

**GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2007**

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**HOUSE RESOLUTION 11**

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Sponsors: Representatives Blust; Avila, Brown, Cleveland, Current, Dollar, Folwell, Gulley, Hilton, Langdon, McGee, Pate, Samuelson, and Setzer.

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Referred to: Rules, Calendar, and Operations of the House.

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January 29, 2007

1 A HOUSE RESOLUTION ADOPTING THE RULES OF THE HOUSE OF  
2 REPRESENTATIVES FOR THE 2007 SESSION.

3 Be it resolved by the House of Representatives:

4       **SECTION 1.** The permanent rules of the Regular Sessions of the House of  
5 Representatives of the 2007 General Assembly are:

6       **PERMANENT RULES OF THE REGULAR SESSIONS OF THE HOUSE OF**  
7       **REPRESENTATIVES OF THE 2007 GENERAL ASSEMBLY OF NORTH**  
8       **CAROLINA**

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**I. Order of Business**

19       **RULE 1. Convening Hour, Limitation on Friday, Night, and Sunday**  
20 **Legislative Sessions.** – The House shall convene each legislative day at the hour fixed  
21 by the House. In the event the House adjourns on the preceding legislative day without  
22 having fixed an hour for reconvening, the House shall convene on the next legislative  
23 day at 2:00 P.M. No session shall continue after 10:00 P.M. on Monday nor after 9:00  
24 P.M. on any other days, and the Speaker shall adjourn the House without motion at that  
25 point, except that a motion may be made as to the time and day of next convening. No  
26 session shall be held on Sunday. The actual time shall govern the applicability of this  
27 rule, and the clock in the chamber shall not be followed if the time on the clock is not  
28 the accurate time.

1           **RULE 2. Opening the Session.** – At the convening hour on each legislative  
2 day, the Speaker shall call the members to order and shall have the session opened with  
3 prayer. At the convening hour, the Speaker, or the Speaker's designee, shall lead the  
4 members in the Pledge of Allegiance to the American Flag.

5           **RULE 3. Quorum.** – (a) A quorum consists of a majority of the qualified  
6 members of the House.

7           (b) Should the point of a quorum be raised, the doors shall be closed, and  
8 the Clerk shall call the roll of the House, after which the names of those not responding  
9 shall again be called. In the absence of a quorum, 15 members are authorized to compel  
10 the attendance of absent members and may order that absentees for whom no sufficient  
11 excuses are made be taken into custody wherever they may be found by special  
12 messenger appointed for that purpose.

13           **RULE 4. Approval of Journal.** – (a) The Standing Committee on Rules,  
14 Calendar, and Operations of the House shall cause the Journal of the House to be  
15 examined daily before the hour of convening to determine if the proceedings of the  
16 previous day have been correctly recorded.

17           (b) Immediately following the opening prayer and Pledge of Allegiance,  
18 and upon appearance of a quorum, the Speaker shall call for the Journal report by the  
19 Chair of the Standing Committee on Rules, Calendar, and Operations of the House, or  
20 by a Representative designated by the Chair, as to whether the proceedings of the  
21 previous day have been correctly recorded. Without objection, the Speaker shall cause  
22 the Journal to stand approved.

23           **RULE 5. Order of Business of the Day.** – After the approval of the Journal  
24 of the preceding day, the House shall proceed to business in the following order:

- 25           (1) The receiving of petitions, memorials, and papers addressed to the  
26 General Assembly or to the House;
- 27           (1a) Messages from the Governor;
- 28           (2) Ratification of bills;
- 29           (3) Reports of standing committees and permanent subcommittees;
- 30           (4) Reports of select committees;
- 31           (5) Reports of referral by standing committee Chairs of bills to permanent  
32 subcommittees;
- 33           (6) First reading and reference to committee of bills and resolutions;
- 34           (7) Messages from the Senate;
- 35           (8) Concurrence with Senate amendments or Senate committee  
36 substitutes;
- 37           (9) The unfinished business of the preceding day;
- 38           (10) Calendar (each category in accordance with Rule 40):
- 39           a. Local bills (roll call), third reading
- 40           b. Local bills (roll call), second reading
- 41           c. Local bills, third reading
- 42           d. Local bills, second reading
- 43           e. Public bills (roll call), third reading
- 44           f. Public bills (roll call), second reading

- 1 g. Public bills and resolutions, third reading  
2 h. Public bills and resolutions, second reading;

3 (11) Reading of notices and announcements.

4 This order of business may not be varied unless a particular variance is requested by  
5 the Speaker or another member and approved by a majority of the members present.  
6

## 7 II. Conduct of Debate

8 **RULE 6. Duties and Powers of the Speaker.** – The Speaker shall have  
9 general direction of the Hall, subject to more specific provisions of these rules. The  
10 Speaker may name any member to perform the duties of the chair, but substitution shall  
11 not extend beyond one day, except in the case of sickness or by leave of the House. If  
12 the Speaker is absent and has not designated a member to perform the duties of the  
13 chair, the Principal Clerk shall preside during such absence. In the case of a vacancy in  
14 the office of the Speaker of the House of Representatives, the Principal Clerk shall  
15 preside over the House until the House elects a Speaker.

16 **RULE 7. Obtaining Floor.** – (a) When any member desires recognition, the  
17 member shall rise and respectfully address the Speaker. When a member is seeking  
18 recognition, the Speaker may not decline to recognize that member unless a call of the  
19 question has been sustained pursuant to Rule 19 on the question to which the member  
20 desires to be recognized. No member shall proceed until recognized by the Speaker. The  
21 Speaker has the right to inquire for what purpose a member arises to ascertain whether  
22 the member proposes business that is in order. It is the duty of the Speaker to recognize  
23 a member for any proper motion or other matter whenever it is in order. The Speaker  
24 may not refuse to recognize a member for a purpose the Speaker rules is out of order  
25 unless the Speaker states the precise reason such recognition would be out of order  
26 under these rules.

27 (b) When a member desires to interrupt a member having the floor, the  
28 member shall first obtain recognition by the Speaker and permission of the member  
29 occupying the floor, and when such recognition and permission have been obtained, he  
30 or she may propound a question to the member occupying the floor; but he or she shall  
31 not otherwise interrupt the member having the floor, except as provided in subsection  
32 (c) of this rule; and the Speaker shall, without the point of order being raised, enforce  
33 this rule.

34 (c) A member who has obtained the floor may be interrupted only for the  
35 following reasons:

- 36 (1) A request that the member speaking yield for a question,  
37 (2) A point of order,  
38 (3) A parliamentary inquiry, or  
39 (4) A question of privilege.

40 **RULE 8. Questions of Privilege.** – Upon recognition by the Speaker for that  
41 purpose, any member may speak to a question of privilege for a time not to exceed three  
42 minutes. Questions of privilege shall be those affecting, first, the rights of the House  
43 collectively, its safety, dignity, and the integrity of its proceedings; second, the rights,  
44 reputation, and conduct of members, individually, in their representative capacity only;

1 and shall have precedence over all other questions, except motions to adjourn. Privilege  
2 may not be used to explain a vote or debate a bill. The Speaker shall determine if the  
3 question is one of privilege and shall, without the point of order being raised, enforce  
4 this rule.

5         **RULE 9. Points of Order.** – (a) The Speaker shall decide questions of order  
6 pursuant to these rules and may speak to points of order in preference to other members  
7 arising from their seats for that purpose. Any member may appeal from the ruling of the  
8 chair on questions of order; on such appeal no member may speak more than once,  
9 unless by leave of the House. A majority vote of the members present and voting shall  
10 be necessary to sustain any appeal from the ruling of the chair.

11         (b) When the Speaker calls a member to order, the member shall be  
12 seated, except that a member called to order may clear a matter of fact, or explain, but  
13 shall not proceed in debate so long as the decision stands. If the member appeals from  
14 the ruling of the chair and the decision by a majority vote of the members present be in  
15 favor of the member called to order, the member may proceed; if otherwise, the member  
16 shall not; and if the case, in the judgment of the House, requires it, the member shall be  
17 liable to censure by the House.

18         **RULE 10. Limitations on Debate.** – (a) No member shall speak on, debate,  
19 or solicit cosponsors for a bill or resolution at its first reading.

20         (b) No member shall speak more than twice on the main question nor  
21 longer than 20 minutes for the first speech and 10 minutes for the second speech; nor  
22 shall the member speak more than twice upon an amendment or motion to reconsider,  
23 re-refer, appeal, or postpone or any motion on concurrence, and then not longer than 10  
24 minutes for the first speech and five minutes for the second speech.

25         (c) A member may speak only once and for not more than 20 minutes on  
26 the question of the adoption of a minority report.

27         (d) The House, by consent of a majority of the members present, may  
28 suspend the operation of subsections (b) and (c) of this rule during any debate on any  
29 particular question before the House.

30         **RULE 11. Reading of Papers.** – When there is a call for the reading of the  
31 text of a paper which has been presented to the House and there is objection to such  
32 reading, the question shall be determined by a majority vote of the members of the  
33 House present. Except for protests permitted by the Constitution, no member may have  
34 material printed in the Journal until said material has been presented to the House and  
35 the printing approved by the House, and said material shall not exceed 1,000 words.

36         **RULE 12. General Decorum.** – (a) The Speaker shall preserve order and  
37 decorum.

38         (b) Decency of speech shall be observed and disrespect to personalities  
39 carefully avoided.

40         (c) When the Speaker is putting any question, or addressing the House, no  
41 person shall speak, stand up, walk out of, or cross the House nor, when a member is  
42 speaking, engage in disruptive discourse or pass between the member and the chair.

43         (d) Food or beverages shall not be permitted on the floor of the House  
44 during the first two hours of the daily session.

1 (e) The reading of newspapers shall not be permitted on the floor of the  
2 House while the House is in session.

3 (f) Smoking shall not be permitted on the floor of the House or in the  
4 galleries at any time. The consumption of food or beverages shall not be permitted in  
5 the galleries at any time.

6 (g) Special recitals and performances by musicians or other groups shall  
7 not be permitted on the floor of the House; and special guests of members of the House  
8 shall not be permitted on the floor of the House.

9 (h) Members shall observe appropriate attire, coat and tie for male  
10 members and dignified dress for female members.

11 (i) The use of wireless telephones shall not be permitted in the House  
12 Chamber.

13 (j) Placards, stickers, or signs not approved by the Speaker are not  
14 permitted in the House Chamber.

15 (k) Written material attacking members of the House may not be  
16 distributed in the chamber while the House is in session.

### 17 **III. Motions**

18 **RULE 13. Motions Generally.** – (a) Every motion shall be reduced to  
19 writing if the Speaker or any two members request it. No motion relating to a bill shall  
20 be in order which does not identify the bill by its number and short title.

21 (b) When a motion is made, it shall be stated by the Speaker, or, if written,  
22 it shall be handed to the chair and read aloud by the Speaker or Clerk before debate.

23 (c) After a motion has been stated by the Speaker or read by the Speaker  
24 or Clerk, it shall be in the possession of the House; but it may be withdrawn before a  
25 decision or amendment, except in case of a motion to reconsider, which motion, when  
26 made by a member, shall be in possession of the House and shall not be withdrawn  
27 without leave of the House.

28 **RULE 14. Motions, Order of Precedence.** – When there are motions before  
29 the House, the order of precedence is as follows:

30 To adjourn.

31 To lay on the table.

32 Previous question.

33 To recess.

34 To postpone indefinitely.

35 To reconsider.

36 To postpone to a day certain.

37 To re-refer.

38 To amend an amendment.

39 To amend.

40 To pass the bill.

41 No motion to lay on the table, to postpone indefinitely, to postpone to a day  
42 certain, to re-refer, or to make a particular amendment, being decided, shall be again  
43 allowed at the same stage of the bill or proposition.

1           **RULE 15. Motion to Adjourn.** – (a) A motion to adjourn shall be seconded  
2 before the motion is put to the vote of the House.

3           (b) A motion to adjourn shall be decided without debate and shall always  
4 be in order, except when the House is voting or some member is speaking; but a motion  
5 to adjourn shall not follow a motion to adjourn until debate or some other business of  
6 the House has intervened.

7           **RULE 16. Motion to Table.** – (a) A motion to table shall be seconded before  
8 the motion is put to the vote of the House and is in order except when a motion to  
9 adjourn is before the House.

10           (b) A motion to table shall not be paired with a motion to reconsider.

11           (c) A motion to table a bill shall constitute a motion to table the bill and  
12 all amendments thereto.

13           (d) When the question before the House is the adoption of an amendment  
14 to a bill or resolution, a motion to table the bill is not in order; and a motion to table an  
15 amendment applies to the amendment only, and the motion may not expressly or by  
16 implication or construction be expanded to include a motion to table the bill also.

17           (e) When a question has been tabled, it shall not thereafter be considered  
18 except on motion to reconsider under Rule 18 or to remove from the table approved by a  
19 two-thirds vote.

20           **RULE 17. Motion to Postpone Indefinitely.** – A motion to postpone  
21 indefinitely is in order except when a motion to adjourn or to lay on the table or for the  
22 previous question or to recess is before the House. However, after one motion to  
23 postpone indefinitely has been decided, another motion to postpone indefinitely shall  
24 not be allowed at the same stage of the bill or proposition. When a question has been  
25 postponed indefinitely, it shall not thereafter be considered except on motion to  
26 reconsider under Rule 18 or to place on the favorable calendar approved by a two-thirds  
27 vote.

28           **RULE 18. Motion to Reconsider.** – (a) When a question has been decided, it  
29 is in order for a member of the prevailing side to move for the reconsideration thereof  
30 on the same or the succeeding legislative day.

31           (b) A motion to reconsider shall be determined by a majority vote, except  
32 the following shall require a two-thirds vote: a second or subsequent motion to  
33 reconsider and a motion to reconsider:

34           (1) A vote upon a motion to table,

35           (2) A motion to postpone indefinitely,

36           (3) A motion to remove a bill from the unfavorable calendar,

37           (4) A motion that a bill be read twice on the same day, or

38           (5) A motion to remove from the table.

39           **RULE 19. Previous Question.** – (a) The previous question may be called  
40 only by:

41           (1) The Chair of the Committee on Rules, Calendar, and Operations of the  
42 House;

43           (2) The member submitting the report on the bill or other matter under  
44 consideration;

- 1 (3) The member introducing the bill or other matter under consideration;  
2 (4) The member in charge of the measure, who shall be designated by the  
3 chair of the standing committee or permanent subcommittee reporting  
4 the same to the House at the time the bill or other matter under  
5 consideration is reported to the House or taken up for consideration;  
6 (5) The majority leader or a majority whip; or  
7 (6) The minority leader or a minority whip.  
8 (a1) The previous question may only be called after at least three members  
9 have spoken in the affirmative and three members in the negative if there are three or  
10 more members desiring to speak on each side of a question.  
11 (b) The previous question shall be as follows: "Call for the previous  
12 question having been made, is the call sustained?" When the call for the previous  
13 question has been decided in the affirmative by a majority vote of the House, the  
14 question is on the passage of the bill, resolution, or other matter under consideration.  
15 (c) The call for the previous question shall preclude all motions,  
16 amendments, and debate, except the motion to adjourn or motion to table.  
17 (d) If the previous question is decided in the negative, the question  
18 remains under debate.

#### 19 IV. Voting

20 **RULE 20. Use of Electronic Voting System.** – (a) Votes on the following  
21 questions shall be taken on the electronic voting system, and the ayes and noes shall be  
22 recorded on the Journal:

- 23 (1) The passage as required by Article II, Section 23 of the North Carolina  
24 Constitution on second and third readings of any bill:  
25 a. Raising money on the credit of the State,  
26 b. Pledging the faith of the State for the payment of a debt,  
27 c. Imposing a State tax, or  
28 d. Authorizing a county, municipality, or other local governmental  
29 unit to  
30 1. Raise money on its credit,  
31 2. Pledge its faith for the payment of a debt, or  
32 3. Impose a local tax.  
33 (2) All measures affecting a fee imposed by the State or any subdivision  
34 thereof.  
35 (3) All questions on which a call for the ayes and noes under Rule 24(a)  
36 and Article II, Section 19 of the North Carolina Constitution has been  
37 sustained.  
38 (4) Both second and third readings of bills proposing amendment of the  
39 North Carolina Constitution or ratifying resolutions amending the  
40 United States Constitution.  
41 (5) The passage of a bill notwithstanding the Governor's veto thereof  
42 pursuant to Article II, Section 22 of the North Carolina Constitution.  
43 (b) Votes on the following questions shall be taken on the electronic  
44 voting system:

- 1 (1) Second reading of all public bills, all amendments to public bills, third  
2 reading if a public bill was amended after second reading or if the  
3 reading occurs on a day or days following the second reading, all  
4 conference reports on public bills, all motions to lay public bills on the  
5 table, and all motions to postpone public bills indefinitely.
- 6 (2) Upon a call for division.
- 7 (3) Any other question upon direction of the Speaker or upon motion of  
8 any member supported by one-fifth of the members present.
- 9 (c) When the electronic voting system is used, 15 seconds shall be  
10 allowed for voting on the question before the House, unless the Chair shall direct  
11 otherwise. The system shall be set to close automatically when that time has expired.  
12 Once the system is locked, the vote shall be recorded and printed.
- 13 (d) The voting station at each member's desk in the Chamber shall be used  
14 only by the member to which the station is assigned. Under no circumstances shall any  
15 other person vote at a member's station. It is a breach of the ethical obligation of a  
16 member either to request that another person vote at the requesting member's station or  
17 to vote at another member's station. The Speaker shall enforce this rule without  
18 exception.
- 19 (e) When the electronic voting system is used, the Speaker shall state the  
20 question and shall then state substantially the following: "All in favor vote 'aye'; all  
21 opposed vote 'no'; the Clerk will open the vote." In order to have the vote recorded, the  
22 member must vote by the electronic voting system within the time allowed for that vote,  
23 unless the voting station assigned to a member is malfunctioning. The Speaker shall  
24 enforce this rule without exception. After the allotted time for voting has elapsed, the  
25 Speaker shall say: "The Clerk will now lock the machine and record the vote." After the  
26 machine is locked and the vote recorded, the Speaker shall announce the vote and  
27 declare the result.
- 28 (f) One copy of the machine printout of the vote record of all votes taken  
29 on the electronic voting system shall be filed in the office of the Principal Clerk, and  
30 two copies shall be filed in the Legislative Library where the copies shall be open to  
31 public inspection. A legible copy of the bill, amendment, or motion on which the vote  
32 was taken shall be filed with the printout of the vote in the Legislative Library.
- 33 (g) When the Speaker ascertains that the electronic voting system is  
34 inoperative before a vote is taken or while a vote is being taken on the electronic voting  
35 system, the Speaker shall announce that fact to the House, and any partial electronic  
36 voting system voting record shall be voided. In such a case, if the North Carolina  
37 Constitution or the Rules of the House require a call of the ayes and noes, the Clerk  
38 shall call the roll of the House, and the ayes and noes shall be taken manually and shall  
39 be recorded on the Journal. All roll call votes shall be taken alphabetically. If, after a  
40 vote is taken on the electronic voting system, it is discovered that a malfunction caused  
41 an error in the electronic voting system printout, the Speaker shall direct the Reading  
42 Clerk and the Principal Clerk to verify and correct the printout record and so advise the  
43 House.



1 (h) For the purpose of identifying motions on which the vote is taken on  
2 the electronic voting system, the motions are coded as follows:

- 3 (1) To adjourn.  
4 (2) To lay on the table.  
5 (3) Previous question.  
6 (4) To recess.  
7 (5) To postpone indefinitely.  
8 (6) To reconsider.  
9 (7) To postpone to a day certain.  
10 (8) To re-refer.  
11 (9) To amend an amendment.  
12 (10) To amend.  
13 (11) To concur or not concur.  
14 (12) Miscellaneous.

15 **RULE 21. Voice Votes; Stating Questions.** – (a) All other votes except those  
16 required to be taken on the electronic voting system shall be taken by voice vote.

17 (b) When a voice vote is taken, the Speaker shall put the question  
18 substantially as follows: "Those in favor (as the question may be) will say 'Aye'", and  
19 after the affirmative voice has been expressed, "Those opposed will say 'No'".

20 (c) No statement, explanation, debate, motion, parliamentary inquiry, or  
21 point of order shall be allowed once the voice vote has begun. Any point of order or  
22 parliamentary inquiry may be raised, however, after the completion of the vote.

23 **RULE 22. Determining Questions.** – (a) Unless otherwise provided by the  
24 Constitution of North Carolina or by these rules, all questions shall be determined by a  
25 simple majority of the members present and voting.

26 (b) No member may vote unless the member is in the Chamber when the  
27 question is put. This subsection of this rule cannot be suspended.

28 **RULE 23. Voting by Division.** – Any member may call for a division of the  
29 members upon the question before the result of the vote has been announced. Upon a  
30 call for a division, the Speaker shall cause the number voting in the affirmative and in  
31 the negative to be determined. The Speaker or other presiding officer may not disregard  
32 a timely call for a division by a member. Upon a division and count of the House on any  
33 question, no member away from the member's seat shall be counted.

34 **RULE 24. Roll Call Vote.** – (a) Before a question is put, any member may  
35 call for the ayes and noes. The Speaker may not disregard a timely request for the ayes  
36 and noes. If the call is sustained by one-fifth of the members present, the question shall  
37 be decided by the ayes and noes upon a roll call vote.

38 (b) Every member who is in the Hall of the House when the question is  
39 put shall vote upon a call of the ayes and noes, unless excused pursuant to Rule 24.1A.

40 **RULE 24.1A. Excuse From Deliberations and Voting on a Bill.** – (a) Any  
41 member shall, upon request, be excused from the deliberations and voting on a  
42 particular bill, but to do so must make that request after the second reading of the bill  
43 and before any motion or vote on the bill or any amendment thereto. If the reason for

1 the request arises at some point later in the proceedings, the request may be made at that  
2 time.

3 (b) The member must make a brief oral statement of the reasons for  
4 making the request. The member must send forward to the Principal Clerk, on a form  
5 provided by the Clerk, a concise written statement of the reason for the request, and the  
6 Clerk shall include this statement in the Journal.

7 (c) The member so excused shall not debate the bill or any amendment to  
8 the bill, vote on the bill, offer or vote on any amendment to the bill, or offer or vote on  
9 any motion concerning the bill at that reading, any subsequent reading, or any  
10 subsequent consideration of the bill.

11 (d) A member may request that his or her excuse from deliberations on a  
12 particular bill be withdrawn.

13 **RULE 24.1B. Division of Amendments.** – Any member may call for an  
14 amendment to be divided into two or more amendments to be voted on separately, and  
15 the Speaker shall determine whether the amendment admits of such a division.

16 **RULE 25. Voting by Speaker.** – In all elections the Speaker may vote. In all  
17 other instances the Speaker may vote or may reserve this right until there is a tie in  
18 which event the Speaker may vote; but in no instance may the Speaker vote twice on the  
19 same question.

## 20 V. Committees

21 **RULE 26. Standing Committees and Permanent Subcommittees**  
22 **Generally.** – (a) The Speaker shall appoint a chair, or cochairs, of every standing  
23 committee, permanent subcommittee, and select committee, if any. In the construction  
24 of these rules, the word "chair" as applied to a committee extends to and includes a  
25 cochair of the committee. The Speaker shall have the authority to establish select  
26 committees, but this does not exclude the right of the House by resolution to establish  
27 select committees.

28 (b) The members of all permanent subcommittees of each standing  
29 committee shall be appointed by the Speaker, and the members appointed, along with  
30 the chair of the standing committee, shall constitute the standing committee of which  
31 the permanent subcommittee is a part. The Speaker shall appoint all members of  
32 permanent subcommittees before the end of the tenth legislative day of the first regular  
33 session in a manner to reflect the partisan membership of the House.

34 (c) The Speaker shall appoint the members of all standing committees  
35 having no permanent subcommittees before the end of the tenth legislative day of the  
36 first regular session. The appointments shall be made in a manner to reflect the partisan  
37 membership of the House on a mathematical basis. If the two largest parties have a  
38 different number of members, the majority party shall have at least one more member  
39 on each committee and subcommittee than the minority party, except that the Ethics  
40 Committee shall have an equal number of members from the majority and minority  
41 parties.

42 (d) Each chair of a permanent subcommittee shall be a vice-chair of the  
43 standing committee of which it is a permanent subcommittee. The Speaker may name

1 other members as vice-chairs of the standing committee. The Speaker may name one or  
 2 more vice-chairs for any standing committee not having permanent subcommittees.

3 (e) The chair of the standing committee shall be a voting member of each  
 4 permanent subcommittee of the standing committee.

5 (f) Either the chair or acting chair, and five other members of the standing  
 6 committee or permanent subcommittee, or a majority of the standing committee or  
 7 permanent subcommittee, whichever is fewer, shall constitute a quorum of that standing  
 8 committee or permanent subcommittee.

9 (g) In any joint meeting of the Senate and House committees or  
 10 subcommittees, the House standing committee or permanent subcommittee reserves the  
 11 right to vote separately.

12 (h) Once a member is appointed to a committee or permanent  
 13 subcommittee of a standing committee (or is appointed as chair of a committee or  
 14 permanent subcommittee), the member can only be removed for cause, and no  
 15 additional members may thereafter be appointed to a committee or permanent  
 16 subcommittee except to fill a vacancy.

17 (i) Each member of the House, other than the Speaker and Speaker Pro  
 18 Tempore, shall be assigned to either the Committee on Appropriations or the Committee  
 19 on Finance, and if appointed to the Committee on Appropriations, shall also be  
 20 appointed to one of its subcommittees.

21 **RULE 26.1. Mentions of Standing Committee Includes Select Committee.**

22 – Any reference in these rules to standing committees shall extend to select committees  
 23 unless the context requires otherwise.

24 **RULE 27. List of Standing Committees and Permanent Subcommittees. –**

25 The standing committees and permanent subcommittees thereof are:

Committees	Subcommittees
Aging	(None)
Agriculture	(None)
Alcoholic Beverage Control	(None)
Appropriations	-Capital -Education -General Government -Health and Human Services -Justice and Public Safety -Natural and Economic Resources -Transportation
Children, Youth and Families	(None)
Commerce	(None)

1		
2	Education	-Community Colleges
3		-Pre-School, Elementary and Secondary
4		Education
5		-Universities
6		
7	Election Law and	
8	Campaign Finance Reform	(None)
9		
10	Environment and	
11	Natural Resources	(None)
12		
13	Ethics	(None)
14		
15	Federal Relations and Trade Issues	(None)
16		
17	Finance	(None)
18		
19	Financial Institutions	(None)
20		
21	Health	(None)
22		
23	Insurance	(None)
24		
25	Judiciary I	(None)
26		
27	Judiciary II	(None)
28		
29	Judiciary III	(None)
30		
31	Judiciary IV	(None)
32		
33	Local Government I	(None)
34		
35	Local Government II	(None)
36		
37	Military, Veterans and	
38	Indian Affairs	(None)
39		
40	Pensions and Retirement	(None)
41		
42	Public Utilities	(None)
43		
44	Rules, Calendar, and	

1	Operations of the House	(None)
2		
3	Science and Technology	(None)
4		
5	State Government	(None)
6		
7	State Personnel	(None)
8		
9	Transportation	(None)
10		
11	University Board of Governors	
12	Nominating	(None)
13		
14	Ways and Means	(None)
15		
16	Wildlife Resources	(None)
17		

18 **RULE 28. Standing Committee and Permanent Subcommittee Meetings.**

19 – (a) Standing committees and permanent subcommittees of standing committees shall  
20 be furnished with suitable meeting places pursuant to a schedule established by the  
21 Chair of the Standing Committee on Rules, Calendar, and Operations of the House.  
22 Select committees shall be furnished with suitable meeting places as their needs require  
23 by the Chair of the Standing Committee on Rules, Calendar, and Operations of the  
24 House.

25 (b) Subject to the provisions of subsection (c) of this rule, standing  
26 committees and permanent subcommittees thereof shall permit other members of the  
27 General Assembly, the press, and the general public to attend all sessions of said  
28 standing committees or permanent subcommittees. Meetings of standing subcommittees  
29 and permanent subcommittees may not be held on the floor of the House.

30 (c) The Chair or other presiding officer shall have general direction of the  
31 meeting place of the standing committee or permanent subcommittee, and, in case of  
32 any disturbance or disorderly conduct therein, or if the peace, good order, and proper  
33 conduct of the legislative business is hindered by any person or persons, the Chair or  
34 presiding officer shall have power to exclude from the session any individual or  
35 individuals so hindering the legislative business.

36 (d) Procedure in the standing committees and permanent subcommittees  
37 shall be governed by the rules of the House, so far as the same may be applicable to  
38 such procedure. Before a question is put, any member may call for the ayes and noes. If  
39 the call is sustained by one-fifth of the members present, the question shall be decided  
40 by the ayes and noes upon a roll call vote. All roll call votes shall be taken  
41 alphabetically and shall be subject to Rule 21(c). No presiding officer may disregard a  
42 member who timely calls for the ayes and noes or a division on a question before the  
43 committee or standing subcommittee.

1 (e) No standing committee or permanent subcommittee shall meet on any  
2 day when the House shall not convene except by permission of the Speaker or by  
3 approval of the House by resolution adopted by a majority vote of the House.

4 (f) No standing committee or permanent subcommittee shall meet during  
5 any session of the House. Standing committees and permanent subcommittees shall  
6 meet at their regularly scheduled hour. No permanent subcommittee shall meet at the  
7 same time that its standing committee is meeting. Standing committees and permanent  
8 subcommittees may meet at other times as authorized by the Chair of the Standing  
9 Committee on Rules, Calendar, and Operations of the House in order to assure the  
10 availability of the meeting room and that no conflicts will exist with the meetings of  
11 other bodies. All standing committee and permanent subcommittee meetings shall  
12 adjourn no later than:

13 (1) 15 minutes preceding a regular session of the House, and

14 (2) 10 minutes preceding the hour of the next regularly scheduled standing  
15 committee or permanent subcommittee meeting.

16 (g) Any call or notice of a standing committee or permanent subcommittee  
17 meeting between legislative sessions shall be mailed to each member of the standing  
18 committee or permanent subcommittee at least five days prior to such meeting. If a  
19 member of the body so requests in writing to the chair of the standing committee or  
20 permanent subcommittee, the member shall be notified by certified mail of the  
21 meetings.

22 (h) During standing committee and permanent subcommittee meetings,  
23 the chair may exercise the right to vote, or may reserve this right until there is a tie, in  
24 which event the chair may vote, but in no instance may the chair vote twice on the same  
25 question.

26 **RULE 28.1. Ethics Committee Investigations.** – (a) On its own motion, or  
27 in response to signed and sworn complaint of any individual filed with the Standing  
28 Committee on Ethics, the Committee shall inquire into any alleged violation by  
29 members of the House of any rule, standard of conduct, or law that applies to the  
30 conduct of the business of the House or the conduct of House members.

31 (b) If, after such preliminary investigation as it may make, the Committee  
32 determines to proceed with an inquiry into the conduct of any individual, the Committee  
33 shall notify the individual as to the fact of the inquiry and the charges against the  
34 individual and shall schedule one or more hearings on the matter. The individual shall  
35 have the right to present evidence, cross-examine witnesses, and be represented by  
36 counsel at any hearings.

37 (c) After the Committee has concluded its inquiries into the alleged  
38 violations, the Committee shall dispose of the matter by taking one of the following  
39 actions:

40 (1) Dismiss the complaint and take no further action.

41 (2) Issue a private letter of reprimand to the member.

42 (3) Issue a public letter of reprimand if the violation was intentional or if  
43 the member has previously received a private letter of reprimand. The

1 Chair of the Committee on Ethics shall have the public letter of  
2 reprimand spread on the pages of the House Journal.

3 (4) Refer the matter to the House for appropriate action.

4 (d) The Ethics Committee shall consider complaints against presiding  
5 officers for violations of these rules if the violation was timely brought to the attention  
6 of the presiding officer who thereafter failed to immediately redress the violation.

7 **RULE 29. Notice of Standing Committee and Permanent Subcommittee**  
8 **Meetings and Hearings.** – Public notice of all standing committee and permanent  
9 subcommittee meetings shall be given in the House. The chair of the standing  
10 committee or permanent subcommittee shall notify or cause to be notified the sponsor  
11 of each bill which is set for hearing or consideration before the standing committee or  
12 permanent subcommittee as to the date, time, and place of that meeting.

13 **RULE 29.1. Public Hearings.** – (a) Requests for a public hearing shall be  
14 made in writing to the chair of the standing committee and, if applicable, the chair of the  
15 permanent subcommittee to which the bill has been referred. The chair of the standing  
16 committee may schedule a public hearing by the standing committee as a whole after  
17 the adjournment of a regular daily House session. The chair of the permanent  
18 subcommittee may schedule a public hearing before the permanent subcommittee at its  
19 regularly scheduled hour. Denial of a request made by a House member may be  
20 appealed to the Speaker.

21 Notice shall be given not less than five calendar days prior to public hearings.  
22 These notices shall be issued as information for the press and shall be posted in the  
23 places designated by the Principal Clerk.

24 (b) Persons desiring to appear and be heard at a public hearing shall  
25 submit their requests to the chair of the standing committee or permanent subcommittee.  
26 The standing committee or permanent subcommittee chair may designate one or more  
27 members to arrange the order of appearance of interested parties. A brief written  
28 statement of testimony may be submitted without oral presentation and shall be  
29 incorporated into the minutes of the public hearing.

30 **RULE 29.2. Minutes to Legislative Library.** – The chair of a standing  
31 committee or a permanent subcommittee shall ensure that written minutes are compiled  
32 for each of the body's meetings. The minutes shall indicate the members present and the  
33 actions taken at the meeting. Not later than 20 days after the adjournment of each  
34 session of the General Assembly, the chair shall deliver the minutes to the Legislative  
35 Library. The Speaker of the House may grant a reasonable extension of time for filing  
36 said minutes upon written application of the chair.

37 **RULE 30. Standing Committee of the Whole House.** – (a) A Standing  
38 Committee of the Whole House shall not be formed, except by suspension of the rules,  
39 if there be objection by any member.

40 (b) After passage of a motion to form a Standing Committee of the Whole  
41 House, the Speaker shall appoint a chair to preside in the standing committee, and the  
42 Speaker shall leave the dais.

1 (c) The rules of procedure in the House shall be observed in the Standing  
2 Committee of the Whole House, so far as they may be applicable, except the rule  
3 limiting the time of speaking and the previous question.

4 (d) In the Standing Committee of the Whole House, a motion that the  
5 standing committee rise shall always be in order, except when a member is speaking,  
6 and shall be decided without debate.

7 (e) When a bill is submitted to the Standing Committee of the Whole  
8 House, it shall be read and debated by sections, leaving the preamble to be last  
9 considered. The body of the bill shall not be defaced or interlined, but all amendments,  
10 noting the page and line, shall be duly entered by the Principal Clerk on a separate paper  
11 as the same shall be agreed to by the standing committee and be so reported to the  
12 House. After report, the bill shall again be subject to debate and amendment by sections  
13 before a question on its passage be taken.

#### 14 VI. Handling of Bills

15 **RULE 31. Introduction of Bills and Resolutions.** – (a) All bills and  
16 resolutions shall be introduced by submitting same to the Principal Clerk's office on the  
17 legislative day prior to the first reading and reference thereof according to the following  
18 schedule: by 30 minutes after adjournment each Monday; and by 3:00 P.M. each  
19 Tuesday, Wednesday, Thursday, and Friday.

20 (b) Bills shall not become resolutions provided the Senate has a similar  
21 rule. Resolutions shall not become bills. Resolutions are not law but may be used when  
22 a law is not necessary for the purpose contained therein. Resolutions shall not be used to  
23 appropriate funds for any purpose, but may be used to create study commissions or  
24 committees or establish investigative committees, to honor deceased persons, and to  
25 adopt House rules and internal affairs. Resolutions cannot amend, repeal, or modify a  
26 statute; nor do they have life beyond the term of the session during which they are  
27 adopted.

28 (c) Every bill or resolution shall be read in regular order of business,  
29 except upon permission of the Speaker or on the report of a standing committee.

30 (d) All bills and resolutions shall show in their captions a brief descriptive  
31 statement of the true substance of same, which captions may thereafter be amended.  
32 Third reading shall not be had on any bill or resolution on the same day that such  
33 caption is amended.

34 (e) A Substitute Bill shall be covered with the same color jacket as the  
35 original bill and shall be prefaced as follows: "House Committee Substitute  
36 for\_\_\_\_\_".

37 (f) House Resolutions need not be read more than twice.

38 (g) All memorializing, celebration, commendation, and commemoration  
39 resolutions, except those honoring the memory of deceased persons, shall be excluded  
40 from introduction and consideration in the House.

41 (h) A bill containing no substantive provisions may not be introduced.

42 (i) Any reference in these rules to bills shall extend to resolutions unless  
43 the context requires otherwise.



**RULE 31.1. Deadlines on Introduction and Receipt; Single Subject Rule.**

1  
2 – (a) All public bills or resolutions recommended by commissions or standing  
3 committees authorized or directed by act or resolution of the General Assembly to  
4 report to the 2007 Regular Session of the General Assembly, or to report prior to  
5 convening of that session, must have been submitted to the Bill Drafting Division of the  
6 Legislative Services Office by 4:00 P.M. on March 7, 2007, and must be introduced not  
7 later than 3:00 P.M. on March 14, 2007; and

8 (a1) All bills prepared to be introduced for departments, agencies, or  
9 institutions of the State must have been submitted to the Bill Drafting Division of the  
10 Legislative Services Office by 4:00 P.M. on March 7, 2007, and must be introduced not  
11 later than 3:00 P.M. on March 14, 2007. A bill introduced under this subsection shall be  
12 identified as an Agency Bill after its short title.

13 (a2) All local bills must have been submitted to the Bill Drafting Division  
14 of the Legislative Services Office by 4:00 P.M. on March 20, 2007, and must be  
15 introduced not later than 3:00 P.M. on March 28, 2007.

16 (b) All public bills which would not be required to be re-referred to the  
17 Appropriations or Finance Committees under Rule 38 must have been submitted to the  
18 Bill Drafting Division of the Legislative Services Office by 4:00 P.M. on April 11,  
19 2007, and must be introduced not later than 3:00 P.M. on April 18, 2007.

20 (c) All public bills which under Rule 38 would be required to be  
21 re-referred to the Appropriations Committee, or to both the Appropriations and Finance  
22 Committees, or to the Finance Committee, must have been submitted to the Bill  
23 Drafting Division of the Legislative Services Office by 4:00 P.M. on May 2, 2007, and  
24 must be introduced not later than 3:00 P.M. on May 9, 2007. If any bill is eligible for  
25 introduction on account of the date only under this subsection, and the bill is amended  
26 so that qualifying appropriation or tax law change does not remain in the bill, it shall not  
27 be eligible for further consideration. For the purpose of this section, a "tax law change"  
28 includes any provision that would require a bill under Rule 38(b) to be referred to the  
29 Standing Committee on Finance.

30 (d) In order to be eligible for consideration by the House during the first  
31 Regular Session, all Senate bills other than finance or appropriations bills which would  
32 be required to be re-referred to the Appropriations or Finance Committees under Rule  
33 38 or adjournment resolutions must be received and read on the floor of the House as a  
34 message from the Senate no later than May 17, 2007; provided that a message from the  
35 Senate received by the next legislative day stating that a bill has passed its third reading  
36 and is being engrossed shall comply with the requirements of this subsection and  
37 provided that the Senate has a similar rule.

38 (d1) Except by motion approved by a majority of members of the House  
39 present and voting, no public House bill other than the Current Operations  
40 Appropriations Act or the Capital Improvement Appropriations Act may contain more  
41 than one subject.

42 (e) This rule, other than subsection (d1), does not apply to bills  
43 establishing districts for Congress or State or local entities. This rule, other than

1 subsection (d1), does not apply to measures ratifying an amendment or amendments to  
2 the Constitution of the United States.

3 **RULE 32. Reference to Standing Committee and to Permanent**  
4 **Subcommittee; Serial Referrals.** – (a) Each bill not introduced on the report of a  
5 standing committee shall immediately upon its first reading be referred by the Speaker  
6 to the standing committee or permanent subcommittee whose usual jurisdiction relates  
7 to the subject matter of the bill. The Speaker at the same time may order that, if the bill  
8 is reported with any favorable recommendation or without prejudice, it be re-referred  
9 automatically upon the committee report to another committee or permanent  
10 subcommittee designated in the order. Each joint resolution or House resolution not  
11 introduced on the report of a standing committee shall immediately upon its first  
12 reading either be referred by the Speaker to a standing committee or permanent  
13 subcommittee or be calendared on the date designated by the Speaker, as the Speaker  
14 deems appropriate.

15 (b) The standing committee chair may refer each bill referred to the  
16 standing committee to the permanent subcommittee specifically charged with the  
17 subject matter of the bill. A report of that referral shall be made in writing and  
18 submitted to the body pursuant to Rule 5(5). Except as provided in Rule 36, the  
19 permanent subcommittee to which the bill is referred shall report the bill back to the full  
20 standing committee. That subcommittee report shall include one of the following  
21 recommendations:

- 22 (1) Favorable, without prejudice, or unfavorable as to the original bill with  
23 the recommendation that the report be made to the standing  
24 committee;
- 25 (2) Favorable, without prejudice, or unfavorable as to the original bill, as  
26 amended, with the recommendation that the report be made to the  
27 standing committee;
- 28 (3) Favorable or without prejudice to the proposed committee substitute,  
29 and unfavorable to the original bill, with the recommendation that the  
30 report be made to the standing committee;
- 31 (4) Favorable as to the original bill with the recommendation that the  
32 report be made directly to the floor of the House, if approved by the  
33 standing committee chair;
- 34 (5) Favorable to the original bill, as amended, with the recommendation  
35 that the report be made directly to the floor of the House, if approved  
36 by the standing committee chair; or
- 37 (6) Favorable to the proposed committee substitute with the  
38 recommendation that the report be made directly to the floor of the  
39 House, if approved by the standing committee chair, and unfavorable  
40 to the original bill.

41 Any recommendation of favorable or without prejudice may include a  
42 recommendation of re-referral to another standing committee. After a bill is reported to  
43 a standing committee by a permanent subcommittee of that standing committee, the

1 standing committee chair may re-refer the bill to another permanent subcommittee of  
2 that standing committee.

3       Upon recommendation to the standing committee, the bill shall be before that  
4 body for further action unless the permanent subcommittee chair reports the bill directly  
5 pursuant to Rule 36.

6       **RULE 33. Papers Addressed to the House.** – Petitions, memorials, and  
7 other papers addressed to the House shall be presented by the Speaker. A brief  
8 statement of the contents thereof may be made orally by the introducer before reference  
9 to a committee, but such papers shall not be debated or decided on the day of their first  
10 being read unless the House shall direct otherwise.

11       **RULE 34. Introduction of Resolutions and Bills, Copies Required.** – (a)  
12 Whenever any resolution or bill is introduced, a duplicate copy thereof shall be attached  
13 thereto, and the Principal Clerk shall cause said duplicate copy to be numbered as the  
14 original resolution or bill is numbered and shall cause the same to be available at all  
15 times to the member introducing the same.

16       (b) Numbering of House Bills shall be designated as "H.B.\_\_\_\_." (No.  
17 following). A Joint Resolution shall be designated as "H.J.R. \_\_\_\_." (No. following). A  
18 House Resolution shall be designated as "H.R.\_\_\_\_." (No. following).

19       (c) Whenever any resolution or bill is filed for introduction, it shall be in a  
20 House bill jacket containing 30 copies and in the form designated by the Speaker. Any  
21 resolution or bill not accompanied by the required number of copies shall be returned  
22 immediately to the introducer. The Clerk shall stamp the copies with the number  
23 stamped upon the original bill.

24       **RULE 35. Duplicating and Availability of Copies of Bills.** – (a) The  
25 Legislative Services Officer shall cause such bills as are introduced to be duplicated in  
26 such numbers as may be specified by the Speaker. The Legislative Services Officer  
27 shall cause one copy of each resolution and public bill for each member to be delivered  
28 to the member's committee assistant or legislative assistant who shall place it in the  
29 appropriate notebook on the member's desk. If a member so requests, a second copy  
30 shall be delivered to the member's committee assistant or legislative assistant who shall  
31 place it in the member's office. The remaining copies shall be placed in the Printed Bills  
32 Room and made available to the committees to which the bill is referred, to individual  
33 members on request, and to the general public.

34       (b) A public bill is a bill affecting 15 or more counties. A local bill is one  
35 affecting fewer than 15 counties. No public bill and, upon objection by a member, no  
36 local bill may be considered unless copies of the bill have been made available to the  
37 entire membership of the House.

38       **RULE 35.1. Assessment Reports.** – (a) Every bill or resolution proposing the  
39 establishment of an occupational or professional licensing board, as defined in Article  
40 18A of Chapter 120 of the General Statutes, or a study for the need to establish such a  
41 board shall have attached to the jacket of the original bill or resolution at the time of its  
42 consideration on second and third readings by the House or by any standing committee  
43 or permanent subcommittee of the House an assessment report from the Legislative  
44 Committee on New Licensing Boards pursuant to Article 18A of Chapter 120 of the

1 General Statutes. The assessment report shall not constitute any part of the expression of  
2 legislative intent proposed by the formation of a licensing board. Upon receipt of the  
3 request, the Legislative Committee on New Licensing Boards shall prepare and return  
4 the assessment report as soon as possible but not later than 60 days, reserving the right  
5 to extend this time to 90 days.

6 (b) Every legislative proposal introduced in the House or received in the  
7 House from the Senate, proposing the incorporation of a municipality shall have  
8 attached to the jacket of the original bill at the time of its consideration on second or  
9 third readings by the House or by any committee of the House prior to a favorable  
10 report, a recommendation from the Joint Legislative Commission on Municipal  
11 Incorporations, established by Article 20 of Chapter 120 of the General Statutes. The  
12 recommendation of the Joint Legislative Commission on Municipal Incorporations shall  
13 be made in accordance with the provisions and criteria set forth in Article 20 of Chapter  
14 120 of the General Statutes and shall include the findings required to be made by  
15 G.S. 120-166 through G.S. 120-170.

16 **RULE 36. Report by Standing Committee or Permanent Subcommittee. –**

17 (a) **When Reports Required.** – All House bills and resolutions that have a cumulative  
18 total of 10 or more principal sponsors or co-sponsors shall be reported from the standing  
19 committee or permanent subcommittee to which referred with such recommendations as  
20 the standing committee or permanent subcommittee may desire to make except in the  
21 case where the principal introducer requests in writing to the chair of the standing  
22 committee or permanent subcommittee that the bill not be considered.

23 With the written approval of the chair of the standing committee and with the  
24 recommendation of the subcommittee pursuant to Rule 32(b)(4) through (6), the chair of  
25 the permanent subcommittee may report the bill directly to the floor with that  
26 recommendation. If a permanent subcommittee recommends reporting a bill to the floor  
27 and the chair of the standing committee fails to give approval, the bill shall be deemed  
28 to have been reported to the standing committee with the same recommendation as the  
29 subcommittee would have made to the House.

30 (b) **Favorable Report.** – When a standing committee or permanent  
31 subcommittee reports a bill with the recommendation that it be passed, the bill shall be  
32 placed on the favorable calendar on second legislative day following the report unless:

- 33 (1) The bill is re-referred to the Committee on Appropriations or  
34 Committee on Finance under Rule 38 or was serially referred under  
35 Rule 32;
- 36 (2) The bill has not yet been placed on the calendar, and the Speaker refers  
37 the bill to another committee, if such referral is approved by a majority  
38 vote of the House; or
- 39 (3) The principal sponsor of the bill requests in writing that the Chairman  
40 of the Standing Committee on Rules, Calendar, and Operations of the  
41 House delay the calendaring of the bill for up to two legislative days.

42 In order to delay placing a bill on the calendar for a legislative day, notice shall be given  
43 by the Chair of the Standing Committee on Rules, Calendar, and Operations of the  
44 House orally in the House or in writing to the Principal Clerk.

1           When a committee substitute is adopted and receives a favorable report by the  
2 committee or permanent subcommittee, the standing committee or permanent  
3 subcommittee chair shall submit to the standing committee or permanent subcommittee  
4 the question of an unfavorable report on the original bill. Except by vote of two-thirds  
5 of the committee members present, no committee substitute may be considered in a  
6 committee unless the committee substitute shall have been sent by electronic mail to  
7 each committee member at least one legislative day prior to its consideration. The  
8 standing committee's or permanent subcommittee's action, if any, on the original bill  
9 shall be reported at the same time the committee substitute is reported.

10           (c)    **Report Without Prejudice.** – When a standing committee reports a  
11 bill without prejudice, the bill shall be placed on the favorable calendar in the same  
12 manner as provided in subsection (a) of this rule.

13           (d)    **Postponed Indefinitely.** – When a standing committee reports a bill  
14 with the recommendation that it be postponed indefinitely and no minority report  
15 accompanies it, the bill shall be placed on the unfavorable calendar.

16           (e)    **Unfavorable Report.** – When a standing committee reports a bill with  
17 the recommendation that it not be passed and no minority report accompanies it, the bill  
18 shall be placed on the unfavorable calendar.

19           (f)    **Minority Report.** – When a bill is reported by a standing committee  
20 with a recommendation that it not be passed or that it be postponed indefinitely but it is  
21 accompanied by a minority report signed by at least one-fourth of the members of the  
22 standing committee who were present and voting when the bill was considered in  
23 standing committee, the question before the House shall be: "The adoption of the  
24 minority report." If the minority report is adopted by majority vote, the bill shall be  
25 placed on the favorable calendar for consideration. If the minority report fails of  
26 adoption by a majority vote, the bill shall be placed on the unfavorable calendar.

27           **RULE 36.1. Fiscal Notes.** – (a) The Chair or Cochair of the Appropriations  
28 Committee, of the Finance Committee, or of the Standing Committee on Rules,  
29 Calendar, and Operations of the House, upon the floor of the House, may request that a  
30 fiscal analysis be made of a bill, resolution, or an amendment to a bill or resolution  
31 which is in the possession of the House and that a fiscal note be attached to the measure,  
32 which request shall be allowed when, in the opinion of the Speaker, the fiscal effects of  
33 that measure are not apparent from the language of the measure.

34           (b)    Once a request is made for a fiscal note pursuant to subsection (a) of  
35 this section, the bill, resolution, or amendment shall be removed from the calendar until  
36 the requested fiscal note is attached thereto, at which time the bill, amendment, or  
37 resolution shall be placed back on the calendar. The fiscal note shall be filed and  
38 attached to the bill or amendment within two legislative days of the request. If it is  
39 impossible to prepare a fiscal note within two legislative days, the Director of Fiscal  
40 Research shall, in writing, so advise the Speaker, the Principal Clerk, and the member  
41 introducing or proposing the measure and shall indicate the time when the fiscal note  
42 will be ready.

43           (c)    The fiscal note shall be prepared by the Fiscal Research Division on a  
44 form approved by the Chair of the Standing Committee on Rules, Calendar, and

1 Operations of the House as to content and form and signed by the staff member or  
2 members preparing it. If no estimate in dollars is possible, the fiscal note shall indicate  
3 the reasons that no estimate is provided. The fiscal note shall not comment on the merit  
4 but may identify technical problems. The Fiscal Research Division shall make the fiscal  
5 note available to the membership of the House.

6 (d) A sponsor of a bill or amendment may deliver a copy of the bill or  
7 amendment to the Fiscal Research Division for the preparation of a fiscal note. The  
8 sponsor shall attach the fiscal note to the bill when filed or to the amendment when its  
9 adoption is moved.

10 (e) The sponsor of a bill or amendment to which a fiscal note is attached  
11 who objects to the estimates and information provided may reduce to writing the  
12 objections. These objections shall be appended to the fiscal note attached to the bill or  
13 amendment and to the copies of the fiscal note available to the membership.

14 (f) Subsection (a) of this rule shall not apply to the Current Operations  
15 Appropriations Bill or the Capital Improvement Appropriations Bill. This rule shall not  
16 apply to a bill or amendment requiring an actuarial note under these rules.

17 **RULE 36.2. Actuarial Notes.** – (a) Every bill or resolution proposing any  
18 change in the law relative to any:

19 (1) State, municipal, or other retirement system funded in whole or in part  
20 out of public funds; or

21 (2) Program of hospital, medical, disability, or related benefits provided  
22 for teachers and State employees, funded in whole or in part by State  
23 funds; shall have attached to it at the time of its consideration by any  
24 standing committee or permanent subcommittee a brief explanatory  
25 statement or note which shall include a reliable estimate of the  
26 financial and actuarial effect of the proposed change to that retirement  
27 or pension system. The actuarial note shall be attached to the jacket of  
28 each proposed bill or resolution which is reported favorably by any  
29 standing committee or any permanent subcommittee, shall be separate  
30 therefrom, and shall be clearly designated as an actuarial note. A bill  
31 described in subdivision (a)(1) of this rule shall be referred to the  
32 Committee on Pensions and Retirement upon its introduction in  
33 accordance with G.S. 120-111.3.

34 (b) The sponsor of the bill or resolution shall present a copy of the  
35 measure, with a request for an actuarial note, to the Fiscal Research Division, which  
36 shall prepare the actuarial note as promptly as possible but not later than two weeks  
37 after the request is made unless an extension of time is agreed to by the sponsor as being  
38 necessary in the preparation of the note. Actuarial notes shall be prepared in the order of  
39 receipt of request and shall be transmitted to the sponsor of the measure. The actuarial  
40 note of the Fiscal Research Division shall be prepared and signed by an actuary.

41 (c) The sponsor of the bill or resolution shall also present a copy of the  
42 measure to the actuary employed by the system or program affected by the measure.  
43 Actuarial notes shall be prepared and transmitted to the sponsor of the measure not later  
44 than two weeks after the request is received, unless an extension of time is agreed to by

1 the sponsor as being necessary in the preparation of the note. The actuarial note shall be  
2 attached to the jacket of the measure. The provisions of this subsection may be waived  
3 by the measure's sponsor for a measure affecting local government retirement or  
4 pension plans not administered by the State or any local government program of  
5 hospital, medical, disability, or related benefits for local government employees not  
6 administered by the State.

7 (d) The note shall be factual and shall, if possible, provide a reliable  
8 estimate of both the immediate effect and, if determinable, the long-range fiscal and  
9 actuarial effect of the measure. If, after careful investigation, it is determined that no  
10 dollar estimate is possible, the note shall contain a statement to that effect, setting forth  
11 the reasons why no dollar estimate can be given. No comment or opinion shall be  
12 included in the actuarial note with regard to the merits of the measure for which the note  
13 is prepared. Technical and mechanical defects in the measure may be noted.

14 (e) When any permanent subcommittee or standing committee reports a  
15 measure to which an actuarial note is attached at the time of permanent subcommittee or  
16 standing committee consideration, with any amendment of such nature as would  
17 substantially affect the cost to or the revenues of any retirement or pension system, or  
18 program of hospital, medical, disability, or related benefits for teachers or State  
19 employees, the chair of the permanent subcommittee or standing committee reporting  
20 the measure shall obtain from the Fiscal Research Division an actuarial note of the fiscal  
21 and actuarial effect of the proposed amendment. The actuarial note shall be attached to  
22 the jacket of the measure. An amendment to any bill or resolution shall not be in order if  
23 the amendment affects the costs to or the revenues of a State-administered retirement or  
24 pension system, or program of hospital, medical, disability, or related benefits for  
25 teachers or State employees, unless the amendment is accompanied by an actuarial note,  
26 prepared by the Fiscal Research Division, as to the actuarial effect of the amendment.

27 (f) The Fiscal Research Division shall make all relevant actuarial notes  
28 available to the membership of the House.

29 **RULE 36.3. Local Legislation Affecting State Highway System.** – A local  
30 bill affecting the State Highway System shall be referred to the Committee on  
31 Transportation.

32 **RULE 36.4. Content of appropriations bills.** – (a) No provision changing  
33 existing law shall be contained in any of the following bills: (i) the Current Operations  
34 Appropriations Bill; (ii) the Capital Improvement Appropriations Bill; (iii) any bill  
35 generally revising appropriations for the second fiscal year of a biennium.

36 (b) No amendment to any bill listed in subsection (a) of this rule shall be  
37 in order if the language is prohibited by that subsection.

38 (c) Notwithstanding subsections (a) and (b) of this section, any of the bills  
39 listed in subsection (a) of this section or an amendment to such bill may change existing  
40 law if the change:

41 (1) Alters expenditures or salaries;

42 (2) Changes the scope or character of a program which must be reduced,  
43 increased, or changed because of an increase or decrease of funds

1 appropriated for the program or because of changes in federal law or  
2 regulation; or

3 (3) Modifies any function of State government which necessitates a  
4 transfer of funds from one department to another; provided, that for a  
5 provision to be in order under this subsection, it must be recommended  
6 to the General Assembly in a written report adopted by the  
7 Appropriations Committee before or at the same time the bill is  
8 reported, or, if such provision is contained in a floor amendment, the  
9 sponsor of the amendment must present to the Principal Clerk at or  
10 before the time the amendment is offered an explanation of the  
11 amendment for distribution to each member of the House.

12 (d) Each individual expenditure or special provision included in the  
13 budget shall be accompanied by the name of a house member (or in the case of the  
14 conference report, the name of the member of the House or Senate) who requested the  
15 expenditure, and no such expenditure shall be placed in the bill unless it was also  
16 contained in a separately filed bill.

17 **RULE 37. Removing Bill From Unfavorable Calendar.** – A bill may be  
18 removed from the unfavorable calendar upon motion carried by a two-thirds vote. A  
19 motion to remove a bill from the unfavorable calendar is debatable.

20 **RULE 38. Reports on Appropriation and Revenue Bills.** – (a) All standing  
21 committees, other than the Standing Committees on Appropriations, when favorably  
22 reporting any bill or resolution which:

23 (1) Carries an appropriation from the State; or

24 (2) Requires or will require in the future substantial additional State  
25 monies from the General Fund or Highway Fund to implement its  
26 provisions shall indicate same in the report, and said bill or resolution  
27 shall be referred to the Standing Committees on Appropriations for a  
28 further report before being acted upon by the House.

29 (b) All standing committees, other than the Standing Committee on  
30 Finance, when favorably reporting any bill which in any way or manner raises revenue,  
31 reduces revenue, levies a tax, authorizes the levying of a tax, an assessment, or a fee, or  
32 authorizes the issue of bonds or notes, whether public, public-local, or private, shall  
33 indicate same in the report, and said bill shall be referred to the Standing Committee on  
34 Finance for a further report before being acted upon by the House. This subsection shall  
35 not apply to bills only imposing fines, forfeitures, or penalties.

36 (c) Action on Amendment Before Re-Referral. – If any standing  
37 committee recommends adoption of an amendment or committee substitute of a bill  
38 which, under the rules of the House, must be referred to the Standing Committees on  
39 Appropriations or the Standing Committee on Finance, the amendment or committee  
40 substitute shall be considered and, if adopted, the amendment or substitute engrossed  
41 before the bill is re-referred.

42 **RULE 38.1 Special Rules Relating to the Budget.** – (a) Any proposed  
43 allocation of availability among the appropriations subcommittees shall be put to a vote  
44 of the membership of the House for approval at least two legislative days prior to the



1 meeting of the full Appropriations Committee at which a vote on approval of the  
2 Current Operations Appropriations Bill takes place.

3 (b) No vote shall be taken on the Current Operations Appropriations Bill  
4 on either second or third reading has taken place until at least 10 hours of debate on the  
5 bill or on consideration of amendments to the bill has taken place, unless no member of  
6 the House seeks to further debate or offer further amendments.

7 (c) No additional rules on consideration of the Current Operations  
8 Appropriations Act not contained in these rules may be enforced unless agreed to by  
9 majority vote of the members present and voting. No additional rule shall prohibit  
10 amendments to the Current Operations Appropriations Bill that transfers funds from one  
11 subcommittee area to another subcommittee area.

12 **RULE 39. Recall of Bill From Standing Committee.** – (a) When a House  
13 bill has been introduced and referred to a standing committee, or when a Senate bill has  
14 been referred to a standing committee, if after 10 legislative days the standing  
15 committee has failed to act thereon, then the introducer of the House bill or some  
16 member designated by the introducer, or some House member designated by the  
17 introducer of the Senate bill, may, after three legislative days' public notice given in the  
18 House and delivered in writing to the chair of the standing committee, on motion  
19 supported by a vote of a majority of the members of the House, recall the same from the  
20 standing committee to the floor of the House for consideration and such action thereon  
21 as a majority of the members present may direct. The re-referral of a bill to another  
22 committee or subcommittee does not restart the 10-day period after a notice has been  
23 given pursuant to this rule.

24 (b) This rule shall not be temporarily suspended without one day's notice  
25 on the motion given in the House and delivered in writing to the chair of the standing  
26 committee, and to sustain that motion two-thirds of the members of the House shall be  
27 required.

28 **RULE 39.1. Recall of Bill From Permanent Subcommittee.** – When a  
29 House bill has been referred to a permanent subcommittee, if after 10 legislative days  
30 the subcommittee has failed to act thereon, or at any time, with the agreement of the  
31 subcommittee chair, the standing committee chair may re-refer the bill from that  
32 permanent subcommittee to another permanent subcommittee of the same standing  
33 committee provided the report of the re-referral shall be made pursuant to Rule 32.

34 **RULE 39.2. Re-Referral of Bills From One Standing Committee to**  
35 **Another Standing Committee.** – Upon consent of the sponsor of the bill, the Speaker,  
36 the chair of the standing committee from whom the bill is to be re-referred, and the  
37 chair of the standing committee to whom the bill is to be re-referred, the chair of the  
38 standing committee from whom the bill is to be re-referred or the Chair of the Standing  
39 Committee on Rules, Calendar, and Operations of the House may move for a re-referral  
40 to another standing committee, and the bill shall be re-referred upon vote of the majority  
41 present during a regular session of the House.

42 **RULE 39.3. Discharge petition.** – A motion to discharge a committee from  
43 consideration of a bill or resolution may be filed with the Principal Clerk if  
44 accompanied by a petition signed by 61 members of the House asking that the

1 committee be discharged from further consideration of the bill or resolution. No petition  
2 may be circulated for signatures until 10 legislative days after the bill has been referred  
3 to the committee. No petition may be circulated for signature until notice has been given  
4 on the floor of the House that the petition is to be circulated. If such a motion  
5 accompanied by a valid petition is filed, the Principal Clerk shall place that motion on  
6 the calendar for the next legislative day as a special order of business. If the motion is  
7 adopted, then the committee to which the bill or resolution has been referred is  
8 discharged from further consideration of the bill or resolution, and that bill or resolution  
9 is placed on the calendar for the next legislative day as a special order of business. If the  
10 committee had, prior to discharge, adopted any amendment or committee substitute for  
11 the bill, it shall be in order to offer that amendment or substitute on the floor as if it  
12 were a committee amendment or substitute. The Principal Clerk shall provide a form for  
13 discharge petitions.

14 **RULE 40. Calendars and Schedules of Business.** – The Clerk of the House  
15 shall prepare a daily schedule of business, including the Calendar of Bills and  
16 Resolutions for consideration and debate that day, in accordance with the Order of  
17 Business of the Day (Rule 5). The Clerk shall number all bills and resolutions in the  
18 order in which they are introduced. All bills and resolutions shall be taken up by the full  
19 house as they appear in each category (Rule 5(10)) in the order they were placed on the  
20 Calendar under Rule 36(b). The Speaker shall not vary from the order unless a majority  
21 of the members present agree.

22 **RULE 41. Reading of Bills.** – (a) Every bill shall receive three readings in  
23 the House prior to its passage. The first reading and reference to standing committee of  
24 a House bill shall occur on the next legislative day following its introduction. The first  
25 reading and reference to standing committee of a Senate bill shall occur on the next  
26 legislative day following its receipt on messages from the Senate. The Speaker shall  
27 give notice at each subsequent reading whether it is the second or third reading.

28 (b) No bill shall be read more than once on the same day without the  
29 concurrence of two-thirds of the members present and voting; provided, no bill  
30 governed by Article II, Section 23 of the North Carolina Constitution or described in  
31 Rule 20(a)(2) herein shall be read twice on one day under any circumstance.

32 **RULE 42. Effect of a Defeated Bill.** – (a) Subject to the provisions of  
33 subsection (b) of this rule, after a bill has:

- 34 (1) Been tabled,
- 35 (2) Been postponed indefinitely,
- 36 (3) Failed to pass on any of its readings, or
- 37 (4) Been placed on the unfavorable calendar, the contents of that bill or  
38 the principal provisions of its subject matter shall not be considered in  
39 any other measure originating in the Senate or originating thereafter in  
40 the House. Upon the point of order being raised and sustained by the  
41 Chair, that measure shall be laid upon the table, and shall not be taken  
42 therefrom except by a two-thirds vote of the members present and  
43 voting.

1 (b) No local bill shall be held by the Chair to embody the contents of the  
2 principal provisions of the subject matter of any statewide measure which has been laid  
3 on the table, has failed to pass on any of its readings, or has been placed on the  
4 unfavorable calendar.

5 **RULE 43. Amendments.** – No amendment to a measure before the House  
6 shall be in order unless the amendment is germane to the measure under consideration.  
7 A House amendment deleting a previously adopted House amendment shall not be in  
8 order, except that this sentence does not apply to amendments adopted under Rule  
9 38(c).

10 If the Senate adopts an amendment or committee substitute to a House bill,  
11 the House may refuse to receive the bill on account of lack of germaneness if the Senate  
12 has a similar rule.

13 Only one principal (first degree) amendment shall be pending at any one  
14 time. If a subsequent or substitute principal amendment shall be offered, the Speaker  
15 shall rule it out of order. However, any member desiring to offer a subsequent or  
16 substitute principal amendment in opposition to the pending amendment may inform the  
17 House by way of argument against the pending amendment that if it is defeated the  
18 member proposes to offer another principal amendment, and the member may then read  
19 and explain such proposed amendment.

20 Perfecting or second degree amendments may be offered and considered  
21 without limitation as to number, and in the event of multiple perfecting amendments,  
22 they shall be voted upon in inverse order.

23 **RULE 43.1. Engrossment.** – Bills and resolutions, except those making  
24 appropriations, which originate in the House and which are amended, shall be engrossed  
25 before being sent to the Senate.

26 **RULE 43.2. House Concurrence in Senate Amendments to House Bills.** –  
27 When the House receives a Senate amendment to a bill originating in the House, it shall  
28 be placed on the calendar in accordance with Rule 36(b).

29 **RULE 43.3. Committee Substitutes Adopted by the Senate to Bills**  
30 **Originating in the House; Procedure for Treatment of Material Amendments**  
31 **Thereeto.** – (a) Whenever the Senate has adopted a committee substitute for a bill  
32 originating in the House and has returned the bill to the House for concurrence in that  
33 committee substitute, it shall be placed on the calendar in accordance with Rule 36(b).

34 (b) The Speaker shall rule whether the committee substitute is a material  
35 amendment under Article II, Section 23 of the North Carolina Constitution which reads:

36 **"Revenue bills.** – No law shall be enacted to raise money on the credit of the State,  
37 or to pledge the faith of the State directly or indirectly for the payment of any debt, or to  
38 impose any tax upon the people of the State, or to allow the counties, cities, or towns to  
39 do so, unless the bill for the purpose shall have been read three several times in each  
40 house of the General Assembly and passed three several readings, which readings shall  
41 have been on three different days, and shall have been agreed to by each house  
42 respectively, and unless the yeas and nays on the second and third readings of the bill  
43 shall have been entered on the journal."

1 If the committee substitute was referred to standing committee, the standing  
2 committee shall:

3 (1) Report the bill with the recommendation either that the House do  
4 concur or that the House do not concur; and

5 (2) Advise the Speaker as to whether or not that committee substitute is a  
6 material amendment under Article II, Section 23 of the North Carolina  
7 Constitution.

8 (c) If the committee substitute for a bill is not a material amendment, the  
9 question before the House shall be concurrence.

10 (d) If the committee substitute for a bill is a material amendment, the  
11 receiving of that bill on messages shall constitute first reading, and the question before  
12 the House shall be concurrence on second reading. If the motion is passed, the question  
13 then shall be concurrence on third reading on the next legislative day.

14 (e) No committee substitute adopted by the Senate for a bill originating in  
15 the House may be amended by the House.

16 **RULE 44. Conference Standing Committees.** – (a) Whenever the House  
17 shall decline or refuse to concur in amendments put by the Senate to a bill originating in  
18 the House, or shall refuse to concur in a substitute adopted by the Senate for a bill  
19 originating in the House, or whenever the Senate shall decline or refuse to concur in  
20 amendments put by the House to a bill originating in the Senate, or shall refuse to  
21 concur in a substitute adopted by the House for a bill originating in the Senate, a  
22 conference committee may be appointed by the Speaker upon the Speaker's own motion  
23 and shall be appointed upon request by the principal sponsor of the original bill, the  
24 chair of the House standing committee which reported the bill, or the sponsor of the  
25 amendment in which the Senate refused to concur; and the bill under consideration shall  
26 thereupon go to and be considered by the joint conferees on the part of the House and  
27 Senate. In appointing members to conference committees, the Speaker shall appoint no  
28 less than a majority of members who generally supported the House position as  
29 determined by the Speaker.

30 (b) Only such matters as are in difference between the two houses shall be  
31 considered by the conferees, and the conference report shall deal only with such  
32 matters. The conference report may be made by a majority of the House members of  
33 such conference committee and shall not be amended.

34 (c) If the conferees fail to agree or if either house fails to adopt the report  
35 of its conferees, new conferees may be appointed.

36 (d) No vote shall be taken on adoption of a conference report until the  
37 third legislative day following the distribution of the report to the office of each member  
38 of the House. The Conference Report for the Current Operations Appropriations Bill  
39 and the Conference Report on a bill making general revisions in that act for the second  
40 fiscal year of a biennium may not be placed on the calendar for action earlier than the  
41 third legislative day after the Conference is distributed to the office of all members of  
42 the House.

1           **RULE 44.1. Transmittal of Bills to Senate.** – Unless ordered by the Speaker  
2 or two-thirds vote of the members present and voting, no bill shall be sent from the  
3 House on the day of its passage, except on the last day of the session.

4                           **VII. Legislative Officers and Employees**

5           **RULE 45. Elected Officers.** – (a) The House shall elect its Speaker from  
6 among its membership. The election of the Speaker shall be by a call of the roll of the  
7 members of the House and may not be done by resolution or be combined with any  
8 other matter.

9           (b) The House shall elect its Speaker Pro Tempore from among its  
10 membership who shall perform such duties as the Speaker may assign.

11           (c) The House shall elect a Principal Clerk, who shall continue in office  
12 until another is elected. The Speaker may appoint a Reading Clerk and shall appoint a  
13 Sergeant-at-Arms, both of whom shall serve at the Speaker's pleasure. The Principal  
14 Clerk, Reading Clerk, and Sergeant-at-Arms shall have and perform duties and  
15 responsibilities, not inconsistent with these rules, as the Speaker may assign. Unless  
16 directed otherwise by the Speaker on behalf of the House, the Principal Clerk or an  
17 employee designated by the Principal Clerk shall receive House bills not approved by  
18 the Governor.

19           **RULE 46. Assistants to Principal Clerk and Sergeant-at-Arms.** – The  
20 Principal Clerk and the Sergeant-at-Arms may appoint, with the approval of the  
21 Speaker, such assistants as may be necessary to the efficient discharge of the duties of  
22 their respective offices.

23           **RULE 47. Speaker's Staff; Chaplain; and Pages.** – (a) The Speaker may  
24 appoint one or more staff members to the Speaker, a Chaplain of the House, and pages  
25 to wait upon the sessions of the House.

26           (b) When the House is not in session, the pages shall be under the  
27 supervision of the Supervisor of Pages.

28           (c) The Speaker, at the request of a member, may appoint honorary pages.

29           **RULE 48. Member's Staff.** – (a) Each standing committee and permanent  
30 subcommittee shall have a committee assistant. The committee assistant to a standing  
31 committee or permanent subcommittee shall serve as staff to the chair of the standing  
32 committee or permanent subcommittee.

33           (b) Each member shall be assigned a legislative assistant, unless the  
34 member has a committee assistant to serve as legislative assistant.

35           (c) The selection and retention of committee assistants, legislative  
36 assistants, and office assistants shall be the sole prerogative of the individual member or  
37 members. Such staff shall file initial applications for employment with the Principal  
38 Clerk and shall receive compensation as prescribed by the Legislative Services  
39 Commission. The employment period of such staff shall commence not earlier than the  
40 convening date of the General Assembly and shall terminate not later than the final  
41 adjournment or recess of the General Assembly unless employment for an extended  
42 period is approved by the Speaker. The committee assistants, legislative assistants, and  
43 office assistants shall adhere to such uniform rules and regulations not inconsistent with

1 these rules regarding hours and other conditions of employment as the Legislative  
2 Services Commission shall fix by appropriate regulations.

3 **RULE 49. Compensation of Legislative Assistants.** – No clerk, committee  
4 assistant, legislative assistant, office assistant, or other person employed or appointed  
5 under Rules 46, 47, and 48 hereof shall receive during such employment, appointment,  
6 or service any compensation from any department of the State government, and there  
7 shall not be voted, paid, or awarded any additional pay, bonus, or gratuity to any of  
8 them; but they shall receive only the pay now provided by law for such duties and  
9 services. This rule shall not apply to employment, appointment, or service or to the  
10 receipt of compensation or additional pay, bonus, or gratuity from another department  
11 of State government between regular sessions of the General Assembly.

### 12 **VIII. Privileges of the Hall**

13 **RULE 50. Admittance to Floor.** – No person except members, officers, and  
14 employees of the General Assembly who have been issued identification tags as  
15 provided by this rule, and former members of the General Assembly who are not  
16 registered under the provisions of Article 9 of Chapter 120 of the General Statutes, shall  
17 be allowed on the floor of the House during its session, unless permitted by the Speaker  
18 or otherwise provided by law. Employees of the General Assembly shall wear  
19 identification tags, approved by the Legislative Services Officer, when on the floor of  
20 the House.

21 **RULE 51. Admittance of Press.** – Reporters wishing to take down debates  
22 may be admitted by the Speaker, who shall assign such places to them on the floor or  
23 elsewhere, to effect this object, as shall not interfere with the convenience of the House.  
24 Reporters admitted to the floor of the House shall observe the same requirements of  
25 attire for members contained in Rule 12(h).

26 **RULE 52. Extending Courtesies.** – Courtesies of the floor, galleries, or  
27 lobby shall be extended at the discretion of the Speaker and only by the Speaker.  
28 Requests by members to extend these courtesies shall be typewritten and delivered to  
29 the Speaker. No member shall orally ask the Speaker to extend these courtesies during  
30 the daily session.

31 **RULE 53. Order in House Chamber, Galleries, and Lobby.** – In case of  
32 any disturbance or disorderly conduct in the House Chamber, galleries, or lobby, the  
33 Speaker or other presiding officer is empowered to order the same to be cleared to the  
34 extent they deem necessary.

### 35 **IX. General Rules**

36 **RULE 54. Attendance of Members.** – No member or officer of the House  
37 shall be absent from the service of the House without leave, unless from sickness or  
38 disability.

39 **RULE 55. Documents to Be Signed by the Speaker.** – All acts, addresses,  
40 and resolutions and all warrants and subpoenas issued by order of the House shall be  
41 signed by the Speaker or other presiding officer.

42 **RULE 56. Printing or Reproducing Materials.** – There shall be no printing  
43 or reproducing of paper(s) that are not legislative in essence except upon approval of the  
44 Speaker.

1           **RULE 57. Placement or Circulation of Materials.** – Persons other than  
2 members of the House shall not place or cause to be placed any materials on members'  
3 desks in the House Chamber without obtaining approval of the Speaker. Any material  
4 placed on members' desks in the House Chamber, or circulated to House members  
5 anywhere in the Legislative Building or the Legislative Office Building, shall bear the  
6 name of the originator.

7           **RULE 58. Rules, Rescission, and Alteration.** – (a) These rules shall not be  
8 permanently rescinded or altered except by House simple resolution passed by a  
9 two-thirds vote of the members present and voting. The introducer of the resolution  
10 must on the floor of the House give notice of intent to introduce the resolution on the  
11 legislative day preceding its introduction.

12           (b) Except as otherwise provided herein, the House upon two-thirds vote  
13 of the members present and voting may temporarily suspend any rule.

14           **RULE 59. Cosponsorship of Bills and Resolutions.** – (a) Any member  
15 wishing to cosponsor a bill or resolution which has been introduced may do so by  
16 appearing in the office of the Principal Clerk for such purpose within one-half hour  
17 following the adjournment of the session during which such bill or resolution was first  
18 read and referred, except as approved by the Principal Clerk, a member may cosponsor  
19 the bill electronically not later than one hour following the adjournment.

20           (b) Members wishing to jointly sponsor legislation should indicate such to  
21 the drafter at the time the bill is requested or upon filing the bill with the Principal  
22 Clerk's office. The names of the members who are the primary sponsors shall be listed  
23 in the order requested by them, followed by the words (Primary Sponsors); and the  
24 remaining names of members cosponsoring shall follow. No more than four members  
25 may be listed as primary sponsors.

26           (c) No member shall permit anyone, other than that member's committee  
27 assistant, legislative assistant, office assistant, or another member, to have possession of  
28 the bill jacket in order to solicit for cosponsorship.

29           **RULE 60. Correcting of Typographical Errors.** – The Legislative Services  
30 Officer may correct typographical errors appearing in House bills or resolutions  
31 provided that such corrections are made before ratification and do not conflict with any  
32 actions or rules of the Senate and provided further that such correction be approved by  
33 the Chair of the Standing Committee on Rules, Calendar, and Operations of the House,  
34 the Speaker, or other presiding officer.

35           **RULE 61. Assignment of Seats.** – The assignment of seats shall be made  
36 within each party caucus, with each member choosing a seat in order of seniority. The  
37 Democratic members shall be seated in the 60 seats to the Speaker's left in the chamber,  
38 and the Republican members shall be seated in the 60 seats to the Speaker's right in the  
39 chamber. Except that to the extent that members of one party are in the majority, the  
40 excess shall be seated first in the center aisle seats on the other side of the chamber,  
41 being allocated first, front to rear. After initial assignment of seats, a member shall  
42 continue to occupy the seat to which initially assigned until assigned a permanent seat;  
43 once assigned a permanent seat, the member shall occupy it for the entire biennial

1 session. In event of vacancy, that member's successor will occupy the seat of the  
2 member replaced for the remainder of the biennial session.

3 **RULE 61.1. Office Assignments.** – The Chair of the Standing Committee on  
4 Rules, Calendar, and Operations of the House shall assign to each member an office  
5 space. The office assignments shall be made on the basis of seniority, with the chair of  
6 the Committee on Rules, Calendar, and Operations of the House making assignments in  
7 conformity with the request of each member to the extent practicable. When available,  
8 chairs of standing committees and permanent subcommittees shall be assigned an office  
9 adjacent to the room in which the standing committee or permanent subcommittee  
10 generally meets if the Chair so desires. The Speaker shall be assigned an office of his or  
11 her choice.

12 **RULE 61.2. Convening and Assigning Seats in the New House.** – (a) The  
13 Principal Clerk of the previous House of Representatives shall convene the House of  
14 Representatives at 12:00 noon on the date established by law for the convening of each  
15 regular session and preside over the body until the members elect a Speaker. In the case  
16 of a vacancy, inability, or refusal to so serve, the duty shall devolve upon the  
17 Sergeant-at-Arms of the prior House, and in the case of a vacancy in that office, or  
18 inability or refusal to so serve, the duty shall devolve upon the Reading Clerk of the  
19 prior House.

20 (b) It shall be the duty of the Chair of the Standing Committee on Rules,  
21 Calendar, and Operations of the House of the prior House to assign temporary seats to  
22 the members of the House of Representatives in its Chamber. In the case of the inability  
23 or refusal to serve of the Chair of the Standing Committee on Rules, Calendar, and  
24 Operations of the House, the Speaker of the prior House of Representatives shall  
25 appoint a person to assign seats to members of the House of Representatives in its  
26 Chamber. In the event that the party that had a majority of members in the prior House  
27 will no longer have a majority of members in the new House, then the duty assigned in  
28 this subsection to the Chair of the Committee of the prior House shall instead be the  
29 duty of the person nominated as Speaker by the majority party caucus for the new  
30 House, or some member-elect designated by the Speaker-nominee. In the event no party  
31 will have a majority, then the duty assigned in this subsection to the Chair of the  
32 Committee of the prior House shall instead be the joint duty of one person chosen each  
33 by the caucuses of the two parties having the greatest numbers of members.

34 **RULE 62. Matters Not Covered in These Rules.** – Except as herein set out,  
35 the rules of Mason's Manual of Legislative Procedure shall govern the operation of the  
36 House.

37 **SECTION 2.** This resolution is effective upon adoption.