

1 **State of Arkansas**
2 **78th General Assembly**
3 **Regular Session, 1991**
4 **By: Rules Committee**

S.C.R.

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6
7 **SENATE CONCURRENT RESOLUTION**

8 PROVIDING FOR THE ADOPTION OF THE JOINT RULES OF THE
9 SENATE AND THE HOUSE OF REPRESENTATIVES OF THE SEVENTY-
10 EIGHTH GENERAL ASSEMBLY.

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14 NOW THEREFORE,

15 BE IT RESOLVED BY THE SENATE OF THE SEVENTY-EIGHTH GENERAL ASSEMBLY OF THE
16 STATE OF ARKANSAS, THE HOUSE OF REPRESENTATIVES CONCURRING THEREIN:

17

18 That the following are hereby adopted as the Joint Rules of the Senate
19 and the House of Representatives of the Seventy-eighth General Assembly:

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21 Joint Session - How convened

22 Sec. 1. When any business shall require a joint session of the Senate
23 and House of Representatives, the Senate, preceded by its officers, shall be
24 escorted into the chamber of the House, and thereby seated, the President of
25 the Senate taking the Speaker's chair.

26

27 Officers of Joint Session

28 Sec. 2. The President of the Senate shall be the presiding officer of
29 all joint sessions, and the Secretary of the Senate shall be the clerk
30 thereof; but the Secretary of the Senate and the Clerk of the House shall both
31 keep a record of the proceedings, to be entered on the Journal of their
32 respective houses.

33

34 Manner of Presenting Bills, Etc.

35 Sec. 3. All bills, resolutions, votes and amendments by either house,

1 to which the concurrence of both is necessary, as well as messages, shall be
2 presented to the other by the Clerk or Secretary of the house from which they
3 are sent or by the assistant secretary or assistant clerk.

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Contents of Bills

6 Sec. 4. No bill shall be passed by either house containing more than
7 one subject, which shall be expressed in the title.

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9 Sec. 5. When a bill or resolution which has passed one house shall be
10 rejected by the other, notice thereof shall be given to the house in which the
11 same shall have passed.

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Engrossment of Bills

14 Sec. 6. All bills, memorials or resolutions ordered to be engrossed,
15 shall be engrossed by the clerk of the house in which it originated.

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Enrollment of Bills

18 Sec. 7. When a bill shall have passed both houses, it shall be enrolled
19 by the enrolling clerk of the house in which it originated.

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22 Sec. 8. All bills must be enrolled and reported to each house by the
23 committee designated by each house to supervise the enrolling of bills, within
24 three days after their passage; provided, that if the reconsideration of any
25 bill is moved, in either house, previous to its presentation to the Governor,
26 the committee shall hold the same until action is had upon such motion.

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28 Sec. 9. No bill, resolution, or memorial shall be sent to the Governor
29 for his approval, unless the same shall have been clearly and fairly enrolled
30 without obliteration or interlineation.

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Signing of Bills

32 Sec. 10. After examination and report by the committee responsible for
33 enrolling bills, each bill shall be signed by the Speaker of the House of
34 Representatives and then by the President of the Senate. Each page of a bill
35 shall be signed by the Speaker of the House of Representatives on the right

1 margin, and shall be signed by the President of the Senate on the left margin
2 of each page. The Speaker of the House of Representatives and the President
3 of the Senate shall manually sign each page of each bill, or may provide, at
4 their option and under their supervision, for the affixing thereto of their
5 facsimile signature in the manner and procedure provided by Act 69 of 1959.
6 (Ark. Code of 1987 annotated 21-10-101 through 21-10-108)

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Announcement of Message

9 Sec. 11. When the Secretary of the Senate or Clerk of the House, or
10 either of the assistants, shall wait upon the other house, notice thereof
11 shall be given to the President or Speaker of the House by the Sergeant at
12 Arms, or Assistant Sergeant at Arms, who shall declare the same, and a copy of
13 the message to be laid on the table of the clerk or secretary.

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Bills Passed by the Other House

16 Sec. 12. Tuesday and Friday of each week are hereby set apart in each
17 house for the especial and exclusive consideration of bills and resolutions,
18 which may have been passed by the other house, and the consideration of such
19 bills and resolutions shall take precedence over all the other business on
20 these days immediately after the expiration of one hour after the house shall
21 be called to order by the presiding officer; provided, that the reading of the
22 Journal shall be completed in any event.

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Conference Committee

25 Sec. 13. When either body shall request a conference, and appoint a
26 committee for that purpose, the other body shall also appoint a committee of
27 equal number to confer, and such conference shall be held at any time and
28 place agreed upon by the chairmen.

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31 Sec. 14. No joint rules shall be dispensed with but by a concurrent
32 vote of two-thirds of each house, and if either house shall violate a joint
33 rule, the question of order may be raised in the other house, and decided in
34 the same manner as in case of a violation of the rules of such house.

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Sec. 15. The general appropriation bill, and all appropriation bills

1 recommended "do pass" by the Joint Budget Committee, shall be privileged bills
2 advanced upon the calendar, and take precedence over all other bills at any
3 time after the reading of the Journal. It shall be in order, by the direction
4 of the appropriate committee, to move that the House or Senate (as the case
5 may be) resolve itself into the committee of the whole house for the purpose
6 of considering the general appropriation bill, and no dilatory motion shall be
7 entertained by the presiding officer.

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Deadline for the Introduction of Bills

10 Sec. 16. No appropriation bill shall be filed for introduction in
11 either the House of Representatives or the Senate later than the fiftieth
12 (50th) day of a regular session except upon consent of two-thirds of the
13 members elected to each house; and, no other bill shall be filed for
14 introduction in either the House of Representatives or the Senate later than
15 the fifty-fifth (55th) day of a regular session, except upon consent of two-
16 thirds of the members elected to each house.

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Method of Preparing Bills, and Resolutions -

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Automated Bill Preparation System

20 Sec. 17. (A) No bill or resolution, as defined herein, shall be
21 accepted for introduction by clerks of the Senate or of the House of
22 Representatives unless such bill or resolution has been prepared for
23 introduction by an automated bill preparation system developed by the Bureau
24 of Legislative Research.

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26 (1) The Bureau of Legislative Research shall establish and operate, in
27 cooperation with the appropriate officials of the House of Representatives and
28 the Senate, an automated bill preparation system in which all bills and
29 resolutions, as defined herein, shall be prepared for introduction. Such
30 system shall be designed in a manner which will permit either or both houses
31 of the General Assembly to install compatible and interconnecting electronic
32 equipment for the preparation of bills and resolutions in the same format as
33 prepared by the Bureau of Legislative Research for introduction in either
34 House of the General Assembly.

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1 (2) The Bureau of Legislative Research shall furnish the Secretary of
2 the Senate and the Chief Clerk of the House of Representatives tapes or disks
3 on which introduced bills and resolutions are recorded, or provide access by
4 electronic medium to the central bill files in which bills and resolutions
5 recorded in the automated bill preparation system are stored, to enable the
6 engrossing rooms of the respective houses to have ready access thereto for
7 enrollment of engrossment of amendments adopted to such bills and resolutions.

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9 (3) As used herein:

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11 (a) "resolution" shall mean all resolutions prepared for introduction
12 which require the concurrence of both houses of the General Assembly for the
13 adoption thereof, and shall not include resolutions prepared for consideration
14 by only the house in which introduced;

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16 (b) "automated bill preparation system" shall mean an automated system
17 using word processors, computers, or other electronic devices for the typing
18 and preparation of bills and resolutions (as defined herein) for introduction
19 by members of the General Assembly in either the Senate or the House of
20 Representatives, and shall include the following features:

21

22 (i) a separate identification number, to be placed upon each page of
23 the original and each copy thereof prepared for introduction in the General
24 Assembly;

25

26 (ii) a method of recording on tapes, disks or other automated or
27 electronic medium, each bill and resolution for ready access for retrieval and
28 engrossment purposes;

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30 (iii) security features to protect the automated bill preparation files
31 from access by unauthorized persons, and to maintain the integrity and
32 confidentiality of drafts of bills and resolutions prepared by the Bureau of
33 Legislative Research for members of the General Assembly which have not been
34 filed for introduction; and

35

1 (iv) such other features as deemed to be necessary and advisable by the
2 Bureau of Legislative Research after consulting with the appropriate officials
3 of the House of Representatives and the Senate.

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5 (B) All bills and resolutions introduced in the House and Senate shall
6 be prepared on 8-1/2 x 11 inch paper. A typewritten original and twelve (12)
7 copies thereof, or a photocopy of an original typewritten copy with twelve
8 (12) additional photocopies thereof, shall be prepared for introduction. The
9 original typewritten copy, or one of the photocopies of a typewritten
10 original, shall be placed in the manuscript cover provided for the official
11 copy of bills or resolutions, with the twelve (12) copies thereof to be
12 attached thereto in such manner as may be prescribed by the respective houses.
13 In addition, ten (10) copies of the caption on each bill or resolution shall
14 be prepared and attached thereto at the time of introduction.

15

16 (C) Upon the introduction of each bill and resolution, the appropriate
17 clerks of the respective houses shall cause the original signed copy thereof
18 (which is contained in the official bill or resolution manuscript cover) to be
19 identified as the official copy by perforation on the left-hand margin of each
20 page thereof the words "HOUSE ORIGINAL" or the word "HOUSE" to be placed on
21 each official original copy of House bills and resolutions, and the words
22 "SENATE ORIGINAL" or the word "SENATE" to be placed on the left margin of each
23 official original copy of Senate bills and resolutions. Whenever any bill or
24 resolution is amended, the engrossed page or pages thereof shall be perforated
25 in the same manner as the original introduced copy. Only the original signed
26 copy of a bill or resolution and engrossed pages thereof shall be perforated
27 as provided herein.

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29 (D) If any person shall unlawfully perforate any fraudulent or
30 counterfeit copy of any bill or resolution for the purpose of intentionally
31 inserting in any bill or resolution any page or provision thereof for the
32 purpose of altering the bill or resolution as introduced, such person shall be
33 in contempt of the House and/or Senate and shall be punishable accordingly;
34 and if any person shall make any alteration, change or erasure in any original
35 copy of a bill or resolution as originally introduced, except upon direction

1 of the House and/or Senate or upon direction of the appropriate committees on
2 engrossed or enrolled bills, such person shall be in contempt of the House and
3 Senate and shall be punishable accordingly. In addition, such person shall be
4 subject to such fine and imprisonment as may be imposed by the laws of this
5 State for fraud.

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7 (E) Bills presented for introduction which propose to directly and
8 specifically amend an existing act, or acts, of the General Assembly shall, at
9 the time the same are presented for introduction, be accompanied by an
10 additional draft of said bills, separate and apart from the draft of said
11 bills prepared for introduction, reflecting by "mark-up" the changes proposed
12 in existing laws by (i) striking through all language of the existing law that
13 is proposed to be deleted by the proposed bills and (ii) by underlining all
14 new language proposed to be added to the existing law. The author of a bill
15 shall be responsible for causing said marked-up copy to be prepared, to be
16 filed with the original bill at the time the same is presented for
17 introduction. A printer-ready copy of the original bill and the copy of the
18 marked-up bill shall be placed in an envelope marked "Printer's Copy,
19 including Marked-up copy" and the same shall be filed with the bill at the
20 time such bill is filed for introduction in the Senate or in the House of
21 Representatives. At the top of the first page of the marked-up copy shall
22 appear the following language:

23

24 "MARKED-UP COPY - THIS IS NOT THE OFFICIAL BILL.

25 Language stricken has been deleted from present law.

26 New Language is underlined."

27

28 to distinguish a marked-up copy from the official copy filed for introduction.

29 All amendments to such bill proposed to be made in the House or Senate shall
30 refer to the official bill copy, and not to the marked-up copy. The copy of
31 the original bill shall be printed in the manner now provided by the Rules of
32 the House and Senate, and the marked-up copy of Senate bills shall be printed
33 on one color paper, and the marked-up copy of House bills shall be printed on
34 a different color of paper as designated by the Senate Efficiency Committee
35 and by the House Management Committee, for the purpose of distinguishing

1 Senate and House marked-up copies from the copy of the original bill. Printed
2 copies of marked-up bills shall be delivered to the Senate and to the House of
3 Representatives, by the printer, at the same time printed copies of the
4 official bills are delivered to the respective houses. Copies of printed
5 bills shall be placed in the bill books furnished on the desks of members,
6 with the marked-up copy being placed behind the original copy of the bill, or,
7 each house may elect to provide members with separate bill books for marked-up
8 copies.

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Submission of Bills to Governor

11 Sec. 18. Whenever any Senate bill shall be approved by the House of
12 Representatives and enrolled by the Senate, the Secretary of the Senate or one
13 of his authorized agents shall, without delay, deliver the same to the
14 Governor or his designated representative and take receipt thereof, which
15 receipt shall be returned to the Senate and entered in the Journal. Whenever
16 any House bill shall be approved by the Senate and enrolled by the House, the
17 Chief Clerk of the House or one of his authorized agents shall, without delay,
18 deliver the same to the Governor or his designated representative and take
19 receipt thereof, which receipt shall be returned to the House and entered in
20 the Journal. In the event the Governor, or his designated representative,
21 shall refuse to accept delivery of any such bill, the Secretary of the Senate,
22 or the Chief Clerk of the House, or their designated agents, as the case may
23 be, shall forthwith serve the same by handing the bill to either the Governor
24 or to any employee of the Governor's office, and shall return a certificate to
25 the Senate or the House, as the case may be, of the date and time of such
26 delivery and of the name of the person to whom delivered and such certificate
27 shall be entered in the Journal of the Senate or the Journal of the House, as
28 the case may be, and shall constitute proof of delivery of said bill to the
29 Governor in determining the period of time in which the Governor has to sign
30 the same or return it to the Senate or the House with his veto as provided in
31 the Constitution of the State of Arkansas.

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Joint Committee on Constitutional Amendments

34 Sec. 19. The Joint Committee on Constitutional Amendments shall consist
35 of the members of the Senate Committee on State Agencies and Governmental

1 Affairs and the members of the House Committee on State Agencies and
2 Governmental Affairs. No proposed constitutional amendment can be recommended
3 to either house of the General Assembly except upon the affirmative vote of a
4 majority of the members of the Senate Committee on State Agencies and
5 Governmental Affairs and an affirmative vote of a majority of the members of
6 the House Committee on State Agencies and Governmental Affairs. No resolution
7 proposing a constitutional amendment shall be filed in either the House of
8 Representatives or the Senate after the thirty-first (31st) day of each
9 regular session of the General Assembly. All resolutions proposing
10 constitutional amendments shall be referred to the Joint Committee on State
11 Agencies and Governmental Affairs and said Joint Committee shall report its
12 recommendations of not more than three (3) proposed constitutional amendments
13 to the House and Senate not later than the fifty-fifth (55th) day of the
14 regular session. Other resolutions proposing constitutional amendments shall
15 not be reported to or considered by either house of the General Assembly until
16 the original recommendations of the Joint Committee on State Agencies and
17 Governmental Affairs are disposed of.

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19 **Joint Meetings of Standing Committees**

20 Sec. 20. The standing committees of the Senate and the House of
21 Representatives are authorized to hold joint meetings upon call of the
22 Chairman of the two committees involved or by one-half (1/2) or more of the
23 members of both committees involved.

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25 **Correction of Obvious Errors**

26 Sec. 21. The Secretary of the Senate and the Chief Clerk of the House
27 are authorized, subject to approval by the appropriate designated committee,
28 to correct obvious errors occurring in documents originating in the House and
29 the Senate, respectively, provided that each such correction is noted on the
30 bill jacket and is documented by a "correction note" at the end of the
31 official daily journal for the date on which the correction was made.

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33 **Assigning Bill and Resolution Numbers**

34 Sec. 22. In assigning numbers to bills and resolutions introduced in
35 the Senate and House of Representatives, Senate bills and resolutions shall be

1 numbered commencing with the figure 1, and House bills and resolutions shall
2 be assigned numbers commencing with the figure 1001.

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4 Prefiling of Bills and Resolutions

5 Sec. 23. Beginning on November 15 of each year preceding a regular
6 session of the General Assembly, each holdover member of the Senate who will
7 be serving at the next following regular session of the General Assembly, and
8 each member-elect of the General Assembly, as soon as the members-elect of the
9 next General Assembly are certified to the Secretary of State, shall be
10 permitted to pre-file bills and resolutions for such regular session with the
11 Chief Clerk of the House and the Secretary of the Senate. (Act 64 of 1987.)

12

13 Introduction of Health Care Legislation

14 Sec. 24. No bill may be introduced to provide for licensure of any
15 profession, occupation or class of health care providers not currently
16 licensed nor to expand the scope of practice of any profession, occupation or
17 class of health care providers unless the Joint Interim Committee on Public
18 Health, Welfare and Labor, at least six (6) months prior to convening of the
19 next legislative session has undertaken and completed a study of the
20 feasibility of such legislation and reported its findings to the General
21 Assembly. (HCR 1022 of 1987.)

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