

Stricken language would be deleted from and underlined language would be added to HOUSE Rules.

1 State of Arkansas
2 83rd General Assembly
3 Regular Session, 2001

As Engrossed: H1/8/01

HR 1001

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

9 TO ADOPT THE RULES OF THE HOUSE OF REPRESENTATIVES OF
10 THE EIGHTY-THIRD GENERAL ASSEMBLY.

11
12 **Subtitle**

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

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

20
21 The following are hereby adopted as the Rules of the House of
22 Representatives of the Eighty-Third General Assembly of the State of Arkansas:

23
24 I
25 MEMBERS

26 1. Every representative shall be present within the House during the
27 session of the House, unless excused or necessarily prevented. (Apportionment
28 -- Membership in General Assembly -- Art. VIII as amended by Amendments 23 and
29 45)

30 2. For the purpose of seating in the House chamber for an upcoming
31 regular session of the General Assembly, the Speaker of the House shall, on
32 the first Friday following the November General Election, declare all House
33 chamber seats vacant and representatives and representatives-elect must select
34 in the order of their seniority any seat not occupied after notification by
35 the Chief Clerk of available seats. Absence or failure to select a seat at the
36 assigned selection time will automatically allow the Speaker to assign the

1 member to his or her same seat if it is available or the member or member-
2 elect to a seat selected by the Speaker. Immediately following the selection
3 of a seat by a member or member-elect or assignment of a seat by the Speaker,
4 the member or member-elect's signature or Speaker's signature is required.
5 Following all seat selections or assignments, member or member-elect's
6 signatures or the Speaker's signature shall represent final movement. The
7 Chief Clerk shall furnish voting machine and desk keys. Representatives and
8 representatives-elect may select, in the order of their seniority, any seat
9 not reserved or occupied after notification by the Chief Clerk of available
10 seats. Members and members-elect shall opt for seat choices at least one (1)
11 week after notification. Failure to opt at least five (5) days after receipt
12 of a second notice by registered mail will automatically allow the Speaker-
13 designate and the Chief Clerk to place the member in the same seat or a
14 member-elect in a seat selected by them. All signatures on correspondence
15 received for seat assignments shall represent final movement. The Chief Clerk
16 shall furnish desk and locker keys.

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

26 4. A majority of all representatives elected to the House shall be
27 necessary to transact business. When less than a quorum of House members
28 shall assemble, those present shall be authorized to send for the absent
29 representatives or adjourn. Penalties may be decided by a majority of the
30 representatives present. (Art. V, Sec. 11)

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

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

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

4 8. No member at any time shall take from the House any bill or other
5 paper belonging to the House, without consent of the Speaker, subject to the
6 will of the House.

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

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II

11

THE SPEAKER

12

10. Selection.

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

18

10. (a)(1) A caucus of the entire House of Representatives shall be held
19 on the first Tuesday in March during each regular biennial session at which
20 time the members of the House shall select by secret ballot a member of the
21 House to be known as the Speaker-designate. Each candidate for Speaker-
22 designate shall be allowed fifteen minutes to address the House before the
23 ballot is taken. The Speaker shall announce the name and number of votes
24 received by the candidate who received at least a majority of the votes of the
25 membership of the House. Each candidate shall be entitled to verify the
26 number of votes he or she received.

27

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

31

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

36

10. (a)(4) If it is determined that the Speaker-designate will not serve

1 as a member of the House of Representatives of the next-following General
2 Assembly due to death, resignation, failure to be a candidate for reelection
3 in the party primary election, or failure to be reelected as a party candidate
4 in the primary election, a vacancy in the position of Speaker-designate shall
5 exist and be filled at the caucus of the entire House of Representatives-elect
6 held on the Friday following the November general election for the selection
7 of members to serve on standing committees, the Legislative Council, the House
8 Budget Committee, and the Legislative Joint Auditing Committee, and the
9 Speaker of the House of Representatives shall be elected upon convening of the
10 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-following
13 General Assembly, subject to selection by the membership of the House upon
14 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 temporary
30 employees while the legislature is in session and the permanent employees
31 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 committees and to
4 appoint and confirm committee chairpersons in accordance with the House Rules
5 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;

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

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

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

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

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

25 11. (n) Vacate the Speaker's premises by October 1 in the even-numbered
26 years; and

27 11. (o) Keep a permanent register of the seniority of the members of the
28 House of Representatives.

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

33
34 III

35 COORDINATOR OF HOUSE LEGISLATIVE SERVICES

36 12. The Coordinator of House Legislative Services shall be appointed by

1 the Speaker of the House with the approval of the House Management Committee.
2 (Art. V, Sec. 11)

3 13. The duties of the Coordinator of House Legislative Services shall
4 be to:

5 13. (a) Coordinate and supervise the activities of all temporary and
6 permanent House employees, i. e., Chief Clerk, Chief Fiscal Officer, Executive
7 Secretary, Assistant Executive Secretary, House Information Officer, and House
8 Properties Manager;

9 13. (b) Keep or cause to be kept all fiscal accounts and records;

10 13. (c) Approve, by co-signing with the Speaker of the House,
11 disbursements of all House funds;

12 13. (d) Acquire stationery, postage and other supplies and equipment for
13 the House of Representatives and its members; (A. C. A. 10-3-602 -- Joint
14 Committee on Legislative Printing Requirements and Specifications)

15 13. (e) Approve for disbursement all interim expense funds;

16 13. (f) Act as travel supervisor;

17 13. (g) Act as purchasing agent;

18 13. (h) Act as custodian of House properties; and

19 13. (i) Review and approve all requests for employee leave.
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21 IV

22 THE CHIEF CLERK

23 14. The Chief Clerk shall be appointed by the Speaker-designate by
24 November 1 of the even-numbered years, subject to confirmation by a majority
25 vote of the membership of the House. (Article V, Sec. 11)

26 15. The duties of the Chief Clerk shall be to; (A. C. A. 10-2-102):

27 15. (a) Have custody of all bills, papers and records of the House and
28 not to permit them to be taken out of his/her custody except by the provisions
29 established in House Rule #8. Staff must sign a receipt for all bills taken
30 from the Clerk;

31 15. (b) Keep the Journal of the proceedings of the House, and, under the
32 direction of the Speaker, subject to the will of the House, correct errors in
33 the Journal;

34 15. (c) Keep the necessary records for the House;

35 15. (d) Supervise the engrossment and enrollment of bills and to certify
36 their passage, with the assistance of the appropriate committee (J.R. 6 thru

1 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) (J.R. 19);

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

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

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

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

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

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V

27

PARLIAMENTARIAN

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

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

1 the House;

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

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

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

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

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

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

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

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

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VI

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PARLIAMENTARY PRACTICE

20 17. When a question is under debate, motions shall have precedence in
21 the following order:

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

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

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

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

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

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

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

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

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

35 17. (i) Postpone to a day certain (debatable) (majority of a quorum);

36 17. (j) Committee of the Whole, go into (non-debatable) (majority of a

- 1 quorum);
- 2 17. (k) Refer (debatable) (majority of a quorum);
- 3 17. (l) Strike the enacting clause (debatable) (2/3 of a quorum);
- 4 17. (m) Amend (debatable) (majority of a quorum);
- 5 17. (n) Substitute motion (debatable) (majority of a quorum);
- 6 17. (o) Postpone indefinitely (debatable) (majority of membership);
- 7 17. (p) Take out of proper order (non-debatable) (2/3 of a quorum);
- 8 17. (q) Special order of business (debatable) (2/3 of a quorum); and
- 9 17. (r) To suspend the rules (non-debatable) (2/3 of a quorum).
- 10 18. A motion to adjourn shall always be in order except when the
- 11 previous question has been ordered.
- 12 19. The motion to recess, when the floor can be obtained for that
- 13 purpose, must specify the time which shall elapse and the time for
- 14 reconvening. It may be amended to alter specific time.
- 15 20. Previous question:
- 16 20. (a) When any debatable question is before the House, any member may
- 17 move the previous question. It shall be seconded by five (5) members whether
- 18 the question shall be stated. When the previous question shall have been
- 19 adopted, the proponents shall be allowed fifteen (15) minutes in which to
- 20 debate it, and the opponents of the main question shall be allowed fifteen
- 21 (15) minutes, after which time a vote upon the main question shall be taken.
- 22 20. (b) Pending a vote on the main question, one motion to refer is
- 23 permitted. A motion to refer under this rule applies to House resolutions as
- 24 well as to House bills, to Senate bills and to Senate amendments to a House
- 25 bill, and to a motion to amend the Journal. The motion to refer under this
- 26 rule is non-debatable and may not be laid upon the table.
- 27 21. A motion to postpone to a day certain may not specify the hour; a
- 28 special order is necessary to specify the hour; the motion may be amended and
- 29 it is debatable within narrow limits only, confined to the merit of the motion
- 30 itself.
- 31 22. The simple motion to refer is debatable within its narrow limits,
- 32 but the merits of the proposition to which it is proposed to refer may not be
- 33 brought into the debate. The motion to refer with instructions is debatable
- 34 (majority vote of a quorum). When a question is raised about the proper
- 35 referral of a bill to committee, if the Speaker admits error in the referral
- 36 of the bill to a committee, the bill may be re-referred by a majority vote of

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

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

13 23. (a) The motion for indefinite postponement and possible
14 consideration by a joint interim committee shall be as follows: Mr. Speaker, I
15 move that consideration of _____ be postponed indefinitely and that
16 consideration be given by the joint interim committee on _____ for a study
17 of _____. (majority of membership).

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

20 25. Reconsideration:

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

35 25. (b) The provisions of the rule that the motion may be made "by any
36 member of the majority" is construed, in case of a tie, to mean the member of

1 the prevailing side, and the same construction applies in the case of a two-
2 thirds (2/3) vote. Where the yeas and nays have not been ordered recorded in
3 the Journal, any member, irrespective of whether he/she voted with the
4 majority or not, may make the motion to reconsider or give notice thereof; but
5 a member who was absent or who was paired in favor of the majority contention
6 and did not vote may not make a motion.

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

18 25. (d) The motion to reconsider is agreed to by a majority of a quorum,
19 even though the vote reconsidered requires a majority or more of the
20 membership.

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

23 25. (f) No bill, petition, memorial, or resolution referred to a
24 committee or reported therefrom for recommitment shall be brought back into
25 the House on a motion to reconsider.

26 25. (g) "The Clincher" motion is two (2) motions in one; it is a motion
27 to reconsider and to lay on the table. Having prevailed, the proposition
28 shall not be again considered except by expunging the record. The clincher
29 motion is adopted by a majority of the membership.

30 25. (h) No "clincher" motion shall be entertained on a bill passed
31 during the morning hour or which has been represented to be non-controversial
32 regardless of when passed. Prior to the 60th day of a session, no bill passed
33 during the morning hour, or a bill appearing on the non-controversial bill
34 calendar which has passed, shall be transmitted to the Senate until the
35 expiration of the morning hour of the day next following its passage in which
36 the House is in session.

- 1 26. No dilatory motion shall be entertained by the Speaker.
- 2 27. Two-thirds (2/3) of a quorum may suspend the rules, other than
3 rules that require a two-thirds (2/3) vote of the membership. (J.R. 14 –
4 Suspending Joint Rules)
- 5 28. No standing rule or order shall be revised without one (1) day's
6 notice being given thereof.
- 7 29. In every case not provided for in the House rules, the Speaker, the
8 Parliamentarian, and the members shall be guided by Mason's Manual of
9 Legislative Procedure. Each member of the Rules Committee may be furnished a
10 copy of the current edition and of each new or revised edition of Mason's
11 Manual of Legislative Procedure and additional copies may be available to
12 other members from the Parliamentarian, upon approval of the Rules Committee.
13

VII

DAILY ORDER OF BUSINESS

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- 15
- 16 30. The House shall convene at 1:30 p.m., unless otherwise ordered by
17 the House membership.
- 18 31. The daily order of business shall be:
- 19 (a) Prayer
- 20 (b) Pledge of Allegiance
- 21 (c) Roll call
- 22 (d) Leaves of absence
- 23 (e) Reading and approval of the previous day's Journal
- 24 (f) Petitions and memorials
- 25 (g) Reports from select committees
- 26 (h) Reports from standing committees
- 27 (i) Motions, resolutions and notices
- 28 (j) Unfinished business
- 29 (k) Executive communications
- 30 (l) Introduction, reading and advancement of bills and resolutions
- 31 31.(l) 1. Senate communications and amendments to House bills
- 32 2. Introduction, reading and advancement of bills and joint
33 resolutions
- 34 3. Bills and resolutions from the Senate on first reading
- 35 4. Bills and resolutions from the Senate on second reading
- 36 5. Senate bills and joint resolutions on third reading

- 1 31. (m) Announcement of committee meetings, and
2 31. (n) Adjournment.
- 3 32. Introduction and reading of bills and resolutions may be ordered by
4 the Speaker of the House at his/her discretion.
- 5 33. Items "(a)" through "(j)" shall take no more than one (1) hour of
6 House time each day unless extended by a majority vote of the House members
7 present. These items may not be extended on those designated Senate days
8 beyond the one (1) hour limit. (J.R. 12 – Senate days)
- 9 34. Unfinished business items, except items "(a)" through "(j)", take
10 up where the House left the day before when it adjourned. Items "(a)" through
11 "(j)" begin new each day.
- 12 35. Privileged matters may interrupt the order of business. These
13 privileged matters are:
- 14 35. (a) Appropriation bills and revenue bills, sponsored by the
15 committees on Budget, Revenue and Taxation and the Committee on Rules (J.R.
16 15);
- 17 35. (b) Conference reports;
- 18 35. (c) Special orders reported by the Committee on Rules for
19 consideration by the House;
- 20 35. (d) Consideration of amendments between the House and Senate after
21 disagreement;
- 22 35. (e) Question of privilege;
- 23 35. (f) Privileged resolutions reported under the right to report any
24 time; and
- 25 35. (g) Bills returned with the objections of the Governor.

VIII

BILLS

- 29 36. Any representative may introduce bills, petitions, resolutions and
30 memorials by filing them with the Clerk of the House. (A.C.A. 10-2-112 -- Pre-
31 session filing)
- 32 36. (a) Each measure must have an original and twelve (12) copies and
33 ten (10) captions of the title either typewritten or photocopies. (J.R. 17
34 [B])
- 35 36. (b) The Clerk shall take the original and perforate or stamp it as
36 the original.

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

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

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

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

11 36. (g) The improper introduction of a bill, resolution, amendment,
12 petition or memorial involves a question of privilege. Such measures
13 improperly introduced shall be returned to the representative who introduced
14 them.

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

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

20 36. (j) No bill shall be passed by either house containing more than one
21 subject, which shall be expressed in the title. (J.R. 4)

22 36. (k) In making appropriations for any biennial period, the General
23 Assembly shall first pass the General Appropriation Bill provided for in
24 Section 30 of Article V of the Constitution, and no other appropriation bill
25 may be enacted before that shall have been done. (As added to Article V by
26 Amendment No. 19; Sec. 4)

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

32 The general appropriation bill shall embrace nothing but appropriations
33 for the ordinary expense of the executive, legislative and judicial
34 departments of the State; all other appropriations shall be made by separate
35 bills, each embracing but one subject. (Art. V, Sec. 30)

36 No state tax shall be allowed, or appropriation of money made, except to

1 raise means for the payment of the just debts of the State, for defraying the
2 necessary expenses of government, to sustain common schools, to repel invasion
3 and suppress insurrection, except by a majority of two-thirds (2/3) of both
4 houses of the General Assembly. (Art. V, Sec. 31)

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

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

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

26 36. (n) The Joint Committee on Constitutional Amendments shall consist
27 of the members of the Senate Committee on State Agencies and Governmental
28 Affairs and the members of the House Committee on State Agencies and
29 Governmental Affairs. No proposed constitutional amendment can be recommended
30 to either house of the General Assembly except upon the affirmative vote of a
31 majority of the members of the Senate Committee on State Agencies and
32 Governmental Affairs and an affirmative vote of a majority of the members of
33 the House Committee on State Agencies and Governmental Affairs. No resolution
34 proposing a constitutional amendment shall be filed in either the House of
35 Representatives or the Senate after the thirty-first (31st) day of each
36 regular session of the General Assembly. All resolutions proposing

1 constitutional amendments shall be referred to the Joint Committee on State
2 Agencies and Governmental Affairs. Other resolutions proposing constitutional
3 amendments shall not be reported to or considered by either house of the
4 General Assembly until the original recommendations of the Joint Committee on
5 State Agencies and Governmental Affairs are disposed of. (J.R. 20)

6 36. (o)(a) Any proposed legislation affecting any publicly supported
7 retirement system or pension plan to be considered by the General Assembly at
8 a regular biennial session shall be introduced in the General Assembly during
9 the first ~~thirty (30)~~ fifteen (15) calendar days of a regular biennial
10 session.

11 36. (o)(b) No such bill shall be introduced after the ~~thirtieth~~
12 fifteenth day of a regular biennial session unless its introduction is first
13 approved by a three-fourths (3/4) vote of the full membership of each house of
14 the General Assembly.

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

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

26 Before adoption of regulation, etc. -- No regulation, rule, policy,
27 order, or administrative law which would have a fiscal impact on any
28 municipality or county in this state shall be valid unless 30 days prior to
29 its adoption by a board, commission, agency, department, office or other
30 authority of the government of the State of Arkansas, except the General
31 Assembly, the Courts and the Governor, such board, commission, agency,
32 department, officer or other authority shall file a fiscal impact statement
33 with the Secretary of State. Any municipality or county which will be affected
34 by the proposed regulations, rule, policy, order or administrative law upon
35 request shall immediately be furnished with a copy of the fiscal impact
36 statement by the board, commission, agency, department, officer or other

1 authority. (A. C. A. 19-1-302)

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

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

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

25 36. (p) 3. If a bill is called up for final passage in the House of
26 Representatives and a fiscal impact statement has not been provided for the
27 bill, any member of the house in which the bill is being considered may move
28 that a final vote on the passage of the bill be delayed until a fiscal impact
29 statement is prepared and made available on the desk of each member of the
30 House at least one (1) full day prior to the bill being called up for final
31 passage. If such motion is made and is adopted by a majority vote of the
32 membership of the House, the Speaker of the House shall cause the bill to be
33 referred to the appropriate state agency or to the designated legislative
34 staff for the preparation of a fiscal impact statement, which shall be filed
35 with the House within five (5) days of the date of the request.

36 36. (p) 4. Failure of the sponsor of a bill to provide the fiscal impact

1 statement required in this rule shall not prohibit the consideration of it in
2 the committee to which referred or on the floor of the house in which the bill
3 is called up for final passage, if no objection to it is made at the time such
4 action is taken.

5 36. (p) 5. Nothing in this rule shall prohibit a committee to which a
6 bill is referred or the house in which the bill is being considered from
7 suspending the requirement of the filing of a fiscal impact statement on any
8 such bill in the same manner as provided for the suspension of the rules in
9 the house in which the bill is being considered.

10 36. (p) 6. Copies of the fiscal impact statements prepared in compliance
11 with the provisions of this rule shall be made available, upon request for
12 them, to representatives of municipal or county governments. A fiscal impact
13 statement filed or prepared in compliance with this rule is declared to be a
14 public record within the meaning of the Freedom of Information Act of 1967, §
15 25-19-101 et seq.

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

20 37. (a) The first reading of a bill shall be for information and unless
21 otherwise ordered by the House, it shall be placed on the second reading
22 calendar. (Every bill shall be read at length on three different days in each
23 house, unless the rules be suspended by two-thirds of the house, when the same
24 may be read a second or third time on the same day;... (Art. V, Sec. 22)

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

30 38. Second reading

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

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

36 38. (c) Before consideration by a committee, any representative may

1 attach an amendment to the bill which shall be referred to the committee with
2 the bill, without debate. It is the author's responsibility to have the
3 amendment properly numbered by the Bill Clerk, not the committee staff. An
4 amendment must be properly filed by the author and properly numbered by the
5 Bill Clerk prior to being voted on by the House.

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

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

11 39. A bill shall not be called for a third reading and final passage
12 until a photocopied or printed copy of same shall have been placed on every
13 representative's desk for twenty-four (24) hours, and no bill or resolution
14 may be brought up for a third reading and final passage on the floor of the
15 House until it has been on the calendar of the House for at least one (1) day.

16 40. A calendar of bills and resolutions to be considered in the order
17 of business during any legislative day shall be printed and placed on the
18 members' desks prior to the adjournment of the preceding legislative day.

19 41. A bill ordered to be engrossed or enrolled shall be typed or
20 photocopied.

21 42. A bill having been rejected may not be brought up again during the
22 same legislative session unless it be an appropriation bill. Appropriation
23 bills may be considered a total of two times during any calendar day.
24 Following a second consideration during the same calendar day, a motion to
25 reconsider or a motion to expunge must be adopted before an appropriation bill
26 may be considered.

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

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

34 45. Amendments to bills and resolutions:

35 45. (a) When a bill or resolution is under consideration, amendments
36 shall be in order. Upon adoption, amendments shall become a part of the bill

1 or resolution. Amendments to amendments may not be offered. All amendments
2 offered before the House or one of its committees must be typewritten on an
3 approved amendment form and signed by the sponsor. All amendments shall be
4 attached to the original bill, numbered by the Bill Clerk, and shall be placed
5 upon the members' desks before being acted upon by the House. (Art. V, Sec.
6 21)

7 45. (b) When a House bill has been amended in the Senate, upon return of
8 said bill to the House, the Speaker shall re-refer the bill, together with the
9 Senate amendment(s), to the committee to which the bill was originally
10 referred, for review. Concurrence in the Senate amendment shall not be
11 considered by the House until the committee report is received by the House.
12 When a House bill is amended and passed by the Senate and is returned to the
13 House, the bill shall be re-printed with the Senate amendments included
14 therein and specifically identified and shall be placed on each member's desk
15 before final action is taken on the bill by the House. When the Senate
16 amendment is before the House, the same number of votes will be required to
17 concur in the Senate amendment as was required in the original passage of the
18 bill in the House.

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

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

25 45. (e) All appropriation bills and other bills which are required to be
26 submitted to the Budget Committee, or to another designated committee of the
27 House and Senate, which are amended on the floor of either house of the
28 General Assembly by an amendment which was not recommended favorably by the
29 Budget Committee, or by any other committee of the House and Senate to which
30 referred, shall be re-referred to such committee of the House and Senate for
31 consideration and recommendation before said bill may be considered for final
32 passage or concurrence by the House of Representatives.

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

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

1

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

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

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

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

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

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

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

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

27 45. (p) When a bill has a committee recommendation and is subsequently
28 amended to change the title and/or the list of sponsors, such amendment shall
29 not cause the bill to be re-referred to committee.

30 45. (q) Members' Own Bills may be withdrawn at a specific time set aside
31 by the House by placing them on the "Withdrawal Calendar" no later than 4:30
32 p.m., the day preceding the day they are to be withdrawn. Bills for
33 withdrawal may be placed on the "Withdrawal Calendar" only by the member whose
34 name is listed first as author of the bill. The member requesting withdrawal
35 may recommend the bill to be studied by the same committee to which the bill
36 was assigned at the time of request for withdrawal.

1 information is treated as a resolution of inquiry.

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

4

5

X

6

STANDING, SELECT, AND SPECIAL COMMITTEES

7

(Interim Committees) (A.C.A. 10-3-203 thru 10-3-212)

8

51. The committees of the House of Representatives shall consist of ten (10)

9

standing committees, seven (7) select committees, and three (3) special

10

committees. The standing committees shall be five (5) Class A committees and

11

five (5) Class B committees. The seven (7) select committees shall be five

12

(5) joint select committees and two (2) House select committees. The three

13

(3) special committees shall be two (2) joint committees and one (1) House

14

committee. The House standing, joint select, select and special committees are

15

as follows:

16

51. (a) HOUSE STANDING COMMITTEES

17

Class A Committees

18

Education

19

Judiciary

20

Public Health, Welfare and Labor

21

Public Transportation

22

Revenue and Taxation

23

Class B Committees

24

Aging, Children and Youth, Legislative and Military Affairs

25

Agriculture, Forestry and Economic Development

26

City, County and Local Affairs

27

Insurance and Commerce

28

State Agencies and Governmental Affairs

29

51. (b) JOINT SELECT COMMITTEES

30

(1) Joint Budget -- (to consist of twenty (20) members of the

31

House and twenty (20) members of the Senate). (A.C.A. 10-3-501 thru 10-3-508)

32

The House members of the Joint Budget Committee shall be known as the House

33

Budget Committee.

34

(2) Joint Committee on Energy -- (to consist of thirteen (13)

35

members of the House and seven (7) members of the Senate). (A.C.A. 10-3-802

36

thru 10-3-822)

1 (3) Joint Committee on Public Retirement and Social Security
2 Programs -- (to consist of ten (10) members of the House and ~~seven (7)~~ ten
3 (10) members of the Senate). (A.C.A. 10-3-701 thru 10-3-703)

4 (4) Joint Performance Review Committee -- (to consist of twenty
5 (20) members of the House and seven (7) members of the Senate). (A.C.A. 10-3-
6 901 thru 10-3-903)

7 (5) Joint Committee on Advanced Communications and Information
8 Technology -- (to consist of seven (7) members of the House and seven (7)
9 members of the Senate). (A.C.A. 10-3-1701 thru 10-3-1707).

10 51. (c) HOUSE SELECT COMMITTEES

11 House Rules Committee shall consist of no more than fifteen (15)
12 members.

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

15 51. (d) SPECIAL COMMITTEES

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

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

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

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

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

25 51. (d)(1)(e) Seven (7) members of the Senate to be named by the Senate
26 Committee on Committees. (A.C.A. 10-3-1101 thru 1110)

27 51. (2) House Committee on the Journal; Engrossed and Enrolled Bills
28 shall consist of not more than five (5) members. The House Committee on the
29 Journal; Engrossed and Enrolled Bills shall not be considered a standing or
30 select committee. The committee shall consist of the Speaker of the House of
31 Representatives who shall be chairperson, the chairperson of the House Rules
32 Committee who shall be the vice chairperson, the chairperson of the House
33 Management Committee, and two (2) members of the House appointed by the
34 Speaker of the House; and, the House Parliamentarian shall serve as secretary
35 and advisor to the committee.

36 51. (3) Joint Committee on Legislative Printing Requirements and

1 Specifications -- (to consist of the chairperson and vice-chairperson of the
2 House Management Committee, the chairperson and vice-chairperson of the Senate
3 Efficiency Committee, the Speaker of the House of Representatives and the
4 President Pro Tempore of the Senate). (A.C.A. 10-3-601 thru 10-3-605).

5 52. (a) STANDING COMMITTEES

6 52. (a)(1) Members of the standing committees shall be selected by House
7 District Caucuses of members-elect on the Friday following the November
8 general election with each caucus selecting five (5) members for each "A"
9 standing committee and five (5) members for each "B" standing committee. The
10 members-elect of the Second District Caucus shall select up to three (3)
11 members for each standing committee from within the Pulaski County membership
12 and the remaining members for each standing committee from without the Pulaski
13 County membership; this provision may be waived by majority vote of the
14 members-elect from without Pulaski County. Standing committee membership
15 shall be confirmed at the same time that representatives are administered the
16 oath of office.

17 52. (a)(2) Each member of the House who is serving a first or second
18 term in the House shall be entitled to serve as a non-voting member of one of
19 the ten joint interim committees designated as "A" and "B" committees. The
20 non-voting members of each of the ten joint interim committees shall be
21 selected by the four House caucuses at a time designated by the Speaker
22 sometime before the adjournment of each regular session. Each caucus shall
23 select not to exceed three (3) first or second term members to serve as non-
24 voting members of each of the ten joint interim committees designated as "A"
25 and "B" committees. The non-voting members shall be entitled to attend
26 meetings of the committees, to serve on subcommittees of the committee, to
27 participate in the deliberations of the committee or subcommittee, and to
28 receive per diem and mileage for attending meetings of the committee or
29 subcommittee, but shall not have a vote in the committee or a subcommittee.

30 52. (a)(3) Members of the House of Representatives who are committee
31 chairpersons who have been assigned an office shall vacate the committee
32 chairperson's office by December 1 following the general election in the even-
33 numbered years if the House member is not to be a member of the House during
34 the forthcoming General Assembly or if the member, for whatever reason, will
35 no longer be chairperson of the committee during the forthcoming General
36 Assembly.

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

15 52. (a)(5) A signed report from the chairperson of a caucus district
16 will represent final movement to a standing committee. A signed report from
17 the chairperson of a standing committee will represent final movement to a
18 permanent subcommittee. There shall be no transfers from one standing
19 committee to another or from one permanent subcommittee to another during the
20 biennium following initial biennial appointment and or confirmation. After
21 selection of standing committee members and permanent subcommittee members, a
22 vacancy occurring on a standing committee or permanent subcommittee during the
23 biennium because of the death, resignation, impeachment, etc., of a member,
24 shall be temporarily filled by the Speaker of the House assigning the newly
25 elected member, for the remainder of the biennium, to the "A" and "B" standing
26 committees, and the permanent subcommittees previously held by their
27 predecessor. At the end of the biennium, the temporary positions held on the
28 "A" and "B" committees and the permanent subcommittees will be declared vacant
29 and will be available for choosing in accordance with House rules.

30 52. (b) SELECT COMMITTEES

31 52. (b)(1) The Speaker shall appoint all members on all House select
32 committees and all Joint Select Committees except the Joint or House Budget
33 Committee.

34 52. (b)(2) The House Budget Committee shall consist of five (5) members
35 of the House of Representatives and two (2) alternates chosen from each caucus
36 district on the first Friday following the November general election before

1 each regular biennial session. At the time the alternates are selected, one
2 shall be designated as first alternate and the other as second alternate. The
3 selections shall be made by caucus of the House members-elect residing within
4 each caucus district. Members-elect chosen for membership on the House Budget
5 Committee shall select one of their number to serve as chairperson-elect and
6 one to serve as vice chairperson-elect. The term of office of the members
7 shall be from January 1 of odd-numbered years through December 31 of the
8 following even-numbered year. Vacancies in either a member or alternate
9 member position shall be filled in the same manner as the initial member or
10 alternate member position was filled. House Budget Committee membership shall
11 be confirmed at the same time that representatives are administered the oath
12 of office. Prior to confirmation, however, members-elect chosen to serve on
13 the House Budget Committee shall conduct pre-session budget hearings, either
14 standing alone or in conjunction with the Legislative Council.

15 52. (b)(3) No member of the House of Representatives shall serve on more
16 than one (1) select committee. The Legislative Council, the Legislative Joint
17 Auditing Committee, the House Budget Committee, the House Committee on the
18 Journal; Engrossed and Enrolled Bills, and the House Management Committee are
19 excluded therefrom.

20 52. (c)(1) The Speaker of the House shall appoint a chairperson and a
21 vice chairperson of each standing committee and each select committee. The
22 chairperson of each standing committee shall appoint from the membership of
23 each permanent subcommittee, a chairperson and vice chairperson, provided
24 however that the vice chairperson of the standing committee shall
25 automatically be the chairperson of the permanent subcommittee of his/her
26 choosing. No member of the House, with the exception of each House standing
27 committee vice chairperson, shall be chairperson or vice chairperson of more
28 than one (1) standing committee, select committee, or permanent subcommittee.

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

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

35 52. (c)(4) After the membership of a standing committee or a permanent
36 subcommittee is established, no member shall be removed from any standing

1 committee or any permanent subcommittee during the biennium for which he/she
2 was selected.

3 53. Committee Operations.

4 53. (a) Each committee of the House shall be provided a secretary who
5 shall maintain a current record of all bills, resolutions, petitions,
6 memorials, or other matters filed in committee. A record of committee actions
7 (committee reports, committee adopted amendments, etc.) shall be filed with
8 the Chief Clerk of the House as the first priority upon adjournment of the
9 committee. The secretary shall post, on a bulletin board and/or
10 electronically, a current list of all measures pending before the committee.

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

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

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

17 53. (b)(3) That a bill, resolution, petition or memorial "do pass as
18 amended". No bill, resolution, petition or memorial shall be acted upon
19 without a "do pass" or a "do pass as amended" recommendation. No bills shall
20 be placed on the non-controversial calendar or deemed to be non-controversial
21 in any way unless a motion is adopted in the committee to which the bill was
22 referred. With a quorum present, the motion is considered adopted if there are
23 no negative votes.

24 53. (c) The appropriate subject matter standing committees of the House
25 and the Senate may meet as joint committees whenever agreed by said
26 committees, for the purposes of holding public hearings or considering any
27 proposed or pending legislation but upon conclusion of the joint meeting of
28 said committees, each standing committee of the House of Representatives and
29 the Senate shall take such action and report to their respective houses as
30 determined by said committees. Whenever the appropriate subject committees of
31 the House and Senate hold hearings or meetings, the chairperson of the House
32 committee and the chairperson of the Senate committee shall by agreement
33 determine which of them shall preside at the joint meeting.

34 54. The Speaker of the House shall keep a permanent register of the
35 seniority of the members of the House of Representatives. When it is
36 necessary for the seniority of in-coming members to be determined by lot, the

1 Speaker of the House and the Speaker-designate of the House shall conduct a
2 drawing by lots upon receiving certification from the Secretary of State of
3 the election of membership to each General Assembly. Such seniority drawings
4 shall be effective for the purposes of determining legislative license tag
5 numbers, chamber seating, and State Capitol parking.

6 55. Seniority shall be based on the total consecutive uninterrupted
7 terms served in the House of Representatives. In the event a member has been
8 elected that has had previous non-continuous service, he/she shall rank ahead
9 of members elected in the year his/her uninterrupted services began. In the
10 event that two (2) or more members have equal terms of non-continuous service,
11 their seniority shall be asserted by drawing lots to determine their numerical
12 standing in rank ahead of members elected in the year his/her uninterrupted
13 services begin.

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

16 57. The chairperson shall appoint the clerk or clerks or other
17 employees of his/her committee, subject to committee approval, who shall be
18 paid at the public's expense, the House having first provided therefor.

19 58. Meetings and Hearings:

20 58.(a) All committee and subcommittee meetings including but not
21 limited to hearings at which public testimony is to be taken, (normally called
22 "public hearings") shall be open to the public (Art. V, Sec. 13) and shall be
23 scheduled at least twenty-four (24) hours in advance; agendas of bills,
24 resolutions, and other proposals to be considered at such meetings shall be
25 posted in a designated place at least twenty-four (24) hours in advance; but
26 in case of an emergency, a two-thirds (2/3) majority of the membership of the
27 committee may bring bills up for consideration upon notice of not less than
28 four (4) hours.

29 58.(b) Special meetings of a standing committee may be called by the
30 chairperson of the committee or by a majority of the members of the committee
31 for conducting any business of the committee; provided, a special meeting of
32 the committee may not conflict with regularly scheduled meetings of any
33 standing committee; provided further, special meetings shall be subject to the
34 same procedures regarding the publishing of agendas and notices of meetings
35 that apply to regular standing committee meetings. (J.R. 21 – Joint
36 Committees)

1 58. (c) The Speaker of the House shall establish a regular schedule of
2 committee meetings in order that each Class A committee shall meet at a
3 scheduled time on the mornings of Tuesday and Thursday of each legislative
4 week, and all Class B committees shall meet at a scheduled time on the
5 mornings of Wednesday and Friday of each legislative week.

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

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

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

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

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

19 62. (1) Committee on Education – matters pertaining to public
20 kindergarten, elementary, secondary, and adult education, vocational
21 education, vocational -technical schools, vocational rehabilitation, higher
22 education, private educational institutions, similar legislation, and
23 resolutions germane to the subject matter of the committee;

24 62. (2) Committee on Judiciary – matters pertaining to state and local
25 courts, court clerks and stenographers and other employees of the courts,
26 civil and criminal procedures, probate matters, civil and criminal laws,
27 similar matters, and resolutions germane to the subject matter of the
28 committee;

29 62. (3) Committee on Public Health, Welfare and Labor – matters
30 pertaining to public health, mental health, mental retardation, public
31 welfare, human relations and resources, environmental affairs, water and air
32 pollution, labor and labor relations, similar legislation, and resolutions
33 germane to the subject matter of the committee;

34 62. (4) Committee on Public Transportation – matters pertaining to
35 roads and highways, city streets, county roads, highway safety, airports and
36 air transportation, common and contract carriers, mass transit, similar

1 legislation, and resolutions germane to the subject matter of the committee;

2 62. (5) Committee on Revenue and Taxation – matters pertaining to the
3 levy, increase, reduction, collection, enforcement and administration of taxes
4 and other revenue-producing measures, and resolutions germane to the subject
5 matter of the committee;

6 62. (6) Committee on Aging, Children and Youth, Legislative and Military
7 Affairs – matters pertaining to the aged and problems of aging; children and
8 youth, military, veterans, legislative affairs, memorials, other matters
9 whenever the subject matter is not germane to the subject matter of any other
10 standing committee and resolutions germane to the subject matter of the
11 committee;

12 62. (7) Committee on Agriculture, Forestry and Economic Development –
13 matters pertaining to agriculture, livestock, forestry, industrial
14 development, natural resources, oil and gas, publicity and parks, levee and
15 drainage, rivers and harbors, similar legislation and resolutions germane to
16 the subject matter of the committee;

17 62. (8) Committee on City, County and Local Affairs – matters pertaining
18 to city and municipal affairs, county affairs, local improvement districts,
19 interlocal government cooperation, similar legislation and resolutions
20 germane to the subject matter of the committee;

21 62. (9) Committee on Insurance and Commerce – matters pertaining to
22 banks and banking, savings and loan associations, stock, bonds, and other
23 securities, securities dealers, insurance, public utilities, partnerships and
24 corporations, home mortgage financing and housing, similar legislation and
25 resolutions germane to the subject matter of the committee;

26 62. (10) Committee on State Agencies and Governmental Affairs – matters
27 pertaining to state government and state agencies, except where the subject
28 matter relates more appropriately to another committee, proposed amendments to
29 the Constitution of the State of Arkansas or the Federal government, election
30 laws and procedures, Federal and interstate relations, similar legislation,
31 and resolutions germane to the subject matter of the committee;

32 62. (10)(a) The following permanent subcommittees are hereby created
33 from within each standing committee:

34 62. (10)(a)(1) For the House standing committee on Aging, Children and
35 Youth, Legislative and Military Affairs, the following permanent subcommittees
36 are created:

- 1 (1) Aging
- 2 (2) Children and Youth
- 3 (3) Legislative, Military and Veterans Affairs
- 4 62. (10)(a)(2) For the House standing committee on Agriculture, Forestry
- 5 and Economic Development, the following permanent subcommittees are created:
- 6 (1) Agriculture, Forestry and Natural Resources
- 7 (2) Small Business and Economic Development
- 8 (3) Parks and Tourism
- 9 62. (10)(a)(3) For House standing committee on City, County and Local
- 10 Affairs, the following permanent subcommittees are created:
- 11 (1) Planning
- 12 (2) Finance
- 13 (3) Local Government Personnel
- 14 62. (10)(a)(4) For the House standing committee on Education, the
- 15 following permanent subcommittees are created:
- 16 (1) Early Childhood
- 17 (2) Kindergarten Through Twelve, Vocational /Technical Institutions
- 18 (3) Higher Education
- 19 62. (10)(a)(5) For the House standing committee on Insurance and
- 20 Commerce, the following permanent subcommittees are created:
- 21 (1) Financial Institutions
- 22 (2) Insurance
- 23 (3) Utilities
- 24 62. (10)(a)(6) For the House standing committee on Judiciary, the
- 25 following permanent subcommittees are created:
- 26 (1) Courts/Civil Law
- 27 (2) Corrections/Criminal Law
- 28 (3) Juvenile Justice/Child Support
- 29 62. (10)(a)(7) For the House standing committee on Public Health,
- 30 Welfare and Labor, the following permanent subcommittees are created:
- 31 (1) Human Services
- 32 (2) Health Services
- 33 (3) Labor and Environment
- 34 62. (10)(a)(8) For the House standing committee on Public
- 35 Transportation, the following permanent subcommittees are created:
- 36 (1) Motor Vehicle and Highways

1 (2) Rail and Mass Transit

2 (3) Waterways and Aeronautics

3 62. (10)(a)(9) For the House standing committee on Revenue and Taxation,
4 the following permanent subcommittees are created:

5 (1) Sales, Use, Miscellaneous Taxes and Exemptions

6 (2) Income Taxes—Personal and Corporate

7 (3) Complaints and Remediation

8 62. (10)(a)(10) For the House standing committee on State Agencies and
9 Governmental Affairs, the following permanent subcommittees are created:

10 (1) State Agencies and Reorganization

11 (2) Constitutional Issues

12 (3) Elections

13 63. (a) Committee on Rules:

14 63. (a)(1) All proposed action touching the rules, joint rules, and
15 order of business shall be referred to the Committee on Rules.

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

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

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

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

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

32 64. No committee shall transact business without a quorum (a majority
33 of the committee membership present). All final action on bills, and on
34 proposed amendments to bills, shall be decided by a majority vote of the
35 committee. Provided, however, that the Speaker of the House shall not be
36 included for the purpose of determining what is a majority of a standing

1 committee, unless present at the time of the vote. A member of the committee
2 must be present at the time of the vote for his/her vote to be counted on any
3 matter considered by the committee (no pairs, no proxies).

4 64. (a) A bill, resolution or amendment in a House committee having been
5 rejected twice may not be brought up again during the same legislative
6 session.

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

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

13 67. Committee Records and Reports:

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

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

18 67. (a) 2. The number and title of the bill with one of the following
19 three recommendations: "do pass", "do pass as amended", or "do not pass". If
20 a committee recommends a bill "do pass as amended" and any of the amendments
21 recommended by the committee are not adopted on the floor, the bill shall be
22 re-referred to the same committee for further consideration and
23 recommendation.

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

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

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

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

36 67. (b) Such records shall be approved by the chairperson before the

1 expiration of a seven (7) day period, with the exception of those records
2 referred to in (a) 1. and 2., hereinabove which shall be filed immediately
3 with the Clerk of the House.

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

5 68. Consent Calendar – In addition to the regular calendar of the House
6 of Representatives, there shall be a consent calendar on which shall be placed
7 bills that have been recommended "do pass" by committee, which are deemed by
8 the committee or by the Speaker to be non-controversial, and may be used for
9 other non-controversial matters such as resolutions and amendments to bills
10 proposed by the author of the bill, if the Speaker deems such matter to be
11 non-controversial. The Speaker of the House shall maintain the consent
12 calendar. On Thursday of each week, and such other times as the Speaker may
13 deem advisable, the House shall consider bills and other matters on the
14 consent calendar. Provided, that a list of bills and other matters on the
15 consent calendar which are to be considered on a particular day shall be
16 circulated among the members of the House of Representatives the day prior to
17 the date on which the consent calendar is to be considered. If as many as
18 five (5) members object to a bill or other matter on the consent calendar
19 being considered as non-controversial, the Speaker of the House shall remove
20 the same from the consent calendar and shall place it on the regular calendar
21 of the House business. No bill or resolution may be placed for consideration
22 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 Rules
26 except for bills introduced after the fiftieth (50th) day of the Regular
27 Session, or during a special session, which shall, upon written request by the
28 author, be acted on at the next regular meeting of the committee, but
29 committees may delay final action on a bill by a majority vote of the
30 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, ~~at least three (3) months prior to convening the next~~
2 ~~legislative session~~ has initiated a study of the feasibility of such
3 legislation, ~~or beginning in 1999,~~ at least thirty (30) days prior to
4 convening the next legislative session.

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

11 COMMITTEE OF THE WHOLE

12 71. All measures involving a tax or an appropriation of money, or
13 property, shall be first considered in a Committee of the Whole, amendments
14 can 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 appropriation
18 bills pending and may designate specific days or times to be set aside in the
19 House to be devoted solely to consideration of appropriation bills and other
20 budget matters. At least by 3:00 p.m. on the previous day before any
21 appropriation bill may be considered in the Committee of the Whole, the
22 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 to
2 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 the
15 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 will
20 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, "Mr./Ms.
24 Chairman, I move the Committee do now rise and report". If the committee had
25 no specific report, the motion should be to rise and report progress.

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XI

28

LEGISLATIVE COUNCIL; LEGISLATIVE JOINT AUDITING COMMITTEE

29

78. Legislative Council.

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78.(a) Twenty (20) of the House members of the Legislative Council
shall be selected by members-elect of the House caucus districts. Each caucus
shall select five (5) members. The selections shall occur on the Friday
following the November general election. However no more than one (1) member
selected by caucus shall reside within the same county. The term of office
of the members shall be from January 1 of odd-numbered years to December 31 of
the following even-numbered year. Legislative Council membership shall be

1 confirmed at the same time that representatives are administered the oath of
2 office.

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

17 79. Legislative Joint Auditing Committee.

18 79. (a) House members of the Legislative Joint Auditing Committee shall
19 be selected by members-elect of each House caucus district. The selections
20 shall occur on the Friday following the November general election. Each
21 caucus shall select five (5) members. However no more than two (2) members
22 shall reside within the same county. The term of office of the members shall
23 be from January 1 of odd-numbered years to December 31 of the following even-
24 numbered year. Legislative Joint Auditing Committee membership shall be
25 confirmed at the same time that representatives are administered the oath of
26 office.

27 79. (b) In order that there may be no House vacancies on the Legislative
28 Joint Auditing Committee at any time, at the time of selection of the House
29 members to the committee there shall be selected in each caucus district a
30 first alternate and a second alternate for each member selected from that
31 district. In the event that any House member or House alternate of the
32 Legislative Joint Auditing Committee resigns from the Committee, is
33 disqualified from serving on the Committee, dies, or for any other reason
34 there becomes a permanent vacancy in a House position on the Committee, the
35 House membership of the caucus district from which the member or alternate was
36 selected shall choose a replacement member or alternate to serve the remainder

1 of the term. When a vacancy occurs in a House member position on the
2 Committee or a House alternate position on the Committee, that person's
3 alternate shall serve until a signed report from the caucus chairperson
4 designating otherwise is filed with the Speaker. The Speaker shall notify the
5 Committee chairperson of all changes in membership on the Committee.

XII

CAUCUS DISTRICTS

9 80. The first caucus district shall be composed of the following House
10 of Representatives districts: 90; 67; 93; 96; 98; 79; 84; 86; 91; 97; 87; 78;
11 66; 89; 81; 92; 95; 42; 77; 80; 85; 99; 41; 94; and 88.

12 The second caucus district shall be composed of the following House of
13 Representatives districts: 68; 47; 27; 65; 64; 45; 63; 46; 58; 31; 43; 54;
14 56; 61; 60; 52; 57; 55; 62; 69; 44; 51; 53; 59; and 70.

15 The third caucus district shall be composed of the following House of
16 Representatives districts: 7; 17; 12; 30; 26; 13; 11; 16; 15; 5; 14; 6; 39;
17 29; 8; 24; 9; 1; 23; 40; 25; 3; 4; 10; and 2.

18 The fourth caucus district shall be composed of the following House of
19 Representatives districts: 83; 71; 49; 50; 19; 36; 38; 22; 18; 32; 48; 34;
20 74; 82; 100; 33; 75; 20; 28; 73; 37; 72; 35; 21; and 76.

XIII

DEBATE

24 81. When a representative desires to speak or to have the attention of
25 the House, he/she shall rise from his/her seat and respectfully address
26 himself/herself to "Mr. Speaker", (or in the Committee of the Whole, "Mr./Ms.
27 Chairperson") and upon recognition, he/she may address the House from his/her
28 seat or the "well" of the House. Representatives must be at their seats before
29 obtaining recognition. Any representative who receives recognition from the
30 Chair must confine himself/herself to the question before the House, or a
31 privileged motion. No representative shall proceed until recognized by the
32 Speaker. When two (2) or more representatives arise at once, the Speaker
33 shall name the member who shall be first to speak.

34 82. When a representative desires to interrupt a representative having
35 the floor, he/she shall first obtain recognition of the Speaker and permission
36 of the representative occupying the floor; and when so recognized and such

1 permission is obtained, he/she may ask questions of the representative
2 occupying the floor; but shall not propound a series of interrogatives or
3 otherwise badger the representative having the floor.

4 83. No representative shall occupy more than thirty (30) minutes in
5 debate on any question in the House. The representative reporting a measure
6 under consideration from a committee or the author may open and close debate.
7 If debate shall extend beyond one (1) day, the author or sponsor shall be
8 entitled to thirty (30) minutes to close. The right to close may not be
9 automatically exercised after the previous question or limited debate is
10 voted.

11 84. No representative shall speak more than once on the same question
12 without leave of the House. One mover, proposer or introducer of the question
13 pending may speak and close but not until every representative choosing to
14 speak shall have been heard.

15 85. A representative having the floor may not yield it to another for
16 any purpose including making a motion; but, if he/she desires to allow a
17 motion to be made, he/she must yield the floor.

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XIV

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DECORUM

21 86. No person other than a member of the Arkansas General Assembly,
22 designated legislative staff, or on special and certain occasions those
23 persons specifically invited by the Speaker of the House, shall be permitted
24 on the Floor of the House Chamber while the House is in session or in brief
25 recess. A pool arrangement for the media shall be established in the well of
26 the House, the direction and control of which shall be regulated by the
27 Speaker of the House. No one in the House Chamber other than a member of the
28 Legislature may advocate or oppose passage of a measure while the House is in
29 session. No legislative aides, lobbyists or unauthorized persons shall be
30 permitted access to the House Floor, lounges or House support areas. This
31 Rule shall be enforced by the Speaker of the House and/or the House Management
32 Committee. The House Management Committee and the Rules Committee shall
33 recommend punishment to the House for violation of this Rule. (A.C.A. 10-2-110
34 -- Disorderly Conduct)

35 87. The House Chamber during regular and special sessions shall be used
36 only for the legislative business of the House and for the caucus meetings of

1 its members, except upon occasions where the House, by Resolution, agrees to
2 take part in any ceremonies to be observed therein; and the Speaker shall not
3 entertain a motion for suspension of this rule.

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

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

14 90. Normal conformity to good manners and taste shall be expected of
15 each member of the House. Representatives shall avoid references to
16 personalities and extend to each representative courtesies which they wish for
17 themselves.

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

21 92. The smoking of cigarettes, cigars and pipes or other tobacco
22 products shall not be permitted in the chamber of the House of Representatives
23 or in the members' private work area.

24 93. A roll call shall not be interrupted by a motion or other order of
25 business from the time the Speaker calls up the ballot until he/she casts up
26 the ballot and announces the result of said ballot.

27
28 XV

29 VOTING

30 94. No person not a representative shall cast a vote for a
31 representative.

32 95. Any question or motion, except final passage of a bill or final
33 action on a joint resolution, may be put to the House by a voice vote at the
34 discretion of the Speaker.

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

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

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

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

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

8 (2) when the member who will not be present for the vote signs the
9 pair form in the presence of a person authorized by law to take
10 acknowledgements and who verifies the identity of the signor.

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

13 97. (d) Pairs shall be announced by the Speaker immediately prior to the
14 roll call from a Pair Form presented to the Speaker by the representative
15 present. At the time of the announcement the Speaker shall (1) determine that
16 the member who is required to be present is present, and (2) provide the
17 membership with an opportunity to express procedural objections to the pairs.

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

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

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

28 99. (a) Representatives voting aye shall stand at their seats until
29 counted.

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

32 99. (c) No representative shall be counted that is not at his/her
33 assigned voting station (his/her seat on the House Floor).

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

36 100. The Electronic Voting System shall have the same force and effect

1 as a Roll Call. (Not less than a majority of the members of each house of the
2 General Assembly may enact a law.) (Amend. 19, Sec. 1)

3 101. The Speaker, with three (3) representatives, is sufficient to
4 adjourn, or recess to a time certain, or sine die. (Neither house shall,
5 without the consent of the other, adjourn for more than three days, nor to any
6 other place than that in which the two houses shall be sitting.) (Art. V, Sec.
7 28)

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

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

16 103. Extraordinary sessions of the General Assembly. (Art. VI, Sec. 19)

17 104. Homestead exemption increase (3/4 vote) (Amend. 59, Secs. 16 and
18 17)

19 105. Workmen's Compensation Laws (Art. V, Sec. 32 as amended by Amend.
20 26)

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

29 /s/ Broadway
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