

Chapter 4 General Rules Governing the House Floor

HR2-4-101 Definitions.

As used in this chapter:

- (1) "Former legislator" means a person who is not a current member of the Legislature, but who served in the Utah House or Utah Senate at one time.
- (2) "Governor's staff" means:
 - (a) a person employed directly by the Office of the Governor or the Office of the Lieutenant Governor; and
 - (b) the director of the Office of Planning and Budget.
- (3) "Guest" means an individual who:
 - (a) is afforded access to the House space under a provision of this chapter; and
 - (b) is not a legislator, a legislative employee, a member of professional legislative staff, a House intern, a lobbyist, the governor, the lieutenant governor, the state attorney general, the state treasurer, or the state auditor.
- (4) "House conference rooms" means one of the conference rooms adjacent to the House lounge, speaker's office, or the majority caucus room.
- (5) "House halls" means the passageways that allow access to:
 - (a) the House chamber;
 - (b) the House lounge;
 - (c) the House offices; or
 - (d) any other nonpublic areas adjoining the House chamber.
- (6) "House intern" means an individual who is:
 - (a) an official participant in the student intern program sponsored by the Utah Legislature and administered by the Office of Legislative Research and General Counsel; and
 - (b) is assigned to a representative.
- (7) "House offices" means:
 - (a) Representatives' offices adjacent to the House chamber;
 - (b) Representatives' offices on the third and fourth floors of the capitol building;
 - (c) Representatives' offices in the House building; and
 - (d) kitchens, restrooms, elevators, and any auxiliary rooms in the nonpublic areas connected with the offices listed above.
- (8)
 - (a) "House space" means the House chamber, House lounge, House offices, House halls, and House conference rooms.
 - (b) "House space" does not mean the common public space outside the House chamber.
- (9) "Immediate family" means any parent, spouse, child, grandparent, grandchild, great-grandparent, great-grandchild, sibling, aunt, uncle, niece, or nephew of a member of the House, provided that the individual is not a lobbyist.
- (10) "Legislative employee" means an individual who is employed directly by the House or Senate.
- (11)
 - (a) "Lobbyist" means either:
 - (i) an individual who is required to register as a lobbyist by Utah Code Section 36-11-103; or
 - (ii) an individual who is seeking to influence any legislator to vote for or vote against any legislation.

- (b) "Lobbyist" does not mean a legislator, the governor, the lieutenant governor, the state attorney general, the state treasurer, or the state auditor.
- (12) "Professional legislative staff" means an individual employed by the Office of Legislative Research and General Counsel, the Office of Legislative the Fiscal Analyst, the Office of the Legislative Auditor General, or the Office of Legislative Printing.

HR2-4-101.1 Sergeant-at-arms to provide enforcement.

The sergeant-at-arms, under the direction of the speaker, shall enforce the requirements of this chapter.

HR2-4-101.2 Admittance to House floor -- Guests -- Lobbyists.

- (1) While the House is convened in annual general session or special session, the following individuals are permitted on the House floor:
 - (a) a legislator;
 - (b) a legislative employee;
 - (c) a member of professional legislative staff;
 - (d) a House intern;
 - (e) a former legislator who is not a lobbyist; and
 - (f) the governor, lieutenant governor, state attorney general, state treasurer, and state auditor.
- (2)
 - (a) While the House is convened in annual general session or special session, a representative may invite one of the following individuals as a guest to accompany the representative on the House floor:
 - (i) a member of the representative's immediate family;
 - (ii) an administrative assistant other than a House intern; or
 - (iii) a constituent who resides in the member's district.
 - (b) A representative may have no more than one guest on the House floor at any one time.
 - (c) A representative who invites a guest onto the House floor shall:
 - (i) if the guest is not seated next to the representative as permitted under HR2-4-102, ensure that the guest sits on a bench on the House floor, provided that seating is available; and
 - (ii) ensure that the guest stays only for a short visit not to exceed one hour.
- (3)
 - (a) Except as provided in this Subsection (3), a lobbyist is not permitted on the floor of the House.
 - (b) A representative sponsoring a piece of legislation being debated by the House may invite one lobbyist with expertise on the legislation being considered to be present on the House floor during the presentation and debate on the legislation, if:
 - (i) the representative informs the sergeant-at-arms that the lobbyist is present on the House floor;
 - (ii) the representative ensures that the lobbyist is seated on a bench on the House floor during the presentation and debate on the legislation;
 - (iii) the representative ensures that the lobbyist does not lobby on the House floor; and
 - (iv) the lobbyist leaves the House floor when the House moves to another item of business.
 - (c) If the representative sponsoring the legislation needs the assistance of the lobbyist during the course of debate on the legislation, the representative may request permission of the speaker to have the lobbyist approach the representative sponsoring the legislation to provide the needed information to the representative.

- (4) The speaker or the speaker's designee may authorize special guests to be present in the House chamber or on the House floor.
- (5) A representative who is visited by two or more guests shall arrange with the sergeant-at-arms for the guests to be seated in the House gallery.

HR2-4-101.3 Admittance to the House lounge.

- (1) While the House is convened in annual general session or special session only the following individuals are permitted in the House lounge:
 - (a) a legislator;
 - (b) a legislative employee;
 - (c) a member of professional legislative staff;
 - (d) a member of the representative's immediate family;
 - (e) a House intern;
 - (f) a former legislator who is not a lobbyist;
 - (g) the governor, the lieutenant governor, the state attorney general, the state treasurer, and the state auditor;
 - (h) the governor's staff, or a staff member for the attorney general, the state treasurer, or the state auditor; and
 - (i) a lobbyist or guest as provided in Subsection (2).
- (2)
 - (a) A representative may invite a small number of lobbyists or guests to meet with the representative in the House lounge for the purpose of educating the lobbyists or guests about the legislative process or to discuss specific legislative issues.
 - (b) The representative shall ensure that the lobbyists and guests leave the House space when the meeting is over.

HR2-4-101.4 Admittance to the House offices, conference rooms, and halls.

- (1) While the House is convened in annual general session or special session only the following individuals are permitted in the House offices:
 - (a) a legislator;
 - (b) a legislative employee;
 - (c) a member of professional legislative staff;
 - (d) a House intern;
 - (e) a member of the representative's immediate family;
 - (f) a former legislator who is not a lobbyist; and
 - (g) a lobbyist or guest, as provided in Subsection (3).
- (2) An administrative assistant who is not a House intern is permitted in:
 - (a) the office of the representative who is employing the administrative assistant;
 - (b) the common areas of the House offices;
 - (c) a conference room in the House space, when meeting to discuss legislative business with a representative; and
 - (d) the office of another representative with the consent of that representative.
- (3)
 - (a) A representative may invite a small number of lobbyists or guests to meet with the representative in the representative's House office or a House conference room to discuss specific legislative issues.

- (b) The representative shall ensure that the lobbyists and guests leave the House space when the meeting is over.
- (4)
 - (a) While the House is convened as a body on the House floor, and except as provided in Subsection (4)(b), only the following individuals are allowed in the House halls:
 - (i) a legislator;
 - (ii) a legislative employee;
 - (iii) a member of professional legislative staff;
 - (iv) a House intern;
 - (v) an administrative assistant who is not a House intern;
 - (vi) a former legislator who is not a lobbyist; and
 - (vii) the governor, lieutenant governor, state attorney general, state treasurer, and state auditor.
 - (b) Immediate family of a representative, a lobbyist, a guest, an administrative assistant who is not a House intern, or any other authorized individual who is in transit to the House chamber, House lounge, or House offices may pass through the House halls when traveling to and from an authorized destination.
- (5) An administrative assistant to a representative who is not a House intern is not permitted to use or be issued an access badge that grants access to the House floor, House lounge, House offices, House conference rooms, or House hallways.

HR2-4-102 Representatives' chairs and seating on the House floor.

- (1) When the House is convened in session, no one other than the speaker or a representative may occupy the chair or use the desk of the speaker or any representative.
- (2) A representative may invite one individual to sit next to the representative on the House floor, if the representative complies with the requirements of HR2-4-101.2 and the invited individual is:
 - (a) another legislator;
 - (b) a legislative employee;
 - (c) a member of professional legislative staff;
 - (d) a House intern;
 - (e) a member of the representative's immediate family;
 - (f) a constituent who resides in the representative's district; or
 - (g) a special guest who is authorized to access the House floor under HR2-4-101.2(4).

HR2-4-103 Prohibitions on lobbying and fundraising.

- (1) As used in this section:
 - (a) "Fundraising" means:
 - (i) the solicitation of a monetary contribution for any purpose; or
 - (ii) the announcement or promotion of an event that has as one of its purposes the collection of funds by means of a monetary contribution.
 - (b) "Lobbying" is as defined in Utah Code Section 36-11-102.
- (2) Lobbying is not permitted in the House chamber.
- (3)
 - (a) Distribution of literature or any other information that announces or promotes fundraising is not permitted on the House floor.
 - (b) Notwithstanding Subsection (3)(a), a verbal announcement that involves or relates to fundraising is permitted on the House floor if the announcement is:

- (i) publicly made to all members on the House floor; and
- (ii) an official announcement from the third house or authorized by the speaker of the House.

HR2-4-104 Recognition of visiting groups and individuals.

- (1) The presiding officer may recognize visiting groups and individuals.
- (2) A representative who requests and receives personal privilege from the speaker or the speaker's designee may introduce visiting groups or individuals.

HR2-4-105 News media.

- (1)
 - (a) News media with House press credentials shall be admitted to the House chamber, halls, and committee rooms.
 - (b) While the House is convened in House chambers, news media shall remain in the area designated for the news media and may not enter the floor of the House, the circle, lounge, or the speaker's dais.
- (2) With permission of the speaker or the speaker's designee, the news media may conduct and record interviews in the House lounge, halls, available committee rooms, or in the House chamber or gallery.
- (3) A representative may not hold a press conference in the House chamber without the permission of the speaker of the House.
- (4) News media shall also comply with the other provisions in HR2-4-102 and HR2-4-103.
- (5) The sergeant-at-arms, under the direction of the speaker, shall enforce the requirements of this rule.