

1                   **HOUSE OF REPRESENTATIVES - FLOOR VERSION**

2  
3                                   STATE OF OKLAHOMA

4                           1st Session of the 57th Legislature (2019)

5 HOUSE  
6 RESOLUTION 1001

By: McCall

7  
8  
9                                   AS INTRODUCED

10                   A Resolution relating to House Rules.

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12  
13 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE 1ST SESSION OF  
14 THE 57TH OKLAHOMA LEGISLATURE:

15                                   HOUSE RULES

16                                   57TH OKLAHOMA LEGISLATURE

17                                   STATEMENT OF AUTHORITY

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



1 cleared or direct any other action necessary to preserve order and  
2 decorum.

3 (b) Appearances or presentations by school or other groups  
4 shall not be permitted on the floor of the House during legislative  
5 deadline weeks, except as authorized by the Speaker.

6 1.4 - Referral of Legislation

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

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

14 1.5 - Speaker to Sign Bills, Resolutions and Papers

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

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

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

24

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

6 1.6 - Authorization of Counsel

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

16 (b) If a claim arising from allegations of unlawful  
17 discrimination, as defined in federal law, is made against the House  
18 of Representatives itself or against a committee of the House, a  
19 member or former member of the House in his or her legal capacity as  
20 a member, or an officer, employee or agent of the House in their  
21 official capacity, the Speaker shall not enter into a settlement  
22 agreement on behalf of the House that requires the expenditure of  
23 House funds in excess of Fifteen Thousand Dollars (\$15,000.00)

1 without first receiving the approval of a committee appointed  
2 pursuant to Section 1.8 of these Rules.

3 1.7 - Supervision of the House

4 (a) The Speaker shall have general supervision over the Hall of  
5 the House and the areas of the Capitol building assigned to the  
6 House of Representatives.

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

9 (c) The Speaker may reserve a portion of the gallery for former  
10 members of the House, former members of the Senate and the families  
11 of members of the House and their guests.

12 1.8 - Standing, Special and Joint Committees

13 (a) The Speaker shall create, abolish and establish the  
14 jurisdiction of all standing committees, special committees and  
15 subcommittees of the House of Representatives.

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

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

1 (d) All chairpersons, co-chairpersons, vice-chairpersons, co-  
2 vice-chairpersons and members of any House committee, subcommittee  
3 or joint committee shall serve at the pleasure of the Speaker.

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

6 1.9 - Conference Committees

7 (a) The Speaker shall create, abolish and establish the  
8 jurisdiction of all standing and special conference committees of  
9 the House of Representatives.

10 (b) Upon creation of a conference committee, the Speaker shall  
11 appoint the chairperson, vice-chairperson and membership of the  
12 conference committee.

13 (c) The Speaker shall be an ex officio voting member of all  
14 conference committees.

15 RULE TWO

16 SPEAKER PRO TEMPORE

17 2.1 - Convening

18 (a) In the absence of the Speaker, the Speaker Pro Tempore, as  
19 presiding officer, shall convene the House of Representatives on the  
20 day and at the hour to which the House was adjourned on the previous  
21 legislative day.

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

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

5 2.2 - Duties

6 (a) The Speaker Pro Tempore shall perform the duties of Speaker  
7 in the absence of the Speaker.

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

10 (c) The Speaker Pro Tempore shall be an ex officio voting  
11 member of all conference committees.

12 2.3 - Succession

13 (a) If, while the House is meeting in regular or special  
14 session, the office of Speaker becomes vacant fifteen (15) calendar  
15 days or more prior to the date of sine die adjournment, the Speaker  
16 Pro Tempore shall serve as Acting Speaker of the House until a new  
17 Speaker is elected, which election shall be set by the Acting  
18 Speaker and shall be carried out no later than fifteen (15) calendar  
19 days after the day of the vacancy. If the office of Speaker becomes  
20 vacant less than fifteen (15) calendar days prior to the date of  
21 sine die adjournment, the Speaker Pro Tempore shall accede to the  
22 office of Speaker of the House continuing as Speaker until the  
23 conclusion of the present term of office, as established in Section  
24 137 of Title 14 of the Oklahoma Statutes, unless the House shall

1 decide otherwise by electing another member Speaker of the House  
2 pursuant to Section 29 of Article V of the Oklahoma Constitution.  
3 In the event the office of Speaker becomes vacant after the  
4 organizational session required in Section 26 of Article V of the  
5 Oklahoma Constitution but before the first Monday in February of the  
6 same year, no election for the office of Speaker shall be held prior  
7 to the time the House convenes at twelve o'clock noon on the first  
8 Monday in February.

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

24



1 (c) If the House is not meeting in regular or special session  
2 and the office of Speaker becomes vacant due to death or  
3 resignation, the Speaker Pro Tempore shall become Speaker of the  
4 House and shall be authorized to exercise all authority granted to  
5 the Speaker of the House under law or by House or Joint Rule  
6 including, but not limited to, the powers of appointment and  
7 inclusion in the line of succession to the office of Governor as  
8 provided by Section 15 of Article VI of the Oklahoma Constitution.

9 (d) Upon accession to the office of Speaker of the House under  
10 paragraph (c) of this section, the member in so doing shall continue  
11 as Speaker until such time as the House convenes for the first  
12 legislative day of the next regular or special session, or until the  
13 conclusion of the present term of office, as established in Section  
14 137 of Title 14 of the Oklahoma Statutes, whichever occurs first,  
15 unless earlier removed from office under the provisions of Section  
16 24.1 of Title 51 of the Oklahoma Statutes.

17 (e) The Speaker Pro Tempore, upon becoming Speaker of the House  
18 by operation of paragraph (c) of this section, shall take the oath  
19 of office as Speaker of the House and shall file said oath with the  
20 office of the Secretary of State.

21 (f) If the Speaker shall become incapable of performing the  
22 duties pertaining to the office of Speaker of the House for reasons  
23 other than death or resignation, when the House is not meeting in  
24 regular or special session, the powers and duties of the Speaker of

1 the House shall be discharged by the Speaker Pro Tempore as Acting  
2 Speaker until the incapacity shall cease. When acting as Speaker  
3 pursuant to this provision, the Speaker Pro Tempore shall not  
4 exercise the Speaker's powers of appointment nor shall the Speaker  
5 Pro Tempore be included in the line of succession to the office of  
6 Governor, as provided by Section 15 of Article VI of the Oklahoma  
7 Constitution, unless he or she transmits a written declaration  
8 establishing the nature of the Speaker's incapacity to perform the  
9 duties of the office of Speaker of the House to the members of the  
10 House of Representatives and the Clerk of the House. Upon receipt  
11 of such a written declaration, the Clerk of the House shall notify  
12 the President Pro Tempore of the Senate, the Governor and the Chief  
13 Justice of the Oklahoma Supreme Court. Thereafter, when the elected  
14 Speaker transmits to the Speaker Pro Tempore and the Clerk of the  
15 House his or her written declaration that no such incapacity exists,  
16 he or she shall resume the powers and duties of the office of  
17 Speaker of the House.

18 (g) Regardless of whether the House is in session, whenever the  
19 elected Speaker transmits to the Speaker Pro Tempore and the Clerk  
20 of the House a written declaration that he or she is unable to  
21 discharge the powers and duties of the office of Speaker of the  
22 House, and until he or she transmits to them a written declaration  
23 to the contrary, such powers and duties shall be discharged by the  
24 Speaker Pro Tempore as Acting Speaker. Upon receipt of such a

1 written declaration, the Clerk of the House shall notify the members  
2 of the House of Representatives, the President Pro Tempore of the  
3 Senate, the Governor and the Chief Justice of the Oklahoma Supreme  
4 Court. Thereafter, when the Speaker transmits to the Speaker Pro  
5 Tempore and the Clerk of the House his or her written declaration  
6 that no inability exists, he or she shall resume the powers and  
7 duties of the office of Speaker of the House. When acting as  
8 Speaker pursuant to this provision, the Speaker Pro Tempore shall  
9 not exercise the Speaker's powers of appointment nor shall the  
10 Speaker Pro Tempore be included in the line of succession to the  
11 office of Governor, as provided by Section 15 of Article VI of the  
12 Oklahoma Constitution.

### 13 RULE THREE

#### 14 HOUSE OFFICERS AND EMPLOYEES

##### 15 3.1 - Employment by House

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

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

21 (c) The Speaker has the right at any time to transfer any  
22 employee to another department or discharge any employee of the  
23 House without cause.

##### 24 3.2 - Clerk of the House

1 (a) The Clerk of the House, under the direction of the Speaker,  
2 shall have general charge and supervision over the legislative  
3 procedure of the House.

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

5 1. Publication of all House calendars and agendas;

6 2. Publication of bills, resolutions and amendments;

7 3. Publication of standing committee reports, special committee  
8 reports and conference committee reports; and

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

11 (c) The Clerk of the House shall have custody of and be  
12 responsible for the safekeeping of all bills and resolutions pending  
13 in the House at the final adjournment of the First Regular Session  
14 of the Legislature.

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

18 (e) Official copies of all bills and resolutions and other  
19 materials as designated by the Speaker shall not be removed from the  
20 Office of the Clerk for any purpose except upon order of the  
21 Speaker.

22 (f) Communications shall be prepared and signed by the Clerk of  
23 the House under the direction of and in the name of the Speaker.  
24

1 (g) The Clerk of the House of Representatives shall be the  
2 guardian of electronic signatures for the House of Representatives  
3 and shall be authorized to make determinations as to validity and  
4 authenticity of electronic signatures.

5 (h) If transmitting bills, resolutions or messages  
6 electronically to the Senate, Governor or Secretary of State, the  
7 Clerk of the House shall establish safeguards to protect against  
8 unauthorized users.

9 3.3 - Chief Sergeant At Arms

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

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

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

22 3.4 - Parliamentarian  
23  
24

1 (a) The Speaker of the House shall appoint a parliamentarian  
2 who shall assist the presiding officer in the making of  
3 parliamentary rulings.

4 (b) The parliamentarian shall, at the direction of the Speaker,  
5 assist the Speaker in publishing a volume of substantive  
6 parliamentary rulings.

### 7 3.5 - Chaplain

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

### 12 3.6 - Pages

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

## 15 RULE FOUR

### 16 MEMBERS

#### 17 4.1 - Member Defined

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

#### 20 4.2 - Disclosure of Personal or Private Interest

21 A member who has a personal or private interest in any bill or  
22 resolution, proposed or pending before the House, shall disclose  
23 that fact to the House, and shall not vote on that bill or  
24

1 resolution, as required by Section 24 of Article V of the Oklahoma  
2 Constitution.

3 4.3 - Absence of Members

4 No member shall be absent from the session of the House without  
5 leave.

6 4.4 - Decorum

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

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

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

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

19 (e) All members shall conduct themselves in a manner becoming a  
20 member of the House of Representatives. When the House is in  
21 session all members shall, while in the Chamber or Gallery, be  
22 appropriately dressed. Male members shall wear suitcoats, slacks  
23 and ties and female members shall wear appropriate professional  
24

1 business attire. No member shall wear jeans or denim pants in the  
2 House Chamber while the House is in session.

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

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

10 (h) Use of tobacco products, including smoking, dipping or  
11 sniffing snuff, shall not be permitted at any time in the Chamber,  
12 as governed by Section 11.5 of these Rules.

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

16 (j) Video recordings or broadcasts, other than those captured  
17 by the House or at the discretion of the Speaker, by Members shall  
18 be prohibited on the House Floor while the House is in session.

#### 19 4.5 - Service of Process

20 Upon being presented with any service of legal process  
21 pertaining to the House of Representatives itself or to an  
22 individual member of the House of Representatives in his or her  
23 official capacity, the member or employee so approached shall inform  
24



1 the Speaker of the House and the House General Counsel prior to  
2 attempting to respond.

3 RULE FIVE

4 PRIVILEGES OF THE FLOOR AND THE ANTEROOMS

5 5.1 - Floor Privileges

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

8 1. Members of the House;

9 2. Members of the Senate;

10 3. Former members of the House except as otherwise provided in  
11 Section 5.3 of this Rule;

12 4. The Governor, except during consideration of a motion to  
13 override the veto of the Governor;

14 5. Employees of the House and Senate as designated by the  
15 Speaker; and

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

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

22 5.2 - Anterooms of the House Chamber

23 While the House is in session, no persons other than those  
24 entitled to privileges of the Floor, members of the immediate

1 families of House members and House employees authorized by the  
2 Speaker shall be admitted to the House Lounge and anteroom located  
3 at the west end of the House Floor or into the anteroom located at  
4 the east end of the House Floor, except at the express invitation of  
5 a member, provided the member is present.

6 The Speaker may prescribe additional policies restricting use of  
7 the House Lounge and any rooms adjoining the lounge or the House  
8 Chamber.

#### 9 5.3 - Former Members

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

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

#### 19 5.4 - House Parking

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

#### 24 5.5 - Presentations on House Floor

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

4 RULE SIX

5 BILLS AND RESOLUTIONS

6 6.1 - Definition of the Term "Bill"

7 The term "bill", as used in these Rules, shall mean proposed  
8 legislation which in order to become law must pass through the  
9 Legislature according to the procedures established by the Oklahoma  
10 Constitution, including consideration by the Governor. The term  
11 shall include proposed laws of a general nature and proposed special  
12 or local laws. The procedures of these Rules applicable to the  
13 introduction and passage of bills shall also apply to the  
14 introduction and passage of joint resolutions.

15 6.2 - Filing Deadlines

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

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

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

23 2. Measures authored by the chairpersons and vice-chairpersons  
24 of the House Appropriations and Budget Committee and the Senate

1 Appropriations Committee which affect the receipt, expenditure or  
2 budgeting of state funds or funds under the control of an entity  
3 created by state law;

4 3. Measures authored by the Speaker of the House of  
5 Representatives and the President Pro Tempore of the Senate and  
6 which are deemed by them to be necessary for the preservation of the  
7 public peace, health and safety; or

8 4. Measures introduced or authorized by the Speaker.

9 6.3 - Numbering

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

14 (b) Simple and concurrent resolutions introduced in the Second  
15 Regular Session of a Legislature shall be numbered consecutively  
16 with the last simple and concurrent resolution, respectively,  
17 introduced in the First Regular Session of the same Legislature.

18 6.4 - Introduction

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

24

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

5 (c) The provisions of paragraph (b) of this section shall not  
6 apply to:

7 1. Measures containing budgetary matters of which the principal  
8 author is the Chairperson of the Appropriations and Budget Committee  
9 of the House;

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

12 3. Measures introduced for the purpose of disapproving or  
13 approving agency rules pursuant to the Administrative Procedures  
14 Act;

15 4. Bills introduced for the purpose of implementing the  
16 Oklahoma Sunset Law;

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

19 6. Simple or concurrent resolutions; and

20 7. Any other measure authorized by the Speaker.

21 6.5 - Coauthors

22 Coauthors of bills and resolutions added after the introduction  
23 of a measure shall be indicated on the front page of a bill or  
24 resolution.

1           6.6 - Principal Senate Author of a House Bill or Resolution

2           (a) While a House bill, joint resolution or concurrent  
3 resolution is within the physical control of the House, the  
4 principal House author of the bill or resolution shall have full and  
5 complete discretion in determining who the principal Senate author  
6 of the bill or resolution shall be.

7           (b) No bill or resolution lacking a principal Senate author  
8 shall be scheduled for Floor consideration, unless authorized by the  
9 Speaker, except that the withdrawal of the principal Senate author,  
10 after the bill or resolution is scheduled for Floor consideration,  
11 shall not preclude the House from considering the bill or  
12 resolution.

13           6.7 - Procedures Governing Simple and Concurrent Resolutions

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

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

21           2. Resolutions giving rise to debate.

22           (b) The following classes of simple and concurrent resolutions  
23 may be taken up the same legislative day they are introduced:  
24

1 1. Resolutions relating to business immediately before the  
2 House;

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

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

7 4. Resolutions relating to adjournment or recess.

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

10 (d) A motion to amend shall be in order immediately but  
11 amendments proposed to simple and concurrent resolutions shall be  
12 electronically submitted to the Office of the Clerk prior to  
13 consideration by the House.

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

17 (f) Debate on the question of adoption of a simple or  
18 concurrent resolution shall be limited to thirty (30) minutes,  
19 equally divided between the proponents and opponents of the  
20 resolution, provided that no member speak for more than ten (10)  
21 minutes.

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

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

3 6.8 - Final Action

4 (a) The following action shall constitute final action on any  
5 bill or resolution:

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

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

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

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

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

16 6.9 - Carry over Bills and Joint Resolutions

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

23 6.10 - Special or Local Laws

24



1 (a) The House of Representatives shall not consider proposed  
2 local or special legislation on subjects prohibited by the Oklahoma  
3 Constitution.

4 (b) No special or local law shall be considered by the House of  
5 Representatives unless passage of a general law would be  
6 ineffective.

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

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

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

17 2. The notice shall state in substance the contents of the  
18 proposed law;

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

22 4. Verified proof of such publication as required by this  
23 section shall be published in the House Journal no later than the  
24

1 legislative day prior to the day the measure is considered on the  
2 House Floor.

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

6 6.11 - Revenue-Raising Measures

7 (a) A bill or joint resolution under consideration by the House  
8 shall be presumed not to be a revenue-raising measure within the  
9 meaning of Section 33 of Article V of the Oklahoma Constitution  
10 unless the bill or joint resolution has been designated as a  
11 revenue-raising measure by the Majority Floor Leader.

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

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

21 (d) Prior to ordering the vote on final passage of a revenue-  
22 raising measure, the presiding officer shall announce the majority  
23 vote required for final passage. As used in this section, final  
24

1 passage shall be defined as the vote on Third Reading or Fourth  
2 Reading of a bill or joint resolution.

3 RULE SEVEN

4 COMMITTEES IN GENERAL

5 7.1 - Definitions

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

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

14 (c) A special committee is a committee appointed by the Speaker  
15 of the House pursuant to Section 1.8 of these Rules which carries  
16 out a particular task defined at the time of the committee's  
17 creation and appointment. Upon completion of the task assigned to  
18 the special committee, the special committee is immediately  
19 dissolved.

20 (d) A conference committee is a committee tasked with resolving  
21 differences between the House of Representatives and the Senate. A  
22 conference committee consists of members from both chambers with the  
23 House members of a conference committee being appointed by the  
24 Speaker of the House pursuant to Section 1.9 of these Rules.

1           7.2 - Open Meetings

2           All meetings of all committees shall be open to the public,  
3 subject to the authority of the chairperson to maintain order and  
4 decorum. A chairperson, with the approval of the Speaker, may close  
5 a committee meeting or portion thereof, and the record of such  
6 meeting may not disclose the identity of the witness appearing  
7 before the committee, if necessary to preserve physical security,  
8 including the protection of a witness.

9           7.3 - Timing and Location of Meetings

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

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

14                           CHAPTER A. STANDING AND SPECIAL COMMITTEES

15           7.4 - Authority of the Chair

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

18          (b) Chairpersons shall ensure the efficient operation of the  
19 committees or subcommittees. Such authority shall include:  
20 presiding over the committees or subcommittees, establishing the  
21 calendar for the committees or subcommittees, recognition of members  
22 or presenters, deciding all questions of procedure in the committees  
23 or subcommittees, subject to appeal, and determining the order in  
24 which legislation is considered in a committee or subcommittee.

1 (c) The chairperson shall exercise all authority necessary to  
2 maintain order and decorum, including the authority to require all  
3 persons present to silence all electronic devices and to request the  
4 Sergeant at Arms to clear the committee room of a person or persons  
5 causing disruption.

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

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

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

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

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

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

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

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

16 (l) Amendments shall be considered in the order they appear in  
17 the bill or resolution, or in the order they are presented to the  
18 committee. The chairperson shall resolve any conflict resulting  
19 from claimed priority of presentation.

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

24

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

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

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

13 1. An appeal must be lodged immediately;

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

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

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

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

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

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

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

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

17 7.5 - Notice of Meetings

18 (a) All committees and subcommittees shall provide at least  
19 forty-eight (48) hours notice of a meeting. Notice of the meeting  
20 shall be published through an appropriate public medium such as the  
21 House website or electronic mail, unless notice requirement is  
22 waived by the Speaker. The Rules Committee does not have to provide  
23 notice if meeting for the purpose of striking the title of a  
24 measure.



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

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

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

15 7.6 - Amendments

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

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

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

3 (c) Any member offering an amendment, including a member of the  
4 committee or subcommittee, must submit the proposed amendment in  
5 electronic form to the chairperson by 4:30 p.m. the legislative day  
6 before the meeting of the committee or subcommittee. The  
7 chairperson may, at his or her discretion, waive or set a later  
8 deadline than contained in this rule.

9 (d) Amendments offered to any House bill or resolution under  
10 consideration by a committee or subcommittee shall be germane to the  
11 subject of the introduced bill or resolution. Amendments offered to  
12 any Senate bill or resolution under consideration by a committee or  
13 subcommittee shall be germane to the subject of the engrossed  
14 version of the Senate bill or resolution.

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

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

23

24

1 (g) Amendments approved by any committee shall be incorporated  
2 into the bill or resolution the same as if included in the  
3 introduced bill or resolution.

#### 4 7.7 - Voting

5 (a) All votes in committees or subcommittees shall be conducted  
6 in open public meetings of that committee, except that two thirds  
7 (2/3) of the members of any standing or special committee, including  
8 ex officio members, may report a bill or resolution out of committee  
9 by signing a written report. If a written report is prepared by a  
10 member other than the chairperson of the committee, a written notice  
11 that a report is being prepared shall be given to the chairperson  
12 prior to the circulation of the report for signatures.

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

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

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

1       7.8 - Committee Recommendations

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

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

13       7.9 - Final Action

14       When any committee returns a bill or resolution with the  
15 recommendation of "Do Not Pass", this shall constitute final action  
16 only if the recommendation was adopted by a majority of the members  
17 of the committee.

18       7.10 - Petition for Committee Hearing

19       (a) After assignment to a standing or special committee, the  
20 principal author of a bill or resolution shall be entitled to have  
21 such bill or joint resolution considered by a vote of the committee  
22 at least four (4) legislative days prior to the final date for Third  
23 Reading in either regular session. Such a petition must be  
24 electronically signed by a majority of the members of the committee.

1 Ex officio members of a committee may electronically sign such  
2 petitions and shall count towards the necessary signatures as  
3 required by this section.

4 (b) The petitions provided for by this section shall be  
5 electronically submitted to the Clerk of the House. The Clerk shall  
6 determine if the petition contains the necessary signatures. If the  
7 petition contains the necessary signatures, the Clerk shall forward  
8 the petition to the appropriate committee chair.

9 7.11 - Bill Summary

10 (a) All bills and joint resolutions shall be accompanied by a  
11 bill summary and, if adoption of the measure will have a fiscal  
12 impact, including the affecting of revenues, expenditures or fiscal  
13 liability, the summary shall contain a fiscal analysis. The bill  
14 summary shall include a description of any repealers contained in a  
15 bill or joint resolution. The fiscal analysis contained within a  
16 bill summary shall state the estimated increase or decrease in  
17 revenues or expenditures and the present and future fiscal  
18 implications of the bill, if applicable.

19 (b) All bills affecting any retirement system authorized by law  
20 shall be accompanied by a bill summary which shall include an  
21 estimate of the cost and actuarial analysis of the measure upon  
22 being reported favorably by any standing committee unless the  
23 actuarial analysis for the bill is governed by the Oklahoma Pension  
24 Legislation Actuarial Analysis Act. The estimate and actuarial

1 analysis shall be prepared by an actuary engaged by the House of  
2 Representatives.

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

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

12 (e) The principal House author may publish what he or she  
13 believes to be the "legislative intent" of the measure in question.  
14 Such a document shall not be drafted by persons employed within the  
15 Legal, Fiscal or Research Divisions of the House Staff; however, the  
16 principal House author may consult with such employees as needed.

17 7.12 - Discharge from Committee

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

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

24

1 (c) The request for discharge of a bill or resolution and the  
2 attached measure shall be electronically submitted to the Clerk of  
3 the House. No other person except the principal House author of the  
4 measure in question shall submit a discharge petition to the Clerk.  
5 The Clerk shall determine if the discharge petition contains the  
6 necessary signatures as required by this section. If the discharge  
7 petition contains the necessary signatures, the Clerk shall forward  
8 the petition to the Speaker of the House or the Speaker's designee.

9 (d) Upon receipt of the discharge petition from the Clerk of  
10 the House, the Speaker of the House or the Speaker's designee shall  
11 place the bill or resolution on the daily House floor agenda. The  
12 Clerk of the House shall cause the discharge petition, along with  
13 the attached measure, to be published upon the House website.

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

19 7.13 - Oversight Powers and Responsibilities of Committees and  
20 Subcommittees

21 (a) Committees and subcommittees are authorized:

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

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

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

6           4. To complete the interim projects assigned by the Speaker;  
7 and

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

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

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

17           (d) In order to carry out the duties of the committee and its  
18 subcommittees, the chairperson of each committee with approval of  
19 the Speaker may issue subpoenas and other necessary process to  
20 compel the attendance of witnesses either before the committee or  
21 subcommittee or at deposition and the production of any books,  
22 letters or other documentary evidence required by such committee.

23           (e) In the event a committee must subpoena a witness or  
24 witnesses, or otherwise subpoena production of documents, materials



1 or other evidence, such subpoenas shall be limited to matters  
2 reasonably related to the areas of legislative responsibility  
3 delegated to the committee and shall be within the reasonable scope  
4 of the committee's investigation.

5 (f) If the committee shall require the deposition of witnesses,  
6 either residing within or without the state, such depositions shall  
7 be taken in the manner prescribed by law for the taking of  
8 depositions in civil actions in the district courts. Witnesses  
9 shall be paid the same fees and mileage as are paid in civil cases  
10 in district courts.

#### 11 CHAPTER B. CONFERENCE COMMITTEES

##### 12 7.14 - Appointment of Conference Committees

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

16 (b) Once a measure is in conference, the chairperson of the  
17 standing conference committee to which the measure is assigned  
18 shall, if requested by the principal author, schedule presentation  
19 of the measure.

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

24

1 7.15 - Presentation and Signatures on Conference Committee

2 Reports

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

7 1. The presentation shall not be scheduled earlier than the  
8 next calendar day after electronic publication;

9 2. The presentation shall be made in person;

10 3. No person except the principal House author of the measure  
11 or another House member designated by the principal House author  
12 shall present the report;

13 4. No member of the standing conference committee shall add  
14 their electronic signature to the report until such report is  
15 presented in person; and

16 5. The chairperson of the standing conference committee shall  
17 determine the procedures of the presentation, subject to Sections  
18 7.14 through 7.21 of this Rule.

19 (b) Upon electronic publication, a conference committee report  
20 which proposes only to restore the title and/or enacting clause of a  
21 measure or states that conferees are unable to agree may be  
22 electronically signed by members of the standing conference  
23 committee.

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

5 (d) Members of a standing conference committee may add or  
6 remove their electronic signatures at any time prior to the time a  
7 Senate conference committee report ceases to be in possession of the  
8 House of Representatives.

9 7.16 - Presentations Before Standing Conference Committees

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

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

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

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

20 7.17 - Timing of Presentations

21 (a) The chairperson of a conference committee shall schedule  
22 presentation of conference committee reports within the dates, times  
23 and locations designated by the Speaker.

1 (b) The chairperson of a conference committee shall not  
2 schedule presentation of a proposed conference committee report  
3 during a floor session of the House without special leave from the  
4 Speaker.

5 7.18 - Submission of House Conference Committee Reports

6 Upon receipt of the electronic signatures of a majority of House  
7 conferees and the signatures of a majority of Senate conferees, the  
8 principal House author may submit the recommended House conference  
9 committee report to the Clerk of the House.

10 7.19 - Consideration of Conference Committee Reports

11 (a) Motions to accept or reject Senate amendments or to adopt  
12 or reject conference committee reports may be arranged on a calendar  
13 or upon such calendars as may be directed by the Speaker of the  
14 House or the Speaker's designee.

15 (b) The House shall not consider adoption of a conference  
16 committee report or a joint committee report until a majority of  
17 both the House and Senate members constituting the conference  
18 committee or joint committee have adopted or signed the report. Ex  
19 officio members of a House conference committee may electronically  
20 sign a conference committee report and shall count towards a  
21 majority of signatures as required by this paragraph; however, such  
22 ex officio members shall not be included when calculating the number  
23 of signatures required to constitute a majority of the membership of  
24 a House conference committee.

1 (c) The House shall not consider a motion to adopt a Senate  
2 amendment, a House conference committee report or a House joint  
3 committee report unless it is limited to matters germane to the bill  
4 or resolution.

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

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

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

17 7.20 - Transparency in Conference

18 (a) A summary of the changes contained in a conference  
19 committee report shall be made available prior to consideration of  
20 the report by the House.

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

23 (c) A conference committee report may be considered for  
24 adoption only if said report has been published on the joint

1 conference calendar twenty-four (24) hours before consideration of  
2 the report.

3 (d) A motion to reject a joint committee report with  
4 instructions or a motion to reject a conference committee report  
5 with instructions shall not be considered unless said instructions  
6 are electronically submitted to the Clerk of the House prior to the  
7 time the principal House author of the measure is initially  
8 recognized to present the joint committee report or the conference  
9 committee report to the House of Representatives.

10 CHAPTER C. FLOOR ACTIVITY

11 7.21 - Management of Legislation and Committee Deadlines

12 (a) The Speaker of the House or the Speaker's designee shall  
13 publish a list of measures to be considered by the House of  
14 Representatives, and the Speaker of the House or the Speaker's  
15 designee shall determine the order of their consideration.

16 (b) No measure shall be scheduled for consideration unless the  
17 measure has been reported from a standing or special committee or  
18 has been referred directly to the General Order category of the  
19 House Calendar pursuant to Section 1.4 of these Rules. No measure  
20 shall be considered reported from a standing or special committee  
21 until the electronically signed committee report is filed with the  
22 Clerk of the House.

23

24

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

4 (d) Upon adoption by the House of a motion to commit any  
5 measure to the House Rules Committee, a measure so committed shall  
6 not be subsequently returned by the Rules Committee with a favorable  
7 recommendation unless accompanied by a Special Rule adopted pursuant  
8 to Section 7.22 of these Rules prescribing how the measure will be  
9 considered by the House. A measure so returned shall not be taken  
10 up for consideration prior to the Special Rule required herein being  
11 adopted by the House.

#### 12 7.22 - Special Rules

13 (a) The House Rules Committee may adopt a "special rule" for a  
14 measure scheduled or to be scheduled for consideration on the House  
15 Floor.

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

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

#### 24 7.23 - Special Orders

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

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

9 RULE EIGHT

10 LEGISLATIVE PROCESS

11 CHAPTER A. FIRST AND SECOND READING

12 8.1 - Reading Defined

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

16 8.2 - Reading of Bills and Joint Resolutions

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

19 8.3 - First Reading

20 The publication of a bill or joint resolution by its title and  
21 bill number in the House Journal shall satisfy the requirements of  
22 First Reading.

23 8.4 - Second Reading

24



1 (a) After the First Reading of a bill or joint resolution, the  
2 bill or joint resolution shall be placed on the House Calendar under  
3 "Bills on Second Reading" or "Joint Resolutions on Second Reading",  
4 as the case may be.

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

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

12 CHAPTER B. BILLS AND JOINT RESOLUTIONS ON GENERAL ORDER

13 8.5 - Reading and Explanation

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

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

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

1 (d) In such case where no main floor amendment shall be timely  
2 filed as defined in paragraph (b) of Section 8.6 of this Rule or  
3 where no main floor amendments shall be offered except those  
4 amendments permitted under paragraphs (f) and (g) of Section 8.6 of  
5 this Rule, such measure shall become eligible for floor  
6 consideration upon the expiration of the deadline set forth in  
7 paragraph (b) of Section 8.6 of this Rule.

#### 8 8.6 - Amendments

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

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

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

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

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

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

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

16 (h) In the event a bill or joint resolution is published on the  
17 Floor Calendar and then subsequently removed while time remains for  
18 filing floor amendments as provided in this Rule, such bill or joint  
19 resolution, if published again on the Floor Calendar, shall not be  
20 considered by the House until the remaining time for filing floor  
21 amendments is concluded.

22 (i) When considering a measure section by section pursuant to  
23 paragraph (a) of Section 8.5 of this Rule, a motion to strike a  
24 section when such section is under individual consideration shall

1 not be subject to the time constraints established by this Rule for  
2 consideration of regularly filed floor amendments.

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

#### 7 8.7 - Consideration and Presentation

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

11 (b) The adoption of an amendment to a section shall not  
12 preclude further amendment of that section so long as subsequent  
13 amendments do not purport to amend the same language previously  
14 amended. If a bill is being considered section by section or item  
15 by item, only amendments to the section or item under consideration  
16 shall be in order.

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

20 (d) The body of a bill or joint resolution shall not be defaced  
21 or interlined, but all proposed amendments shall be separately  
22 submitted, noting the page and line, and shall be considered timely  
23 filed only if the principal author of the amendment has  
24 electronically submitted such amendment in completed form to the

1 Office of the Clerk within the time constraints provided under  
2 paragraphs (b) and (c) of Section 8.6 of this Rule.

3 8.8 - Floor Substitutes Prohibited

4 The House of Representatives shall not consider any floor  
5 amendments offered in the form of a floor substitute. An amendment  
6 shall be deemed a floor substitute only if adoption of the proposed  
7 amendment would result in replacement of all sections of the measure  
8 in question other than the section containing the effective date or  
9 emergency clause.

10 8.9 - Amendment of General Appropriations Bill

11 Whenever an amendment is offered to a General Appropriations  
12 Bill that would increase any line item of such bill, such amendment  
13 shall show the amount by line item of the increase and shall  
14 decrease a line item or items within the same bill in an amount or  
15 amounts equivalent to or greater than the increase required by the  
16 amendment.

17 8.10 - Amendment Summary

18 (a) All proposed amendments to bills or joint resolutions whose  
19 adoption will have a fiscal impact, including the affecting of  
20 revenues, expenditures or fiscal liability, shall be accompanied by  
21 a written summary which shall contain a fiscal analysis upon being  
22 filed with the Office of the Clerk. The written summary filed with  
23 the amendment shall state the estimated increase or decrease in  
24 revenues or expenditures and the present and future fiscal

1 implications of passage of the amended bill, if applicable. The  
2 summary shall not express comment or opinion relative to the merits  
3 of the amendment proposed. The requirements of this section shall  
4 not apply to amendments purporting to strike the Title or the  
5 Enacting or Resolving Clause of any bill or joint resolution.

6 (b) Except as may be otherwise required by the Oklahoma Pension  
7 Legislation Actuarial Analysis Act, all amendments to bills or joint  
8 resolutions affecting any retirement system authorized by law shall  
9 be accompanied by a summary which shall include an estimate and  
10 actuarial analysis of the present and future fiscal implications of  
11 passage of the amended bill. The estimate and actuarial analysis  
12 contained in the summary shall be prepared by an actuary engaged by  
13 the House of Representatives.

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

#### 17 8.11 - Germaneness of House Amendments

18 The House shall not consider any proposed amendment not germane  
19 to the subject of the House bill or resolution. An amendment to a  
20 main amendment must be germane to both the main amendment and the  
21 measure which it purports to amend.

#### 22 8.12 - Amendments Out of Order

23 An amendment is out of order if it is the principal substance of  
24 a bill or resolution that has received an unfavorable committee

1 report, has been withdrawn from further consideration by the  
2 principal author or has not been reported favorably by the committee  
3 of reference in either session of the current Legislature and may  
4 not be offered to a bill or resolution on the Floor Calendar and  
5 under consideration by the House. Any amendment that is  
6 substantially the same, and identical as to specific intent and  
7 purpose, as the bill or resolution residing in the committee of  
8 reference is covered by this Rule, unless the bill or resolution  
9 under amendment is substantially the same as the bill or resolution  
10 residing in the committee of reference.

11 8.13 - Reconsideration

12 A motion to reconsider any vote on the adoption or rejection of  
13 an amendment, or the adoption or rejection of a section of any bill  
14 or joint resolution, may be made by any member prior to the  
15 advancement of such measure from General Order, which motion shall  
16 be subject to debate. The motion to reconsider may be laid on the  
17 table without affecting the question in reference to which the  
18 motion is made thereby resulting in a final disposition of the  
19 motion.

20 8.14 - Motion to Commit

21 A motion may be made during the reading or consideration of any  
22 bill or joint resolution on General Order to commit the bill to a  
23 standing or special committee, with or without instructions. A  
24

1 motion to commit with instructions shall be electronically submitted  
2 to the Office of the Clerk prior to consideration by the House.

3 8.15 - Motion to Advance from General Order

4 A motion to advance a bill or joint resolution from General  
5 Order shall not be in order until all opportunities provided by this  
6 Rule for filing proposed amendments shall be afforded the House.  
7 Once a motion to advance from General Order has been adopted, the  
8 bill or resolution shall be considered engrossed and on Third  
9 Reading.

10 CHAPTER C. BILLS AND JOINT RESOLUTIONS ON

11 THIRD READING OR FOURTH READING

12 8.16 - Consideration and Debate

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

17 (b) After Third Reading but before the vote is ordered, unless  
18 prohibited by Section 7.19 of these Rules, the question shall be  
19 subject to debate. After Fourth Reading but before the vote is  
20 ordered, unless prohibited by Section 7.19 of these rules, the  
21 question shall be subject to debate.

22 (c) As governed by paragraph (b) of this section, debate shall  
23 be limited to one (1) hour, equally divided between the proponents  
24



1 and opponents of the question, provided that no member may speak for  
2 more than ten (10) minutes.

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

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

10 8.17 - Amendments

11 No bill or joint resolution on Third or Fourth Reading shall be  
12 subject to amendment.

13 8.18 - Consideration of Emergency Clause

14 (a) When any bill or joint resolution containing a title and  
15 enacting clause is being considered on Third Reading or Fourth  
16 Reading, and such a bill or joint resolution contains an emergency  
17 clause, the emergency clause shall constitute a separate question  
18 and shall be subject to debate.

19 (b) When any bill or joint resolution lacking a title or  
20 enacting clause is being considered on Third Reading and such a bill  
21 or joint resolution contains an emergency clause, the House shall  
22 not consider the emergency clause. The vote on Third Reading shall  
23 be considered the vote on the emergency clause and shall be recorded  
24 as such in the House Journal.



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

4           10. Bills, Resolutions, Conference Committee Reports and Joint  
5 Committee Reports scheduled by the Speaker of the House or the  
6 Speaker's designee; and

7           11. Motions placing new business before the House. The  
8 Majority Floor Leader may schedule said motions at his or her  
9 discretion.

10           (b) If no measure is pending before the House, the Presiding  
11 Officer shall give the Majority Floor Leader preference for  
12 recognition.

13           9.2 - Enforcement of House Rules, Order and Decorum

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

20           (b) When two (2) or more members seek recognition at the same  
21 time, the presiding officer shall name the one entitled to the  
22 floor. The presiding officer shall not recognize any member who has  
23 risen or remains standing while another member is speaking. No  
24

1 member shall be entitled to be recognized to speak unless the member  
2 seeks recognition from the member's own desk.

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

7 (d) Any member may rise to a point of order against any other  
8 member when, in the member's opinion, such member is proceeding out  
9 of order. The member raising the point of order must cite the  
10 specific rule the member believes is in conflict. Such point of  
11 order shall be decided by the presiding officer without debate.

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

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

22 (g) All appeals shall be decided by a recorded vote and without  
23 debate, except that the member taking said appeal shall have three  
24 (3) minutes within which to state the reasons for the member's

1 appeal and the Chair may state the reasons for the Chair's decision.  
2 The member's appeal must relate to the decision in question and may  
3 not pertain to the merits of any matter or any legislation not  
4 related to the decision of the Chair.

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

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

#### 14 9.3 - Procedure

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

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

1           9.4 - Debate

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

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

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

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

19           9.5 - Privileges

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

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

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

8 9.6 - Voting and Division

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

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

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

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

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

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



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

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

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

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

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

6 9.7 - Conduct During Voting

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

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

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

16 9.8 - Previous Question

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

24 9.9 - Motion to Advance Question

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

8       9.10 - Reconsideration

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

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

22       (c) A motion to reconsider may be offered immediately or upon  
23 the same day the final vote is taken by the member who served  
24 notice, or by another member with said member's consent. On the

1 last day of the reconsideration period, any member may seek  
2 recognition for a motion to reconsider.

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

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

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

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

#### 21 9.11 - Measures Vetoed By The Governor

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

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

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

11 9.12 - Quorum

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

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

1 RULE TEN

2 MOTIONS

3 10.1 - Precedence of Motions

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

13 (a) Privileged Motions

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

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

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

21 To recess (amendable - not debatable; not subject to motion to  
22 table)

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

1 Call of the House, quorum present (not amendable - not  
2 debatable; see Section 10.5 of this Rule; not subject to motion to  
3 table)

4 To work under the Call of the House (not amendable - not  
5 debatable; see Section 10.5 of this Rule; not subject to motion to  
6 table)

7 Question of presence of quorum (not amendable - not debatable;  
8 not subject to motion to table)

9 (b) Incidental Motions

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

12 Points of Order (not amendable - not debatable; not subject to  
13 motion to table)

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

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

19 Suspension of the Rules (not amendable - not debatable; not  
20 subject to motion to table)

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

23 Method of consideration (amendable - not debatable; not subject  
24 to motion to table)

1 Question of priority (not amendable - not debatable; not subject  
2 to motion to table)

3 Reading of papers (not amendable - not debatable; not subject to  
4 motion to table)

5 (c) Subsidiary Motions

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

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

9 To put the previous question (not amendable - not debatable; the  
10 motion to put the previous question is applicable to all debatable  
11 questions regardless of rank; subject to motion to table)

12 To Advance the Question (not amendable - not debatable; subject  
13 to motion to table)

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

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

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

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

22 To postpone indefinitely (not amendable - debatable; subject to  
23 motion to table)

24 (d) Main Motions



1 A main motion shall be defined as a substantive proposal such as  
2 a bill, resolution or any other question which requires passage,  
3 adoption, rejection, approval or disapproval by the House of  
4 Representatives.

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

8 To fix the date and time to adjourn sine die (amendable -  
9 debatable)

10 To reconsider (not amendable - debatable)

11 To rescind (not amendable - debatable)

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

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

14 To reject a Senate amendment with instructions (not amendable -  
15 instructions not amendable - debatable)

16 To adopt a conference committee report/joint committee report  
17 (not amendable - debatable)

18 To reject a conference committee report/joint committee report  
19 (not amendable - debatable)

20 To reject a conference committee report/joint committee report  
21 with instructions (not amendable - instructions not amendable -  
22 debatable)

23 To commit with instructions (instructions amendable - debatable)

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

1 To schedule a special order (amendable only as to time -  
2 debatable only as to question of setting the special order - measure  
3 itself not open to debate)

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

#### 6 10.2 - Motions in Writing

7 Every motion shall be rendered in writing as ordered by the  
8 presiding officer and may be read by the clerk before debate or vote  
9 if so ordered by the presiding officer. All motions shall be put by  
10 the presiding officer prior to debate and prior to ordering the  
11 vote.

#### 12 10.3 - Vote Required for Adoption of Motions

13 Except as otherwise specifically required by these Rules, or  
14 required by the Oklahoma Constitution, any motion, for adoption,  
15 need only receive a majority of those voting, a quorum being  
16 present.

#### 17 10.4 - Withdrawal of Motions

18 (a) Except as provided in paragraph (b) of this section, prior  
19 to commencement of debate thereon, or prior to action being taken  
20 thereon if there be no debate, any motion may be withdrawn by the  
21 member making same. Otherwise, such motion may be withdrawn only  
22 upon adoption of a motion to withdraw same.

23 (b) When a bill or resolution is under consideration within the  
24 House, the principal author or the member designated to present the

1 bill or resolution on behalf of the principal author may withdraw  
2 said measure at any time prior to the vote being ordered on final  
3 passage of the bill or resolution.

4 10.5 - Call of the House

5 (a) Call of the House may be moved at any time by any member,  
6 but must be seconded by fifteen (15) members. If there are more  
7 than three-fourths (3/4) of the House present at the time the motion  
8 is made, the motion must be seconded by thirty (30) members. If  
9 such motion prevails, the business pending shall be suspended, the  
10 roll shall be taken, and the names of the absentees ascertained.  
11 The Chief Sergeant at Arms shall then be directed by the presiding  
12 officer to compel the attendance of the absent members. After one  
13 (1) hour has expired, the roll shall again be taken and absent  
14 members noted in the Journal, and the business suspended upon the  
15 roll call shall proceed. If, however, before the expiration of the  
16 hour, all absent members, not otherwise excused, shall appear, the  
17 business pending shall then proceed.

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

22 (c) The Speaker, seconded by five (5) members, may move a Call  
23 of the House and send for absent members, provided there be not a  
24 quorum present. In all cases where an absent member shall be sent

1 for and fails to attend in obedience to the summons, the report of  
2 the Chief Sergeant at Arms shall be entered in the Journal.

3 RULE ELEVEN

4 GENERAL PROVISIONS

5 11.1 - Investigations

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

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

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

18 11.2 - Distribution Within House of Representatives

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

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

5 11.3 - Honorary Appointments

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

7 11.4 - Lobbying

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

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

14 11.5 - Designated Smoking Areas

15 No person shall smoke or vape within those parts of the Capitol  
16 Building assigned to the House.

17 11.6 - Members of the Press

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

24 11.7 - Legislative Records

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

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

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

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

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

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

24 11.8 - Technical Corrections

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

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

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

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

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

1 emergency clause has failed to receive the required number of votes  
2 for passage;

3 4. Delete language in such sections of such measures which  
4 provide for a measure to become effective on a date prior to such  
5 engrossment or enrollment; and

6 5. Draft a referendum clause and ballot title if a measure is  
7 deemed a revenue-raising measure pursuant to 6.11 of these Rules and  
8 is adopted but fails to receive a three-fourths (3/4) vote in both  
9 Chambers.

10 11.9 - Convening Restriction

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

13 11.10 - Security

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

18 RULE TWELVE

19 ADJOURNMENT OR RECESS

20 12.1 - Motion to Adjourn or Recess

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

24



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

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

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

15 12.2 - Absence of a Quorum

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

18 12.3 - Sine Die Adjournment

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

1 the House and the presiding officer shall declare the House  
2 adjourned sine die.

3 (b) A Special or Extraordinary Session shall be finally  
4 adjourned sine die no later than the fifteenth day succeeding the  
5 General Election unless the date and time of sine die adjournment  
6 shall be otherwise established by motion or resolution at an earlier  
7 date and time.

8 RULE THIRTEEN

9 INTERIM STUDIES

10 13.1 - Interim Studies

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

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

16 (c) The committees shall meet as often as necessary to transact  
17 effectively the business assigned to them and may continue to  
18 exercise the oversight and investigatory powers granted in Section  
19 7.13 of these Rules.

20 13.2 - Requests for Interim Study

21 No resolution requesting or authorizing an interim study of any  
22 matter or proposition by the House, or a committee thereof, shall be  
23 introduced in or considered by the House. All such requests for  
24

1 interim study shall be submitted on request forms available to any  
2 member in the office of the Clerk of the House.

### 3 13.3 - Quorum

4 During a legislative interim, no committee shall take any final  
5 action unless a quorum of the membership of the committee is  
6 present.

### 7 13.4 - Meeting Notice

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

## 15 RULE FOURTEEN

### 16 RULES

#### 17 14.1 - Suspension or Amendment of Rules

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

23 (b) If the Committee on Rules shall recommend revisions or  
24 amendments to the Rules, the House shall be given one (1) day's

1 prior notice before consideration of the recommended changes may  
2 commence.

3 (c) Two thirds (2/3) of the members elected to and constituting  
4 the House may suspend the Rules, or a portion thereof, but a motion  
5 for that purpose shall be decided without debate. The motion shall  
6 include the specific rule to be suspended.

#### 7 14.2 - Parliamentary Authorities

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

#### 15 14.3 - Rules Effective

16 (a) These Rules shall be in full force and effect for the  
17 duration of the 57th Oklahoma Legislature, unless amended, as  
18 provided herein.

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

23

24

1 COMMITTEE REPORT BY: COMMITTEE ON XXXXX, dated XX-XX-XXXX - DO PASS,  
As Amended and Coauthored.

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