

1 STATE OF OKLAHOMA

2 1st Session of the 56th Legislature (2017)

3 HOUSE  
4 RESOLUTION 1003

By: McCall

5  
6 AS INTRODUCED

7 A Resolution relating to House Rules.  
8  
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10  
11 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE 1ST SESSION OF  
12 THE 56TH OKLAHOMA LEGISLATURE:

13 HOUSE RULES

14 56TH 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, warrants, writs,  
24 vouchers for expenditures chargeable to the House, contracts binding

1 upon the House or other papers issued by the House. The Speaker may  
2 delegate the authority to sign papers authorizing payments and other  
3 papers of an administrative nature.

4 1.6 - Authorization Of Counsel

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

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

24 1.7 - Supervision Of The House

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

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

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

9 1.8 - Standing, Special And Joint Committees

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

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

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

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

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

3 1.9 - Conference Committees

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

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

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

11 RULE TWO

12 SPEAKER PRO TEMPORE

13 2.1 - Convening

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

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

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

1        2.2 - Duties

2        (a) The Speaker Pro Tempore shall perform the duties of Speaker  
3 in the absence of the Speaker.

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

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

8        2.3 - Succession

9        (a) If, while the House is meeting in Regular or Special  
10 Session, the office of Speaker becomes vacant fifteen (15) calendar  
11 days or more prior to the date of sine die adjournment, the Speaker  
12 Pro Tempore shall serve as Acting Speaker of the House until a new  
13 Speaker is elected, which election shall be set by the Acting  
14 Speaker and shall be carried out no later than fifteen (15) calendar  
15 days after the day of the vacancy. If the office of Speaker becomes  
16 vacant less than fifteen (15) calendar days prior to the date of  
17 sine die adjournment, the Speaker Pro Tempore shall accede to the  
18 office of Speaker of the House continuing as Speaker until the  
19 conclusion of the present term of office, as established in 14 O.S.,  
20 Section 137, unless the House shall decide otherwise by electing  
21 another member Speaker of the House pursuant to Article V, Section  
22 29 of the Oklahoma Constitution. In the event the office of Speaker  
23 becomes vacant after the organizational session required in Article  
24 V, Section 26 of the Oklahoma Constitution but before the first

1 Monday in February of the same year, no election for the office of  
2 Speaker shall be held prior to the time the House convenes at twelve  
3 o'clock noon on the first Monday in February.

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

19 (c) If the House is not meeting in Regular or Special Session  
20 and the office of Speaker becomes vacant due to death or  
21 resignation, the Speaker Pro Tempore shall become Speaker of the  
22 House and shall be authorized to exercise all authority granted to  
23 the Speaker of the House under law or by House or Joint Rule  
24 including, but not limited to, the powers of appointment and



1 inclusion in the line of succession to the office of Governor as  
2 provided by Article VI, Section 15 of the Oklahoma Constitution.

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

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

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

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

11 (g) Regardless of whether the House is in session, whenever the  
12 elected Speaker transmits to the Speaker Pro Tempore and the Clerk  
13 of the House a written declaration that he or she is unable to  
14 discharge the powers and duties of the office of Speaker of the  
15 House, and until he or she transmits to them a written declaration  
16 to the contrary, such powers and duties shall be discharged by the  
17 Speaker Pro Tempore as Acting Speaker. Upon receipt of such a  
18 written declaration, the Clerk of the House shall notify the members  
19 of the House of Representatives, the President Pro Tempore of the  
20 Senate, the Governor and the Chief Justice of the Oklahoma Supreme  
21 Court. Thereafter, when the Speaker transmits to the Speaker Pro  
22 Tempore and the Clerk of the House his or her written declaration  
23 that no inability exists, he or she shall resume the powers and  
24 duties of the office of Speaker of the House. When acting as

1 Speaker pursuant to this provision, the Speaker Pro Tempore shall  
2 not exercise the Speaker's powers of appointment nor shall the  
3 Speaker Pro Tempore be included in the line of succession to the  
4 office of Governor, as provided by Article VI, Section 15 of the  
5 Oklahoma Constitution.

6 RULE THREE

7 HOUSE OFFICERS AND EMPLOYEES

8 3.1 - Employment By House

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

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

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

17 3.2 - Clerk Of The House

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

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

- 22 1. Publication of all House calendars and agendas;
- 23 2. Publication of bills, resolutions and amendments;

24

1           3. Publication of standing committee reports, special committee  
2 reports, and conference committee reports; and

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

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

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

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

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

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

22           (h) If transmitting bills, resolutions or messages  
23 electronically to the Senate, Governor or Secretary of State, the  
24

1 Clerk of the House shall establish safeguards to protect against  
2 unauthorized users.

3 3.3 - Chief Sergeant At Arms

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

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

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

16 3.4 - Parliamentarian

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

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

23 3.5 - Chaplain

24

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

5 3.6 - Pages

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

8 RULE FOUR

9 MEMBERS

10 4.1 - Member Defined

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

13 4.2 - Disclosure Of Personal Or Private Interest

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

19 4.3 - Absence Of Members

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

22 4.4 - Decorum

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

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

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

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

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

11 (e) All members shall conduct themselves in a manner becoming a  
12 member of the House of Representatives. When the House is in  
13 session all members shall, while in the Chamber, be appropriately  
14 dressed. Male members shall wear suitcoats, slacks and ties and  
15 female members shall wear dresses or skirts or pants worn with a  
16 jacket or sweater. No member shall wear jeans or denim pants in the  
17 House Chamber while the House is in session.

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

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

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

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

#### 7 4.5 - Service Of Process

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

### 14 RULE FIVE

#### 15 PRIVILEGES OF THE FLOOR AND THE ANTEROOMS

##### 16 5.1 - Floor Privileges

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

- 19 1. Members of the House;
- 20 2. Members of the Senate;
- 21 3. Former members of the House except as otherwise provided in  
22 Section 5.3 of this Rule;
- 23 4. The Governor, except during consideration of a motion to  
24 override the veto of the Governor;



1       5. Employees of the House and Senate as designated by the  
2 Speaker; and

3       6. Children or grandchildren of members for the purpose only of  
4 introduction from the member's desk.

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

9       5.2 - Anterooms Of The House Chamber

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

17       5.3 - Former Members

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

24

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

#### 4 5.4 - House Parking

5 When the House is convened in Regular or Special Session, no  
6 registered lobbyist under the Ethics Commission Act shall be  
7 permitted to park in the parking areas of the Capitol grounds  
8 allocated to the House of Representatives.

#### 9 5.5 - Presentations On House Floor

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

### 13 RULE SIX

#### 14 BILLS AND RESOLUTIONS

#### 15 6.1 - Definition Of The Term "Bill"

16 The term "bill", as used in these Rules, shall mean proposed  
17 legislation which in order to become law must pass through the  
18 Legislature according to the procedures established by the Oklahoma  
19 Constitution, including consideration by the Governor. The term  
20 shall include proposed laws of a general nature and proposed special  
21 or local laws. The procedures of these Rules applicable to the  
22 introduction and passage of bills shall also apply to the  
23 introduction and passage of joint resolutions.

#### 24 6.2 - Filing Deadlines

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

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

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

8 2. Measures authored by the chairpersons and vice-chairpersons  
9 of the House Appropriations and Budget Committee and the Senate  
10 Appropriations Committee which affect the receipt, expenditure or  
11 budgeting of state funds or funds under the control of an entity  
12 created by state law; or

13 3. Measures authored by the Speaker of the House of  
14 Representatives and the President Pro Tempore of the Senate and  
15 which are deemed by them to be necessary for the preservation of the  
16 public peace, health and safety.

17 6.3 - Numbering

18 (a) Bills and joint resolutions introduced in the Second  
19 Regular Session of a Legislature shall be numbered consecutively  
20 with the last bill and joint resolution, respectively, introduced in  
21 the First Regular Session of the same Legislature.

22 (b) Simple and concurrent resolutions introduced in the Second  
23 Regular Session of a Legislature shall be numbered consecutively

24

1 with the last simple and concurrent resolution, respectively,  
2 introduced in the First Regular Session of the same Legislature.

3 6.4 - Introduction

4 (a) All bills and resolutions shall be accompanied by the name  
5 or names of the member or members introducing the bill or  
6 resolution, shall have a title stating the subject matter contained  
7 therein and shall include the request number assigned to the bill or  
8 resolution by the staff of the House.

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

13 (c) The provisions of paragraph (b) of this section shall not  
14 apply to:

15 1. Measures containing budgetary matters of which the principal  
16 author is the Chairperson of the Appropriations and Budget Committee  
17 of the House;

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

20 3. Measures introduced for the purpose of disapproving or  
21 approving agency rules pursuant to the Administrative Procedures  
22 Act;

23 4. Bills introduced for the purpose of implementing the  
24 Oklahoma Sunset Law;

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

3 6. Simple or concurrent resolutions; and

4 7. Any other measure authorized by the Speaker.

5 6.5 - Coauthors

6 Coauthors of bills and resolutions added after the introduction  
7 of a measure shall be indicated on the front page of a bill or  
8 resolution.

9 6.6 - Principal Senate Author Of A House Bill Or Resolution

10 (a) While a House bill, joint resolution or concurrent  
11 resolution is within the physical control of the House, the  
12 principal House author of the bill or resolution shall have full and  
13 complete discretion in determining who the principal Senate author  
14 of the bill or resolution shall be.

15 (b) No bill or resolution lacking a principal Senate author  
16 shall be scheduled for Floor consideration, except that the  
17 withdrawal of the principal Senate author, after the bill or  
18 resolution is scheduled for Floor consideration, shall not preclude  
19 the House from considering the bill or resolution.

20 6.7 - Procedures Governing Simple And Concurrent Resolutions

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

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

4 2. Resolutions giving rise to debate.

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

7 1. Resolutions relating to business immediately before the  
8 House;

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

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

13 4. Resolutions relating to adjournment or recess.

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

16 (d) A motion to amend shall be in order immediately but  
17 amendments proposed to simple and concurrent resolutions shall be  
18 electronically submitted to the Office of the Clerk prior to  
19 consideration by the House.

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

23 (f) Debate on the question of adoption of a simple or  
24 concurrent resolution shall be limited to thirty (30) minutes,

1 equally divided between the proponents and opponents of the  
2 resolution, provided that no member speak for more than ten (10)  
3 minutes.

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

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

9 6.8 - Final Action

10 (a) The following action shall constitute final action on any  
11 bill or resolution:

12 1. Committee recommendation of "Do Not Pass";

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

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

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

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

22 6.9 - Carry-over Bills And Joint Resolutions

23 Any bill or joint resolution pending in the House at the sine  
24 die adjournment of the First Regular Session of a Legislature shall

1 carry over to the Second Regular Session with the same status as if  
2 there had been no adjournment; provided, however, that this Rule  
3 shall not apply to bills and joint resolutions pending in a  
4 conference committee at the time of sine die adjournment.

5 6.10 - Special Or Local Laws

6 (a) The House of Representatives shall not consider proposed  
7 local or special legislation on subjects prohibited by the Oklahoma  
8 Constitution.

9 (b) No special or local law shall be considered by the House of  
10 Representatives unless passage of a general law would be  
11 ineffective.

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

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

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

22 2. The notice shall state in substance the contents of the  
23 proposed law;

24



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

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

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

11           6.11 - Revenue-Raising Measures

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

17           (b) Prior to consideration of a bill or joint resolution  
18 designated as a revenue-raising measure pursuant to this section,  
19 the Majority Floor Leader shall rise and announce to the full House  
20 the designation of the bill or joint resolution as a revenue-raising  
21 measure and the announcement shall be published in the House  
22 Journal.

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

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

9 RULE SEVEN

10 COMMITTEES

11 IN GENERAL

12 7.1 - Definitions

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

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

21 (c) A special committee is a committee appointed by the Speaker  
22 of the House pursuant to Section 1.8 of these Rules which carries  
23 out a particular task defined at the time of the committee's  
24 creation and appointment. Upon completion of the task assigned to

1 the special committee, the special committee is immediately  
2 dissolved.

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

#### 8 7.2 - Open Meetings

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

#### 16 7.3 - Timing And Location Of Meetings

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

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

### 21 CHAPTER A. STANDING AND SPECIAL COMMITTEES

#### 22 7.4 - Authority Of The Chair

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

1 (b) Chairpersons shall ensure the efficient operation of the  
2 committees or subcommittees. Such authority shall include:  
3 presiding over the committees or subcommittees, establishing the  
4 calendar for the committees or subcommittees, recognition of members  
5 or presenters, deciding all questions of procedure in the committees  
6 or subcommittees, subject to appeal, and determining the order in  
7 which legislation is considered in a committee or subcommittee.

8 (c) The chairperson shall exercise all authority necessary to  
9 maintain order and decorum, including the authority to require all  
10 persons present to silence all electronic devices and to request the  
11 Sergeant at Arms to clear the committee room of a person or persons  
12 causing disruption.

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

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

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

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

1 (h) A committee or subcommittee may only take up bills or  
2 resolutions for consideration if a quorum of the committee or  
3 subcommittee is present. A quorum is a majority of the members of  
4 the committee or subcommittee, excluding the ex officio members of  
5 the committee or subcommittee, but the ex officio members may count  
6 toward the presence of a quorum in a committee or its subcommittees.

7 (i) When a bill or resolution is taken up for consideration,  
8 the principal House author or another member designated by the  
9 principal House author shall be recognized for explanation of the  
10 bill or resolution if he or she so desires. In the event the  
11 chairperson of the committee is presenting the measure under  
12 consideration, the chairperson shall not also preside over the  
13 committee while his or her bill or resolution is under  
14 consideration.

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

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

22 (l) Amendments shall be considered in the order they appear in  
23 the bill or resolution, or in the order they are presented to the  
24

1 committee. The chairperson shall resolve any conflict resulting  
2 from claimed priority of presentation.

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

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

10 (o) Any questions of procedure not provided for within these  
11 Rules shall be governed by the ruling of the chairperson. In making  
12 his or her ruling, the chairperson shall rely upon the latest  
13 edition of *Mason's Manual of Legislative Procedure*. Where a  
14 conflict exists between a provision within these Rules and a  
15 provision within *Mason's Manual of Legislative Procedure*, the House  
16 Rule shall control.

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

- 19 1. An appeal must be lodged immediately;
- 20 2. An appeal shall not be raised by anyone other than a member  
21 of the committee or subcommittee wherein such a question arises;
- 22 3. An appeal must be seconded by two other members of the  
23 committee or subcommittee to receive further consideration;

24

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

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

9 (q) The chairperson of a full committee may refer to a  
10 subcommittee or reassign from a subcommittee any legislation,  
11 proposal or inquiry; provided, however, no subcommittee shall be  
12 permitted to report directly to the House, but rather shall report  
13 to the full committee.

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

18 (s) The committee or subcommittee chairperson shall sign all  
19 reports required or permitted by these Rules. The committee  
20 chairperson shall sign all subpoenas as permitted by Section 7.13 of  
21 these Rules, but shall not sign any subpoena prior to signature by  
22 the Speaker of the House.

23 7.5 - Notice Of Meetings  
24

1 (a) All committees and subcommittees shall provide, in a manner  
2 reasonably calculated to give actual notice to interested persons,  
3 at least forty-eight (48) hours notice of a meeting. Notice of the  
4 meeting shall be published through an appropriate public medium such  
5 as the House website or electronic mail. In case of emergency, with  
6 the approval of the Speaker, a meeting may be held with notice  
7 appropriate to the circumstances. The Speaker shall announce and  
8 describe the emergency in the same manner as notice is given.

9 (b) A notice shall state the date, time and place of a meeting  
10 and shall include a listing and sufficient title for identification  
11 of any and all bills to be considered by the committee or  
12 subcommittee holding the meeting. The measure's principal author  
13 and the members of the committee or subcommittee shall be provided  
14 separate notice.

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

18 (d) Bills or resolutions published on a meeting notice but not  
19 considered shall not be taken up in a subsequent committee meeting  
20 unless said bills or resolutions are listed on the meeting notice  
21 announcing the items of business to be considered in the later  
22 meeting.

23 7.6 - Amendments  
24



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

3 (b) Any member of the House may offer an amendment to any bill  
4 or resolution being considered by any committee or subcommittee and  
5 shall be recognized to introduce the amendment. If not a member of  
6 the committee or subcommittee, a member who offers an amendment must  
7 comply with the amendment filing deadline of this Rule and be  
8 present at the meeting at which the amendment is considered. If the  
9 member is not present, the amendment may only be considered if taken  
10 up and offered by a member of the committee or subcommittee.

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

21 (d) Amendments offered to any House bill or resolution under  
22 consideration by a committee or subcommittee shall be germane to the  
23 subject of the introduced bill or resolution. Amendments offered to  
24 any Senate bill or resolution under consideration by a committee or

1 subcommittee shall be germane to the subject of the engrossed  
2 version of the Senate bill or resolution.

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

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

11 (g) Amendments approved by any committee shall be incorporated  
12 into the bill or resolution the same as if included in the  
13 introduced bill or resolution.

#### 14 7.7 - Voting

15 (a) All votes in committees or subcommittees shall be conducted  
16 in open public meetings of that committee, except that two-thirds  
17 (2/3) of the members of any standing or special committee, including  
18 ex officio members, may report a bill or resolution out of committee  
19 by signing a written report. If a written report is prepared by a  
20 member other than the chairperson of the committee, a written notice  
21 that a report is being prepared shall be given to the chairperson  
22 prior to the circulation of the report for signatures.

23 (b) Only the vote on recommendation for final passage out of  
24 committee to the full House concerning a bill or resolution shall be

1 by recorded vote. Recommendation for final passage out of committee  
2 shall require a majority vote of a quorum of the members of the  
3 committee.

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

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

#### 11 7.8 - Committee Recommendations

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

17 (b) If a committee does not return a bill or resolution with  
18 the recommendation of either "Do Pass", "Do Pass as Amended" or "Do  
19 Not Pass", the bill or resolution shall remain the property of the  
20 committee, unless the bill or resolution is placed directly on the  
21 House Calendar by the Speaker or is discharged pursuant to Section  
22 7.7 or Section 7.12 of this Rule.

#### 23 7.9 - Final Action

24

1       When any committee returns a bill or resolution with the  
2 recommendation of "Do Not Pass", this shall constitute final action  
3 only if the recommendation was adopted by a majority of the members  
4 of the committee.

5       7.10 - Petition For Committee Hearing

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

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

20       7.11 - Bill Summary

21       (a) All bills and joint resolutions shall be accompanied by a  
22 bill summary and, if adoption of the measure will have a fiscal  
23 impact, including the affecting of revenues, expenditures or fiscal  
24 liability, the summary shall contain a fiscal analysis. The bill

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

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

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

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

23 (e) The principal House author may publish what he or she  
24 believes to be the "legislative intent" of the measure in question.

1 Such a document shall not be drafted by persons employed within the  
2 Legal, Fiscal or Research Divisions of the House Staff; however, the  
3 principal House author may consult with such employees as needed.

#### 4 7.12 - Discharge From Committee

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

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

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

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

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

6 7.13 - Oversight Powers And Responsibilities Of Committees And  
7 Subcommittees

8 (a) Committees and subcommittees are authorized:

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

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

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

17 4. To complete the interim projects assigned by the Speaker;  
18 and

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

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

24

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

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

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

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

23 CHAPTER B. CONFERENCE COMMITTEES

24 7.14 - Appointment Of Conference Committees



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 reasonable  
2 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 Senate Amendments Conference Committee  
22 And Joint Committee Reports

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

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 motion to adopt a Senate  
14 amendment, a House conference committee report or a House joint  
15 committee report unless it is limited to matters germane to the bill  
16 or resolution.

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

22 (e) If debate is requested and entertained on the question of  
23 adoption of a Senate amendment or a conference committee report, no  
24

1 further debate shall be permitted on Fourth Reading and final  
2 passage of the same measure.

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

#### 6 7.20 - Transparency In Conference

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

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

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

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

### 23 CHAPTER C. FLOOR ACTIVITY

#### 24 7.21 - Management Of Legislation And Committee Deadlines

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

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

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

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

23 7.22 - Special Rules  
24

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

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

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

#### 12 7.23 - Special Orders

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

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

### 21 RULE EIGHT

#### 22 LEGISLATIVE PROCESS

#### 23 CHAPTER A. FIRST AND SECOND READING

24 8.1 - Reading Defined

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

#### 4 8.2 - Reading Of Bills And Joint Resolutions

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

#### 7 8.3 - First Reading

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

#### 11 8.4 - Second Reading

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

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

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

### 23 CHAPTER B. BILLS AND JOINT RESOLUTIONS ON GENERAL ORDER

#### 24 8.5 - Reading And Explanation



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

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

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

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

18 8.6 - Amendments

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

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

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

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

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

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

19 (g) The Chairperson of the Appropriations and Budget Committee  
20 and the Chairperson of the Appropriations Subcommittee on Revenue  
21 and Taxation shall be permitted to offer amendments to strike the  
22 Title or the Enacting or Resolving Clause of measures affecting  
23 revenue or appropriations. Amendments offered under this paragraph  
24

1 shall not be subject to the time constraints established by  
2 paragraphs (b) and (c) of this section.

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

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

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

#### 18 8.7 - Consideration And Presentation

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

22 (b) The adoption of an amendment to a section shall not  
23 preclude further amendment of that section so long as subsequent  
24 amendments do not purport to amend the same language previously

1 amended. If a bill is being considered section by section or item  
2 by item, only amendments to the section or item under consideration  
3 shall be in order.

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

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

#### 14 8.8 - Floor Substitutes Prohibited

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

#### 21 8.9 - Amendment Of General Appropriations Bill

22 Whenever an amendment is offered to a General Appropriations  
23 Bill that would increase any line item of such bill, such amendment  
24 shall show the amount by line item of the increase and shall

1 decrease a line item or items within the same bill in an amount or  
2 amounts equivalent to or greater than the increase required by the  
3 amendment.

4 8.10 - Amendment Summary

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

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

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

#### 4 8.11 - Germaneness Of House Amendments

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

#### 9 8.12 - Amendments Out Of Order

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

#### 22 8.13 - Reconsideration

23 A motion to reconsider any vote on the adoption or rejection of  
24 an amendment, or the adoption or rejection of a section of any bill

1 or joint resolution, may be made by any member prior to the  
2 advancement of such measure from General Order, which motion shall  
3 be subject to debate. The motion to reconsider may be laid on the  
4 table without affecting the question in reference to which the  
5 motion is made thereby resulting in a final disposition of the  
6 motion.

7 8.14 - Motion To Commit

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

13 8.15 - Motion To Advance From General Order

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

20 CHAPTER C. BILLS AND JOINT RESOLUTIONS ON

21 THIRD READING OR FOURTH READING

22 8.16 - Consideration And Debate

23 (a) After Third Reading or Fourth Reading of a bill or joint  
24 resolution, the presiding officer shall put the question in the

1 following manner: "The Question Before the House is, shall the Bill  
2 or Joint Resolution Pass?"

3 (b) After Third Reading but before the vote is ordered, unless  
4 prohibited by Section 7.20 of these Rules, the question shall be  
5 subject to debate. After Fourth Reading but before the vote is  
6 ordered, unless prohibited by Section 7.20 of these Rules, the  
7 question shall be subject to debate.

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

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

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

19 8.17 - Amendments

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

22 8.18 - Consideration Of Emergency Clause

23 (a) When any bill or joint resolution containing a title and  
24 enacting clause is being considered on Third Reading or Fourth



1 Reading, and such a bill or joint resolution contains an emergency  
2 clause, the emergency clause shall constitute a separate question  
3 and shall be subject to debate.

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

10 RULE NINE

11 CHAMBER PROTOCOL

12 9.1 - Daily Order of Business

13 The following Order of Business shall be followed each day:

14 1. Roll Call;

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

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

20 4. Introduction of the Veteran of the Week on Monday mornings,  
21 the timing of which shall be left to the discretion of the Majority  
22 Floor Leader;

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

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

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

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

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

11          10. Bills, Resolutions, Conference Committee Reports and Joint  
12 Committee Reports scheduled by the Speaker of the House or the  
13 Speaker's designee; and

14          11. Motions placing new business before the House. The  
15 Majority Floor Leader shall schedule said motions upon the same  
16 legislative day, the timing of which shall be left to the discretion  
17 of the Majority Floor Leader.

18          9.2 - Enforcement Of House Rules, Order And Decorum

19          (a) The presiding officer shall enforce, apply and interpret  
20 the Rules of the House in all deliberations. While in the Chamber,  
21 the presiding officer shall preserve order and decorum, shall  
22 prevent personal reflections or the impugning of the motive of any  
23 member, and shall confine members in debate to the question under  
24 discussion.

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

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

11 (d) Any member may rise to a point of order against any other  
12 member when, in the member's opinion, such member is proceeding out  
13 of order. Such point of order shall be decided by the presiding  
14 officer without debate.

15 (e) Any decision by the Speaker on a point of order is subject  
16 to an appeal to the House made in a timely manner by any member  
17 should the member or the House be aggrieved by such decision. Such  
18 appeal must be seconded by a minimum of one-fifteenth (1/15) of the  
19 membership of the House. Members desiring to second an appeal shall  
20 so signify by rising.

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

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

5 (h) When a point of order is called, no member shall approach  
6 the presiding officer or the parliamentarian until after the  
7 presiding officer has ruled. If requested by the presiding officer,  
8 the majority floor leader may confer with the presiding officer  
9 regarding matters not pertaining to the point of order.

10 (i) The presiding officer shall not entertain points of order  
11 pertaining to the constitutionality of a measure itself nor shall  
12 the presiding officer entertain points of order pertaining to the  
13 constitutionality of a measure's title.

#### 14 9.3 - Procedure

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

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

1           9.4 - Debate

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

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

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

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

19           9.5 - Privileges

20           (a) Questions and motions of privilege shall be: First, those  
21 affecting the rights of the House collectively, its safety, dignity  
22 and the integrity of its proceedings; Second, the right, reputation  
23 and conduct of its members individually in their representative  
24

1 capacity only, and shall have precedence over all other questions,  
2 except motions to adjourn.

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

8 9.6 - Voting And Division

9 (a) The electronic voting machine shall be used to record the  
10 vote whenever the ayes and nays are required or ordered. The  
11 machine shall also be used to determine the presence of a quorum, or  
12 to determine the numerical count where a division is requested. In  
13 the event the machine is not operating properly, all votes and  
14 determinations of quorums may be taken by calling the roll. If a  
15 member's voting device is out of order, the member shall rise and so  
16 announce to the presiding officer and cast said member's vote orally  
17 prior to the declaration of the result of the vote. Every member  
18 shall vote providing the member is in the Chamber at the time the  
19 vote is in progress.

20 (b) The electronic voting machine shall be under the control of  
21 the presiding officer and shall be operated by such clerk as the  
22 presiding officer so designates. At a reasonable time prior to any  
23 vote being taken, the presiding officer shall announce that a vote  
24 is about to be taken. When any member other than the Speaker is

1 presiding, the member shall use the roll call switch located at the  
2 presiding officer's position upon the dais. When the Speaker is not  
3 presiding, the Speaker may direct the presiding officer to activate  
4 the Speaker's roll call switch in the manner requested by the  
5 Speaker. Any member who is present in the Chamber or is within the  
6 view of the presiding officer while a vote is in progress may direct  
7 another member to activate said member's roll call switch in the  
8 manner requested by that member. The presiding officer, while a  
9 vote is in progress, shall not direct the clerk to activate another  
10 member's roll call switch until the final sixty (60) seconds of the  
11 two-minute period required by paragraph (c) of this section.

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

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

21 (e) The presiding officer shall then lock the machine and  
22 instruct the clerk to record the vote. The clerk shall immediately  
23 activate the recording equipment and when the vote is completely  
24 recorded shall advise the presiding officer of the result, and the

1 presiding officer shall announce the result to the House. No vote  
2 may be changed after it has been recorded.

3 (f) No member may vote for another member, nor may any person  
4 cast a vote for a member, except as otherwise provided in this rule.  
5 A member who votes for another member, except as herein provided,  
6 may be punished in a manner the House determines. A person voting  
7 for a member, when not authorized by this rule, shall be barred from  
8 the Chamber and may be further punished as the House considers  
9 proper.

10 (g) When a division is requested and ordered, those in the  
11 affirmative or the negative, as the case may be, shall cast their  
12 votes accordingly and the clerk shall activate the electronic voting  
13 machine so as to reflect the individual ayes and nays and the  
14 numerical count, but no permanent record thereof shall be made.  
15 When the vote is completed, the clerk shall advise the presiding  
16 officer of the result, and the presiding officer shall announce the  
17 result to the House. In the event the machine is not operating  
18 properly, those in the affirmative shall arise from their seats and  
19 stand until they are counted aloud by the clerk, then those voting  
20 in the negative shall arise and stand until they are counted, and  
21 the presiding officer shall announce the result.

22 (h) Except as provided in paragraph (b) of Section 8.18 of  
23 these Rules, all votes on final passage of bills and resolutions, or  
24 the emergency clause thereof, shall be by recorded votes. One-



1 fifteenth (1/15) of the members present, a quorum being present, may  
2 demand a recorded vote on any proposition, or the presiding officer  
3 may order a recorded vote upon the presiding officer's own  
4 initiative. All such recorded votes shall be published in the House  
5 Journal.

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

8 9.7 - Conduct During Voting

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

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

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

18 9.8 - Previous Question

19 When a debatable question is before the House, any member may  
20 move the Previous Question. It shall be put in the following form:  
21 "The Previous Question has been moved. The Question is, shall the  
22 pending Question now be put?" If the motion for the Previous  
23 Question passes, the pending question shall be put immediately and  
24 no member shall be heard to debate it further or seek to amend it.

1           9.9 - Motion To Advance Question

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

9           9.10 - Reconsideration

10          (a) The final vote on Third Reading or Fourth Reading on any  
11 bill or joint resolution, or on the emergency clause thereof, or the  
12 final vote on adoption of a simple or concurrent resolution, may be  
13 reconsidered only if a member serves notice immediately after such  
14 final vote is taken prior to the consideration of any other  
15 business, of said member's intention to present a motion to  
16 reconsider such action, and the presiding officer shall afford any  
17 member such opportunity prior to proceeding to consideration of any  
18 other business.

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

23          (c) A motion to reconsider may be offered immediately or upon  
24 the same day the final vote is taken by the member who served

1 notice, or by another member with said member's consent. On the  
2 last day of the reconsideration period, any member may seek  
3 recognition for a motion to reconsider.

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

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

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

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

22 9.11 - Measures Vetoed By The Governor  
23  
24

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

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

9 (c) Prior to consideration of a motion to override the  
10 Governor's veto, if the returned bill or joint resolution was  
11 accompanied by a message of explanation such message shall be  
12 published to the House of Representatives as determined by the  
13 presiding officer.

14 9.12 - Quorum

15 (a) If, at any time during the daily sessions of the House, a  
16 member recognized by the presiding officer raises a question as to  
17 the presence of a quorum, the presiding officer shall, without  
18 debate, forthwith direct that the electronic voting machine be  
19 activated to determine the presence or absence of a quorum, and  
20 shall announce the result.

21 (b) Whenever it shall be ascertained that a quorum is not  
22 present, the members present may, by motion adopted by a majority of  
23 those voting, direct the Chief Sergeant at Arms to request and, if  
24 necessary, to compel the presence of absent members, which motion

1 shall be considered without debate. Pending its execution and until  
2 a quorum shall be present, no motion or debate, except to adjourn to  
3 a day and time certain, shall be in order.

4 RULE TEN

5 MOTIONS

6 10.1 - Precedence Of Motions

7 Questions or motions pending before the House shall rank in  
8 precedence as set forth below in paragraphs (a) through (d) in this  
9 section, except that the motion to table shall not be applicable to  
10 privileged motions or incidental or subsidiary motions relating to  
11 procedure. Each motion shall be amendable or not amendable,  
12 debatable or not debatable, subject to a motion to table or not  
13 subject to a motion to table as set forth below. Questions or  
14 motions not listed in this section shall be treated in the same  
15 manner as other motions of the same class.

16 (a) Privileged Motions

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

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

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

24

1 To recess (amendable - not debatable; not subject to motion to  
2 table)

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

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

8 To work under the Call of the House (not amendable - not  
9 debatable; see Section 10.5 of this Rule; not subject to motion to  
10 table)

11 Question of presence of quorum (not amendable - not debatable;  
12 not subject to motion to table)

13 (b) Incidental Motions

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

16 Points of Order (not amendable - not debatable; not subject to  
17 motion to table)

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

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

23 Suspension of the Rules (not amendable - not debatable; not  
24 subject to motion to table)

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

3       Method of consideration (amendable - not debatable; not subject  
4 to motion to table)

5       Question of priority (not amendable - not debatable; not subject  
6 to motion to table)

7       Reading of papers (not amendable - not debatable; not subject to  
8 motion to table)

9       (c)   Subsidiary Motions

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

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

13       To put the previous question (not amendable - not debatable; the  
14 motion to put the previous question is applicable to all debatable  
15 questions regardless of rank; subject to motion to table)

16       To Advance the Question (not amendable - not debatable; subject  
17 to motion to table)

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

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

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

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

2 To postpone indefinitely (not amendable - debatable; subject to  
3 motion to table)

4 (d) Main Motions

5 A main motion shall be defined as a substantive proposal such as  
6 a bill, resolution or any other question which requires passage,  
7 adoption, rejection, approval or disapproval by the House of  
8 Representatives.

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

12 To fix the date and time to adjourn sine die (amendable -  
13 debatable)

14 To reconsider (not amendable - debatable)

15 To rescind (not amendable - debatable)

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

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

18 To reject a Senate amendment with instructions (not amendable -  
19 instructions not amendable - debatable)

20 To adopt a conference committee report/joint committee report  
21 (not amendable - debatable)

22 To reject a conference committee report/joint committee report  
23 (not amendable - debatable)

24



1 To reject a conference committee report/joint committee report  
2 with instructions (not amendable - instructions not amendable -  
3 debatable)

4 To commit with instructions (instructions amendable - debatable)

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

6 To schedule a special order (amendable only as to time -  
7 debatable only as to question of setting the special order -  
8 measure itself not open to debate)

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

#### 11 10.2 - Motions In Writing

12 Every motion shall be rendered in writing as ordered by the  
13 presiding officer and may be read by the clerk before debate or vote  
14 if so ordered by the presiding officer. All motions shall be put by  
15 the presiding officer prior to debate and prior to ordering the  
16 vote.

#### 17 10.3 - Vote Required For Adoption Of Motions

18 Except as otherwise specifically required by these Rules, or  
19 required by the Oklahoma Constitution, any motion, for adoption,  
20 need only receive a majority of those voting, a quorum being  
21 present.

#### 22 10.4 - Withdrawal Of Motions

23 (a) Except as provided in paragraph (b) of this section, prior  
24 to commencement of debate thereon, or prior to action being taken

1 thereon if there be no debate, any motion may be withdrawn by the  
2 member making same. Otherwise, such motion may be withdrawn only  
3 upon adoption of a motion to withdraw same.

4 (b) When a bill or resolution is under consideration within the  
5 House, the principal author or the member designated to present the  
6 bill or resolution on behalf of the principal author may withdraw  
7 said measure at any time prior to the vote being ordered on final  
8 passage of the bill or resolution.

9 10.5 - Call Of The House

10 (a) Call of the House may be moved at any time by any member,  
11 but must be seconded by fifteen (15) members. If such motion  
12 prevails, the business pending shall be suspended, the roll shall be  
13 taken, and the names of the absentees ascertained. The Chief  
14 Sergeant at Arms shall then be directed by the presiding officer to  
15 compel the attendance of the absent members. After one (1) hour has  
16 expired, the roll shall again be taken and absent members noted in  
17 the Journal, and the business suspended upon the roll call shall  
18 proceed. If, however, before the expiration of the hour, all absent  
19 members, not otherwise excused, shall appear, the business pending  
20 shall then proceed.

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

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

6 RULE ELEVEN

7 GENERAL PROVISIONS

8 11.1 - Investigations

9 (a) No special committee established for the purpose of  
10 considering articles of impeachment or any other type of  
11 investigation shall be formed unless first authorized by a House  
12 resolution or by the Speaker.

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

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

21 11.2 - Distribution Within House Of Representatives

22 (a) No object or item of literature shall be distributed on the  
23 House Floor in anticipation of or while the House is meeting in  
24 session except upon the sponsorship of a member of the House of

1 Representatives whose name shall appear on each individual object or  
2 item of literature to be distributed.

3 (b) All objects or items of literature distributed within the  
4 areas of the Capitol Building assigned to the House of  
5 Representatives shall display the name of the person or entity  
6 distributing such materials.

7 11.3 - Honorary Appointments

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

9 11.4 - Lobbying

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

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

16 11.5 - Designated Smoking Areas

17 No person shall smoke within those parts of the Capitol Building  
18 assigned to the House.

19 11.6 - Members Of The Press

20 No persons shall be admitted to the House press gallery except  
21 members and staff of the House, members of the press bearing permits  
22 signed by the Speaker and the chairpersons of the Capitol Press  
23 organizations and guests with the written permission of the Speaker  
24 and the chairpersons of the Capitol Press organizations.

1 11.7 - Legislative Records

2 (a) Records that are required to be created by these Rules or  
3 that are of vital, permanent or archival value shall be maintained  
4 in the Office of the Clerk. Whenever necessary, but no more often  
5 than annually or less often than biennially, records required to be  
6 maintained shall be archived with the Oklahoma Department of  
7 Libraries.

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

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

15 (d) The committee staff assigned to each existing committee  
16 shall ensure compliance with this Rule for all records created or  
17 received by the committee or for a former committee whose  
18 jurisdiction has been assigned to the committee.

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

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

1 11.8 - Technical Corrections

2 (a) The Office of Engrossing and Enrolling is authorized to  
3 correct misspelled words, citations, doublets or repeated words when  
4 engrossing House bills or joint resolutions, or House amendments to  
5 engrossed Senate bills or joint resolutions.

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

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

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

21 3. Modify sections of such measures which provide for a measure  
22 to become effective on July 1 or on a date earlier than ninety (90)  
23 days after the date of anticipated sine die adjournment to read to  
24 reflect an effective date of ninety (90) days after the date of

1 actual sine die adjournment, or to delete such sections, if the  
2 emergency clause has failed to receive the required number of votes  
3 for passage; and

4 4. Delete sections of such measures which provide for a measure  
5 to become effective on a date prior to such engrossment or  
6 enrollment.

7 11.9 - Convening Restriction

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

10 11.10 - Security

11 Upon convening in Regular or Special Session, no member of the  
12 House of Representatives, without the express permission of the  
13 Chief Sergeant at Arms, shall enter upon the roof of the Capitol  
14 building within the areas adjacent to the hall of the House.

15 RULE TWELVE

16 ADJOURNMENT OR RECESS

17 12.1 - Motion To Adjourn Or Recess

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

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

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

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

11 12.2 - Absence Of A Quorum

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

14 12.3- Sine Die Adjournment

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

23 (b) A Special or Extraordinary Session shall be finally  
24 adjourned sine die no later than the fifteenth day succeeding the



1 General Election unless the date and time of sine die adjournment  
2 shall be otherwise established by motion or resolution at an earlier  
3 date and time.

4 RULE THIRTEEN

5 INTERIM STUDIES

6 13.1 - Interim Studies

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

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

12 (c) The committees shall meet as often as necessary to transact  
13 effectively the business assigned to them and may continue to  
14 exercise the oversight and investigatory powers granted in Section  
15 7.13 of these Rules.

16 13.2 - Requests For Interim Study

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

22 13.3 - Quorum  
23  
24

1 During a legislative interim, no committee shall take any final  
2 action unless a quorum of the membership of the committee is  
3 present.

#### 4 13.4 - Meeting Notice

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

### 12 RULE FOURTEEN

#### 13 RULES

#### 14 14.1 - Suspension Or Amendment Of Rules

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

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

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

4 14.2 - Parliamentary Authorities

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

12 14.3 - Rules Effective

13 (a) These Rules shall be in full force and effect for the  
14 duration of the 56th Oklahoma Legislature, unless amended, as  
15 provided herein.

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

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21 56-1-6762 JGK 02/03/17  
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