medium such as the
17 House website or electronic mail, unless notice requirement is
18 waived by the Speaker.

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

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 Rule 7.4(s).

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

19 7.7 - Voting

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

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

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

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

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

16 7.8 - Committee Recommendations

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

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

1 committee, unless the bill or resolution is placed directly on the
2 House Calendar by the Speaker or is discharged pursuant to Rule 7.7
3 or 7.12.

4 7.9 - Final Action

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

9 7.10 - Petition for Committee Hearing

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

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

24 7.11 - Bill Summary

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

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

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

24

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,
8 the principal House author may consult with such employees as
9 needed.

10 7.12 - Discharge from Committee

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

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

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

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

6 (e) The Speaker of the House, or designee, shall not place a
7 bill or resolution on the daily House floor agenda if the discharge
8 petition pertaining to the bill or resolution was filed after 12:00
9 noon on the Tuesday immediately prior to the final date for Third
10 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
6 by 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 Rule 1.9.

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, except as otherwise
9 specifically provided for in these Rules.

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,
14 times, 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 RULE EIGHT

1 LEGISLATIVE PROCESS

2 CHAPTER A. FIRST AND SECOND READING

3 8.1 - Reading Defined

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

7 8.2 - First Reading

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

11 8.3 - Second Reading

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

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

21 (c) Measures lacking substantive language shall be assigned to a
22 committee designated to receive them and prior to being scheduled
23 for a committee hearing, substantive language must be electronically
24 filed, unless waived by the Speaker.

1 (d) No bill or joint resolution on First or Second Reading
2 shall be subject to amendment or debate.

3 8.4 - Management of Legislation and Committee Deadlines

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

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

15 (d) Upon adoption by the House of a motion to commit any
16 measure to the House Rules Committee, a measure so committed shall
17 not be subsequently returned by the Rules Committee with a favorable
18 recommendation unless accompanied by a Special Rule adopted pursuant
19 to Rule 8.5 prescribing how the measure will be considered by the
20 House. A measure so returned shall not be taken up for
21 consideration prior to the Special Rule required herein being
22 adopted by the House.

23 CHAPTER B. BILLS AND JOINT RESOLUTIONS ON GENERAL ORDER

24 8.5 - Special Rules

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

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

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

12 8.6 - Special Orders

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

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

21 8.7 - Reading and Explanation

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

1 (b) The member presenting a bill or joint resolution shall be
2 allowed a reasonable length of time in which to explain the bill or
3 resolution, but said explanations shall not include a discussion of
4 the merits of the proposition.

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

8 (d) In such case where no main floor amendment shall be timely
9 filed as defined in Rule 8.8 (b) or where no main floor amendments
10 shall be offered except those amendments permitted under Rule 8.8
11 (f) and (g), such measure shall become eligible for floor
12 consideration upon the expiration of the deadline set forth in Rule
13 8.8 (b).

14 8.8 - Amendments

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

18 (b) A main floor amendment must be filed no later than twenty-
19 four (24) hours after a bill or joint resolution is initially
20 published on the Floor Calendar, to be eligible for consideration.

21 (c) An amendment to a main floor amendment must be filed no
22 later than forty-eight (48) hours after a bill or joint resolution
23 is initially published on the Floor Calendar, to be eligible for
24 consideration.

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

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

8 (f) The Chairperson of the Rules Committee or the Majority
9 Floor Leader shall be permitted to offer amendments to strike the
10 Title or the Enacting or Resolving Clause of measures not affecting
11 revenue or appropriations. Amendments offered under this paragraph
12 shall not be subject to the time constraints established by
13 paragraphs (b) and (c) of this section.

14 (g) The Chairperson of the Appropriations and Budget Committee,
15 or the Vice-chairperson of the Appropriations and Budget Committee
16 in the absence of the Chairperson, shall be permitted to offer
17 amendments to strike the Title or the Enacting or Resolving Clause
18 of measures affecting revenue or appropriations. Amendments offered
19 under this paragraph shall not be subject to the time constraints
20 established by paragraphs (b) and (c) of this section.

21 (h) In the event a bill or joint resolution is published on the
22 Floor Calendar and then subsequently removed while time remains for
23 filing floor amendments as provided in this Rule, such bill or joint
24 resolution, if published again on the Floor Calendar, shall not be

1 considered by the House until the remaining time for filing floor
2 amendments is concluded.

3 (i) When considering a measure section by section pursuant to
4 Rule 8.7(a), a motion to strike a section when such section is under
5 individual consideration shall not be subject to the time
6 constraints established by this Rule for consideration of regularly
7 filed floor amendments.

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

12 8.9 - Consideration and Presentation

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

16 (b) The adoption of an amendment to a section shall not
17 preclude further amendment of that section so long as subsequent
18 amendments do not purport to amend the same language previously
19 amended. If a bill is being considered section by section or item
20 by item, only amendments to the section or item under consideration
21 shall be in order.

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

1 (d) The body of a bill or joint resolution shall not be defaced
2 or interlined, but all proposed amendments shall be separately
3 submitted, noting the page and line, and shall be considered timely
4 filed only if the principal author of the amendment has
5 electronically submitted such amendment in completed form to the
6 Office of the Clerk within the time constraints provided in Rule 8.8
7 (b) and (c).

8 8.10 - Floor Substitutes

9 The House of Representatives shall not consider any amendment to
10 a main floor amendment offered in the form of a floor substitute.
11 An amendment to a main floor amendment shall be deemed a floor
12 substitute only if adoption of the proposed amendment to a main
13 floor amendment would result in replacement of all sections of the
14 measure in question other than the section containing the effective
15 date or emergency clause.

16 8.11 - Amendment of General Appropriations Bill

17 Whenever an amendment is offered to a General Appropriations
18 Bill that would increase any line item of such bill, such amendment
19 shall show the amount by line item of the increase and shall
20 decrease a line item or items within the same bill in an amount or
21 amounts equivalent to or greater than the increase required by the
22 amendment.

23 8.12 - Amendment Summary

24

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

13 (b) Except as may be otherwise required by the Oklahoma Pension
14 Legislation Actuarial Analysis Act, all amendments to bills or joint
15 resolutions affecting any retirement system authorized by law shall
16 be accompanied by a summary which shall include an estimate and
17 actuarial analysis of the present and future fiscal implications of
18 passage of the amended bill. The estimate and actuarial analysis
19 contained in the summary shall be prepared by an actuary engaged by
20 the House of Representatives.

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

24 8.13 - Germaneness of House Amendments

1 The House shall not consider any proposed amendment not germane
2 to the subject of the House bill or resolution. An amendment to a
3 main amendment must be germane to both the main amendment and the
4 measure which it purports to amend.

5 8.14 - Amendments Out of Order

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

18 8.15 - Reconsideration

19 A motion to reconsider any vote on the adoption or rejection of
20 an amendment, or the adoption or rejection of a section of any bill
21 or joint resolution, may be made by any member prior to the
22 advancement of such measure from General Order, which motion shall
23 be subject to debate. The motion to reconsider may be laid on the
24 table without affecting the question in reference to which the

1 motion is made thereby resulting in a final disposition of the
2 motion.

3 8.16 - Motion to Commit

4 A motion may be made during the reading or consideration of any
5 bill or joint resolution on General Order to commit the bill to a
6 standing or special committee, with or without instructions. A
7 motion to commit with instructions shall be electronically submitted
8 to the Office of the Clerk prior to consideration by the House.

9 8.17 - Motion to Advance from General Order

10 A motion to advance a bill or joint resolution from General
11 Order shall not be in order until all opportunities provided by this
12 Rule for filing proposed amendments shall be afforded the House.
13 Once a motion to advance from General Order has been adopted, the
14 bill or resolution shall be considered engrossed and on Third
15 Reading.

16 CHAPTER C. BILLS AND JOINT RESOLUTIONS ON THIRD

17 READING OR FOURTH READING

18 8.18 - Consideration and Debate

19 (a) After Third Reading or Fourth Reading of a bill or joint
20 resolution, the presiding officer shall put the question in the
21 following manner: "The Question Before the House is, shall the Bill
22 or Joint Resolution Pass?"
23
24

1 (b) After Third Reading or Fourth Reading but before the vote
2 is ordered, unless prohibited by Rule 8.21, the question shall be
3 subject to debate.

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

8 (d) As governed by paragraph (b) of this section, debate shall
9 be limited to ten (10) minutes, equally divided between the
10 proponents and opponents of the question, provided that no member
11 may speak for more than one (1) minute, if the measure lacks a title
12 or enacting clause.

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

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

20 8.19 - Amendments

21 No bill or joint resolution on Third or Fourth Reading shall be
22 subject to amendment.

23 8.20 - Consideration of Emergency Clause

24

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

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

12 8.21 - Consideration of Conference Committee Reports

13 (a) Motions to accept or reject Senate amendments or to adopt
14 or reject conference committee reports may be arranged on a calendar
15 or upon such calendars as may be directed by the Speaker of the
16 House, or designee.

17 (b) The House shall not consider adoption of a conference
18 committee report or a joint committee report until a majority of
19 both the House and Senate members constituting the conference
20 committee or joint committee have adopted or signed the report. Ex
21 officio members of a House conference committee may electronically
22 sign a conference committee report and shall count towards a
23 majority of signatures as required by this paragraph; however, such
24 ex officio members shall not be included when calculating the number

1 of signatures required to constitute a majority of the membership of
2 a House conference committee.

3 (c) The House shall not consider a motion to adopt a Senate
4 amendment, a House conference committee report, or a House joint
5 committee report unless it is limited to matters germane to the bill
6 or resolution.

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

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

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

19 8.22 - Transparency in Conference

20 (a) A summary of the changes contained in a conference
21 committee report shall be made available prior to consideration of
22 the report by the House.

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

1 (c) A conference committee report may be considered for
2 adoption only if said report has been published on the joint
3 conference calendar twenty-four (24) hours before consideration of
4 the report.

5 (d) A motion to reject a joint committee report with
6 instructions or a motion to reject a conference committee report
7 with instructions shall not be considered unless said instructions
8 are electronically submitted to the Clerk of the House prior to the
9 time the principal House author of the measure is initially
10 recognized to present the joint committee report or the conference
11 committee report to the House of Representatives.

12 RULE NINE

13 CHAMBER PROTOCOL

14 9.1 - Daily Order of Business

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

17 1. Roll Call;

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

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

23

24

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
18 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 one (1)
11 minute within which to state the reasons for the member's appeal and
12 the Chair may state the reasons for the Chair's decision. The
13 member's appeal must relate to the decision in question and may not
14 pertain to the merits of any matter or legislation not related to
15 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 (j) While a question is pending, Members are prohibited from
2 referencing visitors in the House Gallery.

3 9.3 - Procedure

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

8 (b) As governed by Rules 6.7 (e), 7.6 (d), 8.13, and 8.21 (c),
9 the House shall not consider in either session of the current
10 Legislature any measure originating in the House of Representatives
11 if said measure has been amended by the insertion of matter not
12 germane to the subject of the bill or resolution. Points of order
13 related to germaneness must be raised at the time the amendment is
14 considered.

15 9.4 - Debate

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

22 (b) When a debatable question is before the House, any member
23 may move that the time for debate on such question be extended. For
24

1 adoption, such motion need only receive a majority of those voting,
2 a quorum being present.

3 (c) No member debating any question shall be interrupted by
4 questions until said member has finished the member's remarks, and
5 all time taken in asking and answering questions shall be deducted
6 from the time allotted to said member.

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

10 9.5 - Privileges

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

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

22 9.6 - Voting and Division

23 (a) The electronic voting machine shall be used to record the
24 vote whenever the ayes and nays are required or ordered. The

1 machine shall also be used to determine the presence of a quorum, or
2 to determine the numerical count where a division is requested and
3 ordered. In the event the machine is not operating properly, all
4 votes and determinations of quorums may be taken by calling the
5 roll. If a member's voting device is out of order, the member shall
6 rise and so announce to the presiding officer and cast said member's
7 vote orally prior to the declaration of the result of the vote.
8 Every member shall vote providing the member is in the Chamber at
9 the time the vote is in progress.

10 (b) The electronic voting machine shall be under the control of
11 the presiding officer and shall be operated by such clerk as the
12 presiding officer so designates. At a reasonable time prior to any
13 vote being taken, the presiding officer shall announce that a vote
14 is about to be taken. When any member other than the Speaker is
15 presiding, the member shall use the roll call switch located at the
16 presiding officer's position upon the dais. When the Speaker is not
17 presiding, the Speaker may direct the presiding officer to activate
18 the Speaker's roll call switch in the manner requested by the
19 Speaker. Any member who is present in the Chamber or is within the
20 view of the presiding officer while a vote is in progress may direct
21 another member to activate said member's roll call switch in the
22 manner requested by that member. The presiding officer, while a vote
23 is in progress, may at his or her discretion, direct the clerk to
24

1 activate another member's roll call switch if the member is within
2 the view of the presiding officer while a vote is in progress.

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

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

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

22 (f) When a division is requested and ordered, those in the
23 affirmative or the negative, as the case may be, shall cast their
24 votes accordingly and the clerk shall activate the electronic voting

1 machine so as to reflect the individual ayes and nays and the
2 numerical count, but no permanent record thereof shall be made.
3 When the vote is completed, the clerk shall advise the presiding
4 officer of the result, and the presiding officer shall announce the
5 result to the House. In the event the machine is not operating
6 properly, those in the affirmative shall arise from their seats and
7 stand until they are counted aloud by the clerk, then those voting
8 in the negative shall arise and stand until they are counted, and
9 the presiding officer shall announce the result.

10 (g) Except as provided in Rule 8.20 (b), all votes on final
11 passage of bills and resolutions, or the emergency clause thereof,
12 shall be by recorded votes. One-fifteenth (1/15) of the members
13 present, a quorum being present, may demand a recorded vote on any
14 proposition, or the presiding officer may order a recorded vote upon
15 the presiding officer's own initiative. All such recorded votes
16 shall be published in the House Journal.

17 9.7 - Conduct During Voting

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

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

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 and the measure shall be treated as if the notice had never
10 been lodged.

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

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

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

24

1 (f) On the last day of a session, no motion to reconsider shall
2 be recognized except immediately after a final vote is taken and
3 prior to the consideration of any other business. A member may move
4 to reconsider which motion shall be taken up immediately.

5 (g) For adoption, a motion to reconsider must receive a
6 majority vote of those elected to and constituting the House. Only
7 one (1) reconsideration of the final vote on a bill, resolution, or
8 emergency clause shall be allowed. Except as otherwise specifically
9 provided in Rule 8.15, no question shall be subject to
10 reconsideration in the House.

11 9.11 - Measures Vetoed By The Governor

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

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

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

1 9.12 - Quorum

2 (a) At any time during the daily sessions of the House, a
3 member recognized by the presiding officer may raise a question as
4 to the presence of a quorum. If the presiding officer cannot
5 ascertain whether or not there is a quorum, he or she shall, without
6 debate, forthwith direct that the electronic voting machine be
7 activated to determine the presence or absence of a quorum, and
8 shall announce the result.

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

16 RULE TEN

17 MOTIONS

18 10.1 - Precedence of Motions

19 Pending questions shall rank in precedence as set forth below in
20 paragraphs (a) through (e) of this section. Questions or motions
21 not listed in this section shall be treated in the same manner as
22 other motions of the same class.

23 (a) Privileged Motions
24

1 Call of the House, quorum not present (not amendable - not
2 debatable; see Rule 10.5 (c); not subject to motion to table)

3 To adjourn (not amendable - not debatable; see Rule 12.1 (b);
4 not subject to motion to table)

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

7 To recess (amendable - not debatable; not subject to motion to
8 table)

9 (b) Questions of Privilege

10 Questions and motions of privilege (as governed by Rule 9.5;
11 subject to motion to table)

12 Call of the House, quorum present (not amendable - debatable;
13 see Rule 10.5; subject to motion to table)

14 To work under the Call of the House (not amendable - debatable;
15 see Rule 10.5; subject to motion to table)

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

18 (c) Incidental Motions

19 Appeals (not amendable - not debatable, except as governed by
20 Rule 9.2; subject to motion to table)

21 Points of Order (not amendable - not debatable; not subject to
22 motion to table)

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

1 Requests for leave to withdraw a motion or question under
2 consideration (not amendable - not debatable; see Rule 10.4; not
3 subject to motion to table)

4 Suspension of the Rules (not amendable - not debatable; not
5 subject to motion to table)

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

8 Divide the Question (amendable - not debatable; subject to the
9 motion to table)

10 Method of consideration (amendable - not debatable; not subject
11 to motion to table)

12 Question of priority (not amendable - not debatable; not subject
13 to motion to table)

14 Reading of papers (not amendable - not debatable; not subject to
15 motion to table)

16 (d) Subsidiary Motions

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

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

20 To put the previous question (not amendable - not debatable; the
21 motion to put the previous question is applicable to all debatable
22 questions regardless of rank; subject to motion to table)

23 To Advance the Question (not amendable - not debatable; subject
24 to motion to table)

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

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

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

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

9 To postpone indefinitely (not amendable - debatable; subject to
10 motion to table)

11 (e) Main Motions

12 A main motion shall be defined as a substantive proposal such as
13 a bill, resolution, or any other question which requires passage,
14 adoption, rejection, approval, or disapproval by the House of
15 Representatives.

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

19 To fix the date and time to adjourn sine die (amendable -
20 debatable)

21 To reconsider (not amendable - debatable)

22 To rescind (not amendable - debatable)

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

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

1 To reject a Senate amendment with instructions (not amendable -
2 instructions not amendable - debatable)

3 To adopt a conference committee report/joint committee report
4 (not amendable - debatable)

5 To reject a conference committee report/joint committee report
6 (not amendable - debatable)

7 To reject a conference committee report/joint committee report
8 with instructions (not amendable - instructions not amendable -
9 debatable)

10 To commit with instructions (instructions amendable - debatable)

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

12 To schedule a special order (amendable only as to time -
13 debatable only as to question of setting the special order - measure
14 itself not open to debate)

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

17 10.2 - Motions in Writing

18 Every motion shall be rendered in writing as ordered by the
19 presiding officer and may be read by the clerk before debate or vote
20 if so ordered by the presiding officer. All motions shall be put by
21 the presiding officer prior to debate and prior to ordering the
22 vote.

23 10.3 - Vote Required for Adoption of Motions

24

1 Except as otherwise specifically required by these Rules, or
2 required by the Oklahoma Constitution, any motion, for adoption,
3 need only receive a majority of those voting, a quorum being
4 present.

5 10.4 - Withdrawal of Motions

6 (a) Except as provided in paragraph (b) of this section, prior
7 to commencement of debate thereon, or prior to action being taken
8 thereon if there be no debate, any motion may be withdrawn by the
9 member offering the motion. Otherwise, such motion may be withdrawn
10 only upon adoption of a motion to withdraw.

11 (b) When a bill or resolution is under consideration within the
12 House, the principal author or the member designated to present the
13 bill or resolution on behalf of the principal author may withdraw
14 said measure at any time prior to the vote being ordered on final
15 passage of the bill or resolution.

16 10.5 - Call of the House

17 (a) Call of the House may be moved at any time by any member,
18 but must be seconded by fifteen (15) members. If there are more
19 than three-fourths of the House present at the time the motion is
20 made, the motion must be seconded by thirty (30) members. If such
21 motion prevails, the business pending shall be suspended, the roll
22 shall be taken, and the names of the absentees ascertained. The
23 Chief Sergeant at Arms shall then be directed by the presiding
24 officer to compel the attendance of the absent members. After one

1 (1) hour has expired, the roll shall again be taken and absent
2 members noted in the Journal, and the business suspended upon the
3 roll call shall proceed. If, however, before the expiration of the
4 hour, all absent members, not otherwise excused, shall appear, the
5 business pending shall then proceed.

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

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

15 RULE ELEVEN

16 GENERAL PROVISIONS

17 11.1 - Investigations

18 (a) No special committee established for the purpose of
19 considering articles of impeachment or any other type of
20 investigation shall be formed unless first authorized by a House
21 resolution or by the Speaker.

22 (b) If authorized by House resolution, the resolution shall
23 define the duties and time period during which the committee shall
24

1 exist. Any member or members requesting the investigation shall not
2 serve as chairperson of the special committee.

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

7 11.2 - Distribution Within House of Representatives

8 (a) No object or item of literature shall be distributed on the
9 House Floor in anticipation of or while the House is meeting in
10 session except upon the sponsorship of a member of the House of
11 Representatives whose name shall appear on each individual object or
12 item of literature to be distributed.

13 (b) All objects or items of literature distributed within the
14 areas of the Capitol Building assigned to the House of
15 Representatives shall display the name of the person or entity
16 distributing such materials.

17 11.3 - Honorary Appointments

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

19 11.4 - Lobbying

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

24

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

3 11.5 - Designated Smoking Areas

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

6 11.6 - Members of the Press

7 No persons shall be admitted to the designated press area in the
8 House gallery except members, House staff authorized by the Speaker,
9 members of the press bearing permits signed by the Speaker, or
10 designee, and the chairpersons of the Capitol Press organizations
11 and guests with the written permission of the Speaker and the
12 chairpersons of the Capitol Press organizations.

13 11.7 - Legislative Records

14 (a) Records that are required to be created by these Rules or
15 that are of vital, permanent, or archival value shall be maintained
16 in the Office of the Clerk.

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

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

24

1 (d) The committee staff assigned to each existing committee
2 shall ensure compliance with this Rule for all records created or
3 received by the committee or for a former committee whose
4 jurisdiction has been assigned to the committee.

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

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

11 11.8 - Technical Corrections

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

16 (b) When engrossing or enrolling House bills or joint
17 resolutions, preparing House amendments to engrossed Senate bills or
18 joint resolutions, and when preparing committee reports, the House
19 staff is authorized to:

20 1. remove sections from a bill or joint resolution labeled as
21 amendatory but which consist entirely of existing law and contain no
22 amendments to the existing law;

23 2. incorporate amendments to sections of law in the bill or
24 joint resolution which are contained in legislation enacted

1 previously during the same legislature and amending the same
2 sections of law and repeal such previous versions of the section at
3 issue if, in the opinion of the House legal staff, the incorporation
4 of such amendments and repeal of the previous version would clearly
5 not conflict with the amendments contained in the legislation at
6 issue;

7 3. modify sections of such measures which provide for a measure
8 to become effective on July 1 or on a date earlier than ninety (90)
9 days after the date of anticipated sine die adjournment to read to
10 reflect an effective date of ninety (90) days after the date of
11 actual sine die adjournment, or to delete such sections, if the
12 emergency clause has failed to receive the required number of votes
13 for passage;

14 4. delete language in such sections of such measures which
15 provide for a measure to become effective on a date prior to such
16 engrossment or enrollment; and

17 5. draft a referendum clause and ballot title if a measure is
18 deemed a Revenue Raising measure pursuant to Rule 6.11 and is
19 adopted but fails to receive a three-fourths (3/4) vote in both
20 Chambers.

21 11.9 - Convening Restriction

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

24 11.10 - Security

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

5 RULE TWELVE

6 ADJOURNMENT OR RECESS

7 12.1 - Motion to Adjourn or Recess

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

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

15 (c) A motion to adjourn or recess shall always be in order when
16 the floor can be obtained for that purpose. When a vote is being
17 taken, a motion to adjourn or recess shall not be in order. When it
18 is apparent to the presiding officer that the motion to adjourn or
19 recess is being made for the purpose of delay and such motion has
20 been voted in the negative, within the next preceding ten (10)
21 minutes, the presiding officer, in the discretion of the presiding
22 officer, may rule the motion out of order as being dilatory.

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

1 12.2 - Absence of a Quorum

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

4 12.3 - Sine Die Adjournment

5 (a) The date and time of sine die adjournment of each Regular
6 Session of the Legislature shall be established by motion or
7 resolution except that Regular Session shall be finally adjourned
8 sine die at 5:00 p.m. on the last Friday in May of each year by
9 operation of the Oklahoma Constitution. Upon arrival of 5:00 p.m.
10 on the last Friday in May, no further business shall be conducted by
11 the House and the presiding officer shall declare the House
12 adjourned sine die.

13 (b) A Special or Extraordinary Session shall be finally
14 adjourned sine die no later than the fifteenth day succeeding the
15 General Election unless the date and time of sine die adjournment
16 shall be otherwise established by motion or resolution at an earlier
17 date and time.

18 RULE THIRTEEN

19 INTERIM STUDIES

20 13.1 - Interim Studies

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

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

3 (c) The committees shall meet as often as necessary to transact
4 effectively the business assigned to them and may continue to
5 exercise the oversight and investigatory powers granted in Rule
6 7.13.

7 13.2 - Requests for Interim Study

8 No resolution requesting or authorizing an interim study of any
9 matter or proposition by the House, or a committee thereof, shall be
10 introduced in or considered by the House. All such requests for
11 interim study shall be submitted on request forms available to any
12 member in the office of the Clerk of the House.

13 13.3 - Quorum

14 During a legislative interim, no committee shall take any final
15 action unless a quorum of the membership of the committee is
16 present.

17 13.4 - Meeting Notice

18 During a legislative interim, published notice of any interim
19 committee meeting shall be given at least ten (10) days prior to the
20 meeting. The staff of the House shall publish the meeting notices
21 required by this section. The ten-day notice requirement of this
22 section shall not apply to a committee or subcommittee meeting with
23 a Senate committee or subcommittee on an interim study assigned for
24 joint study.

1 RULE FOURTEEN

2 RULES

3 14.1 - Suspension or Amendment of Rules

4 (a) These Rules may be amended by a two-thirds (2/3) vote of
5 those elected to and constituting the House; provided, any amendment
6 to the Rules recommended by the Committee on Rules shall be
7 effective if approved by a majority of the members elected to and
8 constituting the House.

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

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

17 14.2 - Parliamentary Authorities

18 Any parliamentary questions not provided for by the Oklahoma
19 Constitution or these Rules shall be governed by the ruling of the
20 Speaker. The Speaker shall publish these substantive rulings in a
21 volume of precedents. In making his or her ruling, the Speaker may
22 rely upon, but is not bound by, these published rulings or other
23 parliamentary authorities, including, but not limited to, the latest
24 edition of Mason's Manual of Legislative Procedure.

1 Upon adoption of this resolution, The Office of the
2 Parliamentarian is authorized to correct misspelled words,
3 citations, doublets, grammatical errors, syntax, or repeated words.
4

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