

Part 1

General Guidelines

HR4-2-101 Duties of presiding officer.

The presiding officer may:

- (1) call the House to order at the time scheduled for convening, and proceed with the daily order of business;
- (2) announce the business before the House in the order that it is to be acted upon;
- (3) receive and submit all motions and proposals presented by representatives;
- (4) put to a vote all questions that arise in the course of proceedings, and announce the results of the vote;
- (5) enforce the House Rules governing debates;
- (6) enforce observance of order and decorum;
- (7) inform the House on any point of order or practice;
- (8) receive and announce to the House any official messages and communications; and
- (9) sign all bills, resolutions, orders, and proceedings of the House.

HR4-2-102 Obtaining the floor.

- (1) When a representative wishes to be recognized to speak, the representative shall:
 - (a) notify the presiding officer by electronic means; or
 - (b) if the electronic notification system is not operational, rise and address the presiding officer as:
 - (i) "Mr. (Madam) Speaker"; or
 - (ii) "Mr. (Madam) Speaker pro temp."
- (2) If two or more representatives rise at the same time to speak, the presiding officer shall decide which representative is to speak first.
- (3) After being recognized, the representative shall confine the representative's remarks to the issue under consideration.

HR4-2-103 Calling a representative to order for violation of a rule.

- (1)
 - (a) The presiding officer may call a representative to order for violating any House or Joint Rule.
 - (b) Any representative may call another representative to order for violating any House or Joint Rule by raising a point of order under HR4-2-201.
- (2) If the representative called to order appeals the ruling of the presiding officer, the House shall decide the issue without debate.
- (3)
 - (a) If the decision is favorable to the representative who has been called to order, the representative may proceed.
 - (b) If the decision is unfavorable, the representative is subject to censure by the House.
- (4) Notwithstanding Subsection (1), a representative may not be called to order or censured for words spoken in debate if there has been intervening business.

HR4-2-104 Motions in writing.

- (1) A representative shall submit certain motions to amend in writing as required by HR4-3-301.
- (2) Except as provided in Subsection (3), if a representative requests that a motion be presented in writing, the presiding officer may require that the maker of the motion prepare and submit a written motion to the chief clerk.
- (3) The presiding officer may not require that the following motions be presented in writing:
 - (a) a motion to adjourn;
 - (b) a motion to circle;
 - (c) a motion to table; or
 - (d) a motion to refer to committee.