

*J. KITTLE*

STANDING  
RULES AND ORDERS

of the  
LEGISLATIVE ASSEMBLY OF VICTORIA  
relating to Public Business

also the  
JOINT STANDING ORDERS  
of the Legislative Council and  
the Legislative Assembly

1973

By Authority: C. H. RIXON, Government Printer, Melbourne.

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RULES AND ORDERS

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\* Disputed elections and returns now heard and determined by Court of Disputed Returns.—Act No. 4278.

# ANALYSIS

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## CHAPTER 1.—PROCEEDINGS ON OPENING OF PARLIAMENT.

1. *Clerk reads proclamation.*
2. *Members await a message from the Commissioners.*
3. *House proceeds to Council Chamber.*
4. *Commissioner for swearing Members introduced.*
5. *Writs, with returns indorsed thereon, read by the Clerk.*
6. *Members sworn.*
  1. [Repealed 17th July, 1934.]
  - 1A. Election of Speaker.
  2. [Repealed 17th July, 1934.]
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  3. [Repealed 17th July, 1934.]
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14. *Mr. Speaker reports His Excellency's speech.*
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16. *Select Committee appointed to draw up the Address.*
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18. *Address to be presented by the Assembly.*

## CHAPTER 2.—SITTING AND ADJOURNMENT OF THE HOUSE.

5. If a quorum of Members be not present half-an-hour after the time fixed for meeting, Mr. Speaker adjourns the House.
21. *House proceeds to business on its return from the Council.*
6. If a quorum be not present on the report of a division, Mr. Speaker adjourns the House.
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8. House only adjourns by its own resolution, with exceptions.
- 8A. Motions for adjournment.
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9. Quorum of Committee of the whole House.
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206. Petitions for compounding debts to the Crown.
207. Forgery of signatures.
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209. Members to affix their names.
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223. }
224. [Repealed 12th September, 1973.]
225. Bills ordered to be withdrawn.
226. Bills presented by a Member.
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- 234A. Questions to be decided without amendment or debate.
235. Amendments to the question for Mr. Speaker to leave the Chair.
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237. Bills may be considered in Committee together.
- 237A. Preamble postponed without question.
238. Preamble postponed.
239. Amendments to clauses, &c.
240. Clause to stand part of the Bill.
241. Proceedings upon blanks.
242. Clauses postponed.
243. Preamble agreed to.
244. Proceedings in Committee not to be noticed until reported.
245. Bill reported.
246. Bill as amended to be considered.
247. Bill reported without amendments.

248. Clauses offered in Committee, on consideration of report, and third reading.
249. A clause with rates, penalties, &c.
250. Bills recommitted.
251. Certificate of Chairman.
252. Order for third reading discharged.
253. Third reading.
254. Clauses added, and amendments made.
255. [Repealed 24th June, 1889.]
256. Further proceeding on third reading adjourned.
257. Bills passed with unusual expedition.
258. Temporary laws.
259. Bills sent to the Legislative Council.
- 259A. Transmitting or returning Bills.
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261. Amendments of Legislative Council.
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264. Bills for altering certain provisions of the Constitution Act, how certified.
- 264A. Clerk may correct errors.
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- 264C. Restoration of lapsed Bills. Procedure.

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267. Papers presented pursuant to statute or by command.
268. Appointment of Printing Committee.
269. Papers presented by Members.

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 271. Accounts and papers ordered to lie on the Table.  
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## CHAPTER 17.—FINANCIAL PROCEDURES.

273. Penalties, forfeitures, and fees.  
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 273B. [Repealed 9th October, 1916.]  
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 273E. Messages from Governor required for appropriation of Public Money.  
 273F. Proposal for increase in Tax to be only made by Minister.  
 273G. Grievance Day.  
 274. }  
 275. } [Repealed 31st August, 1876.]  
 276. }  
 277. }  
 278. }  
 279. } [Repealed 12th September, 1973.]  
 280. }  
 281. }  
 282. [Repealed 31st August, 1876.]  
 283. }  
 284. } [Repealed 12th September, 1973.]

## HOUSE OF COMMONS RULES AND PRACTICES TO BE RESORTED TO WHERE STANDING ORDERS DO NOT APPLY.

285. Resort to be had in cases for which no provision is made by these Rules to the practice of the House of Commons.

REPORTING EVIDENCE TAKEN BEFORE "THE COMMITTEE  
OF ELECTIONS AND QUALIFICATIONS."\*

- \*286. Expenses of reporting in shorthand to be paid by parties.
- \*287. Such expenses to be paid to Clerk of Assembly, and by him into the Treasury.

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APPROPRIATION BILL.

- 287A. Preparation of Estimates and Appropriation Bill.
288. } [Repealed 19th August, 1902.]
289. }

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THE PARLIAMENTARY COSTS ACT 1877.

290. Taxation of costs.

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JOINT STANDING ORDERS OF THE LEGISLATIVE COUNCIL  
AND LEGISLATIVE ASSEMBLY.

1. Communications to be by Message.
2. To be transmitted by an officer of either House unless otherwise ordered.
3. Members carrying Message, how announced.
4. Messages carried by officer, how delivered.
5. Consent desired to Bills, Votes, and Resolutions, how communicated.
6. Same course when returned.
7. Amendments insisted upon and communications desired, reasons to be stated in Message.

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\* Disputed elections and returns now heard and determined by Court of Disputed Returns.—Act No. 4278.

- 7A. Responsible Minister sitting in House of which not a Member subject to Standing Orders of that House.
8. Joint Committees.
9. Number of Members on Joint Committees: Library, Refreshment Rooms,\* and Parliament Buildings.\* Quorum.
10. Proposal for Joint Committees to state object and number. Time and place of meeting.
11. Bills to be fair printed and certified.
12. Amendments to be attached to the Bill and certified by the Clerk.
13. [Repealed 15th June, 1915.]
- 13A. When Bill passed, three copies on special paper to be printed, and authenticated by the Clerk of Parliaments.
14. Clerk of Parliaments to present all Bills except the Appropriation Bill, to the Governor.
15. [Repealed 15th June, 1915.]
- 15A. Procedure on Bills returned by Governor with amendments.
16. [Repealed 15th June, 1915.]
- 16A. Disposal of original Bills.
17. Title of Bill to set forth general object.
18. Numbering of Acts assented to.
19. Numbering of Acts reserved, but subsequently receiving Royal Assent.

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\*These Committees have been superseded by the House Committee constituted under Act No. 3176.

20. Clerk of Parliaments to correct typographical errors.
  21. Clerk of Parliaments to report clerical errors.
  22. Clerk-Assistant of the Council to perform duties in absence of Clerk of Parliaments.
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VICTORIA.

Legislative Assembly.

STANDING RULES AND ORDERS

RELATING TO

PUBLIC BUSINESS.

*The Orders printed in Roman type are the Standing Orders of the House.—The Rules showing the practice of the House are printed in Italics.*

CHAPTER 1.

PROCEEDINGS ON OPENING OF PARLIAMENT.

(Adopted 31st July, 1857.)

1. *On the first day of the meeting of a new Parliament for the dispatch of business pursuant to the Governor's proclamation, Members being assembled at the time and place appointed, the Clerk of the Assembly will read the proclamation.*

*Clerk reads proclamation.*

2. *The Members will await a message from the Commissioners appointed by the Governor for opening the Parliament.*

*Members await a message from the Commissioners.*

3. *On receiving message from the Governor's Commissioners for opening the Parliament, the Members of the Assembly will proceed to the Council Chamber to hear the Commission read.*

*House proceeds to Council Chamber.*

4. *The Assembly being returned into their own House, a Commissioner appointed by the Governor for swearing Members will be introduced, and the Commission read by the Clerk.*

*Commissioner for swearing Members introduced.*

*Writs with  
returns  
indorsed  
thereon  
read by  
the Clerk.*

5. *The writs for general election, having been previously delivered to the Clerk of Assembly will, with the returns indorsed thereon, then be read by the Clerk.*

*Members  
sworn*

6. *Members will then be sworn as prescribed by "The Constitution Act."*

1. [Repealed 17th July, 1934.]

(APPROVED 23RD JULY, 1934.)

*Election of  
Speaker.*

1A. (a) At the opening of Parliament, after the Members present have been sworn, or whenever the office of Speaker becomes vacant, a Member, addressing himself to the Clerk, shall propose some Member, then present, to the House for their Speaker, and move that such Member "Do take the Chair of this House as Speaker," which motion shall be seconded. A Member when proposed and seconded shall inform the House whether he accepts nomination.

(b) The Clerk shall then ask "Is there any further proposal," and if, within two minutes thereafter, there is no further proposal, the Clerk shall say "the time for proposals has expired." No Member may then address the House or propose any other Member, and the Clerk shall, without question put, declare the Member so proposed and seconded to have been elected as Speaker, and such Member shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

(c) If more than one Member is proposed as Speaker the Clerk shall, after the second proposal and after each subsequent proposal (if



any) is made and seconded, ask "Is there any further proposal," and if, within two minutes thereafter, there is no further proposal, the Clerk shall say, "The time for proposals has expired." No Member may then address the House, or propose any other Member, and the House shall proceed to elect a Speaker by ballot as hereinafter provided.

(d) The Clerk shall cause the bells to be rung for two minutes, after which the doors shall be locked.

The Clerk shall announce the names of the Members proposed (hereinafter called the candidates), and shall cause each Member present to be provided with a ballot-paper certified by the Clerk, and shall also provide a ballot-box and place the same upon the Table of the House.

Upon such ballot-paper the Member receiving it shall write the name of one of the candidates. It shall be sufficient to write the surname only unless there are two or more candidates of the same surname, in which case the initials of the candidate or the name of his electoral district shall be added to the surname. Having marked his ballot-paper as provided, the Member voting shall deposit it in the ballot-box.

(e) The proposer of each candidate shall name some Member present to be a scrutineer. The scrutineers and one of the Clerks at the Table (to be named by the Clerk) shall when directed by the Clerk retire and ascertain the number of

votes for each candidate. Before giving such direction the Clerk shall direct that the doors be unlocked. The scrutineers shall make to the Clerk a written report of the result, which report shall be read to the House by the Clerk. Unless the Clerk otherwise directs, the same scrutineers and the same Clerk at the Table shall act in respect of all subsequent ballots and of any special ballots.

(f) No vote shall be informal which, in the opinion of the Clerk, identifies the candidate voted for. Whenever the opinion of the Clerk is required he shall leave the Chair and shall proceed forthwith to the room where the votes are being counted, and the vote in question shall be submitted for his opinion without disclosing to him any information in regard to the number of votes received by any of the candidates.

(g) Any candidate, with the consent of his proposer and seconder, may at any time except when a ballot or vote is actually being taken, rise in his place and require that his name be withdrawn as a candidate, and from the time of such withdrawal shall cease to be a candidate.

(h) If at any ballot (not being a special ballot provided for in paragraph (k) or (l)) at which there are more than two candidates, no candidate receives an absolute majority of the votes of the Members present, another ballot shall be taken, from which shall be excluded the candidate receiving the smallest number of votes, and so from time to time when necessary until the

number of candidates is reduced to two, and of such two the candidate receiving the greater number of votes of the Members present shall be declared elected as Speaker, and he shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker. The provisions of paragraphs (*d*), (*e*), (*f*), and (*g*) shall apply to such ballots.

(*i*) As soon as any candidate obtains an absolute majority of the votes of the Members present (whether at a ballot or in open vote), the Clerk shall, without question put, declare such candidate elected as Speaker, and he shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

(*j*) If at any ballot (not being a special ballot provided for in paragraph (*k*) or (*l*)) the names of only two candidates are submitted to the ballot and the number of votes for each candidate is equal, a second ballot shall be held, and if at such second ballot the number of votes for each candidate is equal, the Clerk shall so declare, and may without question put, suspend the sitting and leave the Chair for such period (not exceeding two hours) as he thinks fit. The Clerk, unless one of the candidates requires that his name be withdrawn as a candidate, shall then say, "The votes being equal at the ballot it is necessary to take an open vote to decide this question." He shall then cause the bells to be rung for two minutes, and the doors to be locked,

after which he shall again inform the House of the equality of voting and of the necessity of deciding the matter by an open vote. He shall then assign a side of the House to the voters for each candidate and shall direct each Member present to vote by taking his seat according to his choice. Each Member remaining in the House shall vote. The Clerk shall then appoint tellers for each side, and with them shall count the votes, and the candidate receiving the greater number of votes shall be declared elected as Speaker, and shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

If either of the candidates requires that his name be withdrawn from the ballot or vote, the remaining candidate shall be declared elected as Speaker and shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

(*k*) If at any ballot (other than a special ballot) it is impossible by reason of equality of votes, to determine which candidate shall be excluded in accordance with paragraph (*h*), the candidate to be excluded from the next ballot for the election of Speaker shall be determined by a special ballot, at which only the names of the candidates who received the smallest number of votes shall be submitted.

At a special ballot each Member present shall write upon his ballot-paper only the name of the candidate he wishes to retain. The candidate

whose name appears on the smallest number of ballot-papers shall then be excluded, and the names of all the other candidates shall be submitted to the next ballot for the election of Speaker.

Subject to this paragraph the provisions of paragraphs (d), (e), (f), and (g) shall apply to any special ballot.

(l) If after any special ballot provided for in paragraph (k) it is impossible, by reason of equality of votes, to determine which candidate shall be excluded, a further special ballot shall be taken at which only the names of the candidates who received the smallest number of votes at the preceding special ballot shall be submitted, and if it is still impossible by reason of equality of votes to determine which candidate shall be excluded, the Clerk shall so declare, and may, without question put, suspend the sitting and leave the Chair for such period (not exceeding two hours) as he thinks fit.

The Clerk, unless one of the candidates requires that his name be withdrawn from the ballot, shall then say "The votes being equal at the ballot it is necessary to take an open vote to decide this question." For this purpose the procedure set out in paragraph (j) shall be followed, and the candidate receiving the smallest number of votes shall be excluded from the next ballot for the election of Speaker.

(m) After the House has proceeded to the election of a Speaker, no member shall address

the House except to propose a Member as Speaker, or to second such proposal.

(n) Until the Speaker is elected, the Clerk shall act as Chairman, and shall decide all questions arising incidentally to such election of a Speaker. Unless otherwise directed by the House, he shall preserve the ballot-papers for one month, and shall then destroy them.

(o) The Clerk may, whenever he thinks fit, suspend the sitting and leave the Chair for any period not exceeding two hours.

(p) If at any time any Member, supported by five other Members, requires that the Clerk shall put the question "That strangers be ordered to withdraw" the Clerk shall forthwith put such question without permitting any debate or amendment.

2. [Repealed 17th July, 1934.]

(Adopted 31st July, 1857.)

*He submits himself to the House.*

7. *The Member on being called to the Chair in his place expresses his sense of the honour proposed to be conferred upon him, and submits himself to the House.*

3. [Repealed 17th July, 1934.]

(Adopted 31st July, 1857.)

*Mr. Speaker takes the Chair, and the Mace is laid upon the Table.*

8. *Having been conducted to the Chair, the Member elected returns his acknowledgments to the House for the honour conferred upon him, and thereupon sits down in the Chair; and then the Mace, which before lay under the Table, shall be laid upon the Table.*

9. A Member returned after a general election shall be introduced to the Table between two Members. New Member introduced.

10. Members seated on petition need not be introduced. But not if seated on petition.

(APPROVED 28TH JULY, 1857.)

4. Whenever the Assembly shall be informed by the Clerk at the Table of the unavoidable absence of Mr. Speaker, the Chairman of Committees of the Assembly shall perform the duties and exercise the authority of Speaker in relation to all proceedings of the Assembly as Deputy Speaker until the next meeting of the Assembly, and so on from day to day on the like information being given to the Assembly, until the Assembly shall otherwise order: Provided that if the Assembly shall adjourn for more than twenty-four hours the Deputy Speaker shall continue to perform the duties and exercise the authority of Speaker for twenty-four hours only after such adjournment. Un-avoidable absence of Mr. Speaker.

(APPROVED 15TH SEPTEMBER, 1903.)

4AA. If the House be informed by the Clerk of the likelihood of the continued absence of Mr. Speaker in consequence of illness or other unavoidable cause, or if the House have granted leave of absence to Mr. Speaker, the Chairman of Committees shall take the Chair as Deputy Speaker, and shall continue to do so from day to day without any further communication to the House, and shall perform the duties and exercise the authority of Speaker during such continued absence, and the House may appoint some other Continued absence of Mr. Speaker.

Member to act as Deputy Chairman of Committees during such continued absence of Mr. Speaker, and the Deputy Chairman of Committees so appointed shall take the Chair as Acting Speaker in case of the unavoidable absence of the Deputy Speaker or whenever requested so to do by the Deputy Speaker during a sitting of the House.

(APPROVED 24TH JUNE, 1889.)

Deputy  
Speaker  
and  
temporary  
Chairmen  
of Commit-  
tees.

4A. The Chairman of Committees shall take the Chair, as Deputy Speaker, whenever requested so to do by Mr. Speaker, without any formal communication to the House. And Mr. Speaker shall nominate at the commencement of every Session a panel of not less than three Members who shall act as temporary Chairmen of Committees whenever requested so to do by the Chairman of Committees.

(APPROVED 21ST NOVEMBER, 1922.)

Deputy  
Chairman  
of Commit-  
tees.

4A1. At the commencement of every Parliament or at any time the House may appoint a Deputy Chairman of Committees, who shall, whenever the Chairman of Committees is absent from the Chair, be entitled to exercise all the powers vested in the Chairman of Committees, including his powers as Deputy Speaker.

(APPROVED 23RD JULY, 1934.)

Absence  
of both  
Speaker  
and  
Chairman  
of Commit-  
tees.

4A2. In the event of the unavoidable absence of both the Speaker and the Chairman of Committees the Members present, if a quorum, may proceed, on motion made and seconded, to at once elect one of their number to act as Deputy Speaker for the time being, and the question in



that case shall be put by the Clerk at the Table without debate, and the Member so elected shall have the same power and authority as is conferred on the Deputy Speaker by Standing Order No. 4; and in the event of no such motion being carried, the Clerk shall declare the House adjourned until the next usual sitting day.

(Adopted 31st July, 1857.)

11. *On the receipt of a message to attend the Governor in the Council Chamber the Speaker with the House will proceed to the Council Chamber.* Mr. Speaker with the House proceeds to the Council Chamber.

12. *Mr. Speaker and the House, on returning from the Council Chamber, pass through the House, and the House may then adjourn during pleasure.* House adjourns during pleasure.

13. *Before the Governor's speech is reported to the House by Mr. Speaker some Bill is read a first time pro formâ.* A Bill read pro formâ.

14. *Mr. Speaker will then report that the House had this day attended the Governor in the Council Chamber, and that His Excellency was pleased to make a speech to both Houses of Parliament, of which speech Mr. Speaker said he had, for greater accuracy, obtained a copy, which he will then read to the House.* Mr. Speaker reports His Excellency's speech.

15. *The speech having been read, a motion for an address to His Excellency the Governor shall be made and seconded.* Motion for an address in answer.

(APPROVED 24TH JUNE, 1889.)

4B. That the stages of Committee and Report on the address to His Excellency the Governor Stages of Committee and Report discontinued

to convey the thanks of the House for His Excellency's speech at the opening of the Session be discontinued.

(Adopted 31st July, 1857.)

*Select Committee appointed to draw up the address.*

\*16. *The resolution for presenting such address having been agreed to by the House, with or without amendments, a Select Committee shall be appointed to draw up an address to be presented to the Governor upon the said resolution, and His Excellency's speech shall be referred to the said Committee.*

*Address reported and agreed to.*

\*17. *On the address being reported by the said Committee, the House will resolve to agree to the same, with or without amendments.*

*Address to be presented by the Assembly.*

18. *The address in reply to the Governor's speech shall be ordered to be presented to the Governor, at Government House, by the Assembly.*

*Governor's speech to be taken into consideration.*

†19. *The Governor's speech shall be ordered to be taken into consideration at the next sitting of the House.*

*Governor's speech considered, and motion made that a supply be granted to Her Majesty.*

†20. *The House at its next sitting, according to order, shall proceed to take the said speech into consideration, and so much of the same as was addressed to the branch of the Legislative Assembly shall be again read by Mr. Speaker; and a motion being made that a supply be granted to Her Majesty, a resolution shall be agreed to, that the House will to-morrow, or on a future day, resolve itself into a Committee to consider the motion.*

\* Rules 16 and 17 are virtually rescinded by Standing Order 4b.

† Rules 19 and 20 should have been rescinded when Standing Orders 274, 275, 276, 277, and 282 were repealed, 31st August, 1876.

## CHAPTER 2.

## SITTING AND ADJOURNMENT OF THE HOUSE.

(APPROVED 28TH JULY, 1857.)

5. Mr. Speaker shall take the Chair as soon after the hour appointed for the meeting of the Assembly as there shall be a quorum\* of Members present; but if at the expiration of half-an-hour after the hour appointed there be not a quorum, Mr. Speaker shall then take the Chair and adjourn the Assembly to the next sitting day.

If a quorum of Members be not present half-an-hour after the time fixed for meeting, Mr. Speaker adjourns the House.

(Adopted 31st July, 1857.)

21. *When the attendance of the House in the Council has been desired, the House on its return will proceed with business, although less than a quorum be present, until notice be taken thereof.*

House proceeds to business on its return from the Council.

(APPROVED 28TH JULY, 1857.)

6. If it shall appear, on notice being taken, or on the report of a division of the House by the tellers that a quorum of Members be not present, Mr. Speaker shall adjourn the House without a question first put till the next sitting day.

If a quorum be not present on the report of a division, Mr. Speaker adjourns the House.

7. The business under discussion, and any business not disposed of at the time of such adjournment, shall take precedence of all business fixed for the next day on which the House shall sit.

Business under discussion and that not disposed of to take precedence next business day.

8. Except in the cases mentioned in Nos. 5, 6, and 10, when Mr. Speaker adjourns the House without putting a question, the House can only be adjourned by its own resolution.

House only adjourns by its own resolution, with exceptions.

\* Section 21 of The Constitution Act fixes the quorum at twenty Members, exclusive of the Speaker.

(APPROVED 10TH JULY, 1882.)

Motions  
for  
adjourn-  
ment.

8A. No member, unless he be a Minister of the Crown, shall be allowed, prior to eleven o'clock, to move "That the House do now adjourn," unless on his rising to make such motion he shall state the subject that he proposes to speak to, and the debates shall be strictly confined to the subject so stated.

(APPROVED 24TH JUNE, 1889.)

Motions  
for  
adjourn-  
ment of  
House.

8B. No motion for the adjournment of the House shall be made except by a Minister of the Crown, or unless a Member rising in his place shall propose to move the adjournment for the purpose of discussing a definite matter of urgent public importance (which he shall then state and hand in in writing to Mr. Speaker) and unless twelve Members shall thereupon rise in their places, as indicating approval of the proposed discussion. The Member proposing the motion for adjournment shall not be allowed to address the House on such motion until Mr. Speaker shall have ascertained that twelve Members approve of the proposed motion.

Limitation  
of  
discussion.

In speaking to such motion the mover shall not exceed thirty minutes, and any other Member shall not exceed fifteen minutes, and the whole discussion on the subject shall not exceed two hours.

No second  
motion  
same day.

No second motion for the adjournment of the House shall be made on the same day, except by a Minister of the Crown.

(APPROVED 28TH JULY, 1857.)

9. The same number of Members shall be required to form a quorum in Committee of the whole Assembly as are required to form a quorum of the House.

Quorum of Committee of the whole House.

10. If the Chairman of a Committee of the whole House shall report to the House that a quorum of Members be not present, Mr. Speaker shall count the House, and if a quorum be not present, he shall adjourn the House without a question first put till the next sitting day.

When Chairman of Committees reports that a quorum of Members is not present.

11. The doors of the House shall be unlocked whenever Mr. Speaker is engaged in counting the House, and the bell shall be rung as in a division.

Doors unlocked when House is counted.

12. The Serjeant-at-Arms attending the House shall from time to time take into his custody any stranger whom he may see, or who may be reported to him to be in any part of the House appropriated to the Members of this House, and also any stranger who, having been admitted into any other part of the House or gallery, shall misconduct himself, or shall not withdraw when strangers are directed to withdraw, while the House, or any Committee of the whole House, is sitting, and no person so taken into custody shall be discharged out of custody without the special order of the House.

Strangers to be taken into custody if in parts of the House appropriated to Members.

(APPROVED 24TH JUNE, 1889.)

12A. If at any sitting of the House, or in Committee, any Member shall take notice that strangers are present, Mr. Speaker, or the Chairman (as the case may be), shall forthwith put

Withdrawal of strangers.

the question "That strangers be ordered to withdraw," without permitting any debate or amendment: Provided that Mr. Speaker or the Chairman may, whenever he thinks fit, order the withdrawal of strangers from any part of the House.

(APPROVED 28TH JULY, 1857.)

No Member to bring a stranger into parts of this House appropriated to Members.

Votes and Proceedings.

Journals.

13. Unless by order of the House, no Member of this House shall presume to bring any stranger into any part of the House appropriated to the Members of this House while the House, or a Committee of the whole House, is sitting.

14. Every vote and proceeding of the House shall be noted by the clerks at the Table, and the Votes and Proceedings of this House shall, being first perused by Mr. Speaker, be printed; and the Government Printer and no other do presume to print the same, and the Votes and Proceedings so printed from day to day, and signed by Mr. Speaker, and countersigned by the Clerk, shall be the Journals of this House.

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### CHAPTER 3.

#### ATTENDANCE OF MEMBERS.

Every Member to attend the service of the House.

Leave of absence.

15. Every Member shall attend the service of the House, unless leave of absence be given him by the House.

16. Leave of absence may be given by the House to any Member on account of his own illness, or of the illness or death of a near relation, or of urgent business, or for other sufficient cause to be stated to the House.

17. Notice shall be given of a motion for giving leave of absence to any Member, stating the cause and period of absence.

Notice to be given of motions for leave of absence.

18. A Member shall be excused from service in the House, or on any Committee, so long as he has leave of absence.

Member having leave of absence excused from service.

19. Any Member having leave of absence shall forfeit the same by attending the service of the House before the expiration of such leave.

Leave of absence forfeited.

20. When an order shall be made that this House be called, such Members as shall not attend the call shall be sent for in custody of the Serjeant-at-Arms.

Calls of the House.

21. No order for a call of the House shall, except upon pressing necessity, be made for any day earlier than seven days from the date of such order, inclusive of the day of such order.

Call of the House not to be made earlier than seven days from date of order.

22. A copy of the order for a call of the House, signed by the Clerk, shall be forwarded by post, addressed to each Member of the Assembly.

Order for call of the House to be forwarded by post.

23. For the purpose of enabling this notice to be given, every Member shall at the commencement of each Session, or as soon as he shall have taken his seat, enter his name and address in a book to be kept by the Serjeant-at-Arms.

Members to leave their address with Serjeant-at-Arms.

24. The order for calling over the House on a future day shall be set down as an Order of the Day for the day so appointed.

Call of the House an Order of the Day.

(APPROVED 7TH MARCH, 1860.)

25. When the Order of the Day for calling over the House shall be read, unless the same be postponed or discharged, the names of the

Order in which names are called.

Members shall be called over by the Clerk in the alphabetical order of the several electoral districts they represent.

(APPROVED 28TH JULY, 1857.)

Members  
not  
present,  
but sub-  
sequently  
attending.

26. The names of all Members who do not answer when called shall be taken down by the Clerk, and subsequently called over a second time, when those who answer, or afterwards attend in their places on the same day, may be excused.

(Adopted 31st July, 1857.)

Members  
not  
attending  
during  
the day.

22. *Members not attending in their places on the same day are usually ordered to attend on a future day; when, unless they attend, or a reasonable excuse be offered for their absence, they will be dealt with for their default as the House may think fit.*

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#### CHAPTER 4.

##### PLACES OF MEMBERS.

(APPROVED 28TH JULY, 1857.)

Members'  
places  
secured.

27. A Member may be permitted to secure a place in the Assembly Chamber by leaving a book, hat, or glove upon it, before motions are called on.

Entering  
and leaving  
the  
House.

28. Every Member is to be uncovered when he enters or leaves the House, or moves to any other part of the House during a debate, and shall make obeisance to the Chair in passing to or from his seat.

(Adopted 31st July, 1857.)

Ministers'  
and ex-  
Ministers'  
benches.

23. *The front bench on the right hand of the Chair shall be reserved for Members holding office under the Crown, and the front bench on*



*the left hand of the Chair is ordinarily occupied by Members who have held office under the Crown.*

(APPROVED 28TH JULY, 1857.)

29. No Member shall pass between the Chair and any Member who is speaking; nor between the Chair and the Table, nor between the Chair and the Mace when the Mace has been taken off the Table by the Serjeant.

Members leaving their seats.

30. Every Member of this House when he comes into the House shall take his place, and shall not stand in any of the passages or gangways.

Entering the House.

31. No Member shall read any newspaper, book, or letter in his place unless in addressing the Chair.

Members not to read newspapers &c.

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## CHAPTER 5.

### ORDERS OF THE DAY, NOTICES, MOTIONS, AND QUESTIONS.

(Adopted 31st July, 1857.)

24. *The ordinary business of each day consists of Notices of Motions and Orders of the Day.*

Notices of Motion and Orders of the Day.

25. *An Order of the Day is a Bill or other matter which the House has ordered to be taken into consideration on a particular day.*

Orders of the Day defined.

(APPROVED 28TH JULY, 1857.)

32. Notices of motions shall, except on days appointed by the House for Government business taking precedence, take precedence of Orders of the Day, unless the House shall otherwise direct.

Notices of motion take precedence.

Clerk to read the Orders of the Day without any question being put.

33. After notices of motions shall have been disposed of, Mr. Speaker shall direct the Clerk at the Table to read the Orders of the Day without any question being put.

Ministers to arrange Government orders.

34. The Orders of the Day shall be disposed of in the order in which they stand upon the paper, the right being reserved to Her Majesty's Ministers of placing Government orders at the head of the list, in the rotation in which they are to be taken on the days on which Government business has precedence.

Dropped motions and orders.

35. All dropped motions and Orders of the Day shall, according as they shall relate to Government business, or general business, be set down in the notice-paper after the notices of motion and Orders of the Day respectively, for the next day on which the House shall sit.

Notices of motions, when received.

36. No notice of motion shall be received after the Assembly shall have proceeded to the business of the day as set down in the notice-paper.

Motions cannot be made except in pursuance of notice.

37. No Member shall make any motion initiating a subject for discussion but in pursuance of notice openly given at a previous sitting of the Assembly and duly entered on the notice-paper.

Every notice to be in writing, and delivered at the Table.

38. Every Member in giving notice of a motion shall read it aloud, and deliver at the Table a copy of such notice, fairly written, together with his name and the day proposed for bringing on such a motion.

(Adopted 31st July, 1857.)

A Member not to give two notices consecutively.

26. A Member may not give two notices of motions consecutively, unless no other Member has any notice to submit.

27. A Member may give notice for any other Member not then present by putting the name of such Member on the notice of motion. Notice may be given for absent Members.

(APPROVED 28TH JULY, 1857.)

39. No notice may be given beyond the period which shall include the four sitting days next following on which Government business has not precedence, due allowance being made for any intervening adjournment of the House, and the period being, in that case, so far extended as to include four days' notice falling during the sitting of the House. Restriction upon giving notices.

40. Every notice of motion shall be printed and circulated with the Votes. Notices printed

41. Any notice containing unbecoming expressions may be expunged from the notice-paper, by order of the House. Notices may be expunged.

42. A Member desiring to change the day for bringing on a motion may give notice of such motion for any day subsequent to that first named, but not earlier, subject to the same rules as other notices of motions. Notices postponed.

43. After a notice of motion has been given, the terms thereof may be altered by the Member on delivering at the Table an amended notice, at the least one day prior to the day for proceeding with such motion. The terms may be altered.

44. A Member may, by leave, move for any unopposed return without having given any previous notice. Motions for unopposed returns.

Precedence  
of motions.

45. Motions shall have precedence on each day, according to the order in which the notices for the same were given.

Questions  
of privilege.

46. An urgent motion, directly concerning the privileges of the House, will take precedence of other motions, as well as Orders of the Day.

(Adopted 31st July, 1857.)

Votes of  
thanks.

28. *Precedence is ordinarily given by courtesy to a motion for a vote of thanks of the House.*

(APPROVED 28TH JULY, 1857.)

Questions  
proposed.

47. When a motion has been made and seconded a question thereupon shall be proposed to the House by Mr Speaker.

Motions  
not  
seconded.

48. Any motion not seconded may not be further debated, and no entry thereof shall be made in the Votes.

Motions  
withdrawn.

49. A Member who has made a motion may withdraw the same by leave of the House, such leave being granted without any negative voice.

Questions  
super-  
seded:—  
1. By ad-  
journment.

50. A question may be superseded: 1. By the adjournment of the House, either on the motion of a Member "That the House do now adjourn," or on notice being taken, and it appearing that a quorum of Members are not present; 2. By a motion "That the Orders of the Day be now read"; 3. By the previous question, viz.: "That this question be now put," being proposed and negatived.

2. By  
reading the  
Orders of  
the Day.  
3. By  
previous  
question.Previous  
question  
resolved  
in the  
affirmative.

51. If the previous question be resolved in the affirmative, the original question shall be put forthwith, without any amendment or debate.

52. A question for reading the Orders of the Day, and also "The previous question" may be superseded by the adjournment of the House.

Previous question, &c., superseded by adjournment.

53. The debate upon a question may be interrupted: 1. By a matter of privilege suddenly arising; 2. By words of heat between Members; 3. By a question of order; 4. By a message from the Council; 5. By a motion for reading an Act of Parliament, an entry in the Journal, or other public document, relevant to the question before the House.

Debates interrupted.

54. The House may order a complicated question to be divided.

Complicated question may be divided.

55. So soon as the debate upon a question shall be concluded, Mr. Speaker shall put the question to the House, and if the same should not be heard, shall again state it to the House.

Question put and again stated.

56. A question being put, shall be resolved in the affirmative or negative, by the majority of voices "Aye" or "No."

Question determined by majority of voices.

57. Mr. Speaker shall state whether, in his opinion, the "Ayes" or the "Noes" have it, and unless his opinion be acquiesced in by the minority, the question shall be determined by a division.

Mr. Speaker states whether "Ayes" or "Noes" have it.

58. No question or amendment shall be proposed which is the same in substance as any question which during the same Session has been resolved in the affirmative or negative.

The same question not to be again proposed.

59. A motion which has been by leave of the House withdrawn, may be made again during the same Session.

A motion withdrawn may be made again.

Resolution or vote rescinded. 60. A resolution or other vote of the House may be read and rescinded.

An order discharged. 61. An order of the House may be read and discharged.

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## CHAPTER 6.

### AMENDMENTS.

Different forms of amendment. 62. A question having been proposed may be amended by leaving out certain words in order to insert or add other words, or by inserting or adding words.

(APPROVED 24TH JUNE, 1889.)

Debate on amendment. 62A. When any amendment is before the Chair, the debate shall be strictly confined to such amendment.

(APPROVED 28TH JULY, 1857.)

Amendments to be seconded. 63. An amendment proposed, but not seconded, will not be entertained by the House, nor entered in the Votes.

Amendment to leave out words. 64. When the proposed amendment is to leave out certain words, Mr. Speaker shall put a question, "That the words proposed to be left out stand part of the question," which shall be resolved by the House in the affirmative or negative, as the case may be.

Amendment to leave out words and insert or add other words. 65. When the proposed amendment is to leave out certain words, in order to insert or add other words, Mr. Speaker shall put a question, "That the words proposed to be left out stand part of the question," which, if resolved in the affirmative, will dispose of the amendment; but if in

the negative, and there is no motion before the House for amending the proposed amendment, another question shall be put, "That the words of the amendment be inserted or added instead thereof," which shall be resolved in the affirmative or negative, as the case may be.

66. When the proposed amendment is to insert or add certain words, Mr. Speaker shall put a question, "That such words be inserted or added," which shall be resolved in the affirmative or negative, as the case may be.

Amendment to insert or add words.

67. No amendment shall be proposed in any part of a question after a later part has been amended, or has been proposed to be amended, unless the proposed amendment has been, by leave of the House, withdrawn.

When later part of a question has been amended or proposed to be amended.

68. No amendment shall be proposed to be made in any words which the House has resolved shall stand part of a question, or shall be inserted in, or added to, a question, except the addition of other words thereto.

No amendment to be made to words already agreed to.

69. A proposed amendment may be, by leave of the House withdrawn.

Proposed amendment withdrawn.

70. Amendments may be proposed to a proposed amendment, as if such proposed amendment were an original question.

Amendments to proposed amendments.

71. When amendments have been made the main question as amended shall be put.

Question as amended put.

72. When amendments have been proposed, but not made, the question is put as originally proposed.

When amendment proposed but not made.

## CHAPTER 7.

## DEBATE.

Members  
to address  
Mr.  
Speaker.

73. Every Member desiring to speak shall rise in his place uncovered, and address himself to Mr. Speaker.

(Adopted 31st July, 1857.)

Indulgence  
to  
Members  
unable to  
stand.

29. *By the special indulgence of the House, a Member unable conveniently to stand, by reason of sickness or infirmity, will be permitted to speak sitting and uncovered.*

(APPROVED 28TH JULY, 1857.)

Speaking  
to order  
during a  
division.

74. Members can only speak to a point of order while the House is dividing, by permission of Mr. Speaker.

No  
Member  
to speak  
after  
question  
has been  
put.

75. No Member may speak to any question after the same has been put by Mr. Speaker, and the voices have been given in the affirmative and negative thereon.

Mr.  
Speaker  
calls upon  
Members  
to speak.

76. When two or more Members rise to speak, Mr. Speaker calls upon the Member who first rose in his place.

Motion  
that a  
Member  
"be now  
heard."

77. A motion may be made that any Member who has risen "be now heard," or "do now speak."

Members  
speak to the  
question.

78. A Member may speak to any question before the House, or upon any amendment proposed thereto, or upon a question or amendment



to be proposed by himself, or upon a question of order arising out of the debate, but not otherwise.

(APPROVED 24TH JUNE, 1889.)

78A. No Member shall digress from the subject-matter of any question under discussion, and all imputations of improper motives and all personal reflections on Members shall be deemed disorderly.

Digressions  
and im-  
putations.

78B. After Mr. Speaker or the Chairman has called the attention of the House or of the Committee to the conduct of a Member who persists in irrelevance or tedious repetition, either of his own arguments or of the arguments used by other Members in debate, a motion may be made "That Mr. Speaker [or the Chairman] do direct the Member to discontinue his speech," which question shall be put forthwith without amendment or debate, and if the same be decided in the affirmative Mr. Speaker or the Chairman shall direct the Member accordingly.

Irrelevance  
or tedious  
repetition.

(APPROVED 15TH SEPTEMBER, 1911.)

78c. (a) After any question has been proposed either in the House or in any Committee of the Whole, a motion may be made by any Member, rising in his place, and without notice, and whether any other Member is addressing the Chair or not, "That the question be now put," and unless it shall appear to the Speaker or

Closure of  
debate.

Chairman that such motion is an abuse of the rules and forms of the House, an infringement of the rights of the minority, or is moved for the purpose of obstructing business, the motion "That the question be now put" shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

Amended  
12th Sept.,  
1973.

(b) When the motion "That the question be now put" has been carried, and the question consequent thereon has been decided, any further motion may be at once made to bring to a decision any question already proposed from the Chair, and if a clause be then under consideration, a motion may be made, That the question, That certain words of the clause defined in the motion stand part of the clause, or That the clause or the clause as amended stand part of or be added to the Bill, be now put. Such motions (the assent of the Speaker or Chairman as aforesaid not having been withheld) shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

(c) If any such motion be negatived no similar motion shall be received within half-an-hour of the declaration of the preceding decision.

78D. A motion, without notice, may be made, that a Member who is speaking, "Be not further heard," and if it shall appear to the Speaker or Chairman that such Member has already had full opportunity of stating his views on the question and is using his right to speak in such a manner as to be an abuse of the rules and forms of the House or for the purpose of obstructing business, and that such motion, if carried, would not be an infringement of the rights of the minority, the motion That the Member who is speaking "Be not further heard" shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

Member  
be not  
further  
heard.

(APPROVED 9TH OCTOBER, 1916.)

78E. No Member shall speak for more than forty-five minutes in any debate in the House except in the debate on the Address-in-Reply the second reading of the Appropriation Bill, or on a direct motion of want of confidence, when a Member shall be at liberty to speak for one hour.

Time  
limit of  
Speeches—  
Debates in  
the House.  
Amended  
12th Sept.,  
1973.

Provided that with the consent of a majority of the House on a motion to be moved and determined at once without amendment or

debate, a Member may be allowed to continue his speech for a further period not exceeding thirty minutes.

Provided also that this Rule shall not apply to a Member moving the second reading of a Bill or a substantive and independent motion, or to the mover of a direct motion of want of confidence, or to the Leader of the Government, or to the Leader of the Opposition, or to any Member deputed by either of such Leaders respectively to speak first for the Government or Opposition on any of such motions; but when the Leader of either side so deposes his right such Leader shall then be limited to the same extent as other Members.

Debates in  
Committee  
of the  
House.

In Committee of the House, except as herein-after provided no Member other than a Member in charge of a Bill or motion, or Minister in charge of an Estimate, shall speak more than twice on any one question, nor more than thirty minutes on the first occasion, and fifteen minutes on the second occasion.

(APPROVED 1ST SEPTEMBER, 1926.)

78F. (a) On the reading of a Message from the Governor recommending an appropriation in connexion with any Bill, on the calling on of a motion for leave to introduce a Bill, or at any stage of a Bill a Minister may declare that the Bill is an urgent Bill, and move, "That the Bill be considered an urgent Bill"; and if twenty members thereupon rise in their places as indicating approval of the motion being put such motion shall be put forthwith—no debate or amendment being allowed; and on such motion being agreed to a Minister may forthwith, or at any time during any sitting of the House or Committee, but not so as to interrupt a Member who is addressing the House or Committee, move a further motion or motions specifying the time which (exclusive of any adjournment or suspension of sitting, and notwithstanding anything contained in any other Standing Order or any

Limitation  
of debate.

Bill may be  
declared an  
urgent  
Bill.

Allotment  
of time.

Sessional Order) shall be allotted to all or any of the following:—

(i) The initial stages of the Bill (including any motion preliminary to the introduction of the Bill) up to, but not inclusive of, the second reading of the Bill;

(ii) The second reading of the Bill;

(iii) The Committee stage of the Bill;

(iv) The remaining stages of the Bill;

and the order with regard to the time allotted to the Committee stage of the Bill may, out of the time allotted, apportion a certain time or times to a particular clause or clauses, or to any particular part or parts of the Bill.

(b) \* \* \* \*

(c) When any motion of any kind whatsoever has been moved a Minister may at any time declare that the motion is an urgent motion, and move "That the motion be considered an urgent motion"; and if twenty Members thereupon rise in their places as indicating approval of the motion being put such motion shall be put forthwith—no debate or amendment being allowed; and on such motion being agreed to a Minister may forthwith move a further motion specifying the time which (exclusive of any adjournment or suspension of sitting, and notwithstanding anything contained in any other Standing Order or any Sessional Order) shall be allotted to the motion.

Motion may be declared an urgent motion.

(d) Upon such further motion or motions with regard to the allotment of time being moved no debate thereon shall be allowed for more than one hour, and in speaking thereon no Member shall exceed ten minutes. If the debate be not sooner concluded then forthwith upon the expiration of that time the Speaker or the Chairman shall put any questions on any amendment or motion already proposed from the Chair.

Limitation of debate as to allotment of time.

Speaker or  
Chairman  
to put the  
question  
forthwith  
at time  
appointed  
for  
conclusion  
of pro-  
ceedings.

(e) For the purpose of bringing to a conclusion any proceedings which are to be brought to a conclusion on the expiration of the time allotted under any motion passed under any of the preceding paragraphs of this Standing Order, the Speaker or the Chairman shall at the time appointed under the motion for the conclusion of those proceedings put forthwith the question on any amendment or motion already proposed from the Chair; and, in the case of the consideration of any Bill in Committee or on any of the remaining stages, shall then put any clauses and schedules and any amendment and new clauses and schedules desired by the Government—copies of which have been circulated by the Government among Members two hours at least before the expiration of the allotted time—and any other question requisite to dispose of the business before the House or Committee. No other amendments, new clauses, or schedules shall be proposed.

Dilatory  
motions,  
instruc-  
tions to  
Committee,  
&c.

(f) On any day on which any proceedings are to be brought to a conclusion under this Standing Order no dilatory motion on such proceedings, nor motion for an instruction to the Committee on a Bill which is the subject of such proceedings, nor motion to postpone a clause, nor motion to recommit the Bill shall be received unless moved by a Minister, and the question on any such motion shall be put forthwith without amendment or debate, and no motion for the adjournment of the House under Standing Order No. 8B shall be entertained.



(g) Standing Order No. 78c (Closure of Debate) shall not apply to any proceedings in respect of which time has been allotted in pursuance of this Standing Order.

Standing Order for closure of debate not to apply.

(h) Where any time has been specified for the commencement of any proceedings in connexion with any business under this Standing Order, when the time so specified has been reached the business, whatsoever its nature be, then before the House or Committee shall be postponed forthwith, and the first-mentioned business shall be proceeded with, and all steps necessary to enable this to be done shall be taken accordingly.

Business to be proceeded with at time specified.

(APPROVED 28TH JULY, 1857.)

79. At the time of giving notices of motion questions may be put to Ministers of the Crown relative to public affairs, and to other Members relating to any Bill, motion, or other public matter connected with the business of the House, in which such Members may be concerned.

Questions to Ministers or other Members.

(APPROVED 29TH APRIL, 1969.)

79A. The Speaker may direct that the language of a question be changed if it seems to him unbecoming or not in conformity with the standing orders and practices of the House.

Form of Question.

(APPROVED 29TH APRIL, 1969.)

79B. Notice of question shall be given by a Member delivering it to the Clerk within such time as, in the opinion of the Speaker, will enable the question to be fairly printed. The question shall be fairly written, signed by the Member, and shall show the day proposed for asking such question.

Notice of question.

(APPROVED 29TH APRIL, 1969.)

79C. The reply to a question on notice shall be given by delivering the same to the Clerk at the Table. A copy thereof shall be supplied to the Member who has asked the question, and such question and reply shall be printed in Hansard.

Reply to question to Clerk and copy printed in Hansard.

(APPROVED 29TH APRIL, 1969.)

Question without notice.

79D. A member may be at liberty to ask a question without notice in conformity with Standing Orders Nos. 79 and 79A provided that no question shall be asked after the lapse of thirty minutes from the time Mr. Speaker calls on questions.

(APPROVED 28TH JULY, 1857.)

Such question not to involve argument.

80. In putting any such question, no argument or opinion shall be offered, nor any facts stated, except so far as may be necessary to explain such question.

In answering a question the matter not to be debated.

81. In answering any such question a Member shall not debate the matter to which the same refers.

Personal explanation.

82. By the indulgence of the House a Member may explain matters of a personal nature, although there be no question before the House; but such matters may not be debated.

No Member to speak twice to a question. Amended 12th Sept., 1973.

83. No Member may speak twice to a question before the House, except in explanation or reply, or in committee of the whole House provided that the Minister in charge of the Appropriation Bill shall be allowed a reply which shall not exceed thirty minutes.

Except to explain his words.

84. A Member who has spoken to a question may again be heard, to explain himself in regard to some material part of his speech, but shall not introduce any new matter.

Or to reply in certain cases.

85. A reply shall be allowed to a Member who has made a substantive motion to the House, but not to any Member who has moved an Order of the Day, an amendment, or an instruction to a Committee.

(APPROVED 10TH JULY, 1882.)

When mover or seconder of adjournment entitled to speak again.

85A. A Member moving or seconding the adjournment of the debate on any question shall, whether the adjournment be carried or not, be entitled to speak again on the main question provided he has not discussed that question in moving or seconding the motion for adjournment.

(APPROVED 24TH JUNE, 1889.)

85B. When a motion is made for the adjournment of a debate or of the House during any debate, the debate thereupon shall be confined to the matter of such motion.

Debate on motion for adjournment.

When a motion is made that the Chairman of Committees do report progress or do leave the Chair, the question shall be put forthwith without debate, and no Member having moved any such motion shall be entitled to move any similar motion during the same debate.

Motion for Chairman to report progress or leave the Chair.

(APPROVED 28TH JULY, 1857.)

86. Any Member may rise to speak "to order," or upon a matter of privilege suddenly arising.

Speaking "to order."

87. No Member shall allude to any debate of the same Session upon a question or Bill not being then under discussion except, by the indulgence of the House, for personal explanations.

Debates of same Session not to be alluded to.

88. No Member shall read from a printed newspaper or book the report of any speech made in Parliament during the same Session, unless such report refer to the debate then proceeding.

Reports of speeches of same Session not to be read.

89. No Member shall read extracts from newspapers or other documents referring to debates in the House during the same Session.

Extracts referring to debates not to be read.

90. No Member shall reflect upon any vote of the House, except for the purpose of moving that such vote be rescinded.

Reflections upon votes of the House.

(APPROVED 29TH APRIL, 1969.)

Allusion  
to debates  
in the  
other  
House.

91. No Member shall allude to any debate in the other House of Parliament, or to any measure pending therein except that, whenever a Member of the House believes himself to have been seriously misrepresented by statements made in the same Session in the other House of Parliament, he may, having established to the satisfaction of Mr. Speaker that he had been seriously misrepresented, seek leave of the House to make a personal statement in refutation or by way of explanation. This statement may not be debated.

Offensive  
words  
against  
either  
House.

92. No Member shall use offensive words against either House of Parliament; nor against any statute, unless for the purpose of moving for its repeal.

No  
Member  
may refer  
to any other  
Member  
by name.

93. No Member shall refer to any other Member by name, except for the purpose of distinguishing him from other Members returned for the same electoral district.

Offensive  
words  
against a  
Member.

94. No Member shall use offensive or unbecoming words in reference to any Member of the House.

Words  
taken  
down by  
direction  
of Mr.  
Speaker.

95. When any Member shall object to words used in debate, and shall desire them to be taken down, Mr. Speaker, if it be the pleasure of the House, will direct them to be taken down by the Clerk accordingly.

Words  
taken  
down in  
Committee.

96. In a Committee of the whole House the Chairman, if it be the pleasure of the Committee, will direct words objected to to be taken down, in order that the same may be reported to the House.

Words to  
be objected  
to when  
used.

97. Every such objection shall be taken at the time when such words are used, and not after any other member has spoken.

98. Any Member having used objectionable words, and not explaining or retracting the same, or offering apologies for the use thereof, to the satisfaction of the House, will be censured, or otherwise dealt with as the House may think fit; and any Member called to order shall sit down unless permitted to explain.

Members not explaining or retracting.

99. The House will interfere to prevent the prosecution of any quarrel between Members, arising out of debates or proceedings of the House, or any Committee thereof.

House will prevent quarrels.

100. No Member shall presume to make any noise or disturbance whilst any Member is orderly debating, or whilst any Bill, order or other matter is being read or opened; and in case of such noise or disturbance, Mr. Speaker shall call upon the Member making such disturbance by name, and every such person will incur the displeasure and censure of the House.

No noise or interruption will be allowed during a debate.

101. When, in consequence of highly disorderly conduct, Mr. Speaker shall call upon any Member by name, such Member shall withdraw as soon as he has been heard in explanation; and after such Member's withdrawal the Assembly shall at once take the case into consideration.

When Mr. Speaker calls upon any Member by name.

(APPROVED 24TH JUNE, 1889.)

101A. Whenever any Member shall have been named by Mr. Speaker or by the Chairman of Committees immediately after the commission of the offence of disregarding the authority of the Chair or of abusing the Rules of the House by persistently and wilfully obstructing the business

Disorderly conduct.

of the House or of disorderly conduct, or otherwise disregarding the authority of the Chair, then, if the offence has been committed by such Member in the House, Mr. Speaker shall forthwith put the question, on a motion being made, no amendment, adjournment, or debate being allowed, "That such Member be suspended from the service of the House"; and, if the offence has been committed in a Committee of the whole House, the Chairman shall, on a motion being made, put the same question in a similar way, and if the motion be carried, shall forthwith suspend the proceedings of the Committee and report the circumstance to the House; and Mr. Speaker shall thereupon put the same question, without amendment, adjournment, or debate, as if the offence had been committed in the House itself.

Member  
suspended  
to  
withdraw  
from  
House.

If any Member be suspended under this Order, he shall withdraw immediately from the House during the remainder of that day's sitting; and the Serjeant-at-Arms shall act on such orders as he may receive from the Chair, in pursuance of this resolution. Nothing herein shall be taken to deprive the House of the power of proceeding against any Member according to ancient usages.

(APPROVED 28TH JULY, 1857.)

Rules of  
debate in  
Committee

102. The several rules for maintaining order in debate shall be observed in every Committee of the whole House.

103. Order shall be maintained in the House by Mr. Speaker, and in a Committee of the whole House by the Chairman of such Committee; but disorder in a Committee can only be censured by the House on receiving a report.

Order maintained by Mr. Speaker and Chairman of Committees.

104. Whenever Mr. Speaker rises during a debate, any Member then speaking, or offering to speak, shall sit down, and the House shall be silent so that Mr. Speaker may be heard without interruption.

When Mr. Speaker rises, House to be silent.

105. Every Member against whom any charge has been made, having been heard in his place, shall withdraw while such charge shall be under debate.

Member to withdraw while his conduct is under debate.

106. Any Member or other person who shall wilfully disobey any lawful order of the Assembly and any Member or other person who shall wilfully or vexatiously interrupt the orderly conduct of the business of the Assembly, shall be guilty of contempt.

When Members guilty of contempt.

107. The following scale of fees shall be payable to the Serjeant-at-Arms on the arrest or commitment of any person by order of the Assembly, and no person shall, without the express direction of the Assembly, be discharged out of custody until such fees be paid or the Session of Parliament concluded:—

Fees payable on arrest or commitment.

For arrest.....	£50
For commitment.....	£50
For each day's detention, including sustenance.....	£5.

## CHAPTER 8.

## DIVISIONS.

- No Member to vote unless present when the question put.
108. No Member shall be entitled to vote in any division unless he be present in the House when the question is put with the doors locked, and the vote of any Member not so present will be disallowed.
- Every Member then present must vote.
109. Every Member present in the House when the question is put will be required to vote.
- Previous to division strangers to withdraw if ordered.
110. Previously to any division, strangers shall, if ordered, withdraw from the body of the House.
- Clerk to ring bell and turn sandglass.
111. So soon as a division shall have been demanded, the Clerk shall ring a bell and turn a two-minute sandglass, kept on the Table for that purpose, and the doors shall not be closed until after the lapse of two minutes, as indicated by such sandglass.
- Doors closed after the lapse of two minutes.
112. The doors shall be closed and locked as soon after the lapse of two minutes as Mr. Speaker, or the Chairman of a Committee of the whole House, shall think proper to direct, and no Member shall enter or leave the House until after the division.
- Question put, and "Ayes" and "Noes" to take different sides of the House or go into the lobbies.
113. When the doors have been locked, and all the Members in their places, Mr. Speaker, or the Chairman of Committees, shall put the question, and after the voices have been given, shall declare whether, in his opinion, the "Ayes" or the "Noes" have it, which not being agreed to, he shall direct the "Ayes" into the right lobby, or



right side of the House, and the "Noes" into the left lobby, or left side of the House, and shall appoint two tellers for each party.

114. In case there should not be two tellers for one of the parties, Mr. Speaker, or the Chairman of Committees, shall forthwith declare the resolution of the House.

If not  
two tellers  
no division  
allowed.

115. If Mr. Speaker shall direct the Members to proceed to the lobbies, the name of every Member in returning from either lobby shall be taken down by the tellers.

Members'  
names  
taken  
down.

116. An entry of the lists of divisions in the Assembly shall be made by the Clerk in the Votes and Proceedings.

Division  
lists  
entered in  
the Votes.

(Adopted 31st July, 1857.)

30. *The tellers shall report the numbers to Mr. Speaker, who shall declare them to the House.*

Tellers  
report the  
numbers.

(APPROVED 28TH JULY, 1857.)

117. In case of confusion, or error concerning the numbers reported, unless the same can be otherwise corrected, the House will proceed to another division.

In case of  
confusion  
or error,  
House  
again  
divides.

118. If the numbers have been inaccurately reported to the House, the House, on being afterwards informed thereof, will order the Votes and Proceedings to be corrected.

Mistakes  
corrected  
in Votes  
and  
Proceed-  
ings.

119. In case of an equality of votes, Mr. Speaker shall give a casting voice, and any reasons stated by him shall be entered in the Votes and Proceedings.

When  
votes  
equal, Mr.  
Speaker  
gives  
casting  
voice.

Divisions  
in Com-  
mittee.

120. Divisions shall be demanded and taken in Committee of the whole House in the same manner as in the House itself.

No  
Member  
personally  
interested  
to vote.

121. No Member shall be entitled to vote upon any question in which he has a direct pecuniary interest, and the vote of any Member so interested shall be disallowed.

Nor in  
Com-  
mittee.

122. The rule of this House relating to the vote, upon any question in this House, of a Member having an interest in the matter upon which the vote is given shall apply likewise to any vote of a Member so interested in a Committee.

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## CHAPTER 9.

### COMMITTEES OF THE WHOLE.

House  
resolves  
itself into  
a Com-  
mittee.

123. A Committee of the whole House will be appointed by resolution—"That this House will resolve itself into a Committee."

Appoint-  
ment of  
Chairman.

124. A Member shall be appointed Chairman of Committees of the whole Assembly, and when so appointed he shall continue to act as such Chairman during the continuance of the Assembly, unless the Assembly shall otherwise direct.

(APPROVED 23RD JULY, 1934.)

Election of  
Chairman  
of Com-  
mittees.

124A. The provisions of Standing Order No. 1a shall, with the necessary changes, apply to the appointment of a Chairman of Committees when more than one Member is proposed as such

Chairman, the duties imposed by that Standing Order on the Clerk being performed by the Speaker.

125. The quorum in Committee of the whole Assembly shall consist of the same number of Members, exclusive of the Chairman, as shall be requisite to form a quorum of the Assembly.

Quorum in Committee.

126. When a Bill or other matter has been partly considered in Committee, and the Chairman has been directed to report progress and ask leave to sit again, and the House has ordered that the Committee shall sit again on a particular day, Mr. Speaker, when the order for the Committee has been read, shall forthwith leave the Chair without putting any question, and the House thereupon resolves itself into such Committee.

When Committee has reported progress. Amended 12th Sept., 1973.

127. So soon as Mr. Speaker shall have left the Chair, the Mace shall be placed under the Table, and the Chairman shall take the Chair of the Committee at the Table.

Mace placed under the Table.

128. If any difference shall arise in Committee concerning the election of a Chairman, Mr. Speaker shall resume the Chair, and a Chairman shall be appointed by the House.

In case of difference House appoints Chairman.

129. A Committee shall consider such matters only as shall have been referred to them by the House.

A Committee to consider only such matters as are referred.

130. Every question in Committee shall be decided by a majority of voices, and in case of an equality of voices the Chairman shall give a casting voice.

Questions a majority of voices.

- A motion is not seconded. 131. A motion made in Committee need not be seconded.
- No previous question allowed. 132. No motion for the previous question can be made in Committee.
- Greater or lesser sum, or longer or shorter time. 133. When there comes a question between the greater and lesser sum, or the longer or shorter time, the least sum and the longest time shall first be put to the question.
- Members may speak more than once. 134. In Committee, Members may speak more than once to the same question.
- Order in debate. 135. The same order in debate shall otherwise be observed in Committee as in the House itself.
- Disorder arising. 136. If any sudden disorder shall arise in Committee, Mr. Speaker shall resume the Chair, without any question being put.
- Mr. Speaker resumes the Chair. 137. Mr. Speaker will also resume the Chair if a message be brought to attend His Excellency or the Governor's Commissioners in the Legislative Council.
- When a quorum of Members not present. 138. If notice be taken, or appear upon a division in Committee, that a quorum of Members be not present, the Chairman shall leave the Chair and Mr. Speaker shall resume the Chair.
- House counted by Mr. Speaker. 139. If a quorum of Members be present when the House is counted by Mr. Speaker, the House shall again resolve itself into the Committee of the whole House, without question put.
- Report. 140. When all matters referred to a Committee have been considered the Chairman shall be directed to report the same to the House.

141. When all such matters have not been considered the Chairman shall report progress and ask leave to sit again. Report of progress.

142. A motion may be made during the proceedings of a Committee that the Chairman do report progress and ask leave to sit again. Motion to report progress.

(Adopted 31st July, 1857.)

31. *A motion that the Chairman do now leave the Chair will, if carried, supersede the proceedings of a Committee.* Motion that the Chairman do now leave the Chair.

(APPROVED 28TH JULY, 1857.)

143. Every report from a Committee of the whole House shall be brought up without any question being put. Report to be brought up without question.

144. Unless otherwise directed, amendments made by the Committee to public Bills shall be appointed to be considered on a future day. Amendments made to public Bills.

145. Lists of divisions in Committee of the whole Assembly shall be printed weekly. Division lists.

146. The resolutions reported from a Committee may be agreed to or disagreed to by the House, or agreed to with amendments, recommitted to the Committee, or the further consideration thereof postponed. Resolution of Committee.

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## CHAPTER 10.

## SELECT COMMITTEES.

Committee not to consist of less than five nor more than twelve Members, without leave.

147. No Select Committee shall, without leave of the House, consist of less than five nor more than twelve Members; such leave cannot be moved for without notice; and in the case of Members proposed to be added or substituted after the first appointment of the Committee the notice is to include the names of the Members proposed to be added or substituted, but it shall not be compulsory on Mr. Speaker or the Chairman of Committees to serve on any Select Committee. The quorum of every Select Committee shall be fixed at the time of appointing such Committee.

Willingness of Members to attend to be ascertained.

148. Every Member intending to move for the appointment of a Select Committee shall endeavour to ascertain previously whether each Member proposed to be named by him on such Committee will give his attendance thereupon.

Notice of nomination to be given.

149. Every Member intending to move for the appointment of a Select Committee shall, one day next before the nomination of such Committee, place on the notice-paper the names of the Members intended to be proposed by him to be members of such Committee, but if the mover be desirous the Committee should be appointed by ballot, then the number only need be stated.

Except when appointed by ballot.

Manner of balloting for Committee.

150. If upon any motion for a Select Committee any six Members shall require it, such Committee shall be formed in the following manner, viz.:—Each Member shall deliver at the

Clerk's table a list of the Members whom he wishes to be appointed on such Committee, not exceeding the number proposed, inclusive of the mover; and if any list contain a larger number of names it shall be rejected; and Mr. Speaker shall appoint two Members to be scrutineers, who, with the Clerk, shall ascertain the number of votes for each Member; and the Members who shall be reported to have the greatest number of votes shall be declared by the Speaker to be the members of such Committee; and in any case of doubt arising from two or more Members having an equality of votes, Mr. Speaker shall decide which shall serve on such Committee.

151. Lists shall be affixed, in some conspicuous place in the lobby of the House, of Members serving on Select Committees.

Lists of  
Members  
serving.

152. Every Select Committee, previous to the commencement of business, shall elect one of its members to be the Chairman.

Election of  
Chairman.

153. To every question asked of a witness under examination in the proceedings of any Select Committee shall be prefixed in the minutes of the evidence the name of the Member asking such question.

Names of  
Members  
asking  
questions  
to be  
entered in  
the  
minutes.

154. An entry shall be made on the proceedings of the names of the Members attending each Committee meeting, and of every motion or amendment proposed in the Committee, together with the name of the mover thereof; and if any division take place in the Committee, the Clerk shall take down the names of the Members voting

Names of  
Members  
present to  
be entered.

Divisions to  
be entered.

in any such division, distinguishing on which side of the question they respectively vote, and such lists shall be given in with the report to the Assembly.

When  
quorum  
not  
present.

155. If at any time during the sitting of a Select Committee of this House the quorum of Members fixed by the House be not present, the clerk of the Committee shall call the attention of the Chairman to the fact, who shall thereupon suspend the proceedings of the Committee until a quorum be present, or adjourn the Committee to some future day.

Members  
discharged  
and added.

156. Members may be discharged from attending a Select Committee, and other Members appointed, after previous notice given in the Votes.

Power to  
send for  
persons,  
papers, and  
records.

157. Whenever it may be necessary the House may give a Committee power to send for persons, papers, and records.

Admission  
of  
strangers to  
Committees

158. When a Committee is examining witnesses strangers may be admitted or excluded at pleasure; but shall always be excluded when the Committee is deliberating.

When  
Members of  
the House  
may be  
present.

159. Members of the House may be present when a Committee is examining witnesses; but withdraw by courtesy when the Committee is deliberating.

Secret  
Committee.

160. No strangers, or Members, not being of the Committee, shall be admitted at any time to a Secret Committee.

Chairman  
can only  
vote when  
voices  
equal.

161. The Chairman of a Select Committee can only vote when there is an equality of voices.



162. A Select Committee may adjourn from time to time; and, by leave of the House, from place to place.

Committee adjourns.

163. All Committees sitting at the time that Mr. Speaker is about to take the Chair shall be informed by the Serjeant-at-Arms that Mr. Speaker is about to take the Chair, and all proceedings after such notice are declared to be null and void.

All proceedings void after notice that Mr. Speaker is to take the Chair.

164. Except by leave of the House, no Select Committee may sit during the sittings of the House, or on any day on which the House itself is not appointed to sit.

Not to sit during sitting or adjournment of the House without leave.

165. The evidence taken by any Select Committee of this House, and documents presented to such Committee, and which have not been reported to this House, shall not be published by any Member of such Committee, nor by any other person.

Evidence, &c., not to be published before reported.

166. By leave of the House a Committee may report its opinion or observations from time to time, or report the minutes of evidence only, or proceedings from time to time.

Report from time to time.

167. It shall be the duty of the Chairman of every Select Committee to prepare the report.

Chairman to prepare report.

168. The Chairman shall read to the Committee, convened for the purpose of considering the report, the whole of his draft report, which shall be printed and circulated amongst the members of the Committee; and at some subsequent meeting of the Committee the

Proceedings on consideration of draft report.

Chairman shall read the draft report paragraph by paragraph, putting the question to the Committee at the end of each paragraph, that it do stand part of the report. A Member objecting to any portion of the report shall propose his amendment at the time the paragraph he wishes to amend shall be under consideration.

Report brought up.

169. The report of a Committee shall be brought up by the Chairman, and may be ordered to lie upon the Table, or otherwise dealt with as the House may direct.

(APPROVED 29TH JANUARY, 1895.)

Committee of Public Accounts.

169A. At the commencement of every Session of Parliament the Legislative Assembly, according to the practice of Parliament with reference to the appointment of Select Committees, shall appoint a Select Committee of seven Members, to be called the Committee of Public Accounts, with power to send for persons, papers, and records.

Duties of the Committee.

The duties of the Committee of Public Accounts shall be as follows:—

- (a) To examine the accounts of the receipts and expenditure of the colony, and to bring under the notice of the Legislative Assembly any items in those accounts, or any circumstance connected with them, to which it may consider the attention of the Legislative Assembly should be directed.
- (b) To report to the House any alteration which may appear to the Committee desirable to be introduced in the form of or method of keeping the Public

Accounts, or in the mode of receipt, control, issue, or payment of the public money.

- (c) To inquire into and report upon any questions which may have arisen in connexion with the Public Accounts.
- (d) To inquire into and report to the Legislative Assembly upon the investment of and dealings with the funds of Commissioners of Savings Banks.
- (e) To deal with any special references that may be made to them by the Legislative Assembly.

Upon motion in the usual manner made by any Member of the Legislative Assembly any matter of public account or any question of finance may be referred to the Committee. The Committee as soon as conveniently practicable shall deal with the matter so referred to them, and report to the Legislative Assembly the result of their inquiries.

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## CHAPTER 11.

### INSTRUCTIONS TO COMMITTEES AND WITNESSES.

(Adopted 31st July, 1857.)

32. *An instruction empowers a Committee of the whole House to consider matters not otherwise referred.* Effects of an instruction.

33. *It is an instruction to all Committees of the whole House to whom Bills may be committed, that they have power to make such amendments therein as they shall think fit, provided they be relevant to the subject-matter of the Bill; but* Committees on Bills to make amendments relevant to subject-matter.

*if any such amendments shall not be within the title of the Bill, they shall amend the title accordingly, and report the same specially to the House.*

(APPROVED 28TH JULY, 1857.)

What instructions may and may not be moved.

170. Instructions may be moved ordering a Committee to make provision in a Bill; but not to empower a Committee to make such provision if they already have that power.

(Adopted 31st July, 1857.)

When instructions to be moved.

34. *An instruction should be moved after the Order of the Day for going into Committee has been read, and not as an amendment to the question that Mr. Speaker do now leave the Chair.*

Instruction to a Select Committee.

35. *An instruction to a Select Committee extends or restricts the order of reference.*

(APPROVED 28TH JULY, 1857.)

Witnesses summoned by orders of the House.

171. Witnesses shall be summoned in order to be examined at the Bar of the House, or before a Committee of the whole House, or a Select Committee, by orders of the House, signed by the Clerk.

Witnesses in custody.

172. Where a witness shall be in the custody of the keeper of any prison, such keeper may be ordered to bring the witness in safe custody, in order to his being examined, and from time to time as often as his attendance shall be thought necessary; and Mr. Speaker may be ordered to issue his warrant accordingly.

Summoned by Committees.

173. A Committee having power to send for persons, papers, and records may summon witnesses by its own orders, signed by the Chairman.

174. If any witness shall not attend, pursuant to the order of a Committee, his absence shall be reported, and the House will order him to attend the House; but such order may be discharged in case the witness shall have attended the Committee before the time appointed for his attending the House.

When witness does not attend a Committee

175. In any case the neglect or refusal of a witness to attend in obedience to an order of the House, or of a Committee having power to summon witnesses, or in obedience to a warrant of Mr. Speaker, will be censured or otherwise punished, at the pleasure of the House.

Neglect or refusal to attend.

176. When the attendance of a Member is desired, to be examined by the House or a Committee of the whole House, he is ordered to attend in his place.

Attendance of Members to be examined.

177. If a Committee desire the attendance of a Member as a witness the Chairman shall in writing request him to attend.

By a Committee.

(Adopted 31st July, 1857.)

36. *If any Member of the House refuse, upon being sent for, to come, or to give evidence or information as a witness to a Committee, the Committee ought to acquaint the House therewith, and not summon such Member to attend the Committee.*

If a Member refuse to attend.

37. *If any information come before any Committee that chargeth any Member of the House, the Committee ought only to direct that the House be acquainted with the matter of such information, without proceeding further thereupon.*

Committee to acquaint House of charges against Members.

(APPROVED 28TH JULY, 1857.)

Message  
for  
attendance  
of Member  
or officer  
of the  
Legislative  
Council.

178. When the attendance of a Member of the Legislative Council, or of an officer of that House, is desired, to be examined by the House, or any Committee thereof (not being a Committee on a private Bill), a message shall be sent to the Council to request that the Council give leave to such Member or officer to attend, in order to his being examined accordingly upon the matters stated in such message.

Witnesses  
not  
examined  
on oath  
except in  
certain  
cases.

179. Witnesses cannot be examined upon oath by the House, or any Committee thereof, except in cases provided for by statute.

Tampering  
with  
witnesses.

180. If it shall appear that any person hath been tampering with any witness, in respect of his evidence given before this House, or any Committee thereof, or who directly or indirectly hath endeavoured to deter or hinder any person from appearing or giving evidence, the same is a high crime and misdemeanor; and the House will proceed with the utmost severity against such offender.

Witnesses  
entitled to  
protection.

181. All witnesses examined before this House, or any Committee thereof, are entitled to the protection of the House in respect of anything that may be said by them in their evidence.

Evidence  
not to be  
given  
elsewhere  
of pro-  
ceedings  
without  
leave.

182. No clerk or officer of this House, or shorthand-writer employed to take minutes of evidence before this House, or any Committee thereof, may give evidence elsewhere in respect

of any proceedings or examination had at the Bar or before any Committee of this House, without the special leave of the House.

(Adopted 31st July, 1857.)

38. *When a witness is examined by the House, or a Committee of the whole House, the Bar is kept down.* *Witness at the Bar.*

(APPROVED 28TH JULY, 1857.)

183. When the witness appears before the House, Mr. Speaker shall examine the witness, the Mace being on the Table; and no other Member shall put any question otherwise than through Mr. Speaker. *Examined by Mr. Speaker.*

184. When a witness is in custody at the Bar, the Mace being on the Serjeant's shoulder, he shall be examined by Mr. Speaker alone, and no Member shall speak. *Witness in custody at the Bar.*

185. If any question be objected to, or other matter arise, the witness shall withdraw while the same is under discussion. *Witness withdraws if question objected to.*

186. A Member of the House shall be examined in his place. *Member examined in his place.*

(Adopted 31st July, 1857.)

39. *Judges are introduced by the Serjeant, and have chairs placed for them within the Bar.* *Judges, how examined.*

40. *In Committee of the whole House any Member may put questions to the witness.* *Witnesses examined in Committee of the whole House*

## CHAPTER 12.

## MESSAGES.

(APPROVED 28TH JULY, 1857.)

Message  
from the  
Governor.

187. Whenever a message from the Governor shall be announced the business before the Assembly shall be immediately suspended, and the bearer of the message introduced to deliver the message to Mr. Speaker.

How  
dealt with.

188. Mr. Speaker shall immediately read the message to the Assembly, and, if necessary, a day shall be fixed for taking the same into consideration.

How com-  
municated.

189. A message from the Governor may be communicated to the House by a Minister of the Crown, being a Member.

Messenger  
from the  
Legislative  
Council,  
how  
received.

190. A messenger from the Council, not being the Clerk-Assistant of that House, shall be introduced by the Serjeant with the Mace, and conducted to the Table, where he shall deliver the message or Bills.

Delivers  
the  
message  
and  
withdraws.

191. When the messenger shall have delivered his message he shall withdraw with the Serjeant, and the Mace shall be put upon the Table, when, if any answer is to be returned, he shall be again called in, and Mr. Speaker shall deliver such answer, or acquaint him that the House will send an answer by a messenger of its own.

Messages  
to  
Legislative  
Council  
com-  
municated  
by Clerk-  
Assistant.

192. Messages to the Council shall be in writing,\* and shall be communicated by the Clerk-Assistant of the House, unless the House shall otherwise direct.

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\* See Joint Standing Order 2.



## CHAPTER 13.

## ADDRESSES.

193. Addresses to the Governor may be presented by the whole House, by Mr. Speaker, or by such Members as are of Her Majesty's Executive Council, or by such Members as the House may name for that purpose.

Addresses,  
how  
presented.

(Adopted 31st July, 1857.)

41. When an address is ordered to be presented by the whole House, Mr. Speaker, with the House, shall proceed to Government House, and being admitted to the Governor's presence, Mr. Speaker shall read the address to the Governor, the Members who moved and seconded such address being on his left hand.

By the  
whole  
House.

42. All addresses to the Governor in which the Council shall join the Assembly shall be presented by Mr. Speaker, and such Members as may be named by the Assembly, together with those appointed by the Council

Addresses  
in which  
the Council  
shall join  
the  
Assembly.

43. When a joint address shall be ordered to be presented to the Governor by both Houses, the President and Members of the Council, and Mr. Speaker, with this House, proceed to the Government House, and being admitted to the Governor's presence, the President of the Council (with Mr. Speaker on his left hand) shall read the address to the Governor.

Joint  
addresses  
of Council  
and  
Assembly,  
how  
presented.

44. The Governor's answer to any address presented by the whole House shall be reported by Mr. Speaker.

Governor's  
answer to  
address  
presented  
by the  
whole  
House

*To address presented otherwise than by the whole House.*

45. *The Governor's answer to any address presented otherwise than by the whole House shall be reported to the House by the person presenting the address.*

(APPROVED 28TH JULY, 1857.)

Concurrence of other House signified by message.

194. The concurrence of one House in an address communicated by the other shall be signified by message.

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## CHAPTER 14.

### PETITIONS.

Order of presenting petitions.

195. No petition shall be presented during any debate, nor after the Assembly shall have proceeded to the notices of motion or Orders of the Day, unless petitions referring to the question before the Chair, which may be received immediately upon the reading of the Order of the Day or notice of motion.

Petitions to be in writing.

196. Every petition shall be fairly written; and no printed or lithographed petition will be received.

To contain a prayer at the end.

197. Every petition must contain a prayer at the end thereof.

To be signed on the same skin or sheet.

198. Every petition must be signed by at least one person on the skin or sheet on which the petition is written.

To be in English or with a certified translation.

199. Every petition shall be written in the English language, or be accompanied by a translation, certified by the Member who presents it to be true and correct.

200. Every petition shall be signed by the parties whose names are appended thereto, by their names or marks, and by no one else, except in case of incapacity by sickness.

To be signed by the parties.

201. The signatures shall be written upon the petition itself, and not pasted upon, or otherwise transferred thereto.

Signatures not to be transferred.

202. Petitions of corporations aggregate are required to be made under their common seal.

Petitions of corporations.

203. No letters, affidavits, or other documents may be attached to any petition.

No letters, affidavits to be attached.

204. No reference shall be made in a petition to any debate in Parliament, nor to any intended motion.

Debates not to be referred to.

205. No application shall be made by a petition for any grant of public money, or for compounding any debts due to the Crown, or for the remission of duties payable by any person, unless it be recommended by the Crown.

No application for public money unless recommended by the Crown.

206. This House will not receive any petition for compounding any sum of money owing to the Crown, upon any branch of the revenue, without a certificate from the proper officer or officers annexed to the said petition stating debt, what prosecutions have been made for the recovery of such debt, and setting forth how much the petitioner and his security are able to satisfy thereof.

Petitions for compounding debts to the Crown.

207. It is highly unwarrantable, and a breach of the privilege of this House, for any person to set the name of any other person to any petition to be presented to this House.

Forgery of signature.

Members to peruse petition. 208. It shall be incumbent on every Member presenting a petition to acquaint himself with the contents thereof, and to ascertain that it does not contain language disrespectful to the Assembly.

Members to affix their names. 209. Every Member presenting a petition to the Assembly shall affix his name at the beginning thereof.

Petitions to be in accordance with the rules of the House. 210. Every Member presenting a petition shall take care that the same is in conformity with the rules and orders of the House.

Petitions to be respectful. 211. Every petition shall be respectful, decorous, and temperate in its language.

Petitions presented by Members. 212. Petitions can only be presented to the House by a Member.

Petitions from Members. 213. A Member cannot present a petition from himself.

(APPROVED 24TH JUNE, 1889.)

Members confined to statement of certain facts. 213A. Every Member presenting a petition, not being a petition for a private Bill or relating to a private Bill before the House, shall confine himself to a statement of the parties from whom it comes, of the number of signatures attached to it, of the material allegations contained in it, and to the reading of the prayer thereof, and the only questions which shall be entertained by the House on the presentation of any petition shall be "That the petition do lie on the Table," "That it be taken into consideration" [on a future day to be then named], which questions shall be decided without amendment or debate.

Questions entertained on presentation.

In the case of such petition complaining of some present personal grievance for which there may be an urgent necessity for providing an immediate remedy, the matter contained in such petition may be brought into discussion on the presentation thereof.

Petition complaining of personal grievance.

(APPROVED 28TH JULY, 1857.)

\*214. Every Member offering to present a petition to the House, not being a petition for a private Bill, or relating to a private Bill before the House, shall confine himself to a statement of the parties from whom it comes, of the number of signatures attached to it, and of the material allegations contained in it, and to the reading of the prayer of such petition.

Members confined to statement of certain facts.

\*215. Every such petition not containing matter in breach of the privileges of this House, and which according to the rules or usual practice of this House can be received, shall be brought to the Table by the direction of the Speaker, who shall not allow any debate, or any Member to speak upon, or in relation to, such petition; but it may be read by the Clerk at the Table, if required.

Not to be debated. But may be read by Clerk.

\*216. In the case of such petition complaining of some present personal grievance for which there may be an urgent necessity for providing an immediate remedy, the matter contained in such petition may be brought into discussion on the presentation thereof.

Petition complaining of grievances.

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\* Standing Orders 214, 215, and 216, though not formally repealed, are virtually superseded by 213A.

Petitions  
against  
taxes.

217. Subject to the above regulation, petitions against any resolution or Bill imposing a tax or duty for the current service of the year can be received.

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## CHAPTER 15.

### BILLS.

Bills  
ordered.

218. Every Bill shall be ordered to be brought in upon motion made and question put, that leave be given to bring in such Bill, unless such Bill shall have been directed to be brought in by resolution of the House.

Members  
appointed  
to bring  
in Bills.

219. Every Bill shall be ordered to be prepared and brought in by one or more Members named by the House.

Members  
added.

220. Members may be added to those originally ordered to prepare and bring in a Bill.

Instructions.

221. Instructions may be given to such Members to make further provision in any such Bill before the same is brought in.

222. }  
223. } [Repealed 24th June, 1899.]

224. [Repealed 12th September, 1973.]

225. Every Bill not prepared pursuant to the order of leave, or according to the rules and orders of the House, will be ordered to be withdrawn.

Bills ordered to be withdrawn.

226. A Bill shall be presented by a Member.

Bills presented by a Member.

227. The first reading of every Bill shall be proposed immediately after the same has been presented.

First reading.

228. When any Bill shall be presented by a Member, in pursuance of an order of this House, or shall be brought up from the Legislative Council, the questions, "That this Bill be now read a first time," and "That the Bill be printed," shall be decided without amendment or debate.

First reading and printing without debate.

229. A Bill (other than an Appropriation or Supply Bill) having been read a first time shall, except by special leave of the Assembly, be ordered to be read a second time on a future day.

Bill ordered to be read a second time.

Amended 12th Sept., 1973.

230. On the Order of the Day being read for the second reading of a Bill, the question shall be put, "That the Bill be now read a second time".

Second reading.

231. Amendments may be moved to such question by leaving out "now", and inserting "three months", "six months", or any other time; or the Bill may be negatived.

Amendments to question for second reading.

232. No other amendment may be moved to such question, unless the same be strictly relevant to the Bill.

Amendments to be relevant.

Bill  
committed.

233. A Bill having been read a second time may be ordered to be committed to a Committee of the whole House; or in certain cases to a Select Committee.

Committee  
of the  
whole  
House on  
the Bill.

234. On the Order of the Day being read for the Committee on a Bill, Mr. Speaker puts the question, "That I do now leave the Chair," which being resolved in the affirmative, the House resolves itself into a Committee of the whole House on the Bill (See Ch. 9); but where the Committee has reported progress, the Speaker leaves the Chair without putting any question.

(APPROVED 24TH JUNE, 1889.)

Questions  
to be  
decided  
without  
amend-  
ment or  
debate.

234A. On Mr. Speaker putting the questions, "That this Bill be committed," "That this Bill be now committed," "That I do now leave the Chair," such questions shall be decided without amendment or debate.

(APPROVED 28TH JULY, 1857.)

Amend-  
ments to  
the  
question  
for Mr.  
Speaker to  
leave the  
Chair.

\*235. Amendments may be moved to the question for Mr. Speaker to leave the Chair, by leaving out all the words after the word "That" in order to add the words "this House will on this day three months (or six months), (or other time) resolve itself into the said Committee."

Instruc-  
tions to  
Committee.

236. An instruction may be moved to the Committee on the Bill, but ought not to be moved by way of amendment.

Bills may  
be con-  
sidered in  
Committee  
together.

237. Bills which may be fixed for consideration in Committee on the same day, whether in progress or otherwise, may be referred together to a Committee of the whole House, which may

\* Virtually repealed by S.O. 234A.



consider on the same day all the Bills so referred to it, without the Chairman leaving the Chair on each separate Bill: Provided that, with respect to any Bill not in progress, if any Member shall raise an objection to its consideration such Bill shall be postponed.

(APPROVED 24TH JUNE, 1889.)

237A. In Committee on a Bill, the preamble do stand postponed until after the consideration of the clauses, without question put.

Preamble postponed without question.

(APPROVED 28TH JULY, 1857.)

\*238. The Chairman shall put a question "That the preamble be postponed," which being agreed to, every clause is considered by the Committee *seriatim* without the questions for the first and second reading of the Bill being put.

Preamble postponed.

239. Any amendment may be made to a clause, provided the same be relevant to the subject-matter of the Bill, or pursuant to any instruction, and be otherwise in conformity with the rules and orders of the House; but if any amendment shall not be within the title of the Bill, the Committee shall extend the title accordingly, and report the same specially to the House.

Amendments to clauses, &c.

240. A question shall be put that each "clause stand part of the Bill," or "as amended stand part of the Bill."

Clause to stand part of the Bill.

241. In going through a Bill, no questions shall be put for the filling up of words already printed in *italics*, and commonly called "blanks" unless exception be taken thereto; and if no alterations

Proceedings upon blanks.

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\* First part of S.O. 238 virtually repealed by 237A.

have been made in the words as printed in *italics* the Bill is to be reported without amendments, unless other amendments have been made thereto.

Clauses postponed.

242. Any clause may be postponed, unless the same have already been considered and amended.

Preamble agreed to.

243. After every clause and schedule has been agreed to, and any clauses added which are within the title of the Bill, or pursuant to any instruction, the preamble is considered, and if necessary amended; and a question is put, "That this be the preamble of the Bill."

Proceedings in Committee not to be noticed until reported.

244. No notice may be taken of any proceedings in Committee of the whole House, or a Select Committee on a Bill, until such proceedings or Bill shall have been reported.

Bill reported.

245. The Bill having been fully considered, the Chairman is directed to report the Bill, or report the Bill with the admendments to the House.

Bill as amended to be considered.

246. At the close of the proceedings of a Committee of the whole House on a Bill, the Chairman shall report the Bill forthwith to the House, and when amendments have been made thereto the same shall be received without debate, and a time appointed for taking the same into consideration.

Bill reported without amendments.

247. A Bill being reported without amendment shall be ordered to be read a third time, at such time as may be appointed by the House.

Clauses offered in Committee on consideration of report and third reading.

248. On a clause being offered in Committee, or on the consideration of report or third reading of a Bill, Mr. Speaker, or the Chairman,

shall desire the Member to bring up the same, whereupon it is to be read a first time without question put; but no clause is to be offered on consideration of report or third reading without notice.

249. A clause containing any rates, penalties, or other blank, offered after the Bill has been reported shall, after having been read a second time, be considered in Committee before it is made part of the Bill, and if any such clause be for increasing any burthen upon the people, the Bill shall be recommitted, and the clause proposed in Committee on the Bill.

A clause with rates, penalties, &c.

250. On consideration of the Bill as amended, the Bill may be ordered to be recommitted to a Committee of the whole House, or to a Select Committee.

Bills re-committed.

251. Before any Bill shall be read a third time the Chairman of Committees shall certify that it is in accordance with the Bill as agreed to by the Committee.

Certificate of Chairman.

252. The order for the third reading of a Bill may be read and discharged, and the Bill ordered to be recommitted.

Order for third reading discharged.

253. The Order of the Day being read for the third reading of a Bill, a question is put, that the Bill be *now* read a third time, to which amendments may be moved, as on the second reading.

Third reading.

254. A Bill having been read a third time, clauses may be read three times (and also committed if containing rates, &c.), and added to the Bill, and other amendments made.

Clauses added, and amendments made.

255. [Repealed 24th June, 1889.]

Further proceeding on third reading adjourned. Bills passed with unusual expedition.

256. The further proceeding on a third reading may be adjourned to a future day.

257. Bills of an urgent nature may be passed with unusual expedition through their several stages.

Temporary laws.

258. The precise duration of every temporary law shall be expressed in a distinct clause at the end of the Bill.

Bills sent to the Legislative Council.

259. When all the proceedings on a Bill have been concluded, the Bill shall be ordered to be carried to the Legislative Council and their concurrence desired; or when such Bill has been brought from the Legislative Council "to acquaint the Legislative Council that this House has agreed to the same without amendments," or "with amendments to which this House doth desire the concurrence of the Legislative Council."

(APPROVED 24TH JUNE, 1889.)

Transmitting or returning Bill.

259A. No amendment or debate shall be allowed on the question of transmitting or returning a Bill to the Legislative Council.

(APPROVED 28TH JULY, 1857.)

Bills returned from the Legislative Council.

260. When a Bill shall be returned from the Legislative Council with amendments such amendments are twice read and agreed to, or agreed to with amendments, or disagreed to, or the further consideration thereof put off for three or six months, or the Bill ordered to be laid aside.

261. Amendments by the Council to public Bills shall be appointed to be considered on a future day unless the House shall order them to be considered forthwith.

Amendments of Legislative Council.

262. Whenever the Governor shall transmit by message to the Assembly any amendment which he shall desire to be made in any Bill presented to him for Her Majesty's assent, the amendment shall be treated and considered in the same manner as amendments proposed by the Legislative Council.

Amendments proposed by Governor.

263. When the Assembly shall have agreed to any amendment proposed by the Governor, such amendment shall be forwarded to the Legislative Council for its concurrence.

When Governor's amendments are agreed to, to be sent to Legislative Council.

264. Whenever any Bill for repealing, altering, or varying all or any of the provisions of the Constitution Act, and for substituting others in lieu thereof, shall have passed its second and third readings in the Assembly, with the concurrence of an absolute majority of the whole number of the Members of the Legislative Assembly, the Clerk or other proper officer of the Assembly shall certify accordingly.

Bills for altering certain provisions of the Constitution Act how certified.

(APPROVED 24TH JUNE, 1889.)

264A. Clerical or typographical errors may be corrected in any part of a Bill by the Clerk of the House before it is transmitted to the Legislative Council, and the Clerk shall forthwith inform the House what errors he has corrected in any Bill.

Clerk may correct errors.

(APPROVED 17TH DECEMBER, 1885.)

Procedure  
on decision  
that a Bill  
ought to  
have been  
introduced  
as a private  
Bill.

264B. Whenever Mr. Speaker shall decide that a Bill which has been introduced as a public Bill ought to have been introduced as a private Bill, such Bill shall be dealt with as a private Bill, unless the House expresses the opinion that it is a public Bill, or not dissenting from Mr. Speaker's decision, shall order that all the Private Bill Standing Orders be dispensed with, in accordance with \*Standing Order No. 131 relating to private Bills.

(APPROVED 27TH FEBRUARY, 1896.)

Restoration  
of lapsed  
Bills.

264C. When a motion to bring in any public Bill is agreed to, if such Bill bears a certificate from the Clerk of the Legislative Assembly that it is identical with a Bill as last agreed to by the House, which passed its second reading in the previous Session of the same Parliament, but was not finally disposed of by both Houses when the Session closed, then a motion may be made that such Bill be advanced to the stage it had reached in the Legislative Assembly in the former Session or to any earlier stage.

Procedure.

If such motion be agreed to the Bill shall thereupon be passed, without amendment or debate, through each of the stages authorized by the motion agreed to by the House, and thereafter shall be proceeded with and dealt with in the same manner as other Bills.

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\* Standing Order No. 131 relating to Private Bills repealed 12th September, 1911; no new Standing Order yet adopted.

## CHAPTER 16.

## ACCOUNTS, PAPERS, AND PRINTING.

(APPROVED 28TH JULY, 1857.)

265. Accounts and papers may be ordered to be laid before the House. Accounts, &c., ordered.
266. When the Royal prerogative is concerned in any account or paper, an address shall be presented, praying that the same may be laid before the House. Addresses for papers.
267. Other papers may be presented pursuant to statute, or by command of His Excellency the Governor. Papers presented pursuant to statute or by command.
268. At the commencement of each Session a Select Committee shall be appointed to assist Mr. Speaker in all matters which relate to the printing to be executed by order of the House, and for the purpose of selecting and arranging for printing returns and papers, presented in pursuance of motions made by Members. Appointment of Printing Committee.
269. When any account or paper shall be presented by a Member, he shall bring it up from the Bar, on being desired by Mr. Speaker, and deliver it to the Clerk of the House. Papers presented by Members.
270. Accounts and other papers which shall be required to be laid before this House by any Act of Parliament, or by any order of the House, may be deposited in the office of the Clerk of this House, and the same will be laid on the Table, and a list of such accounts and papers read by the Clerk. Papers deposited with the Clerk of the House.

Accounts and papers ordered to lie on the Table.

271. Every account and paper not presented pursuant to any Act of the Legislature shall be ordered to lie upon the Table.

Ordered to be printed.

272. Accounts and papers may be ordered to be printed whenever it is expedient.

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## CHAPTER 17.

### FINANCIAL PROCEDURES.

Title amended 12th Sept., 1973.

Penalties, forfeitures, and fees.

273. With respect to any Bill brought to this House from the Legislative Council, or returned by the Legislative Council to this House, with amendments, whereby any pecuniary penalty, forfeiture, or fee shall be authorized, imposed, appropriated, regulated, varied, or extinguished, this House will not insist on its privileges in the following cases:—

- (1.) When the object of such pecuniary penalty or forfeiture is to secure the execution of the Act, or the punishment or prevention of offences.
- (2.) Where such fees are imposed in respect of benefit taken or service rendered under the Act, and in order to the execution of the Act, and are not made payable into the Treasury, or in aid of the public revenue, and do not form the ground of public accounting by the parties receiving the same, either in respect of deficit or surplus.
- (3.) When such Bill shall be a private Bill for a local or personal Act.



273A. [Repealed 12th September, 1973.]

273B. [Repealed 9th October, 1916.]

273C. [Repealed 12th September, 1973.]

(APPROVED 12TH SEPTEMBER, 1973.)

273D. (a) An Appropriation or Supply Bill may be presented to the House without notice and having been read a first time may be ordered to be read a second time forthwith.

Appropriation, Supply, and taxing Bills may be presented without notice.

(b) Any Bill which imposes any tax, impost or charge may be presented to the House without notice.

(APPROVED 12TH SEPTEMBER, 1973.)

273E. No proposal for the appropriation of any public moneys shall be made unless the purpose of the appropriation has in the same Session been recommended to the House by a Message from the Governor; but a Bill which requires the Governor's recommendation, except an Appropriation or Supply Bill, may be introduced and proceeded with before the message is announced.

Messages from Governor for appropriation of public moneys.

No amendment of such proposal shall be moved which would increase or extend the objectives and purposes or alter the destination of the appropriation so recommended unless a further message is received.

Further Governor's Message.

(APPROVED 12TH SEPTEMBER, 1973.)

273F. No proposal for the imposition or for the increase or for the alteration of the incidence of a tax, rate, duty or impost shall be made except by a Minister, and no Member, other than a Minister may move an amendment to increase or extend the incidence of the charge defined by that proposal unless the charge so extended shall not exceed that already existing by virtue of any Act of Parliament.

Proposal for increase in tax to be only made by Minister.

(APPROVED 12TH SEPTEMBER, 1973.)

Grievances.

273g. The first Order of the Day on every third Thursday after Opening Day shall be the question "That grievances be noted", to which question any Member may speak for not more than thirty minutes and the whole discussion on this question shall not exceed four hours.

274. }  
 275. } [Repealed 31st August, 1876.]  
 276. }  
 277. }

278. }  
 279. } [Repealed 12th September, 1973.]  
 280. }  
 281. }

282. [Repealed 31st August, 1876.]

283. }  
 284. } [Repealed 12th September, 1973.]

(APPROVED 28TH JULY, 1857.)

HOUSE OF COMMONS RULES AND PRACTICES TO BE RESORTED TO WHERE STANDING ORDERS DO NOT APPLY.

285. That in all cases not herein provided for resort shall be had to the Rules, Forms, Usages, and Practice of the Commons House of Parliament of Great Britain and Ireland, which shall be followed so far as the same may be applicable to this Assembly and not inconsistent with the foregoing Rules.

Resort to be had in cases for which no provision is made by these Rules to the practice of the House of Commons.

(APPROVED 9TH NOVEMBER, 1857.)

REPORTING EVIDENCE TAKEN BEFORE "THE COMMITTEE OF ELECTIONS AND QUALIFICATIONS."\*

\*286. That the parties, in cases of contested election petitions, ought to pay expenses of reporting in shorthand the minutes of evidence taken before "The Committee of Elections and Qualifications."

Expenses of reporting in shorthand to be paid by parties.

\*287. That these expenses be paid to the Clerk of Assembly by the parties producing the witness in each case, upon the evidence being delivered to the Committee, and that such expenses be paid by him into the Treasury.

Such expenses to be paid to Clerk of Assembly and by him into the Treasury.

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\* Disputed elections and returns now heard and determined by Court of Disputed Returns.—Act No. 4278.

(APPROVED 19TH AUGUST, 1902.)

## APPROPRIATION BILL.

Estimates  
and Approp-  
riation  
Bill.

Amended  
12th Sept.,  
1973.

287A. In framing the Annual Estimates of Expenditure the several divisions thereof shall be expressly stated therein, and be appended to the Appropriation Bill in the form of a Schedule thereto, being printed under the same divisions, sub-divisions and items of sub-divisions as have been employed in the Treasurer's annual Estimates of Expenditure. In Committee each division of expenditure appearing in the said Schedule shall be considered in the Order in which it is shown therein.

\*Disputed elections and returns now heard and determined by Court of Disputed Returns.—  
Act No. 4278.

288. }  
289. } [Repealed 19th August, 1902.]

(APPROVED 13TH DECEMBER, 1877.)

## THE PARLIAMENTARY COSTS ACT 1877.

Taxation  
costs.

290. The Taxing Officer appointed by the Honorable the Speaker of the Legislative Assembly, under the Act No. 576 many demand from the party or parties liable to pay fees, for the Taxation of Costs by such Taxing Officer, the amount hereunder set forth, viz.:—

For every One hundred pounds of the amount of such costs the sum of One pound, and so in proportion for any less amount than One hundred pounds.

## JOINT STANDING ORDERS

OF THE

LEGISLATIVE COUNCIL AND LEGISLATIVE ASSEMBLY.

(APPROVED 2ND MARCH, 1893.)

1. All communications between the Legislative Council and the Legislative Assembly shall be by message. Communi-  
cations to  
be by  
message.
2. Messages from one House to the other shall be in writing, or partly in writing and partly in print, and shall be communicated by an officer of the Legislative Council or of the Legislative Assembly, as the case may be, unless the House transmitting the message shall otherwise direct. To be trans-  
mitted by  
an officer  
of either  
House  
unless  
otherwise  
ordered.
3. Members carrying any message from either House to the other shall be announced at once, unless any Member shall be addressing the House, or unless the President or Speaker, as the case may be, shall be ascertaining the sense of the House upon any question, in which case the bearer of the message shall not be announced until the Member shall have concluded his speech, or until the sense of the House shall have been declared by the President or Speaker, as the case may be; and the bearer of the message shall be introduced by the Usher or the Serjeant-at-Arms, and shall deliver the message to the President or Speaker. Members  
carrying  
message,  
how  
announced.
4. Messages carried by an officer of either House shall be delivered to the Serjeant-at-Arms or the Usher, as the case may be. Messages  
carried by  
officer, how  
delivered.

Consent  
desired to  
Bills,  
Votes,  
and  
Resolu-  
tions,  
how com-  
municated.

5. Bills, Votes, and Resolutions of either House, to which the consent of the other House shall be desired, shall be communicated to such other House by message; and, in the first instance, without any reason being assigned for the passing of such Bills, Votes, or Resolutions.

Same  
course  
when  
returned.

6. Bills, Votes, and Resolutions of either House, to which the consent of the other House shall have been desired shall, if returned from such other House, be sent by message; and, in the first instance, without any reason being assigned for passing, declining to assent to, or amending, as the case may be, such Bills, Votes, or Resolutions.

Amend-  
ments  
insisted  
upon and  
communi-  
cations  
desired,  
reasons to  
be stated in  
message.

7. When either House shall not agree to any amendment made by the other House in any Bill, Vote, or other Resolution with which its concurrence shall have been desired, or when either House shall insist upon any amendment previously proposed by such House, and any communication shall be desired, then the communication shall be by message, and the House transmitting such message shall at the same time transmit reasons in writing, or partly in writing and partly in print, for not agreeing to the amendment proposed by the other House, or for insisting upon any amendment previously proposed by the House sending such message.

(APPROVED 30TH NOVEMBER, 1904.)

Respon-  
sible  
Minister  
sitting in  
House of  
which not

7A. Any responsible Minister of the Crown who, under the provisions of section 9 of *The Constitution Act 1903*, may sit in the House of

Parliament of which he is not a Member shall while doing so be subject to the Standing Orders of that House and to the law and practice of Parliament which is applicable to it.

a Member subject to Standing Orders of that House.

(APPROVED 2ND MARCH, 1893.)

8. The number of Members of each House appointed to serve on any Joint Committee shall be equal, and the Chairman thereof shall have a vote, but not a casting vote.

Joint Committees.

9. At the commencement of each Session there shall be appointed by each House a Committee of five Members respectively to constitute a Joint Committee to manage the Library; another Committee of five Members of each House respectively to constitute a Joint Committee for the management of the Refreshment Rooms\*; another Committee of five Members of each House respectively to constitute a Joint Committee for the management and superintendence of the Parliament Buildings\*; and three Members shall form a quorum of each of the said Committees. No quorum of any Joint Committee shall consist exclusively of Members of the Legislative Council or of Members of the Legislative Assembly.

Number of Members on Joint Committees, Library, Refreshment Rooms, and Parliament Buildings.

Quorum.

10. Every proposal for a Joint Committee not provided for in these Orders shall be by message, which message shall state the object of such Committee, and the number of Members to serve thereon, and the number of Members to form a quorum thereof; and the House whose concurrence shall be desired shall name the time and place of meeting.

Proposal for Joint Committees to state object and number.

Time and place of meeting.

\* The Refreshment Rooms and Parliament Buildings Joint Committees have been superseded by the House Committee constituted under Act No. 3176.

Bills to be fair printed and certified.

11. Every Bill shall be printed fair immediately after it shall have been passed in the House in which it originated; and the Clerk of the House in which the Bill shall have passed shall certify the passing thereof on such fair print together with the day upon which the Bill did pass.

Amendments to be attached to the Bill and certified by the Clerk.

12. If any amendment shall be made by the House to which the Bill shall be sent, a copy of such amendment shall be attached to the Bill, and reference shall be made to the clause and line of the Bill, where the words are to be inserted or omitted, as the case may be, and such amendment shall be certified by the Clerk of the House in which it shall have passed.

13. [Repealed 15th June, 1915.]

(APPROVED 15TH JUNE, 1915.)

When Bill passed, three copies on special paper to be printed and authenticated by the Clerk of Parliaments.

13A. When a Bill shall have passed both Houses it shall be printed by the Government Printer, who shall furnish three copies thereof on special paper to the Clerk of the Parliaments, who shall duly authenticate such copies.

(APPROVED 2ND MARCH, 1893.)

Clerk of Parliaments to present all Bills, except the Appropriation Bill, to the Governor.

14. The said three copies of all Bills, except the Appropriation Bill, shall be presented to the Governor for Her Majesty's assent by the Clerk of the Parliaments.

15. [Repealed 15th June, 1915.]

(APPROVED 15TH JUNE, 1915.)

Procedure on Bills returned by Governor with amendments.

15A. In case of amendments to Bills made upon a message from the Governor, pursuant to section 36 of *The Constitution Act*, after such



Bills shall have passed both Houses, the Clerk of the Parliaments shall indorse the same on the original Bill and shall order three copies of the Bill on special paper as amended, and shall authenticate the same before they are presented for His Majesty's assent.

16. [Repealed 15th June, 1915.]

16A. When the Governor shall have assented in the name of His Majesty to any Bill, one of the three copies printed on special paper shall be deposited by the Clerk of the Parliaments with the Registrar of the Supreme Court, another shall be delivered to the Private Secretary of His Excellency the Governor, for transmission to His Majesty's Principal Secretary of State for the Colonies, and the third shall be retained in the Record Office of the Parliament House.

Disposal of original Bills.

(APPROVED 2ND MARCH, 1893.)

17. The title of every Bill shall succinctly set forth the general object thereof.

Title of Bill to set forth general object.

18. Every Act of the Legislature, commencing No. 1, from the 1st January, 1857, shall be numbered in regular arithmetical series, in the order in which the same shall be assented to by the Governor.

Numbering of Acts assented to.

19. Any Act which shall, as a Bill, have been passed by both Houses of Parliament, but reserved by the Governor for the signification of Her Majesty's pleasure, and shall afterwards receive the Royal Assent, shall be numbered with

Numbering of Acts reserved but subsequently receiving Royal Assent.

the number next in arithmetical progression to the number already given to the last Act assented to by the Governor.

Clerk of Parliaments to correct typographical errors.

20. The Clerk of the Parliaments shall be empowered to correct literal typographical errors in Bills that have passed both Houses.

Clerk of Parliaments to report clerical errors.

21. Upon the discovery of any clerical error in any Bill which shall have passed both Houses, and before the same be presented to the Governor for the Royal Assent, the Clerk of the Parliaments shall report the same to the House in which the Bill originated, which House may deal with the same as with other amendments.

Clerk-Assistant to perform duties in absence of Clerk of Parliaments.

22. In case of unavoidable absence or illness of the Clerk of the Parliaments, his duties shall be performed by the Clerk-Assistant of the Legislative Council.

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\* Parliament Buildings Joint Committee superseded by House Committee constituted under Act No. 3176.

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\* Section 21 of The Constitution Act fixes the quorum at twenty Members, exclusive of the Speaker.

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