

1 STATE OF OKLAHOMA

2 1st Session of the 55th Legislature (2015)

3 HOUSE
4 RESOLUTION 1004

By: Hickman

5
6 AS INTRODUCED

7 A Resolution relating to House Rules.
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11 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE 1ST SESSION OF
12 THE 55TH OKLAHOMA LEGISLATURE:

13 HOUSE RULES

14 55TH OKLAHOMA LEGISLATURE

15 STATEMENT OF AUTHORITY

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

23 RULE ONE

24 DUTIES AND RIGHTS

1 OF THE SPEAKER

2 1.1 - Convening

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

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

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

14 1.2 - Voting Rights of the Presiding Officer

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

18 1.3 - Preservation of Order and Decorum

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

1 (b) Appearances or presentations by school or other groups
2 shall not be permitted on the floor of the House during the four (4)
3 legislative days immediately preceding sine die adjournment as the
4 Speaker may designate.

5 1.4 - Referral of Legislation

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

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

13 1.5 - Speaker to Sign Bills, Resolutions and Papers

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

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

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

23 (b) The Speaker shall sign all subpoenas, ~~except as provided in~~
24 ~~subparagraph 9 of paragraph (d) of Section 7.13 of these Rules,~~

1 warrants, writs, vouchers for expenditures chargeable to the House,
2 contracts binding upon the House or other papers issued by the
3 House. The Speaker may delegate the authority to sign papers
4 authorizing payments and other papers of an administrative nature.

5 1.6 - Authorization of Counsel

6 The Speaker may authorize or engage legal counsel on behalf of
7 the House, a committee of the House, a member or former member of
8 the House in his or her legal capacity as a member, or an officer,
9 employee or agent of the House in their official capacity when the
10 Speaker determines that such action would be in the best interest of
11 the House of Representatives. Expenses incurred for legal services
12 authorized by these Rules may be paid upon approval of the Speaker.

13 1.7 - Supervision of the House

14 (a) The Speaker shall have general supervision over the Hall of
15 the House and the areas of the Capitol building assigned to the
16 House of Representatives.

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

19 (c) The Speaker may reserve a portion of the gallery for former
20 members of the House, former members of the Senate and the families
21 of members of the House and their guests.

22 1.8 - Standing, Special and Joint Committees

23

24

1 (a) The Speaker shall create, abolish and establish the
2 jurisdiction of all standing committees, special committees and
3 subcommittees of the House of Representatives.

4 (b) The Speaker shall appoint the chairpersons and vice-
5 chairpersons of all standing committees, special committees and
6 subcommittees of the House of Representatives and shall appoint the
7 cochairpersons and co-vice-chairpersons from the House for any joint
8 committees of the Legislature.

9 (c) The Speaker shall appoint the membership of all standing
10 committees, special committees and subcommittees of the House of
11 Representatives and shall appoint the members constituting the
12 House's delegation to any joint committees of the Legislature.

13 (d) All chairpersons, cochairpersons, vice-chairpersons, co-
14 vice-chairpersons and members of any House committee, subcommittee
15 or joint committee shall serve at the pleasure of the Speaker.

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

18 1.9 - Conference Committees

19 (a) The Speaker shall appoint conference committees as the
20 Speaker determines to be necessary.

21 (b) Upon creation of a standing conference committee, the
22 Speaker shall appoint the chairperson, vice-chairperson and
23 membership of the standing conference committee.

24

1 (c) The Speaker shall be an ex officio voting member of all
2 standing conference committees.

3 RULE TWO

4 SPEAKER PRO TEMPORE

5 2.1 - Convening

6 (a) In the absence of the Speaker, the Speaker Pro Tempore, as
7 presiding officer, shall convene the House of Representatives on the
8 day and at the hour to which the House was adjourned on the previous
9 legislative day.

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

13 (c) In the absence of the Speaker, the Speaker Pro Tempore may
14 designate any other member of the House to serve as the presiding
15 officer, but such designation shall not last beyond that day's
16 adjournment.

17 2.2 - Duties

18 (a) The Speaker Pro Tempore shall perform the duties of Speaker
19 in the absence of the Speaker.

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

22 (c) The Speaker Pro Tempore shall be an ex officio voting
23 member of all standing conference committees.

24 2.3 - Succession

1 (a) If, while the House is meeting in regular or special
2 session, the office of Speaker becomes vacant ~~because of removal~~
3 ~~from office, death, resignation or other disability of the person~~
4 ~~holding that office, then~~ fifteen (15) calendar days or more prior
5 to the date of sine die adjournment, the Speaker Pro Tempore shall
6 serve as ~~acting~~ Acting Speaker of the House until ~~such time as the~~
7 ~~disability is removed or~~ a new Speaker is elected, which election
8 shall be set by the Acting Speaker and shall be carried out no later
9 than fifteen (15) calendar days after the day of the vacancy. If
10 the office of Speaker becomes vacant less than fifteen (15) calendar
11 days prior to the date of sine die adjournment, the Speaker Pro
12 Tempore shall accede to the office of Speaker of the House
13 continuing as Speaker until the conclusion of the present term of
14 office, as established in 14 O.S., Section 137, unless the House
15 shall decide otherwise by electing another member Speaker of the
16 House pursuant to Article V, Section 29 of the Oklahoma
17 Constitution. In the event the office of Speaker becomes vacant
18 after the organizational session required in Article V, Section 26
19 of the Oklahoma Constitution but before the first Monday in February
20 of the same year, no election for the office of Speaker shall be
21 held prior to the time the House convenes at twelve o'clock noon on
22 the first Monday in February.

23 (b) When only acting as Speaker pursuant to paragraph (a) of
24 this section, the Speaker Pro Tempore shall not exercise the powers

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

14 (c) If the House is not meeting in regular or special session
15 and the office of Speaker becomes vacant ~~because of removal from~~
16 ~~office, death, resignation or other disability of the person holding~~
17 ~~that office, then the Speaker Pro Tempore shall be considered the~~
18 ~~Speaker of the House~~ due to death or resignation, the Speaker Pro
19 Tempore shall become Speaker of the House and shall be authorized to
20 exercise all authority granted to the Speaker of the House under law
21 or by House or Joint Rule including, but not limited to, the powers
22 of appointment and inclusion in the line of succession to the ~~Office~~
23 office of Governor as provided by Article VI, Section 15 of the
24 Oklahoma Constitution.

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

8 (e) The Speaker Pro Tempore, upon becoming Speaker of the House
9 by operation of paragraph (c) of this section, shall take the oath
10 of ~~Office~~ office as Speaker of the House and shall file said oath
11 with the ~~Office~~ office of the Secretary of State.

12 (f) If the Speaker shall become incapable of performing the
13 duties pertaining to the office of Speaker of the House for reasons
14 other than death or resignation, when the House is not meeting in
15 regular or special session, the powers and duties of the Speaker of
16 the House shall be discharged by the Speaker Pro Tempore as Acting
17 Speaker until the incapacity shall cease. When acting as Speaker
18 pursuant to this provision, the Speaker Pro Tempore shall not
19 exercise the Speaker's powers of appointment nor shall the Speaker
20 Pro Tempore be included in the line of succession to the office of
21 Governor, as provided by Article VI, Section 15 of the Oklahoma
22 Constitution, unless he or she transmits a written declaration
23 establishing the nature of the Speaker's incapacity to perform the
24 duties of the office of Speaker of the House to the members of the

1 House of Representatives and the Clerk of the House. Upon receipt
2 of such a written declaration, the Clerk of the House shall notify
3 the President Pro Tempore of the Senate, the Governor and the Chief
4 Justice of the Oklahoma Supreme Court. Thereafter, when the elected
5 Speaker transmits to the Speaker Pro Tempore and the Clerk of the
6 House his or her written declaration that no such incapacity exists,
7 he or she shall resume the powers and duties of the office of
8 Speaker of the House.

9 (g) Regardless of whether the House is in session, whenever the
10 elected Speaker transmits to the Speaker Pro Tempore and the Clerk
11 of the House a written declaration that he or she is unable to
12 discharge the powers and duties of the office of Speaker of the
13 House, and until he or she transmits to them a written declaration
14 to the contrary, such powers and duties shall be discharged by the
15 Speaker Pro Tempore as Acting Speaker. Upon receipt of such a
16 written declaration, the Clerk of the House shall notify the members
17 of the House of Representatives, the President Pro Tempore of the
18 Senate, the Governor and the Chief Justice of the Oklahoma Supreme
19 Court. Thereafter, when the Speaker transmits to the Speaker Pro
20 Tempore and the Clerk of the House his or her written declaration
21 that no inability exists, he or she shall resume the powers and
22 duties of the office of Speaker of the House. When acting as
23 Speaker pursuant to this provision, the Speaker Pro Tempore shall
24 not exercise the Speaker's powers of appointment nor shall the

1 Speaker Pro Tempore be included in the line of succession to the
2 office of Governor, as provided by Article VI, Section 15 of the
3 Oklahoma Constitution.

4 RULE THREE

5 HOUSE OFFICERS AND EMPLOYEES

6 3.1 - Employment by House

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

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

12 (c) The Speaker has the right at any time to transfer any
13 employee to another department or discharge any employee of the
14 House without cause.

15 3.2 - Clerk of the House

16 (a) The Clerk of the House, under the direction of the Speaker,
17 shall have general charge and supervision over the legislative
18 procedure of the House.

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

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

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 same is kept in order and at
7 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 Speaker of the House shall appoint a parliamentarian
15 who shall assist the presiding officer in the making of
16 parliamentary rulings.

17 (b) The parliamentarian shall, at the direction of the Speaker,
18 assist the Speaker in publishing a volume of substantive
19 parliamentary rulings.

20 3.5 - Chaplain

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

1 3.6 - Pages

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

4 RULE FOUR

5 MEMBERS

6 4.1 - Member Defined

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

9 4.2 - Disclosure of Personal or Private Interest

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

15 4.3 - Absence of Members

16 No member shall be absent from the session of the House without
17 leave.

18 4.4 - Decorum

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

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

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

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

9 (e) When the House is in session all members shall, while in
10 the Chamber, be appropriately dressed, with men in jackets and ties
11 and women in dresses or skirts or pants worn with a jacket or
12 sweater and shall conduct themselves in a manner becoming a member
13 of the House of Representatives.

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

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

21 (h) Use of tobacco products, including smoking, dipping or
22 sniffing snuff, shall not be permitted at any time in the Chamber,
23 as governed by Section 11.6 of these Rules.

24

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

4 4.5 - Service of Process

5 Upon being presented with any service of legal process
6 pertaining to the House of Representatives itself or to an
7 individual member of the House of Representatives in his or her
8 official capacity, the member or employee so approached shall inform
9 the Speaker of the House and the House General Counsel prior to
10 attempting to respond.

11 RULE FIVE

12 PRIVILEGES OF THE FLOOR AND THE ANTEROOMS

13 5.1 - Floor Privileges

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

- 16 1. members of the House;
- 17 2. members of the Senate;
- 18 3. former members of the House except as otherwise provided in
19 Section 5.3 of this Rule;
- 20 4. the Governor;
- 21 5. employees of the House and Senate as designated by the
22 Speaker; and
- 23 6. children or grandchildren of members for the purpose only of
24 introduction from the member's desk.

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

5 5.2 - Anterooms of the House Chamber

6 While the House is in session, no persons other than those
7 entitled to privileges of the Floor, members of the immediate
8 families of House members and House employees authorized by the
9 Speaker shall be admitted to the House Lounge and anteroom located
10 at the west end of the House Floor or into the anteroom located at
11 the east end of the House Floor, except at the express invitation of
12 a member.

13 5.3 - Former Members

14 Except as authorized by the Speaker, no former member of the
15 House or Senate who is an officer or employee in the executive
16 branch of state government or who is registered or required to be
17 registered as a lobbyist under the Ethics Commission Act shall be
18 entitled to privileges of the Floor when the House is convened in
19 session.

20 5.4 - House Parking

21 When the House is convened in regular or special session, no
22 registered lobbyist under the Ethics Commission Act shall be
23 permitted to park in the parking areas of the Capitol grounds
24 allocated to the House of Representatives.

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

5 6.3 - Numbering

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

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

14 6.4 - Introduction

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

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

1 (c) The provisions of paragraph (b) of this section shall not
2 apply to:

3 1. measures containing budgetary matters of which the principal
4 author is the Chairperson of the Appropriations and Budget Committee
5 of the House;

6 2. bills introduced for the purpose specified in Section 23.1
7 of Title 75 of the Oklahoma Statutes;

8 3. measures introduced for the purpose of disapproving or
9 approving agency rules pursuant to the Administrative Procedures
10 Act;

11 4. bills introduced for the purpose of implementing the
12 Oklahoma Sunset Law;

13 5. bills that only repeal or delete, without substantive
14 replacement, provisions of the Oklahoma Statutes;

15 6. simple or concurrent resolutions; and

16 7. any other measure authorized by the Speaker.

17 6.5 - Coauthors

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

21 6.6 - Principal Senate Author of a House Bill or Resolution

22 (a) While a House bill, joint resolution or concurrent
23 resolution is within the physical control of the House, the
24 principal House author of the bill or resolution shall have full and

1 complete discretion in determining who the principal Senate author
2 of the bill or resolution shall be.

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

8 6.7 - Procedures Governing Simple and Concurrent Resolutions

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

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

16 2. resolutions giving rise to debate.

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

19 1. resolutions relating to business immediately before the
20 House;

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

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

1 4. resolutions relating to adjournment or recess.

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

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

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

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

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

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

21 6.8 - Final Action

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

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

- 1 2. if a motion to reconsider the vote on Third Reading or
2 Fourth Reading fails to prevail;
3 3. if a motion to table the motion to reconsider prevails; or
4 4. if a vote is taken on Third Reading or Fourth Reading and no
5 notice is served to reconsider the vote.

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

10 6.9 - Carry-over Bills and Joint Resolutions

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

17 6.10 - Special or Local Laws

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

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

24

1 (c) Prior to consideration of special or local legislation in
2 the House of Representatives:

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

7 2. the notice shall state in substance the contents of the
8 proposed law; and

9 3. verified proof of such publication as required by this
10 section shall be filed with the Office of the Oklahoma Secretary of
11 State.

12 RULE SEVEN

13 COMMITTEES

14 IN GENERAL

15 7.1 - Definitions

16 (a) A standing committee is a committee appointed by the
17 Speaker of the House pursuant to Section 1.8 of these Rules which
18 continues as a distinct entity for the duration of the biennium
19 unless dissolved by the Speaker pursuant to the same authority.

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

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

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

12 7.2 - Open Meetings

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

20 7.3 - Timing And Location Of Meetings

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

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

1 CHAPTER A. STANDING AND SPECIAL COMMITTEES

2 7.4 - Authority Of The Chair

3 (a) ~~The committee or subcommittee chairperson shall sign all~~
4 ~~vouchers or reports required or permitted by these Rules. All~~
5 ~~standing and special committees and subcommittees shall be governed~~
6 ~~by the House Rules applicable to committee proceedings.~~

7 (b) ~~Except as otherwise provided in these Rules, the~~
8 ~~chairperson has all authority necessary to~~ Chairpersons shall ensure
9 the efficient operation of the ~~committee~~ committees or
10 subcommittees, ~~including, but not limited to,~~ Such authority shall
11 include: presiding over the ~~committee~~ committees or subcommittees,
12 establishing the calendar for the ~~committee~~ committees or
13 subcommittees, recognition of members or presenters, deciding all
14 questions of ~~order~~ procedure in ~~committee~~ the committees or
15 subcommittees, subject to appeal, and determining the order in which
16 ~~matters are~~ legislation is considered in a committee or
17 ~~subcommittees~~ subcommittee. ~~All standing and special committees and~~
18 ~~subcommittees shall be governed by the House Rules applicable to~~
19 ~~committee proceedings.~~

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

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

4 ~~(e) When considering legislation or conducting other business,~~
5 ~~the chairperson, committees and subcommittees shall observe the~~
6 ~~following procedures:~~

7 ~~1. the~~ The chairperson shall cause to be created an official
8 report recording the ayes and the nays as required by Section 7.7 of
9 this Rule~~.~~.

10 ~~2. no~~ (f) No person shall address the committee or
11 subcommittee unless first recognized by the chairperson for that
12 purpose~~.~~.

13 ~~3. all~~ (g) All motions offered in a committee or a
14 subcommittee meeting shall require a second to receive further
15 consideration~~.~~.

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

23 ~~5. if and when~~ (i) When a bill or resolution is taken up for
24 consideration, the principal House author or another member

1 designated by the principal House author shall be recognized for
2 explanation of the bill or resolution if he or she so desires~~†~~. In
3 the event the chairperson of the committee is presenting the measure
4 under consideration, the chairperson shall not also preside over the
5 committee while his or her bill or resolution is under
6 consideration.

7 ~~6.—the~~ (j) The House author shall be given the opportunity to
8 answer questions put by members of the committee or other persons
9 recognized by the chairperson~~†~~.

10 ~~7.—the~~ (k) The chairperson shall provide opportunity for
11 presentation of amendments to the bill or resolution by the House
12 author, any member of the committee, or any other member of the
13 House, as governed by Section 7.6 of this Rule~~†~~.

14 ~~8.—amendments~~ (l) Amendments shall be considered in the order
15 they appear in the bill or resolution, or in the order they are
16 presented to the committee. The chairperson shall resolve any
17 conflict resulting from claimed priority of presentation~~†~~.

18 ~~9.—the~~ (m) The author of an amendment shall explain the
19 amendment and be afforded the opportunity to answer questions about
20 the amendment put by members of the committee, the author of the
21 bill or resolution or other persons recognized by the chairperson~~†~~
22 and.

23
24

1 ~~10.~~ (n) The chairperson may recognize any person for
2 comment on the proposed legislation or amendments thereto. The
3 chairperson may limit the amount of time for any such comment.

4 ~~(f)~~ (o) Any questions of procedure not provided for within
5 these Rules shall be governed by the ruling of the chairperson. In
6 making his or her ruling, the chairperson shall rely upon the latest
7 edition of *Mason's Manual of Legislative Procedure*. Where a
8 conflict exists between a provision within these Rules and a
9 provision within *Mason's Manual of Legislative Procedure*, the House
10 Rule shall control.

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

13 1. an appeal must be lodged immediately;

14 2. an appeal shall not be raised by anyone other than a member
15 of the committee or subcommittee wherein such a question arises;

16 3. an appeal must be seconded by two other members of the
17 committee or subcommittee to receive further consideration;

18 4. all appeals shall be decided without debate, except that the
19 member taking said appeal shall be afforded one (1) minute in which
20 to state the reasons for the member's appeal and the Chair may state
21 the reasons for the Chair's decision; and

22 5. no ruling of the Chair shall be overturned except upon a
23 majority of the members of the committee or subcommittee voting in
24

1 the negative upon the question: "Shall the decision of the Chair be
2 the decision of the committee [or subcommittee]".

3 (q) The chairperson of a full committee may refer to a
4 subcommittee or reassign from a subcommittee any legislation,
5 proposal or inquiry; provided, however, no subcommittee shall be
6 permitted to report directly to the House, but rather shall report
7 to the full committee.

8 ~~(g)~~ (r) Except for legislation recommended by the
9 Appropriations and Budget Committee, all legislation originating in
10 the House which is recommended by a committee to the full House
11 shall contain a complete Title and an Enacting or Resolving Clause.

12 (s) The committee or subcommittee chairperson shall sign all
13 reports required or permitted by these Rules. The committee
14 chairperson shall sign all subpoenas as permitted by Section 7.13 of
15 these Rules, but shall not sign any subpoena prior to signature by
16 the Speaker of the House.

17 7.5 - Notice Of Meetings

18 (a) All committees and subcommittees shall provide, in a manner
19 reasonably calculated to give actual notice to interested persons,
20 at least forty-eight (48) hours notice of a meeting. Notice of the
21 meeting shall be published through an appropriate public medium such
22 as the House website or electronic mail. In case of emergency, with
23 the approval of the Speaker, a meeting may be held with notice

24

1 appropriate to the circumstances. The Speaker shall announce and
2 describe the emergency in the same manner as notice is given.

3 (b) A notice shall state the date, time and place of a meeting
4 and shall include a listing and sufficient title for identification
5 of any and all bills to be considered by the committee or
6 subcommittee holding the meeting. The measure's principal author
7 and the members of the committee or subcommittee shall be provided
8 separate notice.

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

12 (d) Bills or resolutions published on a meeting notice but not
13 considered shall not be taken up in a subsequent committee meeting
14 unless said bills or resolutions are listed on the meeting notice
15 announcing the items of business to be considered in the later
16 meeting.

17 7.6 - Amendments

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

20 (b) Any member of the House may offer an amendment to any bill
21 or resolution being considered by any committee or subcommittee and
22 shall be recognized to introduce the amendment. If not a member of
23 the committee or subcommittee, a member who offers an amendment must
24 comply with the amendment filing deadline of this Rule and be

1 present at the meeting at which the amendment is considered. If the
2 member is not present, the amendment may only be considered if taken
3 up and offered by a member of the committee or subcommittee.

4 (c) Any member offering an amendment, including a member of the
5 committee or subcommittee, must submit the proposed amendment in
6 electronic form to the chairperson by 4:30 p.m. the legislative day
7 before the meeting of the committee or subcommittee. This rule may
8 be suspended for amendments submitted by members who are not members
9 of the committee or subcommittee by a vote of two-thirds (2/3) of a
10 quorum of the committee or subcommittee. The chairperson may, at
11 his or her discretion, waive or set a later deadline than contained
12 in this rule for amendments submitted by members of the committee or
13 subcommittee.

14 (d) Amendments offered to any House bill or resolution under
15 consideration by a committee or subcommittee shall be germane to the
16 subject of the introduced bill or resolution. Amendments offered to
17 any Senate bill or resolution under consideration by a committee or
18 subcommittee shall be germane to the subject of the engrossed
19 version of the Senate bill or resolution.

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

24

1 (f) When considering a measure section by section, the Title or
2 Enacting or Resolving Clause of a bill or joint resolution may not
3 be stricken except as provided in paragraph ~~(g)~~ (r) of Section 7.4
4 of this Rule.

5 (g) Amendments approved by any committee shall be incorporated
6 into the bill or resolution the same as if included in the
7 introduced bill or resolution.

8 7.7 - Voting

9 (a) All votes in committees or subcommittees shall be conducted
10 in open public meetings of that committee, except that two-thirds
11 (2/3) of the members of any standing or special committee, including
12 ex officio members, may report a bill or resolution out of committee
13 by signing a written report. If a written report is prepared by a
14 member other than the chairperson of the committee, a written notice
15 that a report is being prepared shall be given to the chairperson
16 prior to the circulation of the report for signatures.

17 (b) Only the vote on recommendation for final passage out of
18 committee to the full House concerning a bill or resolution shall be
19 by recorded vote. Recommendation for final passage out of committee
20 shall require a majority vote of a quorum of the members of the
21 committee.

22 (c) As used in this section, "recommendation for final passage
23 out of committee" means a "Do Pass", "Do Pass as Amended" or a "Do
24

1 Not Pass" motion. A "Do Pass" motion takes precedence over any
2 other motions for final passage.

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

6 7.8 - Committee Recommendations

7 (a) When any committee returns a bill or resolution with the
8 recommendation of "Do Pass" or "Do Pass as Amended", the same shall
9 be published on the House Calendar in numerical order by bill or
10 resolution number under the heading "Bills on General Order"⁷ or
11 "Joint Resolutions on General Order".

12 (b) If a committee does not return a bill or resolution with
13 the recommendation of either "Do Pass", "Do Pass as Amended" or "Do
14 Not Pass", the bill or resolution shall remain the property of the
15 committee, unless the bill or resolution is placed directly on the
16 House Calendar by the Speaker or is discharged pursuant to Section
17 7.7 or Section 7.12 of this Rule.

18 7.9 - Final Action

19 When any committee returns a bill or resolution with the
20 recommendation of "Do Not Pass", this shall constitute final action
21 only if the recommendation was adopted by a majority of the members
22 of the committee.

23 7.10 - Petition For Committee Hearing

24

1 (a) After assignment to a standing or special committee, the
2 principal author of a bill or resolution shall be entitled to have
3 such bill or joint resolution considered by a vote of the committee
4 at least four (4) legislative days prior to the final date for Third
5 Reading in either regular session. Such a petition must be
6 electronically signed by a majority of the members of the committee.
7 Ex officio members of a committee may electronically sign such
8 petitions and shall count towards the necessary signatures as
9 required by this section.

10 (b) The petitions provided for by this section shall be
11 electronically submitted to the Clerk of the House. The Clerk shall
12 determine if the petition contains the necessary signatures. If the
13 petition contains the necessary signatures, the Clerk shall forward
14 the petition to the appropriate committee chair.

15 7.11 - Bill Summary

16 ~~(a) All bills and resolutions whose adoption will have a fiscal~~
17 ~~impact, including the affecting of revenues, expenditures or fiscal~~
18 ~~liability shall not be scheduled for floor consideration unless~~
19 ~~accompanied by a bill summary which shall include a fiscal analysis.~~
20 All bills and joint resolutions shall be accompanied by a bill
21 summary and, if adoption of the measure will have a fiscal impact,
22 including the affecting of revenues, expenditures or fiscal
23 liability, the summary shall contain a fiscal analysis. The bill
24 summary shall include a description of any repealers contained in a

1 bill or joint resolution. The fiscal analysis contained within a
2 bill summary shall state the estimated increase or decrease in
3 revenues or expenditures and the present and future fiscal
4 implications of the bill, if applicable.

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

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

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

22 (e) The principal House author may publish what he or she
23 believes to be the "legislative intent" of the measure in question.
24 Such a document shall not be drafted by persons employed within the

1 Legal, Fiscal or Research Divisions of the House Staff; however, the
2 principal House author may consult with such employees as needed.

3 7.12 - Discharge From Committee

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

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

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

18 (d) Upon receipt of the discharge petition from the Clerk of
19 the House, the Speaker of the House or the Speaker's designee shall
20 place the bill or resolution on the daily House floor agenda. The
21 Clerk of the House shall cause the discharge petition, along with
22 the attached measure, to be published upon the House website.

23 (e) The Speaker of the House or the Speaker's designee shall
24 not place a bill or resolution on the daily House floor agenda if

1 the discharge petition pertaining to the bill or resolution was
2 filed after 12:00 noon on the Tuesday immediately prior to the final
3 date for Third Reading in either regular session.

4 7.13 - Oversight Powers And Responsibilities Of Committees And
5 Subcommittees

6 (a) Committees and subcommittees are authorized:

7 1. to maintain a continuous review of the work of the state
8 agencies concerned with their subject areas and the performance of
9 the functions of government within each subject area;

10 2. to invite public officials, public employees and private
11 individuals to appear before the committees or subcommittees to
12 submit information;

13 3. to request reports from departments and agencies performing
14 functions reasonably related to the committees' jurisdictions;

15 4. to complete the interim projects assigned by the Speaker;
16 and

17 5. to conduct such other business as directed by the Speaker.

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

22 (c) The chairperson, vice-chairperson, or a member designated
23 by the chairperson or vice-chairperson may administer all oaths and
24

1 affirmations to witnesses who appear before such committees to
2 testify in any matter requiring evidence.

3 ~~(d) The House Committee on Appropriations and Budget and the~~
4 ~~House Committee on Administrative Rules, Government Oversight and~~
5 ~~Repealers shall have the authority to conduct legislative~~
6 ~~investigations subject to the following provisions:~~

7 ~~1. a two-thirds (2/3) majority of the membership of the~~
8 ~~committee must adopt a "Statement of Intent to Conduct a Legislative~~
9 ~~Investigation";~~

10 ~~2. a proposed Statement of Intent shall clearly define the~~
11 ~~scope of the intended investigation, including the time frame within~~
12 ~~which the committee intends to conduct the investigation, and~~
13 ~~whether or not the committee intends to issue legal process to~~
14 ~~compel attendance of witnesses for depositions or direct testimony~~
15 ~~or to compel production of other evidence;~~

16 ~~3. no person shall be recognized to propose or discuss a~~
17 ~~Statement of Intent to Conduct a Legislative Investigation unless~~
18 ~~they are a member of the committee and receive prior approval from~~
19 ~~the chairperson;~~

20 ~~4. nothing within this section shall be construed to deprive~~
21 ~~the chairperson of his or her authority to determine whether or not~~
22 ~~to schedule such an item for consideration before the committee;~~

23 ~~5. a committee member preparing a Statement of Intent shall~~
24 ~~provide the Statement of Intent in writing to the chairperson and~~

1 ~~House General Counsel at least seven (7) calendar days prior to the~~
2 ~~day a member seeks to offer such a motion in the committee. The~~
3 ~~requirement of seven (7) calendar days of prior notice may be waived~~
4 ~~upon approval by the chairperson, the Speaker of the House, and by a~~
5 ~~three-fourths (3/4) majority vote of the membership of the~~
6 ~~committee;~~

7 ~~6. in the event the chairperson does not intend to schedule~~
8 ~~consideration of a proposed Statement of Intent, he or she shall~~
9 ~~inform the House General Counsel in writing no later than forty-~~
10 ~~eight (48) hours after receipt of the proposed Statement of Intent;~~

11 ~~7. if the chairperson intends to schedule a proposed Statement~~
12 ~~of Intent for consideration before the committee, he or she shall~~
13 ~~inform the members of the committee no later than the legislative~~
14 ~~day prior to the day the chairperson intends to recognize the~~
15 ~~committee member for presentation of the Statement of Intent;~~

16 ~~8. upon adoption of a Statement of Intent to Conduct a~~
17 ~~Legislative Investigation by the committee, the chairperson shall~~
18 ~~sign the adopted Statement of Intent and shall provide the signed~~
19 ~~Statement to the Clerk of the House for publication in the House~~
20 ~~Journal;~~

21 ~~9. subsequent to adoption of a Statement of Intent to Conduct a~~
22 ~~Legislative Investigation by the committee, a majority of the~~
23 ~~membership of the committee, upon the motion of the chairperson, may~~
24 ~~vote to issue subpoenas. Such subpoenas may be used to require the~~

1 ~~attendance of any person and to require production of any books,~~
2 ~~letters or other evidence;~~

3 ~~10. in~~ In order to carry out the duties of the committee and
4 its subcommittees, the chairperson of each committee with approval
5 of the Speaker may issue subpoenas duces tecum and other necessary
6 process to compel the attendance of witnesses either before the
7 committee or subcommittee or at deposition and the production of any
8 books, letters or other documentary evidence required by such
9 committee.

10 (e) In the event ~~the~~ a committee must subpoena a witness or
11 witnesses, or otherwise subpoena production of documents, materials
12 or other evidence, such subpoenas shall be limited to matters
13 reasonably related to the areas of legislative responsibility
14 delegated to the committee and shall be within the reasonable scope
15 of the committee's investigation.

16 ~~11. if~~ (f) If the committee shall require the deposition of
17 witnesses, either residing within or without the state, such
18 depositions shall be taken in the manner prescribed by law for the
19 taking of depositions in civil actions in the district courts.
20 Witnesses shall be paid the same fees and mileage as are paid in
21 civil cases in district courts.

22 CHAPTER B. CONFERENCE COMMITTEES

23 7.14 - Appointment Of Conference Committees

24

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

4 (b) Once a measure is in conference, the chairperson of the
5 standing conference committee to which the measure is assigned
6 shall, if requested by the principal author, schedule presentation
7 of the measure.

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

12 7.15 - Presentation And Signatures On Conference Committee
13 Reports

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

18 1. the presentation shall not be scheduled earlier than the
19 next calendar day after electronic publication;

20 2. the presentation shall be made in person;

21 3. no person except the principal House author of the measure
22 or another House member designated by the principal House author
23 shall present the report;

24

1 4. no member of the standing conference committee shall add
2 their electronic signature to the report until such report is
3 presented in person; and

4 5. the chairperson of the standing conference committee shall
5 determine the procedures of the presentation, subject to Sections
6 7.14 through 7.21 of this Rule.

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

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

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

20 7.16 - Presentations Before Standing Conference Committees

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

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

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

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

8 7.17 - Timing Of Presentations

9 (a) The chairperson of a standing conference committee shall
10 schedule presentation of conference committee reports within the
11 dates, times and locations designated by the Speaker.

12 (b) The chairperson of a standing conference committee shall
13 not schedule presentation of a proposed conference committee report
14 during a floor session of the House without special leave from the
15 Speaker.

16 7.18 - Submission Of House Conference Committee Reports

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

21 7.19 - Consideration Of Conference Committee Reports

22 (a) Motions to accept or reject Senate amendments or to adopt
23 or reject conference committee reports may be arranged on a calendar
24

1 or upon such calendars as may be directed by the Speaker of the
2 House or the Speaker's designee.

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

13 (c) The House shall not consider a House conference committee
14 report or a joint committee report unless it is limited to matters
15 germane to the bill or resolution.

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

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

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

4 7.20 - Transparency In Conference

5 (a) A summary of the changes contained in a conference
6 committee report shall be made available prior to consideration of
7 the report by the House.

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

10 (c) A conference committee report may be considered for
11 adoption only if said report has been published on the joint
12 conference calendar twenty-four (24) hours before consideration of
13 the report.

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

21 CHAPTER C. FLOOR ACTIVITY

22 7.21 Management of Legislation and Committee Deadlines

23 (a) The Speaker of the House or the Speaker's designee shall
24 publish a list of measures to be considered by the House of

1 Representatives, and the Speaker of the House or the Speaker's
2 designee shall determine the order of their consideration.

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

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

13 (d) Upon adoption by the House of a motion to commit a any
14 measure to the House Rules Committee, ~~pending amendments to the bill~~
15 ~~or resolution in question shall not adhere to the measure upon its~~
16 ~~commitment to the Rules Committee. A measure committed pursuant to~~
17 ~~this paragraph shall revert to the same form as said measure was~~
18 ~~reported from a standing or special committee except that any main~~
19 ~~floor amendments adopted prior to adoption of the motion to commit~~
20 ~~shall be attached to the measure upon commitment to the Rules~~
21 ~~Committee. A measure committed to the Rules Committee pursuant to~~
22 ~~this paragraph shall not be subject to House committee deadlines a~~
23 measure so committed shall not be subsequently returned by the Rules
24 Committee with a favorable recommendation unless accompanied by a

1 Special Rule adopted pursuant to Section 7.22 of these Rules
2 prescribing how the measure will be considered by the House. A
3 measure so returned shall not be taken up for consideration prior to
4 the Special Rule required herein being adopted by the House.

5 7.22 - Special Rules

6 (a) The House Rules Committee may adopt a "special rule" for a
7 measure scheduled or to be scheduled for consideration on the House
8 Floor.

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

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

17 7.23 - Special Orders

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

23

24

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

4 RULE EIGHT

5 LEGISLATIVE PROCESS

6 CHAPTER A. FIRST AND SECOND READING

7 8.1 - Reading Defined

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

11 8.2 - Reading Of Bills And Joint Resolutions

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

14 8.3 - First Reading

15 The publication of a bill or joint resolution by its title and
16 bill number in the House Journal shall satisfy the requirements of
17 First Reading.

18 8.4 - Second Reading

19 (a) After the First Reading of a bill or joint resolution, the
20 bill or joint resolution shall be placed on the House Calendar under
21 "Bills on Second Reading" or "Joint Resolutions on Second Reading",
22 as the case may be.

23 (b) On the Second Reading of a bill, the bill shall be read by
24 Title only, unless otherwise ordered by the House, and shall be

1 referred by the Speaker to an appropriate committee or directly to
2 the House Calendar under the heading "Bills on General Order" or
3 "Joint Resolutions on General Order", as the case may be.

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

6 CHAPTER B. BILLS AND JOINT RESOLUTIONS ON GENERAL ORDER

7 8.5 - Reading And Explanation

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

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

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

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

1 8.6 - Amendments

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

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

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

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

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

18 (f) Beginning on the Monday falling two (2) weeks prior to a
19 Third Reading deadline, amendments to strike the Title or the
20 Enacting or Resolving Clause of a bill or joint resolution shall be
21 in order only when offered by the principal author of such bill or
22 resolution and upon receiving prior approval from the House Rules
23 Committee. Amendments offered under this paragraph shall not be
24

1 subject to the time constraints mandated by paragraphs (b) and (c)
2 of this section.

3 (g) The Chairperson of the Appropriations and Budget Committee
4 and the Chairperson of the Appropriations Subcommittee on Revenue
5 and Taxation shall be permitted to offer amendments to strike the
6 Title or the Enacting or Resolving Clause of measures affecting
7 revenue or appropriations. Amendments offered under this paragraph
8 shall not be subject to the time constraints established by
9 paragraphs (b) and (c) of this section.

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

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

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

1 8.7 - Consideration And Presentation

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

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

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

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

21 8.8 - Floor Substitutes Prohibited

22 The House of Representatives shall not consider any floor
23 amendments offered in the form of a floor substitute. An amendment
24 shall be deemed a floor substitute if adoption of the proposed

1 amendment would result in replacement of all sections of the measure
2 in question.

3 8.9 - Amendment Of General Appropriations Bill

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

10 8.10 - Amendment Summary

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

23 (b) Except as may be otherwise required by the Oklahoma Pension
24 Legislation Actuarial Analysis Act, all amendments to bills or joint

1 resolutions affecting any retirement system authorized by law shall
2 be accompanied by a summary which shall include an estimate and
3 actuarial analysis of the present and future fiscal implications of
4 passage of the amended bill. The estimate and actuarial analysis
5 contained in the summary shall be prepared by an actuary engaged by
6 the House of Representatives.

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

10 8.11 - Germaneness Of House ~~Or Senate~~ Amendments

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

15 8.12 - Amendments Out Of Order

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

1 reference is covered by this Rule, unless the bill or resolution
2 under amendment is substantially the same as the bill or resolution
3 residing in the committee of reference.

4 8.13 - Reconsideration

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

13 8.14 - Motion To Commit

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

19 8.15 - Motion To Advance From General Order

20 A motion to advance a bill or joint resolution from General
21 Order shall not be in order until all opportunities provided by this
22 Rule for filing proposed amendments shall be afforded the House.
23 Once a motion to advance from General Order has been adopted, the
24

1 bill or resolution shall be considered engrossed and on Third
2 Reading.

3 CHAPTER C. BILLS AND JOINT RESOLUTIONS ON

4 THIRD READING OR FOURTH READING

5 8.16 - Consideration And Debate

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

10 (b) After Third Reading but before the vote is ordered, unless
11 prohibited by Section 7.20 of these Rules, the question shall be
12 subject to debate. After Fourth Reading but before the vote is
13 ordered, unless prohibited by Section 7.20 of these Rules, the
14 question shall be subject to debate.

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

19 (d) Five (5) minutes of the time allocated to the proponents of
20 the bill or joint resolution shall be reserved to the principal
21 author, and the principal author shall have the right to close the
22 debate.

23

24

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

4 8.17 - Amendments

5 No bill or joint resolution on Third or Fourth Reading shall be
6 subject to amendment.

7 8.18 - Consideration Of Emergency Section

8 (a) When any bill or joint resolution containing a title and
9 enacting clause is being considered on Third Reading or Fourth
10 Reading, and such a bill or joint resolution contains an emergency
11 section, the emergency section shall constitute a separate question
12 and shall be subject to debate.

13 (b) When any bill or joint resolution lacking a title or
14 enacting clause is being considered on Third Reading and such a bill
15 or joint resolution contains an emergency section, the House shall
16 not consider the emergency section.

17 RULE NINE

18 CHAMBER PROTOCOL

19 9.1 - ~~Enforcement Of Rules~~ Daily Order of Business

20 ~~The presiding officer shall enforce, apply and interpret the~~
21 ~~Rules of the House in all deliberations.~~ The following Order of
22 Business shall be followed each day:

- 23 1. Roll Call;
24

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

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

6 4. Introduction of the Veteran of the Week on Monday mornings,
7 the timing of which shall be left to the discretion of the Majority
8 Floor Leader;

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

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

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

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

18 9. Assignment or Reassignment of Bills and Resolutions, the
19 timing of which shall be left to the discretion of the Majority
20 Floor Leader;

21 10. Bills, Resolutions, Conference Committee Reports and Joint
22 Committee Reports scheduled by the Speaker of the House or the
23 Speaker's designee; and

24

1 11. Motions placing new business before the House. The
2 Majority Floor Leader shall schedule said motions upon the same
3 legislative day, the timing of which shall be left to the discretion
4 of the Majority Floor Leader.

5 9.2 - ~~Questions Of Order And Decorum~~ Enforcement of House Rules,
6 Order and Decorum

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

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

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

23 (d) Any member may rise to a point of order against any other
24 member when, in the member's opinion, such member is proceeding out

1 of order. Such point of order shall be decided by the presiding
2 officer without debate.

3 (e) Any decision by the Speaker on a point of order is subject
4 to an appeal to the House made in a timely manner by any member
5 should the member or the House be aggrieved by such decision. Such
6 appeal must be seconded by a minimum of ~~fifteen (15) members~~ one-
7 fifteenth (1/15) of the membership of the House. Members desiring
8 to second an appeal shall so signify by rising.

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

13 (g) All appeals shall be decided by a recorded vote and without
14 debate, except that the member taking said appeal shall have five
15 (5) minutes within which to state the reasons for the member's
16 appeal and the Chair may state the reasons for the Chair's decision.

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

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

1 the presiding officer entertain points of order pertaining to the
2 constitutionality of a measure's title.

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 paragraph (e) of Section 6.7, paragraph (d)
9 of Section 7.6, paragraph (c) of Section 7.20 and Section 8.11 of
10 these Rules, the House shall not consider in either session of the
11 current Legislature any measure originating in the House of
12 Representatives if said measure has been amended by the insertion of
13 matter not germane to the subject of the bill or resolution.

14 9.4 - Debate

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

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

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

5 9.5 - Privileges

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

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

17 9.6 - Voting And Division

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

1 announce to the presiding officer and cast said member's vote orally
2 prior to the declaration of the result of the vote. Every member
3 shall vote providing the member is in the Chamber at the time the
4 vote is in progress.

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

23
24

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

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

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

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

23 (g) When a division is requested and ordered, those in the
24 affirmative or the negative, as the case may be, shall cast their

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

11 (h) All votes on final passage of bills and resolutions, or the
12 Emergency Section thereof, shall be by recorded votes. One-
13 fifteenth (1/15) of the members present, a quorum being present, may
14 demand a recorded vote on any proposition, or the presiding officer
15 may order a recorded vote upon the presiding officer's own
16 initiative. All such recorded votes shall be published in the House
17 Journal.

18 (i) After the question has been put, but before the vote
19 commences, any member may call for a statement of the question.

20 9.7 - Conduct During Voting

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

24

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

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

7 9.8 - Previous Question

8 When a debatable question is before the House, any member may
9 move the Previous Question. It shall be put in the following form:
10 "The Previous Question has been moved. The Question is, shall the
11 pending Question now be put?" If the motion for the Previous
12 Question passes, the pending question shall be put immediately and
13 no member shall be heard to debate it further or seek to amend it.

14 9.9 - Motion To Advance Question

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

22 9.10 - Reconsideration

23 (a) The final vote on Third Reading or Fourth Reading on any
24 bill or joint resolution, or on the Emergency Section thereof, or

1 the final vote on adoption of a simple or concurrent resolution, may
2 be reconsidered only if a member serves notice immediately after
3 such final vote is taken prior to the consideration of any other
4 business, of said Member's intention to present a motion to
5 reconsider such action, and the Presiding Officer shall afford any
6 Member such opportunity prior to proceeding to consideration of any
7 other business.

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

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

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

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

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 Section shall be allowed. Except as otherwise
9 specifically provided in Section 8.13 of these Rules, no question
10 shall be subject to 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 at any time.

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

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

15 RULE TEN

16 MOTIONS

17 10.1 - Precedence Of Motions

18 ~~When a question shall be under consideration, no motion shall be~~
19 ~~received except as hereinafter specified, which motion shall have~~
20 ~~precedence in the order stated, and shall be amendable or not~~
21 ~~amendable, debatable or not debatable, as set forth below:~~

22 Questions or motions pending before the House shall rank in
23 precedence as set forth below in paragraphs (a) through (d) in this
24 section, except that the motion to table shall not be applicable to

1 privileged motions or incidental or subsidiary motions relating to
2 procedure. Each motion shall be amendable or not amendable,
3 debatable or not debatable, subject to a motion to table or not
4 subject to a motion to table as set forth below. Questions or
5 motions not listed in this section shall be treated in the same
6 manner as other motions of the same class.

7 (a) Privileged Motions

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

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

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

15 To recess (amendable - not debatable; not subject to motion to
16 table)

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

19 To recess (amendable - not debatable; not subject to motion to
20 table)

21 Call of the House, quorum present (not amendable - not
22 debatable; see Section 10.5 of this Rule; not subject to motion to
23 table)

24

1 To work under the Call of the House (not amendable - not
2 debatable; see Section 10.5 of this Rule; not subject to motion to
3 table)

4 Question of presence of quorum (not amendable - not debatable;
5 not subject to motion to table)

6 ~~To table (not amendable - not debatable); the motion to table~~
7 ~~shall not be applicable to a motion to suspend House Rules)~~

8 (b) Incidental Motions

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

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

14 Suspension of the Rules (not amendable - not debatable; not
15 subject to motion to table)

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

18 Method of consideration (amendable - not debatable; not subject
19 to motion to table)

20 Question of priority (not amendable - not debatable; not subject
21 to motion to table)

22 Reading of papers (not amendable - not debatable; not subject to
23 motion to table)

24 (c) Subsidiary Motions

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

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

4 To put the ~~Previous Question~~ previous question (not amendable -
5 not debatable; the motion to put the previous question is applicable
6 to all debatable questions regardless of rank; subject to motion to
7 table)

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

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

12 To postpone to a time certain (amendable - debatable; subject to
13 motion to table)

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

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

18 To postpone indefinitely (not amendable - debatable; subject to
19 motion to table)

20 (d) Main Motions

21 A main motion shall be defined as a substantive proposal such as
22 a bill, resolution or any other question which requires passage,
23 adoption, rejection, approval or disapproval by the House of
24 Representatives.

1 Main questions include but are not limited to the following and
2 shall rank in ~~the following order:~~ precedence as set forth below.

3 All main motions shall be subject to motion to table.

4 To fix the date and time to adjourn sine die (amendable -
5 debatable)

6 To reconsider (not amendable - debatable)

7 To rescind (not amendable - debatable)

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

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

12 To reject a conference committee report/joint committee report
13 with instructions (instructions amendable - debatable)

14 To commit with instructions (instructions amendable - debatable)

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 making same. Otherwise, such motion may be withdrawn only
10 upon adoption of a motion to withdraw same.

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 adoption
15 of a recommendation or final 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 such motion
19 prevails, the business pending shall be suspended, the roll shall be
20 taken, and the names of the absentees ascertained. The Chief
21 Sergeant at Arms shall then be directed by the presiding officer to
22 compel the attendance of the absent members. After one (1) hour has
23 expired, the roll shall again be taken and absent members noted in
24 the Journal, and the business suspended upon the roll call shall

1 proceed. If, however, before the expiration of the hour, all absent
2 members, not otherwise excused, shall appear, the business pending
3 shall then proceed.

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

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

13 RULE ELEVEN

14 GENERAL PROVISIONS

15 11.1 - Nominations

16 (a) Nominations which require House confirmation shall be
17 referred by the Speaker to a standing or special committee for
18 consideration.

19 (b) Committee reports on nominations shall be combined for
20 consideration by the House. To be approved by the House, the
21 combined report shall be adopted by a majority of the members of the
22 House. At the request of any member, a nominee shall be separated
23 from the combined report and considered individually by the House.

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1 The Majority Floor Leader shall be responsible for preparation and
2 submission of the combined report.

3 11.2 - Investigations

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

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

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

16 11.3 - Distribution Within House Of Representatives

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

22 (b) All objects or items of literature distributed within the
23 areas of the Capitol Building assigned to the House of
24

1 Representatives shall display the name of the person or entity
2 distributing such materials.

3 11.4 - Honorary Appointments

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

5 11.5 - Lobbying

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

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

12 11.6 - Designated Smoking Areas

13 No person shall smoke within those parts of the Capitol Building
14 assigned to the House.

15 11.7 - Members Of The Press

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

21 11.8 - Legislative Records

22 (a) Records that are required to be created by these Rules or
23 that are of vital, permanent or archival value shall be maintained
24 in the Office of the Clerk. Whenever necessary, but no more often

1 than annually or less often than biennially, records required to be
2 maintained shall be archived with the Oklahoma Department of
3 Libraries.

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

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

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

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

19 (f) All records required by Rule Seven shall be made available
20 on the House website at least for the duration of the session.

21 11.9 - Technical Corrections

22 (a) The Office of Engrossing and Enrolling is authorized to
23 correct misspelled words, citations, doublets or repeated words when
24

1 engrossing House bills or joint resolutions, or House amendments to
2 engrossed Senate bills or joint resolutions.

3 (b) When engrossing or enrolling House bills or joint
4 resolutions, preparing House amendments to engrossed Senate bills or
5 joint resolutions and when preparing committee reports, the House
6 staff is authorized to:

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

10 2. incorporate amendments to sections of law in the bill or
11 joint resolution which are contained in legislation enacted
12 previously during the same legislative session and amending the same
13 sections of law and repeal such previous versions of the section at
14 issue if, in the opinion of the House legal staff, the incorporation
15 of such amendments and repeal of the previous version would clearly
16 not conflict with the amendments contained in the legislation at
17 issue;

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

1 4. delete sections of such measures which provide for a measure
2 to become effective on a date prior to such engrossment or
3 enrollment.

4 11.10 - Convening Restriction

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

7 11.11 - Security

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

12 RULE TWELVE

13 ADJOURNMENT OR RECESS

14 12.1 - Motion To Adjourn Or Recess

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

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

22 (c) A motion to adjourn or recess shall always be in order when
23 the floor can be obtained for that purpose. When a vote is being
24 taken, a motion to adjourn or recess shall not be in order. When it

1 is apparent to the presiding officer that the motion to adjourn or
2 recess is being made for the purpose of delay and such motion has
3 been voted in the negative, within the next preceding ten (10)
4 minutes, the presiding officer, in the discretion of the presiding
5 officer, may rule the motion out of order as being dilatory.

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

8 12.2 - Absence Of A Quorum

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

11 12.3 - Sine Die Adjournment

12 The date and time of sine die adjournment of each Regular
13 Session of the Legislature shall be fixed by motion or resolution.
14 Once the date and time so fixed have arrived, no further business
15 shall be conducted by the House and the presiding officer shall
16 declare the House adjourned sine die.

17 RULE THIRTEEN

18 INTERIM STUDIES

19 13.1 - Interim Studies

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

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

1 (c) The committees shall meet as often as necessary to transact
2 effectively the business assigned to them and may continue to
3 exercise the oversight and investigatory powers granted in Section
4 7.13 of these Rules.

5 13.2 - Requests For Interim Study

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

11 13.3 - Quorum

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

15 13.4 - Meeting Notice

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

23 RULE FOURTEEN

24 RULES

1 14.1 - Suspension Or Amendment Of Rules

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

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

11 (c) Two-thirds (2/3) of the members elected to and constituting
12 the House may suspend the Rules, or a portion thereof, but a motion
13 for that purpose shall be decided without debate.

14 14.2 - Parliamentary Authorities

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

22 14.3 - Rules Effective
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1 (a) These Rules shall be in full force and effect for the
2 duration of the ~~54th~~ 55th Oklahoma Legislature, unless amended, as
3 provided herein.

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

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