

HOUSE No. 2018

House order No. 2017, the Rules of the House of Representatives for the 190th General Court, governing the 2017-2018 legislative sessions [Including an Index] , as amended and adopted by the House. February 2, 2017. [containing notes on 190th General Court revisions of Feb. 2, 2017 – Added 6-2-17].

The Commonwealth of Massachusetts

House of Representatives, February 2, 2017.



**In the One Hundred and Ninetieth General Court
(2017-2018)**

1 *Ordered*, That the rules of the House of Representatives for the years 2017-2018 be
2 adopted, as follows:

3 **SPEAKER.**

4 1. The Speaker shall take the Chair at the hour to which the House stands adjourned, call the
5 members to order, and, on the appearance of a quorum, proceed to business. [1.] (Senate Rule 1.)

6 1A. The House shall not be called to order before the hour of ten o'clock A.M. nor meet
7 beyond the hour of nine o'clock P.M. At the hour of nine o'clock P.M., if the House is in
8 session, the Speaker shall interrupt the business then pending and shall, without debate, place
9 before the House the question on suspension of this rule which shall be decided by a majority of
10 members present and voting by a recorded yea and nay vote. If the vote is in the affirmative, said

11 vote shall permit the House to remain in session until the hour of midnight; provided that the
12 session shall not continue beyond the hour of midnight, unless by unanimous consent of the
13 members present. The House shall then return to the pending business; and if no matter was
14 pending, to the next order of business. However, if the vote is in the negative, the Speaker shall
15 forthwith, and without further debate, adjourn or recess the House to a time not earlier than ten
16 o'clock A.M. on the next succeeding calendar day.

17 [Adopted Jan. 12, 1983; Amended Jan. 11, 1985; Jan. 12, 1987; Jan. 14, 1997; May 16,
18 2000.]

19 2. The Speaker shall preserve decorum and order in the House Chamber. While in the House
20 Chamber, members, staff and guests shall be required to dress in proper and appropriate attire
21 and be courteous and professional when using electronic devices.

22 Members, staff and guests shall not take photographs or videos of, or in, the House Chamber
23 during formal or informal sessions unless otherwise permitted by this Rule. Members may take
24 photographs at their assigned seats in the chamber during formal or informal sessions; provided,
25 however that any photographs taken by members during formal or informal sessions shall not
26 include images of any other member, staff or guest without their express written consent.

27 The Speaker may permit photographs or videos during special occasions, which shall include,
28 but shall not be limited to, swearing-in ceremonies and addresses by constitutional officers or
29 other dignitaries.

30 The use of audio-visual aids including, without limitation, videos, computers, posters, displays or
31 charts shall be permitted only upon approval of the Speaker.

32 The Speaker also may speak to points of order in preference to other members; and shall decide
33 all questions of order, subject to an appeal to the House. [2.] (2.) [With regard to appeals, see
34 Rule 77.]

35 [Amended Jan. 11, 1985; Jan. 9, 2003; Jan. 20, 2011; Jan. 29, 2015, Feb. 2, 2017.]

36 3. The Speaker shall declare all votes, subject to verification as hereinafter provided. [3.] (55.)
37 [See Rules 49 to 53, inclusive.]

38 [Amended Jan. 11, 1985.]

39 4. In all cases the Speaker may vote. [4.] (3.)

40 [Amended Jan. 11, 1985.]

41 4A. The Speaker shall appoint a Speaker pro Tempore. The Speaker pro Tempore shall
42 assist the Speaker in the coordination of policy development and the ceremonial functions of the
43 House and shall perform such duties assigned to him by the Speaker. Upon a vacancy in the
44 office of Speaker, the office of Speaker pro Tempore shall be considered vacant.

45 [Adopted Jan. 26, 2005, Amended, Jan. 23, 2007, Feb. 2, 2017.]

46 4B. (a) As used in this Rule, the following words shall have the following meanings:-

47 “Earned income”, income derived from salaries, wages, tips and commissions for performing
48 services as an employee of an employer.

49 “Unearned income”, all other income that is not earned income.

50 (b) The Speaker shall not receive earned income for:

- 51 (1) affiliating with or being employed by a firm, partnership, association, corporation or other
52 entity that provides professional services involving a fiduciary relationship;
- 53 (2) permitting his name to be used by such a firm, partnership, association, corporation or other
54 entity;
- 55 (3) receiving compensation for practicing a profession that involves a fiduciary relationship; or
- 56 (4) serving as an officer or member of the board of an association, corporation or other entity.
- 57 (c) The provisions of this rule shall take effect on August 1, 2017.

58 [Adopted, Feb. 2, 2017.]

59 5. The Speaker may appoint a member to perform the duties of the Chair. In the event the
60 Speaker fails to appoint a member to perform the duties of the Chair, the Speaker pro Tempore
61 shall be the Acting Speaker until the Speaker otherwise provides or until a vacancy in the office
62 of Speaker occurs. In the event that the Speaker pro Tempore is absent or is unable to perform
63 the duties of Acting Speaker, the Majority Leader, the Assistant Majority Leader, the Second
64 Assistant Majority Leader or other designee shall be the Acting Speaker. [7.] (4.)

65 [Amended April 18, 1979; Jan. 11, 1985; Jan. 14, 1997; Jan. 26, 2005, Feb. 2, 2017.]

66 6. In case of a vacancy in the office of Speaker, or in case the Speaker or the member named
67 by said Speaker in accordance with the preceding rule is absent at the hour to which the House
68 stands adjourned, the senior member present shall call the House to order, and shall preside until
69 a Speaker is elected, which shall be the first business in order. [8.] (5.)

70 [Amended Jan. 11, 1985, Amended, Jan. 23, 2007.]

71 7. At the beginning of the first year of the two-year General Court, the Speaker may, unless
72 the House otherwise directs, appoint a Chaplain; and the Speaker shall promptly fill any vacancy
73 in the office of Chaplain. [7A.] (4.)

74 [Amended Jan. 11, 1985; Jan. 29, 2015.]

75 SCHEDULING.

76 7A. There shall be appointed a standing committee on Steering, Policy and Scheduling
77 consisting of eleven members. The committee shall not be subject to the provisions of Rule 17A,
78 but shall be authorized to meet from time to time at the call of the Chair for the purpose of
79 assisting the members of the House of Representatives in identifying the major matters pending
80 before the General Court, the relative urgency and priority for consideration of such matters, and
81 alternative methods of responding to such matters by the General Court. Said committee shall
82 schedule legislative matters in a manner that will provide for an even distribution and orderly
83 consideration of reports of legislative committees on the daily Calendar.

84 The committee on Steering, Policy and Scheduling shall not be authorized to recommend
85 changes or amendments to legislation or recommend that a matter ought to pass or ought not to
86 pass, but shall only report asking to be discharged from further consideration of a bill, and
87 recommending that it be referred or recommitted to another committee; provided, however, that
88 it shall not recommend that a matter be referred or recommitted to the committee on Rules or the
89 committees on Rules of the two branches, acting concurrently, or what date a matter shall be
90 scheduled for consideration by the House and placed in the Orders of the Day. All reports by the
91 committee on petitions filed or approved by the voters of a city or town, or by the mayor and city
92 council, or other legislative body of a city or the town meeting of a town with respect to a law

93 relating to that city or town shall be read and considered by the House at a formal or informal
94 session before being accepted, rejected or otherwise acted upon. Any such petition and any
95 attachment to the petition shall be filed in both paper and electronic format approved by the
96 Clerk.

97 All matters received from the Senate or reported from standing committees of the House and
98 joint standing committees of the General Court shall, unless subject to provisions of any other
99 House or joint rules, be referred to the committee on Steering, Policy and Scheduling. All
100 matters reported by said committee on Steering, Policy and Scheduling recommending that a
101 matter shall be scheduled for consideration by the House shall be placed in the Orders of the Day
102 for the next sitting. Said committee may report on a legislative matter within thirty days
103 following the day the matter was referred. If the committee fails to report a matter within thirty
104 days following the date of its reference, the Clerk shall place the matter on the Calendar of the
105 House as if it had been scheduled for consideration by said committee on Steering, Policy and
106 Scheduling.

107 [Adopted Jan. 14, 1997; Amended Jan. 26, 1999; Jan. 24, 2001; Jan. 9, 2003; Jan. 26, 2005,
108 Feb. 2, 2017.]

109 7B. The committee on Rules shall be authorized to originate and report special orders for the
110 scheduling and consideration of legislation on the floor of the House. Said committee shall not
111 be subject to the notification provisions contained in Rule 17A but may hold public hearings and
112 shall accept testimony only from the members of the House. A majority of the members
113 appointed to the committee shall constitute a quorum. When reported, such orders may be
114 amended by a two-thirds vote of the members present and voting, and shall be subject to

115 approval by a majority of the members of the House present and voting. Debate on the question
116 on adoption of such orders shall be limited to one hour. No orders adopted pursuant to this
117 paragraph shall limit the powers of the Speaker as provided in Rules 1 to 6, inclusive. Such
118 orders shall not be subject to reconsideration.

119 [Adopted Jan. 14, 1997; Amended Jan. 24, 2001; Feb. 11, 2009.]

120 7C. The committee on Rules may consider and make recommendations designed to improve
121 and expedite the business and procedures of the House and its committees, and to recommend to
122 the House any amendments to the Rules deemed necessary; provided that a majority of the
123 members of the House present and voting shall be required to approve such recommendations.

124 The committee shall be privileged to report at any time.

125 [Adopted Jan. 14, 1997.]

126 7D. The Speaker shall, in consultation with the committee on Rules and the committee on
127 Steering, Policy and Scheduling, establish a committee scheduling system that would minimize
128 to the greatest extent possible scheduling conflicts for members of committees.

129 The Speaker shall determine a schedule for the House for each week relative to formal and
130 informal sessions and shall make such schedule available to the members by Thursday of the
131 preceding week; provided, however, that the Speaker may make, notwithstanding the provisions
132 of Rule 7A, changes in the schedules to facilitate the business of the House in an efficient and
133 timely fashion. The Speaker shall communicate notice of any such scheduling change to the
134 members in writing or by way of electronic mail as soon as practicable, and whenever possible,

135 the Speaker shall provide such notice not less than twenty-four hours before the event so
136 rescheduled is set to commence.

137 [Adopted Jan. 14, 1997; January 9, 2003.]

138 MONITORS.

139 8. Two monitors shall be appointed by the Speaker for each division of the House, whose
140 duty it shall be to see to the due observance of the rules, and, on request of the Speaker, to return
141 the number of votes and members in their respective divisions. [9.]

142 9. If a member transgresses any of the rules after being notified thereof by a monitor, it shall
143 be the duty of such monitor to report the case to the House.

144 It shall be the duty of a monitor to report his or her knowledge of the occurrence of a member
145 voting for another member, in his or her division of the House, to the Speaker of the House and
146 to the Minority Leader. [10.] [See Rules 16 and 16A.]

147 [Amended Jan. 9, 1991; May 5, 1993; Feb. 11, 2009.]

148 9A. There shall be established a Floor Division Committee for each of the four divisions of
149 the House. The Speaker shall appoint a Floor Division chairperson for each of the four divisions.
150 Said committee shall consist of the members assigned to the respective divisions.

151 In order to create a continuous flow of debate, each chairperson shall be responsible for
152 reviewing the daily Calendar and providing advance notice to committee members in the
153 respective divisions of all matters scheduled for consideration in the Orders of the Day. Said
154 committee chairpersons shall provide information to members of their committees on pending
155 legislation and other matters of business before the House.

156 In addition to the legislative duties, chairpersons shall oversee the physical appearance of the
157 Chamber and the various areas under the jurisdiction of the House of Representatives. Said
158 chairpersons shall be authorized to act as a committee and may meet at any time at the request of
159 at least two chairpersons. Said chairpersons, as a committee, shall be authorized to meet with the
160 appropriate agencies and historical commissions of the Commonwealth for the purpose of
161 requesting expeditious appraisals and necessary repairs and renovations to the interior and
162 exterior of the State House. The committee of chairpersons shall report directly to the Speaker
163 the results of all consultations.

164 [Adopted Jan. 14, 1997.]

165 CLERK.

166 10. The Clerk shall keep the Journal of the House. The Clerk shall enter therein a record of
167 each day's proceedings and, whenever practicable, submit it to the Speaker and the Minority
168 Leader before the hour fixed for the next sitting, and shall cause the same to be available daily in
169 a format to be determined by the Clerk; and provided further that a copy of said Journal shall
170 also be made available to each member of the House. Any objection to the Journal shall be made
171 before the House proceeds to the consideration of the Orders of the Day. [11.] (6.)

172 [Amended Jan. 12, 1981; Jan 11, 1985; Jan. 17, 1995; Jan. 9, 2003.]

173 10A. The Clerk shall be the official parliamentarian of the House of Representatives.

174 [Adopted Jan. 9, 1991.]

175 10B. The Clerk shall be the official keeper of records of the House of Representatives for
176 legislative records that remain in the office of said Clerk at the end of each biennial session, and

177 until such time as said records are transferred to the State Archives or destroyed in accordance
178 with law. [Adopted Jan. 29, 2015, Amended Feb. 2, 2017.]

179 11. Every question of order with the decision thereof shall be entered at large in the Journal,
180 and shall be noted in an appendix, which shall also contain the rules of the House and of the two
181 branches. [12.] (6.)

182 12. The Clerk shall prepare and make available on each day of formal session a Calendar of
183 matters in order for consideration and such other memoranda as the House or the Speaker may
184 direct. The Clerk shall prepare a Calendar on which shall appear any question on passage of a
185 bill or resolve notwithstanding the objections of His Excellency the Governor which may be
186 considered forthwith at the direction of the House or Speaker.

187 When, in the determination of the Clerk, a volume of matters exists for the next legislative
188 day, the Clerk shall be authorized to prepare and cause to be made available an advance calendar
189 of the matters in order of consideration for the next legislative day and such other memoranda as
190 the House or Speaker may direct. The Clerk may indicate on the advance calendar that the
191 matters contained therein are subject to change.

192 The Clerk shall be authorized to dispense with preparing and making available a Calendar for
193 designated formal sessions of the House only after two-thirds of the members present and voting
194 consent thereto on a recorded yea and nay vote. Debate on this question shall be limited to fifteen
195 minutes, no member shall speak more than three minutes, and such question shall not be subject
196 to reconsideration.

197 The Clerk shall dispense with preparing and making available a Calendar for designated
198 Informal Sessions of the House.

199 As soon as practicable whenever the Clerk prepares a Calendar or advance Calendar under
200 this rule, he also shall cause a true copy thereof to be posted on the Legislative Web Page that is
201 generally available to all members and their staff, and reasonably promptly thereafter he shall
202 cause the members and their staff to be notified of the same by way of electronic mail. [13.] (7.)

203 [Amended Jan. 12, 1983; Jan. 11, 1985; Jan. 12, 1987; May 5, 1993; Jan. 17, 1995; Jan. 24,
204 2001; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007.]

205 13. Any objection to the Calendar shall be made and disposed of before the House proceeds to
206 the consideration of the Orders of the Day. [14.]

207 13A. The Clerk shall make available to all members electronically and, to the public via the
208 Internet, the text of all bills introduced and admitted for consideration in the House.

209 [Adopted, Feb. 11, 2009.]

210 MEMBERS.

211 14. No member shall stand up, to the inconvenience of others, while a member is speaking; or
212 be involved in disturbing conversation while another member is speaking in debate; or pass
213 unnecessarily between the Speaker of the House and the member speaking; or stand in the
214 passages, or in the area in front of the Chair; or stand at the Clerk's desk while a roll call is in
215 progress. [16.] [Amended Jan. 12, 1987; Jan. 9, 1989; Jan. 26, 1999.]

216 14A. [Adopted Feb. 11, 2009; Omitted Jan. 29, 2015.]

217 15. When it appears to the Chair that the presence of a quorum is endangered, the Chair shall
218 order the doors closed. If a quorum is doubted the Chair shall order the doors closed and
219 thereafter no member shall enter or leave the House until an initial determination has been made

220 as to the presence of a quorum or lack thereof; and thereafter, provided that no quorum is
221 present, no member shall leave the House unless by permission of the Chair , but members shall
222 be admitted, at any time.

223 Upon the doubting of a quorum and after ascertaining that a quorum is not present, the
224 Speaker may order a recorded attendance roll call to be taken by use of the electronic roll call
225 system.

226 Said roll call, if ordered, shall be taken at a time determined by the Speaker.

227 Members answering a quorum call shall vote “YES” on the roll call system. [17.] (11.)

228 [Amended Jan. 12, 1981; Feb. 22, 1982; Jan. 12, 1983; Jan. 12, 1987; Jan. 9, 1991, Feb. 2,
229 2017.]

230 ETHICS.

231 16. There shall be appointed a committee on Ethics as authorized by Rule 17. The committee
232 shall consist of 11 members, 7 of whom shall be appointed by the Speaker, 4 of whom shall be
233 appointed by the Minority Leader.

234 A member appointed to the committee shall not be considered to be a member of the committee
235 subsequent to the declaration of candidacy for any other state or federal elective office.

236 The committee shall investigate and evaluate, at the direction of the Speaker, by a sworn written
237 complaint filed and delivered by a member, officer or employee to the chairman, or by a majority
238 vote of the members appointed to the Ethics committee, any matters relative to alleged violations
239 of Rule 16A by a member, officer or employee.

240 Upon the receipt of said sworn written complaint, at the direction of the Speaker or by a
241 majority vote of the members appointed to the Ethics committee, the committee shall notify any
242 person named of the nature of the alleged violation and a list of prospective witnesses, and also
243 shall notify said person of the final disposition and the recommendations, if any, of the
244 committee.

245 Any member, officer, or employee of the House named relative to an alleged violation shall
246 be afforded the opportunity to appear before the committee on Ethics with counsel.

247 All proceedings including the filing of the initial complaint shall be considered confidential
248 information.

249 If the alleged violation received in the manner described above is deemed to have merit by a
250 majority vote of the members appointed to the committee, the committee shall file a report with
251 the Clerk of the House. Said report shall be a public document. The committee shall not disclose
252 any allegation deemed to be frivolous or without merit.

253 If a majority appointed finds that any member, officer, or employee of the House has violated
254 any provision of Rule 16A, a majority appointed may, in the case of a member, recommend a
255 reprimand, censure, removal from a chairmanship or other position of authority, or expulsion;
256 and in the case of an officer or employee, a majority appointed may recommend a reprimand,
257 suspension, or removal from employment.

258 Should such an alleged violation be filed with the committee regarding a member or members
259 of the House Ethics committee, said member or members shall not participate in the committee
260 deliberations on said alleged violation.

261 Any member, officer, or employee of the House may request from the House committee on
262 Ethics or from the Legal Counsel to the House appointed pursuant to section 51 of chapter 3 of
263 the General Laws a confidential advisory opinion on the requirements of chapters 268A and
264 268B of the General Laws as well as an opinion on any other general or special law, rule or
265 regulation applicable to their official position or concerning any contemplated personal action
266 which may conflict with their official position. The committee on Ethics or the Legal Counsel to
267 the House shall issue confidential advisory opinions and clarification in response to said written
268 request.

269 No member, officer or employee of the House shall be penalized in any manner for having
270 acted within the guidelines of an advisory opinion from the House committee on Ethics or from
271 the Legal Counsel to the House appointed pursuant to section 51 of chapter 3 of the General
272 Laws, provided that all pertinent facts are stated in the request for an advisory opinion.

273 An opinion from the House committee on Ethics or from the Legal Counsel to the House
274 appointed pursuant to section 51 of chapter 3 of the General Laws shall be a defense in any
275 proceeding arising from said opinion or advice unless material facts were omitted or misstated by
276 the person in the request of the opinion.

277 The chairman of the Ethics committee may convene the committee at any time.

278 The chairman shall also convene the committee at the written request of at least 5 members of
279 the committee.

280 The Committee may, upon the written and signed report of two-thirds of the members of the
281 committee, file a special report containing legislation without said legislation being founded
282 upon petition which shall be referred under the provisions of Rule 24 and consistent with the

283 provisions of Joint Rule 13, to the appropriate joint standing committee. Any special report
284 containing legislation filed pursuant to this paragraph shall be germane to subject matters
285 regularly considered by the committee. The committee shall not include in any such special
286 report a bill that would have a fiscal impact as described in Rule 33.

287 Upon convening of the first annual session of the General Court and after the adoption of
288 rules, all members, officers and employees of the House shall be provided with a current copy of
289 the Code of Ethics contained in Rule 16A. [19.] (12A.)

290 [Amended Jan. 12, 1987; May 5, 1993; Jan. 17, 1995; Mar. 6, 1995; Jan. 14, 1997; Jan. 20,
291 2011; Feb. 11, 2009; Jan. 29, 2015, Feb. 2, 2017.]

292 **CODE OF ETHICS.**

293 16A. (1.) While members, officers and employees should not be denied those opportunities
294 available to all other citizens to acquire and retain private, economic and other interests;
295 members, officers, and employees should exercise prudence in any and all such endeavors and
296 make every reasonable effort to avoid transactions, activities, or obligations, which are in
297 substantial conflict with or will substantially impair their independence of judgment.

298 (2.) No member, officer or employee shall solicit or accept any compensation or political
299 contribution other than that provided for by law for the performance of official legislative duties.

300 (3.) No member, officer or employee shall serve as a legislative agent as defined in Chapter 3
301 of the General Laws regarding any legislation before the General Court.

302 (4.) No member, officer or employee shall receive any compensation or permit any
303 compensation to accrue to his or her beneficial interest by virtue of influence improperly exerted
304 from his or her official position in the House.

305 (5.) No member, officer or employee shall accept employment or engage in any business or
306 professional activity, which will require the disclosure of confidential information gained in the
307 course of, and by reason of, his or her official position.

308 (6.) No member, officer or employee shall willfully and knowingly disclose or use
309 confidential information gained in the course of his or her official position to further his or her
310 own economic interest or that of any other person.

311 (7.) Except as provided in Rule 49, no member shall cast a vote for any other member, nor
312 shall any officer or employee vote for any member, except that the Clerk or an assistant Clerk
313 may record a vote for a member who votes late under the provisions of Rule 52, or is prohibited
314 from voting from his desk due to a malfunction of the electronic roll call voting system; provided
315 the Clerk's action shall not be construed as voting for said member.

316 (8.) No member shall use profane, insulting, or abusive language in the course of public
317 debate in the House Chamber or in testimony before any committee of the General Court.

318 (9.) No member, officer or employee shall employ anyone from public funds who does not
319 perform tasks which contribute substantially to the work of the House and which are
320 commensurate with the compensation received; and no officer or full-time employee of the
321 House shall engage in any outside business activity during regular business hours, whether the
322 House is in session or not. All employees of the House are assumed to be full-time unless their
323 personnel record indicates otherwise.

324 (10.) No member, officer or employee shall accept or solicit compensation for non-legislative
325 services which is in excess of the usual and customary value of such services.

326 (11.) No member, officer or employee shall accept or solicit an honorarium for a speech,
327 writing for publication, or other activity from any person, organization or enterprise having a
328 direct interest in legislation or matters before any agency, authority, board or commission of the
329 Commonwealth which is in excess of the usual and customary value of such services.

330 (12.) No member, officer or employee shall knowingly accept any gifts from any legislative
331 or executive agent as prohibited by law. No member, officer or employee shall accept any gift
332 from any person or entity having a direct interest in legislation before the General Court as
333 prohibited by law. (For the purposes of this paragraph, the terms “gift” and “person” shall be the
334 same as their definitions in section 1 of chapter 268B of the General Laws).

335 (13.) No member shall convert campaign funds to personal use in excess of reimbursements
336 for legitimate and verifiable campaign expenditures. Members shall consider all proceeds from
337 testimonial dinners and other fundraising activities as campaign funds.

338 ((14.) No member shall serve on any committee or vote on any question in which his/her
339 private right is immediately concerned, distinct from the public interest. [19.]

340 (15.) No member, officer or employee shall violate the confidentiality of any proceeding
341 before the Ethics committee. [19A.]

342 [Amended Jan. 12, 1981; May 5, 1993; Jan. 24, 2001; Feb. 11, 2009; Jan. 29, 2015, Feb. 2,
343 2017.]

344 16B. The Committee on Personnel and Administration shall develop and conduct an ethics
345 law training program for every member, officer and employee of the House; provided further,
346 that said training program shall include, without limitation, a review of the requirements and
347 prohibitions of chapter 268A and chapter 268B of the General Laws, and the regulations of the
348 State Ethics Commission, as they apply to legislators and legislative staff; and provided further,
349 that said training program shall be offered no later than July 1 of the first biennial session of the
350 General Court and shall be mandatory for all members, officers and employees.

351 [Adopted Jan. 9, 2003, Amended Feb. 11, 2009; Jan 20, 2011, Feb. 2, 2017.]

352 16C. Bills involving lobbyists' reporting laws, and laws pertaining to the ethical conduct of
353 public officials shall, after their first reading, be referred to the committee on Ethics, for report
354 on their relation to the ethics laws of the Commonwealth. No new provisions shall be added to
355 such measures by the committee, unless directly pertaining to ethics. [Adopted Feb. 11, 2009.]

356 COMMITTEES.

357 17. At the beginning of the first year of the two year General Court, standing committees
358 shall be appointed as follows:

359 A committee on Rules;

360 (to consist of 15 members).

361 A committee on Ways and Means;

362 (to consist of 35 members).

363 A committee on Bills in the Third Reading;

364 (to consist of 3 members).

365 A committee of each Floor Division;

366 (to consist of the members of each division).

367 A committee on Ethics;

368 (to consist of 11 members).

369 A committee on Personnel and Administration;

370 (to consist of 13 members).

371 A committee on Post Audit and Oversight;

372 (to consist of 11 members).

373 A committee on Steering, Policy and Scheduling;

374 (to consist of 11 members).

375 A committee on Bonding, Capital Expenditures and State Assets;

376 (to consist of 11 members).

377 A committee on Global Warming and Climate Change;

378 (to consist of 11 members).

379 A committee on Redistricting;

380 (to consist of 11 members).

381 A committee on Technology and Intergovernmental Affairs;
382 (to consist of 11 members).

383 Committee meetings, insofar as practicable, shall not be scheduled in conflict with formal
384 sessions of the House of Representatives. [20.] (12, 12A, 12B.)

385

386 [Amended March 6, 1979; Sept. 16, 1981; Jan. 11, 1985; Jan. 12, 1987; May 5, 1993; Oct. 6,
387 1993; May 23, 1996; Jan. 14, 1997; Jul. 17, 2003; Jan. 26, 2005, Feb. 11, 2009; Jan. 29, 2015.]

388 17A. (a) For the purposes of this rule, the following terms shall, unless the context clearly
389 requires otherwise, have the following meanings:

390 “Deliberation”, a verbal exchange between a quorum of members of a committee attempting
391 to arrive at a decision on any public business within its jurisdiction.

392 “Emergency”, a sudden generally unexpected occurrence or set of circumstances demanding
393 immediate action.

394 “Executive conference”, any meeting or part of a meeting of a committee which is closed to
395 certain persons for deliberation on certain matters.

396 “Executive session”, any meeting or part of a meeting of a committee wherein the committee
397 is voting on legislation and where public participation is limited to observance.

398 “Meeting”, any corporal convening and deliberation of a committee for which a quorum is
399 required in order to make a decision at which any public policy matter over which the committee
400 has supervision, control, jurisdiction or advisory power is discussed or considered; provided,

401 however, that “meeting” shall not include an on-site visitation or inspection of any project or
402 program.

403 “Quorum”, a simple majority of a committee unless otherwise defined by constitution, rule or
404 law applicable to such committee; provided further, that a quorum shall be presumed to be
405 present unless otherwise doubted.

406 (b) All meetings, except executive conferences, of House standing and special committees,
407 shall be open to the public and any person shall be permitted to attend any meeting except as
408 otherwise provided pursuant to this rule or Rule 7A.

409 No quorum of a committee shall meet in private for the purpose of deliberation except as
410 provided pursuant to this rule.

411 No executive session shall be held until: (i) the committee has first convened in an open
412 session for which notice has been given; (ii) the presiding officer has stated the authorized
413 purpose of the executive session; (iii) a majority of the members of the committee present have
414 voted to go into executive session and the vote of each member has been recorded on a roll call
415 vote and entered into the minutes: and (iv) the presiding officer has stated before the executive
416 session if the committee will reconvene after the executive session.

417 (c) Executive conferences shall be held only for the following purposes: (i) to discuss the
418 reputation, character, physical condition or mental health rather than the professional
419 competence of a member, officer or employee;

420 (ii) to consider the discipline or dismissal of, or to hear complaints or charges brought against
421 a member, officer or employee; (iii) to discuss strategy with respect to litigation if an executive

422 session or other open meeting may have a detrimental effect on the legal position of the
423 committee; or (iv) to consider the purchase, exchange, lease or value of real property, if such
424 discussions may have a detrimental effect on the negotiating position of the Commonwealth or a
425 person, firm or corporation.

426 A member, officer or employee subject to an executive conference pursuant to clause (i) or
427 clause (ii) shall be notified in writing no less than 48 hours prior to the proposed executive
428 conference; provided, however, that upon agreement of the parties involved, the notification
429 requirements of clause (i) and clause (ii) may be waived. Upon request of the member, officer or
430 employee subject to an executive conference pursuant to clause (i) or clause (ii) the executive
431 conference shall be open to the public.

432 A member, officer or employee subject to an executive conference pursuant to clause (i) or
433 clause (ii) shall have the right to: (a) be present at such executive conference during discussions
434 or considerations which involve that member, officer or employee; (b) have counsel or a
435 representative of his/her own choosing present and attending for the purpose of advising said
436 member, officer or employee; provided, however, that said counsel or representative shall not
437 actively participate in the executive conference; and (c) to speak on his/her own behalf to the
438 committee assembled in executive conference.

439 (d) This rule shall not apply to any chance meeting or social meeting at which matters relating
440 to official business are discussed so long as no final agreement is reached. No chance meeting or
441 social meeting shall be used in circumvention of the spirit or requirements of this section to
442 discuss or act upon a matter over which the committee has supervision, control, jurisdiction, or
443 advisory power.

444 (e) Except pursuant to an emergency, a notice and agenda of every meeting of a committee
445 subject to this rule shall be filed with the Clerk of the House, publicly posted by the Clerk on the
446 bulletin board outside the Clerk's Office and in such other places as are designated in advance
447 for such purpose by said Clerk, made available to all members electronically and made available
448 to the public via the Internet at least forty-eight hours, including Saturdays, but not Sundays and
449 legal holidays, prior to the time of such meeting and a list of the bills, petitions, and resolutions
450 to be considered for a vote or other action by the committee. The notice shall include the date,
451 time and place of such meeting. Such filing and posting shall be the responsibility of the
452 committee scheduling such meeting. The notice and posting requirements shall not apply to
453 executive conferences held pursuant to clause (i) or clause (ii) of part (c) of this rule unless the
454 member, officer or employee subject to the executive conference requests that the executive
455 conference be open to the public.

456 (f) A committee shall maintain accurate records of its meetings and hearings setting forth the
457 date, time and place thereof, and recording any action taken at each meeting, hearing, executive
458 conference or executive session. All votes requested to be taken in executive sessions shall be
459 recorded roll call votes and shall become a part of the record of said executive sessions. The
460 record of each meeting shall become a public record and be available to the public; provided,
461 however, that the records of any executive conference shall remain secret as long as publication
462 may defeat the lawful purposes of the executive conference.

463 (g) Upon prior notification and approval of the chair, a meeting of a committee may be
464 recorded by a person in attendance by means of a recorder or any other means of audio/visual
465 reproduction; provided, however, that said recording shall not interfere with the conduct of the
466 meeting. Executive conferences conducted pursuant to clause (i) or clause (11) of part (c) of this

467 rule shall not be recorded unless upon the request of the member, officer or employee who is
468 subject to said executive conference, and then only at such member's, officer's or employee's
469 expense. Executive conferences conducted pursuant to clause (iii) or (iv) of part (c) of this rule
470 may be recorded at the discretion of the chair.

471 (h) Copies of all redrafted bills that are to be voted on at an executive session by the House
472 Ways and Means Committee shall be available to all members of the committee electronically in
473 the form they will be considered no less than twenty-four hours prior to their consideration;
474 provided, however, that said committee may vote on a bill that has not been available for said
475 period of time by vote of a majority of the committee members present.

476 [Adopted Nov. 17, 1983; Amended Jan. 12, 1987; Jan. 9, 1991; May 5, 1993; Jan. 17, 1995;
477 Jan. 14, 1997; Jan. 9, 2003, Jan. 23, 2007, Feb. 11, 2009, Feb. 2, 2017.]

478 17B. Whenever any member of a House committee present at the committee meeting so
479 requests, the vote to give any legislation a favorable or adverse report shall be a recorded vote of
480 the full committee. Such votes shall be recorded on appropriate forms that show all votes for and
481 against the particular committee action; provided that votes may also be recorded in LAWS. The
482 record of all such roll calls shall be kept in the offices of the committee and shall be posted on
483 the website of the General Court within 48 hours of the vote for public inspection.

484 No report of a House committee on any legislation shall be final until those members of the
485 committee present and voting with the majority have been given the opportunity to sign such
486 appropriate forms before the report is made to the House. No signature shall be valid unless the
487 forms to which the signatures are affixed include the substantially complete text of the legislation
488 being reported.

489 [Adopted Nov. 17, 1983; Amended Jan. 12, 1987, Amended Jan. 29, 2015.]

490 17C. There shall be a committee on Personnel and Administration on the part of the House
491 consisting of thirteen members. Said committee shall be responsible for the allocation of office
492 space as equitably as possible among the various members and joint and standing committees on
493 the part of the House and their respective staff.

494 The committee shall allocate space among the various committees on the part of the House
495 taking into account the work load, duties and responsibilities and size of staff of each.

496 The Speaker may make temporary office assignments in accordance with the foregoing
497 principles.

498 The committee on Personnel and Administration may from time to time make changes in the
499 assignment of office space for committees and the various staffs in accordance with the
500 established standards.

501 Said committee shall establish the staffing levels and positions for each joint and standing
502 committee of the House together with a classification plan for all employees of the House of
503 Representatives.

504 For each person who is employed or is to be employed by a joint or standing committee on
505 the part of the House, each committee chairman shall nominate each such person and the House
506 members of the committee by a majority vote shall vote on whether to approve each said
507 nominee. The House members of the committee shall approve such persons whose character and
508 qualifications are acceptable to the majority of the House members of the committee and are in
509 accordance with the qualifications established by the Personnel and Administration committee.

510 The House staff members of each committee shall be appointed solely on the basis of
511 fitness to perform the duties of their respective positions and consistent with section 4 of chapter
512 151B of the General Laws. The committee staff shall not:

513 (1) engage in any work other than legislative business during business hours; and

514 (2) be assigned any duties other than those pertaining to legislative business.

515 The committee shall meet on request of the chairman or any 3 members of the committee.

516 Any such meeting requested shall be convened on or within the fifth business day following such
517 request. All such requests shall be in writing and forwarded to the chairman and each member of
518 the committee.

519 Funds shall be allocated from the budget to carry out the determination of the committee.

520 [Adopted Jan. 11, 1985; Amended Jan. 16, 1985; Jan. 12, 1987; Jan. 9, 1991; Feb. 11, 2009;
521 Jan. 29, 2015, Feb. 2, 2017.]

522 17D. [Omitted Jan. 26, 2005.]

523 17E. [Omitted Jan. 26, 2005.]

524 17F. [Omitted Jan. 26, 2005.]

525 17G. The committee on Bonding, Capital Expenditures and State Assets shall review all
526 legislation providing for the giving, loaning or pledging of the credit of the Commonwealth (see
527 Article LXII of the Amendments to the Constitution, as amended by Article LXXXIV). Said
528 committee shall be responsible for evaluating such legislation and determining the
529 appropriateness of enacting legislation containing increased bond authorizations for the

530 Commonwealth. The committee shall periodically review and hold open public hearings,
531 accepting oral and written testimony on the status of the bonds and notes of the Commonwealth,
532 including (1) general obligation debt; (2) dedicated income tax debt; and (3) special obligation
533 debt. The committee shall also, in its continuing study of the state's bonding practices, review
534 the Commonwealth's liabilities relative to (a) state-supported debt; (b) state-guaranteed debt; and
535 (3) indirect obligations.

536 Any bill providing for borrowing for new projects, and requiring the Commonwealth to issue
537 bonds for such purpose, shall, prior to its reference to the committee on Ways and Means, be
538 referred to the committee on Bonding, Capital Expenditures and State Assets for report on its
539 relationship to the finances of the Commonwealth. A measure may initially be referred to a joint
540 committee with jurisdiction over the subject matter before being referred to the committee on
541 Bonding, Capital Expenditures and State Assets.

542 The committee on Bonding, Capital Expenditures and State Assets shall consult with the various
543 agencies of the executive branch and the office of the Treasurer and Receiver-General relative to
544 project expenditures, availability of funds, the sale of new bonds and the resultant debt
545 obligations, federal reimbursements and other related funding and bonding issues.

546 The committee on Bonding, Capital Expenditures and State Assets shall be authorized to
547 conduct hearings relative to the statutory authority of the executive branch and the Treasurer and
548 Receiver-General in the issuance and sale of bonds and notes and the expenditure of capital
549 funds by the various agencies and authorities of the Commonwealth. The committee shall
550 determine whether such laws, administrative regulations and programs are being implemented in
551 accordance with the intent of the General Court. The committee shall be authorized to make

552 recommendations for statutory changes and changes in the Constitution which would grant
553 discretion to the General Court over the allotment and expenditure of funds authorized by capital
554 appropriations.

555 The committee on Bonding, Capital Expenditures and State Assets shall be authorized to report
556 to the General Court from time to time on the results of its hearings and to file drafts of
557 legislation and proposals for amendments to the Constitution necessary to carry its
558 recommendations into effect.

559 Messages from the Governor setting terms of bonds and notes, or for the de-authorization or
560 authorization of bonds and notes shall be referred to the committee on Bonding, Capital
561 Expenditures and State Assets.

562 [Adopted Feb. 11, 2009, Feb. 2, 2017.]

563 18. The Speaker shall appoint, and may recommend the removal of, the Speaker pro
564 Tempore, the Majority Floor Leader, Assistant Majority Floor Leader and two Second Assistant
565 Majority Floor Leaders. The Minority Leader shall appoint, and may recommend the removal of,
566 the Assistant Minority Floor Leader, Second Assistant Minority Floor Leader, and two Third
567 Assistant Minority Floor Leaders, Ranking minority member of Ways and Means, Assistant
568 Ranking minority member of the Ways and Means committee, Ranking minority member of the
569 committee on Rules, Ranking minority member of the committee on Financial Services, Ranking
570 minority member of the committee on Health Care Financing, Ranking minority member of the
571 committee on the Judiciary, Ranking minority member of the committee on Bonding, Capital
572 Expenditures, and State Assets, Ranking minority member of the committee on Public Safety
573 and Homeland Security, Ranking minority member of the committee on Transportation and

574 Ranking minority member of the committee on Economic Development and Emerging
575 Technologies. The Minority Leader shall be that member of the minority party who is selected
576 for that position by the members of his/her party.

577 Each of the foregoing appointments and/or removals shall be ratified by a majority vote of the
578 respective party caucus. In the event that an appointment is rejected by such caucus another
579 appointment shall be made by the person designated to make the initial appointment, which shall
580 also be subject to ratification in the same manner.

581 The Speaker shall appoint, and may recommend the removal of, the chair of each standing
582 committee. The Speaker shall appoint, and may recommend the removal of, the vice chair and
583 assistant vice chair of the Ways and Means committee, the vice chair of the Post Audit and
584 Oversight committee, the vice chair of the committee on Rules, the vice chair of the committee
585 on Revenue, the vice chair of the committee on Financial Services, the vice chair of the
586 committee on Health Care Financing, the vice chair of the committee on Bonding, Capital
587 Expenditures, and State Assets, the vice chair of the committee on State Administration and
588 Regulatory Oversight, and the vice chair of the committee on Economic Development and
589 Emerging Technologies.

590 The majority party shall then vote to accept or reject each such appointment and/or
591 recommendation for removal by a majority vote.

592 In the event that any such appointment is rejected by the caucus, the procedure of this rule
593 shall be repeated until an appointment for the said position has been approved by the caucus. A
594 vacancy in any position to which the provisions of this section apply shall be filled in the same
595 manner as provided in this section for original appointment.

596 No member shall receive more than one stipend pursuant to section 9B of chapter 3 of the
597 General Laws.

598 The Speaker and the Minority Leader may, without a majority vote of their respective
599 parties, remove a member appointed to a leadership position from said position pursuant to this
600 rule if the member has been criminally indicted by a court of competent jurisdiction.

601 [Amended Jan. 16, 1979; Nov. 17, 1983; Jan. 11, 1985; Jan. 9, 1991; Jan. 14, 1997; Jan. 23,
602 2007; Feb. 11, 2009; Jan 23, 2013; Jan. 29, 2015; Feb. 19, 2015, Feb. 2, 2017.]

603 18A. There shall be 1 member of the minority party on all committees of conference and 1 on
604 the committee on Bills in the Third Reading. On all other standing and joint committees, the
605 percent of minority party membership shall be at least equal to the percent of minority party
606 membership in the House of Representatives as of the first day of the session; provided, further,
607 that where such percentage results in a fraction of a number, the fraction shall be rounded off to
608 the nearest whole; provided, however, that the minority party shall under no circumstances have
609 less than 4 members on the committee on Ethics, 4 on the committee on Personnel and
610 Administration, 3 on the committee on Rules and 7 on the committee on Ways and Means. In no
611 case shall minority party representation be less than 2 members on all other standing and joint
612 committees.

613 The Speaker and the Minority Leader shall appoint the members of their respective party
614 caucuses to be assigned to each standing committee. The Speaker shall appoint the vice chair of
615 each standing committee. The appointments, except those to which Rule 18 applies, shall be
616 voted upon together and shall be subject to ratification by majority vote of the appropriate party
617 caucus.

618 No member shall be removed from a standing committee except upon the recommendation of the
619 Speaker or Minority Leader, as the case may be, subject to the ratification by their respective
620 caucuses; provided, however, that the Speaker and the Minority Leader may, without a majority
621 vote of their respective parties, remove a member appointed to a standing committee pursuant to
622 this rule if the member has been criminally indicted by a court of competent jurisdiction; and
623 provided further, that if any vacancy occurs in a position to which Rule 18 does not apply,
624 subsequent to the initial ratification, the Speaker or Minority Leader shall fill such vacancy.

625 The Speaker shall announce committee appointments of majority party members, and the
626 member first named shall be chairman, and the second named member shall be vice-chairman.
627 The Minority Leader shall announce committee appointments of minority party members. (13.)

628 [Adopted Jan. 11, 1985; Amended Jan. 12, 1987; Jan. 9, 1991; Jan. 14, 1997; Feb. 11, 2009,
629 Feb. 2, 2017.]

630 18B. All votes on ratification by the caucus required by these rules shall be by written ballot
631 and shall require a majority of those present and voting; provided, however, that if a motion to
632 ratify the appointments by acclamation is made and seconded, no written ballot shall be required.

633 [Adopted Jan. 11, 1985, Amended Feb. 2, 2017.]

634 18C. [Adopted, Jan. 11, 1985, Omitted Jan. 24, 2001.]

635 19. A majority and minority party caucus may be called by the Speaker or Minority Leader,
636 respectively, or upon petition of 25 percent of the members of the respective party caucus. A
637 caucus may entertain resolutions, motions, or other means of ascertaining the sense of the
638 respective party members on any subject. (13B.)

639 [Adopted Nov. 17, 1983; Amended Jan. 11, 1985; Jan. 29, 2015.]

640 19A. The majority party and minority party shall establish caucus rules that shall dictate the
641 procedures of each caucus.

642 [Adopted Nov. 17, 1983; Amended Jan. 14, 1997.]

643 20. The committee on Ways and Means shall report in appropriation bills the total amount
644 appropriated. The General Appropriation Bill shall be available to the members at least 7
645 calendar days prior to consideration thereof by the House. [25.] (27A.)

646 [Amended Jan. 11, 1985; Mar. 24, 1986; Jan. 14, 1997; Jan. 26, 2005; Jan. 29, 2015.]

647 20A. Notwithstanding the provisions of Rule 33A, amendments to the General Appropriation
648 Bill shall be filed with the Clerk of the House in a format to be determined by the Clerk by 5
649 o'clock P.M. within the close of 3 business days of said General Appropriation bill being made
650 available in a format to be determined by the Clerk and release of said document by said Clerk if
651 the release of said document occurs by 2 o'clock P.M. Otherwise, the day following the release
652 shall be considered the first business day. The Clerk, with the assistance of the committee on
653 Ways and Means, shall categorize the subject-matter of the amendments and arrange such
654 amendments for consideration sequentially by subject as appearing in the published version of
655 the General Appropriation Bill, or the Clerk, with the assistance of the committee on Ways and
656 Means, shall categorize the subject-matter of the amendments and arrange such subject matters
657 for consideration as determined by the committee on Ways and Means. Debate on the General
658 Appropriation Bill shall not commence until a date and time to be determined by the House
659 which is subsequent to the designated time established for filing of amendments.

660 Before the main question on the General Appropriation Bill is placed before the House, an
661 amendment may be postponed or withdrawn at the request of the primary sponsor of the
662 amendment or postponed by the committee on Ways and Means; provided, that further
663 consideration of any amendment so postponed shall take place immediately subsequent to
664 consideration of the amendments within the particular subject-matter to which the postponed
665 amendment was assigned according to the provisions of paragraph one of said rule; provided,
666 that if more than one amendment is so postponed, subsequent consideration of said amendments
667 shall be in the order determined by the committee on Ways and Means; provided further, an
668 amendment so postponed shall not be subsequently considered outside of its assigned subject-
669 matter; and provided further, that notwithstanding the provisions of Rule 33A, amendments
670 submitted to the Clerk shall be in a format to be determined by the Speaker in consultation with
671 said Clerk and shall include an original copy only; and provided further, that perfecting or
672 substitute amendments, including, but not limited to an amendment consolidating more than one
673 amendment, may be submitted by the committee on Ways and Means during consideration of the
674 subject category to which the amendment or amendments were assigned; provided, however, that
675 an amendment may be removed from the consolidated amendment at the request of the sponsor
676 of said amendment for the purpose of it being offered as a further amendment to the consolidated
677 amendment.

678 [Adopted Jan. 24, 2001; Amended Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan 20, 2011;
679 Jan. 29, 2015.]

680 20B. When the General Appropriation Bill is reported by the committee on Ways and Means, it
681 shall be made available to all members electronically and to the public via the Internet in a
682 format to be determined by the Speaker in consultation with the Clerk. The committee on Ways

683 and Means shall provide the membership with a copy of its proposed text of said General
684 Appropriation Bill, and an executive summary which shall include a list of outside sections, and
685 a short summary of each outside section prior to full House consideration of such bill. When the
686 House considers said General Appropriation Bill, it shall be read a second time and forthwith
687 ordered to a third reading without any amendments. The bill shall be immediately read a third
688 time and then be open to amendments as previously determined by the House.

689 [Adopted Jan. 9, 2003, Jan. 23, 2007; Feb. 11, 2009.]

690 21. Whenever the committee on Ways and Means reports an appropriation bill or capital
691 outlay bill, it shall make available to the members a report which includes an explanation of any
692 increase or decrease of five percent or more which results in an increase or decrease of one
693 million dollars or more for any item for which the Governor has made a recommendation, and an
694 explanation for the deletion of an item recommended by the Governor, and for the addition of an
695 item for which the Governor has made no recommendation. [25A.] (27A.)

696 22. Bills and resolves when ordered to a third reading shall be referred forthwith to the
697 committee on Bills in the Third Reading, which shall examine and correct them, for the purpose
698 of avoiding repetitions and unconstitutional provisions, and insuring accuracy in the text and
699 references, and consistency with the language of existing statutes; but any change in the sense or
700 legal effect, or any material change in construction, shall be reported to the House as an
701 amendment.

702 The committee may consolidate into 1 bill any 2 or more related bills referred to it, whenever
703 legislation may be simplified thereby.

704 Resolutions received from and adopted by the Senate or introduced or reported into the House,
705 after they are read and before they are adopted, shall be referred to the committee on Bills in the
706 Third Reading.

707 Amendments of bills, resolves and resolutions adopted by the Senate and sent to the House
708 for concurrence, shall, subsequently to the procedure required by Rule 35 in respect to
709 amendments, also be referred, in like manner, to the committee on Bills in the Third Reading.

710 When a bill, resolve or resolution has been so referred, no further action shall be taken until a
711 report thereon has been made by the committee. Accompanying said report shall be a written
712 explanation prepared by the committee defining any changes made in a bill, resolve or resolution
713 so as to facilitate the proceedings of the House.

714 If a bill or resolve referred to the committee on Bills in the Third Reading requires a two-
715 thirds vote because it contains an emergency preamble, or if it provides for the borrowing of
716 money by the Commonwealth and comes within the provisions of Section 3 of Article LXII of
717 the Amendments to the Constitution, or provides for the giving, loaning or pledging of the credit
718 of the Commonwealth and comes within the provisions of Section 1 of Article LXII (as amended
719 by Article LXXXIV) of the Amendments to the Constitution, or provides, upon recommendation
720 of the Governor, for a special law relating to an individual city or town and comes within the
721 provisions of clause (2) of Section 8 of Article LXXXIX of the Amendments to the Constitution
722 or provides for environmental protection within the provisions of Article XLIX as amended by
723 Article XCVII, the committee shall plainly indicate the fact on the outside of the bill or resolve,
724 or on a wrapper or label attached thereto. [26.] (33.)

725 [Amended Jan. 12, 1983; Jan. 11, 1985; May 5, 1993; Jan. 29, 2015.]

726 23. Bills and resolves prepared for final passage shall be certified by the Clerk of the House,
727 after comparison, to be the same as the bills or resolves passed to be engrossed; and if found to
728 be properly prepared, the Clerk shall so endorse on the envelope thereof; and the question on
729 enactment or final passage or adopting an emergency preamble shall be taken thereon, without
730 further reading, unless specifically ordered.

731 When a bill prepared for final passage contains an emergency preamble or when it provides
732 for the borrowing of money by the Commonwealth and comes within the provisions of Section 3
733 of Article LXII of the Amendments to the Constitution, or provides for the giving, loaning or
734 pledging of the credit of the Commonwealth and comes within the provisions of Section 1 of
735 Article LXII (as amended by Article LXXXIV) of the Amendments to the Constitution, or
736 provides, upon recommendation of the Governor, for a special law relating to an individual city
737 or town and comes within the provisions of clause (2) of Section 8 of Article LXXXIX of the
738 Amendments to the Constitution, or provides for environmental protection within the provisions
739 of Article XLIX as amended by Article XCVII, the Clerk shall plainly indicate the fact on the
740 envelope thereof. [27.] (34.) [See Rule 40.]

741 [Amended Jan. 12, 1983; Jan. 29, 2015.]

742 23A. No member of the House, except the Speaker, Speaker pro Tempore, Majority Leader,
743 Assistant Majority Leader, Second Assistant Majority Leader, Minority Leader, Assistant
744 Minority Leader, Second Assistant Minority Leader, Third Assistant Minority Leader, Vice-
745 Chairperson of the Committee on Ways and Means, Assistant Vice-Chairperson of the
746 Committee on Ways and Means and committee chairmen with respect to committee business,
747 shall receive privileges or compensation for postage which is greater than seventy-five percent of

748 the amount allowed as standard practice during the 186th biennial session of the General Court,
749 as determined by the House Business Manager.

750 [Adopted Jan. 11, 1985; Amended Jan. 24, 2001; Jan. 26, 2005; Jan. 20, 2011.]

751 24. (1) Petitions, recommendations and reports of state officials, departments, commissions
752 including legislative commissions, and boards, special reports including legislation initiated by
753 the Committee on Ethics Pursuant to Rule 16, legislation initiated by the committee on Bonding,
754 Capital Expenditures and State Assets pursuant to Rule 17G and reports of special committees
755 and commissions including legislative commissions, shall be filed with the Clerk in a format to
756 be determined by said Clerk, who shall, unless they are subject to other provisions of these rules
757 or the rules of the two branches, refer them, with the approval of the Speaker, to the appropriate
758 committees, subject to such change of reference as the House may make. The reading of all such
759 documents may be dispensed with, but they shall be entered in the Journal of the same or the
760 next legislative day after such reference except as provided in Joint Rule 13.

761 (2) All orders, including motions or orders proposed for joint adoption, resolutions and other
762 papers intended for presentation, except those hereinbefore mentioned, shall be filed with the
763 Clerk in a format to be determined by said Clerk, who shall, prior to the procedure required by
764 other provisions of these rules or of the rules of the two branches, refer them to the committee on
765 Rules.

766 (3) Petitions and other papers so filed which are subject to the provisions of Joint Rule 7A,
767 7B, or 9 shall be referred by the Clerk to the committee on Rules. Petitions and other papers so
768 filed, which are subject to the provisions of the second paragraph of Joint Rule 12, shall, prior to
769 the procedure required by said rule, be referred by the Clerk to the committee on Rules. The

770 reading of all such papers may be dispensed with, but they shall be entered in the Journal of the
771 same or the next legislative day after such reference.

772 (4) Matters which have been placed on file during the preceding year may be taken from the
773 files by the Clerk upon request of any member or member-elect; and matters so taken from the
774 files shall be referred or otherwise disposed of as provided above.

775 (5) Recommendations and special reports of state officials, departments, commissions and
776 boards, reports of special committees and commissions, bills and resolves accompanying
777 petitions, recommendations and reports, and resolutions shall be made available under the
778 direction of the Clerk, who may cause to be made available, with the approval of the Speaker,
779 any other documents filed as herein provided.

780 (6) All such legislation and reports filed with the Clerk shall be submitted in a format
781 prescribed by said Clerk. Said documents shall contain the name or names of the primary
782 sponsors and a list of the names of all petitioners praying for the legislation. Additional names
783 may be added to the list of the petitioners; provided, however, that, such additional names shall
784 be submitted in a format to be determined by the Clerk.

785 (7) Any petition so submitted that is a refile of a measure submitted in a previous session shall
786 include, in the appropriate space provided, the session year for which the measure was filed and
787 the House or Senate bill number or docket number assigned to such measure in such previous
788 session.

789 (8) Debate upon the suspension of this rule shall be limited to 10 minutes, 3 minutes for each
790 member, and the Speaker shall recognize the member presenting the order, resolution or petition
791 first; provided, however, that suspension of this rule shall require unanimous consent of the

792 members present. Any order, except such order that would amend the Rules of the House,
793 resolution or petition referred to the committee on Rules after the question of suspension of this
794 rule has been negatived, or any order, resolution or petition filed after the beginning of the
795 session and referred to the committee on Rules, shall not be discharged from said committee
796 except by unanimous consent of the House. Motions to discharge the committee on Rules shall
797 be subject to the provisions of paragraph 2 of Rule 28. [28.] (20.) [See Rules 36 and 85.]

798 [Amended April 27, 1981; Jan. 9, 1989; Jan. 9, 1991; Jan. 26, 2005; Feb. 11, 2009; Jan. 29,
799 2015.]

800 25. Every petition for legislation shall be accompanied by a bill or resolve embodying the
801 legislation prayed for. [29.] [See Joint Rule 12.]

802 26. When the object of an application can be secured without a special act under existing
803 laws, or, without detriment to the public interests, by a general law, the committee to which the
804 matter is referred shall report such general law or ought not to pass, as the case may be. The
805 committee may report a special law on matters referred to it upon (1) a petition filed or approved
806 by the voters of a city or town, or the mayor and city council, or other legislative body, of a city,
807 or the town meeting of a town, with respect to a law relating to that city or town; (2) a
808 recommendation by the Governor; or (3) matters relating to erecting and constituting
809 metropolitan or regional entities, embracing any two or more cities and towns, or established
810 with other than existing city or town boundaries, for any general or special public purpose or
811 purposes. [30.] (16.) [See Joint Rule 7.]

812 [Amended Feb. 11, 2009.]

813 27. With the exception of matters referred to the committee on Rules under the provisions of
814 paragraph (3) of Rule 24, committees shall report on all matters referred to them. The committee
815 on Ways and Means shall report the General Appropriation Bill not later than the second
816 Wednesday of May; and provided further that said committee shall make available to the
817 members all data compiled for justification of budgetary recommendations in all appropriation
818 bills. [33.]

819 [Amended April 18, 1979; Jan. 14, 1997; Jan. 29, 2015.]

820 27A. [Omitted Jan. 23, 2007.]

821 28. (1) Motions directing the committee on Ways and Means to report certain matters to the
822 House, or motions discharging said committees from further consideration of certain matters,
823 shall not be considered until the expiration of seven calendar days and shall require a majority
824 vote of the members present and voting for adoption. Committees so directed to report shall file
825 a report with the Clerk within 4 legislative days. The committee on Ways and Means may not be
826 directed to report or be discharged from further consideration of any appropriation or capital
827 outlay measure.

828 (2) The committee on Rules, except as provided in Rule 24, and the committee on Bills in the
829 Third Reading shall not be discharged from consideration of any measure or be directed to report
830 on any measure within 10 calendar days of its reference without the unanimous consent of the
831 House, or after such 10 day period except by a vote of a majority of the members present and
832 voting thereon.

833 (3) Matters discharged under the provisions of this rule shall be placed in the Orders of the
834 Day for the next sitting. Petitions discharged under the provisions of this rule shall be considered

835 as favorably reported and the bill, resolve, resolution or order accompanying such petitions shall
836 be placed in the Orders of the Day for the next sitting.

837 (4) During the last week of the session, the provisions of paragraphs (1) and (3) of this rule
838 shall be inoperative.

839 (5) A second motion to discharge a matter from a committee or a second motion to direct a
840 committee to report a matter shall not be entertained until the first such motion has been disposed
841 of.

842 (6) As an alternative procedure to that provided under the provisions of this rule, the members
843 of the House may, by filing a petition signed by a majority of the members elected to the House,
844 discharge the House committee on Ways and Means, the House committee on Bills in the Third
845 Reading, and the House committee on Rules from further consideration of a legislative matter.
846 Seven days following the filing of the petition with the House Clerk, the committee shall be
847 discharged from further consideration of the legislative matter specified in the petition and the
848 House Clerk shall place the matter in the Orders of the Day for the next calendar day that the
849 House is meeting.

850 (7) For the purpose of this rule, matters not appearing on the Calendar which are not before
851 any committee shall be deemed to be before the Rules committee. Notwithstanding the previous
852 sentence, a bill which has been engrossed by the House and Senate shall be placed before the
853 House for enactment. Any member may request to the House that a matter engrossed in the
854 House and Senate, returned for final passage by the engrossing division, and reviewed and
855 released by the Committee on Bills in Third Reading be placed before the House for enactment.

856 The Speaker shall, in response to such a request of a member, put the matter before the House at
857 the conclusion of the matter then pending.

858 (8) This rule shall not be suspended unless by unanimous consent of the members present.
859 (27C, 32A.)

860 [Amended Jan. 12, 1981; April 27, 1981; Jan. 12, 1983; Nov. 17, 1983; Jan. 11, 1985; Jan. 9,
861 1989; Jan. 9, 1991; Jan. 24, 2001; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan. 29, 2015.]

862 28A. The committee on Bills in the Third Reading shall report on a legislative matter not later
863 than 45 days following the day the matter was referred to it. The Clerk shall indicate on the
864 Calendar entry of every matter before the Committee on Bills in the Third Reading the date that
865 said matter was referred to said committee.

866 [Adopted Jan. 11, 1985; Amended Jan. 9, 2003; Jan. 29, 2015.]

867 REGULAR COURSE OF PROCEEDINGS.

868 *Petitions.*

869 29. The member presenting a petition shall endorse his/her name thereon; and the reading
870 thereof shall be dispensed with, unless specially ordered. [37.] (18.)

871 [Amended Jan. 11, 1985.]

872 *Motions Contemplating Legislation, etc.*

873 30. All motions contemplating legislation shall be founded upon petition, except as follows:

874 The committee on Ways and Means may originate and report appropriation bills as provided
875 in Rule 20. Messages from the Governor shall, unless otherwise ordered, be referred to the
876 appropriate committee, which may report by bill or otherwise thereon. A similar disposition
877 shall, unless otherwise ordered, be made of reports by state officers and committees authorized to
878 report to the Legislature, and similar action may be had thereon.

879 Messages from the Governor returning appropriation bills, or parts of appropriation bills, with
880 objections or reductions of sections or items thereof, shall be reconsidered subsequent to a report
881 of the committee on Ways and Means. Messages or recommendations from the Governor shall
882 be filed with the Clerk in a format to be determined by the Clerk. [40.] (19.)

883 [Amended Jan. 24, 2001, Feb. 2, 2017.]

884 *Bills and Resolves.*

885 31. Bills shall be drafted in a format approved by the Counsel to the House and submitted in a
886 format to be determined by the Clerk. Bills amending existing laws shall not provide for striking
887 words from, or inserting words in, such laws, unless such course is best calculated to show
888 clearly the subject and nature of the amendment. No repealed law, and no part of any repealed
889 law, shall be re-enacted merely by reference. [42.] (17.)

890 [Amended Jan. 9, 2003; Jan. 26, 2005; Jan. 29, 2015.]

891 32. If a committee to which a bill is referred reports that the same ought not to pass, the
892 question shall be “Shall this bill be rejected?”. If the question on rejection is negatived, the bill, if
893 it has been read but once, shall go to a second reading without question; otherwise it shall be

894 placed in the Orders of the Day for the next day, pending the question on ordering to a third
895 reading, or to engrossment, as the case may be. [43.] (30.)

896 32A. [Omitted Jan. 26, 2005.]

897 33. Bills involving an expenditure of public money or grant of public property, or otherwise
898 affecting the state finances, unless the subject matter has been acted upon by the joint committee
899 on Ways and Means, shall, after their first reading, be referred to the committee on Ways and
900 Means, for report on their relation to the finances of the Commonwealth.

901 New provisions shall not be added to such bills by the committee on Ways and Means, unless
902 directly connected with the financial features thereof.

903 Orders reported in the House or received from the Senate involving the expenditure of public
904 money for special committees, shall, before the question is taken on the adoption thereof, be
905 referred to the committee on Ways and Means, whose duty it shall be to report on their relation
906 to the finances of the Commonwealth.

907 Every such bill involving a capital expenditure for new projects, or an appropriation for
908 repairs, or any legislation, the cost of which, in the opinion of the committee, exceeds the sum of
909 one hundred thousand dollars when reported into the House by the committee on Ways and
910 Means, shall be accompanied by a fiscal note indicating the amount of public money which will
911 be required to be expended to carry out the provisions of the proposed legislation, together with
912 an estimate of the cost of operation and maintenance for the first year if a new project is
913 involved. [44.] (27.)

914 [Amended April 18, 1979; Jan. 12, 1981; Jul. 17, 2003; Jan. 26, 2005.]

915 33A. Copies of all bills shall be available, in a format to be determined by the Speaker in
916 consultation with the Clerk, to all members of the House and the public at least 24 hours in
917 advance of consideration by the House.

918 All amendments offered by members to any legislative matter in the House shall be submitted
919 in a format to be determined by the Speaker in consultation with the Clerk; and shall be
920 considered chronologically as submitted to the Clerk, except for an amendment in the second
921 degree; provided that all of said amendments shall be drafted in proper form acceptable to the
922 clerk; and provided further that there shall be available to the members a duplicate copy of each
923 amendment. (33A.)

924 [Adopted Nov. 17, 1983; Amended Nov. 28, 1984; Jan. 12, 1987; Jan. 9, 1991; Jan. 17,
925 1995]; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan. 29, 2015.]

926 33B. [Omitted Jan. 26, 2005.]

927 33C. [Omitted Jan. 26, 2005.]

928 33D. [Omitted Jan. 26, 2005.]

929 33E. No consolidated amendment offered by the committee on Ways and Means shall be
930 considered by the House until the expiration of at least 30 minutes after the consolidated
931 amendment shall have been first filed with the Clerk and made available to the members. This
932 rule shall not be suspended unless by unanimous consent of the members present.

933 [Added Feb. 4, 2010; Amended Jan. 29, 2015.]

934 33F. No consolidated amendment shall be adopted except by a roll call vote.

935 [Adopted February 2, 2017.]

936 34. Bills from the Senate, after their first reading, shall be referred to a committee of the House.
937 [45.] (26.)

938 [Amended Jan. 26, 1999.]

939 35. Amendments proposed by the Senate, and sent back to the House for concurrence, shall
940 be referred to the committee on Bills in Third Reading, provided that the journal shall reflect the
941 referral; and provided further that subsequent to a report from said committee, the amendments
942 shall be considered forthwith. [46.] (36.)

943 [Amended April 18, 1979; Jan. 12, 1981; Jan. 26, 2005, Jan. 23, 2007; Jan. 23, 2013, Feb. 2,
944 2017.]

945 36. No bill shall be proposed or introduced unless received from the Senate, reported by a
946 committee, or moved as an amendment to the report of a committee. [47.] (36.)

947 37. Bills, resolves and other papers that have been, or, under the rules or usage of the House,
948 are to be made available in a format to be determined by the Speaker in consultation with the
949 Clerk, shall be read by their titles only, unless the full reading is requested by vote of a majority
950 of those members present and voting.

951 [Amended Jan. 9, 2003, Amended, Jan. 23, 2007.] [48.] (29.)

952 38. When a bill, resolve, order, petition or memorial has been finally rejected or disposed of
953 by the House, no measure substantially the same shall be introduced by any committee or
954 member during the same session. This rule shall not be suspended unless by unanimous consent
955 of the members present. [49.] (54.)

956 39. No bill shall be passed to be engrossed without having been read on three separate
957 legislative days. [51.] (28.)

958 [Amended Jan. 11, 1985.]

959 40. No engrossed bill shall be amended, except by striking out the enacting clause. A motion
960 to strike out the enacting clause of a bill shall be received when the bill is before the House for
961 enactment. If the bill contains an emergency preamble, a motion to suspend this rule may be
962 received before the adoption of the emergency preamble and, if suspended, the amendment may
963 contain a new emergency preamble. This rule shall not apply to a bill or resolve returned by the
964 Governor with a recommendation of amendment in accordance with the provisions of Article
965 LVI of the Amendments to the Constitution; nor shall it apply to amendments of engrossed bills
966 proposed by the Senate and sent to the House for concurrence, which amendments shall be
967 subject to the provisions of Rule 35, provided, however, that an affirmative vote on a motion to
968 suspend this rule shall be required in order to offer an amendment to such an engrossed bill when
969 the question before the House is on adoption of an emergency preamble, re-enactment or
970 enactment, as the case may be. [53.] (49.)

971 [Amended, Jan. 23, 2007; Jan. 20, 2011; Jan. 23, 2013; Jan. 29, 2015.]

972 41. Bills received from the Senate and bills reported favorably by committees, when not
973 referred to another standing committee of the House, shall, prior to being placed in the Orders of
974 the Day, be referred to the committee on Steering, Policy and Scheduling. Resolutions received
975 from and adopted by the Senate, or reported in the House by committees, shall, if proposed for
976 joint adoption, be referred to said committee on Steering, Policy and Scheduling. [56.] (26.)

977 [Amended Jan. 14, 1997; Jan. 26, 1999.]

978 42. Reports of committees, not by bill or resolve, including orders if proposed for joint
979 adoption, after they are received from the Senate, or made in the House, as the case may be,
980 shall, unless subject to the provisions of any other House or joint rules, be referred to the
981 committee on Steering, Policy and Scheduling; provided that the report of a committee asking to
982 be discharged from further consideration of a subject, and recommending that it be referred or
983 recommitted to another committee, or a report of a committee recommending that a matter be
984 placed on file, shall be immediately considered. Reports of committees on proposals for
985 amendments to the Constitution shall be dealt with in accordance with the provisions of Joint
986 Rule 23. [57.] (36.)

987 [Amended Jan. 14, 1997; Jan. 29, 2015.]

988 42A. The Clerk shall, prior to 3 o'clock P.M., on the day preceding a session, make available
989 by electronic communication or other means, a list of all reports of the committee on Steering,
990 Policy and Scheduling, asking to be discharged from further consideration of subjects, and
991 recommending that the subjects be referred to other committees.

992 [Adopted Jan. 26, 2005; Amended Jan. 29, 2015.]

993 43. Bills ordered to a third reading shall be placed in the Orders of the Day for the next day
994 for such reading. [58.] (32.)

995 *Special Rules Affecting the Course of Proceedings.*

996 44. The Speaker may designate when an informal session of the House shall be held provided
997 said Speaker gives notice of such informal session at a prior session of the House. The Speaker
998 may, in cases of emergency, cancel a session or declare any session of the House to be an

999 informal session. At an informal session the House shall only consider reports of committees,
1000 papers from the Senate, bills for enactment or resolves for final passage, bills containing
1001 emergency preambles and the matters in the Orders of the Day. Motions to reconsider moved at
1002 such informal session shall be placed in the Orders of the Day for the succeeding day, and no
1003 new business shall be entertained, except by unanimous consent.

1004 Formal debate, or the taking of the sense of the House by yeas and nays shall not be
1005 conducted during such informal session.

1006 Upon the receipt of a petition signed by at least a majority of the members elected to the
1007 House, so requesting, the Speaker shall, when the House is meeting in informal session under the
1008 provisions of Joint Rule 12A, designate a formal session, to be held within seven days of said
1009 receipt, for the purpose of considering the question of passage of a bill, notwithstanding the
1010 objections of the Governor, returned pursuant to Article 2, Section 1, Clause 1, Part 2 of the
1011 Massachusetts Constitution. This rule shall not be suspended unless by unanimous consent of the
1012 members present. [59.] (5A.)

1013 [Amended Jan. 11, 1985; Jan. 12, 1987; Jan. 17, 1995; Jan. 14, 1997; Jan. 24, 2001; Jan. 9,
1014 2003; Feb. 11, 2009.]

1015 45. After entering upon the consideration of the Orders of the Day, the House shall proceed
1016 with them in regular course as follows: Matters not giving rise to a motion or debate shall first be
1017 disposed of in the order in which they stand in the Calendar; after which the matters that were
1018 passed over shall be considered in like order and disposed. The provisions of this paragraph shall
1019 not be suspended unless by unanimous consent of the members present.

1020 Notwithstanding the provisions of this rule, during consideration of the Orders of the Day, the
1021 committee on Ways and Means and the committee on Bills in the Third Reading may present
1022 matters for consideration of the House after approval of two-thirds of the members present and
1023 voting, without debate. [59.] (37.) [See Rule 47.]

1024 [Amended Jan. 12, 1981; Jan. 12, 1983; Feb. 11, 2009.]

1025 46. When the House does not finish the consideration of the Orders of the Day, those which
1026 had not been acted upon shall be the Orders of the Day for the next and each succeeding day
1027 until disposed of, and shall be entered in the Calendar, without change in their order, to precede
1028 matters added under Rule 7A; provided, however, that all other matters shall be listed in
1029 numerical order by Calendar item.

1030 The unfinished business in which the House was engaged at the time of adjournment shall
1031 have the preference in the Orders of the Day for the next day. [60.] (35.)

1032 [Amended Jan. 12, 1987; Jan. 26, 1999.]

1033 47. No matter which has been duly placed in the Orders of the Day shall be discharged
1034 therefrom, or considered out of the regular course. [61.] (38.) [See Rule 45.]

1035 *Voting.*

1036 48. Members desiring to be excused from voting shall make application to that effect before
1037 the division of the House or the taking of the yeas and nays is begun. Such application may be
1038 accompanied by a brief statement of reasons by the member. The Clerk shall, prior to the first
1039 roll call of the sitting, announce the name of any member who has informed him/her to not call
1040 his/her name or lock his/her voting station. The Clerk shall also announce prior to any

1041 subsequent roll call of the sitting the name of any member who had informed him/her to not call
1042 his/her name or lock his/her voting station since the taking of the immediately preceding roll call.
1043 A member absent from the House for a formal session period of a day or longer shall notify the
1044 Clerk in writing of the intended absence. A member absent during a formal session for an
1045 extended period or for the remainder of the session shall notify the Clerk in person. The Clerk
1046 shall provide a written notice to any such absent member.

1047 The Clerk shall disable the voting station of any such member notifying the Clerk of an absence
1048 pursuant to this Rule. The Clerk shall also disable the voting station of any member failing to
1049 answer the first non-quorum roll call of a legislative sitting; provided, however, that the Clerk
1050 shall reactivate the voting station upon receiving notification of the member's return to the
1051 House Chamber. ([64.] (57.)

1052 [Amended Feb. 11, 2009, Feb. 2, 2017.]

1053 49. If the presence of a quorum is doubted, a count of the House shall be made. When a yea
1054 and nay vote is taken, the members, with the exception of the Speaker, shall vote only from their
1055 seats. A member who has been appointed by the Speaker to perform the duties of the Chair, or a
1056 person who has been elected Speaker pro tempore, may designate some member or a court
1057 officer to cast a vote for him/her on any vote taken on the electronic voting system while such
1058 member is presiding. Said designated member performing the duties of the Chair, or Speaker pro
1059 tempore, may, if the Speaker is in the State House, cast a vote for the Speaker. The Speaker
1060 shall state the pending question before opening the system for voting.

1061 The Speaker may direct the Clerk to cast a vote for a member who is in the House Chamber,
1062 but who is unable to vote due to a malfunction of his/her voting station or inability to open
1063 his/her voting station.

1064 Except in the case of a vote to ascertain the presence of a quorum, if a member is prevented
1065 from voting personally using the electronic voting system because of physical disability, said
1066 member shall, if present in the State House, be excused from so voting and the Speaker shall
1067 assign a court officer to cast said member's vote so long as said physical disability continues;
1068 provided that the Speaker shall announce the action of the Chair to the membership prior to
1069 assigning a court officer to cast the member's vote and provided further that the Speaker shall
1070 announce the action to the membership the first time a vote is cast for that member on each
1071 successive day. [65.]

1072 [Amended April 18, 1979; Jan. 12, 1987; Jan. 9, 1991; Jan. 9, 2003; Jan. 20, 2011; Feb. 11,
1073 2009.]

1074 50. When a question is put, the sense of the House shall be taken by the voices of the
1075 members, and the Speaker shall first announce the vote as it appears to the Speaker by the sound.
1076 If the Speaker is unable to decide by the sound of the voices, or if the announcement made
1077 thereupon is doubted by a member rising in his/her place for that purpose, the Speaker shall
1078 order a division of the number voting in the affirmative and in the negative, without further
1079 debate upon the question. [66.] (55.)

1080 [Amended Jan. 11, 1985; Feb. 11, 2009.]

1081 51. When a return by division of the members voting in the affirmative and in the negative is
1082 ordered, the members for or against the question, when called on by the Speaker, shall rise in

1083 their places, and stand until they are counted. If, upon the taking of such a vote, the presence of a
1084 quorum is doubted, a count of the House shall be had, and if a quorum is present the vote shall
1085 stand. [67.]

1086 52. The sense of the House shall be taken by yeas and nays whenever required by ten percent
1087 of the members elected. The Speaker shall, after waiting up to an interval of twelve minutes,
1088 state the pending question and, after opening the electronic voting system, instruct the members
1089 to vote for not less than two minutes and no more than twenty-two minutes, the Speaker shall
1090 close said system and cause totals to be displayed and a record made of how each member
1091 present voted; provided, that if at any time during said voting period any standing, joint or
1092 conference committee is meeting in public or executive sessions, the Speaker shall leave the
1093 electronic voting machine open for not less than 5 minutes.

1094 Any member desiring to be recorded as being “present” when a yea and nay vote is taken on
1095 the electronic roll call system shall so notify the Clerk in person after said vote is ordered and
1096 before the vote is announced.

1097 In the event the electronic voting system is not in operating order, the roll of the House shall
1098 be called in alphabetical order; provided, however, that no member shall be allowed to vote or to
1099 answer “present” who was not on the floor before the vote is declared; provided, however, that a
1100 member, who was in the State House on a previous roll call, may be recorded by reporting to the
1101 Clerk within five minutes after such vote is closed, unless objection is made thereto and it is
1102 seconded; and provided further that the presiding officer shall not, for said purpose, interrupt the
1103 member who is speaking on the floor; provided, however, that such request may be announced to
1104 the House subsequent to the five minutes. The Speaker shall not entertain any requests beyond

1105 said five minute period. Once the voting has begun it shall not be interrupted except for the
1106 purpose of questioning the validity of a member's vote before the result is announced. Except as
1107 heretofore provided, any member who shall vote or attempt to vote for another member or any
1108 person not a member who votes or attempts to vote for a member, or any member or other person
1109 who willfully tampers with or attempts to impair or destroy in any manner whatsoever the voting
1110 equipment used by the House, or change the records thereon shall be punished in such manner as
1111 the House determines; and provided further, that such a violation shall be reported to the Ethics
1112 Committee. [68.] (56, 57.)

1113 [Amended Jan. 12, 1983; Jan. 11, 1985; Jan. 12, 1987; Jan. 9, 1991; Jan. 24, 2001; Jan. 9,
1114 2003; Jan. 26, 2005; Feb. 11, 2009; Jan 20, 2011.]

1115 53. The call for yeas and nays shall be decided without debate. If the yeas and nays have been
1116 ordered before the question is put, the proceedings under Rules 50 and 51 relative to verification
1117 of the vote by the voices of the members or by a return of divisions shall be omitted; if not, they
1118 may be called for in lieu of a return by divisions when the Speaker's announcement is doubted
1119 by a member rising in his/her place, and, if then ordered, the proceedings under Rules 50 and 51
1120 shall be omitted. [69.] (52.)

1121 [Amended Jan. 26, 1999.]

1122 *Reconsideration.*

1123 54. No motion to reconsider a vote shall be entertained unless it is made on the same day on
1124 which the vote was taken, or before the Orders of the Day have been taken up on the next day
1125 thereafter on which a quorum is present. If reconsideration is moved on the same day, the motion
1126 shall be placed first in the Orders of the Day for the succeeding day; but, if it is moved on the

1127 succeeding day, the motion shall be considered forthwith except that if said motion is moved on
1128 a day on which an informal session has been designated, it shall be placed in the Orders of the
1129 Day for the succeeding day. If reconsideration is moved after July first of the second annual
1130 session and thereafter, on any main question, it shall be considered forthwith. This rule shall not
1131 prevent the reconsideration of a vote on a subsidiary, incidental or dependent question at any
1132 time when the main question to which it relates is under consideration; and provided, further,
1133 that a motion to reconsider a vote on any subsidiary, incidental or dependent question shall not
1134 remove the main subject under consideration from before the House, but shall be considered at
1135 the time when it is made. This rule shall not be suspended unless by unanimous consent of the
1136 members present. [70.] (53.)

1137 [Amended Jan. 12, 1981, Jan. 23, 2007.]

1138 55. When a motion for reconsideration is decided, that decision shall not be reconsidered, and
1139 no question shall be twice reconsidered; nor shall any vote be reconsidered upon any of the
1140 following motions:

1141 to recess,

1142 to adjourn,

1143 on sustaining a ruling of the Chair,

1144 to close debate at a specified time,

1145 to postpone if voted in the negative,

1146 to discharge or direct a committee to report,

1147 to commit or recommit,
1148 for second or subsequent legislative days,
1149 for the previous question, or
1150 for suspension of rules.

1151 This rule shall not be suspended unless by unanimous consent of the members present. [71.]
1152 (53.)

1153 [Amended Jan. 12, 1981; Jan. 12, 1983; Jan. 9, 1991.]

1154 56. Debate on motions to reconsider shall be limited to fifteen minutes, and no member shall
1155 occupy more than three minutes, but on a motion to reconsider a vote upon any subsidiary or
1156 incidental question, debate shall be limited to ten minutes, and no member shall occupy more
1157 than three minutes.

1158 If the House has voted to close debate on any question, a motion to reconsider said question
1159 shall be decided without debate. [72.] (52.)

1160 [Amended Jan. 12, 1981; Jan. 12, 1987.]

1161 **RULES OF DEBATE.**

1162 57. Every member, when about to speak, shall rise and respectfully address the Speaker and
1163 shall confine himself/herself to the question under debate. [73.] (39.)

1164 [Amended Jan. 11, 1985.]

1165 58. Every member while speaking shall avoid personalities; and shall sit down when finished.
1166 No member shall speak out of his/her place without leave of the Speaker. [73.] (39.)

1167 When two or more members rise at the same time, the Speaker shall name the member
1168 entitled to the floor, preferring one who rises in his/her place to one who does not. [74.] (40.)

1169 [Amended Jan. 11, 1985.]

1170 59. If a member repeatedly violates any of the rules of the House, or disrupts the orderly
1171 procedure of the House, the Speaker, after warning the member of such violations, shall call the
1172 member to order, and order that member to take his/her seat. A member so called to order shall
1173 lose the right to speak on the pending subject-matter but shall not be debarred from voting. A
1174 member so called to order shall remain seated until the House begins consideration of another
1175 subject-matter or unless the Speaker earlier returns to the member his/her rights to the floor.

1176 If a member so called to order refuses to immediately take his/her seat, the Speaker shall
1177 immediately name that member, who shall be escorted from the Chamber under escort of the
1178 Sergeant-at-Arms. The matter shall thereupon, on motion, be referred to a special committee of
1179 three to be appointed by the Speaker. Said special committee shall make a report to the House of
1180 its recommendations, which report shall be read and accepted.

1181 Having been named, a member shall not be allowed to resume his/her seat until said member
1182 has complied with the recommendations of the committee as accepted by the House.

1183 If, after a member is seated or named, the action of the Speaker is appealed, the House shall
1184 decide the case by a majority vote of the members present and voting, but if there is no
1185 immediate appeal, the decision of the Speaker shall be conclusive.

1186 [Amended Jan. 12, 1981; Jan. 11, 1985; Feb. 11, 2009.]

1187 60. No member shall interrupt another while speaking except by rising to a point of order, to a
1188 question of personal privilege, to doubt the presence of a quorum, or to ask the person speaking
1189 to yield.

1190 Members may rise to explain matters personal to them by leave of the presiding officer, but
1191 shall not discuss pending questions in such explanations.

1192 Questions of personal privilege shall be limited to questions affecting the rights, reputation, and
1193 conduct of the member in his/her representative capacities.

1194 Members may rise to ask questions of parliamentary inquiry concerning the pending matter by
1195 leave of the presiding officer, but shall not debate the pending questions. [75.] (42.)

1196 [Amended Jan. 12, 1981; Feb. 11, 2009.]

1197 61. No member shall speak more than once to the prevention of those who have not spoken
1198 and desire to speak on the same question.

1199 This prohibition shall not apply to those members designated by the committee or committees
1200 reporting the bill.

1201 No member shall occupy more than thirty minutes at a time while speaking on any question
1202 where debate is unlimited.

1203 Unless the operation of another rule provides to the contrary (such as previous question,
1204 limitation of debate, etc.), no member shall be prohibited from speaking more than once on any

1205 question when no other member who has not spoken is seeking recognition by the Chair. [76.]
1206 (41.)

1207 *Motions.*

1208 62. Every motion shall be reduced to writing, if the Speaker so directs. [77.] (44.)

1209 63. A motion need not be seconded, except an appeal from the decision of the Chair, and may
1210 be withdrawn by the mover if no objection is made. [78.] (44.)

1211 [Amended Jan. 12, 1981.]

1212 *Limit of Debate.*

1213 64. A motion to recess or adjourn shall always be first in order, and shall be decided without
1214 debate; and on the motions to close debate at a specified time, to postpone to a time certain, to
1215 commit or recommit, not exceeding ten minutes shall be allowed for debate, and no member
1216 shall speak more than three minutes. On the motion to discharge any committee, or on a motion
1217 directing any committee to report matters before it, not exceeding fifteen minutes shall be
1218 allowed for debate, and no member shall speak more than three minutes.

1219 If the main motion is undebatable, any subsidiary or incidental motion made relating to it
1220 shall also be decided without debate. [79.] (52.) [See Rules 56 and 83.]

1221 [Amended Jan. 12, 1981.]

1222 64A. Debate on the question on adoption of orders for second and subsequent legislative days
1223 shall be limited to ten minutes, and no member shall speak more than three minutes. After
1224 entering into a second or subsequent legislative day, the House shall immediately proceed to

1225 consideration of engrossed bills, reports of committees, papers from the Senate or the Orders of
1226 the Day. This rule shall not be suspended unless by unanimous consent of the members present.

1227 [Adopted Jan. 12, 1983.]

1228 65. When a question is before the House, until it is disposed of, the Speaker shall receive no
1229 motion that does not relate to the same, except the motion to recess or adjourn or some other
1230 motion that has precedence either by express rule of the House, or because it is privileged in its
1231 nature; and the Speaker shall receive no motion relating to the same, except,—

1232 for the previous question,

1233 to close debate at a specified time,

1234 to postpone to a time certain,

1235 to commit (or recommit),

1236 to amend, See Rules 66, 67 and 68

1237 See Rules 64, 69 and 70

1238 See Rules 64 and 70

1239 See Rules 64 and 71

1240 See Rules 72, 73, 74 and 75

1241 — which several motions shall have precedence in the order in which they are arranged in
1242 this rule. [80.] (46.)

1243 [Amended Jan. 11, 1985.]

1244 *Previous Question.*

1245 66. Any member may call for the previous question on the main question.

1246 The previous question shall be put in the following form: “Shall the main question be now
1247 put?” and all debate on the main question shall be suspended until the previous question is
1248 decided.

1249 The adoption of the previous question shall require the affirmative vote of two-thirds of the
1250 members present and voting and shall put an end to all debate, and bring the House to direct vote
1251 upon pending amendments, if any, in their regular order, and then upon the main question.

1252 A motion to reconsider the vote on any of the pending amendments shall be decided without
1253 debate. [81.]

1254 [Amended Jan. 12, 1981.]

1255 67. Any member may call for the previous question on any pending amendment.

1256 The previous question shall be put in the following form: “Shall the question on adoption of
1257 the amendment be now put?” and all debate shall be suspended until the previous question is
1258 decided.

1259 The adoption of the previous question on a pending amendment shall require the affirmative
1260 vote of two-thirds of the members present and voting and shall put an end to all debate and bring
1261 the House to a direct vote upon the pending amendment.

1262 A motion to reconsider the vote on the pending amendment shall be decided without debate.

1263 [Amended Jan. 12, 1981.]

1264 68. The previous question shall be decided without debate.

1265 *Motion to Close Debate at a Specified Time.*

1266 69. Debate may be closed at any time not less than thirty minutes from the adoption of a
1267 motion to that effect. This rule shall not be suspended unless by unanimous consent of the
1268 members present. [85.] (47.)

1269 *Motion to Postpone to a Time Certain.*

1270 70. When a motion is made to postpone to a time certain, and different times are proposed,
1271 the question shall first be taken on the most remote time; and the time shall be determined before
1272 the question is put on postponement, which may then be rejected if the House sees fit. [87.] (51.)

1273 *Motion to Commit.*

1274 71. When a motion is made to commit, and different committees are proposed, the question
1275 shall be taken in the following order:

1276 a standing committee of the House,

1277 a select committee of the House,

1278 a joint standing committee,

1279 a joint selected committee;

1280 and a subject may be recommitted to the same committee or to another committee at the
1281 pleasure of the House. [88.] (48.)

1282 *Motion to Amend.*

1283 72. A motion to amend an amendment may be received; but no amendment in the third degree
1284 shall be allowed. This rule shall not be suspended unless by unanimous consent of the members
1285 present. [89.]

1286 [Amended Jan. 12, 1983.]

1287 73. No motion or proposition on a subject different from that under consideration shall be
1288 admitted under color of amendment. This rule shall not be suspended unless by unanimous
1289 consent of the members present. [90.] (50.)

1290 [Amended Jan. 12, 1987.]

1291 73A. No motion to amend a report from the committee on Ways and Means or a report from
1292 the committee on Bills in the Third Reading, when such an amendment contains an expenditure
1293 of public money or an increase or decrease in taxes, shall be considered unless a brief
1294 explanation of the amendment is stated.

1295 [Adopted Jan. 17, 1995; Amended Jan. 26, 1999.]

1296 74. A question containing two or more propositions capable of division shall be divided
1297 whenever desired by any member, if the question includes points so distinct and separate that,
1298 one of them being taken away, the other will stand as a complete proposition. The motion to
1299 strike out and insert shall be considered as one proposition and therefore indivisible. The
1300 question on ordering a bill or resolve to a third reading, or to be engrossed, or to be enacted, or
1301 similar main motions shall be considered as indivisible under this rule. This rule shall not be
1302 suspended unless by unanimous consent of the members present. [91.] (45.)

1303 [Amended Jan. 12, 1983.]

1304 75. In filling blanks, the largest sum and longest time shall be put first. [92.] (51.) [See Rule
1305 70.]

1306 *Declaration of Recess.*

1307 76. The Speaker may declare a recess of 15 minutes duration, or less.

1308 [Amended Jan. 9, 1991; Jan. 29, 2015.]

1309 *Appeal.*

1310 77. No appeal from the decision of the Speaker shall be entertained unless it is seconded; and
1311 no other business shall be in order until the question on the appeal has been disposed of. Debate
1312 shall be limited to 15 minutes on the question of sustaining a ruling by the Chair, and no member
1313 shall occupy more than three minutes. [94.] (43A.) [See Rule 2.]

1314 [Amended Jan. 9, 1989; Jan. 29, 2015.]

1315 *Resolves.*

1316 78. Such of these rules as are applicable to bills, whether of the House or of the Senate, shall
1317 apply likewise to such resolves as require the concurrence of the Senate and approval by the
1318 Governor in order to become law and have force as such. [95.]

1319 *Seats.*

1320 79. (1) The desk on the right of the Speaker shall be assigned to the use of the Clerk and such
1321 persons as he/she may employ to assist said Clerk, and that on the left to the use of the chairman
1322 and vice-chairman of the committee on Bills in the Third Reading.

1323 (2) The Speaker shall assign members to vacant seats. The seat assigned to any member, other
1324 than seats assigned under paragraph (1) of this rule, shall be his/her seat for the year and for such
1325 additional years as said member may elect so long as service in the House remains continuous.
1326 An exchange of seats may be made with the approval of the Speaker. [98.]

1327 [Amended Jan. 11, 1985; May 5, 1993.]

1328 *Privilege of the Floor.*

1329 80. The following persons shall be entitled to admission to the House of Representatives,
1330 during the session thereof, to stand in an area designated by the Speaker in the rear of the
1331 Chamber, unless otherwise invited by said Speaker to occupy seats not numbered:

1332 (1) The Governor and the Lieutenant-Governor, members of the Executive Council, Secretary
1333 of the Commonwealth, Treasurer and Receiver-General, Auditor of the Commonwealth,
1334 Attorney-General, Librarian and Assistant Librarian.

1335 (2) The members of the Senate.

1336 (3) Persons in the exercise of an official duty directly connected with the business of the
1337 House.

1338 (4) Contestants for seats in the House, whose papers are in the hands of a special committee
1339 of the House, may be admitted, while their cases are pending, to seats to be assigned by the
1340 Speaker.

1341 No other person shall be admitted to the floor during the session, except upon the permission
1342 of the Speaker.

1343 No legislative agent or counsel may be admitted to the floor of the House Chamber during a
1344 session unless that part of the session is ceremonial in nature in which no other legislative
1345 business is conducted.

1346 The legislative reporters shall be entitled to the privileges of the reporters' galleries.

1347 This rule shall not be suspended unless by unanimous consent of the members present. [99.] (60,
1348 61.)

1349 [Amended Jan. 9, 1991, Jan. 23, 2007.]

1350 *Representatives' Chamber and Adjoining Rooms.*

1351 81. (a) Use of the Representatives' Chamber members' corridor or adjoining rooms shall be
1352 for official business or educational purposes only and shall be subject to the approval of the
1353 Speaker or the committee on Rules. The provisions of this paragraph shall not apply if the
1354 purpose of admittance is to attend a meeting in an adjoining room to which members of the
1355 general public are allowed to attend.

1356 (b) No legislative agent or counsel shall be admitted to the members' corridor or adjoining
1357 rooms. No other person shall be admitted to the members' corridor or adjoining rooms, except
1358 persons entitled to the privileges of the floor of the House unless upon written invitation of a
1359 member bearing the name of the member and the person the member invites. Upon entering, the
1360 invitation shall be given to the court officer assigned to the area. The provisions of this paragraph
1361 shall not apply if the purpose of admittance is to attend a meeting in an adjoining room to which
1362 members of the general public are allowed to attend.

1363 (c) No person shall be admitted to the north gallery of the House except upon a card of the
1364 Speaker.

1365 (d) Subject to the approval and direction of the committee on Rules during the session and of
1366 the Speaker after prorogation, the use of the reporters' galleries of the House Chamber shall be
1367 under the control of the organization of legislative reporters known as the Massachusetts State
1368 House Press Association and the State House Broadcasters Association.

1369 (e) Every legislative reporter desiring admission to the reporters' galleries shall state in
1370 writing that he/she is not the agent or representative of any person or corporation interested in
1371 legislation before the General Court, and will not act as representative of any such person or
1372 corporation while retaining a place in the galleries; but nothing herein contained shall prevent
1373 such legislative reporter from engaging in other employment, provided such other employment is
1374 specifically approved by the committee on Rules and reported to the House.

1375 (f) All formal sessions of the House of Representatives shall be open to both commercial and
1376 public radio and television, except designated times during such sessions, as determined by the
1377 House, reserved for the consideration of non-controversial business which does not give rise to
1378 debate. The manner and conditions of such broadcasts shall be established by the Speaker.
1379 Television, radio or web-broadcasts may be prohibited on any given day by the Speaker.

1380 The Speaker may arrange for a limited number of remote connections at a location
1381 outside of the Representatives' Chamber for commercial and public radio and television to
1382 obtain audio and visual feeds of formal sessions being recorded or streamed by the House. Video
1383 or audio obtained from such feed shall be used only for reporting purposes. Access to the
1384 connections provided shall be on a first-come-first serve basis; provided, however, that

1385 commercial and public radio and television acquiring access shall be required to share the audio
1386 or video feeds with other any other commercial and public radio and television station seeking
1387 access. The manner and conditions of access shall be established by the Speaker with the
1388 approval of the House. Access may be prohibited by the Speaker with the approval of the House.

1389 Clauses (a) through (e) of this rule shall not be suspended unless by unanimous consent of the
1390 members present. [100.] (59.)

1391 [Amended April 18, 1979; Jan. 12, 1983; Jan. 12, 1987; Jan. 9, 1991; Jan. 26, 1999, Jan. 23,
1392 2007, Feb. 2, 2017.]

1393 *Quorum.*

1394 82. Eighty-one members shall constitute a quorum for the organization of the House and the
1395 transaction of business. [See amendments to the Constitution, Art. XXXIII.]

1396 In the event that a quorum is not present, the presiding officer shall compel the attendance of
1397 a quorum. During the absence of a quorum, no other business may be transacted or motions
1398 entertained except a declaration of adjournment or a recess by the Speaker. [105.]

1399 [Amended Jan. 12, 1981; Jan. 14, 1997.]

1400 *Debate on Motions for Suspension of Rules.*

1401 83. The question of suspension of House Rules 45, 47, 56, 61, 64, 66, 67, 68, 69, 77 and 83
1402 shall be decided without debate. Debate upon the motion for the suspension of any other House
1403 rule, unless otherwise indicated, or any joint rule shall be limited to fifteen minutes and no
1404 member shall occupy more than three minutes. This rule shall not be suspended unless by
1405 unanimous consent of the members present. [102.] (52.)

1406 [Amended Jan. 12, 1981; Jan. 9, 1989.]

1407 84. Unless otherwise indicated, nothing in the House rules or joint rules shall be suspended,
1408 altered or repealed unless two-thirds of the members present and voting consent thereto. This
1409 rule shall not be suspended unless by unanimous consent of the members present. [103.] (63.)

1410 [Amended Jan. 12, 1981.]

1411 84A. The clerk may, due to technical limitations or upon exigent circumstances, elect to waive
1412 any requirement relative to the electronic availability and posting on the internet of any bills,
1413 resolves, summaries or other documents contained herein; provided, however, that if the clerk so
1414 waives any such requirement he shall make paper copies of the documents available to all
1415 members and the public within the limitation established for the electronic availability and
1416 posting on the internet of any bills, resolves, summaries or other documents contained herein.

1417 [Adopted Feb. 11, 2009.]

1418 *Reference to Committee on Rules.*

1419 85. All motions or orders authorizing committees of the House to travel or to employ
1420 stenographers, all propositions involving special investigations by committees of the House, all
1421 resolutions presented for adoption by the House only, and all motions and orders except those
1422 which relate to the procedure of the House or are privileged in their nature or are authorized by
1423 Rule 65, shall be referred without debate to the committee on Rules, which shall report thereon,
1424 recommending what action should be taken. The committee shall not recommend suspension of
1425 Joint Rule 9, unless evidence satisfactory to the committee is produced that the petitioners have

1426 previously given notice, by public advertisement or otherwise, equivalent to that required by
1427 Chapter 3 of the General Laws. [104.] (13A.)

1428 [Amended Jan. 29, 2015.]

1429 85A. The House Business Manager, with the approval of House Counsel, shall provide that
1430 outside, independent audits of House financial accounts be conducted for each fiscal year upon
1431 receipt of the fiscal year end appropriation activity with balance report from the comptroller of
1432 the Commonwealth. The audit shall be conducted in accordance with auditing standards
1433 generally accepted in the United States of America and the standards applicable to financial
1434 audits contained in Government Auditing Standards, issued by the Comptroller General of the
1435 United States. The House Business Manager shall provide the independent auditor with
1436 requested documents for such audit. A copy of such audit shall be filed with the Clerk of the
1437 House and said copies shall be made available to the members and the general public upon
1438 request.

1439 [Adopted Jan. 11, 1985, Amended Jan. 20, 2011.]

1440 *Parliamentary Practice.*

1441 86. The rules of parliamentary practice shall govern the House in all cases to which they are
1442 applicable, and in which they are not inconsistent with these rules or the joint rules of the two
1443 branches. (62.)

1444 *Procurement.*

1445 87. (a) All procurements for goods or services shall be completed by the House Business
1446 Manager.

1447 (b) All procurements for goods or services shall, to the extent practicable, be made from the
1448 statewide procurement list established by the operational services division.

1449 (c) Upon certification by the House Business Manager that a necessary procurement cannot be
1450 made using the statewide procurement list established by the operational services division, the
1451 House Business Manager may procure the required goods or services pursuant to the following:

1452 (i) for a procurement of a supply or service in an amount of less than \$10,000, the House
1453 Business Manager shall use sound business practices;

1454 (ii) for a procurement of a supply or service in an amount of \$10,000, but less than \$100,000,
1455 the House Business Manager shall seek written or oral quotations from no fewer than 3 persons
1456 customarily providing such supply or service. The House Business Manager shall record the
1457 names and addresses of all persons from whom quotations were sought, the names of the persons
1458 submitting quotations and the date and amount of each quotation. The House Business Manager
1459 shall award the contract to the responsible person whose quotation offers the needed quality of
1460 supply or service and which represents the best value for the Commonwealth;

1461 (iii) for a procurement of a supply or service in an amount exceeding \$100,000, the House
1462 Business Manager shall seek proposals through a competitive bid process established by the
1463 Office of House Counsel; provided, however, that the Office of House Counsel shall file the
1464 competitive bid process with the Clerk of the House no later than March 31 of the first year of
1465 the session.

1466 (d) All procurements for legal consulting services shall be handled exclusively by the Office of
1467 House Counsel in compliance with the provisions of this rule. Prior to executing a contract for
1468 legal consulting services, said office shall certify, in writing, to the Clerk of the House that no

1469 employee of the House of Representatives possesses the required skills to complete the service
1470 which is the subject of the contract.

1471 (e) The House Business Manager shall maintain a file on each contract not executed using the
1472 statewide procurement list established by the operational services division and in excess of
1473 \$10,000 and shall include in such file a copy of all documents related to the contract. The House
1474 Business Manager shall make the file available for inspection within said office by members of
1475 the House for at least 3 years from the date of final payment under the contract; provided,
1476 however, that the Business Manager, in consultation with the Counsel to House of
1477 Representatives appointed pursuant to section 51 of chapter 3 of the General Laws, shall redact
1478 from said file any information which (i) is legally privileged; (ii) is proprietary; (iii) is related to
1479 individual members or House personnel; or (iv) is otherwise protected by state or federal law.

1480 (f) Whenever the time required to comply with a requirement of this rule would endanger the
1481 health, safety or convenience of the members, staff or visitors to the House of Representatives,
1482 the House Business Manager may make an emergency procurement without satisfying the
1483 requirements of this rule; provided, however, that both the House Business Manager and the
1484 Counsel to the House of Representatives appointed pursuant to section 51 of chapter 3 of the
1485 General Laws certify in writing: (i) that an emergency exists and explain the nature thereof; (ii)
1486 that said emergency procurement is limited to only supplies or services necessary to meet the
1487 emergency; (iii) that said emergency procurement conforms to the requirements of this rule to
1488 the extent practicable under the circumstances; and (iv) shall include each contractor's name, the
1489 amount and the type of each contract, the supplies or services provided under each contract, and
1490 (vii) the basis for determining the need for an emergency procurement. Such certification shall
1491 be filed with the Clerk of the House prior to an emergency procurement.

1492 [Adopted Jan. 20, 2011, Amended Jan. 23, 2013; Jan. 29, 2015; Feb. 19, 2015, Feb. 2, 2017.]

House of Representatives, February 2, 2017.

ADOPTED

 , Clerk.

1494 INDEX TO THE HOUSE RULES

1495 [The figures refer to the numbers of the Rules.]

- 1496 Adjourn, motion to, 55, 64, 65, 82.
- 1497 Adjournment at hour of midnight, unless by unanimous consent, 1A.
- 1498 Admission to the floor, 80.
- 1499 Advance Calendar, 12.
- 1500 Advertising, Joint Rule 9, 85.
- 1501 Advisory opinions of the Ethics Committee, 16.
- 1502 AMENDMENTS:
- 1503 amendment to amendment, etc., 72.
- 1504 bill may be moved as, 36.
- 1505 committee changes, twenty-four hours, 33A.
- 1506 consolidated, 20A, 33E.
- 1507 engrossed bill not to be amended, except, 40.
- 1508 from Senate, sent back for concurrence, 22, 35, 40.
- 1509 in filling blanks, largest sum, etc., 75.
- 1510 motions to amend, 65, 72 to 75.
- 1511 not to be admitted of a different subject, 73.
- 1512 of rules, 84.
- 1513 striking out enacting clause, 40.
- 1514 submission to Clerk, 33A.
- 1515 to be reduced to writing, 62.
- 1516 to be referred to committee on Bills in the Third Reading, 22.
- 1517 to be reported by committee on Bills in the Third Reading, 22.
- 1518 to General Appropriation Bill, 20A.
- 1519 when previous question is in order, 66, 67.
- 1520 when question is divided, 74.

- 1521 Appeals from the decision of the Speaker, 2, 55, 59, 77.
- 1522 Appropriation bill, general, available seven days prior to debate, 20.
- 1523 Appropriation bill, general, procedures for consideration, 20A, 20B.
- 1524 Appropriation bill, general, time for reporting, 27.
- 1525 Appropriation bills, explanations, 20B, 21.
- 1526 Appropriation bills returned by the Governor, 30.
- 1527 Attire, dress in proper and appropriate for all sessions, 2.
- 1528 Audio/visual reproduction of
- 1529 committee meetings, 17A.
- 1530 House Chamber, 2.
- 1531 Auditing of House accounts, 85A.

- 1532 Ballot or acclamation ratification in caucus, 18B.
- 1533 BILLS:

- 1534 1. Preliminary.
1535 accompanying petitions, 24.
1536 availability electronically and on Internet, of, 13A, 20B (GAB).
1537 for special legislation, not to be reported if object is attainable by
1538 general or existing laws, 26.
1539 how to be drafted, 31.
1540 how to be introduced, 36.
1541 motions contemplating legislation, etc., to be founded upon petition
1542 or upon bill or resolve, 30.
1543 to be deposited with Clerk, 24.
1544 to be read by titles only, unless, etc., 37.
- 1545 2. As reported by committees.
1546 copies, twenty-four hour availability, 17A, 33A.
1547 general rather than special, 26.
1548 restriction or regulation of reports, 17, 17B, 26, 33A, 38.
- 1549 3. Before the second reading.
1550 from the Senate, or from committees, 7A, 41.
1551 if opposed, question on rejection, etc.; otherwise, second reading,
1552 32, 41.
1553 involving expenditures of public money, referred to committee on
1554 Ways and Means, 33.
1555 referred to committee, etc., 34.
- 1556 4. Before the third reading.
1557 duties and powers of committee on Bills in the Third Reading, 22,
1558 79(1).
1559 referred to said committee, 22.
1560 placed in Orders of the Day, 43.
1561
- 1562 5. After the third reading.
1563 not to be engrossed unless read on three several days, 39.
- 1564 6. After engrossment.
1565 certified by Clerk for final passage, 23.
1566 not to be amended, except, 40.
1567 returned by Governor with recommendations of amendment, 40.
- 1568 7. Provisions applicable at several stages.
1569 arrangement of matters in Orders of the Day, 12, 46.
1570 consideration of matters in Orders of the Day, 45.
1571 final disposition precludes renewal of subject, 38.
1572 matters not to be discharged from Orders of the Day, 47.
1573 motion to strike out enacting clause, when receivable, 40.
1574 provisions respecting bills also applicable to resolves, 78.

1575 Bills in the Third Reading, committee on, 17, 18A, 22, 28, 28A, 35, 45, 79(1).
 1576 floor amendments, 73A.
 1577 motion to discharge or report, 28, 55, 64.
 1578 time for reporting, 28A.
 1579 written explanation of changes, 22.

1580 Blanks, filling of, 75.
 1581 Bonding, Capital Expenditures and State Assets, committee on, 17, 17G.
 1582 Business Manager of the House
 1583 financial account audits, 85A.
 1584 procurement of goods and services, 87.

1585 Calendar, 12, 13, 28A, 45, 46, 47.
 1586 Calendar, dispense with printing of, 12.
 1587 Capital outlay bills, 20, 21.
 1588 Caucus, 17C, 18, 18A, 18B, 19, 19A.
 1589 Chairpersons and ranking members, appointment, etc.
 1590 nomination and caucus approval, 18, 18A.
 1591 removal of if criminally indicted, 18., 18A.
 1592 Chaplain, may be appointed by Speaker, 7.
 1593 Charts, displays, posters and visual aids, regulate use, 2.
 1594 CLERK, 7A, 10, 10A, 11, 12, 13A, 14, 16A, 17A, 17C, 20, 23, 24, 28, 30, 33B, 42A, 48, 79(1),
 1595 84, 85A, 87A.
 1596 amendments, submission to, 33A.
 1597 announce members not voting prior to roll calls, 48.
 1598 availability of bills, etc., by the, 7D, 10, 12, 17A, 20, 20A, 20B, 21, 24(5), 33A, 37, 42A, 84A,
 1599 85A.
 1600 cast votes for members due to malfunction of voting station, 49.
 1601 certifying bills for final passage, 23.
 1602 disable voting station of certain absent members, 48.
 1603 keeper of records, 10B.
 1604 Legislative web page Internet posting, 13A, 17A, 20B.
 1605 Code of Ethics, 16A, 16B.
 1606 Commit, motion to, 64, 65, 71.
 1607 COMMITTEES:
 1608 Audio/visual reproduction of meetings of, 17A.
 1609 chairpersons of, ratification, 18.
 1610 conference, minority member, 18A.
 1611 duty of committee on Ways and Means, 20, 20A, 21, 27, 28, 30, 33.
 1612 hearings and House sessions, scheduling, 7B, 7D, 17.
 1613 members of, ratification, 18A.
 1614 motions to discharge, etc., 28, 55, 64.
 1615 no member to serve where his private right, etc., 16A(14).
 1616 office space, 17C.
 1617 on Bills in the Third Reading, 17, 18A, 22, 28, 28A, 45, 79(1).
 1618 on each Floor Division, 9A, 17.

- 1619 on Ethics, 16, 16A.
- 1620 on Rules, 7B, 7C, 7D, 17, 85.
- 1621 on Steering, Policy and Scheduling, 7A, 7D, 17, 41, 42, 42A.
- 1622 open meetings, 17A.
- 1623 ought not to pass reports on bills, question on rejection, 32.
- 1624 ranking members of, appointment, etc., 18.
- 1625 records of to be maintained, 17A.
- 1626 records of to be published in LAWS and on website, 17B.
- 1627 reports, 17B.
- 1628 reports on local matters, 7A.
- 1629 staffing, 17C.
- 1630 standing, to be appointed, 17.
- 1631 time for reporting appropriation bill, 27.
- 1632 to be appointed by Speaker and Minority Leader, 18.
- 1633 to discharge or direct to report, 7A, 28, 42A, 55, 64.
- 1634 to make report on all matters, except, 27.
- 1635 to report adversely in certain cases, 26, 32, 85.
- 1636 Travel, propositions for, to committee on Rules, 85.
- 1637 voting, 16A, 17B.
- 1638 Voting in House Chamber, period of time if committees are meeting, 52.
- 1639 Consolidated amendments, 20A, 33E, 33F.
- 1640 Constitution, proposals for amendment, 42.
- 1641 Counsel to the House
 - 1642 Audits of House financial accounts, 85A.
 - 1643 Procurement of goods and services, 87.
- 1644 Credit, pledging of, 22, 23, 17A.

- 1645 DEBATE, RULES OF, 57 to 61, 64.
- 1646 during informal sessions, prohibit, 44.
- 1647 matters to be disposed of without debate, 45, 47, 48, 50, 53, 56, 61,
- 1648 64, 66 to 69, 77, 83.
- 1649 motions for suspension of rules, 83.
- 1650 motions to be decided without debate, 64, 83.
- 1651 motions to close debate, 55, 64, 65, 69.
- 1652 motions to commit or recommit, 64.
- 1653 motions to discharge or direct committee to report, 64.
- 1654 motions to postpone to a time certain, 55, 64, 70.
- 1655 motions to reconsider, 56.
- 1656 second, etc., legislative days, 55, 64A.
- 1657 Speaker may speak to points of order, etc., 2.
- 1658 thirty minute limit, 61, 77.
- 1659 yielding, 60.
- 1660 Disabled members, voting by, 49.
- 1661 Discharge of a committee, 7A, 24(6), 28, 55, 64.
- 1662 Discharge reports, 7A, 42, 42A.
- 1663 Discharges from Orders of the Day, 47.

- 1664 Displays, charts, posters and visual aids, regulate use, 2.
- 1665 Division of a question, 74.

- 1666 Elections, to fill vacancies, 6.
- 1667 Electronic devices, 2.
- 1668 Electronic mail and Legislative Web Page, 7D, 12, 17A, 42A.
- 1669 Electronic voting system, 15, 49, 52.
- 1670 Emergency preamble, 22, 23, 40.
- 1671 Employees, classification plan, 17C(b).
- 1672 Enacting clause, when motion to strike out, receivable, 40.
- 1673 Engrossed bills, 23, 28(6), 40.
- 1674 Ethics, 16, 16A
 - 1675 advisory opinions, 16.
 - 1676 training, 16B.
- 1677 Ethics, code of, 16A.
- 1678 Ethics committee, 16, 16C, 17, 52.
- 1679 bills pertaining to certain subjects referred to after first reading, 16C.
- 1680 candidacy for state or federal office, 16.
- 1681 create committee bills, 16, 24(1).
- 1682 voting violations, referred to, 52.
- 1683 Excused from voting, time for application for, 48.
- 1684 Executive conference, 17A.
- 1685 Executive session, 17A.

- 1686 Files, taking of matters from, 24.
- 1687 Final passage, to be certified by Clerk, 23.
- 1688 Financial accounts, auditing, 85A.
- 1689 Fiscal note on bills, 33.
- 1690 Floor leaders, 18.
- 1691 Formal session to consider veto, petition for, 44.
- 1692 Formal sessions, dress code and cellular telephones, 2.

- 1693 General appropriation bill, 20, 20A, 27.
- 1694 General bill rather than special, 26.
- 1695 Global Warming and Climate Change, committee on, 17.
- 1696 GOVERNOR:
 - 1697 messages from, to be referred, unless, 30.
 - 1698 messages setting terms of de-authorizing or authorizing bonds and notes, 17A.
 - 1699 messages or recommendations from, to be filed in a format determined by the Clerk, 30.
- 1700 return of appropriation bills by, 30.
- 1701 return of bills and resolves by, 40.
- 1702 Session to consider vetoes of, 44.
- 1703 Home rule matters, reports on to be considered, 7A.
- 1704 House Chamber, photography or video recording, 2.
- 1705 Hours of meetings, 1A.

- 1706 Informal sessions, 12, 44, 54.
- 1707 Internet availability of bills and notices, 13A, 17A, 20B, 84A.
- 1708 Investigations, propositions involving special, by committees, to be
- 1709 referred to committee on Rules, 85.

- 1710 Journal, 10, 11, 24.

- 1711 Leadership positions, removal upon indictment, 18.
- 1712 Legal Counsel of the House, advisory opinions by, 16.
- 1713 Legal counsel representation at executive conferences, 17A.
- 1714 Legislative days, second or subsequent, 55, 64A.
- 1715 Legislative or executive agents or counsels, 16A, 80, 81.
- 1716 Legislative web page or Internet, 13A, 17A, 20B, 81, 84A.
- 1717 Loan bills, 22, 23.
- 1718 Local matters, reports on to be considered and to be filed in paper and electronic form, 7A.

- 1719 Majority Leader, etc., Acting Speaker, 5.
- 1720 Majority leaders, 18.
- 1721 Meetings
- 1722 definition of, 17A.
- 1723 regulating hours of, 1A.
- 1724 MEMBERS, 14, 15.
- 1725 about to speak, to rise and address the Speaker, etc., 57.
- 1726 attire of, 2.
- 1727 desiring to be excused from voting, etc., 48.
- 1728 first named, to be chairman of committee, etc., appointment, 18A.
- 1729 journal, 10.
- 1730 may request an enactment, 28(6).
- 1731 may request the taking of matters from the files, 24.
- 1732 monitors, regulating voting, 9.
- 1733 naming or seating, 59.
- 1734 not to interrupt another, etc., 60.
- 1735 not to speak more than once, etc., 61.
- 1736 not to stand at Clerk's desk during roll call, 14.
- 1737 not to stand up, etc., 14.
- 1738 not to serve on committee where his private right, etc., 16A(14).
- 1739 not to vote for other members, 16A.
- 1740 not to vote where his private right, etc., 16A(14).
- 1741 notify Clerk of absences, 48.
- 1742 number of, on each standing committee, 17.
- 1743 photography during session, 2.
- 1744 privilege of the floor, 80. See Voting.
- 1745 ranking members, appointment, etc., 18.
- 1746 ratification and removal, 18.
- 1747 seats, 79.
- 1748 Speaker, recognition of members, 58.

- 1749 stipends, prohibit more than one, 18.
- 1750 to deposit petition, etc., with the Clerk, 24.
- 1751 to endorse name on certain papers, 29.
- 1752 video recording during session, 2.
- 1753 voting, recording within five minutes, 52.
- 1754 Messages from the Governor
 - 1755 to be filed in a format determined by the Clerk, 30
 - 1756 to be referred, etc., 30.
- 1757 MINORITY LEADER:
 - 1758 to call a caucus, 19.
 - 1759 to nominate Assistant Minority Floor Leader, etc., 18.
 - 1760 to nominate committee members, 18A.
- 1761 Minority party, caucus rules, 19A.
- 1762 Minority party, percentage of committee membership, 18A.
- 1763 Mobile devices, 2.
- 1764 Monitors, 8, 9.
- 1765 Motions, 62 to 75, 83, 85.
- 1766 to be reduced to writing, 62.

- 1767 Naming of members, 59.
- 1768 Notice to parties, 85.

- 1769 Office space, 17C.
- 1770 Open meetings, 17A.
- 1771 Order. See Questions of Order.
- 1772 Orders:
 - 1773 filing of, 24.
 - 1774 involving expenditures for special committees, 33.
 - 1775 once rejected or disposed of, not to be renewed, 38.
 - 1776 providing that information be transmitted to the House, 85.
 - 1777 reported by committees, 42.
- 1778 Orders of the Day, 12, 13, 28, 41 to 47.

- 1779 Parliamentary, 10A.
- 1780 Parliamentary inquiry, 60.
- 1781 Personal privilege, 60.
- 1782 Personnel and Administration, committee on, 16B, 17, 17C.
- 1783 PETITIONS, 24, 25, 29, 30.
 - 1784 final disposition precludes renewal, 38.
- 1785 Petitions and other papers, availability, 12, 20, 20A, 24, 33A.
- 1786 Petition for formal session to consider veto, 44.
- 1787 Petitions to discharge a committee, 28(6).
- 1788 Photographs, taking of during session, 2.
- 1789 Placed on file, 24(4), 42.
- 1790 Pledging credit, bills providing for, 22, 23, 17A.
- 1791 Points of order, 2, 11, 60, 77.

- 1792 Political subdivisions, 17A.
- 1793 Postage, regulating, 23A.
- 1794 Post Audit and Oversight, committee on, 17.
- 1795 Posters, charts, displays and visual aids, regulate use, 2.
- 1796 Postpone to a time certain, motion to, 55, 64, 65, 70.
- 1797 “Present”, recording of members as being, 52.
- 1798 Previous question, 55, 65 to 68.
- 1799 Privilege of the floor, 80.

- 1800 Question of order, 2, 11, 60, 77.
- 1801 Quorum, 1, 15, 17A, 49, 51, 82.

- 1802 Radio, television broadcasting and web-broadcasting and access of sessions, 81.
- 1803 Ratification in caucus, by ballot or acclamation, 18B.
- 1804 Reading of papers, 24, 29, 37.
- 1805 Recess, 55, 64, 65, 76, 82.
- 1806 Recommendations and reports of state officials, etc., to be referred,
- 1807 etc., 24, 30.
- 1808 Recommit, motion to, 42, 64, 65, 71.
- 1809 Reconsideration, 54, 55, 56.
- 1810 Records, Clerk official keeper of, 10B.
- 1811 Redistricting committee, 17.
- 1812 Redrafted bills to be voted on by Ways and Means, availability, 17A.
- 1813 Rejected bills, 32, 38, 41.
- 1814 Repealed laws not to be re-enacted by reference, 31.
- 1815 Reporters’ gallery, 80, 81.
- 1816 Reports of committees, 17B, 26, 27, 41, 42. See Bills.
- 1817 Representatives’ Chamber and adjoining rooms, 80, 81.
- 1818 Resolutions, 22, 41.
- 1819 Rules, observance, suspension or transgression of, 8, 9, 24, 55, 83,
- 1820 84, 86.
- 1821 Rules, committee on, 7B, 7C, 7D, 17, 24(2,3), 27, 28, 81, 85.
- 1822 motion to discharge, 24, 28.
- 1823 Rules, violations of, 59.
- 1824 Rulings of the Chair, 2, 55, 77.

- 1825 Schedule, House sessions, 7A, 7B, 7D, 44.
- 1826 Seating of a member, 59.
- 1827 Seats, 79.
- 1828 Second, etc., legislative days, 55, 64A.
- 1829 SENATE, papers from, 22, 34, 35, 36, 41, 42.
- 1830 Sessions
- 1831 informal, 44, 54.
- 1832 radio, television and web broadcasting of, 81.
- 1833 regulating hours of, 1A.
- 1834 Sessions and committees, scheduling, 7A, 7B, 7D, 44.

1835 SPEAKER, 1 to 7.
 1836 adjourn or recess, 2, 82.
 1837 appeal of decisions, 77.
 1838 Calendar of House, 12.
 1839 casting of vote for, 49
 1840 committee scheduling, 7D.
 1841 consultation with Clerk, bill format and availability, 33A.
 1842 consultation with Clerk, budget amendment format, 20A.
 1843 consultation with Clerk, budget availability format, 20B.
 1844 decorum and order, 2.
 1845 income, earned and unearned, 4B.
 1846 may declare a recess, 76.
 1847 may direct motion to be reduced to writing, 62.
 1848 may invite visitors to seats on the floor, 80.
 1849 shall assign seats, 79.
 1850 to appoint monitors, 8.
 1851 to approve reference of petitions, etc., and printing of certain
 1852 documents, 24.
 1853 to call a caucus, 19.
 1854 to declare informal sessions, 44.
 1855 to name member entitled to floor, 58.
 1856 to nominate committee members, 18A.
 1857 to nominate Majority Leader, etc., 18.
 1858 Speaker pro Tempore, 4A, 5, 18, 23A, 49.
 1859 Special bills reported by committee, 26.
 1860 Standing committees, staffing, 17C.
 1861 State Ethics Commission, 16B.
 1862 State finances, 33.
 1863 Steering, Policy and Scheduling, committee on, 7A, 42A.
 1864 Stenographers, employment of, by committees, 85.
 1865 Stipends, prohibit more than one, 18.
 1866 Strike out and insert, motion to, 74.
 1867 Strike out enacting clause, 40.
 1868 SUSPENSION OF RULES, 55, 83, 84.
 1869 limit of debate on motion for, 83.

 1870 Tampering with electronic voting system, 52.
 1871 Tape recordings, committees, 17A.
 1872 Technology and Intergovernmental Affairs committee, 17.
 1873 Television, radio and web broadcasting of sessions and access, 81.
 1874 Third Reading, Bills in the, committee on, 17, 18A, 22, 28, 43, 45, 79(1).
 1875 motions to discharge or report, 28, 55, 64.
 1876 time for reporting, 28A.
 1877 Title, bills to be read by title only, 37.
 1878 Travel, orders authorizing committees to, referred to committee on Rules, 85.

- 1879 Undebatable matters and motions, 64. See Debate, Rules of.
- 1880 Unfinished business, 46.

- 1881 Vacancies, filling of, 5, 6, 7.
- 1882 Veto of bill or resolve, printing of Calendar, 12.
- 1883 Veto, petition for formal session to consider, 44.
- 1884 Videos/audio
 - 1885 radio and television access, 81.
 - 1886 recording of during session, 2.
 - 1887 reproduction of committee meetings, 17A
- 1888 Violations of rules and questions of conduct, 16, 52 (voting), 59.
- 1889 Visual aids, charts, displays and posters, regulate use, 2.
- 1890 VOTING, 3, 4, 9, 16A, 48 to 53.

- 1891 Warning a member, 59.
- 1892 Ways and Means, committee on, 17, 17A, 20, 20A, 21, 27, 28, 30, 33, 45.
- 1893 consolidated amendments, 20A, 33E.
- 1894 Floor amendments, 73A.
- 1895 Motions directing, to report, etc., 28, 55, 64.
- 1896 Redrafts of, availability, 17A.
- 1897 Web-broadcasting, 81.

- 1898 Yeas and nays, 33F, 48 to 53.
- 1899 Yeas and nays, during informal sessions, prohibition, 44.
- 1900 Yielding floor in debate, 60.