

**Part 1**  
**Order of Business, Debate, and Voting**

**IR3-3-101 Order of business.**

Unless otherwise determined by the chair or by a majority vote of the interim committee, each committee or subcommittee shall substantially follow this order of business:

- (1) call of the committee to order by the chair;
- (2) approval of the minutes of any previous meeting;
- (3) announcement of the order of consideration of agenda items;
- (4) announcement of time restrictions, if any;
- (5) announcement of communications sent to the committee by the Legislative Management Committee or other entities; and
- (6) agenda business.

**IR3-3-102 Obtaining the floor in committee -- Remarks to be germane.**

- (1) The chair may recognize any committee member who wishes to speak to a matter of business before the committee.
- (2) Upon being recognized, the committee member shall confine his remarks to the subject under discussion.

**IR3-3-103 Members required to vote.**

Each committee member present at the committee meeting shall vote "yea" or "nay" on each question put to a vote by the chair.