

1 State of Arkansas  
2 86th General Assembly  
3 Regular Session, 2007

HR 1001

4  
5 By: Representative Petrus  
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8 **HOUSE RESOLUTION**

9 TO ADOPT THE RULES OF THE HOUSE OF  
10 REPRESENTATIVES OF THE EIGHTY-SIXTH GENERAL  
11 ASSEMBLY.  
12

13 **Subtitle**

14 TO ADOPT THE RULES OF THE HOUSE OF  
15 REPRESENTATIVES OF THE EIGHTY-SIXTH  
16 GENERAL ASSEMBLY.  
17

18  
19 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE EIGHTY-SIXTH GENERAL  
20 ASSEMBLY OF THE STATE OF ARKANSAS:  
21

22 The following are adopted as the Rules of the House of Representatives  
23 of the Eighty-Sixth General Assembly of the State of Arkansas.  
24

25 **MEMBERS**

26 1. Every representative shall be present within the House during the  
27 session of the House and every member shall be present at each committee  
28 meeting of which he/she is a member, unless excused or necessarily prevented.  
29 It is the policy of the Arkansas General Assembly, as a term-limited body, to  
30 encourage legislators to learn as much as possible by attending meetings of  
31 committees of which they are not a member. Prior signed and documented  
32 approval must be obtained from the chairperson of a committee for a visiting  
33 non-committee member to enjoy certain privileges offered to regular members.

34 2. For the purpose of seating in the House Chamber for an upcoming  
35 regular session of the General Assembly, the Speaker of the House shall, on  
36 the first Friday following the November General Election, declare all House



1 Chamber seats vacant and representatives and representatives-elect must  
 2 select in the order of their seniority any seat not occupied after  
 3 notification by the Chief Clerk of available seats. Absence or failure to  
 4 select a seat at the assigned selection time will automatically allow the  
 5 Speaker to assign the member to his or her same seat if it is available or  
 6 the member or member-elect to a seat selected by the Speaker. Immediately  
 7 following the selection of a seat by a member or member-elect or assignment  
 8 of a seat by the Speaker, the member or member-elect's signature or Speaker's  
 9 signature is required. Following all seat selections or assignments, member  
 10 or member-elect's signatures or the Speaker's signature shall represent final  
 11 movement. The Chief Clerk shall furnish voting machine and desk keys.

12 3. When it is necessary for seniority of incoming members to be  
 13 determined by lot, the Speaker of the House and the Speaker-designate of the  
 14 House shall conduct a drawing by lots upon receiving certification from the  
 15 Secretary of State of the election of membership to each General Assembly.  
 16 Incoming members with previous legislative tenure shall be placed highest in  
 17 seniority among the incoming members based upon previous terms of service.  
 18 Where an equivalence of terms of service exists, seniority for those with  
 19 equal terms shall be asserted by drawing lots to determine their numerical  
 20 standing.

21 4. A majority of all representatives elected to the House shall be  
 22 necessary to transact business. When less than a quorum of House members  
 23 shall assemble, those present shall be authorized to send for the absent  
 24 representatives or adjourn. Penalties may be decided by a majority of the  
 25 representatives present. (Art. 5, Sec. 11)

26 5. Each representative is expected to vote on each question put before  
 27 the House unless he/she has an immediate personal interest.

28 6. Any representative shall have the right to explain his/her vote on  
 29 any bill or other question before the House, in writing. Such explanation  
 30 shall not be entered upon the Journal, but shall be filed with the Chief  
 31 Clerk.

32 7. Every bill or resolution in the possession of the House or of any  
 33 committee thereof shall be made available to any member for his/her  
 34 examination.

35 8. No member at any time shall take from the House or any committee  
 36 any bill or other paper belonging to the House, without consent of the

1 Speaker, subject to the will of the House.

2 9. It shall be the duty of each representative to know, practice and  
3 preserve Parliamentary Law.

4

5

**THE SPEAKER**

6

10. Selection.

7

10.(a) As used in this rule, the term "Speaker-designate" shall mean  
8 the member of the House of Representatives selected by the House of  
9 Representatives of each General Assembly held preceding the convening of the  
10 next-following regular session of the General Assembly, in the following  
11 manner:

12

10.(a)(1) A caucus of the entire House of Representatives shall be  
13 held on the second Monday in January of 2006 and the second Monday in January  
14 of each even numbered year thereafter at which time the members of the House  
15 shall select by secret ballot a member of the House to be known as the  
16 Speaker-designate. Each candidate for Speaker-designate shall be allowed  
17 fifteen (15) minutes to address the House before the ballot is taken. All  
18 members are required to be present for the addresses and for the election.  
19 In the event a member is unable to attend, absentee ballots may be requested  
20 by a member for himself/herself from the Speaker's Office no sooner than  
21 twenty (20) calendar days prior to the scheduled election and must be  
22 completed and returned to the Speaker's Office no later than two (2) hours  
23 before the scheduled election. Leave for absence shall be requested  
24 immediately before the time of the election. The Speaker shall announce the  
25 name and number of votes received by the candidate who received at least a  
26 majority of the votes of the membership of the House. Each candidate shall  
27 be entitled to verify the number of votes he or she received.

28

10.(a)(2) The candidate receiving a majority vote of the membership of  
29 the House of Representatives shall be declared the winner of such election  
30 for Speaker-designate of the House of Representatives of the next-following  
31 General Assembly.

32

10.(a)(3) If no candidate receives a majority vote of the membership  
33 of the House of Representatives, the names of the two (2) candidates  
34 receiving the highest number of votes cast shall be placed on a run-off  
35 ballot and distributed among the membership of the House of Representatives  
36 in the same manner provided above.

1           10.(a)(4) If it is determined that the Speaker-designate will not  
 2 serve as a member of the House of Representatives of the next-following  
 3 General Assembly due to death, resignation, failure to be a candidate for  
 4 reelection in the party primary election, or failure to be reelected as a  
 5 party candidate in the Primary Election, a vacancy in the position of  
 6 Speaker-designate shall exist and be filled at the caucus of the entire House  
 7 of Representatives-elect held on the Friday of the week designated for the  
 8 biennial Institute of Legislative Procedure (House Legislative Orientation),  
 9 and the Speaker of the House of Representatives shall be elected upon  
 10 convening of the next regular session.

11           10.(a)(5) It is the intent of this subsection that the Speaker-  
 12 designate be the Speaker of the House of Representatives of the next-  
 13 following General Assembly, subject to selection by the membership of the  
 14 House upon convening of the regular session.

15           10.(a)(6) Petitions seeking pledge signatures of members of the House  
 16 of Representatives for a particular candidate seeking selection as Speaker-  
 17 designate shall not be circulated among the members of the House of  
 18 Representatives.

19           10.(b) At the beginning of each session the members of the House of  
 20 Representatives shall choose from its own membership a presiding officer  
 21 designated as the Speaker of the House of Representatives.

22           11. Duties. The duties of the Speaker of the House shall be to:

23           11.(a) Take the chair each day at the hour fixed on the preceding day  
 24 at adjournment. After the opening prayer and pledge of allegiance, he/she  
 25 shall immediately call the members to order, and on the appearance of a  
 26 quorum, cause the Journal of the preceding day to be read;

27           11.(b) Have control of the area set aside for use by the House and, in  
 28 case of disturbance therein, shall have the authority to have the areas  
 29 cleared. He/she or his/her designee shall supervise and control the  
 30 temporary employees while the legislature is in session and the permanent  
 31 employees during the biennium (A.C.A. 10-2-125 -- Employees of the House of  
 32 Representatives);

33           11.(c) Preserve order and decorum;

34           11.(d) Sign all acts, proceedings and orders of the House. All writs,  
 35 warrants and subpoenas issued by the House shall be signed and attested by  
 36 him/her and the Clerk (J.R. 10; A.C.A. 21-10-101 thru 21-10-108);

1 11.(e) Decide, with assistance of the Parliamentarian, all points of  
 2 order, subject to appeal by any representative;

3 11.(f) Appoint and confirm all representatives to certain committees  
 4 and to appoint and confirm committee chairpersons and vice chairpersons in  
 5 accordance with the House Rules and Statutes;

6 11.(g) Assign all bills to their appropriate committee;

7 11.(h) The Speaker shall not be required to vote, but may do so at  
 8 his/her discretion. If the Speaker allows a substitute Speaker, neither the  
 9 Speaker nor the substitute Speaker, if voting, shall be struck during the  
 10 sounding of the ballot.

11 11.(i) State the question to the House before each vote is taken;

12 11.(j) Appoint, at the beginning of each session, a member of the  
 13 House to serve as Speaker Pro Tempore. The Speaker Pro Tempore shall serve  
 14 during the absences of the Speaker and shall perform the Speaker's duties.  
 15 The Speaker Pro Tempore shall not serve more than ten (10) consecutive  
 16 legislative days without the consent of the House, or beyond adjournment.  
 17 The Speaker of the House may appoint Assistant Speakers Pro Tempore, one (1)  
 18 from each House Caucus District;

19 11.(k) Supervise and direct the preparation of the daily House  
 20 calendar (J.R. 12);

21 11.(l) Administer the Oath of Office to the Chief Clerk and the  
 22 Parliamentarian at the beginning of each legislative session;

23 11.(m) Vacate the Speaker's office by January 1 of the calendar year  
 24 that a new General Assembly is to convene (odd-numbered years) so as to allow  
 25 the Speaker-designate the privilege of the use of the office in preparation  
 26 for the forthcoming General Assembly;

27 11.(n) Vacate the Speaker's premises by December 15 in the even-  
 28 numbered years; and

29 11.(o) Keep a permanent register of the seniority of the members of  
 30 the House of Representatives.

31 11.(p) When either body shall request a conference, and appoint a  
 32 committee for that purpose, the other body shall also appoint a committee of  
 33 equal number to confer, and such conference shall be held at any time and  
 34 place agreed on by the chairpersons.

35  
 36 **COORDINATOR OF HOUSE LEGISLATIVE SERVICES**



1 6 thru 9);

2 15.(e) Transmit bills, other documents, and messages to the Senate, as  
 3 required and secure a receipt thereof and to receive communications from the  
 4 Senate and receipts of bills, documents and messages (J.R. 3 and 5)  
 5 (J.R. 19);

6 15.(f) Attend every session of the House, call or delegate the reading  
 7 of the roll and the reading of all bills, resolutions and other papers as  
 8 directed by the Speaker;

9 15.(g) Supervise and have control of session House employees, subject  
 10 to the direction of the House Management Committee and the Speaker or his/her  
 11 designee (A.C.A. 10-2-125 -- Employees of the House of Representatives);

12 15.(h) Clear the House Chamber and pertinent support areas of all  
 13 unauthorized persons thirty (30) minutes prior to the convening of the House;  
 14 and

15 15.(i) Be responsible for the distribution of all literature within  
 16 the House Chamber and other House premises. One copy of such literature  
 17 which is distributed in the House Chamber and House premises must bear the  
 18 signature of a representative authorizing distribution and the signed copy  
 19 must be filed with the Chief Clerk.

20 15.(j) The Secretary of the Senate and the Clerk of the House are  
 21 authorized, subject to approval by the appropriate designated committee, to  
 22 correct obvious errors occurring in documents originating in the House and  
 23 the Senate respectively, provided that each such correction is noted on the  
 24 bill jacket and is documented by a "correction note" at the end of the  
 25 official daily Journal for the date on which the correction was made. (J.R.  
 26 23)

27  
 28 **PARLIAMENTARIAN**

29 16. The duties of the Parliamentarian shall be to (Art. 5, Sec. 11):

30 16.(a) Convene the first session of the House at the time prescribed  
 31 by law. The Parliamentarian shall call the members to order, call the roll,  
 32 preserve order and decorum, and decide all questions of order subject to  
 33 appeal by any representative pending the election of the Speaker. The  
 34 Parliamentarian of the previous House shall serve as the official  
 35 Parliamentarian until the appointment of a new Parliamentarian. In the  
 36 absence of a Parliamentarian of the previous House, the Speaker of the House

1 shall designate a temporary Parliamentarian to convene the first session of  
 2 the House;

3 16.(b) Assist the Speaker in deciding all points of order;

4 16.(c) Advise the Speaker on the proprieties of motions and the  
 5 numbers of votes necessary for passage;

6 16.(d) Assist the Speaker in the supervision of the preparation of the  
 7 daily House calendar;

8 16.(e) Assist the Speaker in the selection of a Chaplain for the day;

9 16.(f) Assist the Speaker in the assignment of bills to their  
 10 appropriate committee;

11 16.(g) Sit as an ex-officio non-voting member of the House Rules  
 12 Committee, and serve as secretary and advisor to the House Committee on the  
 13 Journal; Engrossed and Enrolled Bills;

14 16.(h) Prepare and distribute the House Rules and amendments thereto,  
 15 under the supervision of the Speaker and the House Rules Committee; and

16 16.(i) Have an adequate knowledge of Parliamentary Law and the Rules  
 17 of the Arkansas House of Representatives.

18

19

**PARLIAMENTARY PRACTICE**

20 17. When a question is under debate, motions shall have precedence in  
 21 the following order (the request for a quorum call is always in order; the  
 22 Chairperson is not compelled to accept any motion):

23 17.(a) To fix the time to which the House will adjourn (non-debatable)  
 24 (majority of a quorum);

25 17.(a)(1) (A majority of a quorum is a majority of those voting when  
 26 at least a majority of the members are present and voting;)

27 17.(b) To adjourn (non-debatable) (majority of a quorum);

28 17.(c) To take a recess (non-debatable) (majority of a quorum);

29 17.(d) Postpone temporarily; lay on the table (non-debatable)  
 30 (majority of a quorum) To take from the table (non-debatable) (majority of a  
 31 quorum);

32 17.(e) Immediate consideration (non-debatable) (2/3 of a quorum);

33 17.(f) Previous question (non-debatable) (5 seconds) (majority of a  
 34 quorum);

35 17.(g) Limit or extend debate (non-debatable) (2/3 of a quorum);

36 17.(h) To expunge (debatable) (2/3 of membership) (67);



- 1           17.(i) Postpone to a day certain (debatable) (majority of a quorum);
- 2           17.(j) Committee of the Whole, go into (non-debatable) (majority of a
- 3 quorum);
- 4           17.(k) Refer (debatable) (majority of a quorum);
- 5           17.(l) Amend (debatable) (majority of a quorum);
- 6           17.(m) Substitute motion (debatable) (majority of a quorum);
- 7           17.(n) Postpone indefinitely (debatable) (majority of membership);
- 8           17.(o) Take out of proper order (non-debatable) (2/3 of a quorum);
- 9           17.(p) Special order of business (debatable) (2/3 of a quorum); and
- 10          17.(q) To suspend the rules (non-debatable) (2/3 of a quorum).

11          18. A motion to adjourn shall always be in order, when the Floor can  
 12 be obtained for that purpose, except when the previous question has been  
 13 ordered.

14          19. The motion to recess, when the Floor can be obtained for that  
 15 purpose, must specify the time which shall elapse and the time for  
 16 reconvening. It may be amended to alter specific time.

17          20. Previous question:

18          20.(a) When any debatable question is before the House, any member may  
 19 move the previous question. It shall be seconded by five (5) members whether  
 20 the question shall be stated. When the previous question shall have been  
 21 adopted, the proponents shall be allowed fifteen (15) minutes in which to  
 22 debate it, and the opponents of the main question shall be allowed fifteen  
 23 (15) minutes, after which time a vote upon the main question shall be taken.

24          20.(b) Pending a vote on the main question, one (1) motion to refer is  
 25 permitted. A motion to refer under this rule applies to House resolutions as  
 26 well as to House bills, to Senate bills and to Senate amendments to a House  
 27 bill, and to a motion to amend the Journal. The motion to refer under this  
 28 rule is non-debatable and may not be laid upon the table.

29          21. A motion to postpone to a day certain may not specify the hour; a  
 30 special order is necessary to specify the hour; the motion may be amended and  
 31 it is debatable within narrow limits only, confined to the merit of the  
 32 motion itself.

33          22. The simple motion to refer is debatable within its narrow limits,  
 34 but the merits of the proposition to which it is proposed to refer may not be  
 35 brought into the debate. The motion to refer with instructions is debatable  
 36 (majority vote of a quorum). When a question is raised about the proper

1 referral of a bill to committee, if the Speaker admits error in the referral  
 2 of the bill to a committee, the bill may be re-referred by a majority vote of  
 3 a quorum; however, if the Speaker does not admit error in the referral of the  
 4 bill to committee, the bill may only be re-referred by a two-thirds (2/3)  
 5 vote of a quorum. When a bill is re-referred to a committee, any previous  
 6 committee recommendation is automatically stripped from the bill.

7 22.(a) When a motion is under consideration, only two (2) substitutes  
 8 to that motion shall be in order. Only a motion applicable to the main  
 9 motion and of a higher precedence upon recognition may be substituted for the  
 10 motion under consideration. A substitute to the third degree shall not be in  
 11 order.

12 23. The motion to postpone indefinitely opens to debate all the merits  
 13 of the proposition to which it is applied. It may not be applied to the  
 14 motion to refer, or to suspend the rules, or to motions relating to the order  
 15 of business.

16 23.(a) The motion for indefinite postponement and possible  
 17 consideration by a joint interim committee shall be as follows: "Mr. Speaker,  
 18 I move that consideration of \_\_\_\_\_ be postponed indefinitely and that  
 19 consideration be given by the joint interim committee on \_\_\_\_\_ for a study  
 20 of \_\_\_\_\_." (majority of membership).

21 24. The motion to limit or extend debate must specify time  
 22 limitations. A substitute motion specifying a lesser time may be accepted.

23 25. Reconsideration:

24 25.(a) When a proposition has been made and carried or lost, it shall  
 25 be in order for any member of the majority on the same or succeeding  
 26 legislative day to move for the reconsideration thereof, or give notice of  
 27 his/her intentions to do so and such motion shall take precedence over other  
 28 questions except consideration of a conference report or a motion to adjourn:  
 29 Provided, the motion or proposition shall only be considered during the  
 30 period reserved for regular bills. The notice shall not be withdrawn after  
 31 the said succeeding legislative day without the consent of the House, and  
 32 thereafter any member may call it up for consideration: Provided, the notice  
 33 to reconsider must be disposed of within three (3) legislative days following  
 34 the day the vote was taken; provided, that such notice to reconsider cannot  
 35 be given after the 57th day of a regular session or during a special session  
 36 during which times a motion to reconsider must be disposed of immediately.

1           25.(b) The provisions of the rule that the motion may be made “by any  
 2 member of the majority” is construed, in case of a tie, to mean the member of  
 3 the prevailing side, and the same construction applies in the case of a two-  
 4 thirds (2/3) vote. Where the yeas and nays have not been ordered recorded in  
 5 the Journal, any member, irrespective of whether he/she voted with the  
 6 majority or not, may make the motion to reconsider or give notice thereof;  
 7 but a member who was absent or who was paired in favor of the majority  
 8 contention and did not vote may not make a motion.

9           25.(c) A bill in the possession of the House is not considered passed  
 10 or an amendment agreed to if a motion to reconsider is pending; the effect of  
 11 the motion being to suspend the original proposition. A notice or motion to  
 12 reconsider shall not be allowed unless the bill is in the House. A bill  
 13 shall not leave the House once notice of reconsideration is given. When the  
 14 motion to reconsider is decided in the affirmative, the question immediately  
 15 recurs on the motion reconsidered. However, prior to consideration of the  
 16 question at hand, the Speaker shall have the title, expressing the main  
 17 contents of the proposition being reconsidered, read to the House. When the  
 18 motion to reconsider is defeated, a second motion to reconsider may not be  
 19 made.

20           25.(d) The motion to reconsider is agreed to by a majority of a  
 21 quorum, even though the vote reconsidered requires a majority or more of the  
 22 membership. Upon reconsideration when a proposition has been voted twice and  
 23 either carried or lost it is considered "Clinched".

24           25.(e) A notice to reconsider is not debatable. A motion to  
 25 reconsider is debatable when the item to which it applies is debatable.

26           25.(f) No bill, petition, memorial, or resolution referred to a  
 27 committee or reported there-from for recommitment shall be brought back into  
 28 the House on a motion to reconsider.

29           25.(g) The "Clincher" motion is two (2) motions in one (1); it is a  
 30 motion to reconsider and to lay on the table. Having prevailed, the  
 31 proposition shall not be again considered except by expunging the record.  
 32 The "Clincher" motion is adopted by a majority of the membership. The  
 33 Speaker shall accept a "Sound the Ballot" request after the "Clincher" has  
 34 been adopted and before the next order of business is called.

35           25.(h) No “Clincher” motion shall be entertained on a bill passed  
 36 during the morning hour or which has been represented to be non-controversial

1 regardless of when passed. Prior to the 60th day of a session, no bill  
 2 passed during the morning hour, or a bill appearing on the non-controversial  
 3 bill calendar which has passed, shall be transmitted to the Senate until the  
 4 expiration of the morning hour of the day next following its passage in which  
 5 the House is in session.

6 26. No dilatory motion shall be entertained by the Speaker.

7 27. Two-thirds (2/3) of a quorum may suspend the rules, other than  
 8 rules that require a two-thirds (2/3) vote of the membership.

9 (J.R. 14 - Suspending Joint Rules)

10 28. No standing rule or order shall be revised without one (1) day's  
 11 notice being given thereof.

12 29. In every case not provided for in the House rules, the Speaker,  
 13 the Parliamentarian, and the members shall be guided by Mason's Manual of  
 14 Legislative Procedure. Each member of the Rules Committee may be furnished a  
 15 copy of the current edition and of each new or revised edition of Mason's  
 16 Manual of Legislative Procedure and additional copies may be available to  
 17 other members from the Parliamentarian, upon approval of the Rules Committee.

18  
 19 **DAILY ORDER OF BUSINESS**

20 30. The House shall convene at 1:30 p.m., unless otherwise ordered by  
 21 the House membership.

22 31. The daily order of business shall be:

- 23 (a) Prayer
- 24 (b) Pledge of Allegiance
- 25 (c) Roll Call
- 26 (d) Leaves of absence
- 27 (e) Reading and approval of the previous day's Journal
- 28 (f) Reports from select committees
- 29 (g) Reports from standing committees
- 30 (h) Unfinished business
- 31 (i) Executive communications
- 32 (j) Introduction, reading and advancement of bills and resolutions

33 31.(k)1. Senate communications and amendments to House bills

34 2. Introduction, reading and advancement of bills and joint  
 35 resolutions

36 3. Bills and resolutions from the Senate on first reading



1 the original.

2 36.(c) No action shall be taken on any bill, resolution, or amendment  
 3 that is not physically in the House. However, the motion to recall a bill or  
 4 resolution may be made regardless of the location of the bill or resolution.

5 36.(d) No alterations or erasures or otherwise defacement of the bill  
 6 or amendments shall be permitted.

7 36.(e) All amendments shall be entered on a separate sheet of paper  
 8 noting the page number, the line or lines to be changed and the words to be  
 9 deleted or inserted.

10 36.(f) All bills, resolutions, amendments, petitions and memorials  
 11 must be signed by the author.

12 36.(g) The improper introduction of a bill, resolution, amendment,  
 13 petition or memorial involves a question of privilege. Such measures  
 14 improperly introduced, as determined by the Speaker or the House Committee on  
 15 the Journal; Engrossed and Enrolled Bills, shall be returned to the  
 16 representative who introduced them.

17 36.(h) The style of the laws of the State of Arkansas shall be: "Be it  
 18 enacted by the General Assembly of the State of Arkansas." (Art. 5, Sec. 19)

19 36.(i) The General Assembly of Arkansas shall not pass any local or  
 20 special act. This amendment shall not prohibit the repeal of local or  
 21 special acts. (Amendment 14)

22 36.(j) No bill shall be passed by either house containing more than  
 23 one subject, which shall be expressed in the title, and the subtitle. (J.R.  
 24 4)

25 36.(k) In making appropriations for any biennial period, the General  
 26 Assembly shall first pass the General Appropriation Bill provided for in  
 27 Section 30 of Article 5 of the Constitution, and no other appropriation bill  
 28 may be enacted before that shall have been done. (As added to Article 5, Sec.  
 29 40 by Amendment No. 19)

30 36.(l) No money shall be drawn from the treasury except in pursuance  
 31 of specific appropriation made by law, the purpose of which shall be  
 32 distinctly stated in the bill, and the maximum amount which may be drawn  
 33 shall be specified in dollars and cents; and no appropriation shall be for a  
 34 longer period than two (2) years. (Art. 5, Sec. 29)

35 The general appropriation bill shall embrace nothing but appropriations  
 36 for the ordinary expense of the executive, legislative and judicial

1 departments of the State; all other appropriations shall be made by separate  
 2 bills, each embracing but one (1) subject. (Art.5, Sec. 30)

3 No state tax shall be allowed, or appropriation of money made, except  
 4 to raise means for the payment of the just debts of the State, for defraying  
 5 the necessary expenses of government, to sustain common schools, to repel  
 6 invasion and suppress insurrection, except by a majority of two-thirds (2/3)  
 7 of both houses of the General Assembly. (Art. 5, Sec. 31)

8 None of the rates for property, excise, privilege or personal taxes,  
 9 now levied shall be increased by the General Assembly except after the  
 10 approval of the qualified electors voting thereon at an election, or in case  
 11 of emergency, by the votes of three-fourths (3/4) of the members elected to  
 12 each House of the General Assembly. (Art. 5, Sec. 38 added by Amend. 19,  
 13 Sec. 2)

14 Excepting monies raised or collected for educational purposes, highway  
 15 purposes, to pay Confederate pensions and the just debts of the State, the  
 16 General Assembly is hereby prohibited from appropriating or expending more  
 17 than the sum of Two and One-Half Million Dollars for all purposes, for any  
 18 biennial period; provided the limit herein fixed may be exceeded by the votes  
 19 of three-fourths (3/4) of the members elected to each House of the General  
 20 Assembly. (Art. 5, Sec. 39 added by Amend. 19, Sec. 3)

21 36.(m) No appropriation bill shall be filed for introduction in either  
 22 the House of Representatives or the Senate later than the fiftieth (50th) day  
 23 of a regular session except upon consent of two-thirds (2/3) of the members  
 24 elected to each house; and, no other bill shall be filed for introduction in  
 25 either the House of Representatives or the Senate later than the fifty-fifth  
 26 (55th) day of a regular session, except upon consent of two-thirds (2/3) of  
 27 the members elected to each house. When the filing deadline for any bills or  
 28 resolutions ends on Saturday or Sunday, the deadline is hereby extended until  
 29 the close of business the following Monday. (J.R. 16)

30 36.(n) The Joint Committee on Constitutional Amendments shall consist  
 31 of the members of the Senate Committee on State Agencies and Governmental  
 32 Affairs and the members of the House Committee on State Agencies and  
 33 Governmental Affairs. No proposed constitutional amendment can be  
 34 recommended to either House of the General Assembly except upon the  
 35 affirmative vote of a majority of the members of the Senate Committee on  
 36 State Agencies and Governmental Affairs and an affirmative vote of a majority

1 of the members of the House Committee on State Agencies and Governmental  
 2 Affairs. No resolution proposing a constitutional amendment shall be filed  
 3 in either the House of Representatives or the Senate after the thirty-first  
 4 (31st) day of each regular session of the General Assembly. All resolutions  
 5 proposing constitutional amendments shall be referred to the Joint Committee  
 6 on State Agencies and Governmental Affairs. Other resolutions proposing  
 7 constitutional amendments shall not be reported to or considered by either  
 8 House of the General Assembly until the original recommendations of the Joint  
 9 Committee on State Agencies and Governmental Affairs are disposed of.

10 (J.R. 21)

11 36.(o)(a) Any proposed legislation affecting any publicly supported  
 12 retirement system or pension plan to be considered by the General Assembly at  
 13 a regular biennial session shall be introduced in the General Assembly during  
 14 the first fifteen (15) calendar days of a regular biennial session.

15 (A.C.A. 10-2-115)

16 36.(o)(b) No such bill shall be introduced after the fifteenth day of  
 17 a regular biennial session unless its introduction is first approved by a  
 18 three-fourths (3/4) vote of the full membership of each House of the General  
 19 Assembly. (A.C.A. 10-2-115)

20 36.(o)(c) A bill affecting any publicly supported retirement system or  
 21 systems shall not be introduced or considered at any special session of the  
 22 General Assembly unless the introduction and consideration of the bill is  
 23 first approved by a three-fourths (3/4) vote of the full membership of each  
 24 House of the General Assembly. (A.C.A. 10-2-115)

25 36.(p) Definition. -- As used in this subchapter, unless the context  
 26 otherwise requires, "fiscal impact statement" means a realistic statement of  
 27 the estimated financial cost of implementing or complying with the proposed  
 28 law, regulation, rule, policy, order, or administrative law upon  
 29 municipalities or counties to which the proposed law, regulation, rule,  
 30 policy, order or administrative law applies. (A.C.A. 19-1-301)

31 Before adoption of regulation, etc. -- No regulation, rule, policy,  
 32 order, or administrative law which would have a fiscal impact on any  
 33 municipality or county in this state shall be valid unless 30 days prior to  
 34 its adoption by a board, commission, agency, department, office or other  
 35 authority of the government of the State of Arkansas, except the General  
 36 Assembly, the Courts and the Governor, such board, commission, agency,



1 department, officer or other authority shall file a fiscal impact statement  
 2 with the Secretary of State. Any municipality or county which will be  
 3 affected by the proposed regulations, rule, policy, order or administrative  
 4 law upon request shall immediately be furnished with a copy of the fiscal  
 5 impact statement by the board, commission, agency, department, officer or  
 6 other authority. (A.C.A. 19-1-302)

7 Bills imposing new or additional costs on municipality or county.

8 36.(p) 1. When any House or Senate bill requiring an expenditure of  
 9 public funds or otherwise imposing a new or increased cost obligation on any  
 10 municipality or county is pending before any committee of the House of  
 11 Representatives, any member of the committee may request that a fiscal impact  
 12 statement for such bill be placed on the desk of each member of the committee  
 13 before the bill is called up for final action in the committee. If such  
 14 request is made, the chairperson of the committee shall refer the bill to the  
 15 appropriate state agency or to the legislative staff for the preparation of a  
 16 fiscal impact statement, to be returned to the committee in writing not later  
 17 than five (5) days from the date of the request. (A.C.A. 19-1-303)

18 36.(p) 2. Any time before such bill is read for the third time in the  
 19 House of Representatives, any member of the House may request that a fiscal  
 20 impact statement for the bill be prepared and placed on the desk of each  
 21 member. When a member of the House of Representatives so requests a fiscal  
 22 impact statement on any bill, the Speaker shall furnish the member a fiscal  
 23 impact statement signature form which shows the number of the bill for which  
 24 the statement is requested and the date and time the request was made. If  
 25 the member returns the form containing the signature of the requesting member  
 26 and the signatures of at least nine (9) other House members within thirty  
 27 (30) minutes of the time shown on the form, the fiscal impact statement shall  
 28 be prepared and placed on the desk of each member of the House before the  
 29 bill is read the third time. (A.C.A. 19-1-303)

30 36.(p) 3. If a bill is called up for final passage in the House of  
 31 Representatives and a fiscal impact statement has not been provided for the  
 32 bill, any member of the house in which the bill is being considered may move  
 33 that a final vote on the passage of the bill be delayed until a fiscal impact  
 34 statement is prepared and made available on the desk of each member of the  
 35 House at least one (1) full day prior to the bill being called up for final  
 36 passage. If such motion is made and is adopted by a majority vote of the

1 membership of the House, the Speaker of the House shall cause the bill to be  
 2 referred to the appropriate state agency or to the designated legislative  
 3 staff for the preparation of a fiscal impact statement, which shall be filed  
 4 with the House within five (5) days of the date of the request. (A.C.A. 19-1-  
 5 303)

6 36.(p) 4. Failure of the sponsor of a bill to provide the fiscal  
 7 impact statement required in this rule shall not prohibit the consideration  
 8 of it in the committee to which referred or on the Floor of the house in  
 9 which the bill is called up for final passage, if no objection to it is made  
 10 at the time such action is taken. (A.C.A. 19-1-303)

11 36.(p) 5. Nothing in this rule shall prohibit a committee to which a  
 12 bill is referred or the house in which the bill is being considered from  
 13 suspending the requirement of the filing of a fiscal impact statement on any  
 14 such bill in the same manner as provided for the suspension of the rules in  
 15 the house in which the bill is being considered. (A.C.A. 19-1-303)

16 36.(p) 6. Copies of the fiscal impact statements prepared in  
 17 compliance with the provisions of this rule shall be made available, upon  
 18 request for them, to representatives of municipal or county governments. A  
 19 fiscal impact statement filed or prepared in compliance with this rule is  
 20 declared to be a public record within the meaning of the Freedom of  
 21 Information Act of 1967, § 25-19-101 et seq. (A.C.A. 19-1-303)

22 36.(p) 7. For the purposes of this rule, the term "fiscal impact  
 23 statement" means a realistic statement of the estimated financial cost to  
 24 municipalities or counties of implementing or complying with a proposed law  
 25 and regulations promulgated under it. (A.C.A. 19-1-303)

26  
 27 Bills imposing new or additional costs on education

28 36.(q)(a)(1) As used in this section, unless the context otherwise  
 29 requires, "fiscal impact statement" means a realistic written statement of  
 30 the purpose of a proposed law, or a regulation promulgated under a law, and  
 31 the estimated financial cost to the state or any local school district of  
 32 implementing or complying with the proposed law or regulation.

33 (2) The fiscal impact statement shall be developed by the Office of  
 34 Economic and Tax Policy of the Bureau of Legislative Research with the  
 35 assistance of the Department of Education within the guidelines adopted by  
 36 the House Committee on Education and the Senate Committee on Education, as

1 applicable.

2 (b) Any bill filed in the House of Representatives or Senate that will  
 3 impose a new or increased cost obligation for education in grades  
 4 kindergarten through twelve (K-12) on the State of Arkansas or any local  
 5 school district shall have a fiscal impact statement attached to it prepared  
 6 and filed with the chair of the committee to which the bill is referred:

7 (1) At least three (3) days before the bill may be called up for final  
 8 action in the committee during a regular session of the General Assembly; and

9 (2) At least one (1) day before the bill may be called up for final action  
 10 in the committee during a special session of the General Assembly.

11 (c)(1)(A) If any such House or Senate bill is called up for final passage in  
 12 the House or Senate and a fiscal impact statement has not been provided by  
 13 the author of the bill or by the committee to which the bill was referred,  
 14 any member of the House or Senate may object to the bill's being called up  
 15 for final passage until a fiscal impact statement is prepared and made  
 16 available on the desk of each member of the House or Senate at least one (1)  
 17 day prior to the bill's being called up for final passage.

18 (B) An affirmative vote of two-thirds (2/3) of a quorum present and voting  
 19 shall override the objection.

20 (2) If an objection is made without override, the presiding officer of the  
 21 House or Senate shall cause the bill to be referred to the office for the  
 22 preparation of a fiscal impact statement which shall be filed with the  
 23 presiding officer not later than five (5) days from the date of the request.

24 36.(r) Bills imposing new or additional costs and restrictions on  
 25 inmate population patterns or affecting programs or services of the  
 26 Department of Corrections.

27 (a) Each of the following bills introduced in the General Assembly shall  
 28 have a cost impact statement attached to the bill prior to the committee to  
 29 which the bill is referred taking action in regard to the bill:

30 (1) Bills which affect inmate population patterns at facilities of the  
 31 Department of Correction by imposing restrictions on inmate release, or by  
 32 increased intake into the department of inmates based on felony convictions;  
 33 and

34 (2) Bills which affect programs or services of the department.

35 (b) In addition, copies of the cost impact statement shall be furnished on  
 36 the desk of each member of the Senate and of the House of Representatives at

1 least one (1) day prior to the date on which the bill is on third reading and  
 2 debated for final passage in the respective houses.

3 (c) Cost impact statements required under this section shall be prepared,  
 4 upon referral thereof by the Speaker of the House of Representatives, with  
 5 respect to House bills, and by the President of the Senate upon  
 6 recommendation of the Senate Rules Committee, with respect to Senate bills,  
 7 at the time of introduction thereof, to:

8 (1) The Director of the Department of Correction, who shall either  
 9 personally prepare, or cause appropriate officials of the department to  
 10 prepare, a cost impact statement to be approved by the director before  
 11 submission to the house in which the request was made; or

12 (2) Any other state agency which has information available upon which  
 13 to base a cost impact statement.

14 (d) The cost impact statement shall be furnished to the Governor and to the  
 15 President of the Senate and the Speaker of the House of Representatives who  
 16 shall cause copies thereof to be prepared for distribution upon the desks of  
 17 the members of the House and Senate at least twenty-four (24) hours prior to  
 18 consideration of any such bill by committee or twenty-four (24) hours prior  
 19 to the bill's being called up for third reading and final passage.

20 (e) The cost impact statement shall be certified by the director, or the  
 21 director of the appropriate agency to which the bill is referred for  
 22 preparation of an impact statement, and shall be returned and filed as  
 23 required in this section within not more than five (5) days from the date of  
 24 receipt thereof unless additional time in which to prepare the statement is  
 25 granted by the requesting official. (A.C.A. 12-28-103)

26 37.(a) The first reading of a bill shall be for information and unless  
 27 otherwise ordered by the House, it shall be placed on the second reading  
 28 calendar. (Every bill shall be read at length on three different days in  
 29 each house, unless the rules be suspended by two-thirds (2/3) of the House,  
 30 when the same may be read a second or third time on the same day; (Art.5,  
 31 Sec. 22)

32 37.(b) No bill shall be read and considered either a first, second or  
 33 third time which does not contain a bill number, at least one author, a title  
 34 expressing the main contents of the bill, a subtitle, an enacting clause and  
 35 at least one section which shall be expressed in the title and the subtitle.  
 36 The Speaker shall not entertain a motion to suspend this rule.

1           38. Second reading

2           38.(a) A bill shall be read a second time and the Speaker shall assign  
3 the bill to its appropriate committee.

4           38.(b) A bill or resolution may not be divided for assignment to  
5 committee although it may contain certain matters properly within the  
6 jurisdiction of several committees.

7           38.(c) Before consideration by a committee, any representative may  
8 attach an amendment to the bill which shall be referred to the committee with  
9 the bill, without debate. It is the author's responsibility to have the  
10 amendment properly numbered by the Bill Clerk, not the committee staff. An  
11 amendment must be properly filed by the author and properly numbered by the  
12 Bill Clerk prior to being voted on by the House.

13          38.(d) In order to amend a bill, it shall be necessary to adopt a  
14 motion to place the bill back on second reading for the purpose of submitting  
15 an amendment.

16          38.(e) When a bill has a committee recommendation, it is the author's  
17 responsibility to place the bill on the calendar for consideration.

18          39. A bill shall not be called for a third reading and final passage  
19 until a photocopied, printed copy, or electronic copy of same shall have been  
20 placed on every representative's desk for twenty-four (24) hours.

21          The twenty-four (24) hour period begins when a bill is initially  
22 introduced and read across the desk. No bill or resolution may be brought up  
23 for a third reading and final passage on the Floor of the House until it has  
24 been on the calendar of the House for at least one (1) day.

25          40. A calendar of bills and resolutions to be considered in the order  
26 of business during any legislative day shall be printed and placed on the  
27 members' desks prior to the adjournment of the preceding legislative day.  
28 Calendared items are considered to be a motion for passage.

29          41. A bill ordered to be engrossed or enrolled shall be typed or  
30 photocopied.

31          42. A bill having been rejected may not be brought up again during the  
32 same legislative session unless it be an appropriation bill. Appropriation  
33 bills may be considered a total of two times during any calendar day.  
34 Following a second consideration during the same calendar day, a motion to  
35 reconsider or a motion to expunge must be adopted before an appropriation  
36 bill may be considered.

1           43. When a bill has been passed and transmitted to the Senate, it may  
2 be recalled from the Senate by the same vote that was necessary to pass the  
3 bill.

4           44. A committee may receive a bill, resolution, amendment, petition  
5 and memorial only through the House, and the House may receive same only  
6 through a member. (Art.5, Sec. 34 -- No new bill shall be introduced into  
7 either house during the last three days of the session.)

8           45. Amendments to bills and resolutions:

9           45.(a) When a bill or resolution is under consideration, amendments  
10 shall be in order. Upon adoption, amendments shall become a part of the bill  
11 or resolution. Amendments to amendments may not be offered. All amendments  
12 offered before the House or one of its committees must be typewritten on an  
13 approved amendment form and signed by the sponsor. All amendments shall be  
14 attached to the original bill, numbered by the Bill Clerk, and shall be  
15 placed upon the members' desks before being acted upon by the House.

16           45.(b) When a House bill has been amended in the Senate, upon return  
17 of said bill to the House, the Speaker shall re-refer the bill, together with  
18 the Senate amendment(s), to the committee to which the bill was originally  
19 referred, for review. Concurrence in the Senate amendment shall not be  
20 considered by the House until the committee report is received by the House.  
21 When a House bill is amended and passed by the Senate and is returned to the  
22 House, the bill shall be reprinted with the Senate amendments included  
23 therein and specifically identified and shall be placed on each member's desk  
24 before final action is taken on the bill by the House. When the Senate  
25 amendment is before the House, the same number of votes will be required to  
26 concur in the Senate amendment as was required in the original passage of the  
27 bill in the House. Amendments containing an emergency clause require sixty-  
28 seven (67) votes.

29           45.(c) Fifty-one (51) votes shall be required to adopt a House  
30 amendment to a House or Senate bill. When a House bill has been amended in  
31 the House, it shall not be acted upon until it has been engrossed and such  
32 engrossed bill has been printed and placed on each member's desk.

33           45.(d) Every amendment proposed must be germane to the subject of the  
34 proposition to be amended.

35           45.(e) All appropriation bills and other bills which are required to  
36 be submitted to the Budget Committee, or to another designated committee of

1 the House and Senate, which are amended on the Floor of either House of the  
2 General Assembly by an amendment which was not recommended favorably by the  
3 Budget Committee, or by any other committee of the House and Senate to which  
4 referred, shall be re-referred to such committee of the House and Senate for  
5 consideration and recommendation before said bill may be considered for final  
6 passage or concurrence by the House of Representatives.

7 45.(f) Members' own bills may be amended with their own amendments  
8 beginning at a specific time set aside by the House.

9 45.(g) Members' own amendments to their own bills must be signed only  
10 by the sponsor of the bill whose name is listed first in the list of  
11 sponsors.

12 45.(h) Members' own amendments to their own bills must be presented to  
13 the House Bill Clerk only by the sponsor of the bill whose name is listed  
14 first in the list of sponsors.

15 45.(i) After acceptance, the House Bill Clerk shall furnish the  
16 sponsor with a stamped and numbered copy of the members' signed amendment.

17 45.(j) The sponsor shall present a stamped, numbered and signed copy  
18 of a proposed amendment to the Calendar Clerk in order to have the bill and  
19 amendment placed on the "Members' Own Bill/Own Amendment Calendar".

20 45.(k) A bill to be amended by a member with his/her own amendment  
21 shall only be placed on the "Members' Own Bill/Own Amendment Calendar" by the  
22 sponsor whose name is listed first on the bill.

23 45.(l) An objection by any member, written or oral, to the Speaker of  
24 the House or his/her designee, shall cause a member's own amendment to  
25 his/her own bill to not be considered and to be removed from the "Members'  
26 Own Bill/Own Amendment Calendar" and automatically placed on the same day's  
27 regular amendment calendar for consideration.

28 45.(m) A member's own bill amended with a member's own amendment shall  
29 be transmitted directly to Engrossing after having been amended.

30 45.(n) No bills having been amended shall be considered by any  
31 committee or the full House until such bills have been engrossed, proofed and  
32 reported "correctly engrossed". The Speaker or presiding officer shall not  
33 accept a motion to suspend this rule.

34 45.(o) Members' own bills to be amended with their own amendments  
35 shall be placed on the "Members' Own Bill/Own Amendment Calendar" no later  
36 than 4:30 p.m. the day preceding the day they are to be considered.





1           49. Concurrent resolutions shall be a means of expressing fact,  
 2 principles, opinions, purposes, and all other matters requiring concurrence  
 3 of both houses except the subject matter provided for in the joint  
 4 resolution. A concurrent resolution is binding on neither house until agreed  
 5 to by both.

6           50. Resolutions of Inquiry:

7           50.(a) All resolutions of inquiry addressed to the heads of executive  
 8 departments shall be reported to the House within one (1) week after  
 9 presentation.

10          50.(b) A House resolution authorizing a committee to request  
 11 information is treated as a resolution of inquiry.

12          50.(c) A resolution of inquiry from a committee shall have a  
 13 privileged status to report.

14  
 15                                   **STANDING, SELECT, AND SPECIAL COMMITTEES**

16           (Interim Committees) (A.C.A. 10-3-201 thru 10-3-220)

17          51. The committees of the House of Representatives shall consist of  
 18 ten (10) standing committees, seven (7) select committees, and three (3)  
 19 special committees. The standing committees shall be five (5) Class "A"  
 20 committees and five (5) Class "B" committees. The seven (7) select  
 21 committees shall be five (5) joint select committees and two (2) House select  
 22 committees. The three (3) special committees shall be two (2) joint  
 23 committees and one (1) House committee. The House standing, joint select,  
 24 select and special committees are as follows:

25          51.(a) **HOUSE STANDING COMMITTEES**

26                           **Class "A" Committees**

- 27           Education
- 28           Judiciary
- 29           Public Health, Welfare and Labor
- 30           Public Transportation
- 31           Revenue and Taxation

32                           **Class "B" Committees**

- 33           Aging, Children and Youth, Legislative and Military Affairs
- 34           Agriculture, Forestry and Economic Development
- 35           City, County and Local Affairs
- 36           Insurance and Commerce

1 State Agencies and Governmental Affairs

2 51.(b) **JOINT SELECT COMMITTEES**

3 (1) Joint Budget -- (to consist of twenty four (24) members of the  
4 House and twenty four (24) members of the Senate, and the immediate past co-  
5 chairs of the Legislative Council and ex-officio members in accordance with  
6 A.C.A. 10-3-502.). (A.C.A. 10-3-501 thru 10-3-509) The House members of the  
7 Joint Budget Committee shall be known as the House Budget Committee.

8 (2) Joint Committee on Energy -- (to consist of fifteen (15) members  
9 of the House, fifteen (15) House alternates, and ten (10) members of the  
10 Senate). (A.C.A. 10-3-801 thru 10-3-822)

11 (3) Joint Committee on Public Retirement and Social Security Programs  
12 -- (to consist of ten (10) members of the House, ten (10) House alternates,  
13 and ten (10) members of the Senate). (A.C.A. 10-3-701 thru 10-3-703)

14 (4) Joint Performance Review Committee -- (to consist of twenty (20)  
15 members of the House and ten (10) members of the Senate). (A.C.A. 10-3-901  
16 thru 10-3-903)

17 (5) Joint Committee on Advanced Communications and Information  
18 Technology -- (to consist of ten (10) members of the House, ten (10) House  
19 alternates, and seven (7) members of the Senate). (A.C.A. 10-3-1701 thru 10-  
20 3-1707)

21 51.(c) **HOUSE SELECT COMMITTEES**

22 House Rules Committee shall consist of no more than fifteen (15)  
23 members.

24 House Management Committee shall consist of the Speaker and no more  
25 than six (6) additional members.

26 51.(d) **SPECIAL COMMITTEES**

27 (1) Joint Interim Committee on Legislative Facilities -- (to consist  
28 of fourteen (14) members of the General Assembly, as follows:

29 51.(d)(1)(a) The chairperson of the House Budget Committee;

30 51.(d)(1)(b) Two (2) members of the House of Representatives appointed  
31 by the Speaker;

32 51.(d)(1)(c) The chairperson of the House Management Committee and two  
33 (2) additional members of the House Management Committee to be designated by  
34 its chairperson;

35 51.(d)(1)(d) The Speaker of the House of Representatives; and

36 51.(d)(1)(e) Seven (7) members of the Senate to be named by the Senate

1 Committee on Committees. (A.C.A. 10-3-1101 thru 10-3-1111)

2 51.(2) House Committee on the Journal; Engrossed and Enrolled Bills  
 3 shall consist of not more than five (5) members. The House Committee on the  
 4 Journal; Engrossed and Enrolled Bills shall not be considered a standing or  
 5 select committee. The committee shall consist of the Speaker of the House of  
 6 Representatives who shall be chairperson, the chairperson of the House Rules  
 7 Committee who shall be the vice chairperson, the chairperson of the House  
 8 Management Committee, and two (2) members of the House appointed by the  
 9 Speaker of the House; and, the House Parliamentarian shall serve as secretary  
 10 and advisor to the committee.

11 51.(3) Joint Committee on Legislative Printing Requirements and  
 12 Specifications -- (to consist of the chairperson and vice chairperson of the  
 13 House Management Committee, the chairperson and vice chairperson of the  
 14 Senate Efficiency Committee, the Speaker of the House of Representatives and  
 15 the President Pro Tempore of the Senate). (A.C.A. 10-3-601 thru 10-3-605)

16 52.(a) **STANDING COMMITTEES**

17 52.(a)(1) Members of the standing committees shall be selected by  
 18 House District Caucuses of members-elect on the Friday following the November  
 19 General Election with each caucus selecting five (5) members for each "A"  
 20 standing committee and five (5) members for each "B" standing committee. The  
 21 members-elect of the Second District Caucus shall select up to three (3)  
 22 members for each standing committee from within the Pulaski County membership  
 23 and the remaining members for each standing committee from without the  
 24 Pulaski County membership; this provision may be waived by majority vote of  
 25 the members-elect from without Pulaski County. Standing committee membership  
 26 shall be confirmed at the same time that representatives are administered the  
 27 oath of office.

28 52.(a)(2) Each member of the House who is serving a first or second  
 29 term in the House shall be entitled to serve as a non-voting member of one of  
 30 the ten (10) joint interim committees designated as "A" and "B" committees.  
 31 The non-voting members of each of the ten (10) joint interim committees shall  
 32 be selected by the four (4) House caucuses at a time designated by the  
 33 Speaker sometime before the adjournment of each regular session. Each caucus  
 34 shall select not to exceed three (3) first or second term members to serve as  
 35 non-voting members of each of the ten (10) joint interim committees  
 36 designated as "A" and "B" committees. The non-voting members shall be

1 entitled to attend meetings of the committees, to serve on subcommittees of  
2 the committee, to participate in the deliberations of the committee or  
3 subcommittee, and to receive per diem and mileage for attending meetings of  
4 the committee or subcommittee, but shall not have a vote in the committee or  
5 a subcommittee.

6 52.(a)(3) Members of the House of Representatives who are committee  
7 chairpersons or vice-chairpersons or select seniority members who have been  
8 assigned an office or other premises shall vacate the office or other  
9 premises by December 15 following the General Election in the even-numbered  
10 years.

11 52.(a)(4) Each standing committee shall consist of twenty (20)  
12 members. Each member of the House shall serve on two (2) standing  
13 committees, one (1) of which shall be a Class "A" committee and one (1) of  
14 which shall be a Class "B" committee. From within each standing committee  
15 there shall be created three (3) permanent subcommittees consisting of eight  
16 (8) members. Each member of the House shall serve on two (2) permanent  
17 subcommittees, one (1) from a Class "A" standing committee and one (1) from a  
18 Class "B" standing committee. The Speaker and the chairperson of each  
19 standing committee shall jointly appoint from the membership of the standing  
20 committee six (6) persons for each permanent subcommittee available, provided  
21 further the chairperson and vice chairperson of each standing committee shall  
22 be ex-officio, voting members of each permanent subcommittee created from  
23 within their standing committee. The permanent subcommittees of the standing  
24 committees may meet after having first obtained prior approval of the  
25 standing committee chairperson.

26 52.(a)(5) A signed report from the chairperson of a caucus district  
27 will represent final movement to a standing committee. A signed report from  
28 the chairperson of a standing committee will represent final movement to a  
29 permanent subcommittee. There shall be no transfers from one standing  
30 committee to another or from one permanent subcommittee to another during the  
31 biennium following initial biennial appointment and or confirmation. After  
32 selection of standing committee members and permanent subcommittee members, a  
33 vacancy occurring on a standing committee or permanent subcommittee during  
34 the biennium because of the death, resignation, impeachment, etc., of a  
35 member, shall be temporarily filled by the Speaker of the House assigning the  
36 newly elected member, for the remainder of the biennium, to the "A" and "B"

1 standing committees, and the permanent subcommittees previously held by their  
 2 predecessor. At the end of the biennium, the temporary positions held on the  
 3 "A" and "B" committees and the permanent subcommittees will be declared  
 4 vacant and will be available for choosing in accordance with House rules.  
 5 The newly elected member does not automatically assume a chairmanship or  
 6 vice-chairmanship, which vacancies shall be filled in the same manner as the  
 7 original appointment.

8           52.(b) **SELECT COMMITTEES**

9           52.(b)(1) The Speaker shall appoint all members and all alternates on  
 10 all House select committees and all Joint Select Committees except the Joint  
 11 or House Budget Committee. The Speaker shall appoint ex-officio members in  
 12 accordance with the law.

13           52.(b)(2) The House Budget Committee shall consist of six (6) members  
 14 of the House of Representatives and two (2) alternates chosen from each  
 15 caucus district on the first Friday following the November General Election  
 16 before each regular biennial session. At the time the alternates are  
 17 selected, one (1) shall be designated as first alternate and the other as  
 18 second alternate. The selections shall be made by caucus of the House  
 19 members-elect residing within each caucus district. Members-elect chosen for  
 20 membership on the House Budget Committee shall select one (1) of their number  
 21 to serve as chairperson-elect and one (1) to serve as vice chairperson-elect.  
 22 The term of office of the members shall be from January 1 of odd-numbered  
 23 years through December 31 of the following even-numbered year. Vacancies in  
 24 either a member or alternate member position shall be filled in the same  
 25 manner as the initial member or alternate member position was filled. House  
 26 Budget Committee membership shall be confirmed at the same time that  
 27 representatives are administered the oath of office. Prior to confirmation,  
 28 however, members-elect chosen to serve on the House Budget Committee shall  
 29 conduct pre-session budget hearings, either standing alone or in conjunction  
 30 with the Legislative Council.

31           52.(b)(3) No member of the House of Representatives shall serve on  
 32 more than one (1) select committee. The Legislative Council, the Legislative  
 33 Joint Auditing Committee, the House Budget Committee, the House Committee on  
 34 the Journal; Engrossed and Enrolled Bills, and the House Management Committee  
 35 are excluded therefrom.

36           52.(c)(1) The Speaker of the House shall appoint a chairperson and a

1 vice chairperson of each standing committee and each select committee who  
 2 shall serve at the pleasure of the Speaker. The Speaker, in consultation  
 3 with the chairperson of each standing committee, shall appoint from the  
 4 membership of each permanent subcommittee, a chairperson and vice  
 5 chairperson, provided however that the vice chairperson of the standing  
 6 committee shall automatically be the chairperson of the permanent  
 7 subcommittee of his/her choosing. No member of the House, with the exception  
 8 of each House standing committee vice chairperson, shall be chairperson or  
 9 vice chairperson of more than one (1) standing committee, select committee,  
 10 or permanent subcommittee.

11 52.(c)(2) The rules or proceedings of the House of Representatives  
 12 shall be observed in all select committees, standing committees, and  
 13 subcommittees of the House so far as they may be applicable.

14 52.(c)(3) The House Committee on the Journal; Engrossed and Enrolled  
 15 Bills shall serve as the supervisory committee over the preparation of the  
 16 Journal and engrossing and enrolling of bills.

17 52.(c)(4) After the membership of a standing committee or a permanent  
 18 subcommittee is established, no member shall be removed from any standing  
 19 committee or any permanent subcommittee during the biennium for which he/she  
 20 was selected. All appointees selected by the Speaker serve at his/her  
 21 discretion.

22 53. Committee Operations.

23 53.(a) Each committee of the House shall be provided a secretary who  
 24 shall maintain a current record of all bills, resolutions, amendments,  
 25 petitions, memorials, or other matters filed in committee. A record of  
 26 committee actions (committee reports, committee adopted amendments, etc.)  
 27 shall be filed with the Chief Clerk of the House as the first priority upon  
 28 adjournment of the committee. The secretary shall post, on a bulletin board  
 29 and/or electronically, a current list of all measures pending before the  
 30 committee.

31 53.(b) All committees shall consider the bills, resolutions,  
 32 amendments, petitions, and memorials referred to them and make one of the  
 33 following reports in writing to the House:

34 53.(b)(1) That a bill, resolution, petition or memorial "do pass";

35 53.(b)(2) That a bill, resolution, petition or memorial "do not pass",  
 36 in which event the measure shall not be considered;

1           53.(b)(3) That a bill, resolution, petition or memorial “do pass as  
2 amended”. No bill, resolution, petition or memorial shall be acted upon  
3 without a “do pass” or a “do pass as amended” recommendation. No bills shall  
4 be placed on the non-controversial calendar or deemed to be non-controversial  
5 in any way unless a motion is adopted in the committee to which the bill was  
6 referred. With a quorum present, the motion is considered adopted if there  
7 are no negative votes.

8           53.(c) The appropriate subject matter standing committees of the House  
9 and the Senate may meet as joint committees whenever agreed by said  
10 committees, for the purposes of holding public hearings or considering any  
11 proposed or pending legislation but upon conclusion of the joint meeting of  
12 said committees, each standing committee of the House of Representatives and  
13 the Senate shall take such action and report to their respective houses as  
14 determined by said committees. Whenever the appropriate subject committees  
15 of the House and Senate hold hearings or meetings, the chairperson of the  
16 House committee and the chairperson of the Senate committee shall by  
17 agreement determine which of them shall preside at the joint meeting.

18           54. The Speaker of the House shall keep a permanent register of the  
19 seniority of the members of the House of Representatives. When it is  
20 necessary for the seniority of incoming members to be determined by lot, the  
21 Speaker of the House and the Speaker-designate of the House shall conduct a  
22 drawing by lots upon receiving certification from the Secretary of State of  
23 the election of membership to each General Assembly. Such seniority drawings  
24 shall be effective for the purposes of determining legislative license tag  
25 numbers, Chamber seating, and State Capitol parking.

26           55. Seniority shall be based on the total consecutive uninterrupted  
27 terms served in the House of Representatives. In the event a member has been  
28 elected that has had previous non-continuous service, he/she shall rank ahead  
29 of members elected in the year his/her uninterrupted services began. In the  
30 event that two (2) or more members have equal terms of non-continuous  
31 service, their seniority shall be asserted by drawing lots to determine their  
32 numerical standing in rank ahead of members elected in the year his/her  
33 uninterrupted services begin.

34           56. Seniority ranking for new members elected for the first time to  
35 serve in the General Assembly shall be determined by lot.

36           57. The chairperson shall appoint the clerk or clerks or other

1 employees of his/her committee, subject to committee approval, who shall be  
2 paid at the public's expense, the House having first provided therefor.

3 58. Meetings and Hearings:

4 58.(a) All committee and subcommittee meetings including but not  
5 limited to hearings at which public testimony is to be taken, (normally  
6 called "public hearings") shall be open to the public (Art. 5, Sec. 13) and  
7 shall be scheduled at least eighteen (18) hours in advance; agendas of bills,  
8 resolutions, and other proposals to be considered at such meetings shall be  
9 posted in a designated place at least eighteen (18) hours in advance; but in  
10 case of an emergency, a two-thirds (2/3) majority of the membership of the  
11 committee may bring bills up for consideration upon notice of not less than  
12 two (2) hours.

13 58.(b) Special meetings of a standing committee may be called by the  
14 chairperson of the committee or by a majority of the members of the committee  
15 for conducting any business of the committee; provided, a special meeting of  
16 the committee may not conflict with regularly scheduled meetings of any  
17 standing committee; provided further, special meetings shall be subject to  
18 the same procedures regarding the publishing of agendas and notices of  
19 meetings that apply to regular standing committee meetings. (J.R. 22 – Joint  
20 Committees)

21 58.(c) The Speaker of the House shall establish a regular schedule of  
22 committee meetings in order that each Class "A" committee shall meet at a  
23 scheduled time on the mornings of Tuesday and Thursday of each legislative  
24 week, and all Class "B" committees shall meet at a scheduled time on the  
25 mornings of Wednesday and Friday of each legislative week.

26 58.(d) The Speaker of the House shall establish a schedule of House  
27 standing and select committee meetings so as to minimize conflicts.

28 59. All persons wishing to offer testimony to a committee hearing  
29 shall be given a reasonable opportunity to do so as determined by a majority  
30 of the committee. An oral or written statement shall not be a prerequisite  
31 to offer testimony before a committee.

32 60. All contested elections cases entertained by the House shall be  
33 referred to the Rules Committee which shall make its final recommendation not  
34 later than two (2) weeks from the first day of the session.

35 61. No committee shall sit while the House is in session except the  
36 Committee on Rules or a Conference Committee, which shall notify the House.



1           62. The following subject areas shall be within the jurisdiction of  
 2 each of the respective House standing committees:

3           62.(1) Committee on Education – matters pertaining to public  
 4 kindergarten, elementary, secondary, and adult education, vocational  
 5 education, vocational-technical schools, vocational rehabilitation, higher  
 6 education, private educational institutions, similar legislation, and  
 7 resolutions germane to the subject matter of the committee;

8           62.(2) Committee on Judiciary – matters pertaining to state and local  
 9 courts, court clerks and stenographers and other employees of the courts,  
 10 civil and criminal procedures, probate matters, civil and criminal laws,  
 11 similar matters, and resolutions germane to the subject matter of the  
 12 committee;

13           62.(3) Committee on Public Health, Welfare and Labor – matters  
 14 pertaining to public health, mental health, mental retardation, public  
 15 welfare, human relations and resources, environmental affairs, water and air  
 16 pollution, labor and labor relations, similar legislation, and resolutions  
 17 germane to the subject matter of the committee;

18           62.(4) Committee on Public Transportation – matters pertaining to  
 19 roads and highways, city streets, county roads, highway safety, airports and  
 20 air transportation, common and contract carriers, mass transit, similar  
 21 legislation, and resolutions germane to the subject matter of the committee;

22           62.(5) Committee on Revenue and Taxation – matters pertaining to the  
 23 levy, increase, reduction, collection, enforcement and administration of  
 24 taxes and other revenue-producing measures, and resolutions germane to the  
 25 subject matter of the committee;

26           62.(6) Committee on Aging, Children and Youth, Legislative and  
 27 Military Affairs – matters pertaining to the aged and problems of aging;  
 28 children and youth, military, veterans, legislative affairs, memorials, other  
 29 matters whenever the subject matter is not germane to the subject matter of  
 30 any other standing committee and resolutions germane to the subject matter of  
 31 the committee;

32           62.(7) Committee on Agriculture, Forestry and Economic Development –  
 33 matters pertaining to agriculture, livestock, forestry, industrial  
 34 development, natural resources, oil and gas, publicity and parks, levee and  
 35 drainage, rivers and harbors, similar legislation and resolutions germane to  
 36 the subject matter of the committee;

1           62.(8) Committee on City, County and Local Affairs – matters  
 2 pertaining to city and municipal affairs, county affairs, local improvement  
 3 districts, interlocal government cooperation, similar legislation and  
 4 resolutions germane to the subject matter of the committee;

5           62.(9) Committee on Insurance and Commerce – matters pertaining to  
 6 banks and banking, savings and loan associations, stock, bonds, and other  
 7 securities, securities dealers, insurance, public utilities, partnerships and  
 8 corporations, home mortgage financing and housing, similar legislation and  
 9 resolutions germane to the subject matter of the committee;

10          62.(10) Committee on State Agencies and Governmental Affairs – matters  
 11 pertaining to state government and state agencies, except where the subject  
 12 matter relates more appropriately to another committee, proposed amendments  
 13 to the Constitution of the State of Arkansas or the Federal government,  
 14 election laws and procedures, Federal and interstate relations, similar  
 15 legislation, and resolutions germane to the subject matter of the committee;

16          62.(10)(a) The following permanent subcommittees are hereby created  
 17 from within each standing committee:

18          62.(10)(a)(1) For the House standing committee on Aging, Children and  
 19 Youth, Legislative and Military Affairs, the following permanent  
 20 subcommittees are created:

- 21                   (1) Aging
- 22                   (2) Children and Youth
- 23                   (3) Legislative, Military and Veterans Affairs

24          62.(10)(a)(2) For the House standing committee on Agriculture,  
 25 Forestry and Economic Development, the following permanent subcommittees are  
 26 created:

- 27                   (1) Agriculture, Forestry and Natural Resources
- 28                   (2) Small Business and Economic Development
- 29                   (3) Parks and Tourism

30          62.(10)(a)(3) For House standing committee on City, County and Local  
 31 Affairs, the following permanent subcommittees are created:

- 32                   (1) Planning
- 33                   (2) Finance
- 34                   (3) Local Government Personnel

35          62.(10)(a)(4) For the House standing committee on Education, the  
 36 following permanent subcommittees are created:

- 1 (1) Early Childhood
- 2 (2) Kindergarten Through Twelve, Vocational/Technical
- 3 Institutions

- 4 (3) Higher Education

5 62.(10)(a)(5) For the House standing committee on Insurance and  
6 Commerce, the following permanent subcommittees are created:

- 7 (1) Financial Institutions
- 8 (2) Insurance
- 9 (3) Utilities

10 62.(10)(a)(6) For the House standing committee on Judiciary, the  
11 following permanent subcommittees are created:

- 12 (1) Courts/Civil Law
- 13 (2) Corrections/Criminal Law
- 14 (3) Juvenile Justice/Child Support

15 62.(10)(a)(7) For the House standing committee on Public Health,  
16 Welfare and Labor, the following permanent subcommittees are created:

- 17 (1) Human Services
- 18 (2) Health Services
- 19 (3) Labor and Environment

20 62.(10)(a)(8) For the House standing committee on Public  
21 Transportation, the following permanent subcommittees are created:

- 22 (1) Motor Vehicle and Highways
- 23 (2) Public Transportation and Rail
- 24 (3) Waterways and Aeronautics

25 62.(10)(a)(9) For the House standing committee on Revenue and  
26 Taxation, the following permanent subcommittees are created:

- 27 (1) Sales, Use, Miscellaneous Taxes and Exemptions
- 28 (2) Income Taxes—Personal and Corporate
- 29 (3) Complaints and Remediation

30 62.(10)(a)(10) For the House standing committee on State Agencies and  
31 Governmental Affairs, the following permanent subcommittees are created:

- 32 (1) State Agencies and Reorganization
- 33 (2) Constitutional Issues
- 34 (3) Elections

35 63.(a) Committee on Rules:

36 63.(a)(1) All proposed action touching the rules, joint rules, and

1 order of business shall be referred to the Committee on Rules.

2 63.(a)(2) It shall always be in order to call up, for consideration, a  
3 report from the Committee on Rules.

4 63.(a)(3) The Committee on Rules shall present to the House reports  
5 concerning rules, joint rules, and order of business on the third day after  
6 convening of the House. The permanent rules shall be adopted by a majority  
7 of the members and thereafter they may be changed only by a vote of sixty-  
8 seven (67) members.

9 63.(a)(4) The Speaker shall refer to the Committee on Rules, any  
10 matters dealing with alcohol, cigarettes, movies, pornography, tobacco,  
11 tobacco products, coin operated amusement devices, vending machines,  
12 lobbying, code of ethics, pari-mutuel betting and similar legislation.

13 63.(a)(5) Rules of the preceding General Assembly shall automatically  
14 be adopted as temporary rules of the current assembly and may be amended or  
15 suspended by a majority vote of the membership.

16 63.(b) House Budget Committee. All appropriation bills coming before  
17 the House shall be assigned to and considered by the House Budget Committee.

18 64. No committee shall transact business without a quorum (a majority  
19 of the committee membership present). The request for a quorum call is  
20 always in order. All final action on bills, and on proposed amendments to  
21 bills, shall be decided by a majority vote of the total membership of the  
22 committee. Provided, however, that the Speaker of the House shall not be  
23 included for the purpose of determining what is a majority of a standing  
24 committee, unless present at the time of the vote. A member of the committee  
25 must be present at the time of the vote for his/her vote to be counted on any  
26 matter considered by the committee (no pairs, no proxies).

27 64.(a) A bill, resolution or amendment in a House committee, having  
28 been rejected twice, shall not be placed on the committee calendar again or  
29 considered again during the same legislative session unless the vote is  
30 expunged (two-thirds of the membership of the committee). The motion to  
31 expunge shall be placed on the committee agenda, by a committee member, and  
32 placed at the bottom of the active list.

33 65. Upon written request by the author of a bill directed to the  
34 chairperson of the committee, a bill shall be considered by the full  
35 committee within ten (10) days of the time of such request, but the  
36 committees may delay final action on a bill by a majority vote of the

1 committee.

2 66. No bill shall be introduced with a committee as the author of said  
3 bill unless that committee has voted unanimously to sponsor the bill.

4 67. Committee Records and Reports:

5 67.(a) The chairperson of each committee of the House shall keep or  
6 cause to be kept a record in which there shall be entered:

7 67.(a) 1. The time and place of each hearing and each meeting of the  
8 committee.

9 67.(a) 2. The number and title of the bill with one of the following  
10 three recommendations: "do pass", "do pass as amended", or "do not pass". If  
11 a committee recommends a bill "do pass as amended" and any of the amendments  
12 recommended by the committee are not adopted on the Floor, the bill shall be  
13 re-referred to the same committee for further consideration and  
14 recommendation.

15 67.(a) 3. A summary of each bill's major provision which may be  
16 several paragraphs in length in case of major bills or simply the title of  
17 the bill in the case of minor bills.

18 67.(a) 4. The reason for the committee's action on the bill, including  
19 a brief minority report, if requested by any two (2) committee members.

20 67.(a) 5. A record of how every member voted on each bill when action  
21 is taken by the committee, including votes on a motion to postpone  
22 consideration on the bill and a recorded vote on any other motion, if  
23 requested by any two (2) committee members.

24 67.(a) 6. A list of all people testifying before a committee on each  
25 bill, the interest that they represent, and an indication of their position  
26 on the bill.

27 67.(b) Such records shall be approved by the chairperson before the  
28 expiration of a seven (7) day period, with the exception of those records  
29 referred to in (a) 1. and 2., hereinabove which shall be filed immediately  
30 with the Clerk of the House.

31 67.(c) Other reports may be filed with the Clerk of the House.

32 68. Consent Calendar – Supplemental Calendar. In addition to the  
33 regular calendar of the House of Representatives, there shall be a consent  
34 calendar on which shall be placed bills that have been recommended "do pass"  
35 by committee, which are deemed by the committee or by the Speaker to be non-  
36 controversial, and may be used for other non-controversial matters such as

1 resolutions and amendments to bills proposed by the author of the bill, if  
2 the Speaker deems such matter to be non-controversial. The Speaker of the  
3 House shall maintain the consent calendar. On Thursday of each week, and  
4 such other times as the Speaker may deem advisable, the House shall consider  
5 bills and other matters on the consent calendar. Provided, that a list of  
6 bills and other matters on the consent calendar which are to be considered on  
7 a particular day shall be circulated among the members of the House of  
8 Representatives the day prior to the date on which the consent calendar is to  
9 be considered. If as many as five (5) members object to a bill or other  
10 matter on the consent calendar being considered as non-controversial, the  
11 Speaker of the House shall remove the same from the consent calendar and  
12 shall place it on the regular calendar of the House business. When deemed  
13 advisable, in addition to the regular calendar and the consent calendar, the  
14 Speaker may provide for a supplemental calendar on which shall be placed  
15 bills and resolutions and other matters as requested by the members for  
16 consideration. The list of bills, resolutions and other matters on the  
17 supplemental calendar for consideration on a particular day shall be  
18 circulated among the members of the House. If as many as five (5) members  
19 object to a bill, resolution or any other matter on the supplemental calendar  
20 the same shall be removed and placed on the regular House calendar for  
21 consideration consistent with the wishes of the House. No bill or resolution  
22 may be placed for consideration on any more than one (1) House calendar.

23         69. A vote of two-thirds (2/3) of the elected membership of the House  
24 of Representatives shall be necessary to remove a bill from a committee. A  
25 bill may be reported by a committee at any time as provided by the House  
26 Rules except for bills introduced after the fiftieth (50th) day of the  
27 Regular Session, or during a special session, which shall, upon written  
28 request by the author, be acted on at the next regular meeting of the  
29 committee, but committees may delay final action on a bill by a majority vote  
30 of the committee.

31         70.(a) Except as provided in subsection (b), no action may be taken in  
32 the House Committee on Public Health, Welfare and Labor or on the Floor of  
33 the House of Representatives on any bill that provides for licensure of any  
34 profession, occupation or class of health care providers not currently  
35 licensed or expands the scope of practice of any profession, occupation, or  
36 class of health care providers unless the House Committee on Public Health,

1 Welfare and Labor has initiated a study of the feasibility of such  
 2 legislation at least thirty (30) days prior to convening the next legislative  
 3 session.

4 70.(b) A bill providing for the licensure of any profession,  
 5 occupation, or class of health care providers not currently licensed or  
 6 expanding the scope of any practice of any profession, occupation, or class  
 7 of health care providers may be acted upon without the initiation of a  
 8 feasibility study required in subsection (a) upon a two-thirds (2/3) vote of  
 9 the House Public Health, Welfare and Labor Committee membership.

10  
 11 **COMMITTEE OF THE WHOLE**

12 71. All measures involving a tax or an appropriation of money, or  
 13 property, may be first considered in a Committee of the Whole, amendments can  
 14 be offered in the Committee of the Whole.

15 72. The Speaker of the House, in setting the calendar of budgets or  
 16 appropriation bills to be considered in the House shall, from time to time,  
 17 confer with the chairperson of the House Budget Committee on the  
 18 appropriation bills pending and may designate specific days or times to be  
 19 set aside in the House to be devoted solely to consideration of appropriation  
 20 bills and other budget matters. At least by the end of business on the  
 21 previous day before any appropriation bill is to be considered by the House,  
 22 the chairperson of the House Budget Committee shall cause to be prepared and  
 23 placed on each member's desk a listing of appropriation bills to be  
 24 considered in the Committee of the Whole, broken down as follows:

25 72.(a) Appropriation bills sponsored by the Joint Budget Committee or  
 26 the House Budget Committee, prepared in accordance with Legislative Council  
 27 recommendations;

28 72.(b) All other appropriation bills sponsored by the Joint Budget  
 29 Committee or the House Budget Committee which were not considered by the  
 30 Legislative Council;

31 72.(c) Bills introduced by members of the House (or Senate) that shall  
 32 have been recommended by the Joint Budget Committee or the House Budget  
 33 Committee "do pass" or "do pass as amended"; and

34 72.(d) Appropriation bills amended in the Senate without Joint Budget  
 35 Committee or House Budget Committee action. The aforementioned list of  
 36 appropriation bills shall include the number of the bill, the author of the

1 bill, and the name and agency and/or program for which the appropriation is  
 2 to be made. In the event the Joint Budget Committee or the House Budget  
 3 Committee recommendations in regard to the appropriation shall differ, in any  
 4 respect, from the recommendations made by the Legislative Council in regard  
 5 thereto, said list shall identify each such change in the appropriation bill  
 6 which differs from the recommendation of the Legislative Council.

7 73. In forming a Committee of the Whole House, the Speaker may leave  
 8 his/her chair after appointing a chairperson to preside, who shall have the  
 9 same power as the Speaker to preserve order. A majority of a quorum is  
 10 required to resolve the House into a Committee of the Whole.

11 74. When the House resolves itself into the Committee of the Whole,  
 12 non-members who are to participate in the matters to be discussed may be  
 13 invited into the House Chambers by the proponents or opponents of the  
 14 proposals to be discussed but all such non-members shall leave at the time  
 15 the committee arises.

16 75. A Committee of the Whole cannot report a measure without a quorum  
 17 of its members present.

18 76. The rules and proceedings of the House shall be observed in  
 19 Committee of the Whole House so far as they may be applicable. Decisions  
 20 will be made by voice or standing votes.

21 77. No motion which has as its effect the limiting of debate in the  
 22 Committee of the Whole shall be entertained by the chairperson. The motion  
 23 for the disposition of any matter referred to the committee shall be,  
 24 "Mr./Ms. Chairman, I move the committee do now rise and report". If the  
 25 committee had no specific report, the motion should be to rise and report  
 26 progress.

27  
 28 **LEGISLATIVE COUNCIL; LEGISLATIVE JOINT AUDITING COMMITTEE**

29 78. Legislative Council.

30 78.(a) Twenty (20) of the House members of the Legislative Council  
 31 shall be selected by members-elect of the House Caucus Districts. Each  
 32 caucus shall select five (5) members. The selections shall occur on the  
 33 Friday following the November General Election. Following the selections,  
 34 the newly selected House of Representative members of the Legislative Council  
 35 shall select one (1) of their number as Legislative Council co-chair and one  
 36 (1) of their number as Legislative Council co-vice-chair. However no more



1 than one (1) member selected by caucus shall reside within the same county.  
 2 The term of office of the members shall be from January 1 of odd-numbered  
 3 years to December 31 of the following even-numbered year. Legislative  
 4 Council membership shall be confirmed at the same time that representatives  
 5 are administered the oath of office.

6 78.(b) In order that there may be no House vacancies on the  
 7 Legislative Council at any time, at the time of selection of the House  
 8 members to the Council there shall be selected in each Caucus District a  
 9 first alternate and a second alternate for each member selected from that  
 10 district. In the event that any House member or House alternate of the  
 11 Legislative Council resigns from the Council, is disqualified from serving on  
 12 the Council, dies, or for any other reason there becomes a permanent vacancy  
 13 in a House position on the Council, the House members of the Caucus District  
 14 from which the member or alternate was selected shall choose a replacement  
 15 member or alternate to serve the remainder of the term. When a vacancy  
 16 occurs in a House member position on the Council or a House alternate  
 17 position on the Council, that person's alternate shall serve until a signed  
 18 report from the Caucus chairperson designating otherwise is filed with the  
 19 Speaker. The Speaker shall notify the Council chairperson of all changes in  
 20 membership on the Council.

21 78.(c) Ex-officio members in accordance with A.C.A. 10-3-301.

22 79. Legislative Joint Auditing Committee.

23 79.(a) House members of the Legislative Joint Auditing Committee shall  
 24 be selected by members-elect of each House Caucus District. The selections  
 25 shall occur on the Friday following the November General Election. Following  
 26 the selections, the newly selected House of Representative members of the  
 27 Legislative Joint Auditing Committee shall select one (1) of their number as  
 28 Legislative Joint Auditing Committee co-chair and one (1) of their number as  
 29 Legislative Joint Auditing Committee co-vice-chair. Each caucus shall select  
 30 five (5) members. However no more than two (2) members shall reside within  
 31 the same county. The term of office of the members shall be from January 1  
 32 of odd-numbered years to December 31 of the following even-numbered year.  
 33 Legislative Joint Auditing Committee membership shall be confirmed at the  
 34 same time that representatives are administered the oath of office.

35 79.(b) In order that there may be no House vacancies on the  
 36 Legislative Joint Auditing Committee at any time, at the time of selection of

1 the House members to the Committee there shall be selected in each Caucus  
 2 District a first alternate and a second alternate for each member selected  
 3 from that District. In the event that any House member or House alternate of  
 4 the Legislative Joint Auditing Committee resigns from the Committee, is  
 5 disqualified from serving on the Committee, dies, or for any other reason  
 6 there becomes a permanent vacancy in a House position on the Committee, the  
 7 House membership of the Caucus District from which the member or alternate  
 8 was selected shall choose a replacement member or alternate to serve the  
 9 remainder of the term. When a vacancy occurs in a House member position on  
 10 the Committee or a House alternate position on the Committee, that person's  
 11 alternate shall serve until a signed report from the Caucus chairperson  
 12 designating otherwise is filed with the Speaker. The Speaker shall notify  
 13 the Committee chairperson of all changes in membership on the Committee.

14 79.(c) Ex-officio members in accordance with A.C.A. 10-3-403 thru 10-  
 15 3-404.

16 **CAUCUS DISTRICTS**

17 80. The First Caucus District shall be composed of the following House  
 18 of Representatives Districts: 13; 14; 15; 48; 51; 52; 53; 54; 55; 56; 57; 58;  
 19 59; 71; 72; 73; 74; 75; 76; 77; 78; 79; 80; 81; and 82.

20 The Second Caucus District shall be composed of the following House of  
 21 Representatives Districts: 28; 29; 31; 32; 33; 34; 35; 36; 37; 38; 39; 40;  
 22 41; 42; 43; 44; 45; 46; 47; 49; 50; 60; 61; 68; and 70.

23 The Third Caucus District shall be composed of the following House of  
 24 Representatives Districts: 62; 63; 64; 65; 66; 67; 69; 83; 84; 85; 86; 87;  
 25 88; 89; 90; 91; 92; 93; 94; 95; 96; 97; 98; 99; and 100.

26 The Fourth Caucus District shall be composed of the following House of  
 27 Representatives Districts: 1; 2; 3; 4; 5; 6; 7; 8; 9; 10; 11; 12; 16; 17;  
 28 18; 19; 20; 21; 22; 23; 24; 25; 26; 27; and 30.

29  
 30 **DEBATE**

31 81. When a representative desires to speak or to have the attention of  
 32 the House, he/she shall rise from his/her seat and respectfully address  
 33 himself/herself to "Mr./Madam Speaker", (or in the Committee of the Whole,  
 34 "Mr./Madam Chairperson") and upon recognition, he/she may address the House  
 35 from his/her seat or the "well" of the House. Representatives must be at  
 36 their seats before obtaining recognition. Any representative who receives

1 recognition from the Chair must confine himself/herself to the question  
 2 before the House, or a privileged motion. No representative shall proceed  
 3 until recognized by the Speaker. When two (2) or more representatives arise  
 4 at once, the Speaker shall name the member who shall be first to speak.

5 82. When a representative desires to interrupt a representative having  
 6 the Floor, he/she shall first obtain recognition of the Speaker and  
 7 permission of the representative occupying the Floor; and when so recognized  
 8 and such permission is obtained, he/she may ask questions of the  
 9 representative occupying the Floor; but shall not propound a series of  
 10 interrogatives or otherwise badger the representative having the Floor.

11 83. No representative shall occupy more than thirty (30) minutes in  
 12 debate on any question in the House. The representative reporting a measure  
 13 under consideration from a committee or the author may open and close debate.  
 14 If debate shall extend beyond one (1) day, the author or sponsor shall be  
 15 entitled to thirty (30) minutes to close. The right to close may not be  
 16 automatically exercised after the previous question or limited debate is  
 17 voted.

18 84. No representative shall speak more than once on the same question  
 19 without leave of the House. One (1) mover, proposer or introducer of the  
 20 question pending may speak the second time and close, but not until every  
 21 representative choosing to speak shall have been heard.

22 85. A representative having the Floor may not yield it to another for  
 23 any purpose including making a motion; but, if he/she desires to allow a  
 24 motion to be made, he/she must yield the Floor.

25  
 26 **DECORUM**

27 86. No person other than a member of the Arkansas General Assembly,  
 28 designated legislative staff, or on special and certain occasions those  
 29 persons specifically invited by the Speaker of the House, shall be permitted  
 30 on the Floor of the House Chamber while the House is in session or in brief  
 31 recess. A pool arrangement for the media shall be established, the direction  
 32 and control of which shall be regulated by the Speaker of the House. No one  
 33 in the House Chamber other than a member of the Legislature may advocate or  
 34 oppose passage of a measure while the House is in session. No legislative  
 35 aides, lobbyists or unauthorized persons shall be permitted access to the  
 36 House Floor, lounges or House support areas. This Rule shall be enforced by

1 the Speaker of the House and/or the House Management Committee. The House  
 2 Management Committee and the Rules Committee shall recommend punishment to  
 3 the House for violation of this Rule. (A.C.A. 10-2-110 -- Disorderly Conduct)

4 87. The House Chamber during regular and special sessions shall be  
 5 used only for the legislative business of the House and for the caucus  
 6 meetings of its members, except upon occasions where the House, by  
 7 resolution, agrees to take part in any ceremonies to be observed therein; and  
 8 the Speaker shall not entertain a motion for suspension of this rule.

9 88. No representative shall use intemperate language with reference to  
 10 the House or its members.

11 89. If any representative, in speaking or otherwise, transgresses the  
 12 rules of the House, the Speaker shall or any representative may, call him/her  
 13 to order. He/she shall immediately be seated unless permitted, on a motion  
 14 of another representative, to explain. The House shall, if called upon,  
 15 decide on the issue without debate. If the decision is in favor of the  
 16 representative called to order, he/she shall be free to continue; and, if the  
 17 dispute shall warrant, a representative shall be open to censure or such  
 18 punishment as the House shall impose.

19 90. Normal conformity to good manners and taste shall be expected of  
 20 each member of the House. Representatives shall avoid references to  
 21 personalities and extend to each representative courtesies which they wish  
 22 for themselves.

23 91. Introduction of and recognition of family, constituents, or groups  
 24 shall not become excessive. Members should be extremely reluctant in using  
 25 the time of the House for these personal courtesies.

26 92. The smoking of cigarettes, cigars and pipes or other tobacco  
 27 products shall not be permitted in the Chamber of the House of  
 28 Representatives or in the members' private work area.

29 93. A Roll Call shall not be interrupted by a motion or other order of  
 30 business from the time the Speaker calls up the ballot until he/she casts up  
 31 the ballot and announces the result of said ballot.

32  
 33 **VOTING**

34 94. No person not a representative shall cast a vote for a  
 35 representative.

36 95. Any question or motion, except final passage of a bill or final

1 action on a joint resolution, may be put to the House by a voice vote at the  
 2 discretion of the Speaker.

3 96. Any five (5) representatives shall have the right to call for the  
 4 ayes and nays and have the result entered on the Journal. (Art. 5, Sec. 12)

5 97. Any representative who will be absent from the House may pair  
 6 his/her vote with a representative who shall be present.

7 97.(a) These representatives must be casting opposite votes.

8 97.(b) Dated pairs reflecting the bill number are counted when signed  
 9 by both representatives,

10 (1) in the presence of each other, and witnessed by another  
 11 representative, or

12 (2) when the member who will not be present for the vote signs  
 13 the pair form in the presence of a person authorized by law to take  
 14 acknowledgements and who verifies the identity of the signer.

15 97.(c) Pairs shall be presented to the Speaker only on the day of the  
 16 vote for which the representatives are paired is to be taken.

17 97.(d) Pairs shall be announced by the Speaker immediately prior to  
 18 the Roll Call from a Pair Form presented to the Speaker by the representative  
 19 present. At the time of the announcement the Speaker shall (1) determine  
 20 that the member who is required to be present is present, and (2) provide the  
 21 membership with an opportunity to express procedural objections to the pairs.

22 97.(e) The representative may not cast his/her vote by other methods  
 23 when he/she is paired.

24 98. The demand to "Sound the Ballot" (a device to determine how each  
 25 representative voted) may be accomplished by any five (5) members rising and  
 26 requesting the Speaker to have the names called and the way the member voted  
 27 repeated. When contested, any representative (except a representative voting  
 28 by pair vote and the Speaker and a substitute Speaker) who is not present and  
 29 in his seat shall have his/her vote eliminated.

30 99. After a voice vote, the Speaker or any five (5) representatives  
 31 that doubt the result may call for a division of the House.

32 99.(a) Representatives voting aye shall stand at their seats until  
 33 counted.

34 99.(b) Then, representatives voting no shall stand at their seats  
 35 until counted.

36 99.(c) No representative shall be counted that is not at his/her

1 assigned voting station (his/her seat on the House Floor).

2 99.(d) The Speaker or his/her designee shall be responsible for  
3 counting the vote and the Speaker shall announce the result of the vote.

4 100. The Electronic Voting System shall have the same force and effect  
5 as a Roll Call. (Not less than a majority of the members of each House of  
6 the General Assembly may enact a law.) (Art. 5, Sec. 37 as added by Amend.  
7 19, Sec. 1)

8 101. The Speaker, with three (3) representatives, is sufficient to  
9 adjourn, or recess to a time certain, or sine die. (Neither house shall,  
10 without the consent of the other, adjourn for more than three (3) days, nor  
11 to any other place than that in which the two (2) houses shall be sitting.)  
12 (Art. 5, Sec. 28)

13 (Governor's power to adjourn) In cases of disagreement between the two  
14 (2) houses of the General Assembly, at a regular or special session, with  
15 respect to the time of adjournment, the Governor may, if the facts be  
16 certified to him/her by the presiding officers of the two (2) houses, adjourn  
17 them to a time not beyond the day of their next meeting; and, on account of  
18 danger from an enemy or disease, to such other place of safety as he/she may  
19 think proper. (Art. 6, Sec. 20)

20 102. Vetoes. (Art. 6, Secs. 15 thru 17; A.C.A. 10-2-116)

21 103. Extraordinary sessions of the General Assembly. (Art. 6, Sec. 19)

22 104. Homestead exemption increase (3/4 vote) (Art. 16, Sec. 16 as  
23 added by Amend. 59)

24 105. Workmen's Compensation Laws (Art. 5, Sec. 32 as amended by Amend.  
25 26)

26 106. It shall be a violation of the Rules of the House for any member  
27 of the House to accept a campaign contribution during the period beginning  
28 thirty (30) days before and ending thirty (30) days after any regular session  
29 of the General Assembly. If there is an extended recess of the General  
30 Assembly, the period shall end thirty (30) days after the beginning of the  
31 recess. It shall also be a violation of the Rules of the House for any  
32 member of the House to accept a campaign contribution during any extended  
33 session of the General Assembly or during any special session of the General  
34 Assembly.

35 107. All Roll Call votes on bills, emergency clauses on bills, resolutions,  
36 and amendments in the House of Representatives shall be entered by the House

1 into the General Assembly’s Internet web site.

2

3

ADDENDUM

4

HOUSE OF REPRESENTATIVES

5

COMMITTEE CHAIRPERSONS MANUAL

6

AND

7

HOUSE COMMITTEE RULES

8

9 A committee chairperson is a member appointed by the Speaker of the House to  
10 function as the parliamentary head of a standing, select, special or joint  
11 committee.

12

13 1) The chairperson (or vice chairperson in his or her absence) shall call the  
14 committee to order at the appointed time.

15

16 2) The presider shall determine a quorum present either by declaration,  
17 without objection, or by calling the roll (for quorum purposes only a roll  
18 call will be required if there is one objection by a committee member to the  
19 declaration of the presence of a quorum).

20

21 3) The presider shall maintain order of the committee meeting.

22

23 4) The presider shall decide all questions of order subject to appeal to the  
24 Speaker of the House who may refer the question to the Rules Committee whose  
25 decision may be appealed to the full House.

26

27 5) The presider shall supervise and direct the staff of the committee.

28

29 6) The presider shall prepare, or supervise the preparation of, and sign all  
30 reports of the committee and submit them to the full House.

31

32 House Rule 53.(b)

33 53.(b) All committees shall consider the bills, resolutions,  
34 amendments, petitions, and memorials referred to them and make one of the  
35 following reports in writing to the House:

36 53.(b)(1) That a bill, resolution, petition or memorial “do pass”;

1           53.(b)(2)   That a bill, resolution, petition or memorial “do not  
2 pass”, in which event the measure shall not be considered;

3           53.(b)(3)   That a bill, resolution, petition or memorial “do pass as  
4 amended”. No bill, resolution, petition or memorial shall be acted  
5 upon without a “do pass” or a “do pass as amended” recommendation. No  
6 bills shall be placed on the non-controversial calendar or deemed to  
7 be non-controversial in any way unless a motion is adopted in the  
8 committee to which the bill was referred. With a quorum present, the  
9 motion is considered adopted if there are no negative votes.

10  
11         7) A quorum (one more than half the total membership of the committee) must  
12 be present to transact official House committee business.

13  
14         (House Rule 64) No committee shall transact business without a quorum (a  
15 majority of the committee membership present). All final action on bills or  
16 resolutions, and on proposed amendments to bills or resolutions, shall be  
17 decided by a majority vote of the total membership of the committee.  
18 Provided, however, that the Speaker of the House shall not be included for  
19 the purpose of determining what is a majority of a standing committee, unless  
20 present at the time of the vote. A member of the committee must be present  
21 at the time of the vote for his/her vote to be counted on any matter  
22 considered by the committee (no pairs, no proxies).

23  
24         8) (House Rule 52. (c)(2)) The rules or proceedings of the House of  
25 Representatives shall be observed in all select committees, standing  
26 committees, and subcommittees of the House so far as they may be applicable.

27  
28         The precedence of motions so far as they are applicable shall be as listed in  
29 House Rule 17(a) – (q):

30  
31         (House Rule 17) When a question is under debate, motions shall have  
32 precedence in the following order (the request for a quorum call is always in  
33 order; the chairperson is not compelled to accept any motion):

34           17(a) To fix the time to which the House will adjourn (non-debatable)  
35           (majority of a quorum);

36           17(a)(1) (A majority of a quorum is a majority of those voting when at



- 1 least a majority of the members are present and voting);
- 2 17(b) To adjourn (non-debatable) (majority of a quorum);
- 3 17(c) To take a recess (non-debatable) (majority of a quorum);
- 4 17(d) Postpone temporarily; lay on the table (non-debatable) (majority
- 5 of a quorum) To take from the table (non-debatable) (majority of a
- 6 quorum);
- 7 17(e) Immediate consideration (non-debatable) (2/3 of a quorum);
- 8 17(f) Previous question (non-debatable) (5 seconds) (majority of a
- 9 quorum);
- 10 17(g) Limit or extend debate (non-debatable) (2/3 of a quorum);
- 11 17(h) To expunge (debatable) (2/3 of membership) (67);
- 12 17(i) Postpone to a day certain (debatable) (majority of a quorum);
- 13 17(j) Committee of the Whole, go into (non-debatable) (majority of a
- 14 quorum);
- 15 17(k) Refer (debatable) (majority of a quorum);
- 16 17(l) Amend (debatable) (majority of a quorum);
- 17 17(m) Substitute motion (debatable) (majority of a quorum);
- 18 17(n) Postpone indefinitely (debatable) (majority of membership);
- 19 17(o) Take out of proper order (non-debatable) (2/3 of a quorum);
- 20 17(p) Special order of business (debatable) (2/3 of a quorum); and
- 21 17(q) To suspend the rules (non-debatable) (2/3 of a quorum).

22

23 9) (House Rule 58(a)) All committee and subcommittee meetings including but

24 not limited to hearings at which public testimony is to be taken, (normally

25 called "public hearings") shall be open to the public (Art. V, Sec. 13) and

26 shall be scheduled at least eighteen (18) hours in advance; agendas of bills,

27 resolutions, and other proposals to be considered at such meetings shall be

28 posted in a designated place at least eighteen (18) hours in advance; but in

29 case of an emergency, a two-thirds (2/3) majority of the membership of the

30 committee may bring bills or resolutions up for consideration upon notice of

31 not less than two (2) hours.

32

33 10) (House Rule 58(b)) Special meetings of a standing committee may be

34 called by the chairperson of the committee or by a majority of the members of

35 the committee for conducting any business of the committee; provided, a

36 special meeting of the committee may not conflict with regularly scheduled

1 meetings of any standing committee; provided further, special meetings shall  
 2 be subject to the same procedures regarding the publishing of agendas and  
 3 notices of meetings that apply to regular standing committee meetings. (J.R.  
 4 21 – Joint Committee)

5  
 6 11) (House Rule 59) All persons wishing to offer testimony to a committee  
 7 hearing shall be given a reasonable opportunity to do so as determined by a  
 8 majority of the committee. An oral or written statement shall not be a  
 9 prerequisite to offer testimony before a committee.

10  
 11 12) (House Rule 61) No committee shall sit while the House is in session  
 12 except the Committee on Rules or a Conference Committee, which shall notify  
 13 the House.

14  
 15 13) (House Rule 64(a)) A bill, resolution or amendment in a House committee,  
 16 having been rejected twice, shall not be placed on the committee calendar  
 17 again or considered again during the same legislative session unless the vote  
 18 is expunged (two-thirds of the membership of the committee). The motion to  
 19 expunge shall be placed on the committee agenda, by a committee member, and  
 20 placed at the bottom of the active list. Notice of reconsideration not  
 21 permitted in committee.

22  
 23 14) (House Rule 45(a)) When a bill or resolution is under consideration,  
 24 amendments shall be in order. Upon adoption, amendments shall become a part  
 25 of the bill or resolution. Amendments to amendments may not be offered. All  
 26 amendments offered before the House or one of its committees must be  
 27 typewritten on an approved amendment form and signed by the sponsor. All  
 28 amendments shall be attached to the original bill or resolution, numbered by  
 29 the Bill Clerk, and shall be placed upon the members' desks before being  
 30 acted upon by the House.

31  
 32 (House Rule 36(e)) All amendments shall be entered on a separate sheet of  
 33 paper noting the line or lines to be changed and the words to be deleted or  
 34 inserted.

35  
 36 15) (House Rule 66) No bill or resolution shall be introduced with a

1 committee as the author of said bill or resolution unless that committee has  
 2 voted unanimously to sponsor the bill or resolution.

3  
 4 16) (House Rule 67) Committee Records and Reports

5 67(a) The chairperson of each committee of the House shall keep or  
 6 cause to be kept a record in which there shall be entered:

7 67(a) 1. The time and place of each hearing and each meeting of the  
 8 committee.

9 67(a) 2. The number and title of the bill or resolution with one of  
 10 the following three recommendations: "do pass", "do pass as amended",  
 11 or "do not pass". If a committee recommends a bill or resolution "do  
 12 pass as amended" and any of the amendments recommended by the committee  
 13 are not adopted on the floor, the bill or resolution shall be re-  
 14 referred to the same committee for further consideration and  
 15 recommendation.

16 67(a) 3. A summary of each bill or resolution's major provisions which  
 17 may be several paragraphs in length in case of major bills or  
 18 resolutions or simply the title of the bill or resolution in the case  
 19 of minor bills or resolutions.

20 67(a) 4. The reason for the committee's action on the bill or  
 21 resolution, including a brief minority report, if requested by any two  
 22 (2) committee members.

23 67(a) 5. A record of how every member voted on each bill or resolution  
 24 when action is taken by the committee, including votes on a motion to  
 25 postpone consideration on the bill or resolution and a recorded vote on  
 26 any other motion, if requested by any two (2) committee members.

27 67(a) 6. A list of all people testifying before a committee on each  
 28 bill or resolution, the interest that they represent, and an indication  
 29 of their position on the bill or resolution.

30  
 31 17) (House Rule 67(b)) Such records shall be approved by the chairperson  
 32 before the expiration of a seven (7) day period, with the exception of those  
 33 records referred to in (a) 1. and 2., hereinabove which shall be filed  
 34 immediately with the Clerk of the House.

35  
 36 18) (House Rule 22 part) When a question is raised about the proper referral

1 of a bill or resolution to committee, if the Speaker admits error in the  
 2 referral of the bill or resolution to a committee, the bill or resolution may  
 3 be re-referred by a majority vote of a quorum; however, if the Speaker does  
 4 not admit error in the referral of the bill or resolution to committee, the  
 5 bill or resolution may only be re-referred by a two-thirds (2/3) vote of a  
 6 quorum. When a bill or resolution is re-referred to a committee, any  
 7 previous committee recommendation is automatically stripped from the bill or  
 8 resolution. When a motion is under consideration, only two (2) substitutes  
 9 to that motion shall be in order. A substitute to the third degree shall not  
 10 be in order. Only a motion applicable to the main motion and of a higher  
 11 precedence upon recognition may be substituted for the motion under  
 12 consideration.

13  
 14 19) (House Rule 53 (a)) House Committee Staff will automatically and without  
 15 delay place all bills or resolutions referred to the committees on the  
 16 committee agendas. Staff will notify the sponsor of bills or resolutions  
 17 assigned to committee. Referred bills shall be placed on the committee's  
 18 active agenda in the order they are read across the desk on the House Floor.  
 19 When an active agenda is established in a committee and bills from that  
 20 agenda are not placed on the deferred list and if they are passed over, they  
 21 are placed at the bottom of the list of the day's active agenda. Bills read  
 22 across the desk on the House Floor later that same day or on a later day are  
 23 placed on the active agenda in the order they are read below bills already on  
 24 the active agenda.

25  
 26 20) After a bill or resolution has appeared on the Committee agenda and  
 27 has been called up for consideration by the Committee and the sponsor of the  
 28 bill or resolution or a representative is not present to present the bill or  
 29 resolution, the bill or resolution will be placed on the active agenda two  
 30 (2) additional times, but will be placed at the bottom of the active agenda.

31  
 32 21) If the sponsor or a representative is not present to present the  
 33 bill or resolution when called up after the bill or resolution has appeared  
 34 on the active agenda when called up during the third meeting, the bill or  
 35 resolution will be automatically dropped from the active agenda and placed on  
 36 the deferred list unless the sponsor notifies staff to put the bill or

1 resolution back on the active agenda before the agenda is prepared, for the  
 2 next called meeting. Requests to move bills or resolutions from the deferred  
 3 list to the active agenda must be made by 2:30 p.m. two (2) days prior to the  
 4 scheduled committee meeting. Bills moved from the deferred list to the  
 5 active agenda shall be listed at the bottom of the active agenda. Bills on  
 6 the deferred list may be moved to the active calendar as provided by rule for  
 7 a total of three (3) times only. A suspension of this rule by the Committee  
 8 (two-thirds of a quorum) will be required for each transfer of any bill  
 9 having been moved three (3) times previously.

10  
 11 22) Bills or resolutions suggested as non-controversial will be  
 12 considered before consideration of controversial bills or resolutions on the  
 13 agenda. The objection of one (1) committee member to the consideration of a  
 14 bill or resolution as non-controversial will automatically keep the bill or  
 15 resolution from being considered as being non-controversial. Even though a  
 16 bill or resolution has been considered as non-controversial, it will be  
 17 necessary after a "do pass" or "do pass as amended" recommendation that a  
 18 motion be made and there be unanimous consent of no less than a quorum of the  
 19 Committee for a bill or resolution to be eligible to be placed on the House  
 20 Non-controversial Calendar.

21  
 22 23) If a bill or resolution is discussed by a committee at a meeting,  
 23 but is not voted on because of time limitations or because the vote is  
 24 deferred to the next meeting, the bill or resolution will not lose its order  
 25 on the agenda and will not be counted as having been considered.

26  
 27 24) The author/sponsor of a bill or resolution may make a presentation  
 28 for his/her bill or resolution and may elect at that time to respond to  
 29 questions from the committee members. Following the initial presentation,  
 30 non-legislative---non-committee members will be allowed to alternately speak  
 31 against and for the bill or resolution. At the conclusion of the non-  
 32 legislative---non-committee member proponent and opponent presentations, the  
 33 sponsor may return to the podium and may elect to field questions from the  
 34 committee members. Those questions should be limited to requests for  
 35 clarification or the securing of information. Questions that are  
 36 rhetorically offered and are dilatory for the effect of debate are

1 discouraged. At this point, the chair will entertain motions from committee  
 2 members only. Discussion from that point forward is limited to committee  
 3 members for and against the motion in alternating fashion. If debate has not  
 4 been limited and time has not expired, the author/sponsor will be allowed to  
 5 close for his/her bill or resolution. During the closing, the author may  
 6 elect to field questions from committee members. At the conclusion of these  
 7 presentations, a vote will be taken on the motion properly before the  
 8 committee.

9  
 10 25) As determined by the presider courtesy may be extended to General  
 11 Assembly members who are non-committee members who need to return to their  
 12 own committee meetings.

13  
 14 26) (House Rule 64) Eleven (11) members of a standing committee  
 15 constitute a committee quorum with the Speaker present if he/she is a member  
 16 of the committee and ten (10) members when the Speaker is not present. A  
 17 committee recommendation of a bill or resolution will require these same  
 18 numbers.

19  
 20 27) Smoking is prohibited in the committee rooms and all adjoining  
 21 rooms.

22  
 23 28) (House Rule 67(a)5) A roll call vote will be required if requested  
 24 by any two (2) committee members, except for a quorum call which may be  
 25 requested by one (1) member. The request for a quorum call is always in  
 26 order.

27  
 28 29) When a roll call is required, the roll will be called by seniority  
 29 with the vice chairperson being called next to last and the chairperson last.

30  
 31 30) During a roll call vote, when a member's name has been called twice  
 32 and he/she does not respond, or when a member passes, they will not be  
 33 allowed to vote at a later time on the current issue before the committee.

34  
 35 31) No seconds are required during the legislative process except those that  
 36 are explicit in the rules, (roll call, previous question, sound the ballot,

1 etc.)

2

3 32) (House Rule 36(p)1) When any House or Senate bill or resolution  
 4 requiring an expenditure of public funds or otherwise imposing a new or  
 5 increased cost obligation on any municipality or county is pending before any  
 6 committee of the House of Representatives, any member of the committee may  
 7 request that a fiscal impact statement for such bill or resolution be placed  
 8 on the desk of each member of the committee before the bill or resolution is  
 9 called up for final action in the committee. If such request is made, the  
 10 chairperson of the committee shall refer the bill or resolution to the  
 11 appropriate state agency or to the legislative staff for the preparation of a  
 12 fiscal impact statement, to be returned to the committee in writing not later  
 13 than five (5) days from the date of the request.

14

15 33) (House Rule 36(p)4) Failure of the sponsor of a bill or resolution to  
 16 provide the fiscal impact statement required in this rule shall not prohibit  
 17 the consideration of it in the committee to which referred or on the floor of  
 18 the house in which the bill or resolution is called up for final passage, if  
 19 no objection to it is made at the time such action is taken.

20

21 (House Rule 36(p)5) Nothing in this rule shall prohibit a committee to which  
 22 a bill or resolution is referred or the house in which the bill or resolution  
 23 is being considered from suspending the requirement of the filing of a fiscal  
 24 impact statement on any such bill or resolution in the same manner as  
 25 provided for the suspension of the rules in the house in which the bill or  
 26 resolution is being considered.

27

28 34) Bills imposing new or additional costs on education.

29 (a)(1) As used in this section, unless the context otherwise requires,  
 30 "fiscal impact statement" means a realistic written statement of the purpose  
 31 of a proposed law, or a regulation promulgated under a law, and the estimated  
 32 financial cost to the state or any local school district of implementing or  
 33 complying with the proposed law or regulation.

34 (2) The fiscal impact statement shall be developed by the Office of  
 35 Economic and Tax Policy of the Bureau of Legislative Research with the  
 36 assistance of the Department of Education within the guidelines adopted by

1 the House Committee on Education and the Senate Committee on Education, as  
 2 applicable.

3 (b) Any bill filed in the House of Representatives or Senate that will  
 4 impose a new or increased cost obligation for education in grades  
 5 kindergarten through twelve (K-12) on the State of Arkansas or any local  
 6 school district shall have a fiscal impact statement attached to it prepared  
 7 and filed with the chair of the committee to which the bill is referred:

8 (1) At least three (3) days before the bill may be called up for final  
 9 action in the committee during a regular session of the General Assembly; and

10 (2) At least one (1) day before the bill may be called up for final  
 11 action in the committee during a special session of the General Assembly.

12 (c)(1)(A) If any such House or Senate bill is called up for final passage in  
 13 the House or Senate and a fiscal impact statement has not been provided by  
 14 the author of the bill or by the committee to which the bill was referred,  
 15 any member of the House or Senate may object to the bill's being called up  
 16 for final passage until a fiscal impact statement is prepared and made  
 17 available on the desk of each member of the House or Senate at least one (1)  
 18 day prior to the bill's being called up for final passage.

19 (B) An affirmative vote of two-thirds (2/3) of a quorum present and  
 20 voting shall override the objection.

21 (2) If an objection is made without override, the presiding officer of the  
 22 House or Senate shall cause the bill to be referred to the office for the  
 23 preparation of a fiscal impact statement which shall be filed with the  
 24 presiding officer not later than five (5) days from the date of the request.

25 (A.C.A. 10-2-127)

26

27 35) Bills imposing new or additional costs and restrictions on inmate  
 28 population patterns or affecting programs or services of the Department of  
 29 Corrections.

30 (a) Each of the following bills introduced in the General Assembly  
 31 shall have a cost impact statement attached to the bill prior to the  
 32 committee to which the bill is referred taking action in regard to the bill:

33 (1) Bills which affect inmate population patterns at facilities  
 34 of the Department of Correction by imposing restrictions on inmate release,  
 35 or by increased intake into the department of inmates based on felony  
 36 convictions; and



1           (2) Bills which affect programs or services of the department.

2           (b) In addition, copies of the cost impact statement shall be  
3 furnished on the desk of each member of the Senate and of the House of  
4 Representatives at least one (1) day prior to the date on which the bill is  
5 on third reading and debated for final passage in the respective houses.

6           (c) Cost impact statements required under this section shall be  
7 prepared, upon referral thereof by the Speaker of the House of  
8 Representatives, with respect to House bills, and by the President of the  
9 Senate upon recommendation of the Senate Rules Committee, with respect to  
10 Senate bills, at the time of introduction thereof, to:

11           (1) The Director of the Department of Correction, who shall  
12 either personally prepare, or cause appropriate officials of the department  
13 to prepare, a cost impact statement to be approved by the director before  
14 submission to the house in which the request was made; or

15           (2) Any other state agency which has information available upon  
16 which to base a cost impact statement.

17           (d) The cost impact statement shall be furnished to the Governor and  
18 to the President of the Senate and the Speaker of the House of  
19 Representatives who shall cause copies thereof to be prepared for  
20 distribution upon the desks of the members of the House and Senate at least  
21 twenty-four (24) hours prior to consideration of any such bill by committee  
22 or twenty-four (24) hours prior to the bill's being called up for third  
23 reading and final passage.

24           (e) The cost impact statement shall be certified by the director, or  
25 the director of the appropriate agency to which the bill is referred for  
26 preparation of an impact statement, and shall be returned and filed as  
27 required in this section within not more than five (5) days from the date of  
28 receipt thereof unless additional time in which to prepare the statement is  
29 granted by the requesting official. (A.C.A. 12-28-103)

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