

GENERAL ASSEMBLY OF NORTH CAROLINA

SESSION 1991

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HOUSE RESOLUTION 101

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Sponsors: Representative Jack Hunt.

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Referred to: Rules, Appointments, and Calendar.

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February 19, 1991

1 A HOUSE RESOLUTION ADOPTING THE PERMANENT RULES OF THE  
2 REGULAR SESSIONS OF THE NORTH CAROLINA HOUSE OF  
3 REPRESENTATIVES OF THE 1991 GENERAL ASSEMBLY.

4 Be it resolved by the House of Representatives:

5 Section 1. The permanent rules of the Regular Sessions of the House of  
6 Representatives of the 1991 General Assembly shall read as follows:

7 **RULES OF THE REGULAR SESSIONS OF THE**  
8 **HOUSE OF REPRESENTATIVES OF THE 1991**  
9 **GENERAL ASSEMBLY OF NORTH CAROLINA**

- 10 I. Order of Business, 1-5  
11 II. Conduct of Debate, 6-12  
12 III. Motions, 13-19  
13 IV. Voting, 20-25  
14 V. Committees, 26-30  
15 VI. Handling of Bills, 31-44.1  
16 VII. Legislative Officers and Employees, 45-49  
17 VIII. Privileges of the Hall, 50-53  
18 IX. General Rules, 54-62

19 **I. ORDER OF BUSINESS**

20 **RULE 1. Convening Hour.**—The House shall convene each legislative day at  
21 the hour fixed by the House. In the event the House adjourns on the preceding  
22 legislative day without having fixed an hour for reconvening, the House shall convene  
23 on the next legislative day at 2:00 p.m.

24 **RULE 2. Opening the Session.**—At the convening hour on each legislative  
25 day the Speaker shall call the members to order and shall have the session opened with  
26 prayer.



1           **RULE 6. Duties and Powers of the Speaker.**—The Speaker shall have  
2 general direction of the Hall. He may name any member to perform the duties of the  
3 Chair, but substitution shall not extend beyond one day, except in the case of sickness or  
4 by leave of the House.

5           **RULE 7. Obtaining Floor.**—(a)       When any member desires recognition for any  
6 purpose, he shall rise from his seat and respectfully address the Speaker. No member  
7 shall proceed until recognized by the Speaker for a purpose.

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

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

- 16           1.       a request that the member speaking yield for a question,
- 17           2.       a point of order,
- 18           3.       a parliamentary inquiry, or
- 19           4.       a question of privilege.

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

29           **RULE 9. Points of Order.**—(a)       The Speaker shall decide questions of order  
30 and may speak to points of order in preference to other members arising from their seats  
31 for that purpose. Any member may appeal from the ruling of the Chair on questions of  
32 order; on such appeal no member may speak more than once, unless by leave of the  
33 House. A two-thirds (2/3) vote of the members present shall be necessary to sustain any  
34 appeal from the ruling of the Chair.

35           (b)       When the Speaker calls a member to order, the member shall take his seat  
36 except that a member called to order may clear a matter of fact, or explain, but shall not  
37 proceed in debate so long as the decision stands. If the member appeals from the ruling  
38 of the Chair and the decision by a two-thirds (2/3) vote of the members present be in  
39 favor of the member called to order, he may proceed; if otherwise, he shall not; and if  
40 the case, in the judgment of the House, requires it, he shall be liable to censure by the  
41 House.

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

1 (b) No member shall speak more than twice on the main question, nor longer  
2 than 30 minutes for the first speech and 15 minutes for the second speech; nor shall he  
3 speak more than twice upon an amendment or motion to reconsider, commit, appeal or  
4 postpone, and then not longer than 10 minutes for the first speech and five minutes for  
5 the second speech.

6 (c) A member may speak only once and for not more than 20 minutes on the  
7 question of the adoption of a minority report.

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

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

17 **RULE 12. General Decorum.**—(a) The Speaker shall preserve order and  
18 decorum.

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

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

24 (d) Food or beverages shall not be permitted on the floor of the House.

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

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

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

32 (h) Members shall observe appropriate attire, coat and tie for male members  
33 and dignified dress for female members.

### 34 III. MOTIONS

35 **RULE 13. Motions Generally.**—(a) Every motion shall be reduced to writing, if  
36 the Speaker or any two members request it. No motion relating to a bill shall be in  
37 order which does not identify the bill by its number and short title.

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

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

1           RULE 14. **Motions, Order of Precedence.**—When there are motions before  
2 the House, the order of precedence is as follows:

3           To adjourn

4           To lay on the table

5           To postpone indefinitely

6           Previous question

7           To reconsider

8           To postpone to a day certain

9           To re-refer

10          To amend an amendment

11          To amend

12          To substitute

13          To pass the bill

14          No motion to lay on the table, to postpone indefinitely, to postpone to a day  
15 certain, to commit or to make a particular amendment, being decided, shall be again  
16 allowed at the same stage of the bill or proposition.

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

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

23          **RULE 16. Motion to Table.**—(a) A motion to table shall be seconded before the  
24 motion is put to the vote of the House and is in order except when a motion to adjourn is  
25 before the House.

26          (b) A motion to table shall be decided without debate.

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

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

33          (e) When a question has been tabled, it shall not thereafter be considered  
34 except on motion to reconsider under Rule 18, or to remove from the table approved by  
35 a two-thirds (2/3) vote.

36          **RULE 17. Motion to Postpone Indefinitely.**—A motion to postpone  
37 indefinitely is in order except when a motion to adjourn or to lay on the table is before  
38 the House. However, after one motion to postpone indefinitely has been decided,  
39 another motion to postpone indefinitely shall not be allowed at the same stage of the bill  
40 or proposition. When a question has been postponed indefinitely, it shall not thereafter  
41 be considered except on motion to reconsider under Rule 18, or to place on the  
42 favorable calendar approved by a two-thirds (2/3) vote.

43          **RULE 18. Motion to Reconsider.**—(a) When a question has been decided, it is  
44 in order for any member to move for the reconsideration thereof, on the same or the

1 succeeding legislative day; provided that if the vote by which the motion was originally  
2 decided was taken by a recorded vote, only a member of the prevailing side may move  
3 for reconsideration.

4 (b) A motion to reconsider shall be determined by a majority vote, except a  
5 motion to reconsider a vote upon a motion to table, a motion to postpone indefinitely, a  
6 motion to remove a bill from the unfavorable calendar, a motion that a bill be read twice  
7 on the same day, or a motion to remove from the table, which shall require a two-thirds  
8 (2/3) vote.

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

12 **RULE 19. Previous Question.**—(a) The previous question may be called only by  
13 the member submitting the report on the bill or other matter under consideration, by the  
14 member introducing the bill or other matter under consideration, or by the member in  
15 charge of the measure, who shall be designated by the Chair of the standing committee  
16 reporting the same to the House at the time the bill or other matter under consideration  
17 is reported to the House or taken up for consideration.

18 (b) The previous question shall be as follows: "Shall the main question now be  
19 put?" When the call for the previous question has been decided in the affirmative by a  
20 majority vote of the House, the "main question" is on the passage of the bill, resolution  
21 or other matter under consideration.

22 (c) The call for the previous question shall preclude all motions, amendments and  
23 debate, except the motion to adjourn or motion to table or motion to postpone  
24 indefinitely made prior to the determination of the previous question.

25 (d) If the previous question is decided in the negative, the main question remains  
26 under debate.

#### 27 IV. VOTING

28 **RULE 20. Use of Electronic Voting System.**—(a) Votes on the following questions  
29 shall be taken on the electronic voting system, and the ayes and noes shall be recorded  
30 on the Journal:

- 31 (1) The passage as required by Article II, Section 23 of the Constitution of  
32 North Carolina, on second and third readings of any bill:
- 33 a. Raising money on the credit of the State,
  - 34 b. Pledging the faith of the State for the payment of a debt,
  - 35 c. Imposing a State tax, or
  - 36 d. Authorizing a county, municipality, or other local governmental  
37 unit to
    - 38 1. Raise money on its credit,
    - 39 2. Pledge its faith for the payment of a debt, or
    - 40 3. Impose a local tax.
- 41 (2) All measures affecting a fee imposed by the State or any subdivision  
42 thereof.

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

1 Journal. All roll call votes shall be taken alphabetically. All other votes shall be taken  
2 by voice vote. If, after a vote is taken on the electronic system, it is discovered that a  
3 malfunction caused an error in the electronic system printout, the Speaker shall direct  
4 the Reading Clerk and the Principal Clerk to verify and correct the printout record and  
5 so advise the House.

6 (h) For the purpose of identifying motions on which the vote is taken on the  
7 electronic system, the motions are coded as follows:

- 8 1. To adjourn
- 9 2. To lay on the table
- 10 3. To postpone indefinitely
- 11 4. Previous question
- 12 5. To reconsider
- 13 6. To postpone to a day certain
- 14 7. To re-refer
- 15 8. To amend an amendment
- 16 9. To amend
- 17 10. To substitute
- 18 11. To concur or not concur
- 19 12. Miscellaneous

20 **RULE 21. Voice Votes; Stating Questions.**—(a) When the electronic voting  
21 system is not used, the Speaker shall rise and put a question.

22 (b) The question shall be put in this form, namely, "Those in favor (as the  
23 question may be) will say 'Aye'," and after the affirmation voice has been expressed,  
24 "Those opposed will say 'No'".

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

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

31 (b) No member may vote unless he is in the chamber when the question is put.  
32 This subsection of this rule cannot be suspended.

33 **RULE 23. Voting by Division.**—Any member may call for a division of the  
34 members upon the question before the result of the vote has been announced. Upon a  
35 call for a division, the Speaker shall cause the number voting in the affirmative and in  
36 the negative to be determined. Upon a division and count of the House on any question,  
37 no member away from his seat shall be counted.

38 **RULE 24. Roll Call Vote.**—(a) Before a question is put, any member may call  
39 for the ayes and noes. If the call is sustained by one-fifth (1/5) of the members present,  
40 the question shall be decided by the ayes and noes upon a roll call vote.

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

43 **RULE 24.1A. Excuse From Deliberations and Voting on a Bill.**—(a) Any  
44 member shall upon request be excused from the deliberations and voting on a particular



1 bill, but to do so must make that request after the second reading of the bill and before  
2 any motion or vote on the bill or any amendment thereto. If the reason for the request  
3 arises at some point later in the proceedings, the request may be made at that time.

4 (b) The member may make a brief statement of the reasons for making that  
5 request. The member may send forward to the Principal Clerk, on a form provided by  
6 the Clerk, a concise statement of the reason for the request, and the Clerk shall include  
7 this statement in the Journal.

8 (c) The member so excused shall not debate the bill or any amendment to the  
9 bill, vote on the bill, offer or vote on any amendment to the bill, or offer or vote on any  
10 motion concerning the bill at that reading, any subsequent reading, or any subsequent  
11 consideration of the bill.

12 (d) A member may request that his excuse from deliberations on a particular bill  
13 be withdrawn.

14 **RULE 24.1B. Division of Amendments.**—Any member may call for an  
15 amendment to be divided into two or more amendments to be voted on separately, and  
16 the Speaker shall determine whether the amendment admits of such a division.

17 **RULE 25. Voting by Speaker.**—In all elections the Speaker may vote. In all  
18 other instances he may exercise his right to vote, or he may reserve this right until there  
19 is a tie in which event he may vote, but in no instance may he vote twice on the same  
20 question.

## 21 V. COMMITTEES

22 **RULE 26. Standing Committees and Permanent Subcommittees Generally.**—(a)

23 The Speaker shall appoint a Chair, or Cochairs, of every standing committee  
24 and select committee, if any. The Speaker shall have the exclusive right and authority  
25 to establish select committees, but this does not exclude the right of the House by  
26 resolution to establish select committees.

27 (b) All permanent subcommittees of each standing committee shall be appointed  
28 by the Speaker and the members appointed, along with the Chair of the standing  
29 committee, shall constitute the standing committee of which the permanent  
30 subcommittee is a part. The Speaker shall appoint all members of permanent  
31 subcommittees at the beginning of the first regular session in a manner to reflect the  
32 partisan membership of the House.

33 (c) The Speaker shall appoint the members of all standing committees having no  
34 permanent subcommittees, at the beginning of the first regular session in a manner to  
35 reflect the partisan membership of the House.

36 (d) The first member announced on each permanent subcommittee shall be the  
37 Chair, and where the Speaker so desires he may designate one Vice-Chair.

38 (e) Each Chair of a permanent subcommittee shall be a Vice-Chair of the  
39 standing committee of which it is a permanent subcommittee. The Speaker may name  
40 other members as Vice-Chairs of the standing committee. The Speaker may name one  
41 or more Vice-Chair for any standing committee not having permanent standing  
42 subcommittees.

43 (f) Either the Chair or Acting Chair, designated by the Chair or by the  
44 Speaker, and five other members of the standing committee or permanent

1 subcommittee, or a majority of the standing committee or permanent subcommittee,  
 2 whichever is fewer, shall constitute a quorum of that standing committee or permanent  
 3 subcommittee.

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

7 **RULE 27. List of Standing Committees and Permanent Subcommittees.—**

8 The standing committees and permanent subcommittees thereof are:

9 Committee	10 Subcommittees
11 Appropriations	-General Government
	-Human Resources
	-Justice and Public Safety
	-Environment, Health, and Natural Resources
	-Transportation
	-Education
12 Agriculture	-Aquaculture and Marine Fisheries
	-Forestry, Horticulture and Wildlife
	-Crops and Animal Husbandry
13 Commerce	-Financial Institutions
	-Insurance
	-Housing
14 Courts, Justice, 15 Constitutional Amendments 16 and Referenda	(None)
	Economic Expansion -Travel, Tourism and Economic
	Development
	-Labor Relations and Employment
	-Small Business
17 Education	-Community Colleges
	-Pre-School, Elementary and Secondary Education
	-University Education and Affairs
18 Environment	-Solid Waste
	-Water, Air and Soil
	-Hazardous Waste
19 Ethics	(None)
20 Finance	-Local and Regional Government Revenue
	-State Revenue
	-Ways and Means
21 Human Resources	-Aging
	-Children, Youth, and Families
	-Health and Mental Health
22 Judiciary I	(None)
23 Judiciary II	(None)
24 Judiciary III	(None)

1	Local and Regional	
2	Government I	(None)
3	Local and Regional	
4	Government II	(None)
5	Pensions and Retirement	(None)
6	Public Employees	(None)
7	Public Utilities	(None)
8	Legislative and Local	
9	Redistricting	(None)
10	Congressional Redistricting	(None)
11	Rules, Appointments,	
12	and Calendar	(None)
13	Science and Technology	(None)
14	State Government	-Boards and Commissions
15		-State Parks, Facilities and Property
16		-Military, Veterans and Indian Affairs
17	Transportation	-Highways
18		-Public Transportation
19		-Airports, Railways, and Waterways

20 **RULE 28. Standing Committee and Permanent Subcommittee Meetings.**—(a)

21 Standing committees and permanent subcommittees of standing committees  
 22 shall be furnished with suitable meeting places pursuant to a schedule adopted by the  
 23 Standing Committee on Rules, Appointments and Calendar. Select committees shall be  
 24 furnished with suitable meeting places as their needs require by the Chair of the  
 25 Standing Committee on Rules, Appointments and Calendar.

26 (b) Subject to the provisions of the subsection (c) of this Rule, standing  
 27 committees and permanent subcommittees thereof shall permit other members of the  
 28 General Assembly, the press, and the general public to attend all sessions of said  
 29 standing committees or permanent subcommittees.

30 (c) The Chair or other presiding officer shall have general direction of the  
 31 meeting place of the standing committee or permanent subcommittee and, in case of any  
 32 disturbance or disorderly conduct therein, or if the peace, good order, and proper  
 33 conduct of the legislative business is hindered by any person or persons, the Chair or  
 34 presiding officer shall have power to exclude from the session any individual or  
 35 individuals so hindering the legislative business.

36 (d) Procedure in the standing committees and permanent subcommittee shall be  
 37 governed by the rules of the House, so far as the same may be applicable to such  
 38 procedure. Before a question is put, any member may call for the ayes and noes. If the  
 39 call is sustained by one-fifth (1/5) of the members present, the question shall be decided  
 40 by the ayes and noes upon a roll call vote. All roll call votes shall be taken  
 41 alphabetically and shall be subject to Rule 21(c).

42 (e) No standing committee or permanent subcommittee shall meet on any  
 43 day when the House shall not convene except by permission of the Speaker or by  
 44 approval of the House by resolution adopted by a majority vote of the House.

1 (f) No standing committee or permanent subcommittee shall meet during any  
2 session of the House. Standing committees and permanent subcommittees shall meet at  
3 their regularly-scheduled hour. No permanent subcommittee shall meet at the same  
4 time that its standing committee is meeting. Standing committees and permanent  
5 subcommittees may meet at other times as authorized by the Chair of the Standing  
6 Committee on Rules, Appointments, and Calendar in order to assure the availability of  
7 the meeting room and that no conflicts will exist with the meetings of other bodies. All  
8 standing committee and permanent subcommittee meetings shall adjourn no later than:

9 (1) 15 minutes preceding a regular session of the House, and

10 (2) 10 minutes preceding the hour of the next regularly-scheduled standing  
11 committee or permanent subcommittee meeting.

12 (g) Any call or notice of a standing committee or permanent subcommittee  
13 meeting between legislative sessions shall be mailed to each member of the standing  
14 committee or permanent subcommittee at least five days prior to such meeting. If a  
15 member of the body so requests in writing to the Chair of the standing committee or  
16 permanent subcommittee, the member shall be notified by certified mail of the  
17 meetings.

18 (h) During standing committee and permanent subcommittee meetings the  
19 Chair may exercise his right to vote, or he may reserve this right until there is a tie, in  
20 which event he may vote, but in no instance may the Chair vote twice on the same  
21 question.

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

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

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

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

38 (2) Issue a letter of reprimand to the legislator, if the legislator  
39 unintentionally violated the provisions of the Open Meetings Law.

40 (3) Issue a letter of reprimand if the violation of the Open Meetings Law  
41 was intentional, or if the legislator has previously received a letter of  
42 reprimand. The Chair of the Committee on Ethics shall have the  
43 public letter of reprimand spread on the pages of the House Journal.

44 (4) Refer the matter to the House for appropriate action.

1           **RULE 29. Notice of Standing Committee and Permanent Subcommittee**  
2 **Meetings and Hearings.**—Public notice of all standing committee and permanent  
3 subcommittee meetings shall be given in the House. The Chair of the standing  
4 committee or permanent subcommittee shall notify or cause to be notified the sponsor  
5 of each bill which is set for hearing or consideration before the standing committee or  
6 permanent subcommittee as to the date, time, and place of that meeting.

7           **RULE 29.1. Public Hearings.**—(a) Requests for a public hearing shall be made in  
8 writing to the Chair of the standing committee and, if applicable, the Chair of the  
9 permanent subcommittee to which the bill has been referred. The Chair of the standing  
10 committee may schedule a public hearing by the standing committee as a whole after  
11 the adjournment of a regular daily House session. The Chair of the permanent  
12 subcommittee may schedule a public hearing before the permanent subcommittee at its  
13 regularly-scheduled hour. Denial of a request made by a House member may be  
14 appealed to the Speaker.

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

18           (b) Persons desiring to appear and be heard at a public hearing shall submit  
19 their request to the Chair of the standing committee or permanent subcommittee. The  
20 standing committee or permanent subcommittee Chair may designate one or more  
21 members to arrange the order of appearance of interested parties. A brief, written  
22 statement of testimony may be submitted without oral presentation and shall be  
23 incorporated in the minutes of the public hearing.

24           **RULE 29.2. Minutes to Legislative Library.**—The Chair of a standing  
25 committee or a permanent subcommittee shall insure that written minutes are compiled  
26 for each of the body's meetings. The minutes shall indicate the members present and  
27 the actions taken at the meeting. Not later than 20 days after the adjournment of each  
28 session of the General Assembly, the Chair shall deliver the minutes to the Legislative  
29 Library. The Speaker of the House may grant a reasonable extension of time for filing  
30 said minutes upon written application of the Chair.

31           **RULE 30. Standing Committee of the Whole House.**—(a) A Standing  
32 Committee of the Whole House shall not be formed, except by suspension of the rules,  
33 if there be objection by any member.

34           (b) After passage of a motion to form a Standing Committee of the Whole House,  
35 the Speaker shall appoint a Chairperson to preside in the standing committee, and the  
36 Speaker shall leave the dais.

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

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

43           (e) When a bill is submitted to the Standing Committee of the Whole House,  
44 it shall be read and debated by sections, leaving the preamble to be last considered. The

1 body of the bill shall not be defaced or interlined, but all amendments, noting the page  
2 and line, shall be duly entered by the clerk on a separate paper as the same shall be  
3 agreed to by the standing committee, and be so reported to the House. After report, the  
4 bill shall again be subject to be debated and amended by sections before a question on  
5 its passage be taken.

## 6 VI. HANDLING OF BILLS

7 **RULE 31. Introduction of Bills and Resolutions.**—(a) All bills and resolutions  
8 shall be introduced by submitting same to the Principal Clerk's office on the legislative  
9 day prior to the first reading and reference thereof according to the following schedule:  
10 by 8:30 o'clock p.m. each Monday, by 3:00 o'clock p.m. each Tuesday, Wednesday,  
11 Thursday, and Friday.

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

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

22 (d) All bills and resolutions shall show in their captions a brief descriptive  
23 statement of the true substance of same, which captions may thereafter be amended.  
24 Captions of public bills may be amended only by amendment proposed by the standing  
25 committee to which the bill was referred. Third reading shall not be had on any bill or  
26 resolution on the same day that such caption is amended.

27 (e) A Substitute Bill shall be covered with the same color jacket as the  
28 original bill and shall be prefaced as follows:

29 "House Substitute for" or "House Committee Substitute for \_\_\_\_\_."

30 (f) House Resolutions need not be read more than twice.

31 (g) All memorializing, celebration, commendation, and commemoration  
32 resolutions, except those honoring the memory of deceased persons, shall be excluded  
33 from introduction and consideration in the House.

34 **RULE 31.1. Deadlines on Introduction and Receipt of Bills.**—(a) All bills or  
35 resolutions recommended by commissions or standing committees authorized or  
36 directed by act or resolution of the General Assembly to report to the 1991 Regular  
37 Session of the General Assembly, or to report prior to convening of that session, must  
38 be introduced not later than the third Wednesday in February (February 20) of the first  
39 year of the biennial session; provided that any such measure submitted to the Bill  
40 Drafting Division of the Legislative Services Office by 4:00 p.m. on that date and  
41 introduced in the House of Representatives before 3:00 p.m. on the next Wednesday  
42 (February 27) shall be treated as if it had been introduced pursuant to this subsection.

43 (a1) All bills prepared to be introduced for departments, agencies, or  
44 institutions of the State must be introduced not later than the third Thursday in March

1 (March 21) of the first year of the biennial session; provided that any such measure  
2 submitted to the Bill Drafting Division of the Legislative Services Office by 4:00 p.m.  
3 on that date and introduced in the House of Representatives before 3:00 p.m. on the next  
4 Thursday (March 28) shall be treated as if it had been introduced pursuant to this  
5 subsection.

6 (a2) All local bills must be introduced not later than the first Thursday in  
7 April (April 4) of the first year of the biennial session; provided that any such measure  
8 submitted to the Bill Drafting Division of the Legislative Services Office by 4:00 p.m.  
9 on that date and introduced in the House of Representatives before 3:00 p.m. on the next  
10 Thursday (April 11) shall be treated as if it had been introduced pursuant to this  
11 subsection.

12 (b) All public bills not containing appropriations or tax law changes must be  
13 introduced not later than the second Thursday in April (April 11) of the first year of the  
14 biennial session; provided that any such measure submitted to the Bill Drafting Division  
15 of the Legislative Services Office by 4:00 p.m. on that date and introduced in the House  
16 of Representatives before 3:00 p.m. on the next Thursday (April 18) shall be treated as  
17 if it had been introduced pursuant to this subsection.

18 (c) All public bills containing appropriations or tax law changes must be  
19 introduced not later than the first Thursday in May (May 2) of the first year of the  
20 biennial session; provided that any such measure submitted to the Bill Drafting Division  
21 of the Legislative Services Office by 4:00 p.m. on that date and introduced in the House  
22 of Representatives before 3:00 p.m. on the next Thursday (May 9) shall be treated as if  
23 it had been introduced pursuant to this subsection.

24 (c1) All resolutions, except those honoring the memory of deceased persons  
25 or adjourning the General Assembly must be introduced not later than the second  
26 Thursday in May (May 9) of the first year of the biennial session; provided that any  
27 such measure submitted to the Bill Drafting Division of the Legislative Services Office  
28 by 4:00 p.m. on that date and introduced in the House of Representatives before 3:00  
29 p.m. on the next Thursday (May 16) shall be treated as if it had been introduced  
30 pursuant to this subsection.

31 (d) In order to be eligible for consideration by the House during the first regular  
32 session, all Senate bills other than finance or appropriations bills or adjournment  
33 resolutions, must be received and read on the floor of the House as a message from the  
34 Senate no later than May 16; provided that a message from the Senate received by the  
35 next legislative day stating that a bill has passed its third reading and is being engrossed  
36 shall comply with the requirements of this subsection and provided that the Senate has a  
37 similar rule.

38 (e) This rule does not apply to bills establishing districts for Congress or  
39 State or local entities.

40 **RULE 32. Reference to Standing Committee and to Permanent**  
41 **Subcommittees.**—(a) Each bill, joint resolution, or House resolution not  
42 introduced on the report of a standing committee shall immediately upon its first  
43 reading be referred by the Speaker to such standing committee as he deems appropriate.

1 (b) The standing committee Chair may refer each bill referred to the standing  
2 committee to the permanent subcommittee specifically charged with the subject matter  
3 of the bill. A report of that referral shall be made in writing and submitted to the body  
4 pursuant to Rule 5(5). Except as provided in Rule 36, the permanent subcommittee to  
5 which the bill is referred shall report the bill back to the full standing committee. That  
6 report shall be a recommendation and include a recommendation as follows:

- 7 (1) Favorable, without prejudice, or unfavorable as to the original bill;
- 8 (2) Favorable, without prejudice, or unfavorable as to the original bill, as  
9 amended;
- 10 (3) Unfavorable to the original bill, and favorable, or without prejudice, to  
11 the proposed committee substitute;
- 12 (4) Favorable as to the original bill with the recommendation that the  
13 report be made directly to the floor of the House, if approved by the  
14 standing committee Chair;
- 15 (5) Favorable to the original bill, as amended, with the recommendation  
16 that the report be made directly to the floor of the House, if approved  
17 by the standing committee Chair;
- 18 (6) Unfavorable to the original bill and favorable to the proposed  
19 committee substitute with the recommendation that the report be made  
20 directly to the floor of the House, if approved by the standing  
21 committee Chair.

22 Any recommendation of favorable or without prejudice may include a  
23 recommendation of re-referral to another standing committee. After a bill is reported to  
24 a standing committee by a permanent subcommittee of that standing committee, the  
25 standing committee Chair may re-refer the bill to another permanent subcommittee of  
26 that standing committee.

27 Upon recommendation to the standing committee the bill shall be before that  
28 body for further action unless the permanent subcommittee Chair reports the bill  
29 directly pursuant to Rule 36.

30 (c) When a committee substitute is adopted by a permanent subcommittee or a  
31 standing committee for a bill which was introduced with no substantive provisions and  
32 the committee substitute deletes a majority of the provisions of the original bill and adds  
33 provisions that are not germane to the original bill, no further action may be taken by  
34 any standing committee or permanent subcommittee upon such bill until the 2nd  
35 legislative day thereafter.

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

41 **RULE 34. Introduction of Resolutions and Bills, Copies Required.**—(a)

42 Whenever any resolution or bill is introduced, a duplicate copy thereof shall  
43 be attached thereto, and the Principal Clerk shall cause said duplicate copy to be



1 numbered as the original resolution or bill is numbered, and shall cause the same to be  
2 available at all times to the member introducing the same.

3 (b) Numbering of House Bills shall be designated as "H.B.\_\_\_\_." (No. following).  
4 A Joint Resolution shall be designated as "H.J.R. \_\_\_\_." (No. following). A House  
5 Resolution shall be designated as "H.R.\_\_\_\_." (No. following). Proposed House Bills  
6 shall be designated "P.H.B. \_\_\_\_\_." (Letters following).

7 (c) Whenever any resolution or bill is filed for introduction, it shall be in a House  
8 bill jacket containing 30 copies and in the form designated by the Speaker. Any  
9 resolution or bill not accompanied by the required number of copies shall be  
10 immediately returned to the introducer. The Clerk shall stamp the copies with the  
11 number stamped upon the original bill.

12 **RULE 35. Duplicating and Availability of Copies of Bills.**—(a) The Legislative  
13 Administrative Officer shall cause such bills as are introduced to be duplicated in such  
14 numbers as may be specified by the Speaker. The Legislative Administrative Officer  
15 shall cause one copy of each resolution and public bill for each legislator to be delivered  
16 to his clerk or secretary who shall place it in the appropriate notebook on the legislator's  
17 desk. If a legislator so requests, a second copy shall be delivered to his clerk or  
18 secretary who shall place it in the legislator's office. The remaining copies shall be  
19 placed in the Printed Bills Room and made available to the committees to which the bill  
20 is referred, to individual legislators on request, and to the general public.

21 (b) A public bill is a bill affecting 15 or more counties. A local bill is one  
22 affecting fewer than 15 counties. No public bill and, upon objection by a member, no  
23 local bill may be considered unless copies of the bill have been made available to the  
24 entire membership of the House.

25 **RULE 35.1. Assessment Reports.**—Every bill or resolution proposing the  
26 establishment of an occupational or professional licensing plan or a study for the need to  
27 establish such a plan shall have attached to the jacket of the original bill or resolution at  
28 the time of its consideration on second and third readings by the House or by any  
29 standing committee or permanent subcommittee of the House, an assessment report  
30 from the Legislative Standing Committee on New Licensing Plans pursuant to Article  
31 18A of Chapter 120 of the General Statutes. The assessment report shall not constitute  
32 any part of the expression of legislative intent proposed by the formation of a licensing  
33 plan. Upon receipt of the request the Legislative Standing Committee on New  
34 Licensing Plans shall prepare and return the assessment report as soon as possible but  
35 not later than 60 days, reserving the right to extend this time to 90 days.

36 **RULE 36. Report by Standing Committee or Permanent Subcommittee.**—  
37 All House bills and resolutions shall be reported from the standing committee or  
38 permanent subcommittee to which referred with such recommendations as the standing  
39 committee or permanent subcommittee may desire to make except in the case where the  
40 principal introducer requests in writing to the Chair of the standing committee or  
41 permanent subcommittee that the bill not be considered.

42 With the written approval of the Chair of the standing committee, the Chair of  
43 the permanent subcommittee may report the bill to the floor with the subcommittee's  
44 recommendation that the bill be passed; the bill be passed, as amended; or that the

1 committee substitute be passed and the original bill be placed on the unfavorable  
2 calendar.

3 (a) **Favorable Report.** When a standing committee or permanent subcommittee  
4 reports a bill with the recommendation that it be passed, the bill shall be placed on the  
5 favorable calendar for the next succeeding legislative day; except that committee  
6 substitutes for bills shall be placed on the favorable calendar for the second next  
7 succeeding legislative day after being reported. When a committee substitute is adopted  
8 and receives a favorable report by the committee or permanent subcommittee, the  
9 standing committee or permanent subcommittee Chair shall submit to the standing  
10 committee or permanent subcommittee the question of an unfavorable report on the  
11 original bill. The standing committee's or permanent subcommittee's action, if any, on  
12 the original bill shall be reported at the same time the committee substitute is reported.

13 (b) **Report Without Prejudice.** When a standing committee reports a bill  
14 without prejudice, the bill shall be placed on the favorable calendar.

15 (c) **Postponed Indefinitely.** When a standing committee reports a bill with the  
16 recommendation that it be postponed indefinitely, and no minority report accompanies  
17 it, the bill shall be placed on the unfavorable calendar.

18 (d) **Unfavorable Report.** When a standing committee reports a bill with the  
19 recommendation that it be not passed, and no minority report accompanies it, the bill  
20 shall be placed on the unfavorable calendar.

21 (e) **Minority Report.** When a bill is reported by a standing committee with  
22 a recommendation that it be not passed or that it be postponed indefinitely, but it is  
23 accompanied by a minority report signed by at least one-fourth (1/4) of the members of  
24 the standing committee who were present and voting when the bill was considered in  
25 standing committee, the question before the House shall be: "The adoption of the  
26 minority report." If the minority report is adopted by majority vote, the bill shall be  
27 placed on the favorable calendar for consideration. If the minority report fails of  
28 adoption by a majority vote, the bill shall be placed on the unfavorable calendar.

29 **RULE 36.1. Fiscal notes.**—(a) The Chair, Co-chair or Vice-Chairman of the  
30 Appropriations Committee, of the Finance Committee or of the Rules, Appointments,  
31 and Calendar Committee, upon the floor of the House may request that a fiscal analysis  
32 be made of a bill, resolution or an amendment to a bill or resolution which is in the  
33 possession of the House and that a fiscal note be attached to the measure, when in the  
34 opinion of that Chair or Vice-Chair the fiscal effects of that measure are not apparent  
35 from the language of the measure.

36 (b) The fiscal note shall be filed and attached to the bill or amendment within two  
37 legislative days of the request. If it is impossible to prepare a fiscal note within two  
38 legislative days, the Director of Fiscal Research shall, in writing, so advise the Speaker,  
39 the Principal Clerk, and the member introducing or proposing the measure and shall  
40 indicate the time when the fiscal note will be ready.

41 (c) The fiscal note shall be prepared by the Fiscal Research Division on a form  
42 approved by the Rules, Appointments, and Calendar Committee as to content and form  
43 and signed by the staff member or members preparing it. If no estimate in dollars is  
44 possible, the fiscal note shall indicate the reasons that no estimate is provided. The

1 fiscal note shall not comment on the merit but may identify technical problems. The  
2 Fiscal Research Division shall make the fiscal note available to the membership of the  
3 House.

4 (d) A sponsor of a bill or amendment may deliver a copy of his bill or  
5 amendment to the Fiscal Research Division for the preparation of a fiscal note. The  
6 sponsor shall attach the fiscal note to the bill when he files the bill or to the amendment  
7 when he moves its adoption.

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

12 (f) Subsection (a) of this rule shall not apply to the current operations  
13 appropriations bill or the capital improvements appropriations bill. This rule shall not  
14 apply to a bill or amendment requiring an actuarial note under these rules.

15 **RULE 36.2. Actuarial Notes.**—(a) Every bill or resolution proposing any change  
16 in the law relative to any:

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

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

22 shall have attached to it at the time of its consideration by any standing committee or  
23 permanent subcommittee a brief explanatory statement or note which shall include a  
24 reliable estimate of the financial and actuarial effect of the proposed change to that  
25 retirement or pension system. The actuarial note shall be attached to the jacket of each  
26 proposed bill or resolution which is reported favorably by any standing committee or  
27 any permanent subcommittee, shall be separate therefrom, and shall be clearly  
28 designated as an actuarial note.

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

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

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

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

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

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

23 **RULE 37. Removing Bill from Unfavorable Calendar.**—A bill may be  
24 removed from the unfavorable calendar upon motion carried by a two-thirds (2/3) vote.  
25 A motion to remove a bill from the unfavorable calendar is debatable.

26 **RULE 38. Reports on Appropriation and Revenue Bills.**—(a) All standing  
27 committees, other than the Standing Committee on Appropriations, when favorably  
28 reporting any bill or resolution which:

- 29 1. carries an appropriation from the State; or
- 30 2. requires or will require in the future substantial additional State monies  
31 from the General Fund or Highway Fund to implement its provisions,  
32 shall indicate same in the report, and said bill or resolution shall be  
33 referred to the Standing Committees on Appropriations for a further  
34 report before being acted upon by the House.

35 (b) All standing committees, other than the Standing Committee on Finance,  
36 when favorably reporting any bill which in any way or manner raises revenue, reduces  
37 revenue, levies a tax, authorizes the levying of a tax or a fee, or authorizes the issue of  
38 bonds or notes, whether public, public-local, or private, shall indicate same in the report,  
39 and said bill shall be referred to the Standing Committee on Finance for a further report  
40 before being acted upon by the House.

41 (c) Action on Amendment Before Re-Referral. If any standing committee  
42 recommends adoption of an amendment or committee substitute of a bill which, under  
43 the rules of the House must be referred to the Standing Committees on Appropriations  
44 or Standing Committee on Finance, the amendment or committee substitute shall be

1 considered and, if adopted, the amendment or substitute engrossed before the bill is re-  
2 referred.

3         **RULE 39. Recall of Bill from Standing Committee.**—When a House bill  
4 has been introduced and referred to a standing committee, if after 10 legislative days the  
5 standing committee has failed to report thereon, then the introducer of the bill or some  
6 member designated by him may, after three legislative days' public notice given in the  
7 House and delivered in writing to the Chair of the standing committee, on motion  
8 supported by a majority vote of the members present and voting, recall the same from  
9 the standing committee to the floor of the House for consideration and such action  
10 thereon as a majority of the members present may direct. This rule shall not be  
11 temporarily suspended without one day's notice on the motion given in the House and  
12 delivered in writing to the Chair of the standing committee, and to sustain that motion  
13 two-thirds (2/3) of the members present and voting shall be required.

14         **RULE 39.1. Recall of Bill from Permanent Subcommittee.**—When a House  
15 bill has been referred to a permanent subcommittee, if after 10 legislative days the  
16 subcommittee has failed to act thereon or, at any time, with the agreement of the  
17 subcommittee chair, the standing committee Chair may re-refer the bill from that  
18 permanent subcommittee to another permanent subcommittee of the same standing  
19 committee provided the report of the re-referral shall be made pursuant to Rule 32.

20         **RULE 39.2. Re-referral of Bills from One Standing Committee to**  
21 **Another Standing Committee.**—Upon consent of the sponsor of the bill, the Speaker,  
22 the Chair of the standing committee from whom the bill is to be re-referred, and the  
23 Chair of the standing committee to whom the bill is to be re-referred, the Chair may  
24 move for a re-referral to another standing committee and the bill shall be re-referred  
25 upon vote of the majority present during a regular session of the House.

26         **RULE 40. Calendars and Schedules of Business.**—The Clerk of the House  
27 shall prepare a daily schedule of business, including the Calendar of Bills and  
28 Resolutions for consideration and debate that day, in accordance with the Order of  
29 Business of the Day (Rule 5). The Clerk shall number all bills and resolutions in the  
30 order in which they are introduced. All bills and resolutions shall be taken up as they  
31 appear in each category (Rule 5(10)) in the order they were reported by standing  
32 committee; but the Standing Committee on Rules, Appointments and Calendar may at  
33 any time arrange the order of precedence in which bills may be considered.

34         **RULE 41. Reading of Bills.**—(a) Every bill shall receive three readings in the  
35 House prior to its passage. The first reading and reference to standing committee of a  
36 House bill shall occur on the next legislative day following its introduction. The first  
37 reading and reference to standing committee of a Senate bill shall occur on the next  
38 legislative day following its receipt on messages from the Senate. The Speaker shall  
39 give notice at each subsequent reading whether it be the second or third reading.

40         (b) No bill shall be read more than once on the same day without the concurrence  
41 of two-thirds (2/3) of the members present and voting; provided, no bill governed by  
42 Article II, Section 23 of the North Carolina Constitution or described in Rule 20 (a)(2)  
43 herein shall be read twice on one day under any circumstance.

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

- 3            1. been tabled,
- 4            2. been postponed indefinitely,
- 5            3. failed to pass on any of its readings, or
- 6            4. been placed on the unfavorable calendar,

7 the contents of that bill or the principal provisions of its subject matter shall not be  
8 considered in any other measure originating in the Senate or originating thereafter in the  
9 House. Upon the point of order being raised and sustained by the Chair, that measure  
10 shall be laid upon the table, and shall not be taken therefrom except by a two-thirds  
11 (2/3) vote of the members present and voting.

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

16        **RULE 43. Amendments.**—No amendment to a bill before the House shall be  
17 in order unless the amendment is germane to the bill under consideration. A House  
18 amendment deleting a previously adopted House amendment shall not be in order.

19        Only one principal (first degree) amendment shall be pending at any one  
20 time. If a subsequent or substitute principal amendment shall be offered, the Speaker  
21 shall rule it out of order. However, any member desiring to offer a subsequent or  
22 substitute principal amendment in opposition to the pending amendment may inform the  
23 House by way of argument against the pending amendment that if it is defeated he  
24 proposes to offer another principal amendment, and he may then read and explain such  
25 proposed amendment.

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

29        **RULE 43.1. Engrossment.**—Bills and resolutions, except those making  
30 appropriations, which originate in the House and which are amended, shall be engrossed  
31 before being sent to the Senate.

32        **RULE 43.2. House Concurrence in Senate Amendments to House Bills.**—  
33 The House shall not concur in a Senate amendment to a bill originating in the House  
34 until the next legislative day after the day on which the House receives the Senate  
35 amendment.

36        **RULE 43.3. Committee Substitutes Adopted by the Senate to Bills Originating in the**  
37 **House; Procedure for Treatment of Material Amendments thereto.**—(a) Whenever  
38 the Senate has adopted a committee substitute for a bill originating in the House, and  
39 has returned the bill to the House for concurrence in that committee substitute, the  
40 House may not concur in that committee substitute until the next legislative day  
41 following the day on which the House receives that committee substitute.

42        (b) The Speaker may, and upon motion supported by a majority of the House  
43 present and voting shall, refer the bill to an appropriate standing committee for  
44 consideration of the committee substitute.

1 (c) The Speaker shall, in placing the bill on the calendar, rule whether the  
2 committee substitute is a material amendment under Article II, Section 23, of the State's  
3 Constitution which reads:

4 **"Revenue bills.**—No law shall be enacted to raise money on the credit of the State, or  
5 to pledge the faith of the State directly or indirectly for the payment of any debt, or to  
6 impose any tax upon the people of the State, or to allow the counties, cities, or towns to  
7 do so, unless the bill for the purpose shall have been read three several times in each  
8 House of the General Assembly and passed three several readings, which readings shall  
9 have been on three different days, and shall have been agreed to by each House  
10 respectively, and unless the yeas and nays on the second and third readings of the bill  
11 shall have been entered on the journal."

12 If the committee substitute was referred to standing committee, the standing  
13 committee shall:

- 14 i. report the bill with the recommendation either that the House  
15 concur or that the House do not concur; and  
16 ii. advise the Speaker as to whether or not that committee  
17 substitute is a material amendment under Article II, Section 23,  
18 of the State's Constitution.

19 (d) If the committee substitute for a bill is not a material amendment, the  
20 question before the House shall be concurrence.

21 (e) If the committee substitute for a bill is a material amendment, the  
22 receiving of that bill on messages shall constitute first reading and the question before  
23 the House shall be concurrence on second reading. If the motion is passed, the question  
24 then shall be concurrence on third reading on the next legislative day.

25 (f) No committee substitute adopted by the Senate to a bill originating in the  
26 House may be amended by the House.

27 **RULE 44. Conference Standing Committees.**—(a) Whenever the House  
28 shall decline or refuse to concur in amendments put by the Senate to a bill originating  
29 in the House, or shall refuse to concur in a substitute adopted by the Senate for a bill  
30 originating in the House or whenever the Senate shall decline or refuse to concur in  
31 amendments put by the House to a bill originating in the Senate, or shall refuse to  
32 concur in a substitute adopted by the House for a bill originating in the Senate, a  
33 conference committee may be appointed by the Speaker upon his own motion or shall  
34 be appointed upon request by the principal sponsor of the original bill, the Chair of the  
35 House standing committee which reported the bill, or by the sponsor of the amendment  
36 in which the Senate refused to concur; and the bill under consideration shall thereupon  
37 go to and be considered by the joint conferees on the part of the House and Senate. In  
38 appointing members to conference committees the Speaker shall appoint no less than a  
39 majority of members who generally supported the House position as determined by the  
40 Speaker.

41 (b) Only such matters as are in difference between the two houses shall be  
42 considered by the conferees, and the conference report shall deal only with such  
43 matters. The conference report may be made by a majority of the House members of  
44 such conference committee and shall not be amended.

1 (c) If the conferees fail to agree, new conferees may be appointed. However, if  
2 either house refuses to adopt the report of its conferees, no new conferees may be  
3 appointed.

4 **RULE 44.1. Transmittal of Bills to Senate.**—Unless ordered by the Speaker  
5 or two-thirds (2/3) vote of the members present and voting, no bill shall be sent from the  
6 House on the day of its passage, except on the last day of the session.

## 7 **VII. LEGISLATIVE OFFICERS AND EMPLOYEES**

8 **RULE 45. Elected Officers.**—(a) The House shall elect one of its members  
9 Speaker.

10 (b) The House shall elect one of its members Speaker Pro Tempore who shall  
11 perform such duties as the Speaker may assign and shall preside over the House in the  
12 absence or incapacity of the Speaker and shall perform all of the duties of the Speaker  
13 until such time the Speaker may assume the Chair.

14 (c) The House shall elect a Principal Clerk, a Reading Clerk and a Sergeant-at-  
15 Arms, each of whom shall have and perform such duties and responsibilities not  
16 inconsistent with these Rules as the Speaker may assign. The Principal Clerk shall  
17 continue in office until another is elected. The Reading Clerk and Sergeant-at-Arms  
18 shall serve at the pleasure of the Speaker.

19 **RULE 46. Assistants to Principal Clerk and Sergeant-at-Arms.**—The  
20 Principal Clerk and the Sergeant-at-Arms may appoint, with the approval of the  
21 Speaker, such assistants as may be necessary to the efficient discharge of the duties of  
22 their respective offices.

23 **RULE 47. Speaker's Clerk, Chaplain, and Pages.**—(a) The Speaker may appoint  
24 one or more clerks to the Speaker, a Chaplain of the House, and pages to wait upon the  
25 sessions of the House.

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

28 (c) No member may have more than 10 persons designated as honorary pages.

29 **RULE 48. Clerks and Secretaries.**—(a) Each standing committee and  
30 permanent subcommittee shall have a clerk. The clerk to a standing committee or  
31 permanent subcommittee shall serve as secretary to the Chair of the standing committee  
32 or permanent subcommittee.

33 (b) Each member shall be assigned a secretary, unless he has a standing  
34 committee or permanent subcommittee clerk to serve as secretary.

35 (c) The selection and retention of clerks and secretaries shall be the sole  
36 prerogative of the individual member or members. Such clerks and secretaries shall file  
37 initial applications for employment with the Principal Clerk and shall receive  
38 compensation as prescribed by the Legislative Services Commission. The employment  
39 period of clerks and secretaries shall commence not earlier than the convening date of  
40 the General Assembly and shall terminate not later than the final adjournment or recess  
41 of the General Assembly unless employment for an extended period is approved by the  
42 Speaker. The clerks and secretaries shall adhere to such uniform rules and regulations  
43 not inconsistent with these Rules regarding hours and other conditions of employment  
44 as the Legislative Services Commission shall fix by appropriate regulations.



1           **RULE 49. Compensation of Clerks and Secretaries.**—No clerk, laborer, or  
2 other person employed or appointed under Rules 47, 48, and 49 hereof shall receive  
3 during such employment, appointment, or service, any compensation from any  
4 department of the State government, and there shall not be voted, paid or awarded any  
5 additional pay, bonus or gratuity to any of them, but they shall receive only the pay now  
6 provided by law for such duties and services.

### 7                                   **VIII. PRIVILEGES OF THE HALL**

8           **RULE 50. Admittance to Floor.**—No person except members, officers and  
9 employees of the General Assembly and former members of the General Assembly who  
10 are not registered under the provisions of Article 9 of Chapter 120 of the General  
11 Statutes of North Carolina shall be allowed on the floor of the House during its session,  
12 unless permitted by the Speaker or otherwise provided by law.

13           **RULE 51. Admittance of Press.**—Reporters wishing to take down debates  
14 may be admitted by the Speaker, who shall assign such places to them on the floor or  
15 elsewhere, to effect this object, as shall not interfere with the convenience of the House.  
16 Reporters admitted to the floor of the House shall observe the same requirements of  
17 attire for members contained in Rule 12(h).

18           **RULE 52. Extending Courtesies.**—Courtesies of the floor, galleries or lobby  
19 shall be extended at the discretion of the Speaker and only by the Speaker. Requests by  
20 members to extend these courtesies shall be typewritten and delivered to the Speaker.  
21 No member shall orally ask the Speaker to extend these courtesies during the daily  
22 session.

23           **RULE 53. Order in Galleries and Lobby.**—In case of any disturbance or  
24 disorderly conduct in the galleries or lobby, the Speaker or other presiding officer is  
25 empowered to order the same to be cleared.

### 26                                   **IX. GENERAL RULES**

27           **RULE 54. Attendance of Members.**—No member or officer of the House  
28 shall absent himself from the service of the House without leave, unless from sickness  
29 or disability.

30           **RULE 55. Documents to be Signed by the Speaker.**—All acts, addresses,  
31 and resolutions and all warrants and subpoenas issued by order of the House shall be  
32 signed by the Speaker or other presiding officer.

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

36           **RULE 57. Placement or Circulation of Materials.**—Persons other than  
37 members of the General Assembly, officers or staff thereof shall not place or cause to be  
38 placed any materials on members' desks in the House Chamber without obtaining  
39 approval of the Speaker. Any material so placed, or circulated to House members  
40 anywhere in the Legislative Building, shall bear the name of the originator.

41           **RULE 58. Rules, Rescission and Alteration.**—(a) These rules shall not be  
42 permanently rescinded or altered except by House simple resolution passed by a two-  
43 thirds (2/3) vote of the members present and voting. The introducer of the resolution

1 must on the floor of the House give notice of his intent to introduce the resolution on the  
2 legislative day preceding its introduction.

3 (b) Except as otherwise provided herein, the House upon two-thirds (2/3) vote of  
4 the members present and voting may temporarily suspend any rule.

5 **RULE 59. Limitation on Cosponsorship of Bills and Resolutions.**—Any  
6 member wishing to cosponsor a bill or resolution which has been introduced may do so  
7 by appearing in the office of the Principal Clerk for such purpose within one-half hour  
8 following the adjournment of the session during which such bill or resolution was first  
9 read and referred.

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

16 **RULE 61. Changing of Seats Prohibited.**—After initial assignment of seats,  
17 a member shall continue to occupy the seat to which initially assigned for the entire  
18 biennial session. In event of vacancy that member's successor will occupy the seat of  
19 the member he replaces for the remainder of the biennial session, but such successor  
20 shall not be considered as one who has served in the immediate preceding session for  
21 the purposes of seat assignment in the subsequent biennial session.

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

28 **RULE 61.2. Convening and Assigning Seats in the New House.**—(a) The  
29 Principal Clerk of the previous House of Representatives shall convene the House of  
30 Representatives at 12:00 noon on the date established by law for the convening of each  
31 regular session, and preside over the body until the members elect a Speaker. In the  
32 case of a vacancy, inability, or refusal to so serve, the duty shall devolve upon the  
33 sergeant-at-arms of the prior House, and in the case of a vacancy in that office, or  
34 inability or refusal to so serve, the duty shall devolve upon the reading clerk of the prior  
35 House.

36 (b) It shall be the duty of the Chair of the Standing Committee on Rules,  
37 Appointments and the Calendar of the prior House to assign seats to the members of the  
38 House of Representatives in its Chamber. In the case of a death of the Chair of the  
39 Standing Committee on Rules, Appointments and the Calendar, or that Chair's inability  
40 or refusal to serve, the Speaker of the prior House of Representatives shall appoint a  
41 person to assign seats to members of the House of Representatives in its Chamber.

42 **RULE 62. Matters not Covered in These Rules.**—Except as herein set out  
43 the rules of Mason's Manual of Legislative Procedure shall govern the operation of the  
44 House.

1           Sec. 2. This resolution is effective upon adoption.