

Part 1

House Rules Committee

HR3-1-101 House Rules Committee -- Appointment -- General responsibilities.

- (1) The speaker shall appoint members of the House of Representatives to serve on the House Rules Committee.
- (2) The House Rules Committee shall perform the following functions as further elaborated in this part:
 - (a) receive introduced legislation from the House and recommend that the legislation be assigned to a House standing committee or to the House third reading calendar;
 - (b) receive legislation from the House that has been sent back to the House Rules Committee from the third reading calendar, and recommend to the House which legislation should be assigned to the third reading calendar and the order in which it should be heard; and
 - (c) function as a standing committee or interim committee when reviewing Joint Rules, Interim Rules, and House Rules.

HR3-1-102 House Rules Committee -- Assignment duties.

- (1) The presiding officer shall submit all legislation introduced in the House of Representatives to the House Rules Committee.
- (2) For all legislation not specified in HR3-1-103 that is referred to the House Rules Committee, the committee shall:
 - (a) examine the legislation for proper form, including fiscal note and interim committee note, if any; and
 - (b) either:
 - (i) refer legislation to the House with a recommendation:
 - (A) that the legislation be referred to a standing committee for consideration; or
 - (B) that the legislation be read the second time and placed on the third reading calendar; or
 - (ii) hold the legislation.
 - (c) If the chair of the House Rules Committee receives a summary report from the Occupational and Professional Licensure Review Committee related to newly regulating an occupation or profession within the two calendar years immediately preceding the session in which a piece of legislation is introduced related to the regulation by the Division of Occupational and Professional Licensing of that occupation or profession:
 - (i) the chair of the House Rules Committee shall ensure that the House Rules Committee is informed of the summary report before the House Rules Committee takes action on the legislation; and
 - (ii) if the House Rules Committee refers the legislation to the House as provided for in Subsection (2)(b)(i):
 - (A) the Office of Legislative Research and General Counsel shall make the summary report reasonably available to the public and to legislators; and
 - (B) if the legislation is referred to a standing committee, the House Rules Committee shall forward the summary report to the standing committee.
- (3) In carrying out its functions and responsibilities under this rule, the House Rules Committee may not:
 - (a) table legislation without the written consent of the sponsor;
 - (b) report out any legislation that has been tabled by a standing committee;

- (c) amend legislation without the written consent of the sponsor; or
- (d) substitute legislation without the written consent of the sponsor.
- (4) The House Rules Committee may recommend a time certain for floor consideration of any legislation when it is reported out of the House Rules Committee, or at any other time.
- (5) When the committee is carrying out its functions and responsibilities under this rule, the committee shall:
 - (a) during a legislative session, give notice of its meetings by either:
 - (i) providing oral notice from the House floor of the time and place of its next meeting; or
 - (ii) when oral notice is impractical, post written notice of its next meeting;
 - (b) when the Legislature is not in session, post a notice of meeting at least 24 hours before the meeting convenes;
 - (c) have as its agenda all legislation in its possession for assignment to committee or to the House calendars; and
 - (d) prepare minutes that include a record, by individual representative, of votes taken.
- (6) Anyone may attend a meeting of the rules committee, but comments and discussion are limited to members of the committee and the committee's staff.

HR3-1-103 House Rules Committee -- Standing and Interim Committee duties.

- (1) The House Rules Committee has all the powers, functions, and duties of a standing committee or interim committee when it:
 - (a) prepares the House Rules, Interim Rules, and Joint Rules and presents them to the House before adjournment on the second day of each annual general session; or
 - (b) reviews all proposed House Rules, Interim Rules, or Joint Rules resolutions.
- (2) Any rules resolutions reviewed and approved by the House Rules Committee may be reported directly to the House for its approval, amendment, or disapproval.
- (3) When meeting as a standing committee or interim committee under this rule, persons other than committee members may address the committee at the discretion of the chair.
- (4) When meeting as a standing committee or interim committee under this rule, the House Rules Committee shall comply with the provisions of Utah Code Title 52, Chapter 4, Open and Public Meetings Act.

HR3-1-104 Rules committee duties during sifting.

- (1) Upon motion from the floor, the House Rules Committee shall prioritize legislation for floor action and review and update this priority as necessary for the calendars.
- (2) The House Rules Committee may recommend a time certain for floor consideration of any legislation when it is reported out of the House Rules Committee, or at any other time.
- (3) When the House Rules Committee is carrying out its functions and responsibilities under this rule, the committee shall:
 - (a) during a legislative session, give notice of its meetings by either:
 - (i) providing oral notice from the floor of the time and place of its next meeting; or
 - (ii) when oral notice is impractical, post written notice of its next meeting;
 - (b) when the Legislature is not in session, post a notice of meeting at least 24 hours before the meeting convenes;
 - (c) have as its agenda all legislation in its possession; and
 - (d) prepare minutes that include a record, by individual representative, of votes taken.

- (4) Anyone may attend a meeting of the rules committee, but comments and discussion are limited to members of the committee and committee staff.

HR3-1-105 Calendaring interim committee legislation.

- (1) The presiding officer shall have interim committee legislation that was approved by a majority vote of the interim committee members, read for the first time and referred to the House Rules Committee for calendaring.
- (2)
 - (a) The House Rules Committee may refer the legislation to the calendar without standing committee review, or it may recommend that the legislation be referred to a standing committee.
 - (b) If the House Rules Committee recommends that the legislation be placed on the third reading calendar without standing committee review, the sponsor or any other representative may move that the legislation be reviewed by a standing committee before the legislation's consideration on the floor.
 - (c) If this motion is approved by a majority of the representatives present, the legislation shall be referred to a standing committee for consideration.

HR3-1-106 Notice of rules committee meetings.

When the House Rules Committee holds a meeting during a legislative session, the speaker shall ensure that:

- (1) an oral, public announcement is made from the floor of the House identifying the time and place that the rules committee will meet; and
- (2) an electronic notice is made that identifies the time and place of the rules committee meeting.