

Assembly Resolution No. 2—Assemblyman Perkins

FILE NUMBER.....

ASSEMBLY RESOLUTION—Adopting the Rules of the Assembly for the 17th Special Session of the Legislature.

RESOLVED BY THE ASSEMBLY OF THE STATE OF NEVADA, That the following Rules of the Assembly for the 17th Special Session of the Legislature are hereby adopted:

**I. APPLICABILITY**

**Rule No. 1. Generally**

*The Rules of the Assembly for the 17th Special Session of the Legislature are applicable only during the 17th Special Session of the Legislature.*

**II. OFFICERS AND EMPLOYEES**

**DUTIES OF OFFICERS**

**Rule No. 2. Speaker of the Assembly.**

*1. All officers of the Assembly are subordinate to the Speaker in all that relates to the prompt, efficient and correct discharge of their official duties under the Speaker's supervision.*

*2. Possessing the powers and performing the duties described in this rule, the Speaker shall:*

*(a) Take the chair at the hour to which the Assembly will be meeting, call the members to order, and upon the appearance of a quorum, proceed to business.*

*(b) Preserve order and decorum and have general direction of the chamber of the Assembly and the approaches thereto. In the event of any disturbance or disorderly conduct therein, order the same to be cleared.*

*(c) Decide all questions of order, subject to a member's right to appeal to the Assembly. On appeal from such decisions, the Speaker has the right, in the Speaker's place, to assign the reason for the decision.*

*(d) Have the right to name any member to perform the duties of the chair, but such substitution must not extend beyond one legislative day.*

*(e) When the Assembly resolves itself into Committee of the Whole, name a chairman to preside thereover and call him to the chair.*

*(f) Have the power to accredit the persons who act as representatives of the news media and assign them seats.*

*(g) Sign all bills and resolutions passed by the Legislature as provided by law.*

*(h) Sign all subpoenas issued by the Assembly.*

*(i) Receive all messages and communications from other departments of the government and announce them to the Assembly.*

*(j) Represent the Assembly, declare its will and in all things obey its commands.*

*(k) Vote on final passage of a bill or resolution, but the Speaker shall not be required to vote in ordinary legislative proceedings except where*

*the Speaker's vote would be decisive. In all yea and nay votes, the Speaker's name must be called last.*

*3. If a vacancy occurs in the office of Speaker, through death, resignation or disability of the Speaker, the Speaker pro Tempore shall temporarily and for the period of vacancy or disability conduct the necessary business of the Assembly.*

*4. If a permanent vacancy occurs in the office of Speaker, the Assembly shall select a new Speaker.*

### **III. SESSIONS AND MEETINGS**

*Rule No. 3. Open Meetings.*

*All meetings of the Assembly and the Committee of the Whole must be open to the public.*

### **IV. DECORUM AND DEBATE**

*Rule No. 4. Points of Order.*

*If any member, in speaking or otherwise, transgresses the rules of the Assembly, the Speaker shall, or any member may, call to order, in which case the member so called to order shall immediately sit down, unless permitted to explain; and if called to order by a member, such member shall immediately state the point of order. If the point of order be sustained by the presiding officer, the member shall not be allowed to proceed; but if it be not sustained, then he shall be permitted to go on. Every such decision from the presiding officer shall be subject to an appeal to the House; but no discussion of the question of order shall be allowed unless an appeal be taken from the decision of the presiding officer.*

*Rule No. 5. Portable electronic communication devices.*

*1. A person who is within the Assembly Chambers shall not engage in a telephone conversation via the use of a portable telephone.*

*2. Before entering the Assembly Chambers, any person who possesses a portable electronic communication device, such as a pager or telephone, that emits an audible alert, such as a ringing or beeping sound, to signal an incoming message or call shall turn the audible alert off. A device that contains a nonaudible alert, such as a silent vibration, may be operated in a nonaudible manner within the Assembly Chambers.*

### **V. QUORUM, VOTING, ELECTIONS**

*Rule No. 6. Manner of Voting.*

*1. The presiding officer shall declare all votes, but the yeas and nays must be taken when called for by three members present, and the names of those calling for the yeas and nays must be entered in the Journal by the Chief Clerk.*

2. *The presiding officer shall call for yeas and nays by a division or by a roll call, either electronic or oral.*

3. *When taking the yeas and nays on any question, the electronic roll call system may be used, and when so used shall have the force and effect of any roll call under these rules.*

4. *When taking the yeas and nays by oral roll call, the Chief Clerk shall take the names of members alphabetically, except that the Speaker's name must be called last.*

5. *The electronic roll call system may be used to determine the presence of a quorum.*

6. *The yeas and nays must not be taken with the electronic roll call system until all members present are at their desks. The presiding officer may vote at the rostrum.*

7. *Only a member who is physically present within the Assembly Chambers may cast a vote in the Assembly.*

8. *A member shall not vote for another member on any roll call, either electronic or oral. Any member who votes for another member may be punished in any manner deemed appropriate by the Assembly.*

*Rule No. 7. Announcement of the Vote.*

1. *A member may change his vote at any time before the announcement of the vote if the voting is by voice, or at any time before the votes are electronically recorded if the voting is conducted electronically.*

2. *The announcement of the result of any vote shall not be postponed.*

*Rule No. 8. Voting by Division.*

*Upon a division and count of the Assembly on any question, no person without the bar shall be counted.*

## **VI. LEGISLATIVE BODIES**

*Rule No. 9. Committee of the Whole.*

1. *All bills and resolutions may be referred to the Committee of the Whole.*

2. *At any stage in the proceedings of the Committee of the Whole, a member of the committee may speak only once on the question under consideration, for a period of not more than 10 minutes, unless he is granted leave of the chairman to speak more than once. If a member is granted leave to speak more than once, the chairman may limit the length of time that member may speak.*

3. *All amendments proposed by the Committee of the Whole must first be approved by a majority of the members of the Senate and a majority of the members of the Assembly appointed to the Joint Rules Committee for the 17th Special Session of the Legislature.*

## VII. RULES GOVERNING MOTIONS

### *Rule No. 10. Entertaining.*

*No motion may be debated until it is distinctly announced by the presiding officer. If desired by the presiding officer or any member, the motion must be reduced to writing and be read by the Chief Clerk before the motion is debated. A motion may be withdrawn by the maker at any time before amendment or before the motion is put to vote.*

## PARTICULAR MOTIONS

### *Rule No. 11. Indefinite Postponement.*

*When a question is postponed indefinitely, the same question must not be considered again during the special session and the question is not subject to a motion for reconsideration.*

### *Rule No. 12. To Strike Enacting Clause.*

*A motion to strike out the enacting clause of a bill or resolution does not take precedence over any other subsidiary motion. If the motion is carried, it shall be considered equivalent to the rejection of such bill or resolution.*

### *Rule No. 13. Division of Question.*

*Any member may call for a division of the question, which shall be divided, if it comprehends propositions in substance so distinct that, one being taken away, a substantive proposition shall remain for the decision of the Assembly. A motion to strike out being lost shall preclude neither amendment nor a motion to strike out and insert. A motion to strike out and insert shall be deemed indivisible.*

### *Rule No. 14. To Reconsider.*

*No motion to reconsider a vote is in order.*

## VIII. DEBATE

### *Rule No. 15. Speaking on Question.*

*No member shall speak more than twice during the consideration of any one question, on the same day, and at the same stage of proceedings, without leave. Members who have once spoken shall not again be entitled to the floor (except for explanation) to the exclusion of others who have not spoken.*

### *Rule No. 16. Previous Question.*

*The previous question shall be put only when demanded by three members. The previous question shall not be moved by the member last speaking on the question.*

**Rule No. 17. Privilege of Closing Debate.**

*The author of a bill, a resolution or a main question shall have the privilege of closing the debate, unless the previous question has been sustained.*

**IX. CONDUCT OF BUSINESS**

**A. RULES AND PROCEDURE**

**Rule No. 18. Mason's Manual.**

*The rules of parliamentary practice contained in Mason's Manual of Legislative Procedure shall govern the Assembly in all cases in which they are applicable and in which they are not inconsistent with the Rules and orders of the Assembly for the 17th Special Session of the Legislature, and the Joint Rules of the Senate and Assembly for the 17th Special Session of the Legislature.*

**Rule No. 19. Rescission, Change or Suspension of Rule.**

*No rule or order of the Assembly for the 17th Special Session of the Legislature shall be rescinded or changed without a vote of two-thirds of the members elected, and one day's notice being given of the motion therefor; but a rule or order may be suspended temporarily by a vote of two-thirds of the members present.*

**Rule No. 20. Privilege of the Floor and Lobbying.**

*No person, except Senators, former Assemblymen and state officers, may be admitted at the bar of the Assembly, except by special invitation on the part of some member; but a majority may authorize the Speaker to have the Assembly cleared of all such persons. No person may do any lobbying upon the floor of the Assembly at any time, and it is the duty of the Sergeant at Arms to remove any person violating any of the provisions of this rule.*

**Rule No. 21. Material Placed on Legislators' Desks.**

*All papers, letters, notes, pamphlets and other written material placed upon an Assemblyman's desk shall contain the signature of the Legislator requesting the placement of such material on the desk or shall contain a designation of the origin of such material. This rule does not apply to books containing the legislative bills and resolutions, the legislative daily histories, the legislative daily journals or Legislative Counsel Bureau material.*

**Rule No. 22. Peddling, Begging and Soliciting.**

*1. Peddling, begging and soliciting are strictly forbidden in the Assembly Chamber, and in the lobby, gallery and halls adjacent thereto.*

*2. No part of the Assembly Chamber may be used for, or occupied by signs or other devices for any kind of advertising.*

*3. No part of the hallways adjacent to the Assembly Chambers may be used for or occupied by signs or other devices for any kind of advertising for commercial or personal gain. Notices for nonprofit,*

*nonpartisan, civic or special legislative events may be posted in a designated area of the hallways adjacent to the Assembly Chambers with the approval of the Chief Clerk.*

***Rule No. 23. Petitions and Memorials.***

*Petitions, memorials and other papers addressed to the Assembly, shall be presented by the Speaker, or by a member in the Speaker's place. A brief statement of the contents thereof shall be made by the introducer. They shall not be debated on the day of their being presented, but shall be on the table, or be referred, as the Assembly shall determine.*

***Rule No. 24. Request of Purpose.***

*A member may request the purpose of a bill or joint resolution upon its introduction.*

***Rule No. 25. Remarks.***

*It shall be in order for members to make remarks and to have such remarks entered in the Journal.*

***Rule No. 26. Precedence of Parliamentary Authority.***

*The precedence of parliamentary authority in the Assembly is:*

- 1. The Constitution of the State of Nevada.*
- 2. The Statutes of the State of Nevada.*
- 3. The Rules of the Assembly for the 17th Special Session of the Legislature and the Joint Rules of the Senate and Assembly for the 17th Special Session of the Legislature.*
- 4. Mason's Manual of Legislative Procedure.*

***Rule No. 27. Privileged Questions.***

*Privileged questions have precedence of all others in the following order:*

- 1. Motions to fix the time to which the Assembly shall adjourn.*
- 2. Motions to adjourn.*
- 3. Questions relating to the rights and privileges of the Assembly or any of its members.*
- 4. A call of the House.*
- 5. Motions for special orders.*

***B. BILLS***

***Rule No. 28. Substitute Bills.***

*A substitute bill shall be deemed and held to be an amendment, and treated in all respects as such. However, a substitute bill may be amended after its adoption, in the same manner as if it were an original bill.*

***Rule No. 29. Skeleton Bills.***

*The introduction of skeleton bills is not authorized.*

**Rule No. 30. Reading of Bills.**

*The presiding officer shall announce at each reading of a bill whether it be the first, second or third reading. The first reading of a bill shall be for information. If there is objection, the question shall be, "Shall the bill be rejected?" If the question to reject fails to receive a majority vote by the members present, or if there is no objection, the bill shall take the proper course. No bill shall be referred to the Committee of the Whole until after the first reading, nor amended until after the second reading.*

**Rule No. 31. Second Reading and Amendment of Bills.**

*1. All bills must be read the second time after which they are reported by the Committee of the Whole. Upon second reading, Assembly bills reported without amendments shall be placed on the General File and Senate bills reported without amendments shall be placed on the General File. Amendments proposed by the Committee of the Whole and reported with bills shall be considered upon their second reading, and such amendments may be adopted by a majority vote of the members present. Any amendment which is numbered, copied and made available to all members must be moved and voted upon by number unless any member moves that it be read in full. Assembly bills so amended must be reprinted, engrossed, and placed on the General File. Senate bills so amended must be reprinted, then engrossed or reengrossed, as applicable, and placed on the General File.*

*2. Any member may move to amend a bill during its second or third reading if the amendment is first approved by a majority of the members of the Senate and a majority of the members of the Assembly appointed to the Joint Rules Committee for the 17th Special Session of the Legislature, and such a motion to amend may be adopted by a majority vote of the members present. Bills so amended on second reading must be treated the same as bills with amendments proposed by the Committee of the Whole. Any bill so amended upon the General File must be reprinted and then engrossed or reengrossed, as applicable.*

*3. The reprinting of amended bills may be dispensed with only in accordance with the provisions of law.*

**Rule No. 32. Consent Calendar.**

*1. The Committee of the Whole may by unanimous vote of the members present report a bill with the recommendation that it be placed on the consent calendar. The question of recommending a bill for the consent calendar may be voted upon in committee only after the bill has been recommended for passage and only if no amendment is recommended.*

*2. The Chief Clerk shall maintain a list of bills recommended for the consent calendar. The list must be printed in the daily history and must include the summary of each bill, and the date the bill is scheduled for consideration on final passage.*

*3. At any time before the presiding officer calls for a vote on the passage of the consent calendar, a member may give written notice to the Chief Clerk or state orally from the floor of the Assembly in session that he requests the removal of a particular bill from the consent calendar. If*

*a member so requests, the Chief Clerk shall remove the bill from the consent calendar and transfer it to the second reading file. A bill removed from the consent calendar may not be restored to that calendar.*

*4. During floor consideration of the consent calendar, members may ask questions and offer explanations relating to the respective bills.*

*5. When the consent calendar is brought to a vote, the bills remaining on the consent calendar must be read by number and summary and the vote must be taken on their final passage as a group.*

***Rule No. 33. General File.***

*All bills reported to the Assembly, after receiving their second readings must be placed upon a General File, to be kept by the Chief Clerk. Bills must be taken from the General File and acted upon in the order in which they were reported, unless otherwise specially ordered by the Assembly. But engrossed bills shall be placed at the head of the file, in the order in which they are received. The Chief Clerk shall post a daily statement of the bills on the General File, setting forth the order in which they are filed, and specifying the alterations arising from the disposal of business each day. The Chief Clerk shall likewise post notices of special orders as made.*

**C. RESOLUTIONS**

***Rule No. 34. Treated as Bills—Joint Resolutions.***

*The procedure of enacting joint resolutions must be identical to that of enacting bills. However, joint resolutions proposing amendments to the Constitution must be entered in the Journal in their entirety.*

**D. ORDER OF BUSINESS**

***Rule No. 35. Order of Business.***

*The Order of Business must be as follows:*

- 1. Call to Order.*
- 2. Reading and Approval of Journal.*
- 3. Presentation of Petitions.*
- 4. Reports of the Committee of the Whole.*
- 5. [Reserved.]*
- 6. Communications.*
- 7. Messages from the Senate.*
- 8. Motions, Resolutions and Notices.*
- 9. Introduction, First Reading and Reference.*
- 10. Consent Calendar.*
- 11. Second Reading and Amendment.*
- 12. General File and Third Reading.*
- 13. Unfinished Business of Preceding Day.*
- 14. Special Orders of the Day.*
- 15. Remarks from the Floor, limited to 10 minutes.*



**X. MISCELLANEOUS**

***Rule No. 36. Use of the Assembly Chamber.***

***The Assembly Chamber shall not be used for any public or private business other than legislative, except by permission of the Assembly.***