

**As Amended by House Committee**

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*Session of 2025*

**House Resolution No. 6004**

By Representatives Hawkins and Croft

1-16

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1 A RESOLUTION adopting the permanent rules of the House of  
2 Representatives for the 2025-2026 biennium.

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4 *Be it resolved by the House of Representatives of the State of Kansas:*  
5 The following rules shall be the permanent rules of the House of  
6 Representatives for the 2025-2026 biennium.

7 RULES OF THE HOUSE OF REPRESENTATIVES  
8 2025-2026

9 ARTICLE 1. HOUSE SESSIONS; GENERAL OPERATION

10 **Rule 101. Time of Meeting.** The hour of meeting on the first day of  
11 each regular session shall be at 2:00 p.m., and on other days, shall be the  
12 hour set at adjournment on the previous legislative day except that if no  
13 hour of meeting is set at adjournment on the previous legislative day, the  
14 hour of meeting shall be 11:00 a.m. No hour of meeting on any day of the  
15 session shall be set prior to 8:00 a.m.

16 **Rule 102. Speaker Taking Chair.** Subject to Rule 3303, the Speaker  
17 shall take the chair each day, at the hour to which the House has  
18 adjourned. The Speaker shall call the House to order and proceed to  
19 business in accordance with the Rules of the House.

20 **Rule 103. First Business.** The first business each legislative day shall  
21 be the taking of the roll, the taking of roll shall be followed by prayer led  
22 by a person designated by the Speaker and the prayer shall be followed  
23 by the recitation of the pledge of allegiance to the flag of the United  
24 States of America led by a member designated by the Speaker.

25 **Rule 104. Order of Business.** The regular order of business each  
26 legislative day, except on days and at times set apart for the consideration  
27 of special orders and except as provided by the joint rules of the House  
28 and Senate, shall be as follows:

- 29 (1) Introduction and reference of bills and concurrent resolutions.
- 30 (2) Reports of select committees.
- 31 (3) Receipt of messages from the Governor.
- 32 (4) Communications from state officers.
- 33 (5) Messages from the Senate.
- 34 (6) Introduction and notice of original motions and house  
35 resolutions.
- 36 (7) Consideration of motions and house resolutions offered on a

1 previous day.

2 (8) The unfinished business before the House at the time of  
3 adjournment on the previous day.

4 (9) Consent calendar.

5 (10) Final Action on bills and concurrent resolutions.

6 (11) Bills under consideration to concur and nonconcur.

7 (12) General Orders.

8 (13) Reports of standing committees.

9 **Rule 105. Members Excused from Attendance.** Members may be  
10 excused from attendance on any legislative day by the Speaker for the  
11 following reasons and such reasons shall be shown in the Journal: (1)  
12 Verified illness; (2) legislative business; and (3) excused absence by the  
13 Speaker.

14 **Rule 106. Introduction of Guests.** Except when permission has been  
15 given by the Speaker before taking the chair, no guests in the gallery shall  
16 be introduced to the House.

17 **Rule 107. Session Proforma.** (a) The House of Representatives may  
18 meet from time to time for the sole purpose of processing routine  
19 business of the House of Representatives. These sessions shall be known  
20 as Session Proforma.

21 (b) Time of Meeting. Session Proforma shall be announced at least  
22 one legislative day in advance with the hour for meeting Proforma set on  
23 the previous legislative day.

24 (c) Order of Business. The only orders of business that may be  
25 considered during Session Proforma are:

26 (1) Introduction and reference of bills and concurrent resolutions.

27 (2) Receipts of messages from the Governor.

28 (3) Communications from State Officers.

29 (4) Messages from the Senate.

30 (5) Reports of Standing Committees.

31 (d) Motions. No motion shall be in order other than the motion to  
32 adjourn.

33 (e) Objections. Any objection by any member shall require the  
34 Session Proforma to adjourn to the next day, Saturday and Sunday  
35 excluded, at 11:00 a.m.

36 (f) Quorum and Roll. There shall be no requirement for a quorum or  
37 taking of the roll. No demand for a roll call for a quorum shall be in  
38 order.

39 (g) Effect on Certain Rules. If a legislative day referred to in Rule  
40 1309, 1503, 1505, 2303, 2705 or 3705 occurs on a legislative day which  
41 is also the day on which a Session Proforma is held, the term "legislative  
42 day" as used in such rule means the next legislative day subsequent to the  
43 legislative day on which the Session Proforma is held.

1       **Rule 108. Rulings on Germaneness, Division of Amendments,**  
2 **Points of Order and Procedural Motions.** Any member, upon  
3 recognition by the presiding officer, may request a ruling upon the  
4 germaneness of any amendment to a bill or resolution, the division of an  
5 amendment to a bill or resolution, a point of order or a procedural motion.  
6 Any such ruling shall be made by the chairperson of the House  
7 Committee on Rules and Journal, or in the absence of the chairperson the  
8 vice chairperson of the Committee. At the time of making such ruling, the  
9 chairperson, or vice chairperson, shall state the reasons or basis for such  
10 ruling.

11       Appeals from rulings of the chairperson, or vice chairperson, may be  
12 taken upon the motion of any member. Such appeals shall be in order at  
13 the time of the making of the ruling and shall take precedence over any  
14 question pending at the time the chairperson, or vice chairperson, makes  
15 such ruling.

16       Appeals from rulings on questions of germaneness of an amendment  
17 shall be debatable only by the member making the motion to amend  
18 which is the subject of the ruling, the member carrying the measure  
19 sought to be amended, the Majority Leader or a member designated by  
20 the Majority Leader and the Minority Leader or a member designated by  
21 the Minority Leader. Appeals from rulings on requests for division of an  
22 amendment shall be debatable only by the member requesting division of  
23 the motion to amend, the member making the motion to amend which is  
24 the subject of the ruling, the member carrying the measure sought to be  
25 amended, the Majority Leader or a member designated by the Majority  
26 Leader and the Minority Leader or a member designated by the Minority  
27 Leader.

28       Appeals from rulings on a point of order or procedural motion shall be  
29 debatable only by the member raising the point of order or making the  
30 procedural motion which is the subject of the ruling, the member  
31 appealing the ruling, the Majority Leader or a member designated by the  
32 Majority Leader and the Minority Leader or a member designated by the  
33 Minority Leader.

34       Each member may speak no more than two minutes. Debate shall be  
35 limited to the question of the ruling of the chairperson, or vice  
36 chairperson, and, in the case of division of an amendment, shall be  
37 limited as provided in Rule 2105.

38       At the conclusion of debate the presiding officer shall inquire: "Shall  
39 the chairperson's (or vice chairperson's) ruling be sustained?"

#### 40       ARTICLE 3. QUORUM

41       **Rule 301. Quorum, What Constitutes.** A majority of all members  
42 then elected (or appointed) and qualified shall constitute a quorum. In the  
43 absence of a quorum no business shall be transacted by the House, except

1 as provided in Rule 107, 302 and 303 or to recess or adjourn.

2 **Rule 302. Absence of Quorum.** In the absence of a quorum during  
3 any session of the House, the members present may do what is necessary  
4 to attain a quorum. In the absence of a quorum while in the committee of  
5 the whole, the committee shall rise and report. Reprimand, censure or  
6 expulsion may be imposed as provided by Article 49 when there is found  
7 to be no sufficient excuse for absence of a member.

8 **Rule 303. Roll Call to Determine Quorum.** A roll call shall be taken  
9 to determine the existence of a quorum on demand of any member. The  
10 result of each roll call to ascertain a quorum shall be recorded in the  
11 Journal by statement of the total number present, naming only the  
12 absentees.

### 13 ARTICLE 5. CONDUCT IN THE HOUSE CHAMBER

14 **Rule 501. Admission to Floor.** (a) During daily sessions, from the  
15 time of convening until adjournment to the following legislative day, only  
16 the following classes of persons shall be admitted to the floor of the  
17 House, the cloakrooms to the east of the house chamber and the hallway  
18 at the west of the house chamber: (1) Members of the Legislature; (2)  
19 officers and employees of the legislative branch who are properly  
20 identified; (3) persons having permits from the Speaker; (4) children and  
21 grandchildren of members of the legislature, if the children or  
22 grandchildren do not disrupt the proceedings or breach decorum.

23 (b) No person who is an officer or employee of the executive or  
24 judicial branch of Kansas government or an employee of the federal  
25 government shall be admitted to the area of the chamber on which  
26 legislators' desks are located during the time the House of  
27 Representatives is in session, except as provided by resolution, nor shall  
28 any such person be on the floor of the House chamber during a call of the  
29 House.

30 (c) No person registered with the Secretary of State as a lobbyist  
31 shall be on the floor of the House chamber 15 minutes before the time of  
32 convening the daily session until 15 minutes after adjournment to the  
33 following legislative day.

34 (d) The sergeant at arms shall remove all persons from the floor,  
35 except persons authorized under the Rules of the House or a House  
36 resolution.

37 (e) The provisions of this rule shall not be construed to prevent the  
38 right of access (through the west hallway) by persons going directly to or  
39 returning from the offices of the Speaker and the Majority Leader.

40 **Rule 502. Food and Drink.** Members may have food or drink, or  
41 both, on their desks in the House chamber only when the member is  
42 present at the member's desk.

43 **Rule 503. Galleries.** Visitors shall be allowed in one or both galleries

1 of the House in accordance with directions to the sergeant at arms from  
2 the Speaker. Except for security personnel authorized by the Speaker,  
3 making and receiving of cell phone calls in the galleries of the House are  
4 prohibited.

5 **Rule 504. Placing Material on Member's Desk.** No items or  
6 material shall be placed upon the desk of any member of the House  
7 unless any such item or material bears the signature and printed name of  
8 the member responsible for its distribution. This Rule 504 shall not apply  
9 to items or material provided by legislative staff.

10 **Rule 505. Photographic Record of Vote.** No photographic or similar  
11 record shall be made of the vote of any member upon any measure upon  
12 which a division of the House has been called.

13 **Rule 506. Wireless Electronic Telecommunications Devices.** Except  
14 for security personnel authorized by the Speaker, the use of wireless  
15 electronic telecommunications devices emitting an audible sound or tone  
16 to announce or initiate communications in the House chamber is  
17 prohibited during any time the House is in session.

#### 18 ARTICLE 7. INTRODUCTION OF BILLS AND RESOLUTIONS

19 **Rule 701. Introduction of House Bills and Resolutions.** Every  
20 House bill or resolution intended to be introduced shall be delivered to  
21 the chief clerk. The delivery shall be by a legislator who is a sponsor of  
22 the legislation or by a legislator who is the chairperson or vice  
23 chairperson of a legislative committee that has authorized the  
24 introduction, or by a legislative staff person or another member of the  
25 House authorized by such legislator. Such bill or resolution shall contain  
26 the name of the legislator or the committee that is the sponsor of the  
27 legislation and the name of the person, state or local agency, organization  
28 or entity, if any, that requested the bill for introduction by the legislator or  
29 committee. In lieu of introduction as provided by this rule, introduction  
30 may be as provided by law for prefilled bills and resolutions.

31 **Rule 702. Introduction of Senate Bills and Concurrent**  
32 **Resolutions.** Senate bills and concurrent resolutions sent to the House  
33 shall be introduced upon reading of the message received by the chief  
34 clerk.

35 **Rule 703. Reading of Bills and Resolutions for Introduction.** For  
36 the purpose of introduction, the chief clerk shall read bills and resolutions  
37 by title to the first semicolon or period, whichever occurs first. The  
38 Speaker may require any House resolution to be read in full. The name of  
39 the sponsor shall be read if there is only one sponsor. If there are two  
40 sponsors, both names shall be read. If there are more than two sponsors,  
41 the name of the first sponsor shall be read, followed by the words "and  
42 others."

43 **Rule 704. Senate Bills and Concurrent Resolutions; Procedure**

1 **Following Introduction.** Following introduction, all Senate bills and  
2 Senate concurrent resolutions when in the House shall follow the same  
3 procedure as House bills and House concurrent resolutions.

4 **ARTICLE 9. REFERENCE OF BILLS AND RESOLUTIONS**

5 **Rule 901. Reference, Generally.** (a) On the day of introduction or the  
6 following legislative day, the Speaker shall refer each bill to:

- 7 (1) A standing committee,
- 8 (2) a select committee,
- 9 (3) the committee of the whole House,
- 10 (4) two or more standing committees separately, or
- 11 (5) two or more standing committees jointly.

12 (b) On the day of introduction or the following legislative day, the  
13 Speaker shall refer each concurrent resolution:

14 (1) In any way that a bill may be referred under subsection (a), if the  
15 concurrent resolution is a proposition to amend the Constitution of  
16 Kansas, to call a constitutional convention to amend or revise the  
17 Constitution of Kansas, to ratify an amendment to the Constitution of the  
18 United States, to apply for a United States constitutional convention, or to  
19 amend the joint rules of the House and Senate;

20 (2) if the concurrent resolution is not one of those specified in  
21 subpart (1) of this subsection (b), it may be referred in any way that a bill  
22 may be referred under subsection (a), or the Speaker may authorize  
23 consideration thereof on the day of introduction under the order of  
24 business introduction and reference of bills and concurrent resolutions.

25 (c) On the day of introduction, the Speaker may refer any House  
26 resolution (1) in any way that a bill may be referred under subsection (a)  
27 or (2) make no reference, except the Speaker shall make any reference  
28 required by the Rules of the House.

29 (d) Bills or resolutions prefiled under K.S.A. 46-801 et seq., and  
30 amendments thereto, for the regular session of the legislature held in  
31 even-numbered years may be referred by the Speaker to the appropriate  
32 committee or the committee of the whole at any time subsequent to the  
33 prefiling of such bill or resolution with the chief clerk of the House.

34 **Rule 902. Appropriation Bills.** Bills containing more than one item  
35 of appropriation shall be referred to the standing committee on  
36 appropriations, except that bills introduced by the committee on  
37 appropriations may be referred to the committee of the whole House.

38 **Rule 903. Separately Referred Bills and Resolutions.** (a) When a  
39 bill or resolution has been referred separately to two or more standing  
40 committees, each committee shall consider the bill or resolution  
41 separately in the order specified by the Speaker.

42 (b) If the first committee to which a bill or resolution has been  
43 separately referred reports the bill or resolution adversely, the bill or

1 resolution shall not be considered by the second committee, unless  
2 returned to the second committee by the committee of the whole House in  
3 accordance with Rule 1505.

4 (c) When a bill has been referred separately and the report of the  
5 first committee was not adverse, the report of the second committee shall  
6 be the report considered by the committee of the whole House.

7 **Rule 904. Jointly Referred Bills and Resolutions.** When a bill or  
8 resolution is jointly referred, it shall be considered and acted upon at a  
9 joint meeting of the two committees. The chairperson of the first  
10 committee named in the joint referral shall be the chairperson of the joint  
11 committee when considering such bill or resolution.

12 ARTICLE 11. COMMITTEES; COMPOSITION

13 **Rule 1101. Standing Committees; Names and Members.** (a) The  
14 standing committees of the House shall be the following and have the  
15 number of members indicated for each:

16	1. Agriculture and Natural Resources.....	17
17	2. Appropriations.....	23
18	3. Child Welfare and Foster Care.....	13
19	4. Calendar and Printing.....	6
20	5. Commerce, Labor and Economic Development .....	17
21	6. Corrections and Juvenile Justice .....	13
22	7. Education .....	17
23	8. Elections.....	13
24	9. Energy, Utilities and Telecommunications.....	17
25	10. Federal and State Affairs.....	23
26	11. Financial Institutions and Pensions .....	17
27	12. Health and Human Services.....	17
28	13. Insurance.....	17
29	14. Interstate Cooperation .....	7
30	15. Judiciary.....	17
31	16. Legislative Modernization.....	17
32	17. Local Government.....	13
33	18. Rules and Journal.....	7
34	19. Taxation .....	23
35	20. Transportation.....	17
36	21. Veterans and Military.....	13
37	22. Water.....	17
38	23. Welfare Reform.....	13

39 (b) The successor committees provided in Rule 1101(b) of the Rules  
40 of the Kansas House of Representatives for the 2023-2024 Biennium are  
41 incorporated by reference. All successor standing committees established  
42 by Rule 1101 shall inherit the authority and duties of the standing  
43 committee that such successor committee succeeded for purposes of

1 reference in statutes and other documents.

2 (c) The House standing Committee on Legislative Modernization  
3 shall study the Rules of the House of Representatives and make  
4 recommendations to the Legislature to improve the legislative process,  
5 increase transparency and utilize technology.

6 **Rule 1102. Committee Appointments.** (a) The Speaker shall appoint  
7 the members of the standing committees. The Speaker may remove or  
8 replace any such committee member at any time.

9 (b) The Speaker shall appoint the chairperson and vice chairperson  
10 of each standing committee. The Speaker may remove or replace any  
11 such chairperson or vice chairperson at any time.

12 **Rule 1103. Select Committees.** The Speaker may appoint select  
13 committees and the chairpersons and vice chairpersons thereof. The  
14 Speaker may remove or replace any such chairpersons or vice  
15 chairpersons or members of such committees. Select committees shall  
16 meet on call of the chairperson or when directed by the Speaker.

17 **Rule 1104. Announce Appointments.** All committee appointments  
18 shall be announced in open session.

19 **Rule 1105. Budget Committees.** (a) There is hereby created the  
20 following budget committees of the committee on appropriations, which  
21 shall have the number of members indicated for each:

- 22 1. Agriculture and natural resources budget ..... 9
- 23 2. General government budget..... 9
- 24 3. Higher education budget.....9
- 25 4. K-12 education budget.....13
- 26 5. Legislative budget..... 9
- 27 6. Social services budget ..... 9
- 28 7. Transportation and public safety budget..... 9

29 (b) Members of the budget committees are not required to be  
30 members of the committee on appropriations. The Speaker shall appoint  
31 the members, chairpersons and vice chairpersons of the budget  
32 committees. The Speaker may remove or replace any such chairperson,  
33 vice chairperson or member at any time.

34 (c) Budget committees shall be advisory to and make  
35 recommendations to the committee on appropriations regarding matters  
36 referred to the budget committee by the committee on appropriations. A  
37 budget committee is authorized to introduce bills or resolutions within the  
38 subject matter of the budget committee. Except as otherwise provided in  
39 this rule, budget committees shall be deemed to be standing committees  
40 under the rules of the House of Representatives. Budget committee  
41 meetings are subject to the Kansas open meetings act, K.S.A. 75-4317a et  
42 seq., and amendments thereto.



1       **Rule 1301. Committee Meetings; Time and Place.** When the  
2 Legislature is in session, standing committees shall meet at the times and  
3 place assigned by the Speaker on the call of the chairperson.

4       **Rule 1302. Notice and Agenda for Committee Meetings.** The  
5 chairperson shall provide notice of meetings and an agenda or agenda  
6 information to committee members, the chief clerk and the public. The  
7 chief clerk shall include in the calendar such information as is practical.

8       **Rule 1303. Duties of Committee Chairperson.** The principal duties  
9 of the chairperson of a standing committee are:

10       (a) To preside over meetings of the committee and to put all  
11 questions;

12       (b) to maintain order and decide all questions of order subject to  
13 appeal to the committee;

14       (c) to supervise and direct staff of the committee;

15       (d) to keep, or have the committee secretary keep, subject to the  
16 approval of the committee at a subsequent meeting, minutes of meetings  
17 which shall include:

18           (1) The time and place of each meeting of the committee;

19           (2) the attendance of committee members;

20           (3) the names and city and state of residence of persons appearing  
21 before the committee and whom each represents; and

22           (4) when a committee recommends amendments to a bill that strike  
23 all sections in the bill subsequent to the enacting clause that contain new  
24 or amendatory language and inserts sections that contain new or  
25 amendatory language, a notation specifying: (A) The committee that  
26 recommended the amendment or amendments; (B) the date the  
27 amendment or amendments were recommended; and (C) the bill number  
28 of the source bill or bills, if any, that included the inserted sections added  
29 to the underlying bill pursuant to the amendment or amendments. Such  
30 information contained in this subsection shall also be included in the  
31 committee action index;

32       (e) to prepare and sign reports of the committee and submit such  
33 reports in accordance with Rule 1308(b) to the chief clerk;

34       (f) to appoint subcommittees to perform duties on an informal basis;

35       (g) to inform the Speaker of any committee activity which caused  
36 any member of the committee to be absent during any recorded vote; and

37       (h) to determine germaneness of matters before the committee.

38       **Rule 1304. Introduction of Committee Bills and Resolutions.** (a) A  
39 committee may sponsor bills and resolutions for introduction while the  
40 Legislature is in session respecting any matters referred to it. Requests for  
41 introduction of bills made before a committee shall be made by a  
42 legislator or a person, state or local agency, organization or entity. A  
43 legislator whose purpose is to request introduction of a bill on behalf of a

1 person, state or local agency, organization or entity shall state such  
2 purpose when making the request.

3 All requests for introduction, when approved by the committee, along  
4 with the name of the person requesting the introduction of the bill and the  
5 name of any person, organization or entity on whose behalf such request  
6 is made, shall be recorded in the minutes.

7 Unless approved by the Speaker, a standing committee may sponsor  
8 bills and resolutions for introduction only within the general subject area  
9 assigned to the committee.

10 No standing committee shall originate a bill which is substantially  
11 identical with any bill which has been referred to another standing  
12 committee, and which is under consideration by such committee.

13 (b) Requests for bill introductions shall be the first order of business  
14 for each committee meeting, except that for committees subject to the  
15 committee bill request deadline specified in joint rule 4(c) of the joint  
16 rules of the Senate and House of Representatives, until the last day for  
17 committee to request bills for introduction in such joint rules.

18 The person making the request shall state for the minutes of the  
19 committee such person's name, a short description of the bill, the RS  
20 number and the name of the individual or organization on behalf of which  
21 the bill is being requested, if any. To be considered, a request must have  
22 previously been assigned an RS number by the Office of Revisor of  
23 Statutes. Requests for bill introductions shall be deemed accepted as  
24 offered unless there is objection by a committee member. Upon objection,  
25 a vote of the committee will be required to accept the request for  
26 introduction.

27 **Rule 1305. Quorum of a Committee.** A quorum shall be present at a  
28 meeting for a committee to act officially. A quorum of a committee is a  
29 majority of the members of the committee. A quorum of a committee may  
30 transact business and a majority of the quorum, even though it is a  
31 minority of the committee, may adopt a committee report.

32 **Rule 1306. Voting in Committees.** (a) All actions by a committee  
33 shall be taken at a called meeting while the Legislature is in session. The  
34 action taken shall be recorded in the committee minutes. An individual  
35 member's vote may be recorded at the member's request.

36 (b) The committee chairperson may vote but shall not be required to  
37 vote unless the committee is equally divided. If the chairperson's vote  
38 makes the division equal, the question shall be lost.

39 (c) An action formally taken by a committee cannot be altered in the  
40 committee except by reconsideration and further formal action of the  
41 committee.

42 (d) A motion to take from the table may be adopted by the  
43 affirmative vote of a majority of the members present at any called

1 meeting of the committee.

2 **Rule 1307. Procedure in General.** Committee procedure shall be  
3 informal, but where any questions arise thereon, the rules or practices of  
4 the House are applicable except that the right of a member to speak to any  
5 question shall not be subject to the limitations prescribed by Rule 1704.  
6 All motions in a committee shall require a second.

7 **Rule 1308. Committee Action on Bills and Resolutions.** (a) A  
8 committee shall not take action to report a bill out of committee on the  
9 same day that the committee holds a hearing on the bill unless the  
10 committee approves such action by a two-thirds vote.

11 (b) A committee may recommend amendments to measures referred  
12 to it which are germane to the subject of the measure. Committee  
13 recommendations shall be made by committee report to the House. **Not**  
14 **more than a total of five additional bills or parts of bills may be**  
15 **included in a committee report recommended by the committee on**  
16 **taxation.** Committee reports shall be signed by the chairperson or other  
17 committee members authorized by the committee chairperson to make  
18 and sign the report, and shall be transmitted to the House not later than  
19 the second legislative day following the action of the committee. The  
20 chairperson shall notify the Chief Clerk of the House of Representatives  
21 when such a committee member has been authorized to make and sign the  
22 report. An employee of the Office of Revisor of Statutes may transmit a  
23 signed committee report to the House on behalf of the chairperson or  
24 authorized committee member. The committee chairperson shall notify to  
25 the Chief Clerk of such occurrence.

26 If a committee recommends amendments to a bill or resolution  
27 referred to it that strike all sections in the bill or resolution subsequent to  
28 the enacting clause that contain new or amendatory language or resolving  
29 clause and inserts sections that contain new or amendatory language, and  
30 the bill or resolution was sponsored by an individual member or  
31 members, the committee becomes the sponsor of the bill or resolution and  
32 the committee name will be printed on the bill as the sponsor.

33 (c) All committee reports on bills and resolutions shall be recorded  
34 in the Journal.

35 (d) If amendments are pending on a measure when referred to a  
36 committee, the amendments accompany the bill and the committee may  
37 recommend the adoption or rejection of the amendments already  
38 proposed and make further recommendations.

39 **Rule 1309. Motion to Withdraw a Bill or Resolution from a**  
40 **Committee.** (a) If a committee does not report on any bill or resolution  
41 within 10 legislative days after its reference to the committee, the bill or  
42 resolution may be withdrawn from the committee by an affirmative vote  
43 of 70 members of the House. Such a motion shall be made in writing,

1 giving the reasons for withdrawal from the committee. Such motion shall  
2 be made under the order of business introduction and notice of original  
3 motions and House resolutions. Only one bill or resolution may be named  
4 in such a motion. The motion shall be read by the chief clerk or the  
5 member making the motion and shall be printed in the calendar of the  
6 next legislative day under the order of business consideration of motions  
7 and House resolutions offered on a previous day. The motion shall be  
8 considered on the legislative day following the day it is made. If the  
9 motion prevails, the bill or resolution shall be placed on the calendar  
10 under the order of business General Orders.

11 (b) Motions to withdraw a bill or resolution from a committee are  
12 not subject to amendment or debate.

13 (c) The provisions of subsections (a) and (b) of this rule shall not  
14 apply to resolutions adopting or amending rules of the House.  
15 Resolutions relating to the adoption or the amendment of rules of the  
16 House may be withdrawn from the Committee on Rules and Journal at  
17 any time by the affirmative vote of 63 members of the House.

18 **Rule 1310. Wireless Electronic Telecommunications Devices.**

19 Except for security personnel authorized by the Speaker, the use of  
20 wireless electronic telecommunications devices emitting an audible sound  
21 or tone to announce or initiate communications in a committee room is  
22 prohibited during any time when a committee or subcommittee is in  
23 session in the room.

24 ARTICLE 15. CALENDAR LOCATION OF BILLS AND  
25 RESOLUTIONS

26 **Rule 1501. General Orders; Description and Function.** Bills,  
27 concurrent resolutions and House resolutions reported for further action  
28 by the committee to which they were referred and bills and concurrent  
29 resolutions referred directly to the committee of the whole shall constitute  
30 the General Orders of the calendar of the House. The titles of such bills  
31 and resolutions shall appear under the heading General Orders in the  
32 order directed by the Speaker and the Majority Leader. The reporting  
33 committee and its action on the bill or resolution shall be shown under  
34 each bill and resolution. Such bills and resolutions shall be considered by  
35 the committee of the whole in the order which they appear on General  
36 Orders. The Speaker and the Majority Leader may consult with the  
37 Committee on Calendar and Printing in preparing the order of bills and  
38 resolutions under this rule.

39 **Rule 1502. Posting of Sequence for Succeeding Day.** When the  
40 Speaker and the Majority Leader have prepared the sequence of bills and  
41 resolutions to appear on General Orders for the succeeding legislative  
42 day, a copy of the list giving the number designation of each bill and  
43 resolution in the order they are to appear shall be posted near the entrance

1 to the House chamber. No bill or resolution shall appear on General  
2 Orders or be considered in the committee of the whole without notice of  
3 the same having been announced in the House not later than 4:00 p.m. or  
4 prior to adjournment if at a later hour on the previous day.

5 **Rule 1503. Change in the Sequence on General Orders.** (a) The  
6 order of a bill or resolution on General Orders may be changed by  
7 unanimous consent or by the affirmative vote of 70 members on a motion  
8 made as provided in this subsection.

9 Such a motion shall be made in writing, giving the reasons for the  
10 proposed change. Such motion shall be made under the order of business  
11 introduction and notice of original motions and House resolutions. Only  
12 one bill or resolution may be named in such a motion. The motion shall  
13 be read by the chief clerk or the member making the motion and shall be  
14 printed in the calendar of the next legislative day under the order of  
15 business consideration of motions and House resolutions offered on a  
16 previous day. The motion shall be considered on the legislative day  
17 following the day it is made.

18 If such a motion fails, a motion to change the order on General Orders  
19 of such bill shall not be in order until the fifth legislative day following  
20 such failure.

21 (b) Motions to change the order of a bill or resolution on General  
22 Orders are not subject to amendment or debate.

23 (c) This Rule 1503 does not apply to the addition or removal of a bill  
24 or resolution from General Orders.

25 **Rule 1504. Adversely Reported Bills and Resolutions; Calendar**  
26 **Location.** Bills and resolutions that are adversely reported shall appear  
27 on the calendar for one day under the heading bills adversely reported.

28 **Rule 1505. Motion to Move Adversely Reported Bill or**  
29 **Concurrent Resolution to General Orders.** (a) A motion to add an  
30 adversely reported bill or resolution to General Orders shall be made in  
31 writing. Such motion shall be made under the order of business  
32 introduction and notice of original motions and House resolutions, and  
33 such motion may not be made after the legislative day when the bill or  
34 resolution appears on the calendar under Rule 1504. The motion shall be  
35 read by the chief clerk or the member making the motion and shall be  
36 printed in the calendar of the next legislative day under the order of  
37 business consideration of motions and House resolutions offered on a  
38 previous day. The motion shall be considered on the legislative day  
39 following the day it is made.

40 (b) When a bill or resolution has been separately referred and is  
41 adversely reported by the first committee of separate reference, a motion  
42 to add the adversely reported bill or resolution to General Orders is not in  
43 order, but a motion to move the adversely reported bill or resolution to

1 the next committee of separate reference may be made in the same  
2 manner as the motion in subsection (a).

3 (c) Adoption of a motion under this Rule 1505 requires the  
4 affirmative vote of 70 members of the House.

5 (d) If a motion under subsection (a) prevails, the words "Adversely  
6 Reported" shall be printed in a line below the title of the bill when it is  
7 listed on General Orders.

8 **Rule 1506. Motion to Lay on Table Bill or Resolution while on**  
9 **Final Action Subject to Amendments and Debate.** When a motion to  
10 lay on the table a bill or resolution is adopted while on final action subject  
11 to amendment and debate, on the next legislative day such bill or  
12 resolution shall be placed on the calendar under the order of business the  
13 unfinished business before the House at the time of adjournment on the  
14 previous day.

15 **Rule 1507. Disposition of Bills Subject to Certain Deadlines.** Any  
16 bill which is subject to a deadline for consideration under subsection (e)  
17 or subsection (f) of Joint Rule 4 of the Joint Rules of the Senate and  
18 House of Representatives and which remains on General Orders at the  
19 close of business on such deadline day shall be considered as killed and  
20 shall be stricken from the calendar unless such bill is referred by the  
21 Speaker to a committee before the close of business on such day. Any bill  
22 so referred shall be subject to all applicable deadlines under the Joint  
23 Rules of the Senate and House of Representatives. The Speaker may re-  
24 fer any such referred bill to the committee of the whole at any time after  
25 such referral.

#### 26 ARTICLE 17. MEMBERS ADDRESSING THE HOUSE

27 **Rule 1701. Requesting the Floor.** Any member desiring to request  
28 the floor shall press the member's "speak bill" button, and shall not  
29 proceed until recognized by the presiding officer.

30 **Rule 1702. Order During Speaking.** While a member is speaking to  
31 the House, no other member shall engage in private conversation or pass  
32 between the member speaking and the presiding officer.

33 **Rule 1703. When Question is Put.** While a question is being put or a  
34 roll call or division is being taken, members are not to speak or leave  
35 their seats.

36 **Rule 1704. Violation of Rules While Speaking.** (a) Members shall  
37 address the House from the microphone located in the well of the House  
38 chamber.

39 (b) No member shall speak more than twice on the same day to the  
40 same question without leave of the House, unless the member is the  
41 mover or is carrying the measure, in which case such member may open  
42 and close the debate and may respond to direct questions from other  
43 members addressed to them during the course of consideration of the

1 measure.

2 For the purposes of this subsection, an amendment to any measure  
3 shall be considered as a separate and independent question.

4 (c) The privilege of a member carrying a measure to open and close  
5 the debate shall not be affected by any order for the previous question or  
6 that debate shall cease. Such member may occupy 10 minutes in closing  
7 the debate after the previous question is ordered.

8 (d) While a member is carrying a measure, such member may yield  
9 to another member for explanation of the measure, or for personal  
10 explanation, or for a motion to adjourn without losing the privilege to  
11 carry the measure for the remainder of their time except that such  
12 member may not yield to any member who has already spoken twice on  
13 such question on the same day.

14 (e) If any member, in speaking, violates the rules of the House, the  
15 presiding officer shall call such member to order.

16 **Rule 1705. Point of Personal Privilege.** Except when permission has  
17 otherwise been given by the Speaker before taking the chair:

18 (a) A member shall be allowed to raise a point of personal privilege  
19 only for the following purposes: (1) Recognition of another member or  
20 former member of the House; or (2) recognition of an individual or group  
21 which has received statewide or national award or statewide or national  
22 recognition.

23 (b) A member shall be allowed to speak not more than five minutes  
24 in making a point of personal privilege.

25 **ARTICLE 19. COMMITTEE OF THE WHOLE**

26 **Rule 1901. Motion to go into Committee of the Whole House.**  
27 When the order of business General Orders is reached, a motion made by  
28 the Majority Leader or Assistant Majority Leader shall be in order for the  
29 House to go into Committee of the Whole for consideration of bills and  
30 resolutions as listed on General Orders.

31 **Rule 1902. Committee of the Whole; Normal Procedure.** Bills and  
32 resolutions shall be considered in the Committee of the Whole as follows:  
33 If the standing committee has recommended that the bill or resolution be  
34 amended, the standing committee report shall first be considered, and if it  
35 is adopted, the bill as amended by the committee report shall be  
36 considered and amendments from the floor are in order. If the committee  
37 report is not adopted, or if the committee has recommended no  
38 amendments, the bill, without committee amendments, shall be  
39 considered and amendments from the floor are in order. After the original  
40 bill, together with standing committee amendments if any, has been  
41 considered, a motion that when the committee arises it report a bill  
42 favorably, or report a bill favorably as amended, shall not be in order until  
43 all other motions have been disposed of, and such a motion shall not be

1 offered as a substitute motion. A motion to strike the enacting clause is in  
2 order at any stage until the final vote is announced. The motion to strike  
3 the enacting clause may be debated upon the merit of the proposition, and  
4 shall not be subject to amendment or substitution. A roll call vote shall be  
5 taken upon a motion to strike the enacting clause.

6 **Rule 1903. Motion to Pass Over a Bill or Resolution While in**  
7 **Committee of the Whole.** When in the Committee of the Whole, either  
8 (1) a motion made by the Majority Leader or Assistant Majority Leader to  
9 pass over a bill or resolution and that it retain its place on the Calendar or  
10 (2) a motion made by the Majority Leader or Assistant Majority Leader to  
11 pass over a bill or resolution and that it retain a place on General Orders  
12 shall be in order only after the chairperson has announced that the next  
13 order of business is such bill or resolution and has recognized a member  
14 to carry it. Either motion shall require the vote of a majority of the  
15 members present for adoption. Motions under this rule shall not be  
16 subject to debate.

17 **Rule 1904. Motions to Refer Bills or Resolutions to a Committee**  
18 **While in Committee of the Whole.** When in the Committee of the  
19 Whole, a motion may be made to refer a bill or resolution to a standing  
20 committee only after the chairperson has announced that the next order of  
21 business is such bill or resolution and has recognized a member to carry  
22 it. Such motion shall require the vote of a majority of the members  
23 present for adoption.

24 **Rule 1905. Striking Bills and Resolutions from the Calendar**  
25 **While in Committee of the Whole.** (a) While in Committee of the  
26 Whole, a motion to strike a bill or resolution from the calendar shall be in  
27 order only after the chairperson has announced that the next order of  
28 business is such bill or resolution and has recognized a member to carry  
29 it.

30 (b) A motion to strike a bill from the calendar under this Rule 1905  
31 (1) shall require a vote of a majority of the members present for adoption,  
32 and (2) shall be subject to roll call in accordance with subsection (e) of  
33 Rule 2507, but shall not be subject to a call of the House under Rule  
34 2508.

35 **Rule 1906. Requesting the Floor.** Any member desiring to request  
36 the floor shall press such member's "speak bill" button to speak on a bill  
37 or offer an amendment and "speak amendment" button to speak on a  
38 pending amendment, and shall not proceed until recognized by the  
39 presiding officer of the Committee of the Whole.

40 **Rule 1907. Rules Applicable.** The same rules, except Rule 2508,  
41 shall be observed in the Committee of the Whole as in the House, so far  
42 as the same are applicable, except that the previous question and the  
43 motion to lay on the table shall not apply.



1       **Rule 1908. Rise and Report.** A motion made by the Majority Leader  
2 or Assistant Majority Leader for the Committee of the Whole to rise and  
3 report shall be in order at any stage, and shall be decided without debate.  
4 When the Committee of the Whole has a bill under consideration and  
5 rises without final action thereon, the bill shall retain a place on General  
6 Orders.

7       **Rule 1909. Effect of Recommendation of Committee of the Whole.**  
8 Bills recommended for passage and resolutions recommended for  
9 adoption by the Committee of the Whole shall not be subject to  
10 amendment or debate after the adoption by the House of the Committee  
11 of the Whole report. When a bill or resolution is reported with the  
12 recommendation that the enacting or resolving clause be stricken, and the  
13 Committee of the Whole report is adopted by the House, the bill or  
14 resolution shall be considered as killed and shall be stricken from the  
15 calendar.

16       **Rule 1910. Report of Committee of the Whole.** When the report of  
17 the Committee of the Whole recommends the passage of a bill or  
18 adoption of a resolution, and the report is adopted by the House, such  
19 bills and resolutions shall be considered as ordered to the order of  
20 business Final Action. If the bill or resolution has been amended by the  
21 Committee of the Whole it shall be reprinted.

#### 22       ARTICLE 21. AMENDMENT OF BILLS AND RESOLUTIONS

23       **Rule 2101. Germaneness.** Amendments to bills and resolutions shall  
24 be germane to the subject of the bill or resolution. The principal test of  
25 whether an amendment is germane shall be its relationship to the subject  
26 of the bill or resolution, rather than to wording of the title thereof. The  
27 amendment, including any amendment from the floor to strike all of the  
28 substantive provisions of a bill or resolution and insert other provisions,  
29 must be relevant, appropriate, and have some relation to or involve the  
30 same subject as the bill or resolution to be amended. For the purposes of  
31 this rule the subject matter of any appropriation bill is the spending and  
32 appropriating of money and any amendment which changes the amount  
33 of money spent in any state agency or program is germane to any  
34 appropriation bill.

35       **Rule 2102. Form of Amendment Motions.** Motions to amend bills  
36 and resolutions shall specify the page and line number, as shown on the  
37 printed bill or resolution, and shall be in writing on a form provided by  
38 the House or a form substantially similar. A motion shall be out of order  
39 unless the written motion is first delivered to the chief clerk. In the case  
40 of amendment by substitute bill, motion shall be made to substitute a  
41 written bill for the bill under consideration.

42       **Rule 2103. Reading Amendments; General Rule.** Motions to amend  
43 bills and resolutions shall not require readings as for bills introduced,

1 except as otherwise provided in Rule 2107, but shall be subject to Rule  
2 2306.

3 **Rule 2104. Motions to Amend Motions.** A motion to amend a motion  
4 to amend a bill or resolution shall not be in order.

5 **Rule 2105. Dividing Amendments.** (a) When any motion to amend a  
6 bill or resolution contains distinct propositions, it shall be divided by the  
7 presiding officer at the request of any member. The division by the  
8 presiding officer shall be made in accordance with the following:

9 (1) A motion to strike out and insert words of less than a sentence  
10 shall be indivisible;

11 (2) the distinct propositions shall be only in the form submitted in  
12 the motion to amend;

13 (3) each proposition must be so distinct that, one being removed, the  
14 remainder may stand entirely on their own; and

15 (4) those portions of a motion to amend a bill as described in Rule  
16 2110 shall be indivisible.

17 (b) Upon a request to divide a motion to amend a bill or resolution,  
18 the presiding officer shall inquire as to whether there is a request for a  
19 ruling on germaneness of the motion to amend. If such a request is made,  
20 the issue of germaneness shall be determined prior to dividing the motion.

21 If no request for a ruling on germaneness of the motion to amend is  
22 made, the presiding officer shall proceed to divide the motion to amend in  
23 accordance with this rule, and no subsequent request for a ruling on  
24 germaneness of any distinct proposition of the motion so divided shall be  
25 in order.

26 (c) The presiding officer, or any member, may request that the  
27 member requesting the division make the request in writing specifying  
28 the manner in which the motion to amend should be divided.

29 (d) The division of the motion to amend shall be in accordance with  
30 the rules of the House and with items (1) to (4), inclusive, of subsection  
31 (a). The ruling of the chairperson of the Committee on Rules and Journal,  
32 or in the chairperson's absence the vice chairperson of the Committee, on  
33 how to divide the motion to amend shall not be subject to appeal except  
34 that any member may appeal the ruling of the chairperson, or vice  
35 chairperson, on the grounds that the division is not in accordance with a  
36 rule of the House including the provisions of items (1), (2), (3) or (4) of  
37 subsection (a), or any combination thereof.

38 **Rule 2106. Substitute Motions.** No substitute motion to amend a bill  
39 or resolution shall be in order.

40 **Rule 2107. Subject Change by Senate.** (a) When the Senate adopts  
41 amendments to a House bill which materially changes its subject, upon  
42 return of such bill to the House, it shall be read as provided for the  
43 introduction of bills and be referred as provided in Rule 901.

1 (b) The Speaker may determine when a bill is subject to subsection  
2 (a). An affirmative vote of 70 members shall be required to sustain a  
3 challenge to the Speaker's determination hereunder.

4 **Rule 2108. Motions to Strike Out and Insert.** The rejection of a  
5 motion to amend a bill or resolution by striking out and inserting one  
6 proposition shall not prevent a motion to strike out and insert another  
7 proposition, nor prevent a subsequent motion simply to strike out; nor  
8 shall the rejection of a motion simply to strike out prevent a subsequent  
9 motion to strike out and insert.

10 **Rule 2109. Identical Motions.** Except upon the unanimous consent of  
11 the House, an identical motion to amend a bill or resolution shall not be  
12 made a second time on the same legislative day.

13 **Rule 2110. Floor Amendments to Bills Making Appropriations.**  
14 Unless by majority consent to correct an error in drafting, no floor  
15 amendment to increase the amount of expenditures that would be  
16 authorized in a provision of an appropriations bill shall be in order unless  
17 the amendment contains a provision reducing, by a like or greater  
18 amount, expenditures that would be authorized in another provision of  
19 such appropriations bill.

#### 20 ARTICLE 23. PROCEDURAL MOTIONS

21 **Rule 2301. Order of Motions.** When a question is under  
22 consideration, no motion shall be received except as specified under the  
23 Rules of the House, which motions shall have precedence in the  
24 following order:

25 (a) For adjournment of the House.

26 (b) For call of the House.

27 (c) To lay on the table.

28 (d) For the previous question.

29 (e) To postpone to a certain time.

30 (f) To commit to a standing committee.

31 (g) To commit to a select committee.

32 (h) To reject the adoption of reports of conference committees  
33 coupled with the request for appointment of a new conference committee.

34 (i) To adopt the report of conference committees.

35 (j) To amend.

36 (k) To postpone indefinitely.

37 **Rule 2302. Motion to Adjourn.** The motion to adjourn shall always  
38 be in order, except while a vote is being taken and until announced, or  
39 when a member has the floor, or when the previous question is pending;  
40 but a motion to recess is not equivalent to a motion to adjourn.

41 **Rule 2303. Motion to Reconsider.** A motion to reconsider shall take  
42 precedence of all other questions except the motion to adjourn.

43 No motion for reconsideration of any vote shall be in order, unless

1 made on the same day or the legislative day following that on which the  
2 decision to be reconsidered took place, nor unless a member voting with  
3 the prevailing side shall move such reconsideration.

4 A motion for reconsideration, being put and lost, shall not be renewed,  
5 nor shall any subject or vote be a second time reconsidered without  
6 unanimous consent, but this provision shall not be construed as  
7 preventing the introduction of a bill on the same subject.

8 The member moving for reconsideration shall be allowed not more  
9 than two minutes for stating the reasons in support of the motion. Such  
10 motion shall be subject to debate by any member, stating reasons in  
11 support or opposition to the motion. Each of such members shall be  
12 allowed not more than one minute for the purpose of such debate.

13 Such motion shall require the affirmative vote of members equal in  
14 number to that required to take the action proposed to be reconsidered.

15 A motion to reconsider any final action of the House shall be in order  
16 at any time prior to the time at which the message of the House thereon is  
17 read into the record of the Senate. A motion to reconsider any final action  
18 of the House may be made after the time at which the message of the  
19 House thereon is read into the report of the Senate but any action taken  
20 pursuant thereto will be contingent upon the return of the measure to the  
21 House by the Senate.

22 **Rule 2304. Previous Question.** The "previous question" shall be:  
23 "Shall the main question be now put?" and until it is decided shall  
24 preclude all amendments or debate. When voting on the previous  
25 question, the House decides that the main question shall not now be put,  
26 the main question shall be considered as still remaining under debate. The  
27 main question shall be on the passage of the bill, resolution or other  
28 matter under consideration. When amendments are pending, a vote shall  
29 first be taken upon such amendments in their order without further debate  
30 or amendment. A majority vote of the members present shall order the  
31 previous question.

32 **Rule 2305. Motions Not Subject to Debate.** All questions relating to  
33 priority of business shall be decided without debate. The motion to  
34 adjourn, to change the order of consideration of a bill, for a call of the  
35 House, and to lay on the table shall be decided without amendment or  
36 debate. The several motions to postpone or commit shall preclude all  
37 debate on the main question.

38 **Rule 2306. Motion to Refer Bills or Resolutions to Committee**  
39 **When Not in Committee of the Whole.** When not in the Committee of  
40 the Whole, a motion to refer a bill or resolution from the Calendar to a  
41 standing committee shall be in order only when the body is meeting as  
42 the House of Representatives and shall be authorized only when offered  
43 by the Majority Leader, or in the absence of the Majority Leader, by the

1 Assistant Majority Leader. Such motion shall require the affirmative vote  
2 of a majority of the members then elected (or appointed) and qualified to  
3 the House.

4 **Rule 2307. Motion to Strike Bills and Resolutions from Calendar**  
5 **When Not in Committee of the Whole.** When not in the Committee of  
6 the Whole, a motion to strike a bill or resolution from the Calendar shall  
7 be in order only when the body is meeting as the House of  
8 Representatives and shall be authorized only when offered by the  
9 Majority Leader, or in the absence of the Majority Leader, by the  
10 Assistant Majority Leader. Such motion shall require the affirmative vote  
11 of a majority of the members then elected (or appointed) and qualified to  
12 the House.

13 **Rule 2308. Stating Question.** Every motion shall be first stated by the  
14 presiding officer or read by the chief clerk, before debate, and again  
15 immediately before putting the question.

16 **Rule 2309. Dividing Motion.** If any motion, other than a motion  
17 under Rule 2105, contains distinct propositions, it shall be divided by the  
18 presiding officer at the request of any member. Motions under Rule 2105  
19 shall be divided in accordance with that rule.

20 **Rule 2310. When Motions to be in Writing.** Every motion, except  
21 those specified in Rules 2301 and 2303, shall be in writing if the Speaker  
22 or any member desires it. All motions to amend a bill or resolution and all  
23 resolutions shall be in writing.

24 **Rule 2311. Suspension of Rules of the House.** (a) No rule of the  
25 House shall be suspended except by unanimous consent or by an  
26 affirmative vote of a majority of the members then elected (or appointed)  
27 and qualified to the House, subject to the following exceptions:

28 (1) A motion to suspend the rules, and to declare an emergency and  
29 to advance a bill to the order of business Final Action, as contemplated in  
30 article 2, section 15 of the Constitution shall require an affirmative vote  
31 of  $\frac{2}{3}$  of the members present in the House.

32 (2) A motion to suspend the rules and to permit amendment and  
33 debate of a bill under the order of business Final Action shall require an  
34 affirmative vote of  $\frac{2}{3}$  of the members present in the House.

35 (b) When under the rules of the House a motion, question or action  
36 requires a vote of a majority greater than a majority of the members  
37 present, the majority specified for such motion, question or action shall  
38 be required to suspend the rules for the purpose of such motion, question  
39 or action. When under the rules of the House notice of a motion reduces  
40 the required majority for adoption of the motion, the required majority  
41 shall not be reduced if the notice is disposed of by suspension of the  
42 rules.

43 (c) Suspension of the rules or unanimous consent shall not reduce

1 the majority required under subpart (1) of subsection (a) of this rule.

2 **Rule 2312. Mason's Manual; When Applicable.** (a) In any case  
3 where rules of the House or the joint rules of the Senate and House do not  
4 apply, Mason's Manual of Legislative Procedure (2020 edition), with the  
5 exception of section 4, paragraph 2, shall govern.

6 (b) Rules of legislative procedure are derived from several sources  
7 and take precedence in the order listed below. For the Kansas House of  
8 Representatives, the principal sources are as follows: (a) Constitutional  
9 provisions; (b) statutory provisions; (c) adopted rules; (d) adopted  
10 parliamentary authority; (e) custom, usage and precedents.

#### 11 ARTICLE 25. VOTING

12 **Rule 2501. Control and Use of Voting System.** The electronic voting  
13 system shall be under the control of the Speaker or other presiding officer  
14 and shall be operated by the chief clerk. The electronic voting system  
15 shall be used to record the vote whenever a roll call vote is taken on any  
16 question and may be used for ascertaining the vote upon any measure  
17 upon which a division of the House has been called. In the event that the  
18 system is not operating properly, roll call votes may be taken by calling  
19 the roll.

20 **Rule 2502. Procedure for Taking a Roll Call Vote.** When a roll call  
21 vote is taken, the presiding officer shall state the question and instruct the  
22 members to proceed to vote. When sufficient time has been allowed the  
23 members to vote, the presiding officer shall inquire: "Has every member  
24 had an opportunity to vote?" After a short pause the presiding officer  
25 shall direct the chief clerk to close the roll. After the roll has been closed,  
26 when Rule 2505 applies, the presiding officer shall inquire: "Does any  
27 member desire to explain his or her vote?" and any member so desiring  
28 may give such explanation when recognized by the presiding officer. The  
29 presiding officer shall inquire: "Does any member desire to change his or  
30 her vote?" If any member does desire to change his or her vote, such  
31 member when recognized by the presiding officer, shall advise how they  
32 desire to change such vote and the presiding officer shall then instruct the  
33 chief clerk to make the appropriate change. A member who has not  
34 previously voted may vote at this time when permitted by the presiding  
35 officer. Such member shall advise how they wish to vote and the  
36 presiding officer shall then instruct the chief clerk to record such vote.  
37 After all members who desire to vote or to change their votes have had  
38 reasonable opportunity to do so, the presiding officer shall announce the  
39 vote and, when the vote has been announced, shall direct the chief clerk  
40 to record the vote.

41 **Rule 2503. Display of Recurring Totals.** Under Rule 2502, recurring  
42 totals shall be displayed only after the roll is closed. No recurring totals  
43 shall be displayed for a determination of the vote upon a division of the

1 House.

2 **Rule 2504. Voting by Members.** (a) A member may vote only when  
3 at their desk or at any place within the chamber of the House when  
4 authorized by the presiding officer, who shall direct the chief clerk to so  
5 vote for such member.

6 (b) No member shall vote for another member. No person not a  
7 member shall cast a vote for a member, except as otherwise provided in  
8 the rules. In addition to such penalties as may be prescribed by law, any  
9 member who votes or attempts to vote for another member shall be  
10 subject to Article 49 of these rules. If a person not a member votes or  
11 attempts to vote for any member, such person shall be barred from the  
12 floor of the House for the remainder of the session, and, in addition to  
13 penalties prescribed by law, may be punished further as the House  
14 determines.

15 (c) The Speaker shall not be compelled to vote except in case of a  
16 tie.

17 **Rule 2505. Explaining Vote.** Any member may, when a roll call vote  
18 is being taken on the passage or adoption of any bill or resolution, explain  
19 their vote. Such member shall be allowed not more than one minute for  
20 such explanation. Such explanation, if furnished in writing and signed,  
21 with printed name and district number, by such member by 3:00 p.m.  
22 upon the day the vote is taken or, if the vote is taken subsequent to 2:30  
23 p.m., within one-half hour after the adjournment of the House on that day,  
24 shall be entered in the Journal, provided it does not contain more than  
25 100 words. Such submission should also be submitted in electronic  
26 format to the chief clerk under the same time deadline.

27 **Rule 2506. Copies of Voting Records.** (a) Unless otherwise ordered,  
28 the chief clerk shall record each roll call vote and make copies available  
29 for the use of the news media. No record shall be made of the vote of any  
30 member voting upon any measure upon which a division of the House has  
31 been called.

32 (b) When a roll call vote is taken, it shall be recorded in the Journal  
33 by a statement of the names and total number voting in the affirmative,  
34 the names and total number voting in the negative, names and total  
35 number indicating presence but not voting and the names and total  
36 number absent or not voting, except that the provisions of this section  
37 shall not permit a member to fail to vote in violation of Rule 2508.

38 **Rule 2507. When Roll Call Vote to be Taken.** (a) A roll call vote  
39 shall be taken for the passage of any bill.

40 (b) A roll call vote shall be taken for the adoption of any concurrent  
41 resolution to amend the Constitution of the state of Kansas, to call a  
42 Kansas constitutional convention, to extend a session of the Legislature in  
43 even-numbered years, to ratify any amendment of the Constitution of the

1 United States, to make any application for Congress to call a convention  
2 for proposing amendments to the Constitution of the United States and  
3 when required by the joint rules of the House and Senate. A roll call vote  
4 is not required for adoption of concurrent resolutions pertaining to  
5 commendations or acknowledgments, unless required under subsection  
6 (e) of Rule 2507.

7 (c) A roll call vote shall be taken for the adoption of any House  
8 resolution to adopt, amend or revoke any rule of the House or to reject  
9 any executive reorganization order.

10 (d) A roll call vote shall be taken to concur in Senate amendments to  
11 any bill or concurrent resolution or to adopt any conference committee  
12 report other than a report agreeing to disagree.

13 (e) A roll call vote shall be taken on any question on demand of 15  
14 members, unless a roll call vote is already pending.

15 **Rule 2508. Call of the House.** (a) A call of the House shall be ordered  
16 on the demand of any 10 members at any stage of the voting previous to  
17 the announcing of the vote or, if the voting system is used, prior to  
18 recording the vote. This Rule 2508 shall apply to the taking of a vote  
19 upon the final passage of any bill or final adoption of any resolution  
20 whether under the order of business Final Action or under any order of  
21 business. Also, this Rule 2508 shall apply to the taking of a vote on a  
22 motion to strike the enacting clause of a bill and the resolving clause of a  
23 resolution and on a motion to strike all after the enacting clause or  
24 resolving clause, except when the House is in the Committee of the  
25 Whole.

26 When the call of the House is invoked, the doors to the House  
27 chamber shall be secured and all members shall be required to be in their  
28 seats unless excused by the Speaker.

29 All members present during the call shall be required to vote before  
30 the call is raised.

31 The call of the House shall not be raised (so long as 10 members  
32 continue the demand) until a reasonable effort, as determined by the  
33 Speaker, has been exerted to secure absentees.

34 (b) Any member, who is directly interested in a question, may be  
35 excused from voting, when there is a call of the House. The member, who  
36 is requesting to be excused from voting, shall state the reasons therefor,  
37 occupying not more than five minutes. The question on excusing such  
38 member from voting shall be taken without debate and a  $\frac{2}{3}$  majority of  
39 members present shall be necessary to excuse such member. If a member  
40 refuses to vote, when not excused, such refusal shall constitute grounds  
41 for reprimand, censure or expulsion under Article 49 of the Rules of the  
42 House.

43 **Rule 2509. Voice Vote; Division of the House.** Except when a roll



1 call vote is required, a voice vote shall be taken on all questions. Any  
2 member may call for a division of the House to determine the vote by the  
3 voting system.

#### 4 ARTICLE 27. FINAL ACTION

5 **Rule 2701. Description and Function.** Subject to Rule 2705, bills  
6 and resolutions reported favorably by the Committee of the Whole shall  
7 constitute the order of business Final Action of the House. The titles of  
8 such bills and resolutions shall appear under the heading Final Action in  
9 numerical order. The standing committee which reported it and the  
10 Committee of the Whole action on the bill or resolution shall be shown  
11 under each thereof.

12 **Rule 2702. Reading and Vote.** Each bill and resolution under the  
13 order of business Final Action shall be read by title, except citations of  
14 statutes amended or repealed and a roll call vote shall then be taken upon  
15 final passage or adoption without amendment or debate.

16 **Rule 2703. Amendment and Debate, When.** Upon motion as  
17 provided in subpart (2) of subsection (a) of Rule 2311 or when  
18 recommended in the Committee of the Whole report which has been  
19 adopted by the House, bills or resolutions may be debated and amended  
20 on Final Action prior to the vote taken upon final passage or adoption.  
21 Each bill or concurrent resolution considered under this Rule 2703 shall  
22 be considered in the manner provided in Rule 1902 so far as it is  
23 applicable. A motion to strike the enacting clause or resolving clause shall  
24 be in order.

25 **Rule 2704. Speaker to Preside.** Subject to Rule 3303, the Speaker  
26 shall preside during the order of business Final Action.

27 **Rule 2705. Consent Calendar.** Whenever a standing committee is of  
28 the opinion that a bill or concurrent resolution upon which it is reporting  
29 is of a noncontroversial nature, it shall so state in its committee report.  
30 Whenever a bill or concurrent resolution is so reported, it shall be placed  
31 upon the Consent Calendar. Each bill or concurrent resolution placed on  
32 the Consent Calendar shall remain thereon for at least two full legislative  
33 days before being considered under the order of business Final Action.  
34 Under the order of business Consent Calendar and prior to the call for the  
35 vote, any member may object to the bill or concurrent resolution as being  
36 controversial and thereupon it shall be removed from the Consent  
37 Calendar and shall be placed on General Orders. If no objection is made  
38 prior to the call for the vote on the bill or concurrent resolution, it shall be  
39 ordered to Final Action for vote before other bills and concurrent  
40 resolutions on Final Action.

41 **Rule 2706. Majority for Bill Passage.** As provided in section 13 of  
42 article 2 of the Constitution of Kansas, a majority of the members then  
43 elected (or appointed) and qualified, voting in the affirmative, shall be

1 necessary for the passage of a bill.

2 **Rule 2707. Vote Required for Adoption of House Resolutions and**  
3 **Concurrent Resolutions.** (a) A majority of the members then elected (or  
4 appointed) and qualified voting in the affirmative shall be necessary to  
5 adopt House resolutions and concurrent resolutions, except as otherwise  
6 specified in these rules.

7 (b) Adoption of concurrent resolutions to amend the Constitution of  
8 the state of Kansas, call a Kansas constitutional convention and extend a  
9 session of the Legislature in even-numbered years shall require the  
10 number of votes required by the Constitution of the state of Kansas to  
11 pass such concurrent resolution. When required by the joint rules of the  
12 House and Senate, a concurrent resolution shall require a  $\frac{2}{3}$  majority of  
13 the members then elected (or appointed) and qualified, voting in the  
14 affirmative.

15 **Rule 2708. Motion to Adopt Report of Conference Committee;**  
16 **Limitation on subjects in a Conference Committee.** (a) The member  
17 carrying the report of a conference committee shall move that such report  
18 be adopted prior to yielding the floor to any other member and a motion  
19 to adopt a report of a conference committee shall not be offered as a  
20 substitute motion.

21 (b) Only provisos, additional language, a new appropriation, an  
22 increase in an existing appropriation or an increase to an expenditure  
23 limitation that have been included in a bill or concurrent resolution that  
24 has been passed or adopted in either one or both houses during the current  
25 biennium of the legislature may be offered or accepted by House  
26 members in a conference committee.

#### 27 ARTICLE 29. RESOLUTIONS

28 **Rule 2901. Resolving Clause; Form.** (a) Concurrent resolutions to  
29 amend the Constitution of the state of Kansas, to call a Kansas  
30 constitutional convention, to extend a session of the Legislature in even-  
31 numbered years and when required by the joint rules of the House and  
32 Senate shall have a resolving clause which reads, "Be it resolved by the  
33 Legislature of the State of Kansas, two-thirds of the members elected or  
34 appointed and qualified to the House of Representatives and two-thirds of  
35 the members elected or appointed and qualified to the Senate concurring  
36 therein."

37 (b) Concurrent resolutions for any purpose other than subsection (a)  
38 shall have a resolving clause which reads, "Be it resolved by the House of  
39 Representatives of the State of Kansas, the Senate concurring therein."

40 (c) House resolutions shall have a resolving clause which reads, "Be  
41 it resolved by the House of Representatives of the State of Kansas."

42 **Rule 2902. House Resolutions; Introduction and Consideration.**  
43 (a) House resolutions, except for those changing rules of the House or

1 approving or rejecting executive reorganization orders, shall lay over at  
2 least one legislative day before action is taken thereon and do not require  
3 a roll call vote unless required under subsection (e) of Rule 2507.

4 (b) House resolutions shall be considered under the order of business  
5 consideration of motions and House resolutions offered on a previous  
6 day, except House resolutions to (1) adopt, amend or revoke any rule of  
7 the House or (2) when the resolution has been referred to a standing  
8 committee and reported favorably. Resolutions under subparts (1) and (2)  
9 shall take a place on General Orders when favorably reported or when  
10 referred to the Committee of the Whole by the Speaker.

11 **Rule 2903. Resolutions; Limitations.** (a) Appropriations shall not be  
12 made by resolutions.

13 (b) Resolutions do not require approval of the Governor.

14 **Rule 2904. Applications for Introduction of certain Resolutions;  
15 Certificate of the House.** Notwithstanding any other rule of the House of  
16 Representatives to the contrary, no House resolution or concurrent  
17 resolution which congratulates, commemorates, commends, honors or is  
18 in memory of any individual, entity or event shall be introduced by a  
19 member or committee of the House of Representatives unless application  
20 for approval of the introduction of such resolution is first made to the  
21 Speaker, and the resolution is approved for introduction by the Speaker.  
22 The application shall be determined on the basis of content alone.

23 The Speaker shall consider all such applications and shall determine  
24 whether a House resolution or House concurrent resolution should be  
25 approved for introduction, or whether a certificate of the House should be  
26 approved for issuance or whether no action should be taken on the  
27 application. The Speaker may consult with the Committee on Calendar  
28 and Printing in making determinations under this rule.

#### 29 ARTICLE 33. MEMBER OFFICERS

30 **Rule 3301. Elected Member Officers.** The Speaker and the Speaker  
31 Pro Tempore shall be members and shall be elected by the members of  
32 the House, except that the Speaker and the Speaker Pro Tempore shall not  
33 be eligible to be elected to serve more than two bienniums or terms as  
34 such officer and except as otherwise provided in subsection (b) of Rule  
35 3304. A member who served as Speaker Pro Tempore may be elected by  
36 the members of the House to serve as Speaker subject to the limitations of  
37 this rule.

38 **Rule 3302. Duties of the Speaker.** In addition to other powers and  
39 duties of the Speaker provided by the Rules of the House and by law, the  
40 Speaker shall have the powers and duties as follows:

41 (a) To preserve order and decorum;

42 (b) to decide all questions of order, subject to appeal to the House;

43 (c) in the absence of the Speaker Pro Tempore, to appoint any

1 member to perform the duties of the presiding officer for not more than  
2 two consecutive legislative days; and

3 (d) to name a presiding officer to preside when the House is in  
4 Committee of the Whole.

5 **Rule 3303. Speaker Pro Tempore.** In the absence of the Speaker, the  
6 Speaker Pro Tempore shall exercise the powers and duties of the Speaker.

7 **Rule 3304. Filling Certain Vacancies.** (a) When a vacancy occurs in  
8 the office of Speaker and the Legislature is adjourned to a date more than  
9 60 days after the occurrence of the vacancy, the House of Representatives  
10 shall meet within 30 days and elect a member to fill the vacancy. The  
11 Speaker Pro Tempore shall serve as Acting Speaker until a member is  
12 elected to fill the vacancy. The Speaker Pro Tempore shall within 10 days  
13 of such occurrence issue a call for such meeting at a time not less than 10  
14 days and not more than 20 days after the date of the call. When a vacancy  
15 occurs in the Office of Speaker and the Legislature is in session, the  
16 House of Representatives shall elect a member to fill the vacancy within  
17 10 days after the occurrence of the vacancy. The Speaker Pro Tempore  
18 shall issue a call for a meeting at a time not less than five days and not  
19 more than 10 days after the occurrence of the vacancy to fill the vacancy.  
20 The Speaker Pro Tempore shall serve as Acting Speaker until a member is  
21 elected to fill the vacancy.

22 (b) When a vacancy occurs in the office of Speaker Pro Tempore or  
23 Majority Leader of the House of Representatives, the Speaker shall  
24 appoint an acting Speaker Pro Tempore or acting Majority Leader, to  
25 serve until the convening of the next session of the Legislature, at which  
26 time the vacancy shall be filled in the manner provided for the original  
27 election or selection of such officer.

28 (c) When a vacancy occurs in the office of Minority Leader of the  
29 House of Representatives and the Legislature is adjourned to a date less  
30 than 30 days after the occurrence of the vacancy, the Assistant Minority  
31 Leader shall become the acting Minority Leader to serve until the  
32 convening of the next session of the Legislature, at which time the  
33 vacancy shall be filled in the manner provided for the original selection of  
34 such officer. When a vacancy occurs in the office of the Minority Leader  
35 of the House and the Legislature is adjourned to a date 30 days or more  
36 after the occurrence of the vacancy, the Assistant Minority Leader shall  
37 within 10 days after such occurrence issue a call for a meeting of the  
38 members of the minority party at a time not less than 10 and not more  
39 than 20 days after the date of the call to be held in the state capitol for the  
40 purpose of filling the vacancy in the office of Minority Leader for the  
41 remainder of the term of office. From the time of the occurrence of such  
42 vacancy until the filling of the vacancy, the Assistant Minority Leader  
43 shall serve as acting Minority Leader and shall exercise the powers and

1 duties of the Minority Leader.

2 When a vacancy occurs in the office of Assistant Minority Leader, the  
3 Minority Leader shall appoint an Assistant Minority Leader to serve until  
4 the convening of the next session of the Legislature, at which time the  
5 vacancy shall be filled in the manner provided for the original selection of  
6 such officer.

7 Any person elected, appointed or designated to fill a vacancy under  
8 this rule shall exercise all of the duties and powers prescribed for the  
9 office so filled.

#### 10 ARTICLE 35. NONMEMBER OFFICERS

11 **Rule 3501. Chief Clerk; Appointment.** The chief clerk shall be  
12 appointed by the Speaker and shall serve under the Speaker's direction,  
13 control and supervision and at the pleasure of the Speaker. As used in the  
14 Rules of the House, "chief clerk" means the chief clerk appointed under  
15 this Rule 3501 or a person designated by the chief clerk to perform a  
16 function of the chief clerk.

17 **Rule 3502. Duties of the Chief Clerk.** The chief clerk shall supervise  
18 the keeping of and be responsible for a record of all proceedings of the  
19 House; number and present to the House all bills, resolutions, petitions  
20 and other papers which the House may require; deliver all messages from  
21 the House to the Senate; determine whether bills and other documents are  
22 to be printed or in electronic format only; transmit bills and other  
23 documents to be printed and take a receipt therefor; transmit bills for  
24 engrossment and take receipt therefor; receive all bills, resolutions and  
25 other papers which are enrolled and give receipt therefor; and cause all  
26 enrolled bills, resolutions and other documents to be proofread and  
27 corrected prior to signing thereof by officers of the House.

28 **Rule 3503. Other Clerks.** The chief clerk shall appoint additional  
29 clerks and personnel to assist in performance of the duties of the chief  
30 clerk. Such additional clerks and personnel shall serve under the chief  
31 clerk's direction, control and supervision and at the pleasure of the chief  
32 clerk.

33 **Rule 3504. Document Care.** No bill, resolution, petition or other  
34 document shall be loaned or delivered to any person, except when  
35 delivered to an officer of the House, to the director of printing, the revisor  
36 of statutes or the Senate and only upon a written receipt therefor.

37 **Rule 3505. Sergeant at Arms; Appointment.** The sergeant at arms  
38 shall be appointed by the Speaker and shall serve under the Speaker's  
39 direction, control and supervision and at the pleasure of the Speaker.

40 **Rule 3506. Duties of the Sergeant at Arms.** The sergeant at arms  
41 shall preserve order within the chamber of the House and its lobby and  
42 galleries. The sergeant at arms may arrest and take into custody any  
43 person for disorderly conduct, subject at all times to the authority of the

1 House or Speaker, or presiding officer of the Committee of the Whole,  
2 and shall be responsible for the enforcement of Rules 501 through 506  
3 and 2506(a). The sergeant at arms shall receive items or material for  
4 distribution among the members of the House. The sergeant at arms shall  
5 execute all orders of the House not otherwise provided for.

6 **Rule 3507. Assistant Sergeants at Arms.** The Speaker may appoint  
7 and remove assistant sergeants at arms to serve under the supervision of  
8 the sergeant at arms. All doorkeepers shall be assistant sergeants at arms.

9 ARTICLE 37. AMENDMENT OF RULES OF THE HOUSE

10 **Rule 3701. Adopting, Amending or Revoking Rules of the House.**  
11 No rule of the House shall be adopted, amended or revoked except by a  
12 House resolution which has been adopted by an affirmative vote of a  
13 majority of the members then elected (or appointed) and qualified to the  
14 House.

15 **Rule 3702. Resolutions for Rule Changes.** (a) Notwithstanding any  
16 other rule of the House, the Speaker shall refer all resolutions which  
17 provide for the adoption, amendment or revocation of any House rule to  
18 the standing Committee on Rules and Journal before its consideration by  
19 the House.

20 (b) No resolution relating to the rules of the House which has been  
21 referred to the standing Committee on Rules and Journal shall be tabled  
22 or reported adversely by such committee except by the unanimous vote of  
23 all members of such committee.

24 **Rule 3703. Printing.** Resolutions to which this Article 37 apply shall  
25 be printed and are subject to subsection (c) of Rule 2507.

26 **Rule 3704. Adoption of Resolutions.** Resolutions to which this  
27 Article 37 apply shall be subject to Rule 2902.

28 **Rule 3705. Special Sponsorship of Rule Change Resolutions.**  
29 Notwithstanding any provision of the rules of the House to the contrary,  
30 no referral to the standing Committee on Rules and Journal shall be  
31 required for the adoption of a resolution adopting, amending or revoking  
32 any one or more rules of the House at the commencement of a legislative  
33 session, and adoption of any such resolution shall require only the  
34 affirmative vote of not less than a majority of the members then elected  
35 (or appointed) and qualified, subject to the following conditions: (a) The  
36 resolution is sponsored by the Speaker or the standing Committee on  
37 Rules and Journal and (b) either (1) a copy thereof is mailed to each  
38 member by deposit in the United States mails not later than 11:00 p.m. on  
39 the Thursday preceding the Monday on which the legislative session is to  
40 commence or (2) in lieu of mailing, copies of the resolution are made  
41 available to members on the first day of the legislative session and  
42 consideration under Rule 3704 occurs on the second legislative day.

43 ARTICLE 39. FORM AND PRINTING OF BILLS AND

## RESOLUTIONS

1  
2       **Rule 3901. Bills Amending Existing Statutes.** Any bill intended to  
3 amend or repeal any section or sections of the Kansas Statutes Annotated  
4 shall recite in its title the section or sections to be amended or repealed,  
5 and if to amend or repeal any section of a session law not in the Kansas  
6 Statutes Annotated, the section and chapter of the session law affected.

7       **Rule 3902. Bills, Copies.** Each bill introduced shall consist of an  
8 original and copies. Except as provided by Rule 3502, all bills shall be  
9 printed with as many copies as the Speaker specifies. Except for prefiled  
10 bills, printing shall be ordered subsequent to introduction.

11       **Rule 3903. Showing Committee Amendments.** (a) All bills and  
12 resolutions reported by a committee with recommendation for  
13 amendments and to be passed as amended shall be reprinted.

14       (b) When a committee recommends amendments to a bill that strike  
15 all of the material in the bill subsequent to the enacting clause and insert  
16 new material, the reprinted bill shall contain a notation specifying: (1)  
17 The committee that recommended the amendment or amendments; (2) the  
18 date the amendment or amendments were recommended; and (3) the bill  
19 number of the source bill or bills, if any, that included the inserted new  
20 material to the underlying bill pursuant to the amendment or  
21 amendments. Additionally, the source bill or bills shall be reprinted with a  
22 notation specifying the bill to which the material from the source bill was  
23 inserted pursuant to an amendment as described in this subsection.

24       **Rule 3904. Substitute Bills and Substitute Concurrent Resolutions.**

25 (a) When a substitute bill is recommended by a committee report, and  
26 when an amendment from the floor is adopted replacing the bill under  
27 consideration with a substitute bill, the substitute bill shall be printed in  
28 the manner provided for bills introduced, and the bill number designation  
29 shall be substantially as follows:

30       (1) In the case of bills substituted for House bills, "Substitute for  
31 House Bill No. \_\_\_\_\_," and the blank shall be filled with the number of  
32 the bill for which substitution is made or recommended.

33       (2) In the case of bills substituted for Senate bills, "House Substitute  
34 for Senate Bill No. \_\_\_\_\_," and the blank shall be filled with the number  
35 of the bill for which substitution is made or recommended.

36       (b) When a substitute concurrent resolution is recommended by a  
37 committee report, and when an amendment from the floor is adopted  
38 replacing the concurrent resolution under consideration with a substitute  
39 concurrent resolution, the substitute concurrent resolution shall be printed  
40 in the manner provided for concurrent resolutions introduced, and the  
41 concurrent resolution number designation shall be substantially as  
42 follows:

43       (1) In the case of concurrent resolutions substituted for House

1 concurrent resolutions, "Substitute for House Concurrent Resolution No.  
2 \_\_\_\_\_," and the blank shall be filled with the number of the concurrent  
3 resolution for which substitution is made or recommended.

4 (2) In the case of concurrent resolutions substituted for Senate  
5 concurrent resolutions, "House Substitute for Senate Concurrent  
6 Resolution No. \_\_\_\_\_," and the blank shall be filled with the number of the  
7 concurrent resolution for which substitution is made or recommended.

8 **Rule 3905. Appropriation Bills.** All bills making an appropriation  
9 shall be printed and distributed, or shall be made available to members  
10 electronically online and all members shall be notified by E-mail, at least  
11 24 hours before such bills are considered by the House.

12 **Rule 3906. Committee of the Whole Amendments.** If a bill or  
13 concurrent resolution is amended by the Committee of the Whole: (a) The  
14 bill shall be reprinted showing the amendments; and

15 (b) when such amendments strike all of the material in the bill  
16 subsequent to the enacting clause and insert new material, such reprinted  
17 bill shall contain a notation specifying: (1) The member that offered the  
18 amendment or amendments; (2) the date the amendment or amendments  
19 were recommended; and (3) the bill number of the source bill or bills, if  
20 any, that included the inserted new material to the underlying bill  
21 pursuant to the amendment or amendments. Additionally, the source bill  
22 or bills shall be reprinted with a notation specifying the bill to which the  
23 material from the source bill was inserted pursuant to an amendment as  
24 described in this subsection.

25 **Rule 3907. Concurrent Resolutions, When Printed.** (a) Concurrent  
26 resolutions to amend the Constitution of Kansas, to call a constitutional  
27 convention to amend the Kansas constitution, to ratify amendments to the  
28 Constitution of the United States, to apply for a United States  
29 constitutional convention or to amend the joint rules of the House and  
30 Senate shall be printed as provided for bills under Rule 3902.

31 (b) Other concurrent resolutions shall be printed as provided for bills  
32 under Rule 3902, unless otherwise directed by the Speaker.

33 **Rule 3908. Embellished Printing of Certain Resolutions.** Unless  
34 otherwise directed by the Speaker, not more than five copies of any  
35 enrolled House resolution and any enrolled House concurrent resolution  
36 may be printed on embellished parchment and shall be distributed as  
37 directed by the resolution. Additional copies of any resolution may be  
38 printed on embellished parchment and mailed at the expense of the  
39 member requesting such additional copies.

40 **Rule 3909. House Resolutions.** Subject to Rule 3908, House  
41 resolutions shall not be printed, except resolutions to amend rules of the  
42 House, to approve or disapprove executive reorganization orders or if the  
43 resolution has been referred to a committee, in which cases the resolution



1 shall be printed.

2 ARTICLE 41. JOURNAL AND CALENDAR

3 **Rule 4101. Journal; Preparation.** The daily Journal of the House of  
4 Representatives shall be prepared by the chief clerk in accordance with  
5 the Rules of the House.

6 **Rule 4102. Entering in Journal.** When a bill, order, motion or  
7 resolution is entered in the Journal, the names of the members or  
8 legislative committee introducing or moving the same shall be entered.

9 **Rule 4103. Resolutions in Journal.** All House resolutions and all  
10 House concurrent resolutions shall be printed in the Journal when  
11 introduced.

12 **Rule 4104. Messages from the Governor in Journal.** All messages  
13 from the Governor and all executive reorganization orders shall be  
14 printed in the Journal.

15 **Rule 4105. Calendar; Preparation.** The House Calendar shall be  
16 prepared for each legislative day by the chief clerk in accordance with the  
17 Rules of the House.

18 **Rule 4106. Status of Bills and Resolutions Shown in Calendar.** The  
19 status of all House and Senate bills and concurrent resolutions and House  
20 resolutions shall be shown by number in the Calendar for each legislative  
21 day.

22 **Rule 4107. Copies of Journals and Calendars.** Each member shall  
23 be furnished with a printed copy of the daily Journal and the daily  
24 Calendar.

25 **Rule 4108. Notations Related to Certain Committee of the Whole  
26 Amendments in Journal.** When a bill is amended by the Committee of  
27 the Whole as described in Rule 3906(b), the notation provided in Rule  
28 3906(b) shall be entered in the Journal.

29 ARTICLE 43. MISCELLANEOUS

30 **Rule 4301. Employees; Employment.** Such employees as are  
31 necessary to enable the officers, members and committees to properly  
32 perform their duties and transact the business of the House with  
33 efficiency and economy shall be recruited under the supervision of the  
34 director of legislative administrative services subject to approval of the  
35 Speaker. The director of legislative administrative services shall keep a  
36 roster of the employees of the House and an account of the hours of  
37 service performed. No employee shall lobby for or against any measure  
38 pending in the Legislature and any employee violating this rule shall be  
39 discharged immediately.

40 **Rule 4302. Special Order.** Any matter may be made the special order  
41 for any particular time or day, but all requests and motions for special  
42 orders shall be referred to the Committee on Rules and Journal, which  
43 may designate particular times and days for such special orders and report

1 to the House for its approval. Upon adoption of such report by 2/3 of the  
2 members present, the matters designated shall stand as special orders for  
3 the times stated, but no special order shall be made more than seven days  
4 in advance. This Rule 4302 shall not apply to executive reorganization  
5 orders or resolutions relating thereto.

6 **Rule 4303. Open Meetings.** The open meetings law (K.S.A. 75-4317  
7 et seq., and amendments thereto) shall apply to meetings of the House of  
8 Representatives and all of its standing committees, select committees,  
9 special committees and subcommittees of any of such committees, except  
10 as otherwise provided in this Rule or other House Rule. As used in this  
11 Rule, the term House includes standing committees, select committees,  
12 special committees and subcommittees of any such committees, where  
13 applicable. Pursuant to K.S.A. 75-4318(g)(4), the House of  
14 Representatives is authorized to provide for exceptions to the open  
15 meetings law. Caucuses of the House majority party may be closed as  
16 determined by the Majority Leader. Caucuses of the House minority party  
17 may be closed as determined by the Minority Leader. The Speaker, the  
18 Speaker Pro Tempore, the Majority Leader, the Assistant Majority Leader,  
19 the Majority Whip and the Majority Caucus Chair as members of  
20 majority leadership may communicate to all members of the majority  
21 party regarding relevant information or talking points on policy or  
22 matters pending or anticipated to be pending on the House floor and such  
23 communications do not constitute a meeting under the open meetings law.  
24 The Minority Leader, the Assistant Minority Leader, the Minority Whip,  
25 the Minority Caucus Chair, the Minority Agenda Chair and the Minority  
26 Policy Chair as members of minority leadership may communicate to all  
27 members of the minority party regarding relevant information or talking  
28 points on policy or matters pending or anticipated to be pending on the  
29 House floor and such communications do not constitute a meeting under  
30 the open meetings law. If electronic means, such as text messaging or  
31 other messaging, are used by such members of majority leadership and  
32 minority leadership, there shall not be any interactive communication  
33 function for caucus members to communicate with each other at once,  
34 including, but not limited to, a chat room or group text messaging. If a  
35 caucus member responds to a communication via electronic means, no  
36 other caucus member shall receive such communication other than such  
37 members of majority leadership and minority leadership. The House may  
38 use customary notice procedures and practices for providing notice rather  
39 than personal service and such procedures and practices are deemed to  
40 constitute notice under the open meetings law. Personal service of notice  
41 of meetings is not required. A request for notice of action on a specific  
42 bill or topic is not required to be answered or responded. Reasonable  
43 notice of a meeting is to be determined based on time and schedules

1 pursuant to the legislative session with consideration of the time  
2 limitations of the legislative session and not based on the practices of  
3 other public bodies. Agendas of committees and the committee of the  
4 whole shall be provided pursuant to customary procedures and practices  
5 of the House but are not subject to personal service pursuant to a request  
6 for an agenda. The House shall make efforts to provide meetings online  
7 but are not required to do so and failure to provide online access shall not  
8 constitute a violation of the open meetings law. Tours of state facilities do  
9 not constitute a meeting under the open meetings law as long as the tour  
10 participants do not reach an agreement on a matter that would require  
11 binding action to be taken. The fact that a committee has followed  
12 customary procedures and practices of the House is definitive when  
13 determining whether a violation of the open meetings law has occurred.

#### 14 ARTICLE 45. EXECUTIVE REORGANIZATION ORDERS

##### 15 **Rule 4501. Referral of Executive Reorganization Orders.**

16 Whenever an executive reorganization order is received from the  
17 Governor, it shall be referred to an appropriate committee by the Speaker.

18 **Rule 4502. Committee Report on Executive Reorganization**  
19 **Orders.** If the committee to which an executive reorganization order is  
20 referred recommends that the executive reorganization order be  
21 disapproved, the committee, not later than 15 calendar days after referral  
22 of the executive reorganization order to the committee, shall introduce a  
23 resolution for disapproval of the executive reorganization order. Such  
24 resolution shall be accompanied by the report of the committee  
25 recommending that the resolution be adopted.

26 **Rule 4503. Return in Event of Committee's Failure to Report.** If a  
27 committee fails to report upon an executive reorganization order within  
28 15 calendar days after the executive reorganization order is referred to the  
29 committee, the committee shall be deemed to have recommended  
30 approval of the executive reorganization order.

31 **Rule 4504. Special Order of Business for ERO.** When a resolution  
32 for disapproval of an executive reorganization order is introduced and  
33 accompanied by the committee's report recommending adoption of the  
34 resolution, action on the resolution shall be made the special order of  
35 business on a particular day and hour specified by the Speaker but not  
36 later than the last day the executive reorganization order may be  
37 disapproved under section 6 of article 1 of the Constitution of Kansas. A  
38 resolution for disapproval of an executive reorganization order shall be  
39 considered under the order of business Final Action and shall be subject  
40 to debate and final action by the House.

41 **Rule 4505. Nonapplication to Bills.** This Article 45 shall not apply to  
42 bills amending or otherwise affecting executive reorganization orders.

43 **Rule 4506. Nonaction When Moot.** The House shall act on any

1 resolution for disapproval of an executive reorganization order unless at  
2 the time set for such action the Senate has already rejected such executive  
3 reorganization order.

#### 4 ARTICLE 47. IMPEACHMENT

5 **Rule 4701. Impeachment; Powers.** Nothing in the rules of the House  
6 or in any statute shall be deemed to impair or limit the powers of the  
7 House of Representatives with respect to impeachment.

8 **Rule 4702. Same; Select Committee.** The Speaker may appoint a  
9 select committee comprised only of members of the House of  
10 Representatives, and appoint its chairperson, to inquire into any  
11 impeachment matter. Any such committee may be appointed at any time  
12 and shall meet at the call of its chairperson or at the direction of the  
13 House, with the numbers of such appointees being minority party  
14 members and majority party members in the same proportion as for the  
15 entire House membership.

16 **Rule 4703. Same; Reference.** The Speaker may refer any  
17 impeachment inquiry or other impeachment matter to any standing  
18 committee or any select committee appointed under Rule 4702, and any  
19 committee to which such a referral has been made shall meet on the call  
20 of its chairperson.

21 **Rule 4704. Same; Report.** Whenever a report is made by a committee  
22 to which an impeachment inquiry or other impeachment matter has been  
23 referred, the report thereon shall be made to the full House of  
24 Representatives, except that any such report may be submitted  
25 preliminarily to the Speaker.

26 **Rule 4705. Same; Call into Session.** The Speaker or a majority of the  
27 members then elected (or appointed) and qualified of the House of  
28 Representatives may call the House of Representatives into session at any  
29 time to consider any impeachment matter.

30 **Rule 4706. Same; Procedure.** The Speaker and any officer or  
31 committee acting under authority of this rule may follow any statutory  
32 procedure to the extent the same is not in conflict with the provisions of  
33 this rule, but nothing in this rule nor in any statute shall be deemed to  
34 constitute a waiver of any inherent powers of the House of  
35 Representatives.

#### 36 ARTICLE 49. REPRIMAND, CENSURE OR EXPULSION OF 37 MEMBERS

38 **Rule 4901. Complaint.** When any member of the House of  
39 Representatives desires to lodge a complaint against any other member of  
40 the House of Representatives, requesting that the member be  
41 reprimanded, censured or expelled for any misconduct, the complaining  
42 member shall file a written statement of such complaint with the chief  
43 clerk, and such complaint shall bear the signature of the complaining

1 member.

2 **Rule 4902. Select Committee; Consideration of Complaint.** (a)  
3 Whenever any complaint has been filed under Rule 4901, the Speaker  
4 shall appoint a select committee of six members for consideration thereof  
5 except that if the complaint is filed against the Speaker, the Speaker Pro  
6 Tem Tempore shall appoint the select committee of six members. A select  
7 committee created under this subsection (a) shall be comprised equally of  
8 majority and minority party members.

9 (b) The select committee may dismiss the complaint after the inquiry  
10 or may set the matter for hearing. Reasonable notice and an opportunity  
11 to appear shall be afforded the member complained of at any hearing held  
12 hereunder. Any select committee meeting under authority of this section  
13 shall constitute an investigating committee under article 10 of chapter 46  
14 of the Kansas Statutes Annotated and shall be authorized to meet and  
15 exercise compulsory process without any further authorization of any  
16 kind, subject, however, to limitations and conditions prescribed in article  
17 10 of chapter 46 of Kansas Statutes Annotated.

18 (c) Upon completing its hearing the deliberations thereon, the select  
19 committee may dismiss the complaint or may make recommendations to  
20 the full House of Representatives for reprimand, censure or expulsion.

21 **Rule 4903. Action by House.** Upon receiving any report under Rule  
22 4902, the House of Representatives may, without further hearing or  
23 investigation, reprimand, censure or expel the member complained of.  
24 Reprimand, censure or expulsion of a member shall require a  $\frac{2}{3}$  majority  
25 vote of those members elected (or appointed) and qualified of the House  
26 of Representatives.