

Assembly Resolution No. 1—Committee on  
Legislative Operations and Elections

FILE NUMBER.....

ASSEMBLY RESOLUTION—Adopting the Standing Rules of the  
Assembly for the 78th Session of the Legislature.

RESOLVED BY THE ASSEMBLY OF THE STATE OF NEVADA, That  
the Assembly Standing Rules are hereby adopted for the 78th  
Session of the Legislature as follows:

***ASSEMBLY STANDING RULES***

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***I. OFFICERS AND EMPLOYEES***

***DUTIES OF OFFICERS***

***Rule No. 1. Speaker of the Assembly.***

***1. All officers of the Assembly are subordinate to the Speaker in all that relates to the prompt, efficient and correct discharge of their official duties under the Speaker's supervision.***

***2. Possessing the powers and performing the duties described in this Rule, the Speaker shall:***

***(a) Take the chair at the hour to which the Assembly stands adjourned, call the members to order, and upon the appearance of a quorum, proceed to business.***

***(b) In the event an emergency occurs during a regular or special session of the Legislature which requires a meeting of the Assembly, call the members back to order before the hour to which the Assembly had adjourned.***

***(c) Preserve order and decorum and have general direction of the Chamber of the Assembly and the approaches thereto. In the event of any disturbance or disorderly conduct therein, order the same to be cleared.***

***(d) Decide all questions of order, subject to a member's right to appeal to the Assembly. On appeal from such decisions, the Speaker has the right, in the Speaker's place, to assign the reason for the decision.***

***(e) Have the right to name any member to perform the duties of the Chair, but such substitution must not extend beyond one legislative day.***

***(f) Have the power to accredit the persons who act as representatives of the news media and assign them seats.***



*(g) Sign all bills and resolutions passed by the Legislature as provided by law.*

*(h) Sign all subpoenas issued by the Assembly.*

*(i) Receive all messages and communications from other departments of the government and announce them to the Assembly.*

*(j) Represent the Assembly, declare its will and in all things obey its commands.*

*(k) Vote on final passage of a bill or resolution, but the Speaker shall not be required to vote in ordinary legislative proceedings except where the Speaker's vote would be decisive. In all yea and nay votes, the Speaker's name must be called last.*

*(l) Appoint committees during the interim between regular sessions of the Legislature for any proper purpose, including, without limitation, taking testimony, compelling the attendance of witnesses, punishing persons or entities for contempt and reporting findings to the next session of the Legislature.*

*3. If a vacancy occurs in the office of Speaker, through death, resignation or disability of the Speaker, the Speaker Pro Tempore shall temporarily and for the period of vacancy or disability conduct the necessary business of the Assembly.*

*4. If a permanent vacancy occurs in the office of Speaker, the Assembly shall select a new Speaker.*

*5. This Rule shall remain in full force and effect throughout the interim between regular sessions of the Legislature and until new Standing Rules of the Assembly are adopted as part of the organization of a newly-constituted Assembly at the commencement of a session.*

***Rule No. 2. Continuation of Leadership and Standing Rules of the Assembly During the Interim Between Regular Sessions.***

*1. Except as otherwise provided in subsections 2, 3 and 4, the tenure of the Speaker, Speaker Pro Tempore, Majority Leader and Minority Leader of the Assembly extends during the interim between regular sessions of the Legislature.*

*2. The Assemblymen or Assemblywomen designated to be the Speaker, Speaker Pro Tempore, Majority Leader and Minority Leader for the next succeeding regular session shall perform any duty required of that officer by the Standing Rules of the Assembly and the Nevada Revised Statutes in the period between the time of their designation after the general election and the organization of the next succeeding regular session.*



3. *The Assemblyman or Assemblywoman designated to be the Speaker and the Assemblyman or Assemblywoman designated to be the Minority Leader for the next succeeding regular session shall appoint the regular and alternate members to the Select Committee on Ethics as set forth in Assembly Standing Rule No. 23.*

4. *The Assemblyman or Assemblywoman designated to be the Speaker for the next succeeding regular session shall:*

(a) *Determine the start time of the Assembly's organizational session.*

(b) *Have the right to name any person to call the Assembly to order and preside over the Assembly's organizational session until a presiding officer is elected.*

(c) *Refer prefiled bills and resolutions to committee, subject to ratification by a majority vote of the members of the Assembly once the Assembly is organized and ready for business.*

5. *The Assembly Standing Rules set forth herein shall remain in full force and effect throughout the interim between regular sessions of the Legislature and until new Standing Rules of the Assembly are adopted as part of the organization of a newly-constituted Assembly at the commencement of a session, unless a conflict exists with a rule adopted by the Assembly for a special session occurring between regular sessions.*

**Rule No. 3. Chief Clerk.**

1. *The Chief Clerk is elected by the Assembly and is responsible to the Speaker.*

2. *The Chief Clerk shall recruit, select, train and supervise all attaches employed to assist with the work of the Assembly.*

3. *The Chief Clerk shall administer the daily business of the Assembly.*

4. *The Chief Clerk shall adopt such administrative policies as the Chief Clerk deems necessary to carry out the business of the Assembly.*

5. *The Speaker and the Chief Clerk are authorized to make any necessary corrections and additions to the final journal, history and committee minutes of the Assembly.*

6. *At the direction of the Speaker or Speaker Designate, the Chief Clerk shall attest and affix the seal of the Assembly to all writs, warrants, subpoenas and formal documents issued by the Assembly.*

**Rule No. 4. Reserved.**



*Rule No. 5. Reserved.*

*Rule No. 6. Reserved.*

*The next rule is 10.*

## **II. SESSIONS AND MEETINGS**

*Rule No. 10. Time of Meeting.*

*The Assembly shall meet each day at 11:30 a.m., unless the Assembly adjourns to some other hour.*

*Rule No. 11. Open Meetings.*

*All meetings of the Assembly and its committees must be open to the public.*

*Rule No. 12. Reserved.*

*The next rule is 20.*

## **III. DECORUM AND DEBATE**

*Rule No. 20. Points of Order.*

*If any member, in speaking or otherwise, transgresses the rules of the Assembly, the Speaker shall, or any member may, call to order, in which case the member so called to order shall immediately sit down, unless permitted to explain; and if called to order by a member, such member shall immediately state the point of order. If the point of order be sustained by the presiding officer, the member shall not be allowed to proceed; but if it be not sustained, then the member shall be permitted to go on. Every such decision from the presiding officer shall be subject to an appeal to the House; but no discussion of the question of order shall be allowed unless an appeal be taken from the decision of the presiding officer.*

*Rule No. 21. Portable Electronic Communication Devices.*

*1. A person who is within the Assembly Chambers shall not engage in a telephone conversation via the use of a portable telephone.*

*2. Before entering the Assembly Chambers, any person who possesses a portable electronic communication device, such as a pager or telephone, that emits an audible alert, such as a ringing*



*or beeping sound, to signal an incoming message or call, shall turn the audible alert off. A device that contains a nonaudible alert, such as a silent vibration, may be operated in a nonaudible manner within the Assembly Chambers.*

*Rule No. 22. Reserved.*

*Rule No. 23. Select Committee on Ethics; Legislative Ethics.*

*1. The Select Committee on Ethics consists of:*

*(a) Two members of the Assembly appointed by the Speaker from the majority political party;*

*(b) One member of the Assembly appointed by the Minority Leader from the minority political party; and*

*(c) Three qualified electors of the State, two of whom are appointed by the Speaker and one who is appointed by the Minority Leader, and none of whom is a present member of the Legislature or employed by the State of Nevada.*

*2. The Speaker shall appoint the Chair and Vice Chair of the Committee. The Vice Chair shall serve as the acting Chair if the Chair is unable to serve for any reason during the consideration of a specific question.*

*3. The Speaker shall appoint an alternate member with the qualifications set forth in paragraph (a) of subsection 1 and an alternate member with the qualifications set forth in paragraph (c) of subsection 1. The Minority Leader shall appoint an alternate member with the qualifications set forth in paragraph (b) of subsection 1 and an alternate member with the qualifications set forth in paragraph (c) of subsection 1. If a member of the Committee is unable to serve for any reason during the consideration of a specific question, the alternate appointed with the qualifications from the same paragraph in subsection 1 shall serve as a member of the Committee during the consideration of the specific question.*

*4. A member of the Committee is disqualified to serve during the consideration of a specific question if:*

*(a) The member is the requester of advice concerning the question of ethics or conflict of interest, or the member is the subject of the complaint concerning the specific question; or*

*(b) A reasonable person in the member's situation could not exercise independent judgment on the matter in question.*

*5. The members of the Committee shall perform any duty required in the period between the time of their appointment after the general election and the organization of the next succeeding*



*regular session, or until the Speaker or the Speaker Designate or the Minority Leader or Minority Leader Designate appoint new members to the Committee, whichever occurs first.*

*6. The tenure of the members of the Committee shall extend during the interim between regular sessions of the Legislature.*

*7. The Committee:*

*(a) May hear requests brought by members of the Assembly for advice on specific questions of potential breaches of ethics and conflicts of interest; and*

*(b) Shall hear complaints brought by members of the Assembly and others on specific questions of alleged breaches of ethics and conflicts of interest.*

*8. All proceedings held to consider the character, alleged misconduct, professional competence or physical or mental health of any person by the Committee on matters of ethics or conflicts of interest are confidential unless a Legislator:*

*(a) Against whom a complaint is brought requests a public hearing;*

*(b) Discloses the content of an opinion of the Committee at any time after his or her hearing; or*

*(c) Discloses the content of an advisory opinion issued to him or her by the Committee.*

*9. A complaint which alleges a breach of ethics or a conflict of interest must be:*

*(a) Made in writing on a form provided by the Chief Clerk of the Assembly;*

*(b) Signed and verified under penalty of perjury by the person making the allegation; and*

*(c) Filed with the Chair of the Committee or, if the Chair is the subject of the complaint, with the Vice Chair. The Chair or Vice Chair, as appropriate, shall send a copy of the complaint, within 24 hours after receiving it, to the Legislator against whom the complaint is brought.*

*10. In determining whether a Legislator has a conflict of interest, the Legislator should consider whether the independence of judgment of a reasonable person in his or her situation upon the matter in question would be materially affected by the Legislator's:*

*(a) Acceptance of a gift or loan;*

*(b) Private economic interest; or*

*(c) Commitment to a member of his or her household or immediate family.*



↳ *In interpreting and applying the provisions of this subsection, it must be presumed that the independence of judgment of a reasonable person in the Legislator's situation would not be materially affected by the Legislator's private economic interest or the Legislator's commitment to a member of his or her household or immediate family where the resulting benefit or detriment accruing to the Legislator, or if the Legislator has a commitment to a member of his or her household or immediate family, accruing to those other persons, is not greater than that accruing to any other member of the general business, profession, occupation or group that is affected by the matter.*

11. *Except as otherwise provided in subsection 12, if a Legislator knows he or she has a conflict of interest pursuant to subsection 10, the Legislator shall make a general disclosure of the conflict of interest on the record in a meeting of a committee or on the floor of the Assembly, as applicable. Such a disclosure must be entered:*

*(a) If the Legislator makes the disclosure in a meeting of a committee, in the minutes for that meeting.*

*(b) If the Legislator makes the disclosure on the floor of the Assembly, in the Journal.*

12. *If, on one or more prior occasions during the current session of the Legislature, a Legislator has made a general disclosure of a conflict of interest on the record in a meeting of a committee or on the floor of the Assembly, the Legislator is not required to make that general disclosure at length again regarding the same conflict of interest if, when the matter in question arises on subsequent occasions, the Legislator makes a reference on the record to the previous disclosure.*

13. *In determining whether to abstain from voting upon, advocating or opposing a matter concerning which a Legislator has a conflict of interest pursuant to subsection 10, the Legislator should consider whether:*

*(a) The conflict impedes his or her independence of judgment; and*

*(b) His or her interest is greater than the interests of an entire class of persons similarly situated.*

14. *The provisions of this Rule do not under any circumstances and regardless of any conflict of interest:*

*(a) Prohibit a Legislator from requesting or introducing a legislative measure; or*

*(b) Require a Legislator to take any particular action before or while requesting or introducing a legislative measure.*



15. *If a Legislator who is a member of a committee declares on the record when a vote is to be taken by the committee that he or she will abstain from voting because of the requirements of this Rule, the necessary quorum to act upon and the number of votes necessary to act upon the matter is reduced as though the Legislator abstaining were not a member of the committee.*

16. *The standards and procedures set forth in this Rule which govern whether and to what extent a member of the Assembly has a conflict of interest, should disclose a conflict of interest or should abstain from voting upon, advocating or opposing a matter concerning which the member has a conflict of interest pursuant to subsection 10:*

*(a) Are exclusive and are the only standards and procedures that apply to members of the Assembly with regard to such matters; and*

*(b) Supersede and preempt all other standards and procedures with regard to such matters.*

17. *For purposes of this Rule, "immediate family" means a person who is related to the Legislator by blood, adoption or marriage within the first degree of consanguinity or affinity.*

*The next rule is 30.*

#### **IV. QUORUM, VOTING, ELECTIONS**

**Rule No. 30. Manner of Voting.**

1. *The presiding officer shall declare all votes, but the yeas and nays must be taken when called for by three members present, and the names of those calling for the yeas and nays must be entered in the Journal by the Chief Clerk.*

2. *The presiding officer shall call for yeas and nays by a division or by a roll call, either electronic or oral.*

3. *When taking the yeas and nays on any question, the electronic roll call system may be used, and when so used shall have the force and effect of any roll call under these rules.*

4. *When taking the yeas and nays by oral roll call, the Chief Clerk shall take the names of members alphabetically, except that the Speaker's name must be called last.*

5. *The electronic roll call system may be used to determine the presence of a quorum.*

6. *The yeas and nays must not be taken with the electronic roll call system until all members present are at their desks. The presiding officer may vote at the rostrum.*





7. *Only a member who:*
- (a) *Has been certified by the Committee on Legislative Operations and Elections or a special committee of the Assembly; and*
  - (b) *Is physically present within the Assembly Chambers,*  
↳ *may cast a vote in the Assembly.*
8. *A member shall not vote for another member on any roll call, either electronic or oral. Any member who votes for another member may be punished in any manner deemed appropriate by the Assembly.*

**Rule No. 31. Requirement of Voting.**

1. *A member shall vote on all questions that come before the body unless the member:*
  - (a) *Is excused; or*
  - (b) *Makes a full and complete disclosure of a conflict pursuant to Assembly Standing Rule No. 23.*
2. *A member found guilty by the House of a breach of this Rule shall not vote or speak on the floor, except to explain and apologize for the breach, until the member has made satisfaction to the House for the breach.*

**Rule No. 32. Announcement of the Vote.**

1. *A member may change his or her vote at any time before the announcement of the vote if the voting is by voice, or at any time before the votes are electronically recorded if the voting is conducted electronically.*
2. *The announcement of the result of any vote shall not be postponed.*

**Rule No. 33. Voting by Division.**

*Upon a division and count of the Assembly on any question, no person without the bar shall be counted.*

*The next rule is 40.*

## **V. LEGISLATIVE BODIES**

### **A. COMMITTEES**

**Rule No. 40. Standing Committees.**

*The standing committees of the Assembly for the regular session, and for Legislative Operations and Elections for both the*



*regular session pursuant to this Rule and for a special session pursuant to Assembly Standing Rule No. 142, are as follows:*

- 1. Ways and Means, fifteen members.*
- 2. Judiciary, thirteen members.*
- 3. Taxation, twelve members.*
- 4. Education, fourteen members.*
- 5. Legislative Operations and Elections, ten members.*
- 6. Natural Resources, Agriculture, and Mining, twelve members.*
- 7. Transportation, fourteen members.*
- 8. Commerce and Labor, fifteen members.*
- 9. Health and Human Services, fourteen members.*
- 10. Government Affairs, fourteen members.*

*Rule No. 41. Appointment of Committees.*

- 1. Except as otherwise provided in Assembly Standing Rule No. 23, all committees must be appointed by the Speaker, unless otherwise directed by the Assembly. The Speaker shall designate the chair and vice chair of each committee.*
- 2. To facilitate the full participation of the members during an adjournment called pursuant to Joint Standing Rule No. 9 of the Senate and Assembly, the Speaker may temporarily appoint a member to a committee that is scheduled to meet during the adjournment if none of the committees to which the member is regularly assigned will be meeting during the adjournment.*
- 3. Except as otherwise provided in Assembly Standing Rule No. 45, all committees will operate under the rules set forth herein and other uniform committee rules as determined by the Speaker and published on the Nevada Legislature's Internet website. Each committee may adopt and file with the Chief Clerk's Office policies consistent with these rules.*

*Rule No. 41.5. Appointment of Alternates.*

*If the chair or any member of a committee is temporarily unable to perform his or her duties, the Speaker shall appoint an alternate of the same political party to serve in the chair's or the member's place for such time as is determined by the Speaker.*

*Rule No. 42. Subcommittees.*

- 1. Subcommittees made up of committee members may be appointed by the chair to consider and report back on specific subjects or bills.*



2. *Subcommittee meetings will be scheduled by the subcommittee chair after consulting with the committee chair.*

3. *Members of a subcommittee are required to attend meetings of the subcommittee.*

4. *Subcommittees of standing committees shall follow the same rules as standing committees.*

**Rule No. 43. Concurrent Referrals.**

*When a bill or resolution is referred to two committees, the bill or resolution must go to the first committee named. If the first committee votes to amend the bill or resolution, it must be reprinted with amendments and then returned to the first committee or sent immediately to the next committee. If there is no amendment proposed by the first committee, or if the first committee acts upon the bill or resolution after amendment, the bill or resolution must be sent with the committee recommendation to the Chief Clerk for transmittal to the second committee.*

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

*The Committee on Legislative Operations and Elections has jurisdiction over matters relating to personnel. It shall recommend by resolution the appointment of all attaches and employees of the Assembly not otherwise provided for by law.*

**Rule No. 45. Committee of the Whole.**

*If a Committee of the Whole is convened:*

1. *The Speaker shall preside as Chair of the Committee or name a Chair to preside.*

2. *A member of the Committee may speak not more than twice during the consideration of any one question, on the same day, and at the same stage of proceedings, without leave. Members who have once spoken shall not again be entitled to the floor (except for explanation) to the exclusion of others who have not spoken.*

3. *The Chair may require any vote of the Committee to be recorded in the manner designated by the Chair.*

4. *All amendments proposed by the Committee:*

(a) *Must first be approved by the Committee.*

(b) *Must be reported by the Chair to the Assembly.*

5. *Insofar as they are applicable and not in conflict with this Rule, a Committee of the Whole will observe the committee rules set forth in Section V(A) of the Assembly Standing Rules and such*



*other uniform committee rules as determined by the Speaker and published on the Nevada Legislature's Internet website.*

*6. A quorum of the Committee of the Whole is the same as a quorum of the House, and in case a quorum is not present or other defect is observed, the Committee can take no other action than to rise.*

*7. It is permissible on motion to limit debate to a certain length of time, to close at a time certain, to limit the length of speeches, or to otherwise limit debate.*

*8. When a fixed duration is established for a Committee of the Whole, the time may be extended with consent of a majority of the members.*

*9. A motion for the previous question is not in order.*

*10. A Committee of the Whole cannot:*

*(a) Entertain any question of priority.*

*(b) Entertain any matter of privilege.*

*(c) Lay a question on the desk.*

*(d) Postpone consideration of any question.*

*(e) Reconsider a vote on a proposal no longer in possession of the Committee.*

*(f) Appoint a subcommittee.*

*(g) Punish members for disorderly conduct, but must report any misconduct to the body for its action.*

*11. Seconds to motions are required.*

*12. The minutes of the meetings of the Committee of the Whole must be entered in the Assembly's final journal.*

## ***B. ELECTION CONTESTS***

***Rule No. 46. Procedure for Election Contests.***

*1. Upon receipt of a statement of contest from the Secretary of State pursuant to NRS 293.427, the Speaker shall, as soon as practicable, appoint a special committee to hear the contest or refer the contest to the Committee on Legislative Operations and Elections. The committee shall conduct a hearing to consider the contest. The committee shall keep written minutes of the hearing. The contestant has the burden of proving that any irregularities shown were of such a nature as to establish that the result of the election was changed thereby.*

*2. The contest must be submitted so far as may be possible upon depositions or by written or oral arguments as the Assembly 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 3 days' notice must be given to the prospective deponent and to the other party. If oral statements are made at any hearing before the Assembly 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 committee shall, not later than 5 calendar days after the contest was referred to the committee, report to the Assembly its findings on whether the contestant has met the burden of proving that any irregularities shown were of such a nature as to establish that the result of the election was changed thereby. The committee shall then report to the Assembly its recommendation on which person should be declared elected or report that it has no recommendation. The Assembly shall, as soon as practicable thereafter but not later than 7 calendar days after the Speaker received the statement of contest, vote whether to accept or reject the committee's recommendation without amendment, if a recommendation is made. If the recommendation is accepted, the Speaker shall declare the recommended person elected. If the recommendation is rejected or the committee did not make a recommendation, the Assembly shall consider immediately which person should be declared elected. The Speaker shall not adjourn the Assembly until it has declared a person to be elected.*

*4. If a person other than the person initially seated as a member of the Assembly pursuant to subsection 2 of NRS 293.427 is declared to be elected by the Assembly as a result of the contest, the Speaker shall inform the Governor of the identity of the person declared to be elected by the Assembly.*

### *C. DUTIES OF COMMITTEE OFFICERS, COMMITTEE MEMBERS AND COMMITTEE STAFF*

#### *Rule No. 47. Committee Chairs.*

*1. The chair has all authority necessary to ensure an efficient operation of the committee or subcommittee.*

*2. The chair shall have general direction of the committee room or other meeting place of the committee, and in case of any disturbance or disorderly conduct therein, or if the peace, good order, and proper conduct of the legislative business is hindered by any person or persons, the chair shall have power to exclude from the session any individual or individuals so hindering the legislative business.*



3. *Possessing the powers and performing the duties described in this Rule, each committee chair shall:*

- (a) Preside over committee meetings and put all questions before the committee;*
- (b) Preserve order and decorum and decide all questions of order;*
- (c) Determine the order of bills for hearing;*
- (d) Prepare and distribute the committee's agenda;*
- (e) Prepare and distribute a work session document that contains a list of all measures on which the committee is ready to consider final action;*
- (f) Call recesses of the committee as deemed necessary;*
- (g) Request amendments to resolve conflicts;*
- (h) Determine when final action is to be taken on measures, committee reports and other business of the committee;*
- (i) Sign and submit bill draft requests on behalf of the committee;*
- (j) Appoint subcommittees, as necessary;*
- (k) Provide direction to committee support staff;*
- (l) Prepare and submit committee reports;*
- (m) Review and approve minutes of the committee;*
- (n) Handle unfinished business for measures heard in the committee;*
- (o) Inform the Speaker of committee activity; and*
- (p) Maintain custody of all papers referred to the committee until they are turned over to the Chief Clerk.*

4. *In the absence of the chair, or upon the request of the chair, the vice chair of the committee shall assume the duties of the chair.*

5. *The chair may name any member of the committee to perform the duties of the chair if such substitution shall not extend beyond such meeting.*

**Rule No. 48. Attendance.**

1. *Members shall notify the chair of any absence. Excused absences will be so recorded at the direction of the chair.*

2. *A member shall advise the chair if he or she must leave a meeting for an extended period of time.*

3. *Members not in attendance when a final action is taken on a measure will be marked absent for the vote.*



**Rule No. 49. Committee Staff.**

*Duties of committee attaches shall be prescribed by the Chief Clerk and include, but are not limited to, the following:*

*1. The committee secretary shall call roll of the members at each meeting, with the chair being called last. The committee secretary shall record in the minutes the members present and the members not present.*

*2. The committee secretary shall record the meeting and draft committee minutes for the chair's approval.*

*3. On behalf of the chair, the committee secretary shall maintain all minutes and exhibits of the committee's meetings until released to the custody of the Chief Clerk.*

*4. The committee manager assigned to each committee shall be responsible to the chair of the committee for the proper and accurate preparation of all reports of the committee.*

**Rule No. 50. Committee Operations.**

*1. Each committee of the House shall be provided a committee manager who shall maintain a current record of all bills, resolutions, petitions, memorials or other matters filed in committee. A record of committee actions shall be filed with the Chief Clerk. The committee manager shall post, on a bulletin board and electronically, all meeting agendas.*

*2. The standing committees of the Assembly may coordinate with the standing committees of the Senate to meet jointly whenever agreed to by said committees for the purpose of holding public hearings or considering any proposed or pending legislation. Upon conclusion of the joint meeting of said committees, each standing committee of the Assembly may take such action as it determines appropriate. Whenever the committees of the Assembly and Senate hold joint hearings or meetings, the chair of the Assembly committee shall coordinate with the chair of the Senate committee to determine which of them shall preside at the joint meeting.*

*3. When a joint meeting is chaired by a Senator, the practices of the Senate that are inconsistent with those of the Assembly do not create a precedent for the same practice in the Assembly.*

**Rule No. 51. Committee Records.**

*1. The chair of each committee shall have custody of all bills, papers and other documents referred to the committee and shall make reports authorized by the committee and submit the same to the Chief Clerk.*



2. *The chair of each committee shall keep, or cause to be kept, a complete record of the committee proceedings in which there must be entered:*

- (a) The time and place of each meeting;*
- (b) The attendance and absence of members;*
- (c) The names of all persons appearing before the committee, with the names of persons, firms, corporations or associations in whose behalf such appearance is made; and*
- (d) The subjects or measures considered and action taken.*

3. *A person may obtain a recording of a meeting by paying a fee determined by the Director of the Legislative Counsel Bureau to cover the cost of the recording but, except as otherwise provided in this subsection, the official record of the committee is the minutes of the committee meeting approved by the chair pursuant to paragraph (m) of subsection 3 of Assembly Standing Rule No. 47. Minutes of joint meetings prepared by non-Assembly staff are not official records of the Assembly.*

4. *The Speaker and the Chief Clerk are authorized to make any necessary corrections and additions to the minutes of committee meetings.*

*Rule No. 52. Final Disposition of Committee Minutes and Exhibits.*

*Upon their completion, the Chief Clerk shall turn over all original minutes and exhibits to the Research Library of the Legislative Counsel Bureau.*

*Rule No. 52.5. Notices of Bills, Topics and Public Hearings.*

1. *Except as otherwise provided in subsection 3, all committees shall provide adequate notice of public hearings on bills, resolutions or other topics which are to come before the committees. The notice must include the date, time, place and agenda to be covered. The notice must be posted conspicuously in the Legislative Building and be posted on the Nevada Legislature's Internet website.*

2. *The noticing requirements of this Rule may be suspended for emergency situations but only after approval by a majority vote of a committee.*

3. *Subsection 1 does not apply to:*

- (a) Committee meetings held behind the bar on the floor of the Assembly during a recess;*
- (b) Conference committee meetings; or*
- (c) Meetings of the Committee of the Whole.*





#### ***D. COMMITTEE HEARINGS***

##### ***Rule No. 53. Communications.***

***1. Out of respect for the privacy of committee members and staff, members are requested to hold conversations with lobbyists and members of the public at a location other than at the dais.***

***2. At the direction of the Chair, lobbyists, the press, and members of the public are not allowed at the dais.***

***3. All directions, assignments, or requests on behalf of the committee must be communicated to its staff and to the personnel of the Legislative Counsel Bureau by the chair of the committee. A member of the committee must submit such requests to the chair for transmittal to the staff of the committee or to the personnel of the Legislative Counsel Bureau.***

***4. The chair may report instances of misconduct or indecorum by any committee member or other person to the Assembly for its consideration and action.***

##### ***Rule No. 54. Testimony, Witnesses and Exhibits.***

***1. All persons wishing to offer testimony to a committee shall be given a reasonable opportunity to do so as determined by the chair.***

***2. In addressing the committee, a person must state for the record whether he or she supports, opposes or is neutral to the bill or resolution before the committee. For purposes of legislative intent:***

***(a) "Support" of a bill or resolution shall be construed as:***

***(1) Approval of the measure as written; or***

***(2) Approval of the measure as written along with proposed amendments that have been approved by the sponsor of the measure.***

***(b) "Opposition" to a bill or resolution shall be construed as:***

***(1) Not supporting the measure as written; or***

***(2) Opposing the measure as revised by an amendment that has not been approved by the sponsor of the measure.***

***(c) A "neutral" position on a bill or resolution is one in which the person offers particular insight on the measure but expresses no position on the measure.***

***3. Persons addressing the committee shall keep their remarks to the point and avoid repetition and are subject to call to order by the chair for failure to do so.***

***4. A person shall not be excluded from a meeting or public hearing of a committee or subcommittee except in case of any***



*disturbance or disorderly conduct, or if the peace, good order, and proper conduct of the legislative business is hindered by the person or persons.*

*5. Questions from the committee will be restricted to relevant subject areas.*

*6. When the chair deems necessary, witnesses will be sworn in pursuant to NRS 218E.040 before providing testimony.*

*7. Unless waived or revised by the chair, handouts for hearings, including proposed amendments:*

*(a) Must be submitted to the committee's manager not later than 5 p.m. on the business day before the meeting unless an earlier submission date or time is set by the chair, and included on the agenda;*

*(b) Must include the name and contact information of the person providing the handouts;*

*(c) For proposed amendments, must include a brief statement of intent; and*

*(d) Must be submitted by electronic mail or other electronic means.*

***Rule No. 55. Hearings.***

*1. The presence of a quorum of the committee is desirable but not required to conduct a public hearing. At the discretion of the chair, members of the committee may attend, participate in and, if applicable, vote during the hearing via simultaneous telephone or video conference.*

*2. Public hearings are opened by the chair who announces the subject under consideration and provides an opportunity for persons wishing to address the committee to be heard. These persons shall rise in an order determined by the chair, address the chair and furnish their names, addresses and firms or other organizations represented.*

*3. Committee members may address the chair for permission to question the witness.*

*4. A committee meeting shall adjourn not later than 10 minutes preceding the hour of its next regularly scheduled meeting.*

*5. At the discretion of the chair, a meeting may be held outside the regularly scheduled day(s) and time.*

*6. Meetings of the committee may be scheduled outside the Legislative Building in Carson City with prior written approval of the Speaker. Subcommittees must have the prior written approval*



*of the chair of the committee and the Speaker in to order to conduct a meeting outside Carson City.*

***E. VOTING AND COMMITTEE ACTION***

***Rule No. 56. Manner of Voting.***

***1. The chair shall declare all votes and shall cause same to be entered on the records of the committee.***

***2. A member shall not vote for another member on any roll call. Any member who votes for another member may be punished in any manner deemed appropriate by the Assembly.***

***Rule No. 57. Committee Action.***

***1. The committee shall have regular meetings scheduled by the Assembly leadership. A quorum of the committee is a majority of its members and may transact business except as limited by this Rule.***

***2. Except as limited by this Rule, a simple majority of those present may move, second and pass a motion by voice vote.***

***3. All motions require a second. If no second is received, that motion shall be declared invalid.***

***4. Absent unanimous consent to waive the waiting period, a committee may not take final action on a bill or resolution until at least 24 hours after the close of the hearing on the bill or resolution.***

***5. Definite action on a bill or resolution will require a majority of the entire committee. A member shall vote on all questions that come before the committee unless the member:***

***(a) Is excused; or***

***(b) Makes a full and complete disclosure of a conflict pursuant to Assembly Standing Rule No. 23.***

***6. A majority of the entire committee is required to reconsider action on a bill or resolution.***

***7. Committee introduction of legislative measures which are not prefiled requires concurrence of a majority of the entire committee and does not imply commitment to support final passage.***

***8. Absent the consent of the chair and the approval of the Speaker, the chair must be present when the committee votes to take any final action regarding bills or resolutions.***



9. *No member of the committee may vote by proxy under any circumstances.*

10. *A committee shall not take a vote on the question of whether to exercise its statutory authority to issue a legislative subpoena unless the chair or other person approved by the Speaker has informed the Speaker of the intention of the committee to consider such a question.*

11. *Every committee vote on a matter pertaining to a bill or resolution must be recorded. The vote may be taken by roll call at the discretion of the chair.*

12. *A member may change his or her vote at any time before the announcement of the vote if the voting is by voice. The announcement of the result of any vote shall not be postponed.*

13. *Unless a committee member advises the chair otherwise, it will be presumed that the member will vote on an amendment or on a measure, during a floor session, consistent with his or her vote in the committee.*

14. *A bill, resolution, or amendment in a committee having been rejected twice may not be brought up again during the same legislative session.*

15. *The minority of a committee may not make a report or present to the House an alternative report.*

#### *F. PARLIAMENTARY AUTHORITY*

*Rule No. 58. Precedence of Parliamentary Authority for Committees.*

*The precedence of parliamentary authority for the purpose of actions in a committee is set forth in Assembly Standing Rule No. 100.*

#### *G. DECORUM AND DEBATE IN COMMITTEES*

*Rule No. 59. Portable Electronic Communication Devices.*

1. *A person who is within an Assembly committee room shall not engage in a telephone conversation via the use of a portable telephone.*

2. *No person shall engage in any conduct during a committee meeting which undermines the decorum of the meeting. Before entering an Assembly committee room, any person who possesses a portable electronic communication device, such as a pager or telephone, that emits an audible alert, such as a ringing or beeping sound, to signal an incoming message or call, shall turn*



*the audible alert off. A device that contains a nonaudible alert, such as a silent vibration, may be operated in a nonaudible manner within an Assembly committee room. Failure to follow a warning issued by the chair may result in the device(s) being confiscated upon direction of the chair for the remainder of the meeting.*

*Rule No. 60. Reserved.*

*Rule No. 61. Privilege of Closing Debate.*

*The author of a bill, a resolution or a main question shall have the privilege of closing the debate, unless the previous question has been sustained.*

*Rule No. 62. Points of Order.*

*If any member, in speaking or otherwise, transgresses the rules of the Assembly, the chair shall, or any member may, call to order, in which case the member so called to order shall immediately yield to the floor, unless permitted to explain; and if called to order by a member, such member shall immediately state the point of order. If the point of order be sustained by the presiding officer, the member shall not be allowed to proceed; but if it be not sustained, then the member shall be permitted to go on. Every such decision from the presiding officer shall be subject to an appeal to the committee; but no discussion of the question of order shall be allowed unless an appeal be taken from the decision of the presiding officer.*

*Rule No. 63. Reserved.*

## **VI. RULES GOVERNING MOTIONS**

*Rule No. 64. Entertaining.*

*No motion may be debated until it is distinctly announced by the presiding officer. The presiding officer, upon his or her own motion or at the request of a member, may direct that the motion be reduced to writing and be read by the Chief Clerk before the motion is debated. A motion may be withdrawn by the maker at any time before amendment or before the motion is put to vote.*



### *PARTICULAR MOTIONS*

***Rule No. 65. Indefinite Postponement.***

*When a question is postponed indefinitely, the same question must not be considered again during the session and the question is not subject to a motion for reconsideration.*

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

*A motion to strike out the enacting clause of a bill or resolution does not take precedence over any other subsidiary motion. If the motion is carried, it shall be considered equivalent to the rejection of such bill or resolution.*

***Rule No. 67. Division of Question.***

*Any member may call for a division of the question, which shall be divided, if it comprehends propositions in substance so distinct that, one being taken away, a substantive proposition shall remain for the decision of the Assembly. A motion to strike out being lost shall preclude neither amendment nor a motion to strike out and insert. A motion to strike out and insert shall be deemed indivisible.*

***Rule No. 68. Reserved.***

*The next rule is 80.*

### ***VII. DEBATE***

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

*1. No member shall speak more than twice during the consideration of any one question, on the same day, and at the same stage of proceedings, without leave. Members who have once spoken shall not again be entitled to the floor (except for explanation) to the exclusion of others who have not spoken.*

*2. When a member speaks under Order of Business 11, 12, 13 or 14 of Assembly Standing Rule No. 120, the member must limit his or her remarks to an explanation of the issue or an explanation of the bill, resolution or amendment. If the member desires to speak on the importance of such issue, bill, resolution or amendment, the member must request permission to speak under Order of Business 15 of Assembly Standing Rule No. 120.*



***Rule No. 81. Previous Question.***

*The previous question shall be put only when demanded by three members. The previous question shall not be moved by the member last speaking on the question.*

***Rule No. 82. Privilege of Closing Debate.***

*The author of a bill, a resolution or a main question shall have the privilege of closing the debate, unless the previous question has been sustained.*

*The next rule is 91.*

**VIII. CONDUCT OF BUSINESS**

**A. RULES AND PROCEDURE**

***Rule No. 91. Rescission, Change or Suspension of Rule.***

*No standing rule or order of the Assembly shall be rescinded or changed without a vote of a majority of the members elected; but a rule or order may be suspended temporarily by a vote of a majority of the members present.*

***Rule No. 92. Reserved.***

***Rule No. 93. Reserved.***

***Rule No. 94. Privilege of the Floor and Lobbying.***

*1. Except as otherwise provided in subsection 2, no person, except Senators, former Assemblymen and Assemblywomen, and state officers, may be admitted at the bar of the Assembly, except by special invitation on the part of some member; but a majority may authorize the Speaker to have the Assembly cleared of all such persons. No person may do any lobbying upon the floor of the Assembly at any time, and it is the duty of the Sergeant at Arms to remove any person violating any of the provisions of this Rule.*

*2. A former Senator or former Assemblyman or Assemblywoman who is expelled from service in the Senate or the Assembly shall have the privilege of the floor only with permission of the Speaker.*



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

*All papers, letters, notes, pamphlets and other written material placed upon the desk of a member of the Assembly shall contain the signature of the Legislator requesting the placement of such material on the desk or shall contain a designation of the origin of such material. This Rule does not apply to Legislative Counsel Bureau material.*

**Rule No. 96. Peddling, Begging and Soliciting.**

*1. Peddling, begging and soliciting are strictly forbidden in the Assembly Chambers, and in the lobby, gallery and halls adjacent thereto.*

*2. No part of the Assembly Chambers may be used for, or occupied by, signs or other devices for any kind of advertising.*

*3. No part of the hallways adjacent to the Assembly Chambers may be used for, or occupied by, signs or other devices for any kind of advertising for commercial or personal gain. Notices for nonprofit, nonpartisan, civic or special legislative events may be posted in a designated area of the hallways adjacent to the Assembly Chambers with the approval of the Chief Clerk.*

**Rule No. 97. Petitions and Other Papers.**

*Petitions and other papers addressed to the Assembly shall be presented by the Speaker, or by a member in the Speaker's place. A brief statement of the contents thereof shall be read for information. They shall not be debated on the day of their being presented, but shall be on the table, or be referred, as the Assembly shall determine.*

**Rule No. 98. Request of Purpose.**

*A member may request the purpose of a bill or joint resolution upon its introduction.*

**Rule No. 99. Remarks.**

*The remarks of all members on final passage of bills or joint resolutions and on adoption of Assembly or concurrent resolutions shall be included in the day's journal. In addition, it shall be in order for members to make remarks under other orders of business and, subject to the approval of the majority of the members present, request that such remarks be entered in the Journal.*





**Rule No. 100. Precedence of Parliamentary Authority. The precedence of parliamentary authority in the Assembly is:**

- 1. The Constitution of the State of Nevada and judicial decisions thereon.**
- 2. The Standing Rules of the Assembly and the Joint Standing Rules of the Senate and Assembly.**
- 3. Custom, usage and precedence.**
- 4. The Statutes of the State of Nevada.**
- 5. Mason's Manual of Legislative Procedure.**

**Rule No. 101. Reserved.**

**Rule No. 102. Privileged Questions.**

**Privileged questions have precedence over all others in the following order:**

- 1. Motions to fix the time to which the Assembly shall adjourn.**
- 2. Motions to adjourn.**
- 3. Questions relating to the rights and privileges of the Assembly or any of its members.**
- 4. A call of the House.**
- 5. Motions for special orders.**

**Rule No. 103. Reserved.**

## **B. BILLS**

**Rule No. 104. Reserved.**

**Rule No. 105. Reserved.**

**Rule No. 106. Skeleton Bills.**

**The introduction of skeleton bills is authorized 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 provided for purposes of introduction and committee referral. Such a 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.**



*Rule No. 107. Reserved.*

*Rule No. 108. Reserved.*

*Rule No. 109. Reading of Bills.*

*The first reading of a bill or joint resolution shall be for information. If there is objection, the question shall be, "Shall the bill be rejected?" If the question to reject fails to receive a majority vote by the members present, or if there is no objection, the bill shall take the proper course. If the question to reject receives a majority vote of the members present, the bill or joint resolution shall be rejected. The same question must not be considered again during the session, and the question is not subject to a motion for reconsideration. No bill shall be referred to a committee until after the first reading, nor amended until after the second reading.*

*Rule No. 110. Second Reading and Amendment of Bills.*

*1. All bills must be read the second time on the first legislative day after which they are reported by committee, unless a different day is designated by motion. Upon second reading, Assembly bills reported without amendments shall be placed on the General File and Senate bills reported without amendments shall be placed on the General File. Committee amendments reported with bills shall be considered upon their second reading or third reading, as appropriate, and such amendments may be adopted by a majority vote of the members present. Any amendment which is numbered and made available to all members must be moved and voted upon by number. Assembly bills so amended must be reprinted, then engrossed or reengrossed, as applicable, and placed on the General File. Senate bills so amended must be reprinted, then engrossed or reengrossed, as applicable, and placed on the General File.*

*2. Any member may move to amend a bill during its second or third reading, and such a 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 then engrossed or reengrossed, as applicable. A member who moves to amend a bill during its second reading must limit his or her remarks to an explanation of the amendment. If the member desires to speak on the importance of the amendment, the member must request permission to speak under Order of Business 15 of Assembly Standing Rule No. 120.*



3. *The reprinting of amended bills may be dispensed with upon a majority vote of the members present.*

4. *It shall not be in order to consider an amendment that removes all sponsors of a bill or resolution.*

**Rule No. 111. Consent Calendar.**

1. *A standing committee may by unanimous vote of the members present report a bill with the recommendation that it be placed on the Consent Calendar. The question of recommending a bill for the Consent Calendar may be voted upon in committee only after the bill has been recommended for passage and only if no amendment is recommended.*

2. *The Chief Clerk shall maintain a list of bills recommended for the Consent Calendar. The list must be printed in the Daily History and must include the summary of each bill, and the date the bill is scheduled for consideration on final passage.*

3. *At any time before the presiding officer calls for a vote on the passage of the Consent Calendar, a member may give written notice to the Chief Clerk or state orally from the floor of the Assembly in session that he or she requests the removal of a particular bill from the Consent Calendar. If a member so requests, the Chief Clerk shall remove the bill from the Consent Calendar and transfer it to the Second Reading File. A bill removed from the Consent Calendar may not be restored to that Calendar.*

4. *During floor consideration of the Consent Calendar, members may ask questions and offer explanations relating to the respective bills.*

5. *When the Consent Calendar is brought to a vote, 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.*

**Rule No. 112. Reserved.**

**Rule No. 113. General File.**

1. *All bills and joint resolutions reported to the Assembly, by the Committee of the Whole, a standing committee, a conference committee or a special committee, after receiving their second readings must be placed upon the General File, to be kept by the Chief Clerk. The Chief Clerk shall post a daily statement of the bills on the General File. The Chief Clerk shall likewise post notices of special orders as made.*



2. *A member who moves to amend a bill or joint resolution during its third reading must limit his or her remarks to an explanation of the amendment. If the member desires to speak on the importance of the amendment, the member must request permission to speak under Order of Business 15 of Assembly Standing Rule No. 120.*

3. *A member who speaks on third reading regarding the final passage of a bill, joint resolution or initiative petition must limit his or her remarks to an explanation of the bill, joint resolution or initiative petition. If the member desires to speak on the importance of the bill, joint resolution or initiative petition, the member must request permission to speak under Order of Business 15 of Assembly Standing Rule No. 120.*

*Rule No. 114. Reserved.*

*Rule No. 115. Reconsideration of Vote on Bill.*

1. *A motion to reconsider a final vote on a bill or resolution shall be in order only on the day on which the final vote is taken, and the vote on such a motion to reconsider must be taken on the same day. The motion to reconsider can be made only by a member who voted with the prevailing side.*

2. *A motion to reconsider a vote on an amendment to a pending question must be made at once and can be made only by a member who voted with the prevailing side.*

3. *A motion to reconsider shall have precedence over every other motion, including a motion to adjourn, if the motion is to reconsider a final vote on a bill or resolution. If the motion to reconsider is for any other action, the motion has precedence over every other motion, except a motion to adjourn or to fix the time to adjourn; and when the Assembly adjourns while a motion to reconsider is pending, the right to move a reconsideration shall continue to the next day of sitting.*

*Rule No. 116. Vetoed Bills.*

1. *Bills that have passed both Houses of the Legislature and are transmitted to the Assembly accompanied by a message or statement of the Governor's disapproval or veto of the same must:*

*(a) Be taken up and considered immediately upon the coming in of the message transmitting the same; or*

*(b) Become the subject of a special order.*



2. *When the message is received, or if made a special order, when the special order is called, the said message or statement must be read together with the bill or bills so disapproved or vetoed. The message and bill must be read by the Chief Clerk without interruption, consecutively, one following the other, and not upon separate occasions. No such bill or message may be referred to any committee, or otherwise acted upon save as provided by law and custom. It shall not be in order, at any time, to vote upon such a vetoed bill unless the same shall first have been read, from the first word of its title to and including the last word of its final section. The message or statement containing the objections of the Governor to the bill must be entered in the Journal of the Assembly.*

*Rule No. 117. Reserved.*

### *C. RESOLUTIONS*

*Rule No. 118. Treated as Bills—Joint Resolutions.*

*The procedure of enacting joint resolutions must be identical to that of enacting bills, except that:*

- 1. Joint resolutions, upon enrollment, must be delivered to the Secretary of State; and*
- 2. Joint resolutions proposing amendments to the Constitution must be entered in the Journal in their entirety.*

*Rule No. 119. Return from the Secretary of State.*

*An Assembly resolution may be used to request the return from the Secretary of State of an enrolled Assembly resolution for further consideration.*

### *D. ORDER OF BUSINESS*

*Rule No. 120. Order of Business.*

*The Order of Business must be as follows:*

- 1. Call to Order.*
- 2. Reading and Approval of Journal.*
- 3. Presentation of Petitions.*
- 4. Reports of Standing Committees.*
- 5. Reports of Select Committees.*
- 6. Communications.*



7. *Messages from the Senate.*
8. *Motions, Resolutions and Notices.*
9. *Introduction, First Reading and Reference.*
10. *Consent Calendar.*
11. *Second Reading and Amendment.*
12. *General File and Third Reading.*
13. *Unfinished Business of Preceding Day.*
14. *Vetoed Bills and Special Orders of the Day.*
15. *Remarks from the Floor, limited to 10 minutes.*

*Rule No. 121. Reserved.*

*Rule No. 122. Reserved.*

*Rule No. 123. Reserved.*

*Rule No. 124. Reserved.*

*Rule No. 125. Reserved.*

*Rule No. 126. Reserved.*

*Rule No. 127. Reserved.*

*Rule No. 128. Reserved.*

*The next rule is 140.*

## **IX. LEGISLATIVE INVESTIGATIONS AND MISCELLANEOUS**

*Rule No. 140. Compensation of Witnesses.*

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

*Rule No. 141. Use of the Assembly Chamber.*

*The Assembly Chamber shall not be used for any public or private business other than legislative, except by permission of the Assembly.*



## **X. SPECIAL SESSIONS**

### ***Rule No. 142. Request for Drafting of Bills, Resolutions or Amendments.***

***1. Except as otherwise provided in subsections 2 and 3, the Legislative Counsel shall not honor a request for the drafting of a bill or resolution to be introduced in the Assembly during a special session, or an amendment to a bill or resolution, unless it is submitted by the Speaker, the Committee of the Whole, such other committees as the Speaker may appoint for a special session, or a conference committee.***

***2. The standing Committee on Legislative Operations and Elections may request the drafting of three Assembly resolutions and one Assembly concurrent resolution necessary to establish the rules, staffing, operation and organization of the Assembly and the Legislature for a special session.***

***3. The Speaker may request the drafting of five bills for a special session without seeking the approval of the Assembly.***

