

1 State of Arkansas  
2 86th General Assembly  
3 House Caucus, 2007

HR 1031

4  
5 By: Representatives Petrus, Dunn  
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8 **HOUSE RESOLUTION**

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

13 **Subtitle**

14 TO AMEND THE RULES OF THE HOUSE OF  
15 REPRESENTATIVES OF THE EIGHTY-SIXTH  
16 GENERAL ASSEMBLY.  
17  
18

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

22 SECTION 1. The Rules of the House of Representatives of the Eighty-  
23 Sixth General Assembly of the State of Arkansas are amended to read as  
24 follows:

25 **MEMBERS**

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

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



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

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

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

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

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

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

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

1 Speaker, subject to the will of the House.

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

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5

**THE SPEAKER**

6

10. Selection.

7

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

12

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

28

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

32

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

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

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

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

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

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

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

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

33           11.(c) Preserve order and decorum;

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

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

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

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

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

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

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

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

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

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

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

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

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

35  
 36 **COORDINATOR OF HOUSE LEGISLATIVE SERVICES**



1 6 thru 9);

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

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

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

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

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

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

27  
 28 **PARLIAMENTARIAN**

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

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

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

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

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

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

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

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

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

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

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

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19

**PARLIAMENTARY PRACTICE**

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

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

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

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

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

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

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

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

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

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



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

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

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

17          20. Previous question:

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

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

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

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

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

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

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

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

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

23 25. Reconsideration:

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

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

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

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

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

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

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

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

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

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

7 27. Two-thirds (2/3) of a quorum may suspend the rules, other than  
 8 rules that require a two-thirds (2/3) or three-fourths (3/4) vote of the  
 9 membership. (J.R. 14 - Suspending Joint Rules)

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

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

18  
 19 **DAILY ORDER OF BUSINESS**

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

22 31. The daily order of business shall be:

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

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

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

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

1           4. Bills and resolutions from the Senate on second reading

2           5. Senate bills and joint resolutions on third reading

3           31.(l) Announcement of committee meetings, and

4           31.(m) Adjournment.

5           32.(a) Introduction and reading of bills and resolutions may be  
6 ordered by the Speaker of the House at his/her discretion.

7           32.(b) The following types of resolutions shall be considered for  
8 passage during the time set aside for the consideration of members' own  
9 amendments to their own bills: a memorial resolution, a concurrent memorial  
10 resolution, and a resolution or a concurrent resolution that commends,  
11 congratulates, or recognizes an individual, group, or other entity.  
12 Notwithstanding Rule 25 (h), a concurrent resolution or concurrent memorial  
13 resolution that is subject to this rule may be transmitted to the Senate on  
14 the same day that it is passed. A joint resolution proposing a  
15 Constitutional amendment shall be placed on the regular House calendar and is  
16 subject to Rule 25 (h).

17 Introduction and reading of bills and resolutions may be ordered by the  
18 Speaker of the House at his/her discretion.

19           33. Items "(a)" through "(h)" shall take no more than one (1) hour of  
20 House time each day unless extended by a majority vote of the House members  
21 present. These items may not be extended on those designated Senate days  
22 beyond the one (1) hour limit. (J.R. 12 – Senate days)

23           34. Unfinished business items, except items "(a)" through "(g)", take  
24 up where the House left the day before when it adjourned. Items "(a)"  
25 through "(g)" begin new each day.

26           35. Privileged matters may interrupt the order of business. These  
27 privileged matters are:

28           35.(a) Appropriation bills and revenue bills, sponsored by the  
29 committees on Budget, Revenue and Taxation and the Committee on Rules (J.R.  
30 15);

31           35.(b) Conference reports;

32           35.(c) Special orders reported by the Committee on Rules for  
33 consideration by the House;

34           35.(d) Consideration of amendments between the House and Senate after  
35 disagreement;

36           35.(e) Question of privilege;

1 35.(f) Privileged resolutions reported under the right to report any  
 2 time; and

3 35.(g) Bills returned with the objections of the Governor.  
 4

5 **BILLS**

6 36. Any representative may introduce bills, petitions, resolutions and  
 7 memorials by filing them with the Clerk of the House. (A.C.A. 10-2-112 --  
 8 Pre-session filing)

9 36.(a) Each measure must have an original and eight (8) copies and  
 10 eight (8) captions of the title either typewritten, photocopied or computer  
 11 generated copies. (J.R. 18 [B])

12 36.(b) The Clerk shall take the original and perforate or stamp it as  
 13 the original.

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

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

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

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

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

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

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

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

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

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

11           The general appropriation bill shall embrace nothing but appropriations  
 12 for the ordinary expense of the executive, legislative and judicial  
 13 departments of the State; all other appropriations shall be made by separate  
 14 bills, each embracing but one (1) subject. (Art.5, Sec. 30)

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

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

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

33           36.(m) No appropriation bill shall be filed for introduction in either  
 34 the House of Representatives or the Senate later than the fiftieth (50th) day  
 35 of a regular session except upon consent of two-thirds (2/3) of the members  
 36 elected to each house; and, no other bill or resolution except adjournment

1 resolutions and resolutions requesting permission to introduce a bill or  
 2 resolution shall be filed for introduction in either the House of  
 3 Representatives or the Senate later than the fifty-fifth (55th) day of a  
 4 regular session, except upon consent of two-thirds (2/3) of the members  
 5 elected to each house. When the filing deadline for any bills or resolutions  
 6 ends on Saturday or Sunday, the deadline is hereby extended until the close  
 7 of business the following Monday. (J.R. 16)

8         36.(n) The Joint Committee on Constitutional Amendments shall consist  
 9 of the members of the Senate Committee on State Agencies and Governmental  
 10 Affairs and the members of the House Committee on State Agencies and  
 11 Governmental Affairs. No proposed constitutional amendment can be  
 12 recommended to either House of the General Assembly except upon the  
 13 affirmative vote of a majority of the members of the Senate Committee on  
 14 State Agencies and Governmental Affairs and an affirmative vote of a majority  
 15 of the members of the House Committee on State Agencies and Governmental  
 16 Affairs. No resolution proposing a constitutional amendment shall be filed  
 17 in either the House of Representatives or the Senate after the thirty-first  
 18 (31st) day of each regular session of the General Assembly. All resolutions  
 19 proposing constitutional amendments shall be referred to the Joint Committee  
 20 on State Agencies and Governmental Affairs. Other resolutions proposing  
 21 constitutional amendments shall not be reported to or considered by either  
 22 House of the General Assembly until the original recommendations of the Joint  
 23 Committee on State Agencies and Governmental Affairs are disposed of.  
 24 (J.R. 21)

25         36.(o)(a) Any proposed legislation affecting any publicly supported  
 26 retirement system or pension plan to be considered by the General Assembly at  
 27 a regular biennial session shall be introduced in the General Assembly during  
 28 the first fifteen (15) calendar days of a regular biennial session.  
 29 (A.C.A. 10-2-115)

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

34         36.(o)(c) A bill affecting any publicly supported retirement system or  
 35 systems shall not be introduced or considered at any special session of the  
 36 General Assembly unless the introduction and consideration of the bill is



1 first approved by a three-fourths (3/4) vote of the full membership of each  
2 House of the General Assembly. (A.C.A. 10-2-115)

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

9 Before adoption of regulation, etc. -- No regulation, rule, policy,  
10 order, or administrative law which would have a fiscal impact on any  
11 municipality or county in this state shall be valid unless 30 days prior to  
12 its adoption by a board, commission, agency, department, office or other  
13 authority of the government of the State of Arkansas, except the General  
14 Assembly, the Courts and the Governor, such board, commission, agency,  
15 department, officer or other authority shall file a fiscal impact statement  
16 with the Secretary of State. Any municipality or county which will be  
17 affected by the proposed regulations, rule, policy, order or administrative  
18 law upon request shall immediately be furnished with a copy of the fiscal  
19 impact statement by the board, commission, agency, department, officer or  
20 other authority. (A.C.A. 19-1-302)

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

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

32 36.(p) 2. Any time before such bill is read for the third time in the  
33 House of Representatives, any member of the House may request that a fiscal  
34 impact statement for the bill be prepared and placed on the desk of each  
35 member. When a member of the House of Representatives so requests a fiscal  
36 impact statement on any bill, the Speaker shall furnish the member a fiscal

1 impact statement signature form which shows the number of the bill for which  
 2 the statement is requested and the date and time the request was made. If  
 3 the member returns the form containing the signature of the requesting member  
 4 and the signatures of at least nine (9) other House members within thirty  
 5 (30) minutes of the time shown on the form, the fiscal impact statement shall  
 6 be prepared and placed on the desk of each member of the House before the  
 7 bill is read the third time. (A.C.A. 19-1-303)

8 36.(p) 3. If a bill is called up for final passage in the House of  
 9 Representatives and a fiscal impact statement has not been provided for the  
 10 bill, any member of the house in which the bill is being considered may move  
 11 that a final vote on the passage of the bill be delayed until a fiscal impact  
 12 statement is prepared and made available on the desk of each member of the  
 13 House at least one (1) full day prior to the bill being called up for final  
 14 passage. If such motion is made and is adopted by a majority vote of the  
 15 membership of the House, the Speaker of the House shall cause the bill to be  
 16 referred to the appropriate state agency or to the designated legislative  
 17 staff for the preparation of a fiscal impact statement, which shall be filed  
 18 with the House within five (5) days of the date of the request. (A.C.A. 19-1-  
 19 303)

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

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

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

36 36.(p) 7. For the purposes of this rule, the term "fiscal impact

1 statement” means a realistic statement of the estimated financial cost to  
 2 municipalities or counties of implementing or complying with a proposed law  
 3 and regulations promulgated under it. (A.C.A. 19-1-303)

4  
 5 Bills imposing new or additional costs on education

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

11 (2) The fiscal impact statement shall be developed by the Office of  
 12 Economic and Tax Policy of the Bureau of Legislative Research with the  
 13 assistance of the Department of Education within the guidelines adopted by  
 14 the House Committee on Education and the Senate Committee on Education, as  
 15 applicable.

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

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

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

25 (c)(1)(A) If any such House or Senate bill is called up for final passage in  
 26 the House or Senate and a fiscal impact statement has not been provided by  
 27 the author of the bill or by the committee to which the bill was referred,  
 28 any member of the House or Senate may object to the bill’s being called up  
 29 for final passage until a fiscal impact statement is prepared and made  
 30 available on the desk of each member of the House or Senate at least one (1)  
 31 day prior to the bill’s being called up for final passage.

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

34 (2) If an objection is made without override, the presiding officer of the  
 35 House or Senate shall cause the bill to be referred to the office for the  
 36 preparation of a fiscal impact statement which shall be filed with the

1 presiding officer not later than five (5) days from the date of the request.

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

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

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

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

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

17 (c) Cost impact statements required under this section shall be prepared,  
 18 upon referral thereof by the Speaker of the House of Representatives, with  
 19 respect to House bills, and by the President of the Senate upon  
 20 recommendation of the Senate Rules Committee, with respect to Senate bills,  
 21 at the time of introduction thereof, to:

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

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

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

34 (e) The cost impact statement shall be certified by the director, or the  
 35 director of the appropriate agency to which the bill is referred for  
 36 preparation of an impact statement, and shall be returned and filed as

1 required in this section within not more than five (5) days from the date of  
 2 receipt thereof unless additional time in which to prepare the statement is  
 3 granted by the requesting official. (A.C.A. 12-28-103)

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

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

15 38. Second reading

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

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

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

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

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

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

35 The twenty-four (24) hour period begins when a bill is initially  
 36 introduced and read across the desk. No bill or resolution may be brought up

1 for a third reading and final passage on the Floor of the House until it has  
 2 been on the calendar of the House for at least one (1) day.

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

7 41. A bill ordered to be engrossed or enrolled shall be typed or  
 8 photocopied.

9 42. A bill having been rejected may not be brought up again during the  
 10 same legislative session unless it be an appropriation bill. Appropriation  
 11 bills may be considered a total of two times during any calendar day.  
 12 Following a second consideration during the same calendar day, a motion to  
 13 reconsider or a motion to expunge must be adopted before an appropriation  
 14 bill may be considered.

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

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

22 45. Amendments to bills and resolutions:

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

30 45.(b) When a House bill has been amended in the Senate, upon return  
 31 of said bill to the House, the Speaker shall re-refer the bill, together with  
 32 the Senate amendment(s), to the committee to which the bill was originally  
 33 referred, for review. Concurrence in the Senate amendment shall not be  
 34 considered by the House until the committee report is received by the House.  
 35 When a House bill is amended and passed by the Senate and is returned to the  
 36 House, the bill shall be reprinted with the Senate amendments included

1 therein and specifically identified and shall be placed on each member's desk  
 2 before final action is taken on the bill by the House. When the Senate  
 3 amendment is before the House, the same number of votes will be required to  
 4 concur in the Senate amendment as was required in the original passage of the  
 5 bill in the House. Amendments containing an emergency clause require sixty-  
 6 seven (67) votes.

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

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

13 45.(e) All appropriation bills and other bills which are required to  
 14 be submitted to the Budget Committee, or to another designated committee of  
 15 the House and Senate, which are amended on the Floor of either House of the  
 16 General Assembly by an amendment which was not recommended favorably by the  
 17 Budget Committee, or by any other committee of the House and Senate to which  
 18 referred, shall be re-referred to such committee of the House and Senate for  
 19 consideration and recommendation before said bill may be considered for final  
 20 passage or concurrence by the House of Representatives.

21 45.(f) Members' own House bills and Senate bills on which a House  
 22 member is the lead sponsor may be amended with their own amendments beginning  
 23 at a specific time set aside by the House. Senate bills may be amended in  
 24 accordance with the applicable rules provided for amending members' own House  
 25 bills with their own amendments.

26 45.(g) Members' own amendments to their own House bills and Senate  
 27 bills with House sponsors must be signed only by the sponsor of the bill  
 28 whose name is listed first in the list of sponsors.

29 45.(h) Members' own amendments to their own House bills and Senate  
 30 bills on which there are House sponsors must be presented to the House Bill  
 31 Clerk only by the sponsor of the House or Senate bill whose name is listed  
 32 first in the list of sponsors.

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

35 45.(j) The sponsor shall present a stamped, numbered and signed copy  
 36 of a proposed amendment to the Calendar Clerk in order to have the bill and

1 amendment placed on the "Members' Own Bill/Own Amendment Calendar".

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

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

10 45.(m) A member's own House bill or Senate bill amended with a  
11 member's own amendment shall be transmitted directly to Engrossing after  
12 having been amended.

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

17 45.(o) Members' own House bills or Senate bills to be amended with  
18 their own amendments shall be placed on the "Members' Own Bill/Own Amendment  
19 Calendar" no later than 4:30 p.m. the day preceding the day they are to be  
20 considered.

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

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

32 45.(r) Budget bills sponsored by members but recommended to be amended  
33 to delete the sponsor and substitute the Joint Budget Committee as sponsor  
34 may be amended during the period set aside to amend "Members Own Bills with  
35 their Own Amendments".

36 45.(s) The Rules governing members amending their own bills with their



1 own amendments shall be in effect for House and Senate Budget bills so far as  
2 they are applicable.

3 45.(t) Budget bills to be amended deleting the sponsor and  
4 substituting the Joint Budget Committee shall be placed on the Joint Budget  
5 Calendar by the Joint Budget Calendar Clerk.

6 45.(u) The House Chairman of the Joint Budget Committee shall sign all  
7 amendments deleting the sponsor and substituting the Joint Budget Committee  
8 as sponsor.

### 10 RESOLUTIONS

11 46. Resolutions shall follow the same procedure as bills.

12 47. A House resolution shall be directed at some matter for the sole  
13 action of the House and may be introduced in extraordinary sessions, lack of  
14 germaneness notwithstanding. Fifty-one (51) votes shall be required to adopt  
15 a House resolution.

16 48. Joint resolutions are for incidental, unusual, or informal  
17 objectives of legislation (i.e., as extending the thanks of the State to  
18 individuals; invitations to celebrities to visit the State), or to submit  
19 proposed amendments to the United States Constitution, ratifying United  
20 States Constitutional amendments and proposing amendments to the Arkansas  
21 Constitution.

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

27 50. Resolutions of Inquiry:

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

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

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

### 36 STANDING, SELECT, AND SPECIAL COMMITTEES

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

2 51. The committees of the House of Representatives shall consist of  
 3 ten (10) standing committees, seven (7) select committees, and three (3)  
 4 special committees. The standing committees shall be five (5) Class "A"  
 5 committees and five (5) Class "B" committees. The seven (7) select  
 6 committees shall be five (5) joint select committees and two (2) House select  
 7 committees. The three (3) special committees shall be two (2) joint  
 8 committees and one (1) House committee. The House standing, joint select,  
 9 select and special committees are as follows:

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

11 **Class "A" Committees**

- 12 Education
- 13 Judiciary
- 14 Public Health, Welfare and Labor
- 15 Public Transportation
- 16 Revenue and Taxation

17 **Class "B" Committees**

- 18 Aging, Children and Youth, Legislative and Military Affairs
- 19 Agriculture, Forestry and Economic Development
- 20 City, County and Local Affairs
- 21 Insurance and Commerce
- 22 State Agencies and Governmental Affairs

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

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

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

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

35 (4) Joint Performance Review Committee -- (to consist of twenty (20)  
 36 members of the House and ten (10) members of the Senate). (A.C.A. 10-3-901

1 thru 10-3-903)

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

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

7 House Rules Committee shall consist of no more than fifteen (15)  
 8 members.

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

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

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

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

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

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

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

21 51.(d)(1)(e) Seven (7) members of the Senate to be named by the Senate  
 22 Committee on Committees. (A.C.A. 10-3-1101 thru 10-3-1111)

23 51.(2) House Committee on the Journal; Engrossed and Enrolled Bills  
 24 shall consist of not more than five (5) members. The House Committee on the  
 25 Journal; Engrossed and Enrolled Bills shall not be considered a standing or  
 26 select committee. The committee shall consist of the Speaker of the House of  
 27 Representatives who shall be chairperson, the chairperson of the House Rules  
 28 Committee who shall be the vice chairperson, the chairperson of the House  
 29 Management Committee, and two (2) members of the House appointed by the  
 30 Speaker of the House; and, the House Parliamentarian shall serve as secretary  
 31 and advisor to the committee.

32 51.(3) Joint Committee on Legislative Printing Requirements and  
 33 Specifications -- (to consist of the chairperson and vice chairperson of the  
 34 House Management Committee, the chairperson and vice chairperson of the  
 35 Senate Efficiency Committee, the Speaker of the House of Representatives and  
 36 the President Pro Tempore of the Senate). (A.C.A. 10-3-601 thru 10-3-605)

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

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

13          52.(a)(2) Each member of the House who is serving a first or second  
14 term in the House shall be entitled to serve as a non-voting member of one of  
15 the ten (10) joint interim committees designated as "A" and "B" committees.  
16 The non-voting members of each of the ten (10) joint interim committees shall  
17 be selected by the four (4) House caucuses at a time designated by the  
18 Speaker sometime before the adjournment of each regular session. Each caucus  
19 shall select not to exceed three (3) first or second term members to serve as  
20 non-voting members of each of the ten (10) joint interim committees  
21 designated as "A" and "B" committees. The non-voting members shall be  
22 entitled to attend meetings of the committees, to serve on subcommittees of  
23 the committee, to participate in the deliberations of the committee or  
24 subcommittee, and to receive per diem and mileage for attending meetings of  
25 the committee or subcommittee, but shall not have a vote in the committee or  
26 a subcommittee.

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

32          52.(a)(4) Each standing committee shall consist of twenty (20)  
33 members. Each member of the House shall serve on two (2) standing  
34 committees, one (1) of which shall be a Class "A" committee and one (1) of  
35 which shall be a Class "B" committee. From within each standing committee  
36 there shall be created three (3) permanent subcommittees consisting of eight

1 (8) members. Each member of the House shall serve on two (2) permanent  
 2 subcommittees, one (1) from a Class "A" standing committee and one (1) from a  
 3 Class "B" standing committee. The Speaker and the chairperson of each  
 4 standing committee shall jointly appoint from the membership of the standing  
 5 committee six (6) persons for each permanent subcommittee available, provided  
 6 further the chairperson and vice chairperson of each standing committee shall  
 7 be ex-officio, voting members of each permanent subcommittee created from  
 8 within their standing committee. The permanent subcommittees of the standing  
 9 committees may meet after having first obtained prior approval of the  
 10 standing committee chairperson.

11 52.(a)(5) A signed report from the chairperson of a caucus district  
 12 will represent final movement to a standing committee. A signed report from  
 13 the chairperson of a standing committee will represent final movement to a  
 14 permanent subcommittee. There shall be no transfers from one standing  
 15 committee to another or from one permanent subcommittee to another during the  
 16 biennium following initial biennial appointment and or confirmation. After  
 17 selection of standing committee members and permanent subcommittee members, a  
 18 vacancy occurring on a standing committee or permanent subcommittee during  
 19 the biennium because of the death, resignation, impeachment, etc., of a  
 20 member, shall be temporarily filled by the Speaker of the House assigning the  
 21 newly elected member, for the remainder of the biennium, to the "A" and "B"  
 22 standing committees, and the permanent subcommittees previously held by their  
 23 predecessor. At the end of the biennium, the temporary positions held on the  
 24 "A" and "B" committees and the permanent subcommittees will be declared  
 25 vacant and will be available for choosing in accordance with House rules.  
 26 The newly elected member does not automatically assume a chairmanship or  
 27 vice-chairmanship, which vacancies shall be filled in the same manner as the  
 28 original appointment.

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

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

34 52.(b)(2) The House Budget Committee shall consist of six (6) members  
 35 of the House of Representatives and two (2) alternates chosen from each  
 36 caucus district on the first Friday following the November General Election

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

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

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

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

35 52.(c)(3) The House Committee on the Journal; Engrossed and Enrolled  
36 Bills shall serve as the supervisory committee over the preparation of the

1 Journal and engrossing and enrolling of bills.

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

7 53. Committee Operations.

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

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

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

20 53.(b)(2) That a bill, resolution, petition or memorial "do not pass",  
21 in which event the measure shall not be considered unless the vote is  
22 expunged;

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

30 53.(c) The appropriate subject matter standing committees of the House  
31 and the Senate may meet as joint committees whenever agreed by said  
32 committees, for the purposes of holding public hearings or considering any  
33 proposed or pending legislation but upon conclusion of the joint meeting of  
34 said committees, each standing committee of the House of Representatives and  
35 the Senate shall take such action and report to their respective houses as  
36 determined by said committees. Whenever the appropriate subject committees

1 of the House and Senate hold hearings or meetings, the chairperson of the  
 2 House committee and the chairperson of the Senate committee shall by  
 3 agreement determine which of them shall preside at the joint meeting.

4 54. The Speaker of the House shall keep a permanent register of the  
 5 seniority of the members of the House of Representatives. When it is  
 6 necessary for the seniority of incoming members to be determined by lot, the  
 7 Speaker of the House and the Speaker-designate of the House shall conduct a  
 8 drawing by lots upon receiving certification from the Secretary of State of  
 9 the election of membership to each General Assembly. Such seniority drawings  
 10 shall be effective for the purposes of determining legislative license tag  
 11 numbers, Chamber seating, and State Capitol parking.

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

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

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

25 58. Meetings and Hearings:

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

35 58.(b) Special meetings of a standing committee may be called by the  
 36 chairperson of the committee or by a majority of the members of the committee



1 for conducting any business of the committee; provided, a special meeting of  
 2 the committee may not conflict with regularly scheduled meetings of any  
 3 standing committee; provided further, special meetings shall be subject to  
 4 the same procedures regarding the publishing of agendas and notices of  
 5 meetings that apply to regular standing committee meetings. (J.R. 22 – Joint  
 6 Committees)

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

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

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

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

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

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

25 62.(1) Committee on Education – matters pertaining to public  
 26 kindergarten, elementary, secondary, and adult education, vocational  
 27 education, vocational-technical schools, vocational rehabilitation, higher  
 28 education, private educational institutions, similar legislation, and  
 29 resolutions germane to the subject matter of the committee;

30 62.(2) Committee on Judiciary – matters pertaining to state and local  
 31 courts, court clerks and stenographers and other employees of the courts,  
 32 civil and criminal procedures, probate matters, civil and criminal laws,  
 33 similar matters, and resolutions germane to the subject matter of the  
 34 committee;

35 62.(3) Committee on Public Health, Welfare and Labor – matters  
 36 pertaining to public health, mental health, mental retardation, public

1 welfare, human relations and resources, environmental affairs, water and air  
 2 pollution, labor and labor relations, similar legislation, and resolutions  
 3 germane to the subject matter of the committee;

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

8 62.(5) Committee on Revenue and Taxation – matters pertaining to the  
 9 levy, increase, reduction, collection, enforcement and administration of  
 10 taxes and other revenue-producing measures, and resolutions germane to the  
 11 subject matter of the committee;

12 62.(6) Committee on Aging, Children and Youth, Legislative and  
 13 Military Affairs – matters pertaining to the aged and problems of aging;  
 14 children and youth, military, veterans, legislative affairs, memorials, other  
 15 matters whenever the subject matter is not germane to the subject matter of  
 16 any other standing committee and resolutions germane to the subject matter of  
 17 the committee;

18 62.(7) Committee on Agriculture, Forestry and Economic Development –  
 19 matters pertaining to agriculture, livestock, forestry, industrial  
 20 development, natural resources, oil and gas, publicity and parks, levee and  
 21 drainage, rivers and harbors, similar legislation and resolutions germane to  
 22 the subject matter of the committee;

23 62.(8) Committee on City, County and Local Affairs – matters  
 24 pertaining to city and municipal affairs, county affairs, local improvement  
 25 districts, interlocal government cooperation, similar legislation and  
 26 resolutions germane to the subject matter of the committee;

27 62.(9) Committee on Insurance and Commerce – matters pertaining to  
 28 banks and banking, savings and loan associations, stock, bonds, and other  
 29 securities, securities dealers, insurance, public utilities, partnerships and  
 30 corporations, home mortgage financing and housing, similar legislation and  
 31 resolutions germane to the subject matter of the committee;

32 62.(10) Committee on State Agencies and Governmental Affairs – matters  
 33 pertaining to state government and state agencies, except where the subject  
 34 matter relates more appropriately to another committee, proposed amendments  
 35 to the Constitution of the State of Arkansas or the Federal government,  
 36 election laws and procedures, Federal and interstate relations, similar

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

2 62.(10)(a) The following permanent subcommittees are hereby created  
3 from within each standing committee:

4 62.(10)(a)(1) For the House standing committee on Aging, Children and  
5 Youth, Legislative and Military Affairs, the following permanent  
6 subcommittees are created:

- 7 (1) Aging
- 8 (2) Children and Youth
- 9 (3) Legislative, Military and Veterans Affairs

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

- 13 (1) Agriculture, Forestry and Natural Resources
- 14 (2) Small Business and Economic Development
- 15 (3) Parks and Tourism

16 62.(10)(a)(3) For House standing committee on City, County and Local  
17 Affairs, the following permanent subcommittees are created:

- 18 (1) Planning
- 19 (2) Finance
- 20 (3) Local Government Personnel

21 62.(10)(a)(4) For the House standing committee on Education, the  
22 following permanent subcommittees are created:

- 23 (1) Early Childhood
- 24 (2) Kindergarten Through Twelve, Vocational/Technical  
25 Institutions
- 26 (3) Higher Education

27 62.(10)(a)(5) For the House standing committee on Insurance and  
28 Commerce, the following permanent subcommittees are created:

- 29 (1) Financial Institutions
- 30 (2) Insurance
- 31 (3) Utilities

32 62.(10)(a)(6) For the House standing committee on Judiciary, the  
33 following permanent subcommittees are created:

- 34 (1) Courts/Civil Law
- 35 (2) Corrections/Criminal Law
- 36 (3) Juvenile Justice/Child Support

1           62.(10)(a)(7) For the House standing committee on Public Health,  
2 Welfare and Labor, the following permanent subcommittees are created:

- 3                   (1) Human Services
- 4                   (2) Health Services
- 5                   (3) Labor and Environment

6           62.(10)(a)(8) For the House standing committee on Public  
7 Transportation, the following permanent subcommittees are created:

- 8                   (1) Motor Vehicle and Highways
- 9                   (2) Public Transportation and Rail
- 10                  (3) Waterways and Aeronautics

11          62.(10)(a)(9) For the House standing committee on Revenue and  
12 Taxation, the following permanent subcommittees are created:

- 13                  (1) Sales, Use, Miscellaneous Taxes and Exemptions
- 14                  (2) Income Taxes—Personal and Corporate
- 15                  (3) Complaints and Remediation

16          62.(10)(a)(10) For the House standing committee on State Agencies and  
17 Governmental Affairs, the following permanent subcommittees are created:

- 18                  (1) State Agencies and Reorganization
- 19                  (2) Constitutional Issues
- 20                  (3) Elections

21          63.(a) Committee on Rules:

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

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

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

31          63.(a)(4) The Speaker shall refer to the Committee on Rules, any  
32 matters dealing with alcohol, cigarettes, movies, pornography, tobacco,  
33 tobacco products, coin operated amusement devices, vending machines,  
34 lobbying, code of ethics, bingo, raffles, racing, race tracks, pari-mutuel  
35 betting and similar legislation.

36          63.(a)(5) Rules of the preceding General Assembly shall automatically

1 be adopted as temporary rules of the current assembly and may be amended or  
2 suspended by a majority vote of the membership.

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

5 64. No committee shall transact business without a quorum (a majority  
6 of the committee membership present). The request for a quorum call is  
7 always in order. All final action on bills, and on proposed amendments to  
8 bills, shall be decided by a majority vote of the total membership of the  
9 committee. Provided, however, that the Speaker of the House shall not be  
10 included for the purpose of determining what is a majority of a standing  
11 committee, unless present at the time of the vote. A member of the committee  
12 must be present at the time of the vote for his/her vote to be counted on any  
13 matter considered by the committee (no pairs, no proxies).

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

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

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

29 67. Committee Records and Reports:

30 67.(a) The chairperson of each committee of the House shall keep or  
31 cause to be kept a separate record for each committee meeting in which there  
32 shall be entered:

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

35 67.(a) 2. The number and title of the bill with one of the following  
36 three recommendations: "do pass", "do pass as amended", or "do not pass". If

1 a committee recommends a bill "do pass as amended" and any of the amendments  
2 recommended by the committee are not adopted on the Floor, the bill shall be  
3 re-referred to the same committee for further consideration and  
4 recommendation.

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

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

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

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

17 67.(b) Such records for each separate committee meeting shall be  
18 approved by the chairperson before the expiration of a seven (7) day period,  
19 with the exception of those records referred to in (a) 1. and 2., hereinabove  
20 which shall be filed immediately with the Clerk of the House.

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

22 68. Consent Calendar – Supplemental Calendar. In addition to the  
23 regular calendar of the House of Representatives, there shall be a consent  
24 calendar on which shall be placed bills that have been recommended "do pass"  
25 by committee, which are deemed by the committee or by the Speaker to be non-  
26 controversial, and may be used for other non-controversial matters such as  
27 resolutions and amendments to bills proposed by the author of the bill, if  
28 the Speaker deems such matter to be non-controversial. The Speaker of the  
29 House shall maintain the consent calendar. On Thursday of each week, and  
30 such other times as the Speaker may deem advisable, the House shall consider  
31 bills and other matters on the consent calendar. Provided, that a list of  
32 bills and other matters on the consent calendar which are to be considered on  
33 a particular day shall be circulated among the members of the House of  
34 Representatives the day prior to the date on which the consent calendar is to  
35 be considered. If as many as five (5) members object to a bill or other  
36 matter on the consent calendar being considered as non-controversial, the

1 Speaker of the House shall remove the same from the consent calendar and  
2 shall place it on the regular calendar of the House business. When deemed  
3 advisable, in addition to the regular calendar and the consent calendar, the  
4 Speaker may provide for a supplemental calendar on which shall be placed  
5 bills and resolutions and other matters as requested by the members for  
6 consideration. The list of bills, resolutions and other matters on the  
7 supplemental calendar for consideration on a particular day shall be  
8 circulated among the members of the House. If as many as five (5) members  
9 object to a bill, resolution or any other matter on the supplemental calendar  
10 the same shall be removed and placed on the regular House calendar for  
11 consideration consistent with the wishes of the House. No bill or resolution  
12 may be placed for consideration on any more than one (1) House calendar.

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

21         70.(a) Except as provided in subsection (b), no action may be taken in  
22 the House Committee on Public Health, Welfare and Labor or on the Floor of  
23 the House of Representatives on any bill that provides for licensure of any  
24 profession, occupation or class of health care providers not currently  
25 licensed or expands the scope of practice of any profession, occupation, or  
26 class of health care providers unless the House Committee on Public Health,  
27 Welfare and Labor has initiated a study of the feasibility of such  
28 legislation at least thirty (30) days prior to convening the next legislative  
29 session.

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

36

## COMMITTEE OF THE WHOLE

1  
2 71. All measures involving a tax or an appropriation of money, or  
3 property, may be first considered in a Committee of the Whole, amendments can  
4 be offered in the Committee of the Whole.

5 72. The Speaker of the House, in setting the calendar of budgets or  
6 appropriation bills to be considered in the House shall, from time to time,  
7 confer with the chairperson of the House Budget Committee on the  
8 appropriation bills pending and may designate specific days or times to be  
9 set aside in the House to be devoted solely to consideration of appropriation  
10 bills and other budget matters. At least by the end of business on the  
11 previous day before any appropriation bill is to be considered by the House,  
12 the chairperson of the House Budget Committee shall cause to be prepared and  
13 placed on each member's desk a listing of appropriation bills to be  
14 considered in the Committee of the Whole or the House, broken down as  
15 follows:

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

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

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

25 72.(d) Appropriation bills amended in the Senate without Joint Budget  
26 Committee or House Budget Committee action. The aforementioned list of  
27 appropriation bills shall include the number of the bill, the author of the  
28 bill, and the name and agency and/or program for which the appropriation is  
29 to be made. In the event the Joint Budget Committee or the House Budget  
30 Committee recommendations in regard to the appropriation shall differ, in any  
31 respect, from the recommendations made by the Legislative Council in regard  
32 thereto, said list shall identify each such change in the appropriation bill  
33 which differs from the recommendation of the Legislative Council.

34 73. In forming a Committee of the Whole House, the Speaker may leave  
35 his/her chair after appointing a chairperson to preside, who shall have the  
36 same power as the Speaker to preserve order. A majority of a quorum is



1 required to resolve the House into a Committee of the Whole.

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

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

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

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

18  
 19 **LEGISLATIVE COUNCIL; LEGISLATIVE JOINT AUDITING COMMITTEE**

20 78. Legislative Council.

21 78.(a) Twenty (20) of the House members of the Legislative Council  
 22 shall be selected by members-elect of the House Caucus Districts. Each  
 23 caucus shall select five (5) members. The selections shall occur on the  
 24 Friday following the November General Election. Following the selections,  
 25 the newly selected House of Representative members of the Legislative Council  
 26 shall select one (1) of their number as Legislative Council co-chair and one  
 27 (1) of their number as Legislative Council co-vice-chair. However no more  
 28 than one (1) member selected by caucus shall reside within the same county.  
 29 The term of office of the members shall be from January 1 of odd-numbered  
 30 years to December 31 of the following even-numbered year. Legislative  
 31 Council membership shall be confirmed at the same time that representatives  
 32 are administered the oath of office.

33 78.(b) In order that there may be no House vacancies on the  
 34 Legislative Council at any time, at the time of selection of the House  
 35 members to the Council there shall be selected in each Caucus District a  
 36 first alternate and a second alternate for each member selected from that

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

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

13 79. Legislative Joint Auditing Committee.

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

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

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

5 79.(c) Ex-officio members in accordance with A.C.A. 10-3-403 thru 10-  
 6 3-404.

7 **CAUCUS DISTRICTS**

8 80. The First Caucus District shall be composed of the following House  
 9 of Representatives Districts: 13; 14; 15; 48; 51; 52; 53; 54; 55; 56; 57; 58;  
 10 59; 71; 72; 73; 74; 75; 76; 77; 78; 79; 80; 81; and 82.

11 The Second Caucus District shall be composed of the following House of  
 12 Representatives Districts: 28; 29; 31; 32; 33; 34; 35; 36; 37; 38; 39; 40;  
 13 41; 42; 43; 44; 45; 46; 47; 49; 50; 60; 61; 68; and 70.

14 The Third Caucus District shall be composed of the following House of  
 15 Representatives Districts: 62; 63; 64; 65; 66; 67; 69; 83; 84; 85; 86; 87;  
 16 88; 89; 90; 91; 92; 93; 94; 95; 96; 97; 98; 99; and 100.

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

20  
 21 **DEBATE**

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

32 82. When a representative desires to interrupt a representative having  
 33 the Floor, he/she shall first obtain recognition of the Speaker and  
 34 permission of the representative occupying the Floor; and when so recognized  
 35 and such permission is obtained, he/she may ask questions of the  
 36 representative occupying the Floor; but shall not propound a series of

1 interrogatives or otherwise badger the representative having the Floor.

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

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

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

16  
 17 **DECORUM**

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

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

36 88. No representative shall use intemperate language with reference to

1 the House or its members.

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

10 90. Normal conformity to good manners and taste shall be expected of  
 11 each member of the House. Representatives shall avoid references to  
 12 personalities and extend to each representative courtesies which they wish  
 13 for themselves.

14 91. Introduction of and recognition of family, constituents, or groups  
 15 shall not become excessive. Members should be extremely reluctant in using  
 16 the time of the House for these personal courtesies. If deemed appropriate by  
 17 the Speaker of the House, he/she shall make all introductions from  
 18 information provided to the Speaker by a member or appropriate House staff.

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

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

25

26

VOTING

27 94. No person not a representative shall cast a vote for a  
 28 representative.

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

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

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

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

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

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

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

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

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

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

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

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

25           99.(a) Representatives voting aye shall stand at their seats until  
26 counted.

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

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

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

33           100. The Electronic Voting System shall have the same force and effect  
34 as a Roll Call. (Not less than a majority of the members of each House of  
35 the General Assembly may enact a law.) (Art. 5, Sec. 37 as added by Amend.  
36 19, Sec. 1)



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

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

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

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

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

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

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

House Rule 53.(b)

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

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

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

53.(b)(3) That a bill, resolution, petition or memorial “do pass as amended”. No bill, resolution, petition or memorial shall be acted upon without a “do pass” or a “do pass as amended” recommendation. No bills shall be placed on the non-controversial calendar or deemed to



1 be non-controversial in any way unless a motion is adopted in the  
 2 committee to which the bill was referred. With a quorum present, the  
 3 motion is considered adopted if there are no negative votes.  
 4

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

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

18 8) (House Rule 52. (c)(2)) The rules or proceedings of the House of  
 19 Representatives shall be observed in all select committees, standing  
 20 committees, and subcommittees of the House so far as they may be applicable.  
 21

22 The precedence of motions so far as they are applicable shall be as listed in  
 23 House Rule 17(a) – (q):  
 24

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

28 17(a) To fix the time to which the House will adjourn (non-debatable)  
 29 (majority of a quorum);

30 17(a)(1) (A majority of a quorum is a majority of those voting when at  
 31 least a majority of the members are present and voting);

32 17(b) To adjourn (non-debatable) (majority of a quorum);

33 17(c) To take a recess (non-debatable) (majority of a quorum);

34 17(d) Postpone temporarily; lay on the table (non-debatable) (majority  
 35 of a quorum) To take from the table (non-debatable) (majority of a  
 36 quorum);

- 1 17(e) Immediate consideration (non-debatable) (2/3 of a quorum);
- 2 17(f) Previous question (non-debatable) (5 seconds) (majority of a
- 3 quorum);
- 4 17(g) Limit or extend debate (non-debatable) (2/3 of a quorum);
- 5 17(h) To expunge (debatable) (2/3 of membership) (67);
- 6 17(i) Postpone to a day certain (debatable) (majority of a quorum);
- 7 17(j) Committee of the Whole, go into (non-debatable) (majority of a
- 8 quorum);
- 9 17(k) Refer (debatable) (majority of a quorum);
- 10 17(l) Amend (debatable) (majority of a quorum);
- 11 17(m) Substitute motion (debatable) (majority of a quorum);
- 12 17(n) Postpone indefinitely (debatable) (majority of membership);
- 13 17(o) Take out of proper order (non-debatable) (2/3 of a quorum);
- 14 17(p) Special order of business (debatable) (2/3 of a quorum); and
- 15 17(q) To suspend the rules (non-debatable) (2/3 of a quorum).

16

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

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

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

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

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

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

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

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

25 not less than two (2) hours.

26

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

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

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

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

31 meetings of any standing committee; provided further, special meetings shall

32 be subject to the same procedures regarding the publishing of agendas and

33 notices of meetings that apply to regular standing committee meetings. (J.R.

34 21 - Joint Committee)

35

36 11) (House Rule 59) All persons wishing to offer testimony to a committee

1 hearing shall be given a reasonable opportunity to do so as determined by a  
 2 majority of the committee. An oral or written statement shall not be a  
 3 prerequisite to offer testimony before a committee.

4  
 5 12) (House Rule 61) No committee shall sit while the House is in session  
 6 except the Committee on Rules or a Conference Committee, which shall notify  
 7 the House.

8  
 9 13) (House Rule 64(a)) A bill, resolution or amendment in a House committee,  
 10 having been rejected twice, shall not be placed on the committee calendar  
 11 again or considered again during the same legislative session unless the vote  
 12 is expunged (two-thirds of the membership of the committee). The motion to  
 13 expunge shall be placed on the committee agenda, by a committee member, and  
 14 placed at the bottom of the active list. A bill or resolution may be amended  
 15 before a second consideration; but, unless expunged, even an amended bill  
 16 having failed twice shall not be placed on the calendar or considered. Notice  
 17 of reconsideration not permitted in committee.

18  
 19 14) (House Rule 45(a)) When a bill or resolution is under consideration,  
 20 amendments shall be in order. Upon adoption, amendments shall become a part  
 21 of the bill or resolution. Amendments to amendments may not be offered. All  
 22 amendments offered before the House or one of its committees must be  
 23 typewritten on an approved amendment form and signed by the sponsor. All  
 24 amendments shall be attached to the original bill or resolution, numbered by  
 25 the Bill Clerk, and shall be placed upon the members' desks before being  
 26 acted upon by the House.

27  
 28 (House Rule 36(e)) All amendments shall be entered on a separate sheet of  
 29 paper noting the line or lines to be changed and the words to be deleted or  
 30 inserted.

31  
 32 15) (House Rule 66) No bill or resolution shall be introduced with a  
 33 committee as the author of said bill or resolution unless that committee has  
 34 voted unanimously to sponsor the bill or resolution.

35  
 36 16) (House Rule 67) Committee Records and Reports

1 67(a) The chairperson of each committee of the House shall keep or  
2 cause to be kept a separate record for each committee meeting in which  
3 there shall be entered:

4 67(a) 1. The time and place of each hearing and each meeting of the  
5 committee.

6 67(a) 2. The number and title of the bill or resolution with one of  
7 the following three recommendations: "do pass", "do pass as amended",  
8 or "do not pass". If a committee recommends a bill or resolution "do  
9 pass as amended" and any of the amendments recommended by the committee  
10 are not adopted on the floor, the bill or resolution shall be re-  
11 referred to the same committee for further consideration and  
12 recommendation.

13 67(a) 3. A summary of each bill or resolution's major provisions which  
14 may be several paragraphs in length in case of major bills or  
15 resolutions or simply the title of the bill or resolution in the case  
16 of minor bills or resolutions.

17 67(a) 4. The reason for the committee's action on the bill or  
18 resolution, including a brief minority report, if requested by any two  
19 (2) committee members.

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

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

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

32  
33 18) (House Rule 22 part) When a question is raised about the proper referral  
34 of a bill or resolution to committee, if the Speaker admits error in the  
35 referral of the bill or resolution to a committee, the bill or resolution may  
36 be re-referred by a majority vote of a quorum; however, if the Speaker does

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

10  
11 19) (House Rule 53 (a)) House Committee Staff will automatically and without  
12 delay place all bills or resolutions referred to the committees on the  
13 committee agendas. Staff will notify the sponsor of bills or resolutions  
14 assigned to committee. Referred bills shall be placed on the committee's  
15 active agenda in the order they are read across the desk on the House Floor.  
16 When an active agenda is established in a committee and bills from that  
17 agenda are not placed on the deferred list and if they are passed over, they  
18 are placed at the bottom of the list of the day's active agenda. Bills read  
19 across the desk on the House Floor later that same day or on a later day are  
20 placed on the active agenda in the order they are read below bills already on  
21 the active agenda.

22  
23 20) After a bill or resolution has appeared on the Committee  
24 agenda and has been called up for consideration by the Committee and the  
25 sponsor of the bill or resolution or a representative is not present to  
26 present the bill or resolution, the bill or resolution will be placed on the  
27 active agenda two (2) additional times, but will be placed at the bottom of  
28 the active agenda.

29  
30 21) If the sponsor or a representative is not present to present  
31 the bill or resolution when called up after the bill or resolution has  
32 appeared on the active agenda when called up during the third meeting, the  
33 bill or resolution will be automatically dropped from the active agenda and  
34 placed on the deferred list unless the sponsor notifies staff to put the bill  
35 or resolution back on the active agenda before the agenda is prepared, for  
36 the next called meeting. Requests to move bills or resolutions from the



1 dilatory for the effect of debate are discouraged. At this point, the chair  
2 will entertain motions from committee members only. For disposition of a  
3 proposition in a House Committee, procedural motions (limit debate, immediate  
4 consideration, etc.) are allowed only following a main motion (do pass, do  
5 not pass, do pass as amended, etc.). Discussion from that point forward is  
6 limited to committee members for and against the motion, if debatable, in  
7 alternating fashion. If immediate consideration is not adopted and if debate  
8 has not been limited and time has not expired, the author/sponsor will be  
9 allowed to close for his/her bill or resolution. During the closing, the  
10 author may elect to field questions from committee members. At the  
11 conclusion of these presentations, a vote will be taken on the motion  
12 properly before the committee.

13  
14 25) As determined by the presider courtesy may be extended to  
15 General Assembly members who are non-committee members who need to return to  
16 their own committee meetings.

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

23  
24 27) Smoking is prohibited in the committee rooms and all  
25 adjoining rooms.

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

31  
32 29) When a roll call is required, the roll will be called by  
33 seniority with the vice chairperson being called next to last and the  
34 chairperson last. For a member's vote to be counted and recorded, he/she must  
35 vote "yes", "no" or "present".

36

1           30) During a roll call vote, when a member's name has been called  
 2 twice and he/she does not respond, or when a member passes, they will not be  
 3 allowed to vote at a later time on the current issue before the committee.  
 4

5           31) No seconds are required during the legislative process except those that  
 6 are explicit in the rules, (roll call, previous question, sound the ballot,  
 7 etc.)  
 8

9           32) (House Rule 36(p)1) When any House or Senate bill or resolution  
 10 requiring an expenditure of public funds or otherwise imposing a new or  
 11 increased cost obligation on any municipality or county is pending before any  
 12 committee of the House of Representatives, any member of the committee may  
 13 request that a fiscal impact statement for such bill or resolution be placed  
 14 on the desk of each member of the committee before the bill or resolution is  
 15 called up for final action in the committee. If such request is made, the  
 16 chairperson of the committee shall refer the bill or resolution to the  
 17 appropriate state agency or to the legislative staff for the preparation of a  
 18 fiscal impact statement, to be returned to the committee in writing not later  
 19 than five (5) days from the date of the request.  
 20

21           33) (House Rule 36(p)4) Failure of the sponsor of a bill or resolution to  
 22 provide the fiscal impact statement required in this rule shall not prohibit  
 23 the consideration of it in the committee to which referred or on the floor of  
 24 the house in which the bill or resolution is called up for final passage, if  
 25 no objection to it is made at the time such action is taken.  
 26

27           (House Rule 36(p)5) Nothing in this rule shall prohibit a committee to which  
 28 a bill or resolution is referred or the house in which the bill or resolution  
 29 is being considered from suspending the requirement of the filing of a fiscal  
 30 impact statement on any such bill or resolution in the same manner as  
 31 provided for the suspension of the rules in the house in which the bill or  
 32 resolution is being considered.  
 33

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

35           (a)(1) As used in this section, unless the context otherwise requires,  
 36 "fiscal impact statement" means a realistic written statement of the purpose



1 of a proposed law, or a regulation promulgated under a law, and the estimated  
 2 financial cost to the state or any local school district of implementing or  
 3 complying with the proposed law or regulation.

4 (2) The fiscal impact statement shall be developed by the Office of  
 5 Economic and Tax Policy of the Bureau of Legislative Research with the  
 6 assistance of the Department of Education within the guidelines adopted by  
 7 the House Committee on Education and the Senate Committee on Education, as  
 8 applicable.

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

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

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

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

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

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

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

32  
 33 35) Bills imposing new or additional costs and restrictions on inmate  
 34 population patterns or affecting programs or services of the Department of  
 35 Corrections.

36 (a) Each of the following bills introduced in the General Assembly

1 shall have a cost impact statement attached to the bill prior to the  
 2 committee to which the bill is referred taking action in regard to the bill:

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

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

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

12 (c) Cost impact statements required under this section shall be  
 13 prepared, upon referral thereof by the Speaker of the House of  
 14 Representatives, with respect to House bills, and by the President of the  
 15 Senate upon recommendation of the Senate Rules Committee, with respect to  
 16 Senate bills, at the time of introduction thereof, to:

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

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

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

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