

SENATE STANDING RULES

TABLE OF CONTENTS

I. OFFICERS AND EMPLOYEES

DUTIES OF OFFICERS

Rule No.	1. President.	1
	2. President Pro Tem.....	1
	3. Secretary.	1
	4. Sergeant at Arms.....	1
	5. Assistant Sergeant at Arms.....	2
	6. Reserved.	2

II. SESSIONS AND MEETINGS

Rule No.	10. Time of Meeting.	2
	11. Call of Senate—Moved by Three Members.....	2
	12. Absence—Leave Required.	2
	13. Open Meetings.....	2

III. DECORUM AND DEBATE

Rule No.	20. Points of Order.....	2
	21. Breaches of Decorum.....	3

IV. QUORUM, VOTING, ELECTIONS

Rule No.	30. Recorded Vote—Three Required to Call For.....	3
	31. President to Decide—Tie Vote.....	3
	32. Manner of Election—Voting.....	3

V. LEGISLATIVE BODIES

Rule No.	40. Standing Committees.....	4
	41. Appointment of Alternates.	5
	42. Committee Expenses.....	5
	43. Duties of Committees.	5
	44. Committee on Legislative Operations and Elections.....	5
	45. Reserved.	5
	46. Forming Committee of the Whole.	5
	47. Rules Applicable to Committee of the Whole.....	5
	48. Motion to Rise Committee of the Whole.....	5
	49. Reference to Committee.	6
	50. Return From Committee.	6

SENATE STANDING RULES

V. LEGISLATIVE BODIES—(*Continued*)

Rule No. 51.	Reserved.	6
52.	Reserved.	6
53.	Committee Rules.	6
54.	Review of State Agency Programs.	7

VI. RULES GOVERNING MOTIONS

A. MOTIONS GENERALLY

Rule No. 60.	Entertaining.	7
61.	Precedence of Motions.	7
62.	When Not Entertained.	8

B. PARTICULAR MOTIONS

Rule No. 63.	To Adjourn.	8
64.	Lay on the Table.	8
65.	Reserved.	8
66.	To Strike Enacting Clause.	8
67.	Division of Question.	8
68.	To Reconsider—Precedence of.	8
69.	Explanation of Motion.	9

VII. DEBATE

Rule No. 80.	Speaking on Question.	9
81.	Previous Question.	9

VIII. CONDUCT OF BUSINESS

A. GENERALLY

Rule No. 90.	Mason's Manual.	9
91.	Suspension of Rule.	9
92.	Notices of Bills, Topics and Public Hearings.	10
93.	Protest.	10
94.	Privilege of the Floor.	10
95.	Material Placed on Legislators' Desks.	10
96.	Reserved.	10
97.	Petitions and Memorials.	10
98.	Reserved.	10
99.	Reserved.	10
100.	Reserved.	10
101.	Reserved.	11
102.	Objection to Reading of Paper.	11
103.	Questions Relating to Priority of Business.	11

B. BILLS

Rule No. 104.	Reserved.	11
105.	Reserved.	11
106.	Skeleton Bills.	11
107.	Information Concerning Bills.	11

SENATE STANDING RULES

VIII. CONDUCT OF BUSINESS—(*Continued*)

B. BILLS—(*Continued*)

Rule No. 108.	Reserved.	11
109.	Reading of Bills.	11
110.	Second Reading File—Consent Calendar.	12
111.	Printing.	12
112.	Sponsorship.	12
113.	Reading of Bills—General File.	12
114.	Referral of Bill With Special Instructions.	12
115.	Reconsideration of Vote on Bill.	13
116.	Reserved.	13
117.	Different Subject Not Admitted as Amendment.	13

C. RESOLUTIONS

Rule No. 118.	Treated as Bills.	13
119.	Treated as Motions.	13
120.	Order of Business.	13
121.	Privilege.	14
122.	Reserved.	14
123.	Reserved.	14
124.	Preference to Speak.	14
125.	Special Order.	14
126.	Reserved.	14
127.	Reserved.	14
128.	Reserved.	14
129.	Reserved.	14

D. CONTESTS OF ELECTIONS

Rule No. 130.	Procedure.	14
---------------	-----------------	----

IX. LEGISLATIVE INVESTIGATIONS

Rule No. 140.	Compensation of Witnesses.	15
---------------	---------------------------------	----

INDEX OF SENATE STANDING RULES.	17
---	-----------

SENATE STANDING RULES

I. OFFICERS AND EMPLOYEES

DUTIES OF OFFICERS

Rule No. 1. President.

The President shall take the chair and call the Senate to order precisely at the hour appointed for meeting, and if a quorum is present shall cause the Journal of the preceding day to be read. He shall preserve order and decorum, and in case of any disturbance or disorderly conduct within the Senate Chamber, shall order the Sergeant at Arms to suppress it, and may order the arrest of any person creating any disturbance within the Senate Chamber. He may speak to points of order in preference to members, rising from his seat for that purpose, and shall decide questions of order without debate, subject to an appeal to the Senate by two members, on which appeal no member may speak more than once without leave of the Senate. He shall sign all acts, addresses and joint resolutions, and all writs, warrants and subpoenas issued by order of the Senate; all of which must be attested by the Secretary. He has general direction of the Senate Chamber.

[Statutes of Nevada 1973, 1865; A 1977, 1649; 1987, 2330]

Rule No. 2. President Pro Tem.

The President Pro Tem has all the power and shall discharge all the duties of the President during his absence or inability to discharge the duties of his office. In the absence or inability of the President Pro Tem to discharge the duties of the President's office, the Chairman of the Committee on Legislative Operations and Elections shall preside. In the absence of the Chairman, the Vice Chairman of the Committee on Legislative Operations and Elections shall preside. In the absence of the Vice Chairman of the Committee on Legislative Operations and Elections, the Senate shall elect one of its members as the presiding officer for that occasion.

[Statutes of Nevada 1973, 1865; A 1987, 2331; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 3. Secretary.

1. The Secretary of the Senate is elected by the Senate, and shall:

(a) Interview and recommend to the Committee on Legislative Operations and Elections persons to be considered for employment to assist the Secretary.

(b) See that these employees perform their respective duties.

(c) Administer the daily business of the Senate, including the provision of secretaries to its committees.

(d) Unless otherwise ordered by the Senate, transmit at the end of each working day those bills and resolutions upon which the next action is to be taken by the Assembly.

2. The Secretary is responsible to the Majority Leader.

[Statutes of Nevada 1977, 1649; A 1979, 1925; 1981, 2062; 1987, 2331; 1999, 3817; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 4. Sergeant at Arms.

1. The Sergeant at Arms shall attend the Senate during its sittings, and execute its commands and all process issued by its authority. He must be sworn to keep the secrets of the Senate.

2. The Sergeant at Arms shall:

(a) Superintend the upkeep of the Senate's Chamber, private lounge, and meeting rooms for committees.

(b) Interview and recommend to the Committee on Legislative Operations and Elections persons to be considered for employment to assist the Sergeant at Arms.

3. The Sergeant at Arms is responsible to the Majority Leader.

[Statutes of Nevada 1973, 1866; A 1979, 1925; 1981, 2062; 1987, 2331; 1999, 3818; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 5. Assistant Sergeant at Arms.

The Assistant Sergeant at Arms shall be doorkeeper and shall preserve order in the Senate Chamber and shall assist the Sergeant at Arms. He shall be sworn to keep the secrets of the Senate.

[Statutes of Nevada 1973, 1866]

Rule No. 6. Reserved.

The next rule is 10.

II. SESSIONS AND MEETINGS

Rule No. 10. Time of Meeting.

The President shall call the Senate to order each day of sitting at 11:00 o'clock a.m., unless the Senate has adjourned to some other hour.

[Statutes of Nevada 1973, 1866; A 1983, 2104]

Rule No. 11. Call of Senate—Moved by Three Members.

A Call of the Senate may be moved by three Senators, and if carried by a majority of all present, the Secretary shall call the roll and note the absentees, after which the names of the absentees shall again be called over. The doors shall then be closed and the Sergeant at Arms directed to take into custody all who may be absent without leave, and all Senators so taken into custody shall be presented at the bar of the Senate for such action as to the Senate may seem proper.

[Statutes of Nevada 1973, 1866]

Rule No. 12. Absence—Leave Required.

No Senator shall absent himself from the service of the Senate without leave, except in case of accident or sickness, and if any Senator or officer shall so absent himself his per diem shall not be allowed him.

[Statutes of Nevada 1973, 1866]

Rule No. 13. Open Meetings.

1. Except as provided in the Constitution of the State of Nevada and in subsection 2 of this rule, all meetings of the Senate and its committees must be open to the public.

2. A Senate committee meeting may be closed to consider the character, alleged misconduct, professional competence, or physical or mental health of a person.

[Statutes of Nevada 1975, 1880; A 1991, 2482]

The next rule is 20.

III. DECORUM AND DEBATE

Rule No. 20. Points of Order.

1. If any Senator, in speaking or otherwise, transgresses the rules of the Senate, the President shall, or any Senator may, call him to order. If a Senator is so called to order, he shall not proceed without leave of the Senate. If such leave is granted, it must be upon the motion,

“That he be allowed to proceed in order,” and the Senator shall confine himself to the question under consideration and avoid personality.

2. Every decision of points of order made by the President is subject to appeal, and a discussion of a question of order may be allowed only upon the appeal of two Senators. In all cases of appeal, the question must be, “Shall the decision of the Chair stand as the judgment of the Senate?”

[Statutes of Nevada 1973, 1867; A 1993, 2932; 1999, 3819]

Rule No. 21. Breaches of Decorum.

1. In cases of breaches of decorum or propriety, any Senator, officer or other person is liable to such censure or punishment as the Senate may deem proper.

2. If any Senator is called to order for offensive or indecorous language or conduct, the person calling him to order shall report the offensive or indecorous language or conduct to the presiding officer. No member may be held to answer for any language used on the floor of the Senate if business has intervened before exception to the language was taken.

3. Indecorous conduct or boisterous or unbecoming language is not permitted in the Senate Chamber.

[Statutes of Nevada 1973, 1867; A 1999, 3819]

The next rule is 30.

IV. QUORUM, VOTING, ELECTIONS

Rule No. 30. Recorded Vote—Three Required to Call For.

1. A recorded vote must be taken upon final passage of a bill or joint resolution, and in any other case when called for by three members. Every Senator within the bar of the Senate shall vote “aye” or “no” or record himself as “not voting,” unless excused by unanimous vote of the Senate.

2. The votes and names of those absent or recorded as “not voting” and the names of Senators demanding the recorded vote must be entered in the Journal.

[Statutes of Nevada 1973, 1867; A 1979, 1925; 1999, 3819; 2001, 3281]

Rule No. 31. President to Decide—Tie Vote.

A question is lost by a tie vote, but when the Senate is equally divided on any question except the passage of a bill or joint resolution, the President may give the deciding vote.

[Statutes of Nevada 1973, 1867; A 1977, 1650]

Rule No. 32. Manner of Election—Voting.

1. In all cases of election by the Senate, the vote must be taken viva voce. In other cases, if a vote is to be recorded, it may be taken by oral roll-call or by electronic recording.

2. When a recorded vote is taken, no Senator may:

- (a) Vote except when at his seat;
- (b) Vote upon any question in which he is in any way personally or directly interested;
- (c) Explain his vote or discuss the question while the voting is in progress; or
- (d) Change his vote after the result is announced.

3. The announcement of the result of any vote must not be postponed.

[Statutes of Nevada 1973, 1867; A 1979, 1926; 1999, 3820]

The next rule is 40.

V. LEGISLATIVE BODIES

Rule No. 40. Standing Committees.

1. Except as otherwise provided in subsection 2, the standing committees of the Senate and their respective jurisdiction for the reference of bills and resolutions are as follows:

(a) Commerce and Labor, seven members, with jurisdiction over measures affecting primarily titles 52-56 of NRS, and chapters 118B, 461, 461A, 489, 679A-693A, 694A-704B and 707-712 of NRS, except measures affecting primarily state and local revenue.

(b) Finance, seven members, with jurisdiction over measures primarily affecting chapters 286 and 387 of NRS, appropriations, operating and capital budgets, state and federal budget issues and bonding, except measures affecting primarily state and local revenue, and over any measures carrying or requiring appropriations and favorably reported by any other committee unless such reference is dispensed with by a two-thirds vote of the Senate.

(c) Government Affairs, seven members, with jurisdiction over measures affecting primarily the districts from which members of the Legislature are elected, and titles 20-22, 25, 27, 28, 30 and 31 of NRS, and chapters 223-232A, 233, 233A, 233C-239, 240-242, 407 and 720 of NRS, except measures affecting primarily state and local revenue, state and federal budget issues, the Tahoe Regional Planning Compact and the Nevada Tahoe Regional Planning Agency.

(d) Human Resources and Education, seven members, with jurisdiction over measures primarily affecting titles 33 and 37-39 of NRS, and chapters 385, 386, 388-399, 439-444, 446-458, 459A, 460, 472-475, 477 and 583-585 of NRS, except measures affecting primarily state and local revenue.

(e) Judiciary, seven members, with jurisdiction over measures affecting primarily the provisions of the Nevada Administrative Procedure Act that govern the adjudication of contested cases, titles 1-9, 11-14, 16 and 41 of NRS, and chapters 111-118A, 119-120A, 193-195, 199-201, 204-207, and 719 of NRS, except measures affecting primarily state and local revenue.

(f) Legislative Operations and Elections, seven members, with jurisdiction over measures affecting primarily title 17 of NRS, except the districts from which members of the Legislature are elected and their qualifications, resignations and privileges, titles 24 and 29 of NRS, and chapters 232B, 233B, 281-285 and 287-289 of NRS, and the operation of the legislative session, except measures affecting primarily the provisions of the Nevada Administrative Procedure Act that govern the adjudication of contested cases and state and local revenue.

(g) Natural Resources, seven members, with jurisdiction over measures primarily affecting titles 26 and 45-50 of NRS, and chapters 444A-445C, 488, 581, 582 and 586-590 of NRS, the Colorado River Commission of Nevada, the Tahoe Regional Planning Compact and the Nevada Tahoe Regional Planning Agency, except measures affecting primarily state and local revenue.

(h) Taxation, seven members, with jurisdiction over measures affecting primarily title 32 of NRS and state and local revenue.

(i) Transportation and Homeland Security, seven members, with jurisdiction over measures affecting primarily titles 36 and 44 of NRS, and chapters 196-198, 202, 203, 239A-239C, 403-405, 408, 410, 459, 476, 480-487, 693B, 705 and 706 of NRS, except measures affecting primarily state and local revenue.

2. The Chairman of the Standing Committee on Finance may assign any portion of a proposed executive budget to any of the other standing committees of the Senate for review. Upon receiving such an assignment the standing committee shall complete its review expeditiously and report its findings and any recommendations to the Standing Committee on Finance for its independent evaluation.

[Statutes of Nevada 1975, 1855; A 1977, 1682; 1979, 1926; 1981, 2063; 1983, 2104; 1985, 2318, 2327; 1987, 2332, 2341; 1989, 2207, 2209; 1993, 2933; 1999, 3820; 2001, 3282; 2003, 3618, 3728; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 41. Appointment of Alternates.

If the chairman or any member of a committee is temporarily unable to perform his duties, the Majority Leader shall appoint an alternate of the same political party to serve in his place for such time as is determined by the Majority Leader.

[Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 42. Committee Expenses.

No committee shall employ assistance or incur any expense, except by permission of the Senate previously obtained.

[Statutes of Nevada 1973, 1868]

Rule No. 43. Duties of Committees.

The several committees shall fully consider all measures referred to them and report thereon. They shall acquaint themselves with the interests of the State specially represented by the committee, and from time to time present such bills and reports as in their judgment will advance the interests and promote the welfare of the people of the State, and shall fully consider and report their opinion upon any matter referred to them by the Senate.

[Statutes of Nevada 1973, 1868; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 44. Committee on Legislative Operations and Elections.

The Committee on Legislative Operations and Elections shall recommend by resolution the appointment of all attaches and employees of the Senate not otherwise provided for by law. It may suspend any attache or employee for incompetency or dereliction of duty, pending final action by the Senate. It shall hear complaints on alleged breaches of ethics and conflicts of interest, brought by Legislators and others, and it may advise Legislators on questions of breaches of ethics and conflicts of interests. All proceedings by the Committee on matters of ethics or conflicts of interest are open to the public unless otherwise authorized to be closed to the public by Section 15 of Article 4 of the Constitution of the State of Nevada.

[Statutes of Nevada 1973, 1868; A 1987, 2332; 1995, 2828; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 45. Reserved.**Rule No. 46. Forming Committee of the Whole.**

In forming the Committee of the Whole, the Senator who has so moved shall name a Chairman to preside, and all bills considered shall be read by sections, and the Chairman shall call for amendments at the conclusion of the reading of each section. All amendments proposed by the Committee shall be reported by the Chairman to the Senate.

[Statutes of Nevada 1973, 1869; A 1977, 1651]

Rule No. 47. Rules Applicable to Committee of the Whole.

The Rules of the Senate shall apply to proceedings in Committee of the Whole, except that the previous question shall not be ordered, nor the ayes and noes demanded, but the Committee may limit the number of times that any member may speak, at any stage of proceedings, during its sitting. Messages may be received by the President while the Committee is sitting; in which case the President will resume the chair, receive the message, and vacate the chair in favor of the Chairman of the Committee.

[Statutes of Nevada 1973, 1869]

Rule No. 48. Motion to Rise Committee of the Whole.

A motion that the Committee rise shall always be in order, and shall be decided without debate.

[Statutes of Nevada 1973, 1869]

Rule No. 49. Reference to Committee.

When a motion is made to refer any subject, and different committees are proposed, the subject may be referred to the committee with jurisdiction over the subject as set forth in Senate Standing Rule No. 40, or to a different committee, upon a majority vote of the Senate.

[Statutes of Nevada 1973, 1869; A 1983, 2105; 1999, 3822; 2001, 3283]

Rule No. 50. Return From Committee.

1. Any bill or other matter referred to a committee of the Senate must not be withdrawn or ordered taken from the committee for consideration by the Senate, for re-referral, or for any other reason without a two-thirds vote of the Senate, and at least one day's notice of the motion therefor.

2. No such motion is in order:

(a) If the bill to be withdrawn or ordered taken from the committee may no longer be considered by the Senate; or

(b) On the last day of the session, or on the day preceding the last day of the session.

3. This rule does not take from any committee the rights and duties of committees provided for in Senate Standing Rule No. 43.

[Statutes of Nevada 1973, 1869; A 1999, 3822; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 51. Reserved.

[R 1977, 1653]

Rule No. 52. Reserved.

[R 1977, 1653]

Rule No. 53. Committee Rules.

1. The rules of the Senate, as far as applicable, are the rules of committees of the Senate. Procedure in committees, where not otherwise provided in this rule, must follow the procedure of the Senate. For matters not included in the rules of the Senate or these rules, Mason's Manual of Legislative Procedure must be followed.

2. A majority of any committee constitutes a quorum for the transaction of business.

3. A meeting of a committee may not be opened without a quorum present.

4. In addition to regularly scheduled meetings or those called by the chairman, meetings may be set by a written petition of a majority of a committee and filed with the chairman of a committee.

5. A bill may be passed from a committee only by a majority of the committee membership. A simple majority of those present and voting is sufficient to adopt committee amendments.

6. Subcommittees may be appointed by committee chairmen to consider subjects specified by the committee and shall report back to the committee. If a subcommittee is so appointed, the committee shall determine whether the subcommittee shall keep minutes of its meetings. Any minutes required to be kept pursuant to this subsection must comply with the provisions of subsection 12.

7. A committee shall act only when together, and all votes must be taken in the presence of the committee. A member shall not be recorded as voting unless he was actually present in the committee at the time of the vote. The chairman shall vote on all final actions on bills or resolutions. The provisions of this subsection do not prohibit the prefiling of legislative bills and resolutions on behalf of a committee in the manner prescribed by the Legislative Commission.

8. All committee and subcommittee meetings are open to the public, except as otherwise provided in Senate Standing Rule No. 13.

9. Before reporting a bill or resolution to the Senate, a committee may reconsider its action. A motion to reconsider must be made by a member who voted with the prevailing side.

10. Committee chairmen shall determine the agenda of each meeting except that committee members may request an item for the agenda by communicating with the chairman at least 4 days before the meeting. A majority of a committee may, by vote, add an item to the agenda of the next regularly scheduled meeting.

11. Secretaries to committees shall give notices of hearings on bills to anyone requesting notices of particular bills.

12. All committees shall keep minutes of meetings. The minutes must cover members present and absent, subjects under discussion, witnesses who appear, committee members' statements concerning legislative intent, action taken by the committee, as well as the vote of individual members on all matters on which a vote is taken. Any member may submit to the secretary additional remarks to be included in the minutes and records of committee meetings. At the conclusion of the legislative session, the Secretary of the Senate shall deliver all minutes and records of committee meetings in her possession to the Director of the Legislative Counsel Bureau.

13. In addition to the minutes, the committee secretary shall maintain a record of all bills, including:

- (a) Date bill referred;
- (b) Date bill received;
- (c) Date set for hearing the bill;
- (d) Date or dates bill heard and voted upon; and
- (e) Date report prepared.

14. Each committee secretary shall file the minutes of each meeting with the Secretary of the Senate as soon as practicable after the meeting.

15. All committee minutes and any subcommittee minutes required to be kept pursuant to subsection 6 are open to public inspection upon request and during normal business hours.

[Statutes of Nevada 1973, 1870; A 1975, 1904; 1977, 1651; 1979, 1928; 1991, 2482; 1995, 2830; 1999, 3822; 2003, 3620; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 54. Review of State Agency Programs.

In addition to or concurrent with committee action taken on specific bills and resolutions during a regular session of the Legislature, each standing committee of the Senate is encouraged to plan and conduct a general review of selected programs of state agencies or other areas of public interest within the committee's jurisdiction.

[Statutes of Nevada 1979, 1977]

The next rule is 60.

VI. RULES GOVERNING MOTIONS

A. MOTIONS GENERALLY

Rule No. 60. Entertaining.

1. No motion may be debated until it is announced by the President.
2. By consent of the Senate, a motion may be withdrawn before amendment or decision.

[Statutes of Nevada 1973, 1870; A 1999, 3824]

Rule No. 61. Precedence of Motions.

When a question is under debate no motion shall be received but the following, which shall have precedence in the order named:

1. To adjourn.
2. For a call of the Senate.
3. To lay on the table.
4. For the previous question.

5. To postpone to a day certain.
6. To refer to committee.
7. To amend.
8. To postpone indefinitely.

The first four shall be decided without debate.

[Statutes of Nevada 1973, 1870; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 62. When Not Entertained.

1. When a motion to refer to committee, to postpone to a day certain, or to postpone indefinitely has been decided, it must not be again entertained on the same day.

2. When a question has been postponed indefinitely, it must not again be introduced during the session unless this rule is suspended by a two-thirds vote.

3. There must be no reconsideration of a vote on a motion to postpone indefinitely.

[Statutes of Nevada 1973, 1871; A 1993, 2938; 1999, 3824; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

B. PARTICULAR MOTIONS**Rule No. 63. To Adjourn.**

A motion to adjourn shall always be in order. The name of the Senator moving to adjourn, and the time when the motion was made, shall be entered in the Journal.

[Statutes of Nevada 1973, 1871; A 1999, 3824; 2001, 3286]

Rule No. 64. Lay on the Table.

A motion to lay on or take from the table shall be carried by a majority vote.

[Statutes of Nevada 1973, 1871]

Rule No. 65. Reserved.**Rule No. 66. To Strike Enacting Clause.**

A motion to strike out the enacting clause of a bill or resolution has precedence over a motion to refer to committee or to amend. If a motion to strike out the enacting clause of a bill or resolution is carried, the bill or resolution is rejected.

[Statutes of Nevada 1973, 1871; A 1999, 3825; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 67. Division of Question.

1. Any Senator may call for a division of a question.

2. A question must be divided if it embraces subjects so distinct that if one subject is taken away, a substantive proposition remains for the decision of the Senate.

3. A motion to strike out and insert must not be divided.

[Statutes of Nevada 1973, 1871; A 1999, 3825]

Rule No. 68. To Reconsider—Precedence of.

1. A motion to reconsider has precedence over every other motion, except a motion to adjourn. When the Senate adjourns while a motion to reconsider is pending, or before passing the order of Motions and Resolutions, the right to move for reconsideration continues to the next day of sitting.

2. No notice of reconsideration of any final vote is in order on the day preceding the last day of the session.

[Statutes of Nevada 1973, 1871; A 1999, 3825]

Rule No. 69. Explanation of Motion.

Whenever a Senator moves to change the usual disposition of a bill or resolution, he shall describe the subject of the bill or resolution and state the reasons for his requesting the change in the processing of the bill or resolution.

[Statutes of Nevada 1973, 1883; A 1979, 1928; 1999, 3825]

The next rule is 80.

VII. DEBATE**Rule No. 80. Speaking on Question.**

1. Every Senator who speaks shall, standing in his place, address "Mr. or Madam President," in a courteous manner, and shall confine himself to the question before the Senate. When he has finished, he shall sit down.

2. No Senator may speak:

(a) More than twice during the consideration of any one question on the same day, except for explanation.

(b) A second time without leave when others who have not spoken desire the floor.

3. Incidental and subsidiary questions arising during debate shall not be considered the same question.

[Statutes of Nevada 1973, 1871; A 1999, 3825]

Rule No. 81. Previous Question.

The previous question shall not be put unless demanded by three Senators, and it shall be in this form: "Shall the main question be put?" When sustained by a majority of Senators present it shall put an end to all debate and bring the Senate to a vote on the question or questions before it, and all incidental questions arising after the motion was made shall be decided without debate. A person who is speaking on a question shall not while he has the floor move to put that question.

[Statutes of Nevada 1973, 1872; A 1979, 1928; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

The next rule is 90.

VIII. CONDUCT OF BUSINESS**A. GENERALLY****Rule No. 90. Mason's Manual.**

The rules of parliamentary practice contained in Mason's Manual of Legislative Procedure shall govern the Senate in all cases in which they are applicable and in which they are not inconsistent with the standing rules and orders of the Senate, and the joint rules of the Senate and Assembly.

[Statutes of Nevada 1973, 1872]

Rule No. 91. Suspension of Rule.

No standing rule or order of the Senate shall be rescinded or changed without a vote of two-thirds of the Senate and one day's notice of the motion therefor; but a rule or order may be temporarily suspended for a special purpose by a vote of two-thirds of the members present. When the suspension of a rule is called for, and after due notice from the President no objection is offered, he can announce the rule suspended and the Senate may proceed accordingly; but this shall not apply to that portion of Senate Standing Rule No. 109 relating to the third reading of bills, which cannot be suspended.

[Statutes of Nevada 1973, 1872; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 92. Notices of Bills, Topics and Public Hearings.

Adequate notice shall be provided to the Legislators and the public by posting information relative to the bills, topics and public hearings which are to come before committees. Notices shall include the date, time, place and agenda, and shall be posted conspicuously in the legislative building, shall appear in the daily history, and shall be made available to the news media.

This requirement of notice may be suspended for an emergency by the affirmative vote of two-thirds of the committee members appointed.

[Statutes of Nevada 1973, 1872; A 1977, 1677]

Rule No. 93. Protest.

Any Senator, or Senators, may protest against the action of the Senate upon any question, and have such protest entered in the Journal.

[Statutes of Nevada 1973, 1872; A 2001, 3288]

Rule No. 94. Privilege of the Floor.

1. To preserve decorum and facilitate the business of the Senate, only the following persons may be present on the floor of the Senate during formal sessions:

- (a) State officers;
- (b) Officers and members of the Senate;
- (c) Employees of the Legislative Counsel Bureau;
- (d) Attaches and employees of the Senate; and
- (e) Members of the Assembly whose presence is required for the transaction of business.

2. Guests of Senators must be seated in a section of the upper or lower gallery of the Senate Chamber to be specially designated by the Sergeant at Arms. The Majority Leader may specify special occasions when guests may be seated on the floor of the Senate with a Senator.

3. A majority of Senators may authorize the President to have the Senate Chamber cleared of all persons except Senators and officers of the Senate.

4. The Senate Chamber may not be used for any business other than legislative business during a legislative session.

[Statutes of Nevada 1973, 1873; A 1987, 2333; 1999, 3826]

Rule No. 95. Material Placed on Legislators' Desks.

1. Only the Sergeant at Arms and officers and employees of the Senate may place papers, letters, notes, pamphlets and other written material upon a Senator's desk. Such material must contain the name of the Legislator requesting the placement of the material on the desk or a designation of the origin of the material.

2. This rule does not apply to books containing the legislative bills and resolutions, the daily histories and daily journals of the Senate or Assembly, or Legislative Counsel Bureau material.

[Statutes of Nevada 1973, 1873; A 1979, 1929; 1999, 3827]

Rule No. 96. Reserved.**Rule No. 97. Petitions and Memorials.**

The contents of any petition or memorial shall be briefly stated by the President or any Senator presenting it. It shall then lie on the table or be referred, as the President or Senate may direct.

[Statutes of Nevada 1973, 1873]

Rule No. 98. Reserved.**Rule No. 99. Reserved.****Rule No. 100. Reserved.**

Rule No. 101. Reserved.**Rule No. 102. Objection to Reading of Paper.**

Where the reading of any paper is called for, and is objected to by any Senator, it shall be determined by a vote of the Senate, and without debate.

[Statutes of Nevada 1973, 1873]

Rule No. 103. Questions Relating to Priority of Business.

All questions relating to the priority of business shall be decided without debate.

[Statutes of Nevada 1973, 1873]

B. BILLS**Rule No. 104. Reserved.**

[R 1983, 2105]

Rule No. 105. Reserved.**Rule No. 106. Skeleton Bills.**

Skeleton bills may be introduced after the beginning of a session when, in the opinion of the sponsor and the Legislative Counsel, the full drafting of the bill would entail extensive research or be of considerable length. A skeleton bill will be a presentation of ideas or statements of purpose, sufficient in style and expression to enable the Legislature and the committee to which the bill may be referred to consider the substantive merits of the legislation proposed.

[Statutes of Nevada 1973, 1874; A 1999, 3827]

Rule No. 107. Information Concerning Bills.

1. Bills introduced may be accompanied by information relative to witnesses and selected persons of departments and agencies who should be considered for committee hearings on the proposed legislation. At the time of introduction of a bill, a list may be given to the Secretary of witnesses who are proponents of the measure together with their addresses and telephone numbers. This information may be provided by:

- (a) The Senator introducing the bill;
- (b) The person requesting a committee introduction of the bill; or
- (c) The chairman of a committee introducing the bill.

2. The Secretary shall deliver this information to the chairman of the committee to which the bill is referred. Members of the committee may suggest additional names for witnesses.

3. The Legislator may provide an analysis which may describe the intent, purpose, justification and effects of the bill, or any of them.

[Statutes of Nevada 1973, 1874; A 1979, 1929; 1999, 3828]

Rule No. 108. Reserved.**Rule No. 109. Reading of Bills.**

1. Every bill must receive three readings before its passage, unless, in case of emergency, this rule is suspended by a two-thirds vote.

2. The first reading of a bill is for information, and if there is opposition to the bill, the question must be, "Shall this bill be rejected?" If there is no opposition to the bill, or if the question to reject is defeated, the bill must then take the usual course.

3. No bill may be referred to committee until once read, nor amended until twice read.

4. The third reading of every bill must be by sections.

[Statutes of Nevada 1973, 1874; A 1999, 3828; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 110. Second Reading File—Consent Calendar.

1. All bills or joint resolutions reported by committee must be placed on a Second Reading File unless recommended for placement on the Consent Calendar.

2. A committee shall not recommend a bill or joint resolution for placement on the Consent Calendar if:

- (a) An amendment of the bill or joint resolution is recommended;
- (b) It contains an appropriation;
- (c) It requires a two-thirds vote of the Senate; or
- (d) It is controversial in nature.

3. A bill or joint resolution recommended for placement on the Consent Calendar must be included in the Daily File listed in the Daily History of the Senate at least 1 calendar day before it may be considered.

4. A bill or joint resolution must be removed from the Consent Calendar at the request of any Senator. A bill or joint resolution so removed must be immediately placed on the Second Reading File for consideration in the usual order of business.

5. When the Consent Calendar is called:

(a) The bills remaining on the Consent Calendar must be read by number and summary, and the vote must be taken on their final passage as a group.

(b) No remarks or questions are in order and the bills remaining on the Consent Calendar must be voted upon without debate.

[Statutes of Nevada 1977, 1652; A 1979, 1979; 1997, 3531; 1999, 3828; 2001, 3289; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 111. Printing.

An appropriate number of copies of all bills and resolutions of general interest must be printed for the use of the Senate and Assembly. Such other matter must be printed as may be ordered by the Senate.

[Statutes of Nevada 1973, 1875; A 1999, 3829; 2003, 3626]

Rule No. 112. Sponsorship.

A Senator may rise and request that his name be removed as a sponsor of a bill or resolution that is introduced in the Senate at any time before the bill or resolution is passed out of the Senate to the second House.

[Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 113. Reading of Bills—General File.

1. Upon reading of bills on the Second Reading File, Senate and Assembly bills reported without amendments must be ordered to the General File. Committee amendments reported with bills must be considered upon their second reading and such amendments may be adopted by a majority vote of the members present. Bills so amended must be reprinted, engrossed or reengrossed, and ordered to the General File. The File must be posted in the Senate Chamber and made available to members of the public each day by the Secretary.

2. Any member may move to amend a bill during its reading on the Second Reading File or during its third reading and the motion to amend may be adopted by a majority vote of the members present. Bills so amended on second reading must be treated the same as bills with committee amendments. Any bill so amended upon the General File must be reprinted and engrossed or reengrossed.

3. An appropriate number of copies of all amended bills must be printed.

[Statutes of Nevada 1973, 1875; A 1977, 1652; 1997, 3532; 1999, 3829; 2003, 3626]

Rule No. 114. Referral of Bill With Special Instructions.

A bill may be referred to committee with special instructions to amend at any time before taking the final vote.

[Statutes of Nevada 1973, 1875; Senate Resolution No. 1 of the 2005 Session (File No. 4)]

Rule No. 115. Reconsideration of Vote on Bill.

1. On the day after the final vote on any bill, the vote may be reconsidered on motion of any member if notice of intention to move for reconsideration was given on the day the final vote was taken by a Senator who voted on the prevailing side. No motion to reconsider is in order on the day the final vote was taken, except by unanimous consent.

2. Motions to reconsider a vote upon amendments to any pending question may be made and decided at once.

[Statutes of Nevada 1973, 1876; A 1999, 3830]

Rule No. 116. Reserved.**Rule No. 117. Different Subject Not Admitted as Amendment.**

No subject different from that under consideration shall be admitted as an amendment; and no bill or resolution shall be amended by incorporating any irrelevant subject matter or by association or annexing any other bill or resolution pending in the Senate, but a substitute may be offered at any time so long as the original is open to amendment.

[Statutes of Nevada 1973, 1876]

C. RESOLUTIONS**Rule No. 118. Treated as Bills.**

Resolutions addressed to Congress, or to either House thereof, or to the President of the United States, or the heads of any of the national departments, or proposing amendments to the State Constitution are subject, in all respects, to the foregoing rules governing the course of bills. A joint resolution proposing an amendment to the Constitution shall be entered in the Journal in its entirety.

[Statutes of Nevada 1973, 1876; A 1977, 1757]

Rule No. 119. Treated as Motions.

Resolutions, other than those referred to in Senate Standing Rule No. 118, shall be treated as motions in all proceedings of the Senate.

[Statutes of Nevada 1973, 1876]

Rule No. 120. Order of Business.

1. Roll Call.
2. Prayer and Pledge of Allegiance to the Flag.
3. Reading and Approval of the Journal.
4. Reports of Committees.
5. Messages from the Governor.
6. Messages from the Assembly.
7. Communications.
8. Waivers and Exemptions.
9. Motions, Resolutions and Notices.
10. Introduction, First Reading and Reference.
11. Consent Calendar.
12. Second Reading and Amendment.
13. General File and Third Reading.
14. Unfinished Business.
15. Special Orders of the Day.
16. Remarks from the Floor; Introduction of Guests. A Senator may speak under this order of business for a period of not more than 10 minutes.

[Statutes of Nevada 1973, 1876; A 1977, 1653; 1983, 2106; 1985, 2319; 1989, 2208; 2001, 3291; 2003, 3627]

Rule No. 121. Privilege.

Any Senator may rise and explain a matter personal to himself by leave of the President, but he shall not discuss any pending question in such explanation.

[Statutes of Nevada 1973, 1877]

Rule No. 122. Reserved.**Rule No. 123. Reserved.****Rule No. 124. Preference to Speak.**

When two or more Senators rise at the same time the President shall name the one who may first speak—giving preference, when practicable, to the mover or introducer of the subject under consideration.

[Statutes of Nevada 1973, 1877]

Rule No. 125. Special Order.

The President shall call the Senate to order on the arrival of the time fixed for the consideration of a special order, and announce that the special order is before the Senate, which shall be considered, unless it be postponed by a two-thirds vote, and any business before the Senate at the time of the announcement of the special order shall go to Unfinished Business.

[Statutes of Nevada 1973, 1877]

Rule No. 126. Reserved.**Rule No. 127. Reserved.**

[Statutes of Nevada 1973, 1877; R 1999, 3831]

Rule No. 128. Reserved.

[R 1979, 1929]

Rule No. 129. Reserved.**D. CONTESTS OF ELECTIONS****Rule No. 130. Procedure.**

1. The Senate shall not dismiss a statement of contest for want of form if any ground of contest is alleged with sufficient certainty to inform the defendant of the charges he is required to meet. The following grounds are sufficient, but are not exclusive:

- (a) That the election board or any member thereof was guilty of malfeasance.
- (b) That a person who has been declared elected to an office was not at the time of election eligible to that office.
- (c) That illegal votes were cast and counted for the defendant, which, if taken from him, will reduce the number of his legal votes below the number necessary to elect him.
- (d) That the election board, in conducting the election or in canvassing the returns, made errors sufficient to change the result of the election as to any person who has been declared elected.
- (e) That the defendant has given, or offered to give, to any person a bribe for the purpose of procuring his election.
- (f) That there was a possible malfunction of any voting or counting device.

2. The contest must be submitted so far as may be possible upon depositions or by written or oral arguments as the Senate may order. Any party to a contest may take the deposition of any witness at any time after the statement of contest is filed with the Secretary of State and before the contest is finally decided. At least 5 days' notice must be given to the prospective deponent and to the other party. If oral statements are made at any hearing before the Senate or a

committee thereof which purport to establish matters of fact, they must be made under oath. Strict rules of evidence do not apply.

3. The contestant has the burden of proving that any irregularities shown were of such nature as to establish the probability that the result of the election was changed thereby. After consideration of all the evidence, the Senate shall declare the defendant elected unless the Senate finds from the evidence that a person other than the defendant received the greatest number of legal votes, in which case the Senate shall declare that person elected.

[Statutes of Nevada 1981, 2145]

The next rule is 140.

IX. LEGISLATIVE INVESTIGATIONS

Rule No. 140. Compensation of Witnesses.

Witnesses summoned to appear before the Senate, or any of its committees, shall be compensated as provided by law for witnesses required to attend in the courts of the State of Nevada.

[Statutes of Nevada 1973, 1877]

A

ABSENCE

- Call of the Senate moved by three members, AWOL Senators taken into custody (Rule 11), page 2
- Leave required except in case of accident or sickness (Rule 12), page 2
- Per diem allowance of AWOL Senators to be withheld (Rule 12), page 2
- President, succession to office (Rule 2), page 1

ADJOURN, MOTION TO

- Always in order (Rule 63), page 8
- Name of Senator moving and time of motion to be entered in Journal (Rule 63), page 8
- Precedence of motion when question under debate (Rule 61), page 7
- Precedence over motion to reconsider (Rule 68), page 8
- Reconsideration continued to next sitting on adjournment while motion pending (Rule 68), page 8

AMENDMENTS

- Combination with other pending measure prohibited (Rule 117), page 13
- Committee amendments
 - Adoption by majority (Rule 53, Rule 113), page 6, page 12
 - Consideration on second reading (Rule 113), page 12
- Committee of the Whole, report of proposed amendments (Rule 46), page 5
- Consent Calendar, placement of bill or joint resolution prohibited if amendment recommended (Rule 110), page 12
- Constitutional amendments (Rule 118), page 13
- Different subject, prohibition against admission as amendment (Rule 117), page 13
- Engrossment (Rule 113), page 12
- General File (Rule 113), page 12
- Irrelevant subject matter prohibited (Rule 117), page 13
- Motion to amend
 - Adoption by majority vote (Rule 113), page 12
 - Precedence of motion (Rule 61, Rule 66), page 7, page 8
 - Second reading or third reading (Rule 113), page 12
- Order of business (Rule 120), page 13
- Printing and reprinting of amended bills (Rule 113), page 12
- Reconsideration of vote on amendments to pending question (Rule 115), page 13
- Referral of bill with special instructions to amend (Rule 114), page 12
- Rules or orders, two-thirds vote required to amend (Rule 91), page 9
- Second reading
 - Required before amendment (Rule 109), page 11
 - Treatment of bills amended on (Rule 113), page 12
- Substitute measure may be offered if original open to amendment (Rule 117), page 13

APPEALS

- Points of order, procedure (Rule 1, Rule 20), page 1, page 2

APPROPRIATIONS

- Consent Calendar, placement of bill containing appropriation prohibited (Rule 110), page 12

ARREST

- Disturbance within Senate Chamber (Rule 1), page 1

ASSISTANT SERGEANT AT ARMS

- Duties (Rule 5), page 2

ATTACHES

- Appointment, recommendation by resolution (Rule 44), page 5
- Employment and supervision (Rule 3, Rule 4), page 1
- Legislators' desks, authority to place material on (Rule 95), page 10
- Privilege of the floor (Rule 94), page 10
- Suspension for incompetency or dereliction of duty (Rule 44), page 5

B**BILLS**

- Action by committee (Rule 53), page 6
- Amendments (*See AMENDMENTS*)
- Analysis may be provided by Legislator (Rule 107), page 11
- Consent Calendar (Rule 110), page 12
- Debate (*See DEBATE*)
- Disposition of bill, explanation of motion to change (Rule 69), page 9
- Enacting clause, motion to strike (Rule 66), page 8
- Engrossment (Rule 113), page 12
- Enrolled bills, signatures required (Rule 1), page 1
- First reading (Rule 109), page 11
- General File (Rule 113), page 12
- Information that may accompany (Rule 107), page 11
- Notices (Rule 92), page 10
- Passage from committee only by majority (Rule 53), page 6
- Prefiling by committees (Rule 53), page 6
- Printing (Rule 111, Rule 113), page 12
- Proponents of measure, list may be given to Secretary of Senate (Rule 107), page 11
- Records kept by committee secretaries (Rule 53), page 7
- Reference to committee
 - Jurisdiction of committees (Rule 40), page 4
 - Motion (Rule 49), page 6
- Rejection (Rule 66, Rule 109), page 8, page 11
- Second Reading File (Rule 110, Rule 113), page 12
- Skeleton bills (Rule 106), page 11
- Special instructions, referral with (Rule 114), page 12
- Sponsor, removal of name (Rule 112), page 12
- Substitute bills (Rule 117), page 13
- Third reading
 - Amendment of bill allowed (Rule 113), page 12
 - Required (Rule 109), page 11
 - Sections, bills to be read by (Rule 109), page 11
 - Suspension of rule requiring reading prohibited (Rule 91), page 9
- Transmittal to Assembly by Secretary of Senate (Rule 3), page 1
- Voting (*See VOTING*)

BREACHES OF DECORUM

- Censure or punishment, liability for (Rule 21), page 3
- Offensive or indecorous language or conduct prohibited, report (Rule 21), page 3

BUDGETS OF EXECUTIVE AGENCIES

- Assignment and review (Rule 40), page 4

BUSINESS

- Conduct of business generally (Rule 90-Rule 103), page 9-page 11
- Order (Rule 120), page 13

BUSINESS—*(Continued)*

- Priority, questions relating to (Rule 103), page 11
- Special orders (Rule 125), page 14
- Unfinished business (Rule 120, Rule 125), page 13, page 14

C**CALL OF THE SENATE**

- Moved by three members (Rule 11), page 2
- Precedence of motion when question under debate (Rule 61), page 7
- President, duties (Rule 1), page 1
- Time of meeting (Rule 10), page 2

CHAMBER *(See SENATE CHAMBER)***COMMERCE AND LABOR, COMMITTEE ON**

- Generally *(See COMMITTEES)*
- Jurisdiction (Rule 40), page 4

COMMITTEE OF THE WHOLE

- Amendments proposed, report to Senate (Rule 46), page 5
- Ayes and noes, prohibition on demand for (Rule 47), page 5
- Bills to be read by sections (Rule 46), page 5
- Chairman, named by Senator making motion to form, duties (Rule 46), page 5
- Formation (Rule 46), page 5
- Messages, President may receive while committee sitting (Rule 47), page 5
- Previous question, prohibition against order (Rule 47), page 5
- Rise, motion to (Rule 48), page 5
- Rules of Senate, applicability (Rule 47), page 5
- Speaking by member, limitation (Rule 47), page 5

COMMITTEES

- Agency programs, review (Rule 54), page 7
- Agendas (Rule 53), page 7
- Amendments, adoption by majority (Rule 53), page 6
- Bill records, maintenance (Rule 53), page 6
- Budgets assignment and review of executive budgets (Rule 40), page 4
- Chairmen
 - Agenda, determination (Rule 53), page 7
 - Alternate chairmen, temporary appointment (Rule 41), page 5
 - Bills, provision of information to Secretary of Senate (Rule 107), page 11
 - Final actions on bills or resolutions, voting required (Rule 53), page 6
 - Subcommittees, appointment (Rule 53), page 6
- Duties, generally (Rule 43), page 5
- Employment of assistance (Rule 42), page 5
- Expenses (Rule 42), page 5
- Hearings *(See Hearings)*
- Jurisdiction (Rule 40), page 4
- Majority required to pass bill from committee (Rule 53), page 6
- Meetings *(See MEETINGS)*
- Minutes
 - Contents (Rule 53), page 7
 - Open to public inspection (Rule 53), page 7
 - Requirement (Rule 53), page 7
 - Secretary of the Senate, duties (Rule 53), page 7
- Prefiling of bills (Rule 53), page 7

COMMITTEES—*(Continued)*

Public interest, review of subjects relating to (Rule 54), page 7

Quorum (Rule 53), page 6

Reconsideration of vote (Rule 53), page 6

Reference of bill or resolution to committee (Rule 49), page 6

Reports, order of business (Rule 120), page 13

Return from (Rule 50), page 6

Rules (Rule 53), page 6

Secretaries

Duties generally (Rule 53), page 7

Secretary of the Senate to provide (Rule 3), page 1

Skeleton bills, consideration (Rule 106), page 11

State agency programs, review (Rule 54), page 7

Subcommittees, appointment (Rule 53), page 6

Voting

Generally (*See VOTING*)

Manner (Rule 53), page 6

Whole, Committee of the (*See COMMITTEE OF THE WHOLE*)

Withdrawal of bill from (Rule 50), page 6

CONCURRENT RESOLUTIONS (*See generally RESOLUTIONS*)**CONDUCT OF BUSINESS**

Generally (Rule 90-Rule 103), page 9-page 10

CONFLICTS OF INTEREST

Advice to Legislators (Rule 44), page 5

Complaints, hearing (Rule 44), page 5

Proceedings open to public, exception (Rule 44), page 5

Voting on questions of personal or direct interest prohibited (Rule 32), page 3

CONSENT CALENDAR

Bills read by number and summary (Rule 110), page 12

Committee recommendations (Rule 110), page 12

Consideration, bill or joint resolution to be included in Daily File at least one calendar day before (Rule 110), page 12

Order of business (Rule 120), page 13

Prohibitions against placement of bill or resolution on calendar (Rule 110), page 12

Removal of bill or joint resolution (Rule 110), page 12

Voting, manner of (Rule 110), page 12

CONSTITUTIONAL AMENDMENTS

Journal, amendment entered in entirety (Rule 118), page 13

Rules governing course of bills, applicability (Rule 118), page 13

CONTESTS OF ELECTION

Procedure (Rule 130), page 14

D**DEBATE**

Breaches of decorum (Rule 21), page 3

Committee of the Whole, motion to rise (Rule 48), page 5

Consent Calendar, voting of bills on (Rule 110), page 12

Incidental questions arising after previous question (Rule 81), page 9

DEBATE—*(Continued)*

Motions

- Entertaining (Rule 60, Rule 62), page 7, page 8
- Precedence of motions (Rule 61, Rule 66), page 7, page 8
- Objection to reading of paper (Rule 102), page 11
- Personal matter, explanation (Rule 121), page 14
- Points of order (Rule 20), page 2
- Precedence of motions (Rule 61), page 7
- Preference to speak (Rule 124), page 14
- Previous question (Rule 81), page 9
- Questions relating to priority of business (Rule 103), page 11
- Speaking on the question (Rule 80), page 9

DECORUM

- Breaches (Rule 21), page 3
- Points of order (Rule 20), page 2
- President, powers (Rule 1), page 1

DISTURBANCE OR DISORDERLY CONDUCT

- Suppression or arrest of person creating (Rule 1), page 1

DIVISION OF THE QUESTION

- Generally (Rule 67), page 8

DOORKEEPER

- Assistant Sergeant at Arms (Rule 5), page 2
- Duties (Rule 5), page 2

E**ELECTIONS**

- Contests of election, procedure (Rule 130), page 14
- President, succession to office (Rule 2), page 1
- Secretary of Senate (Rule 3), page 1
- Vote taken viva voce (Rule 32), page 3

EMERGENCY MEASURES

- Notice, suspension of rule regarding (Rule 92), page 10
- Reading of bills, suspension of rule regarding (Rule 109), page 11

EMPLOYEES

- Appointment, recommendation by resolution (Rule 44), page 5
- Employment and supervision (Rule 3, Rule 4), page 1
- Legislators' desks, authority to place material on (Rule 95), page 10
- Privilege of the floor (Rule 94), page 10
- Suspension for incompetency or dereliction of duty (Rule 44), page 5

ENACTING CLAUSE

- Precedence of motion to strike out (Rule 66), page 8

ENROLLED BILLS AND RESOLUTIONS

- Signatures required (Rule 1), page 1

ETHICS

- Advice to legislators (Rule 44), page 5
- Complaints, hearing (Rule 44), page 5
- Proceedings open unless Constitution prohibits (Rule 44), page 5
- Voting on questions of personal or direct interest prohibited (Rule 32), page 3

F**FINANCE, COMMITTEE ON**

- Chairman, authority to assign portion of executive budget to other standing committee
(Rule 40), page 4
- Generally (*See COMMITTEES*)
- Jurisdiction (Rule 40), page 4

FIRST READING OF BILLS

- Order of business (Rule 120), page 13
- Purpose (Rule 109), page 11

G**GENERAL FILE**

- Order of business (Rule 120), page 13
- Placement of bills after second reading (Rule 113), page 12
- Posting and availability to public (Rule 113), page 12

GOVERNMENT AFFAIRS, COMMITTEE ON

- Generally (*See COMMITTEES*)
- Jurisdiction (Rule 40), page 4

GUESTS

- Introduction, order of business (Rule 120), page 13
- Privilege of the floor (Rule 94), page 10

H**HEARINGS**

- Contests of election, procedure (Rule 130), page 14
- Notices (Rule 53, Rule 92), page 6, page 10
- Witnesses
 - Compensation (Rule 140), page 15
 - Information concerning may accompany bills (Rule 107), page 11

HUMAN RESOURCES AND EDUCATION, COMMITTEE ON

- Generally (*See COMMITTEES*)
- Jurisdiction (Rule 40), page 4

I**INTRODUCTION OF LEGISLATIVE MEASURES**

- Information that may accompany bills (Rule 107), page 11
- Order of business (Rule 120), page 13
- Preference to speak (Rule 124), page 14
- Skeleton bills (Rule 106), page 11

J**JOINT RESOLUTIONS** (*See RESOLUTIONS*)**JOURNAL**

- Joint resolution offering amendment to Constitution, entry in entirety (Rule 118), page 13
- Motion to adjourn, name of Senator moving and time of motion entered in Journal
(Rule 63), page 8

JOURNAL—(Continued)

- Protest against action to be entered in (Rule 93), page 10
- Reading and approval, order of business (Rule 120), page 13
- Votes and names of absent or recorded as "not voting" entered in (Rule 30), page 3

JUDICIARY, COMMITTEE ON

- Generally (*See COMMITTEES*)
- Jurisdiction (Rule 40), page 4

JURISDICTION OF STANDING COMMITTEES

- Generally (Rule 40), page 4

L**LAY ON THE TABLE, MOTION TO**

- Majority required to carry (Rule 64), page 8
- Petitions and memorials (Rule 97), page 10
- Precedence of motion when question under debate (Rule 61), page 7

LEGISLATIVE COUNSEL BUREAU

- Committee minutes and records delivered to Director (Rule 53), page 7
- Employees, privilege of the floor (Rule 94), page 10

LEGISLATIVE OPERATIONS AND ELECTIONS, COMMITTEE ON

- Attaches and employees (Rule 3, Rule 4, Rule 44), page 1, 5
- Breaches of ethics and conflicts of interests, powers and duties (Rule 44), page 5
- Chairman, succession to office of President (Rule 2), page 1
- Generally (*See COMMITTEES*)
- Jurisdiction (Rule 40), page 4
- Vice chairman, succession to office of President (Rule 2), page 1

M**MAJORITY LEADER**

- Committee chairmen, appointment of temporary alternates (Rule 41), page 5
- Privilege of the floor, authority to specify special occasions (Rule 94), page 10
- Secretary of the Senate responsible to (Rule 3), page 1
- Sergeant at Arms responsible to (Rule 4), page 1

MASON'S MANUAL OF LEGISLATIVE PROCEDURE

- Applicability of rules (Rule 90), page 9
- Committees, applicability of rules (Rule 53), page 6

MEETINGS

- Agendas (Rule 53), page 7
- Closed meetings (Rule 13), page 2
- Minutes
 - Contents (Rule 53), page 7
 - Filing with Secretary of the Senate (Rule 53), page 7
 - Open to public inspection (Rule 53), page 7
 - Requirement (Rule 53), page 7
- Notices (Rule 53, Rule 92), page 7, page 10
- Open meetings required, exceptions (Rule 13, Rule 44, Rule 53), page 2, page 5, page 6
- Quorum of committee members required to open meeting (Rule 53), page 6
- Setting by written petition of majority of committee (Rule 53), page 6
- Time of meeting (Rule 10), page 2

MEMORIALS

Presentation (Rule 97), page 10

MESSAGES

Committee of the Whole, receipt of messages (Rule 47), page 5

Order of business (Rule 120), page 13

MINUTES OF COMMITTEE MEETINGS

Contents (Rule 53), page 7

Delivery to Director of Legislative Counsel Bureau (Rule 53), page 7

Filing with Secretary of the Senate (Rule 53), page 7

Open to public inspection (Rule 53), page 7

Requirement (Rule 53), page 7

MOTIONS

Adjournment (Rule 61, Rule 63), page 7, page 8

Amend (Rule 61, Rule 66, Rule 113), page 8, page 12

Call of the Senate (Rule 11, Rule 61), page 2, page 7

Change in usual disposition of bill or resolution, explanation of motion (Rule 69), page 9

Committee of the Whole

Formation (Rule 46), page 5

Rise (Rule 48), page 5

Debate (Rule 60, Rule 61), page 7

Division of the question (Rule 67), page 8

Entertaining (Rule 60, Rule 62), page 7, page 8

Generally (Rule 60-Rule 62), page 7, page 8

Lay on the table (Rule 61, Rule 64), page 7, page 8

Limit on motions when question under debate (Rule 61), page 7

Order of business (Rule 120), page 13

Points of order (Rule 20), page 2

Postpone indefinitely (Rule 61, Rule 62), page 8

Postpone to a day certain (Rule 61, Rule 62), page 8

Precedence of motions (Rule 61, Rule 66), page 7, page 8

Preference to speak (Rule 124), page 14

Previous question (Rule 61, Rule 81), page 7, page 9

Protest against action of Senate (Rule 93), page 10

Reconsideration of vote (Rule 53, Rule 68, Rule 115), page 6, page 8, page 13

Reference to committee (Rule 49, Rule 61, Rule 62, Rule 66), page 6, page 8

Resolutions treated as (Rule 119), page 13

Return from committee (Rule 50), page 6

Strike enacting clause (Rule 66), page 8

Strike out and insert (Rule 67), page 8

Withdraw from committee (Rule 50), page 6

Withdrawal (Rule 60), page 7

N**NATURAL RESOURCES, COMMITTEE ON**

Generally (*See COMMITTEES*)

Jurisdiction (Rule 40), page 4

NOTICES

Contests of election (Rule 130), page 14

Hearings (Rule 53, Rule 92), page 6, page 10

Order of business (Rule 120), page 13

NOTICES—(*Continued*)

- Reconsideration of vote (Rule 68, Rule 115), page 8, page 13
- Rescission or amendment of standing rule or order (Rule 91), page 9
- Return from committee (Rule 50), page 6
- Suspension of rule or order, notice from President (Rule 91), page 9

O**OBJECTION TO READING OF PAPER**

- Determined by vote of Senate without debate (Rule 102), page 11

OPEN MEETINGS

- Requirements, exceptions (Rule 13, Rule 44, Rule 53), page 2, page 5, page 6

ORDER OF BUSINESS

- Enumeration (Rule 120), page 13

P**PER DIEM**

- Withheld for absence without leave (Rule 12), page 2

PERSONAL MATTER

- Explanation by Senator (Rule 121), page 14

PETITIONS

- Presentation (Rule 97), page 10

POINTS OF ORDER

- Appeal from decision of President (Rule 1, Rule 20), page 1, page 2
- Powers of President (Rule 1), page 1
- Procedure (Rule 20), page 2

POSTPONE INDEFINITELY, MOTION TO

- Entertaining (Rule 62), page 8
- Precedence of motion when question under debate (Rule 61), page 7
- Question indefinitely postponed, reintroduction limited (Rule 62), page 8
- Reconsideration of vote prohibited (Rule 62), page 8

POSTPONE TO A DAY CERTAIN, MOTION TO

- Entertaining (Rule 62), page 8
- Precedence of motion when question under debate (Rule 61), page 7

PREFERENCE TO SPEAK

- Generally (Rule 124), page 14

PRESIDENT OF THE SENATE

- Absence or inability to act, succession to office (Rule 2), page 1
- Committee of the Whole, receipt of messages (Rule 47), page 5
- Motions, entertaining (Rule 60), page 7
- Petitions and memorials, duties (Rule 97), page 10
- Points of order (Rule 1, Rule 20), page 1, page 2
- Powers and duties, generally (Rule 1), page 1
- Preference to speak, naming of (Rule 124), page 14
- Special orders, duties (Rule 125), page 14
- Tie vote, President may cast deciding vote (Rule 31), page 3

PRESIDENT PRO TEMPORE

- Powers and duties, generally (Rule 2), page 1
- Succession to office of President of the Senate (Rule 2), page 1

PREVIOUS QUESTION, MOTION FOR

- Committee of the Whole, prohibition against order (Rule 47), page 5
- Form (Rule 81), page 9
- Majority required to sustain (Rule 81), page 9
- Person speaking on question, prohibition against motion by (Rule 81), page 9
- Precedence of motion when question under debate (Rule 61), page 7
- Three Senators to demand (Rule 81), page 9

PRINTING OF BILLS AND RESOLUTIONS

- Requirement (Rule 111, Rule 113), page 12

PRIORITY OF BUSINESS

- Questions relating to (Rule 103), page 11

PRIVILEGE

- Explanation of personal matter (Rule 121), page 14
- Of the floor (Rule 94), page 10

PROTEST AGAINST ACTION OF THE SENATE

- Generally (Rule 93), page 10

PUBLIC RECORDS

- Minutes of committee meetings (Rule 53), page 7

R**RECONSIDERATION OF VOTE**

- Adjournment while motion pending, right to reconsider continued to next day of sitting (Rule 68), page 8
- Amendments to pending questions (Rule 115), page 13
- Committee reconsideration of action, motion made by member voting on prevailing side (Rule 53), page 6
- Day of final vote on bill, motion out of order except by unanimous consent (Rule 115), page 13
- Notice of reconsideration
 - Day preceding last day of session, notice out of order (Rule 68), page 8
 - Given on day final vote taken (Rule 115), page 13
- Postpone indefinitely, motion to, reconsideration prohibited (Rule 62), page 8
- Precedence (Rule 68), page 8
- Time for reconsideration (Rule 115), page 13

REFER, MOTION TO

- Bill to be once read before referred (Rule 109), page 11
- Entertaining (Rule 62), page 8
- Jurisdiction of committees (Rule 40), page 4
- Order of business (Rule 120), page 13
- Petitions and memorials (Rule 97), page 10
- Precedence of motion (Rule 61, Rule 66), page 7, page 8
- Reference to committee, procedure (Rule 49), page 6
- Special instructions to amend, referral with (Rule 114), page 12

REMARKS FROM THE FLOOR

- Debate (*See DEBATE*)
- Order of business (Rule 120), page 13
- Preference to speak (Rule 124), page 14
- Privilege of explanation of personal matter (Rule 121), page 14
- Time limit for speaking (Rule 120), page 13

RESCISSION OF RULES

- Vote of two-thirds of members and one day's notice of motion required (Rule 91), page 9

RESOLUTIONS

- Action by committee (Rule 53), page 6
- Applicability of rules governing treatment (Rule 118, Rule 119), page 13
- Debate (*See DEBATE*)
- Disposition of resolution, explanation of motion to change (Rule 69), page 9
- Enacting clause, motion to strike out (Rule 66), page 8
- Joint resolutions
 - Consent Calendar (Rule 110), page 12
 - Constitutional amendments entered in Journal in entirety (Rule 118), page 13
 - Recorded vote on final passage (Rule 30), page 3
 - Second Reading File (Rule 110), page 12
 - Signatures required (Rule 1), page 1
- Jurisdiction of committees for reference of resolutions (Rule 40), page 4
- Memorials, presentation (Rule 97), page 10
- Order of business (Rule 120), page 13
- Petitions, presentation (Rule 97), page 10
- Printing (Rule 111), page 12
- Rejection (Rule 66), page 8
- Sponsor, removal of name (Rule 112), page 12
- Substitute resolutions (Rule 117), page 13
- Transmittal to Assembly by Secretary of Senate (Rule 3), page 1
- Voting (*See Voting*)

RETURN FROM COMMITTEE, MOTION TO

- Out of order on last day of session or on day preceding last day (Rule 50), page 6
- Suspension of rule, procedure inapplicable (Rule 91), page 9
- Two-thirds vote of Senate and one day's notice of motion required (Rule 50), page 6

RISE, MOTION TO

- Committee of the Whole (Rule 48), page 5

ROLL CALL

- Call of the Senate (Rule 11), page 2
- Order of business (Rule 120), page 13

RULES OF COMMITTEES

- Generally (Rule 53), page 6

S**SECOND READING FILE**

- Amendments, consideration and adoption (Rule 113), page 12
- Bills or joint resolutions reported by committee placed on (Rule 110), page 12
- Order of business (Rule 120), page 13
- Placement of bills without amendments (Rule 113), page 12
- Transfer from Consent Calendar (Rule 110), page 12

SECRETARY OF THE SENATE

- Attestations of documents (Rule 1), page 1
- Duties, generally (Rule 3), page 1
- Election by Senate (Rule 3), page 1
- General File, posting (Rule 113), page 12
- Information concerning bills, delivery to chairmen (Rule 107), page 11
- Majority Leader, responsible to (Rule 3), page 1
- Minutes of committee meetings, duties (Rule 53), page 6
- Roll call, duties (Rule 11), page 2

SECRETS OF THE SENATE

- Sergeant at Arms and Assistant sworn to keep (Rule 4, Rule 5), page 1, page 2

SENATE CHAMBER

- Decorum (Rule 1, Rule 21), page 1, page 3
- Majority may authorize Chamber cleared of all persons except Senators and officers (Rule 94), page 10
- Material placed on desks (Rule 95), page 10
- President of the Senate, powers (Rule 1), page 1
- Privilege of the floor (Rule 94), page 10
- Use of Chamber (Rule 94), page 10

SERGEANT AT ARMS

- Assistant Sergeant at Arms, duties (Rule 5), page 2
- AWOL Senators, duties (Rule 11), page 2
- Duties, generally (Rule 4), page 1
- Guests, designation of seating (Rule 94), page 10
- Legislators' desks, authority to place material on (Rule 95), page 10
- Majority Leader, responsible to (Rule 4), page 1
- Suppression of disturbances (Rule 1), page 1

SESSIONS

- Time of meeting (Rule 10), page 2

SKELETON BILLS

- Introduction and purpose (Rule 106), page 11

SPEAKING ON THE QUESTION

- Incidental and subsidiary questions, treatment (Rule 80), page 9
- Limitations (Rule 47, Rule 80), page 5, page 9
- Manner (Rule 80), page 9

SPECIAL ORDERS OF THE DAY

- Announced by the President at time appointed (Rule 125), page 14
- Order of business (Rule 120), page 13
- Postponed by two-thirds vote (Rule 125), page 14

STANDING COMMITTEES (*See COMMITTEES*)**STATE AGENCY PROGRAMS**

- Review by committees (Rule 54), page 7

STRIKE ENACTING CLAUSE, MOTION TO

- Precedence of motion (Rule 66), page 8

STRIKE OUT AND INSERT, MOTION TO

- Prohibition against division (Rule 67), page 8

SUBCOMMITTEES

Appointment to consider specified subjects (Rule 53), page 6
Open meetings (Rule 53), page 6
Reports (Rule 53), page 6

SUBPOENAS

Execution by Sergeant at Arms (Rule 4), page 1
President's signature (Rule 1), page 1

SUBSTITUTE BILLS OR RESOLUTIONS

Offering (Rule 117), page 13

SUSPENSION OF RULES

Emergency procedures, reading of bills (Rule 109), page 11
Notice of motion (Rule 91), page 9
Question postponed indefinitely, reintroduction (Rule 62), page 8
Third reading of bills, prohibition against suspension (Rule 91), page 9
Vote of two-thirds of members present required (Rule 91), page 9

T**TABLE, MOTION TO LAY ON**

Majority vote to carry (Rule 64), page 8
Petitions and memorials (Rule 97), page 10
Precedence of motion when question under debate (Rule 61), page 7

TAXATION, COMMITTEE ON

Generally (*See COMMITTEES*)
Jurisdiction (Rule 40), page 4

THIRD READING OF BILLS

Motion to amend during third reading (Rule 113), page 12
Required (Rule 109), page 11
Sections, bill to be read by (Rule 109), page 11
Suspension of rule prohibited (Rule 91), page 9

TIE VOTE

President may give deciding vote except on passage of bill or joint resolution
(Rule 31), page 3
Question lost by tie vote (Rule 31), page 3

TIME OF MEETING

Generally (Rule 10), page 2

TRANSPORTATION AND HOMELAND SECURITY, COMMITTEE ON

Generally (*See COMMITTEES*)
Jurisdiction (Rule 40), page 4

U**UNFINISHED BUSINESS**

Business before Senate at time special orders announced (Rule 125), page 14
Order of business (Rule 120), page 13

V

VOTING

- Announcement of result of vote, postponement prohibited (Rule 32), page 3
- Change of recorded vote after result announced prohibited (Rule 32), page 3
- Committees, manner of voting (Rule 53), page 6
- Conflicts of interest, restrictions on voting (Rule 32), page 3
- Consent Calendar, voting on final passage as group (Rule 110), page 12
- Discussion or explanation of recorded vote while voting in progress prohibited (Rule 32), page 3
- Elections, manner of voting (Rule 32), page 3
- Final passage of bill or joint resolution, recorded vote required (Rule 30), page 3
- Journal, votes entered in (Rule 30), page 3
- Reconsideration of vote (*See RECONSIDERATION OF VOTE*)
- Recorded vote
 - Manner of taking (Rule 32), page 3
 - When required (Rule 30), page 3
- Result of vote, postponement of announcement prohibited (Rule 32), page 3
- Three members required to call for recorded vote (Rule 30), page 3
- Tie vote
 - President may give deciding vote except on passage of bill or joint resolution (Rule 31), page 3
 - Question lost by tie vote (Rule 31), page 3
- Viva voce (Rule 32), page 3

W

WARRANTS

- Execution by Sergeant at Arms (Rule 4), page 1
- President's signature (Rule 1), page 1

WITHDRAW FROM COMMITTEE, MOTION TO

- Out of order on last or next to last day of session or if bill may no longer be considered by Senate (Rule 50), page 6
- Two-thirds vote of Senate and one day's notice of motion required (Rule 50), page 6

WITHDRAWAL OF MOTION

- Consent of Senate required (Rule 60), page 7

WITNESSES

- Compensation (Rule 140), page 15
- Contests of election (Rule 130), page 14
- Information concerning may accompany bills (Rule 107), page 11

WRITS

- President's signature (Rule 1), page 1