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HOUSE No. 3932

The text of House Order No. 3930, as amended by the House and as adopted. July 7, 2021.

The Commonwealth of Massachusetts



House of Representatives, July 7, 2021

**In the One Hundred and Ninety-Second General Court
(2021-2022)**

1 *Ordered*, That the rules of the House of Representatives for the years 2021-2022 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.]

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 session,
8 the Speaker shall interrupt the business then pending and shall, without debate, place before the
9 House the question on suspension of this rule which shall be decided by a majority of members
10 present and voting by a recorded yea and nay vote. If the vote is in the affirmative, said vote
11 shall permit the House to remain in session until the hour of midnight; provided that the session

12 shall not continue beyond the hour of midnight, unless by unanimous consent of the members
13 present. The House shall then return to the pending business; and if no matter was pending, to
14 the next order of business. However, if the vote is in the negative, the Speaker shall forthwith,
15 and without further debate, adjourn or recess the House to a time not earlier than ten o'clock
16 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 or video taken by members during formal or informal sessions
26 shall not include images of any other member, staff or guest without their express written
27 consent.

28 The Speaker may permit photographs or videos during special occasions, which shall include,
29 but shall not be limited to, swearing-in ceremonies and addresses by constitutional officers or
30 other dignitaries. The use of audio-visual aids including, without limitation, videos, computers,
31 posters, displays or 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; Jan. 30, 2019; Jul. 7,
36 2021.]

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

39 [Amended Jan. 11, 1985.]

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

41 [Amended Jan. 11, 1985.]

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

46 [Adopted Jan. 26, 2005, Amended, Jan. 23, 2007; Jan. 30, 2019.]

47 4B. (a) As used in this Rule, the following words shall have the following meanings:-

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

50 "Unearned income", all other income that is not earned income.

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

52 (1) affiliating with or being employed by a firm, partnership, association, corporation or other
53 entity that provides professional services involving a fiduciary relationship;

54 (2) permitting their name to be used by such a firm, partnership, association, corporation or
55 other entity;

56 (3) receiving compensation for practicing a profession that involves a fiduciary relationship; or

57 (4) serving as an officer or member of the board of an association, corporation or other entity.

58 (c) The provisions of this rule shall take effect on August 1, 2017.

59 [Added Feb. 2, 2017; Amended Jan 30, 2019.]

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

66 [Amended April 18, 1979; Jan. 11, 1985; Jan. 14, 1997; Jan. 26, 2005.]

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

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

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

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

76 SCHEDULING.

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

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

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

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

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

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 The committee on Rules shall not be subject to the provisions of Rule 17A, but may meet in
120 private to discuss or consider the appointment, discipline or dismissal of any individual the
121 committee is authorized by law or rule to appoint, discipline or dismiss.

122 [Adopted Jan. 14, 1997; Amended Jan. 24, 2001; Feb. 11, 2009; Jan. 30, 2019.]

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

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

128 [Adopted Jan. 14, 1997.]

129 7D. The Speaker shall, in consultation with the committee on Rules and the committee on
130 Steering, Policy and Scheduling, establish a committee scheduling system that would minimize
131 to the greatest extent possible scheduling conflicts for members of committees.

132 The Speaker shall determine a schedule for the House for each week relative to formal and
133 informal sessions and shall make such schedule available to the members in writing or by
134 electronic mail by 5pm on Friday of the preceding week; provided, however, that the Speaker
135 may make, notwithstanding the provisions of Rule 7A, changes in the schedules to facilitate the

136 business of the House in an efficient and timely fashion. The Speaker shall communicate notice
137 of any such scheduling change to the members in writing or by electronic mail as soon as
138 practicable, and whenever possible, the Speaker shall provide such notice not less than twenty-
139 four hours before the event so rescheduled is set to commence.

140 [Adopted Jan. 14, 1997; January 9, 2003; Jan. 30, 2019.]

141 MONITORS.

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

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

147 It shall be the duty of a monitor to report their knowledge of the occurrence of a member
148 voting for another member, in their division of the House, to the Speaker of the House and to the
149 Minority Leader. [10.] [See Rules 16 and 16A.]

150 [Amended Jan. 9, 1991; May 5, 1993; Feb. 11, 2009; Jan. 30, 2019.]

151 9A. There shall be established a Floor Division Committee for each of the four divisions of
152 the House. The Speaker shall appoint a Floor Division chairperson for each of the four divisions.
153 Said committee shall consist of the members assigned to the respective divisions.

154 In order to create a continuous flow of debate, each chairperson shall be responsible for
155 reviewing the daily Calendar and providing advance notice to committee members in the
156 respective divisions of all matters scheduled for consideration in the Orders of the Day. Said

157 committee chairpersons shall provide information to members of their committees on pending
158 legislation and other matters of business before the House.

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

167 [Adopted Jan. 14, 1997.]

168 CLERK.

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

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

176 10A. The Clerk shall be the official parliamentarian of the House of Representatives.

177 [Adopted Jan. 9, 1991.]

178 10B. The Clerk shall be the official keeper of records of the House of Representatives for
179 legislative records that remain in the office of said Clerk at the end of each biennial session, and
180 until such time as said records are transferred to the State Archives or destroyed in accordance
181 with law. [Adopted Jan. 29, 2015.]

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

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

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

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

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

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

206 [Amended Jan. 12, 1983; Jan. 11, 1985; Jan. 12, 1987; May 5, 1993; Jan. 17, 1995; Jan. 24,
207 2001; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan. 30, 2019.]

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

210 13A. The Clerk shall make available to all members electronically and, to the public via the
211 Internet, the text of all dockets and bills introduced and admitted for consideration in the House.

212 [Adopted, Feb. 11, 2009; Jan. 30, 2019; Jul. 7, 2021.]

213 COUNSEL

214 13B. (a) The House shall employ a full-time Counsel pursuant to section 51 of chapter 3 of the
215 General Laws. The committee on Rules shall appoint a qualified person to act as Counsel at such
216 compensation as the committee on Rules shall approve.

217 Counsel shall serve a term of two years from the date of appointment, unless the Counsel sooner
218 resigns, retires or is removed; provided, however, that the Counsel may only be removed: (i) for
219 misfeasance, malfeasance or nonfeasance, as determined by agreement of the Equal Employment
220 Opportunity Officer appointed pursuant to Rule 89 and the Director of Human Resources

221 appointed pursuant to Rule 90 and approved by a majority vote of the committee on Rules; or (ii)
222 by a majority roll call vote of the House.

223 Counsel may employ such legal and other assistants as may be necessary in the discharge of
224 Counsel's duties, subject to the approval of the committee on Rules, and may expend with like
225 approval such sums as may be necessary for the discharge of their duties.

226 (b) Counsel shall be the chief legal officer of the House and shall perform all duties generally
227 required of a counsel to an organization and specifically those required pursuant to any general
228 or special law, rule, regulation, or order of the House. Counsel shall provide legal and legislative
229 drafting services to all members regardless of party or seniority.

230 [Added Jan. 30, 2019.]

231 MEMBERS.

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

237 14A. [Adopted Feb. 11, 2009; Omitted Jan. 29, 2015.]

238 15. When it appears to the Chair that the presence of a quorum is endangered, the Chair shall
239 order the doors closed. If a quorum is doubted the Chair shall order the doors closed and
240 thereafter no member shall enter or leave the House until an initial determination has been made
241 as to the presence of a quorum or lack thereof; and thereafter, provided that no quorum is

242 present, no member shall leave the House unless by permission of the Chair, but members shall
243 be admitted, at any time.

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

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

248 Members answering a quorum call shall vote "YES" on the roll call system. [17.] (11.)

249 [Amended Jan. 12, 1981; Feb. 22, 1982; Jan. 12, 1983; Jan. 12, 1987; Jan. 9, 1991.]

250 ETHICS.

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

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

256 The committee shall investigate and evaluate, at the direction of the Speaker, by a sworn written
257 complaint filed and delivered by a member, officer or employee to the chair, or by a majority
258 vote of the members appointed to the Ethics committee, any matters relative to alleged violations
259 of Rule 16A by a member, officer or employee.

260 Upon the receipt of said sworn written complaint, at the direction of the Speaker or by a
261 majority vote of the members appointed to the Ethics committee, the committee shall notify any

262 person named of the nature of the alleged violation and a list of prospective witnesses, and also
263 shall notify said person of the final disposition and the recommendations, if any, of the
264 committee.

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

267 All proceedings including the filing of the initial complaint shall be considered confidential
268 information.

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

273 If a majority appointed finds that any member, officer, or employee of the House has violated
274 any provision of Rule 16A, a majority appointed may, in the case of a member, recommend a
275 reprimand, censure, removal from position of authority, including leadership, chair or vice chair,
276 or expulsion; and in the case of an officer or employee, a majority appointed may recommend a
277 reprimand, suspension, or removal from employment.

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

281 Any member, officer, or employee of the House may request in writing from the House
282 committee on Ethics or from the Counsel to the House appointed pursuant to Rule 13B a

283 confidential written advisory opinion on the requirements of chapters 268A and 268B of the
284 General Laws as well as an opinion on any other general or special law, rule or regulation
285 applicable to their official position or concerning any contemplated personal action which may
286 conflict with their official position. The committee on Ethics or the Counsel to the House shall
287 issue confidential written advisory opinions and clarification in response to said written request.

288 No member, officer or employee of the House shall be penalized in any manner for having
289 acted within the guidelines of a written advisory opinion from the House committee on Ethics or
290 from the Counsel to the House appointed pursuant to Rule 13B, provided that all pertinent facts
291 are stated in the request for an advisory opinion.

292 A written advisory opinion from the House committee on Ethics or from the Counsel to the
293 House appointed pursuant to Rule 13B shall be a defense in any proceeding arising from said
294 opinion or advice unless material facts were omitted or misstated by the person in the request of
295 the opinion.

296 The chair of the Ethics committee may convene the committee at any time.

297 The chair shall also convene the committee at the written request of at least 5 members of the
298 committee.

299 The Committee may, upon the written and signed report of two-thirds of the members of the
300 committee, file a special report containing legislation without said legislation being founded
301 upon petition which shall be referred under the provisions of Rule 24 and consistent with the
302 provisions of Joint Rule 13, to the appropriate joint standing committee. Any special report
303 containing legislation filed pursuant to this paragraph shall be germane to subject matters

304 regularly considered by the committee. The committee shall not include in any such special
305 report a bill that would have a fiscal impact as described in Rule 33.

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

309 [Amended Jan. 12, 1987; May 5, 1993; Jan. 17, 1995; Mar. 6, 1995; Jan. 14, 1997; Jan. 20,
310 2011; Feb. 11, 2009; Jan. 29, 2015; Jan. 30, 2019.]

311 CODE OF ETHICS.

312 16A. (1.) While members, officers and employees should not be denied those opportunities
313 available to all other citizens to acquire and retain private, economic and other interests;
314 members, officers, and employees should exercise prudence in any and all such endeavors and
315 make every reasonable effort to avoid transactions, activities, or obligations, which are in
316 substantial conflict with or will substantially impair their independence of judgment.

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

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

321 (4.) No member, officer or employee shall receive any compensation or permit any
322 compensation to accrue to their beneficial interest by virtue of influence improperly exerted from
323 their official position in the House.

324 (5.) No member, officer or employee shall accept employment or engage in any business or
325 professional activity, which will require the disclosure of confidential information gained in the
326 course of, and by reason of, their official position.

327 (6.) No member, officer or employee shall willfully and knowingly disclose or use
328 confidential information gained in the course of their official position to further their own
329 economic interest or that of any other person.

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

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

337 (9.) No member, officer or employee shall employ anyone from public funds who does not
338 perform tasks which contribute substantially to the work of the House and which are
339 commensurate with the compensation received. Unless their personnel record indicates
340 otherwise, no officer or full-time employee of the House shall engage in any outside business
341 activity during regular business hours, whether the House is in session or not, and all employees
342 of the House are assumed to be full-time.

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

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

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

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

357 ((14.) No member shall serve on any committee or vote on any question in which their private
358 right is immediately concerned, distinct from the public interest. [19.]

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

361 (16.) Members, officers and employees may utilize public resources to support charitable
362 and community service activities consistent with the Conflict of Interest Law, G.L. c. 268A,
363 pursuant to policies established by Committee on Human Resources and Employee Engagement
364 pursuant to Rule 90(h)(2).

365 [Amended Jan. 12, 1981; May 5, 1993; Jan. 24, 2001; Feb. 11, 2009; Jan. 29, 2015; Jan. 30,
366 2019; Jul. 7, 2021.]

367 16B. The Committee on Human Resources and Employee Engagement shall develop and
368 conduct an ethics law training program for every member, officer and employee of the House;
369 provided further, that said training program shall include, without limitation, a review of the
370 requirements and prohibitions of chapter 268A and chapter 268B of the General Laws, and the
371 regulations of the State Ethics Commission, as they apply to legislators and legislative staff; and
372 provided further, that said training program shall be offered virtually or in-person and shall be
373 mandatory for all members, officers and employees.

374 [Adopted Jan. 9, 2003, Amended Feb. 11, 2009; Jan 20, 2011; Jul. 7, 2021.]

375 16C. Bills involving lobbyists' reporting laws, and laws pertaining to the ethical conduct of
376 public officials shall, after their first reading, be referred to the committee on Ethics, for report
377 on their relation to the ethics laws of the Commonwealth. No new provisions shall be added to
378 such measures by the committee, unless directly pertaining to ethics. [Adopted Feb. 11, 2009.]

379 COMMITTEES.

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

382 A committee on Rules;

383 (to consist of 15 members).

384 A committee on Ways and Means;

385 (to consist of 35 members).

386 A committee on Bills in the Third Reading;

387 (to consist of 3 members).

388 A committee of each Floor Division;

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

390 A committee on Ethics;

391 (to consist of 11 members).

392 A committee on Human Resources and Employee Engagement ;

393 (to consist of 13 members).

394 A committee on Post Audit and Oversight;

395 (to consist of 11 members).

396 A committee on Steering, Policy and Scheduling;

397 (to consist of 11 members).

398 A committee on Global Warming and Climate Change;

399 (to consist of 11 members).

400 A committee on Federal Stimulus and Census Oversight;

401 (to consist of 11 members).

402 A committee on Operations, Facilities and Security;

403 (to consist of 11 members).

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

406 [Amended March 6, 1979; Sept. 16, 1981; Jan. 11, 1985; Jan. 12, 1987; May 5, 1993; Oct. 6,
407 1993; May 23, 1996; Jan. 14, 1997; Jul. 17, 2003; Jan. 26, 2005, Feb. 11, 2009; Jan. 29, 2015;
408 Jul. 7, 2021.]

409 17A. (a) For the purposes of this rule, the following terms shall, unless the context clearly
410 requires otherwise, have the following meanings:

411 "Deliberation", a verbal exchange between a quorum of members of a committee attempting
412 to arrive at a decision on any public business within its jurisdiction.

413 "Emergency", a sudden generally unexpected occurrence or set of circumstances demanding
414 immediate action.

415 "Executive conference", any meeting or part of a meeting of a committee which is closed to
416 certain persons for deliberation on certain matters.

417 "Executive session", any meeting or part of a meeting of a committee wherein the committee
418 is voting on legislation and where public participation is limited to observance.

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

422 however, that "meeting" shall not include an on-site visitation or inspection of any project or
423 program.

424 "Quorum", a simple majority of a committee unless otherwise defined by constitution, rule or
425 law applicable to such committee; provided further, that a quorum shall be presumed to be
426 present unless otherwise doubted.

427 (b) All meetings, except executive conferences, of House standing and special committees,
428 shall be open to the public and any person shall be permitted to attend any meeting except as
429 otherwise provided pursuant to this rule or Rule 7A. Members of any House standing or special
430 committee shall be permitted to participate remotely by telephone, teleconference, or other
431 electronic means in all meetings, except executive conferences, of said committees. The public
432 may also be permitted to participate remotely in all such committee meetings, except for
433 executive conferences, by the same means made available by the committee. The chair of House
434 standing or special committee shall have the discretion to determine the appropriate means and
435 level of remote participation for all meetings, except executive conferences, of said committees.

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

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

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

447 (ii) to consider the discipline or dismissal of, or to hear complaints or charges brought against
448 a member, officer or employee; (iii) to discuss strategy with respect to litigation if an executive
449 session or other open meeting may have a detrimental effect on the legal position of the
450 committee; or (iv) to consider the purchase, exchange, lease or value of real property, if such
451 discussions may have a detrimental effect on the negotiating position of the Commonwealth or a
452 person, firm or corporation.

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

459 A member, officer or employee subject to an executive conference pursuant to clause (i) or
460 clause (ii) shall have the right to: (a) be present at such executive conference during discussions
461 or considerations which involve that member, officer or employee; (b) have counsel or a
462 representative of their own choosing present and attending for the purpose of advising said
463 member, officer or employee; provided, however, that said counsel or representative shall not
464 actively participate in the executive conference; and (c) to speak on their own behalf to the
465 committee assembled in executive conference.

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

471 (e) Except pursuant to an emergency, a notice and agenda of every meeting of a committee
472 subject to this rule shall be filed with the Clerk of the House, publicly posted by the Clerk on the
473 bulletin board outside the Clerk's Office and in such other places as are designated in advance for
474 such purpose by said Clerk, made available to all members electronically and made available to
475 the public via the Internet at least forty-eight hours, including Saturdays, but not Sundays and
476 legal holidays, prior to the time of such meeting and a list of the bills, petitions, and resolutions
477 to be considered for a vote or other action by the committee. The notice shall include the date,
478 time and place of such meeting. Such filing and posting shall be the responsibility of the
479 committee scheduling such meeting. If public testimony is being solicited, agendas may include
480 an electronic mail address and physical mail address for the submission of testimony and the
481 committee shall make reasonable efforts to ensure diversity among those from whom testimony
482 is solicited. The notice and posting requirements shall not apply to executive conferences held
483 pursuant to clause (i) or clause (ii) of part (c) of this rule unless the member, officer or employee
484 subject to the executive conference requests that the executive conference be open to the public.

485 (f) A committee shall maintain accurate records of its meetings and hearings setting forth the
486 date, time and place thereof, and recording any action taken at each meeting, hearing, executive
487 conference or executive session. All votes requested to be taken in executive sessions shall be
488 recorded roll call votes and shall become a part of the record of said executive sessions. The

489 record of each meeting shall become a public record and be available to the public; provided,
490 however, that the records of any executive conference shall remain secret as long as publication
491 may defeat the lawful purposes of the executive conference.

492 (g) Upon prior notification and approval of the chair, a meeting of a committee may be
493 recorded by a person in attendance by means of a recorder or any other means of audio/visual
494 reproduction; provided, however, that said recording shall not interfere with the conduct of the
495 meeting. Executive conferences conducted pursuant to clause (i) or clause (11) of part (c) of this
496 rule shall not be recorded unless upon the request of the member, officer or employee who is
497 subject to said executive conference, and then only at such member's, officer's or employee's
498 expense. Executive conferences conducted pursuant to clause (iii) or (iv) of part (c) of this rule
499 may be recorded at the discretion of the chair.

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

505 [Adopted Nov. 17, 1983; Amended Jan. 12, 1987; Jan. 9, 1991; May 5, 1993; Jan. 17, 1995;
506 Jan. 14, 1997; Jan. 9, 2003, Jan. 23, 2007, Feb. 11, 2009; Jan. 30, 2019; Jul. 7, 2021.]

507 17B. Whenever any member of a House committee present at the committee meeting so
508 requests, the vote to give any legislation a favorable or adverse report shall be a recorded vote of
509 the full committee. Such votes shall be recorded on appropriate forms that show all votes for and
510 against the particular committee action; provided, that votes may also be recorded in LAWS. The

511 record of all such roll calls shall be kept in the offices of the committee and shall include the
512 aggregate tally of members voting in the affirmative, members not voting or members reserving
513 their rights, and the names of members voting in the negative on an individual bill, and shall be
514 posted on the website of the General Court within 48 hours of the vote for public inspection.

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

520 [Adopted Nov. 17, 1983; Amended Jan. 12, 1987, Amended Jan. 29, 2015; Jul. 7, 2021.]

521 17C. There shall be a committee on Human Resources and Employee Engagement on the part
522 of the House consisting of thirteen members.

523 Said committee shall discharge its duties pursuant to the Rules, including Rule 16B and Rules
524 88 through 100, and shall also be responsible for the allocation of office space as equitably as
525 possible among the various members and joint and standing committees. The committee shall
526 allocate space among the various committees on the part of the House taking into account the
527 work load, duties and responsibilities and size of staff of each.

528 The Speaker may make temporary office assignments in accordance with the foregoing
529 principles.

530 The committee on Human Resources and Employee Engagement may from time to time make
531 changes in the assignment of office space for committees and the various staffs in accordance
532 with the established standards.

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

536 For each person who is employed or is to be employed by a joint or standing committee on
537 the part of the House, each committee chair shall nominate each such person and the House
538 members of the committee by a majority vote shall vote on whether to approve each said
539 nominee. The House members of the committee shall approve such persons whose character and
540 qualifications are acceptable to the majority of the House members of the committee and are in
541 accordance with the qualifications established by the Human Resources and Employee
542 Engagement committee.

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

546 (1) engage in any work other than legislative business during business hours unless pursuant
547 to the pro-bono service policy or charitable and community service activity policy established by
548 the committee on Human Resources and Employee Engagement pursuant to Rule 90(h)(2); and

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

550 The committee shall meet on request of the chair or any 3 members of the committee. Any
551 such meeting requested shall be convened on or within the fifth business day following such
552 request. All such requests shall be in writing and forwarded to the chair and each member of the
553 committee.

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

555 [Adopted Jan. 11, 1985; Amended Jan. 16, 1985; Jan. 12, 1987; Jan. 9, 1991; Feb. 11, 2009;
556 Jan. 29, 2015; Jan. 30, 2019; Jul. 7, 2021.]

557 17D. [Omitted Jan. 26, 2005.]

558 17E. [Omitted Jan. 26, 2005.]

559 17F. [Omitted Jan. 26, 2005.]

560 17G. [Omitted Jul. 7, 2021.]

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

571 and Homeland Security, Ranking minority member of the committee on Transportation and
572 Ranking minority member of the committee on Economic Development and Emerging
573 Technologies. The Minority Leader shall be that member of the minority party who is selected
574 for that position by the members of their party.

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

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

588 The majority party shall then vote to accept or reject each such appointment or
589 recommendation for removal by a majority vote.

590 In the event that any such appointment is rejected by the caucus, the procedure of this rule
591 shall be repeated until an appointment for the said position has been approved by the caucus. A

592 vacancy in any position to which the provisions of this section apply shall be filled in the same
593 manner as provided in this section for original appointment.

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

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

599 [Amended Jan. 16, 1979; Nov. 17, 1983; Jan. 11, 1985; Jan. 9, 1991; Jan. 14, 1997; Jan. 23,
600 2007; Feb. 11, 2009; Jan 23, 2013; Jan. 29, 2015; Feb. 19, 2015; Jan. 30, 2019.]

601 18A. There shall be 1 member of the minority party on all committees of conference and 1 on
602 the committee on Bills in the Third Reading. On all other standing and joint committees, the
603 percent of minority party membership shall be at least equal to the percent of minority party
604 membership in the House of Representatives as of the first day of the session; provided, further,
605 that where such percentage results in a fraction of a number, the fraction shall be rounded off to
606 the nearest whole; provided, however, that the minority party shall under no circumstances have
607 less than 4 members on the committee on Ethics, 4 on the committee on Human Resources and
608 Employee Engagement , 3 on the committee on Rules and 7 on the committee on Ways and
609 Means. In no case shall minority party representation be less than 2 members on all other
610 standing and joint committees.

611 The Speaker and the Minority Leader shall appoint the members of their respective party
612 caucuses to be assigned to each standing committee. The Speaker shall appoint the vice chair of
613 each standing committee. The appointments, except those to which Rule 18 applies, shall be

614 voted upon together and shall be subject to ratification by majority vote of the appropriate party
615 caucus.

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

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

626 [Adopted Jan. 11, 1985; Amended Jan. 12, 1987; Jan. 9, 1991; Jan. 14, 1997; Feb. 11, 2009;
627 Jan. 30, 2019; Jul. 7, 2021.]

628 18B. All votes on ratification by the caucus required by these rules shall be by written ballot
629 and shall require a majority of those present and voting; provided, however, that if a motion to
630 ratify the appointments by acclamation is made and seconded, no written ballot shall be required.

631 [Adopted Jan. 11, 1985.]

632 18C. [Adopted, Jan. 11, 1985, Omitted Jan. 24, 2001.]

633 19. A majority and minority party caucus may be called by the Speaker or Minority Leader,
634 respectively, or upon petition of 25 percent of the members of the respective party caucus. A

635 caucus may entertain resolutions, motions, or other means of ascertaining the sense of the
636 respective party members on any subject. (13B.)

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

638 19A. The majority party and minority party shall establish caucus rules that shall dictate the
639 procedures of each caucus.

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

641 19B. Any member caucus or group of members organized around a common legislative agenda
642 that utilizes House resources, including staff time, shall register with the House Committee on
643 Rules as a Legislative Member Organization, unless it is a party caucus. The chair of the House
644 Committee on Rules shall notify the Clerk of the House of any Legislative Member Organization
645 registering with the Committee and shall maintain a list of all Legislative Member Organizations.
646 Registration shall include the name of the Legislative Member Organization, its statement of
647 purpose, identification of its officers, and a certification signed by its chair that any state
648 resources used for the purposes of the Legislative Member Organization shall be not be used for
649 any partisan political end.

650 A Legislative Member Organization may not include a non-legislator. Senators may belong to
651 the Legislative Member Organization, but in order to use House resources at least one House
652 member shall be an officer of the Legislative Member Organization. A Legislative Member
653 Organization may, without limitation, sponsor informational or educational events, may invite
654 outside speakers and groups to make presentations to the members of the Legislative Member
655 Organization and others, and may distribute any report, analysis, or other research material

656 prepared by others provided that the identity of the person or organization authoring the work is
657 fully disclosed.

658 A member's official stationery may list his or her membership in a Legislative Member
659 Organization.

660 [Added Jan. 30, 2019; Amended Jul. 7, 2021.]

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

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

665 20A. Notwithstanding the provisions of Rule 33A, amendments to the General Appropriation
666 Bill shall be filed with the Clerk of the House in a format to be determined by the Clerk by 5
667 o'clock P.M. within the close of 3 business days of said General Appropriation bill being made
668 available in a format to be determined by the Clerk and release of said document by said Clerk if
669 the release of said document occurs by 2 o'clock P.M. Otherwise, the day following the release
670 shall be considered the first business day. The Clerk, with the assistance of the committee on
671 Ways and Means, shall categorize the subject-matter of the amendments and arrange such
672 amendments for consideration sequentially by subject as appearing in the published version of
673 the General Appropriation Bill, or the Clerk, with the assistance of the committee on Ways and
674 Means, shall categorize the subject-matter of the amendments and arrange such subject matters
675 for consideration as determined by the committee on Ways and Means. Debate on the General
676 Appropriation Bill shall not commence until a date and time to be determined by the House
677 which is subsequent to the designated time established for filing of amendments.

678 Before the main question on the General Appropriation Bill is placed before the House, an
679 amendment may be postponed or withdrawn at the request of the primary sponsor of the
680 amendment or postponed by the committee on Ways and Means; provided, that further
681 consideration of any amendment so postponed shall take place immediately subsequent to
682 consideration of the amendments within the particular subject-matter to which the postponed
683 amendment was assigned according to the provisions of paragraph one of said rule; provided,
684 that if more than one amendment is so postponed, subsequent consideration of said amendments
685 shall be in the order determined by the committee on Ways and Means; provided further, an
686 amendment so postponed shall not be subsequently considered outside of its assigned subject-
687 matter; and provided further, that notwithstanding the provisions of Rule 33A, amendments
688 submitted to the Clerk shall be in a format to be determined by the Speaker in consultation with
689 said Clerk and shall include an original copy only; and provided further, that perfecting or
690 substitute amendments, including, but not limited to an amendment consolidating more than one
691 amendment, may be submitted by the committee on Ways and Means during consideration of the
692 subject category to which the amendment or amendments were assigned; provided, however, that
693 an amendment may be removed from the consolidated amendment at the request of the sponsor
694 of said amendment for the purpose of it being offered as a further amendment to the consolidated
695 amendment.

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

698 20B. When the General Appropriation Bill is reported by the committee on Ways and Means, it
699 shall be made available to all members electronically and to the public via the Internet in a
700 format to be determined by the Speaker in consultation with the Clerk. The committee on Ways

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

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

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

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

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

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

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

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

732 If a bill or resolve referred to the committee on Bills in the Third Reading requires a two-
733 thirds vote because it contains an emergency preamble, or if it provides for the borrowing of
734 money by the Commonwealth and comes within the provisions of Section 3 of Article LXII of
735 the Amendments to the Constitution, or provides for the giving, loaning or pledging of the credit
736 of the Commonwealth and comes within the provisions of Section 1 of Article LXII (as amended
737 by Article LXXXIV) of the Amendments to the Constitution, or provides, upon recommendation
738 of the Governor, for a special law relating to an individual city or town and comes within the
739 provisions of clause (2) of Section 8 of Article LXXXIX of the Amendments to the Constitution
740 or provides for environmental protection within the provisions of Article XLIX as amended by
741 Article XCVII, the committee shall plainly indicate the fact on the outside of the bill or resolve,
742 or on a wrapper or label attached thereto. [26.] (33.)

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

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

749 When a bill prepared for final passage contains an emergency preamble or when it provides
750 for the borrowing of money by the Commonwealth and comes within the provisions of Section 3
751 of Article LXII of the Amendments to the Constitution, or provides for the giving, loaning or
752 pledging of the credit of the Commonwealth and comes within the provisions of Section 1 of
753 Article LXII (as amended by Article LXXXIV) of the Amendments to the Constitution, or
754 provides, upon recommendation of the Governor, for a special law relating to an individual city
755 or town and comes within the provisions of clause (2) of Section 8 of Article LXXXIX of the
756 Amendments to the Constitution, or provides for environmental protection within the provisions
757 of Article XLIX as amended by Article XCVII, the Clerk shall plainly indicate the fact on the
758 envelope thereof. [27.] (34.) [See Rule 40.]

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

760 23A. No member of the House, except the Speaker, Speaker pro Tempore, Majority Leader,
761 Assistant Majority Leader, Second Assistant Majority Leader, Minority Leader, Assistant
762 Minority Leader, Second Assistant Minority Leader, Third Assistant Minority Leader, Vice-
763 Chairperson of the Committee on Ways and Means, Assistant Vice-Chairperson of the
764 Committee on Ways and Means and committee chairs with respect to committee business, shall
765 receive privileges or compensation for postage which is greater than seventy-five percent of the

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

768 [Adopted Jan. 11, 1985; Amended Jan. 24, 2001; Jan. 26, 2005; Jan. 20, 2011; Jul. 7, 2021.]

769 24. (1) Petitions, recommendations and reports of state officials, departments, commissions
770 including legislative commissions, and boards, special reports including legislation initiated by
771 the Committee on Ethics pursuant to rule 16, and reports of special committees and commissions
772 including legislative commissions, shall be filed with the Clerk in a format to be determined by
773 said Clerk, who shall, unless they are subject to other provisions of these rules or the rules of the
774 two branches, refer them, with the approval of the Speaker, to the appropriate committees,
775 subject to such change of reference as the House may make. The reading of all such documents
776 may be dispensed with, but they shall be entered in the Journal of the same or the next legislative
777 day after such reference except as provided in Joint Rule 13.

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

783 (b) A resolution for adoption by the House only or a resolution for joint adoption shall
784 only be considered for adoption in the House if the resolution meets the criteria set forth in this
785 rule.

- 786 (c) A resolution shall consist of: (i) no more than 5 clauses beginning with the word
787 “WHEREAS”, which shall contain statements of facts or opinions; and (ii) no more than 2
788 clauses beginning with the word “RESOLVED”.
- 789 (d) A resolution shall recognize, honor, commend, celebrate or commemorate a momentous
790 achievement, special occasion or significant event or date; provided, however, that the following
791 resolutions shall not be considered for adoption:
- 792 (i) a resolution recognizing, honoring, commending, celebrating or commemorating the birthday
793 of a person under the age of 80;
- 794 (ii) a resolution recognizing, honoring, commending, celebrating or commemorating a wedding
795 anniversary of a married couple of less than 50 years,
- 796 (iii) a resolution recognizing, honoring, commending, celebrating or commemorating an
797 anniversary of an organization of less than 20 years;
- 798 (iv) a resolution recognizing, honoring, commending, celebrating or commemorating a class
799 reunion;
- 800 (v) a resolution recognizing, honoring, commending, celebrating or commemorating a for-profit
801 organization;
- 802 (iv) a resolution proclaiming certain days, weeks or months;
- 803 (vii) a resolution that includes a statement of policy or ideology.
- 804 (e) Suspension of this rule shall require unanimous consent of the members present.

805 (3) Petitions and other papers so filed which are subject to the provisions of Joint Rule 7A,
806 7B, or 9 shall be referred by the Clerk to the committee on Rules. Petitions and other papers so
807 filed, which are subject to the provisions of the second paragraph of Joint Rule 12, shall, prior to
808 the procedure required by said rule, be referred by the Clerk to the committee on Rules. The
809 reading of all such papers may be dispensed with, but they shall be entered in the Journal of the
810 same or the next legislative day after such reference.

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

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

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

824 (7) Any petition so submitted that is a refile of a measure submitted in a previous session shall
825 include, in the appropriate space provided, the session year for which the measure was filed and

826 the House or Senate bill number or docket number assigned to such measure in such previous
827 session.

828 (8) Debate upon the suspension of this rule shall be limited to 10 minutes, 3 minutes for each
829 member, and the Speaker shall recognize the member presenting the order, resolution or petition
830 first; provided, however, that suspension of this rule shall require unanimous consent of the
831 members present. Any order, except such order that would amend the Rules of the House,
832 resolution or petition referred to the committee on Rules after the question of suspension of this
833 rule has been negatived, or any order, resolution or petition filed after the beginning of the
834 session and referred to the committee on Rules, shall not be discharged from said committee
835 except by unanimous consent of the House. Motions to discharge the committee on Rules shall
836 be subject to the provisions of paragraph 2 of Rule 28. [28.] (20.) [See Rules 36 and 85.]

837 [Amended April 27, 1981; Jan. 9, 1989; Jan. 9, 1991; Jan. 26, 2005; Feb. 11, 2009; Jan. 29,
838 2015; Jan. 30, 2019; Jul. 7, 2021.]

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

841 26. When the object of an application can be secured without a special act under existing
842 laws, or, without detriment to the public interests, by a general law, the committee to which the
843 matter is referred shall report such general law or ought not to pass, as the case may be. The
844 committee may report a special law on matters referred to it upon (1) a petition filed or approved
845 by the voters of a city or town, or the mayor and city council, or other legislative body, of a city,
846 or the town meeting of a town, with respect to a law relating to that city or town; (2) a
847 recommendation by the Governor; or (3) matters relating to erecting and constituting

848 metropolitan or regional entities, embracing any two or more cities and towns, or established
849 with other than existing city or town boundaries, for any general or special public purpose or
850 purposes. [30.] (16.) [See Joint Rule 7.]

851 [Amended Feb. 11, 2009.]

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

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

859 27A. [Omitted Jan. 23, 2007.]

860 28. (1) Motions directing the committee on Ways and Means to report certain matters to the
861 House, or motions discharging said committees from further consideration of certain matters,
862 shall not be considered until the expiration of seven calendar days and shall require a majority
863 vote of the members present and voting for adoption. Committees so directed to report shall file
864 a report with the Clerk within 4 legislative days. The committee on Ways and Means may not be
865 directed to report or be discharged from further consideration of any appropriation or capital
866 outlay measure.

867 (2) The committee on Rules, except as provided in Rule 24, and the committee on Bills in the
868 Third Reading shall not be discharged from consideration of any measure or be directed to report

869 on any measure within 10 calendar days of its reference without the unanimous consent of the
870 House, or after such 10 day period except by a vote of a majority of the members present and
871 voting thereon.

872 (3) Matters discharged under the provisions of this rule shall be placed in the Orders of the
873 Day for the next sitting. Petitions discharged under the provisions of this rule shall be considered
874 as favorably reported and the bill, resolve, resolution or order accompanying such petitions shall
875 be placed in the Orders of the Day for the next sitting.

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

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

881 (6) As an alternative procedure to that provided under the provisions of this rule, the members
882 of the House may, by filing a petition signed by a majority of the members elected to the House,
883 discharge the House committee on Ways and Means, the House committee on Bills in the Third
884 Reading, and the House committee on Rules from further consideration of a legislative matter.
885 Seven days following the filing of the petition with the House Clerk, the committee shall be
886 discharged from further consideration of the legislative matter specified in the petition and the
887 House Clerk shall place the matter in the Orders of the Day for the next calendar day that the
888 House is meeting.

889 (7) For the purpose of this rule, matters not appearing on the Calendar which are not before
890 any committee shall be deemed to be before the Rules committee. Notwithstanding the previous

891 sentence, a bill which has been engrossed by the House and Senate shall be placed before the
892 House for enactment. Any member may request to the House that a matter engrossed in the
893 House and Senate, returned for final passage by the engrossing division, and reviewed and
894 released by the Committee on Bills in Third Reading be placed before the House for enactment.
895 The Speaker shall, in response to such a request of a member, put the matter before the House at
896 the conclusion of the matter then pending.

897 (8) This rule shall not be suspended unless by unanimous consent of the members present.
898 (27C, 32A.)

899 [Amended Jan. 12, 1981; April 27, 1981; Jan. 12, 1983; Nov. 17, 1983; Jan. 11, 1985; Jan. 9,
900 1989; Jan. 9, 1991; Jan. 24, 2001; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan. 29, 2015.]

901 28A. The committee on Bills in the Third Reading shall report on a legislative matter not later
902 than 45 days following the day the matter was referred to it. The Clerk shall indicate on the
903 Calendar entry of every matter before the committee on Bills in the Third Reading the date that
904 said matter was referred to said committee.

905 [Adopted Jan. 11, 1985; Amended Jan. 9, 2003; Jan. 29, 2015; Jul. 7, 2021.]

906 REGULAR COURSE OF PROCEEDINGS.

907 Petitions.

908 29. The member presenting a petition shall endorse their name thereon; and the reading
909 thereof shall be dispensed with, unless specially ordered. [37.] (18.)

910 [Amended Jan. 11, 1985; Jan. 30, 2019.]

911 Motions Contemplating Legislation, etc.

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

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

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

922 [Amended Jan. 24, 2001.]

923 Bills and Resolves.

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

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

930 32. If a committee to which a bill is referred reports that the same ought not to pass, the
931 question shall be "Shall this bill be rejected?". If the question on rejection is negatived, the bill, if

932 it has been read but once, shall be placed in the Orders of the Day for the next sitting for a
933 second reading without question; otherwise it shall be placed in the Orders of the Day for the
934 next sitting, pending the question on ordering to a third reading, or to engrossment, as the case
935 may be. [43.] (30.)

936 [Amended Jan. 30, 2019.]

937 32A. [Omitted Jan. 26, 2005.]

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

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

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

948 Every such bill involving a capital expenditure for new projects, or an appropriation for
949 repairs, or any legislation, the cost of which, in the opinion of the committee, exceeds the sum of
950 one hundred thousand dollars when reported into the House by the committee on Ways and
951 Means, shall be accompanied by a fiscal note indicating the amount of public money which will
952 be required to be expended to carry out the provisions of the proposed legislation, together with

953 an estimate of the cost of operation and maintenance for the first year if a new project is
954 involved. [44.] (27.)

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

956 33A. Copies of all bills shall be available, in a format to be determined by the Speaker in
957 consultation with the Clerk, to all members of the House and the public at least 24 hours in
958 advance of consideration by the House; provided further that, to the extent practicable, a
959 summary of any bill containing meaningful policy changes to be considered by the House in a
960 formal session shall be made available by the chair of the committee reporting the bill, to all
961 members of the House prior to the commencement of roll calls for the formal session in which
962 the bill will be considered.

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

969 [Adopted Nov. 17, 1983; Amended Nov. 28, 1984; Jan. 12, 1987; Jan. 9, 1991; Jan. 17,
970 1995; Jan. 9, 2003; Jan. 26, 2005, Jan. 23, 2007; Jan. 29, 2015; Jul. 7, 2021.]

971 33B. [Omitted Jan. 26, 2005.]

972 33C. [Omitted Jan. 26, 2005.]

973 33D. [Omitted Jan. 26, 2005.]

974 33E. No consolidated amendment offered by the committee on Ways and Means shall be
975 considered by the House until the expiration of at least 30 minutes after the consolidated
976 amendment shall have been first filed with the Clerk and made available to the members. This
977 rule shall not be suspended unless by unanimous consent of the members present.

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

979 33F. No consolidated amendment shall be adopted except by a roll call vote.

980 [Added Feb. 2, 2017.]

981 34. Bills from the Senate, after their first reading, shall be referred to a committee of the House.
982 [45.] (26.)

983 [Amended Jan. 26, 1999.]

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

988 [Amended April 18, 1979; Jan. 12, 1981; Jan. 26, 2005, Jan. 23, 2007; Jan. 23, 2013.]

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

991 37. Bills, resolves and other papers that have been, or, under the rules or usage of the House,
992 are to be made available in a format to be determined by the Speaker in consultation with the

993 Clerk, shall be read by their titles only, unless the full reading is requested by vote of a majority
994 of those members present and voting.

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

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

1000 39. No bill shall be passed to be engrossed without having been read on three separate
1001 legislative days. [51.] (28.)

1002 [Amended Jan. 11, 1985.]

1003 40. No engrossed bill shall be amended, except by striking out the enacting clause. A motion
1004 to strike out the enacting clause of a bill shall be received when the bill is before the House for
1005 enactment. If the bill contains an emergency preamble, a motion to suspend this rule may be
1006 received before the adoption of the emergency preamble and, if suspended, the amendment may
1007 contain a new emergency preamble. This rule shall not apply to a bill or resolve returned by the
1008 Governor with a recommendation of amendment in accordance with the provisions of Article
1009 LVI of the Amendments to the Constitution; nor shall it apply to amendments of engrossed bills
1010 proposed by the Senate and sent to the House for concurrence, which amendments shall be
1011 subject to the provisions of Rule 35, provided, however, that an affirmative vote on a motion to
1012 suspend this rule shall be required in order to offer an amendment to such an engrossed bill when
1013 the question before the House is on adoption of an emergency preamble, re-enactment or
1014 enactment, as the case may be. [53.] (49.)

1015 [Amended, Jan. 23, 2007; Jan. 20, 2011; Jan. 23, 2013; Jan. 29, 2015.]

1016 41. Bills received from the Senate and bills reported favorably by committees, when not
1017 referred to another standing committee of the House, shall, prior to being placed in the Orders of
1018 the Day, be referred to the committee on Steering, Policy and Scheduling. Resolutions received
1019 from and adopted by the Senate, or reported in the House by committees, shall, if proposed for
1020 joint adoption, be referred to said committee on Steering, Policy and Scheduling. [56.] (26.)

1021 [Amended Jan. 14, 1997; Jan. 26, 1999.]

1022 42. Reports of committees, not by bill or resolve, including orders if proposed for joint
1023 adoption, after they are received from the Senate, or made in the House, as the case may be,
1024 shall, unless subject to the provisions of any other House or joint rules, be referred to the
1025 committee on Steering, Policy and Scheduling; provided that the report of a committee asking to
1026 be discharged from further consideration of a subject, and recommending that it be referred or
1027 recommitted to another committee, or a report of a committee recommending that a matter be
1028 placed on file, shall be immediately considered. Reports of committees on proposals for
1029 amendments to the Constitution shall be dealt with in accordance with the provisions of Joint
1030 Rule 23. [57.] (36.)

1031 [Amended Jan. 14, 1997; Jan. 29, 2015.]

1032 42A. The Clerk shall, prior to 3 o'clock P.M., on the day preceding a session, make available
1033 by electronic communication or other means, a list of all reports of the committee on Steering,
1034 Policy and Scheduling, asking to be discharged from further consideration of subjects, and
1035 recommending that the subjects be referred to other committees.

1036 [Adopted Jan. 26, 2005; Amended Jan. 29, 2015.]

1037 43. Bills ordered to a third reading shall be placed in the Orders of the Day for the next day
1038 for such reading. [58.] (32.)

1039 Special Rules Affecting the Course of Proceedings.

1040 44. The Speaker may designate when an informal session of the House shall be held provided
1041 said Speaker gives notice of such informal session at a prior session of the House. The Speaker
1042 may, in cases of emergency, cancel a session or declare any session of the House to be an
1043 informal session. At an informal session the House shall only consider reports of committees,
1044 papers from the Senate, bills for enactment or resolves for final passage, bills containing
1045 emergency preambles and the matters in the Orders of the Day. Motions to reconsider moved at
1046 such informal session shall be placed in the Orders of the Day for the succeeding day, and no
1047 new business shall be entertained, except by unanimous consent.

1048 Formal debate, or the taking of the sense of the House by yeas and nays shall not be
1049 conducted during such informal session.

1050 Upon the receipt of a petition signed by at least a majority of the members elected to the
1051 House, so requesting, the Speaker shall, when the House is meeting in informal session under the
1052 provisions of Joint Rule 12A, designate a formal session, to be held within seven days of said
1053 receipt, for the purpose of considering the question of passage of a bill, notwithstanding the
1054 objections of the Governor, returned pursuant to Article 2, Section 1, Clause 1, Part 2 of the
1055 Massachusetts Constitution. This rule shall not be suspended unless by unanimous consent of the
1056 members present. [59.] (5A.)

1057 [Amended Jan. 11, 1985; Jan. 12, 1987; Jan. 17, 1995; Jan. 14, 1997; Jan. 24, 2001; Jan. 9,
1058 2003; Feb. 11, 2009.]

1059 45. After entering upon the consideration of the Orders of the Day, the House shall proceed
1060 with them in regular course as follows: Matters not giving rise to a motion or debate shall first be
1061 disposed of in the order in which they stand in the Calendar; after which the matters that were
1062 passed over shall be considered in like order and disposed. The provisions of this paragraph shall
1063 not be suspended unless by unanimous consent of the members present.

1064 Notwithstanding the provisions of this rule, during consideration of the Orders of the Day, the
1065 committee on Ways and Means and the committee on Bills in the Third Reading may present
1066 matters for consideration of the House after approval of two-thirds of the members present and
1067 voting, without debate. [59.] (37.) [See Rule 47.]

1068 [Amended Jan. 12, 1981; Jan. 12, 1983; Feb. 11, 2009.]

1069 46. When the House does not finish the consideration of the Orders of the Day, those which
1070 had not been acted upon shall be the Orders of the Day for the next and each succeeding day
1071 until disposed of, and shall be entered in the Calendar, without change in their order, to precede
1072 matters added under Rule 7A; provided, however, that all other matters shall be listed in
1073 numerical order by Calendar item.

1074 The unfinished business in which the House was engaged at the time of adjournment shall
1075 have the preference in the Orders of the Day for the next day. [60.] (35.)

1076 [Amended Jan. 12, 1987; Jan. 26, 1999.]

1077 47. No matter which has been duly placed in the Orders of the Day shall be discharged
1078 therefrom, or considered out of the regular course. [61.] (38.) [See Rule 45.]

1079 Voting.

1080 48. Members desiring to be excused from voting shall make application to that effect before
1081 the division of the House or the taking of the yeas and nays is begun. Such application may be
1082 accompanied by a brief statement of reasons by the member. The Clerk shall, prior to the first
1083 roll call of the sitting, announce the name of any member who has informed him/her to not call
1084 their name or lock their voting station. The Clerk shall also announce prior to any subsequent
1085 roll call of the sitting the name of any member who had informed their to not call their name or
1086 lock their voting station since the taking of the immediately preceding roll call.

1087 A member absent from the House for a formal session period of a day or longer shall notify the
1088 Clerk in writing of the intended absence. A member absent during a formal session for an
1089 extended period or for the remainder of the session shall notify the Clerk in person. The Clerk
1090 shall provide a written notice to any such absent member.

1091 The Clerk shall disable the voting station of any such member notifying the Clerk of an absence
1092 pursuant to this Rule. The Clerk shall also disable the voting station of any member failing to
1093 answer the first non-quorum roll call of a legislative sitting; provided, however, that the Clerk
1094 shall reactivate the voting station upon receiving notification of the member's return to the House
1095 Chamber. ([64.] (57.))

1096 [Amended Feb. 11, 2009; Jan. 30, 2019.]

1097 49. If the presence of a quorum is doubted, a count of the House shall be made. When a yea
1098 and nay vote is taken, the members, with the exception of the Speaker, shall vote only from their
1099 seats. A member who has been appointed by the Speaker to perform the duties of the Chair, or a
1100 person who has been elected Speaker pro tempore, may designate some member or a court
1101 officer to cast a vote for him/her on any vote taken on the electronic voting system while such
1102 member is presiding. Said designated member performing the duties of the Chair, or Speaker pro
1103 tempore, may, if the Speaker is in the State House, cast a vote for the Speaker. The Speaker
1104 shall state the pending question before opening the system for voting.

1105 The Speaker may direct the Clerk to cast a vote for a member who is in the House Chamber,
1106 but who is unable to vote due to a malfunction of their voting station or inability to open their
1107 voting station.

1108 Except in the case of a vote to ascertain the presence of a quorum, if a member is prevented
1109 from voting personally using the electronic voting system because of physical disability, said
1110 member shall, if present in the State House, be excused from so voting and the Speaker shall
1111 assign a court officer to cast said member's vote so long as said physical disability continues;
1112 provided that the Speaker shall announce the action of the Chair to the membership prior to
1113 assigning a court officer to cast the member's vote and provided further that the Speaker shall
1114 announce the action to the membership the first time a vote is cast for that member on each
1115 successive day.

1116 A Member serving on active reserve military duty may participate remotely in a formal
1117 session, subject to the requirements and limitations of federal law and regulation, including, but

1118 not limited to, United States Department of Defense Directive 1344.10. A Member serving on
1119 active reserve military shall notify the Clerk of such service as soon as practicable.

1120 A Member diagnosed with a serious medical condition may, upon submission of a
1121 request for an accommodation to participate remotely to Counsel appointed pursuant to Rule
1122 13B, accompanied by documentation from said Member's medical provider that an
1123 accommodation is necessary, may participate remotely in a formal session. Upon receipt and
1124 approval of a request for accommodation to participate remotely Counsel shall notify the Clerk
1125 that the Member filing the request has been authorized to participate remotely. Other than the
1126 notification provided to the Clerk, Counsel shall maintain any request for accommodation
1127 pursuant to this rule as confidential.

1128 A Member authorized to participate remotely in a formal session pursuant to this Rule
1129 shall have the same privileges, rights and responsibilities as if the Member were physically
1130 present in the House Chamber, including without limitation, the right, privilege and
1131 responsibility to cast votes on all questions or other matters brought to a vote and the ability to
1132 take the oath required pursuant to Part the Second, Chapter VI, Article I of the Constitution of
1133 the Commonwealth.

1134 The Journal of the House for any formal session of the House where a Member is
1135 participating remotely in a formal session pursuant to this Rule shall not specify which Members
1136 participated remotely. [65.]

1137 [Amended April 18, 1979; Jan. 12, 1987; Jan. 9, 1991; Jan. 9, 2003; Jan. 20, 2011; Feb. 11,
1138 2009; Jan. 30, 2019; Jul. 7, 2021.]

1139 50. When a question is put, the sense of the House shall be taken by the voices of the
1140 members, and the Speaker shall first announce the vote as it appears to the Speaker by the sound.
1141 If the Speaker is unable to decide by the sound of the voices, or if the announcement made
1142 thereupon is doubted by a member rising in their place for that purpose, the Speaker shall order a
1143 division of the number voting in the affirmative and in the negative, without further debate upon
1144 the question. [66.] (55.)

1145 [Amended Jan. 11, 1985; Feb. 11, 2009; Jan. 30, 2019.]

1146 51. When a return by division of the members voting in the affirmative and in the negative is
1147 ordered, the members for or against the question, when called on by the Speaker, shall rise in
1148 their places, and stand until they are counted. If, upon the taking of such a vote, the presence of a
1149 quorum is doubted, a count of the House shall be had, and if a quorum is present the vote shall
1150 stand. [67.]

1151 52. The sense of the House shall be taken by yeas and nays whenever required by ten percent
1152 of the members elected. The Speaker shall, after waiting up to an interval of twelve minutes,
1153 state the pending question and, after opening the electronic voting system, instruct the members
1154 to vote for not less than two minutes and no more than twenty-two minutes, the Speaker shall
1155 close said system and cause totals to be displayed and a record made of how each member
1156 present voted; provided, that if at any time during said voting period any standing, joint or
1157 conference committee is meeting in public or executive sessions, the Speaker shall leave the
1158 electronic voting machine open for not less than 5 minutes.

1159 Any member desiring to be recorded as being "present" when a yea and nay vote is taken on
1160 the electronic roll call system shall so notify the Clerk in person after said vote is ordered and
1161 before the vote is announced.

1162 In the event the electronic voting system is not in operating order, the roll of the House shall
1163 be called in alphabetical order; provided, however, that no member shall be allowed to vote or to
1164 answer "present" who was not on the floor before the vote is declared; provided, however, that a
1165 member, who was in the State House on a previous roll call, may be recorded by reporting to the
1166 Clerk within five minutes after such vote is closed, unless objection is made thereto and it is
1167 seconded; and provided further that the presiding officer shall not, for said purpose, interrupt the
1168 member who is speaking on the floor; provided, however, that such request may be announced to
1169 the House subsequent to the five minutes. The Speaker shall not entertain any requests beyond
1170 said five minute period. Once the voting has begun it shall not be interrupted except for the
1171 purpose of questioning the validity of a member's vote before the result is announced. Except as
1172 heretofore provided, any member who shall vote or attempt to vote for another member or any
1173 person not a member who votes or attempts to vote for a member, or any member or other person
1174 who willfully tampers with or attempts to impair or destroy in any manner whatsoever the voting
1175 equipment used by the House, or change the records thereon shall be punished in such manner as
1176 the House determines; and provided further, that such a violation shall be reported to the Ethics
1177 Committee. [68.] (56, 57.)

1178 Upon completion of the tally by the Clerk and the announcement of the vote by the Speaker,
1179 the results of all roll calls conducted shall be conspicuously posted on the General Court website.

1180 [Amended Jan. 12, 1983; Jan. 11, 1985; Jan. 12, 1987; Jan. 9, 1991; Jan. 24, 2001; Jan. 9,
1181 2003; Jan. 26, 2005; Feb. 11, 2009; Jan 20, 2011; Jul. 7, 2021.]

1182 53. The call for yeas and nays shall be decided without debate. If the yeas and nays have been
1183 ordered before the question is put, the proceedings under Rules 50 and 51 relative to verification
1184 of the vote by the voices of the members or by a return of divisions shall be omitted; if not, they
1185 may be called for in lieu of a return by divisions when the Speaker's announcement is doubted by
1186 a member rising in their place, and, if then ordered, the proceedings under Rules 50 and 51 shall
1187 be omitted. [69.] (52.)

1188 [Amended Jan. 26, 1999; Jan. 30, 2019.]

1189 Reconsideration.

1190 54. No motion to reconsider a vote shall be entertained unless it is made on the same day on
1191 which the vote was taken, or before the Orders of the Day have been taken up on the next day
1192 thereafter on which a quorum is present. If reconsideration is moved on the same day, the motion
1193 shall be placed first in the Orders of the Day for the succeeding day; but, if it is moved on the
1194 succeeding day, the motion shall be considered forthwith except that if said motion is moved on
1195 a day on which an informal session has been designated, it shall be placed in the Orders of the
1196 Day for the succeeding day. If reconsideration is moved after July first of the second annual
1197 session and thereafter, on any main question, it shall be considered forthwith. This rule shall not
1198 prevent the reconsideration of a vote on a subsidiary, incidental or dependent question at any
1199 time when the main question to which it relates is under consideration; and provided, further,
1200 that a motion to reconsider a vote on any subsidiary, incidental or dependent question shall not
1201 remove the main subject under consideration from before the House, but shall be considered at

1202 the time when it is made. This rule shall not be suspended unless by unanimous consent of the
1203 members present. [70.] (53.)

1204 [Amended Jan. 12, 1981, Jan. 23, 2007.]

1205 55. When a motion for reconsideration is decided, that decision shall not be reconsidered, and
1206 no question shall be twice reconsidered; nor shall any vote be reconsidered upon any of the
1207 following motions:

1208 to recess,

1209 to adjourn,

1210 on sustaining a ruling of the Chair,

1211 to close debate at a specified time,

1212 to postpone if voted in the negative,

1213 to discharge or direct a committee to report,

1214 to commit or recommit,

1215 for second or subsequent legislative days,

1216 for the previous question, or

1217 for suspension of rules.

1218 This rule shall not be suspended unless by unanimous consent of the members present. [71.]
1219 (53.)

1220 [Amended Jan. 12, 1981; Jan. 12, 1983; Jan. 9, 1991.]

1221 56. Debate on motions to reconsider shall be limited to fifteen minutes, and no member shall
1222 occupy more than three minutes, but on a motion to reconsider a vote upon any subsidiary or
1223 incidental question, debate shall be limited to ten minutes, and no member shall occupy more
1224 than three minutes.

1225 If the House has voted to close debate on any question, a motion to reconsider said question
1226 shall be decided without debate. [72.] (52.)

1227 [Amended Jan. 12, 1981; Jan. 12, 1987.]

1228 RULES OF DEBATE.

1229 57. Every member, when about to speak, shall rise and respectfully address the Speaker and
1230 shall confine himself/herself to the question under debate. [73.] (39.)

1231 [Amended Jan. 11, 1985.]

1232 58. Every member while speaking shall avoid personalities; and shall sit down when finished.
1233 No member shall speak out of their place without leave of the Speaker. [73.] (39.)

1234 When two or more members rise at the same time, the Speaker shall name the member
1235 entitled to the floor, preferring one who rises in their place to one who does not. [74.] (40.)

1236 [Amended Jan. 11, 1985; Jan. 30, 2019.]

1237 59. If a member repeatedly violates any of the rules of the House, or disrupts the orderly
1238 procedure of the House, the Speaker, after warning the member of such violations, shall call the
1239 member to order, and order that member to take their seat. A member so called to order shall lose

1240 the right to speak on the pending subject-matter but shall not be debarred from voting. A member
1241 so called to order shall remain seated until the House begins consideration of another subject-
1242 matter or unless the Speaker earlier returns to the member their rights to the floor.

1243 If a member so called to order refuses to immediately take their seat, the Speaker shall
1244 immediately name that member, who shall be escorted from the Chamber under escort of the
1245 Sergeant-at-Arms. The matter shall thereupon, on motion, be referred to a special committee of
1246 three to be appointed by the Speaker. Said special committee shall make a report to the House of
1247 its recommendations, which report shall be read and accepted.

1248 Having been named, a member shall not be allowed to resume their seat until said member
1249 has complied with the recommendations of the committee as accepted by the House.

1250 If, after a member is seated or named, the action of the Speaker is appealed, the House shall
1251 decide the case by a majority vote of the members present and voting, but if there is no
1252 immediate appeal, the decision of the Speaker shall be conclusive.

1253 [Amended Jan. 12, 1981; Jan. 11, 1985; Feb. 11, 2009; Jan. 30, 2019.]

1254 60. No member shall interrupt another while speaking except by rising to a point of order, to a
1255 question of personal privilege, to doubt the presence of a quorum, or to ask the person speaking
1256 to yield.

1257 Members may rise to explain matters personal to them by leave of the presiding officer, but
1258 shall not discuss pending questions in such explanations.

1259 Questions of personal privilege shall be limited to questions affecting the rights, reputation, and
1260 conduct of the member in their representative capacities.

1261 Members may rise to ask questions of parliamentary inquiry concerning the pending matter by
1262 leave of the presiding officer, but shall not debate the pending questions. [75.] (42.)

1263 [Amended Jan. 12, 1981; Feb. 11, 2009; Jan. 30, 2019.]

1264 61. No member shall speak more than once to the prevention of those who have not spoken
1265 and desire to speak on the same question.

1266 This prohibition shall not apply to those members designated by the committee or committees
1267 reporting the bill.

1268 No member shall occupy more than thirty minutes at a time while speaking on any question
1269 where debate is unlimited.

1270 Unless the operation of another rule provides to the contrary (such as previous question,
1271 limitation of debate, etc.), no member shall be prohibited from speaking more than once on any
1272 question when no other member who has not spoken is seeking recognition by the Chair. [76.]
1273 (41.)

1274 Motions.

1275 62. Every motion shall be reduced to writing, if the Speaker so directs. [77.] (44.)

1276 63. A motion need not be seconded, except an appeal from the decision of the Chair, and may
1277 be withdrawn by the mover if no objection is made. [78.] (44.)

1278 [Amended Jan. 12, 1981.]

1279 Limit of Debate.

1280 64. A motion to recess or adjourn shall always be first in order, and shall be decided without
1281 debate; and on the motions to close debate at a specified time, to postpone to a time certain, to
1282 commit or recommit, not exceeding ten minutes shall be allowed for debate, and no member
1283 shall speak more than three minutes. On the motion to discharge any committee, or on a motion
1284 directing any committee to report matters before it, not exceeding fifteen minutes shall be
1285 allowed for debate, and no member shall speak more than three minutes.

1286 If the main motion is undebatable, any subsidiary or incidental motion made relating to it
1287 shall also be decided without debate. [79.] (52.) [See Rules 56 and 83.]

1288 [Amended Jan. 12, 1981.]

1289 64A. Debate on the question on adoption of orders for second and subsequent legislative days
1290 shall be limited to ten minutes, and no member shall speak more than three minutes. After
1291 entering into a second or subsequent legislative day, the House shall immediately proceed to
1292 consideration of engrossed bills, reports of committees, papers from the Senate or the Orders of
1293 the Day. This rule shall not be suspended unless by unanimous consent of the members present.

1294 [Adopted Jan. 12, 1983.]

1295 65. When a question is before the House, until it is disposed of, the Speaker shall receive no
1296 motion that does not relate to the same, except the motion to recess or adjourn or some other
1297 motion that has precedence either by express rule of the House, or because it is privileged in its
1298 nature; and the Speaker shall receive no motion relating to the same, except,—

1299 for the previous question,

1300 to close debate at a specified time,

1301 to postpone to a time certain,

1302 to commit (or recommit),

1303 to amend, See Rules 66, 67 and 68

1304 See Rules 64, 69 and 70

1305 See Rules 64 and 70

1306 See Rules 64 and 71

1307 See Rules 72, 73, 74 and 75

1308 — which several motions shall have precedence in the order in which they are arranged in
1309 this rule. [80.] (46.)

1310 [Amended Jan. 11, 1985.]

1311 Previous Question.

1312 66. Any member may call for the previous question on the main question.

1313 The previous question shall be put in the following form: "Shall the main question be now
1314 put?" and all debate on the main question shall be suspended until the previous question is
1315 decided.

1316 The adoption of the previous question shall require the affirmative vote of two-thirds of the
1317 members present and voting and shall put an end to all debate, and bring the House to direct vote
1318 upon pending amendments, if any, in their regular order, and then upon the main question.

1319 A motion to reconsider the vote on any of the pending amendments shall be decided without
1320 debate. [81.]

1321 [Amended Jan. 12, 1981.]

1322 67. Any member may call for the previous question on any pending amendment.

1323 The previous question shall be put in the following form: "Shall the question on adoption of
1324 the amendment be now put?" and all debate shall be suspended until the previous question is
1325 decided.

1326 The adoption of the previous question on a pending amendment shall require the affirmative
1327 vote of two-thirds of the members present and voting and shall put an end to all debate and bring
1328 the House to a direct vote upon the pending amendment.

1329 A motion to reconsider the vote on the pending amendment shall be decided without debate.

1330 [Amended Jan. 12, 1981.]

1331 68. The previous question shall be decided without debate.

1332 Motion to Close Debate at a Specified Time.

1333 69. Debate may be closed at any time not less than thirty minutes from the adoption of a
1334 motion to that effect. This rule shall not be suspended unless by unanimous consent of the
1335 members present. [85.] (47.)

1336 Motion to Postpone to a Time Certain.

1337 70. When a motion is made to postpone to a time certain, and different times are proposed,
1338 the question shall first be taken on the most remote time; and the time shall be determined before
1339 the question is put on postponement, which may then be rejected if the House sees fit. [87.] (51.)

1340 Motion to Commit.

1341 71. When a motion is made to commit, and different committees are proposed, the question
1342 shall be taken in the following order:

1343 a standing committee of the House,

1344 a select committee of the House,

1345 a joint standing committee,

1346 a joint selected committee;

1347 and a subject may be recommitted to the same committee or to another committee at the
1348 pleasure of the House. [88.] (48.)

1349 Motion to Amend.

1350 72. A motion to amend an amendment may be received; but no amendment in the third degree
1351 shall be allowed. This rule shall not be suspended unless by unanimous consent of the members
1352 present. [89.]

1353 [Amended Jan. 12, 1983.]

1354 73. No motion or proposition on a subject different from that under consideration shall be
1355 admitted under color of amendment. This rule shall not be suspended unless by unanimous
1356 consent of the members present. [90.] (50.)

1357 [Amended Jan. 12, 1987.]

1358 73A. No motion to amend a report from the committee on Ways and Means or a report from
1359 the committee on Bills in the Third Reading, when such an amendment contains an expenditure
1360 of public money or an increase or decrease in taxes, shall be considered unless a brief
1361 explanation of the amendment is stated.

1362 [Adopted Jan. 17, 1995; Amended Jan. 26, 1999.]

1363 74. A question containing two or more propositions capable of division shall be divided
1364 whenever desired by any member, if the question includes points so distinct and separate that,
1365 one of them being taken away, the other will stand as a complete proposition. The motion to
1366 strike out and insert shall be considered as one proposition and therefore indivisible. The
1367 question on ordering a bill or resolve to a third reading, or to be engrossed, or to be enacted, or
1368 similar main motions shall be considered as indivisible under this rule. This rule shall not be
1369 suspended unless by unanimous consent of the members present. [91.] (45.)

1370 [Amended Jan. 12, 1983.]

1371 75. In filling blanks, the largest sum and longest time shall be put first. [92.] (51.) [See Rule
1372 70.]

1373 Declaration of Recess.

1374 76. The Speaker may declare a recess of 15 minutes duration, or less.

1375 [Amended Jan. 9, 1991; Jan. 29, 2015.]

1376 Appeal.

1377 77. No appeal from the decision of the Speaker shall be entertained unless it is seconded; and
1378 no other business shall be in order until the question on the appeal has been disposed of. Debate
1379 shall be limited to 15 minutes on the question of sustaining a ruling by the Chair, and no member
1380 shall occupy more than three minutes. [94.] (43A.) [See Rule 2.]

1381 [Amended Jan. 9, 1989; Jan. 29, 2015.]

1382 Resolves.

1383 78. Such of these rules as are applicable to bills, whether of the House or of the Senate, shall
1384 apply likewise to such resolves as require the concurrence of the Senate and approval by the
1385 Governor in order to become law and have force as such. [95.]

1386 Seats.

1387 79. (1) The desk on the right of the Speaker shall be assigned to the use of the Clerk and such
1388 persons as they may employ to assist said Clerk, and that on the left to the use of the chair and
1389 vice-chair of the committee on Bills in the Third Reading.

1390 (2) The Speaker shall assign members to vacant seats. The seat assigned to any member, other
1391 than seats assigned under paragraph (1) of this rule, shall be their seat for the year and for such
1392 additional years as said member may elect so long as service in the House remains continuous.
1393 An exchange of seats may be made with the approval of the Speaker. [98.]

1394 [Amended Jan. 11, 1985; May 5, 1993; Jan. 30, 2019.]

1395 Privilege of the Floor.

1396 80. The following persons shall be entitled to admission to the House of Representatives,
1397 during the session thereof, to stand in an area designated by the Speaker in the rear of the
1398 Chamber, unless otherwise invited by said Speaker to occupy seats not numbered:

1399 (1) The Governor and the Lieutenant-Governor, members of the Executive Council, Secretary
1400 of the Commonwealth, Treasurer and Receiver-General, Auditor of the Commonwealth,
1401 Attorney-General, Librarian and Assistant Librarian;

1402 (2) The members of the Senate;

1403 (3) Authorized employees of the House and persons in the exercise of an official duty directly
1404 connected with the business of the House; or

1405 (4) Contestants for seats in the House, whose papers are in the hands of a special committee
1406 of the House, may be admitted, while their cases are pending, to seats to be assigned by the
1407 Speaker

1408 No other person shall be admitted to the floor during the session, except upon the permission
1409 of the Speaker.

1410 No legislative agent or counsel may be admitted to the floor of the House Chamber during a
1411 session unless that part of the session is ceremonial in nature in which no other legislative
1412 business is conducted.

1413 The legislative reporters shall be entitled to the privileges of the reporters' galleries.

1414 This rule shall not be suspended unless by unanimous consent of the members present. [99.] (60,
1415 61.)

1416 [Amended Jan. 9, 1991, Jan. 23, 2007; Jan. 30, 2019.]

1417 Representatives' Chamber and Adjoining Rooms.

1418 81. (a) Use of the Representatives' Chamber members' corridor or adjoining rooms shall be
1419 for official business or educational purposes only and shall be subject to the approval of the
1420 Speaker or the committee on Rules. The provisions of this paragraph shall not apply if the
1421 purpose of admittance is to attend a meeting in an adjoining room to which members of the
1422 general public are allowed to attend.

1423 (b) No legislative agent or counsel shall be admitted to the members' corridor or adjoining
1424 rooms. No other person shall be admitted to the members' corridor or adjoining rooms, except
1425 persons entitled to the privileges of the floor of the House unless upon written invitation of a
1426 member bearing the name of the member and the person the member invites. Upon entering, the
1427 invitation shall be given to the court officer assigned to the area. The provisions of this paragraph
1428 shall not apply if the purpose of admittance is to attend a meeting in an adjoining room to which
1429 members of the general public are allowed to attend.

1430 (c) No person shall be admitted to the north gallery of the House except upon a card of the
1431 Speaker.

1432 (d) Subject to the approval and direction of the committee on Rules during the session and of
1433 the Speaker after prorogation, the use of the reporters' galleries of the House Chamber shall be

1434 under the control of the organization of legislative reporters known as the Massachusetts State
1435 House Press Association and the State House Broadcasters Association.

1436 (e) Every legislative reporter desiring admission to the reporters' galleries shall state in
1437 writing that they are not the agent or representative of any person or corporation interested in
1438 legislation before the General Court, and will not act as representative of any such person or
1439 corporation while retaining a place in the galleries; but nothing herein contained shall prevent
1440 such legislative reporter from engaging in other employment, provided such other employment is
1441 specifically approved by the committee on Rules and reported to the House.

1442 (f) All formal and informal sessions of the House of Representatives shall be open to both
1443 commercial and public radio and television, except designated times during such sessions, as
1444 determined by the House, reserved for the consideration of non-controversial business which
1445 does not give rise to debate. The manner and conditions of such broadcasts shall be established
1446 by the Speaker. Television, radio or web-broadcasts may be prohibited on any given day by the
1447 Speaker.

1448 All formal and informal sessions shall be broadcast live on House television and
1449 livestreamed on the General Court website. Audio or video recordings of prior formal and
1450 informal sessions for the current biennial session shall be made available to the public on the
1451 General Court website.

1452 The Speaker may arrange for a limited number of remote connections at a location
1453 outside of the Representatives' Chamber for commercial and public radio and television to obtain
1454 audio and visual feeds of formal sessions being recorded or streamed by the House. Video or
1455 audio obtained from such feed shall be used only for reporting purposes. Access to the

1456 connections provided shall be on a first-come-first serve basis; provided, however, that
1457 commercial and public radio and television acquiring access shall be required to share the audio
1458 or video feeds with other any other commercial and public radio and television station seeking
1459 access. The manner and conditions of access shall be established by the Speaker with the
1460 approval of the House. Access may be prohibited by the Speaker with the approval of the House.

1461 Clauses (a) through (e) of this rule shall not be suspended unless by unanimous consent of the
1462 members present. [100.] (59.)

1463 [Amended April 18, 1979; Jan. 12, 1983; Jan. 12, 1987; Jan. 9, 1991; Jan. 26, 1999, Jan. 23,
1464 2007; Jan. 30, 2019; Jul. 7, 2021.]

1465 Quorum.

1466 82. Eighty-one members shall constitute a quorum for the organization of the House and the
1467 transaction of business. [See amendments to the Constitution, Art. XXXIII.]

1468 In the event that a quorum is not present, the presiding officer shall compel the attendance of
1469 a quorum. During the absence of a quorum, no other business may be transacted or motions
1470 entertained except a declaration of adjournment or a recess by the Speaker. [105.]

1471 [Amended Jan. 12, 1981; Jan. 14, 1997.]

1472 Debate on Motions for Suspension of Rules.

1473 83. The question of suspension of House Rules 45, 47, 56, 61, 64, 66, 67, 68, 69, 77 and 83
1474 shall be decided without debate. Debate upon the motion for the suspension of any other House
1475 rule, unless otherwise indicated, or any joint rule shall be limited to fifteen minutes and no

1476 member shall occupy more than three minutes. This rule shall not be suspended unless by
1477 unanimous consent of the members present. [102.] (52.)

1478 [Amended Jan. 12, 1981; Jan. 9, 1989.]

1479 84. Unless otherwise indicated, nothing in the House rules or joint rules shall be suspended,
1480 altered or repealed unless two-thirds of the members present and voting consent thereto. This
1481 rule shall not be suspended unless by unanimous consent of the members present. [103.] (63.)

1482 [Amended Jan. 12, 1981.]

1483 84A. The clerk may, due to technical limitations or upon exigent circumstances, elect to waive
1484 any requirement relative to the electronic availability and posting on the internet of any bills,
1485 resolves, summaries or other documents contained herein; provided, however, that if the clerk so
1486 waives any such requirement he shall make paper copies of the documents available to all
1487 members and the public within the limitation established for the electronic availability and
1488 posting on the internet of any bills, resolves, summaries or other documents contained herein.

1489 [Adopted Feb. 11, 2009.]

1490 Reference to Committee on Rules.

1491 85. All motions or orders authorizing committees of the House to travel or to employ
1492 stenographers, all propositions involving special investigations by committees of the House, all
1493 resolutions presented for adoption by the House only, and all motions and orders except those
1494 which relate to the procedure of the House or are privileged in their nature or are authorized by
1495 Rule 65, shall be referred without debate to the committee on Rules, which shall report thereon,
1496 recommending what action should be taken. The committee shall not recommend suspension of

1497 Joint Rule 9, unless evidence satisfactory to the committee is produced that the petitioners have
1498 previously given notice, by public advertisement or otherwise, equivalent to that required by
1499 Chapter 3 of the General Laws. [104.] (13A.)

1500 [Amended Jan. 29, 2015.]

1501 85A. The House Business Manager, with the approval of the Counsel appointed pursuant to
1502 Rule 13B, shall provide that outside, independent audits of House financial accounts be
1503 conducted for each fiscal year upon receipt of the fiscal year end appropriation activity with
1504 balance report from the comptroller of the Commonwealth. The audit shall be conducted in
1505 accordance with auditing standards generally accepted in the United States of America and the
1506 standards applicable to financial audits contained in Government Auditing Standards, issued by
1507 the Comptroller General of the United States. The House Business Manager shall provide the
1508 independent auditor with requested documents for such audit. A copy of such audit shall be filed
1509 with the Clerk of the House and said copies shall be made available to the members and the
1510 general public upon request. The procurement of an independent auditor pursuant to this rule
1511 shall not be subject to rule 87.

1512 [Adopted Jan. 11, 1985, Amended Jan. 20, 2011; Jan. 30, 2019.]

1513 Parliamentary Practice.

1514 86. The rules of parliamentary practice shall govern the House in all cases to which they are
1515 applicable, and in which they are not inconsistent with these rules or the joint rules of the two
1516 branches. (62.)

1517 Procurement.

1518 87. (a) All procurements for goods or services shall be completed by the House Business
1519 Manager.

1520 (b) All procurements for goods or services shall, to the extent practicable, be made pursuant to a
1521 statewide procurement contract established by the operational services division.

1522 (c) Upon certification by the House Business Manager that a necessary procurement cannot be
1523 made using a statewide procurement contract established by the operational services division, the
1524 House Business Manager may procure the required goods or services pursuant to the following:

1525 (i) for a procurement of a supply or service in an amount of less than \$10,000, the House
1526 Business Manager shall use sound business practices;

1527 (ii) for a procurement of a supply or service in an amount of \$10,000, but less than \$100,000,
1528 the House Business Manager shall seek written or oral quotations from no fewer than 3 persons
1529 customarily providing such supply or service. The House Business Manager shall record the
1530 names and addresses of all persons from whom quotations were sought, the names of the persons
1531 submitting quotations and the date and amount of each quotation. The House Business Manager
1532 shall award the contract to the responsible person whose quotation offers the needed quality of
1533 supply or service and which represents the best value for the House;

1534 (iii) for a procurement of a supply or service in an amount exceeding \$100,000, the House
1535 Business Manager shall seek proposals through a competitive bid process established by the
1536 Counsel appointed pursuant Rule 13B, referred to in this rule as “Counsel” ; provided, however,
1537 that the Counsel shall file the competitive bid process with the Clerk of the House no later than
1538 July 31st of the first year of the session.

1539 (d) Notwithstanding subsection (a) and (b), all procurements for legal consulting services and
1540 legal resources shall be handled exclusively by Counsel in compliance with the provisions of this
1541 rule..

1542 (e) The House Business Manager shall maintain a file on each contract not executed using a
1543 statewide procurement contract established by the operational services division and in excess of
1544 \$10,000 and shall include in such file a copy of all documents constituting the agreement for
1545 goods and services and all documents evidencing compliance with this rule. The House Business
1546 Manager shall make the file available for inspection within said office by members of the House
1547 for at least 3 years from the date of final payment under the contract; provided, however, that the
1548 Business Manager, in consultation with Counsel, shall redact from said file any information
1549 which (i) is legally privileged; (ii) is proprietary; (iii) is related to individual members or House
1550 personnel; or (iv) is otherwise protected by state or federal law.

1551 (f) Whenever the time required to comply with a requirement of this rule would endanger the
1552 health, safety or convenience of the members, staff or visitors to the House of Representatives,
1553 the House Business Manager may make an emergency procurement without satisfying the
1554 requirements of this rule; provided, however, that both the House Business Manager and Counsel
1555 certify in writing: (i) that an emergency exists and explain the nature thereof; (ii) that said
1556 emergency procurement is limited to only supplies or services necessary to meet the emergency;
1557 (iii) that said emergency procurement conforms to the requirements of this rule to the extent
1558 practicable under the circumstances; and (iv) shall include each contractor's name, the amount
1559 and the type of each contract, the supplies or services provided under each contract, and (vii) the
1560 basis for determining the need for an emergency procurement. Such certification shall be filed

1561 with the Clerk of the House prior to an emergency procurement. [Adopted Jan. 20, 2011,
1562 Amended Jan. 23, 2013; Jan. 29, 2015; Feb. 19, 2015; Jan. 30, 2019; Jul. 7, 2021.]

1563 Professional Standards and Conduct

1564 88. (a) As used in Rules 88 to 99, inclusive, the following terms shall, unless the context
1565 clearly requires otherwise, have the following meanings:-

1566 "Authorized party", a party authorized to receive a complaint of harassment or retaliation
1567 pursuant to Rule 93.

1568 "Counsel", Legal Counsel to the House appointed pursuant to Rule 13B.

1569 "Director", the Director of Human Resources appointed pursuant to Rule 90.

1570 "Discriminatory harassment", verbal or physical conduct that:

1571 (1) demeans, stereotypes, or shows hostility or aversion toward an individual or group because
1572 of the individual's race, color, religion, national origin, sex, ancestry, sexual orientation, age,
1573 disability status, genetic information, gender identity, active military personnel status,
1574 transgender status or membership in any other protected class and;

1575 (2) (i) has the purpose or effect of creating an intimidating, hostile, humiliating or offensive
1576 working environment;

1577 (ii) has the purpose or effect of unreasonably interfering with a member, officer, intern or
1578 employee's work performance or official duties; or

1579 (iii) otherwise adversely affects a member, officer, intern or employee's employment
1580 opportunities or ability to fulfill their official duties or conduct business before the House.

1581 "EEO Officer", the Equal Employment Opportunity Officer appointed pursuant to Rule 89.

1582 "Harassment", discriminatory harassment or sexual harassment engaged in by a member, officer,
1583 intern or employee of the House or by a third party.

1584 "Sexual harassment", sexual advances, requests for sexual favors and verbal or physical conduct
1585 of a sexual nature when:

1586 (1) submission to or rejection of such advances, requests or conduct is made either explicitly or
1587 implicitly a term or condition of employment or as a basis for employment decisions, or as a
1588 term, condition or basis for the support of certain policy objectives, political aspirations or
1589 business before the House; or

1590 (2) such advances, requests or conduct have the purpose or effect of unreasonably interfering
1591 with a member, officer, intern or employee's work performance or official duties by creating an
1592 intimidating, hostile, humiliating or sexually offensive work environment.

1593 Under this definition, direct or implied requests for sexual favors in exchange for actual or
1594 promised (i) employment benefits such as favorable reviews, salary increases, promotions,
1595 increased benefits or continued employment or (ii) support for certain policy objectives, political
1596 aspirations or business before the House, shall constitute sexual harassment.

1597 The definition of sexual harassment is broad and may include other sexually oriented conduct,
1598 whether or not it is intended to violate this Rule, that is unwelcome and has the effect of creating
1599 a workplace environment that is hostile, offensive, intimidating or humiliating to a member,
1600 officer, intern or employee of the same or different gender, or those who do not identify as
1601 gender binary.

1602 "Supervisor", a member, officer or employee having direct authority or oversight over one or
1603 more employees.

1604 "Third party", any person visiting the House of Representatives, or conducting official business
1605 or work with any member, officer or employee of the House.

1606 (b) The House is committed to providing fair and equal opportunity for employment and
1607 advancement to all employees and applicants.

1608 It is our policy and practice to assign, promote and compensate employees on the basis of
1609 qualifications, merit, and competence. Employment practices shall not be influenced nor
1610 affected by virtue of an applicant's or employee's race, color, religion, national origin, sex,
1611 ancestry, sexual orientation, age, disability status, genetic information, gender identity, active
1612 military personnel status, transgender status or membership in any other protected class.

1613 This policy governs all aspects of recruiting, hiring, training, on-the-job treatment, promotion,
1614 transfer, discharge and all other terms and conditions of employment.

1615 Without limiting the applicability of the foregoing, the House is committed to creating and
1616 maintaining a work environment in which all members, officers, interns and employees of the
1617 House, and all third parties, are treated with respect and free from any form of harassment,
1618 including harassment based on an individual's membership in any protected class. To that end,
1619 the House will not tolerate harassment of any kind by any member, officer, intern, employee or
1620 third party in the workplace or otherwise in connection with the official duties or employment
1621 responsibilities of a member, officer, third party, intern or employee. Any individual who
1622 believes that they may have been the object of harassment, or any individual who witnesses

1623 something they think may be harassment, is strongly encouraged to report that information to an
1624 authorized party.

1625 The House shall promote the safety and respectful treatment of all members, officers, interns and
1626 employees of the House, and all third parties, by establishing uniform procedures for making and
1627 receiving complaints of harassment and initiating, conducting and concluding investigations into
1628 complaints of harassment.

1629 A violation of this policy will subject the member, officer, employee or intern to discipline
1630 pursuant to Rule 95 and Rule 96.

1631 (c) (1) Discriminatory harassment may include, but is not limited to, the following conduct:

1632 (i) epithets, slurs, insults or negative stereotyping related to the protected classes;

1633 (ii) acts or jokes that are hostile or demeaning with regard to the protected classes;

1634 (iii) threatening, intimidating or hostile acts that relate to the protected classes;

1635 (iv) displays of written or graphic material that demean, ridicule or show hostility toward an
1636 individual or group because of membership in a protected class, including material circulated or
1637 displayed in the workplace, including District Offices, such as on an employee's desk or
1638 workspace, or on House equipment or bulletin boards, including but not limited to House-issued
1639 computers, laptops and personal device assistants;

1640 (v) verbal or non-verbal innuendo, and micro-aggressions; and

1641 (vi) other conduct that falls within the definition of discriminatory harassment set forth above.

1642 (2) Sexual harassment includes, but is not limited to, the following conduct:

- 1643 (i) gender-based bullying, including bullying based on transgender or non-gender binary status;
- 1644 (ii) attempts to coerce an unwilling person into a sexual relationship;
- 1645 (iii) repeatedly subjecting a person to unwelcome sexual or romantic attention;
- 1646 (iv) punishing a person's refusal to comply with a request for sexual conduct; and
- 1647 (v) conditioning a benefit on submitting to sexual advances.
- 1648 (3) Conduct that, if unwelcome, and depending upon the totality of the circumstances, including
- 1649 the severity of the conduct and its pervasiveness, may constitute sexual harassment includes, but
- 1650 is not limited to, the following:
- 1651 (i) unwelcome sexual advances, flirtations or propositions, whether they involve physical
- 1652 touching or not;
- 1653 (ii) sexual "kidding," epithets, jokes, written or oral references to sexual conduct;
- 1654 (iii) gossip regarding one's sex life;
- 1655 (iv) comment on a person's body or an individual's sexual activity, deficiencies, or prowess;
- 1656 (v) displaying sexually suggestive objects, pictures, posters or cartoons;
- 1657 (vi) unwelcome leering or staring at a person;
- 1658 (vii) sexual gestures and suggestive or insulting sounds, such as whistling or comments with
- 1659 sexual content or meaning;
- 1660 (viii) uninvited physical contact, such as touching, hugging, purposely brushing against the body,
- 1661 patting or pinching;

- 1662 (ix) indecent exposure;
- 1663 (x) inquiries into one's sexual experiences;
- 1664 (xi) discussion of one's sexual activities;
- 1665 (xii) sexual emails; and
- 1666 (xiii) sexting, or sexual messages or images posted on social media, for example, texts, instant
1667 messages, Facebook posts, tweets, Snapchat, Instagram or blog entries.
- 1668 (d) No member, officer or employee of the House shall retaliate, including against a member,
1669 officer, intern, or employee of the House who has complained about harassment or participated
1670 in an investigation into an allegation of harassment or retaliation. Any person who believes that
1671 they may have been the subject of retaliation for having complained of harassment or retaliation,
1672 or for having participated in an investigation related to an allegation of harassment or retaliation,
1673 is strongly encouraged to report that information to an authorized party.
- 1674 [Added Mar. 15, 2018; Amended Jan. 30, 2019.]
- 1675 89. (a) The House shall employ a full-time Equal Employment Opportunity Officer. The
1676 committee on Rules shall appoint a qualified person with expertise in harassment prevention,
1677 conduct of investigations, and identifying barriers to equal employment opportunity to act as the
1678 EEO Officer at such compensation as the committee on Rules shall approve.
- 1679 The EEO Officer shall serve a term of two years from the date of appointment, unless the EEO
1680 Officer sooner resigns, retires or is removed; provided, however, that the EEO Officer may only
1681 be removed: (i) for misfeasance, malfeasance or nonfeasance, as determined by agreement of

1682 Counsel and the Director, and approved by a majority vote of the committee on Rules; or (ii) by
1683 a majority roll call vote of the House.

1684 The EEO Officer may employ such assistants as may be necessary in the discharge of the EEO
1685 Officer's duties, subject to the approval of the committee on Rules, and may expend with like
1686 approval such sums as may be necessary for the discharge of their duties.

1687 (b) The EEO Officer shall receive, review and investigate all complaints alleging a violation of
1688 Rule 88, the House Anti-Harassment Policy, or the House Equal Employment Policy, including,
1689 but not limited to complaints alleging harassment or retaliation. Complaints shall be received,
1690 reviewed and investigated pursuant to Rules 93 to 96, inclusive.

1691 The EEO Officer shall develop and implement written policies and procedures for receiving,
1692 investigating, resolving and maintaining records of complaints against members, officers, interns
1693 or employees of the House, or against third parties, made in accordance with Rules 93 to 98,
1694 inclusive.

1695 (c) (1) The EEO Officer, in conjunction with the committee on Human Resources and Employee
1696 Engagement and the Director, shall provide for training of members. . Training shall include,
1697 without limitation, instruction on: (i) House equal employment policies, including the complaint
1698 and investigation process; (ii) workplace harassment specifically, including techniques for
1699 bystander intervention and other best practices; (iii) prohibition on retaliation; (iv) best
1700 management practices; (v) professionalism and respect; and (vi) practices for monitoring the
1701 workplace for issues and identifying risk factors. Each member shall make a signed, written
1702 acknowledgement of the member's completion of the training, which shall be retained by the
1703 EEO Officer.

1704 (2) The EEO Officer, in conjunction with the committee on Human Resources and Employee
1705 Engagement and the Director, shall provide for annual training for all appointed officers and
1706 employees. . Training shall include, without limitation, instruction on (i) House equal
1707 employment policies, including the complaint and investigation process; (ii) workplace
1708 harassment specifically, including techniques for bystander intervention and other best practices;
1709 (iii) prohibition on retaliation; and (iv) professionalism and respect.

1710 Separate trainings shall be held for those appointed officers and employees who are supervisors
1711 and those appointed officers and employees who are not supervisors. The content of the training
1712 shall be tailored appropriately to the recipients. Supervisors shall be specifically trained on best
1713 management practices.

1714 Each appointed officer and employee shall make a signed, written acknowledgement of their
1715 completion of the training, which shall be retained by the EEO Officer, who shall provide a copy
1716 to the Director to be maintained in their personnel file.

1717 (3) The EEO Officer shall provide for appropriate additional training to members, officers or
1718 employees at any time that the EEO Officer deems necessary or appropriate, including upon the
1719 request of a member, officer or employee.

1720 (4) The EEO Officer, in conjunction with the Director, shall provide for training for interns
1721 during the intern orientation process. The training shall include without limitation, instruction
1722 on: (i) House equal employment policies, including the complaint and investigation process; (ii)
1723 workplace harassment specifically, including techniques for bystander intervention and other
1724 best practices; (iii) prohibition on retaliation; and (iv) professionalism and respect. Each intern
1725 shall make a signed, written acknowledgement of the intern's completion of the training, which

1726 shall be retained by the EEO Officer, who shall provide a copy to the Director to be maintained
1727 in the Director's records.

1728 (d) The EEO Officer shall develop practices and procedures for auditing House offices, including
1729 random audits, to ensure the maintenance of best practices. Audits may include interviews and
1730 in-office observation. All members, officers, interns and employees shall comply with a request
1731 from the EEO Officer to conduct an audit.

1732 [Added Mar. 15, 2018; Amended Jul. 7, 2021.]

1733 90. (a) The House shall employ a full-time Director of Human Resources. The committee on
1734 Rules shall appoint a qualified person to act as the Director at such compensation as the
1735 committee on Rules shall approve.

1736 The Director shall serve a term of two years from the date of appointment, unless the Director
1737 sooner resigns, retires or is removed; provided, however, that the Director may only be removed:
1738 (i) for misfeasance, malfeasance or nonfeasance, as determined by agreement of the EEO Officer
1739 and Counsel and approved by a majority vote of the committee on Rules; or (ii) by a majority
1740 roll call vote of the House.

1741 (b) The Director may employ such assistants as may be necessary in the discharge of the
1742 Director's duties, subject to the approval of the committee on Rules, and may expend with like
1743 approval such sums as may be necessary for the discharge of their duties.

1744 (c) The Director shall develop and oversee standardized practices and procedures, which shall
1745 apply to all applications for employment. The practices and procedures shall include, but shall
1746 not be limited to: (i) a standard application for employment; (ii) mandatory background and

1747 reference checks, the results of which shall be reported by the Director to the applicant's
1748 prospective appointing authority; and (iii) a standard offer letter for each position within the
1749 House.

1750 (d) The Director shall develop and oversee standardized practices and procedures, which shall
1751 apply to all employees and appointed officers of the House. These practices and procedures shall
1752 include or address, without limitation: (i) regular meetings between the Director, the EEO
1753 Officer and employees who are supervisors, including an initial meeting within 14 days of the
1754 employee assuming such a role; (ii) guidelines for conducting employee performance reviews;
1755 (iii) a program of progressive discipline; and (iv) separations from employment including exit
1756 interviews for terminated employees.

1757 (e) The Director shall develop employee classifications, which shall include written job
1758 descriptions, salary ranges and schedules. The classifications shall be published in the employee
1759 and supervisor handbooks. The Director may develop a seniority system on which employee
1760 salaries may be based. A seniority system shall be published in the employee handbook.

1761 (f) The Director shall develop practices and procedures for receiving, investigating and
1762 resolving personnel complaints unrelated to Rule 88, the House Anti-Harassment Policy, or the
1763 House Equal Employment Policy.

1764 (g) The Director shall annually publish: (i) an Employee Handbook; and (ii) an Intern
1765 Handbook. Each handbook shall be developed with the advice and approval of the EEO Officer
1766 and Counsel, and shall be submitted to the committee on Human Resources and Employee
1767 Engagement for review and approval at least 14 days prior to publication.

1768 The handbooks shall be available as follows:

- 1769 (i) the Director shall post both handbooks on the human resources web portal;
- 1770 (ii) the Director shall email an electronic copy of the Employee Handbook to each employee
1771 within 10 days of its publication and require that each employee sign a written acknowledgement
1772 of receipt and return such acknowledgement to the Director within 5 days;
- 1773 (iii) the Director shall email an electronic copy of the Employee Handbook to each new
1774 employee within 5 days of the employee's start date and require that the employee sign a written
1775 acknowledgement of receipt and return such acknowledgement to the Director within 5 days;
- 1776 (iv) the committee on Human Resources and Employee Engagement shall provide an Intern
1777 Handbook to each intern on the first day of their internship. Upon receipt of the Intern
1778 Handbook the intern shall sign a written acknowledgement of receipt that day, which shall be
1779 maintained by the committee, with a copy sent to the Director;
- 1780 (vi) hard copies of each handbook shall be available in the offices of the Director, the EEO
1781 Officer, Counsel and the Clerk;
- 1782 (vi) the Director shall cause electronic copies of each handbook to be downloaded onto the
1783 desktop of each House computer; and
- 1784 (vii) in formats accessible to all members, officers and employees.
- 1785 (h) (1) The Committee on Human Resources and Employee Engagement , in consultation with
1786 the Director, shall develop policies to address individuals who provide services to the House in a
1787 volunteer capacity or otherwise without receiving compensation

1788 (2) The Committee on Human Resources and Employee Engagement , in consultation with the
1789 Director and subject to the approval of Counsel, shall develop policies pro-bono service and
1790 charitable and community service activities by members, officers and employees of the House.

1791 [Added Mar. 15. 2018; Amended Jan. 30, 2019; Jul. 7, 2021.]

1792 91. The Director shall, in consultation with the EEO Officer, create and maintain an internal web
1793 portal for members, officers and employees. The web portal shall provide relevant information
1794 on human resource policies and procedures, including, without limitation, the Rules of the
1795 House, each handbook published by the Director, explanations of complaint and investigation
1796 procedures, contact information for the Director, the EEO Officer and Counsel, training
1797 opportunities and schedules and the directory of committee staff required pursuant to Rule 92.

1798 [Added Mar. 15, 2018; Amended Jul. 7, 2021.]

1799 92. (a) The House shall employ a full-time Director of Employee Engagement. The committee
1800 on Human Resources and Employee Engagement shall appoint a qualified person to act as the
1801 Director of Employee Engagement at such compensation as the committee on Human Resources
1802 and Employee Engagement shall approve.

1803 (b) The Director of Employee Engagement shall, in consultation with the Director of Human
1804 Resources: (i) develop methods for enhancing the skills and professional development of
1805 employees including skills for providing constituent services and engaging with, and ensuring
1806 the privacy of, members of the public who visit the State House; (ii) explore and develop
1807 partnerships with national trade organizations to maximize the opportunities for professional
1808 development available to employees; and (iv) engage employees in roundtable discussions on
1809 issues of importance or concern.

1810 (c) The Director of Employee Engagement shall assist the committee on Human Resources
1811 and Employee Engagement with duties as may be assigned by the committee or the Director of
1812 Human Resources.

1813 (d) The Director of Employee Engagement shall prepare and publish on the house intranet a
1814 directory of committee staff.

1815 [Added Mar. 15, 2018; Amended Jul. 7, 2021.]

1816 93. (a) (1) A member who believes that they have been the object of harassment or retaliation,
1817 who witnesses harassment or retaliation, or who becomes aware of harassment or retaliation
1818 may make a complaint, either orally or in writing with the EEO Officer, Counsel, or the Director.
1819 Upon receipt of a complaint pursuant to this subsection, a recipient other than the EEO Officer
1820 shall forthwith provide a detailed account of the complaint to the EEO Officer for assessment
1821 pursuant to Rule 94.

1822 (2) An appointed officer, employee or intern of the House who believes that they have been
1823 the object of harassment or retaliation, who witnesses harassment or retaliation, or who becomes
1824 aware of harassment or retaliation may make a complaint, either orally or in writing, to any of
1825 the officer's, employee's or intern's supervisors, the Director, the EEO Officer or Counsel. Upon
1826 receipt of a complaint pursuant to this subsection, a recipient other than the EEO Officer shall
1827 forthwith provide a detailed account of the complaint to the EEO Officer for assessment pursuant
1828 to Rule 94.

1829 (3) A third party who believes that they have been the object of harassment, or who witnesses
1830 harassment or retaliation may make a complaint, either orally or in writing, with the EEO

1831 Officer. Upon receipt of a complaint pursuant to this subsection, the EEO Officer shall assess
1832 the complaint pursuant to Rule 94.

1833 (b) The EEO Officer shall provide guidance for authorized parties who may receive
1834 complaints under subsection (a), both in the form of the training referenced in Rule 89 and
1835 otherwise. The guidance shall instruct authorized parties on the proper way to receive
1836 complaints and to advise complainants on issues including, but not limited to, confidentiality,
1837 prohibition on retaliation and the availability of additional resources and avenues for action for
1838 the complainant, including possible criminal action where appropriate.

1839 (c) If a complaint, made pursuant to subsection (a), is against the EEO Officer or an employee
1840 appointed by the EEO Officer, the recipient of the complaint shall notify Counsel, who shall, in
1841 consultation with the Director, investigate the complaint pursuant to Rules 94 to 96, inclusive.

1842 (d) If, based on the nature and circumstances of the complaint, the EEO Officer believes that
1843 they cannot objectively assess or investigate a complaint made pursuant to subsection (a) the
1844 EEO Officer shall refer the matter to Counsel who shall assume responsibility for the assessment
1845 or investigation or refer the complaint to outside counsel for investigation. The EEO Officer
1846 shall consult with Counsel to establish guidelines used to identify matters that should be referred
1847 to Counsel or outside counsel pursuant to this subsection.

1848 [Added Mar. 15, 2018; Amended Jan. 30, 2019.]

1849 94. (a)(1) All complaints alleging harassment or retaliation by or against a member, officer,
1850 intern or employee of the House, or by or against a third party, received by any member, officer
1851 or employee of the House, shall be immediately referred to the EEO Officer for assessment.

1852 (2) Upon receiving a complaint alleging harassment or retaliation by or against a member, officer
1853 or employee of the House, or by or against a third party, the EEO Officer shall promptly
1854 undertake an assessment to determine whether the complaint is plausible and requires
1855 investigation. Such assessment shall be completed within two weeks from the date of receiving a
1856 complaint.

1857 Upon a determination by the EEO Officer that a complaint is plausible and requires
1858 investigation, the EEO Officer shall commence an investigation of the complaint.

1859 Upon a determination by the EEO Officer that a complaint is not plausible and does not require
1860 investigation, the EEO Officer shall submit a report to Counsel and the Director describing the
1861 complaint and the EEO Officer's basis for determining that the complaint lacked plausibility and
1862 did not require investigation. If either Counsel or the Director objects to the EEO Officer's
1863 determination, the EEO Officer shall commence an investigation of the complaint.

1864 (b) The EEO Officer shall assess complaints and conduct investigations pursuant to written
1865 policies and procedures, which shall be established by the EEO Officer pursuant to Rule 98 and
1866 published on the human resources web portal. The policies and procedures shall ensure that all
1867 assessments, investigations and reports are confidential to the fullest extent practicable under the
1868 circumstances and shall include, without limitation, the following: trauma-informed techniques;
1869 mechanisms for investigating complaints made by witnesses or third parties; standards for
1870 collecting and maintaining evidence; consideration of interim measures; and methods to tailor
1871 each investigation to the specific needs of the complainant and particular circumstances of the
1872 complaint.

1873 (c) The EEO Officer shall complete investigations within 90 days; provided, that the EEO
1874 Officer may extend the investigation in extraordinary circumstances. The EEO Officer shall
1875 regularly, but no less frequently than every 2 weeks, update the complainant on the status of the
1876 investigation. If the EEO Officer believes that interim measures are warranted to protect
1877 complainants during the investigation, then the EEO shall recommend such measures to the
1878 appropriate supervisory individual or body.

1879 (d) Upon the conclusion of an investigation, the EEO Officer shall prepare a report summarizing
1880 the complaint, the EEO Officer's investigation, findings and recommendations, if any, for
1881 disciplinary, remedial or preventative action, or any combination thereof.

1882 [Added Mar. 15, 2018.]

1883 95. (a) (1) If after completion of an investigation pursuant to Rule 94, the EEO Officer
1884 determines that a member has violated Rule 88, the EEO Officer shall recommend disciplinary,
1885 remedial or preventative action, or any combination thereof, as is appropriate and proportional
1886 under the circumstances, subject to the limitations set forth in paragraphs (2) and (3).

1887 (2) Where the EEO Officer's action recommended pursuant to paragraph (1) does not include
1888 reprimand, censure, removal from position as a chair or other position of authority, or expulsion,
1889 prior to imposing such action the EEO Officer shall notify the member of the action and provide
1890 the member with a copy of the EEO Officer's report. The member may, within 10 days of
1891 receiving notice, request in writing that the Speaker and Minority Leader appoint a special
1892 committee pursuant to Rule 96 to review the findings and recommendations of the EEO Officer.
1893 Upon receipt of said request, the Speaker and Minority Leader shall convene a special committee
1894 pursuant to Rule 96.

1895 If the member fails to request the appointment of a special committee pursuant to Rule 96 within
1896 10 days, the EEO Officer shall implement the recommended action.

1897 (3) If the action recommended pursuant to subsection (a) includes reprimand, censure, removal
1898 from position as a chair or other position of authority, or expulsion, the EEO Officer shall
1899 request that the Speaker and Minority Leader convene a special committee pursuant to Rule 96
1900 to review the findings and recommendations of the EEO Officer. Upon receipt of said request
1901 from the EEO Officer, the Speaker and Minority Leader shall appoint a special committee
1902 pursuant to Rule 96.

1903 (4) Upon the request for a special committee made by the EEO Officer or a member pursuant to
1904 this subsection, the EEO Officer shall provide the Speaker and Minority Leader with a copy of
1905 the EEO Officer's report.

1906 (b) (1) If after completion of an investigation pursuant to Rule 94 the EEO Officer concludes that
1907 an appointed officer, intern or employee has violated Rule 88, the EEO Officer shall notify the
1908 appointing authority for the appointed officer, intern or employee and recommend and
1909 implement remedial, preventative or disciplinary action, or any combination thereof, as is
1910 appropriate and proportional under the circumstances, subject to the limitations set forth in
1911 paragraph (2). Notwithstanding Rule 97, the appointing authority may inform any other
1912 supervisors of the appointed officer, intern or employee of the remedial, preventative or
1913 disciplinary action if the appointing authority believes that sharing such information is necessary
1914 for maintaining proper supervision of the appointed officer, intern or employee.

1915 (2) If after completion of an investigation pursuant to Rule 94 the EEO Officer concludes that an
1916 appointed officer, intern or employee has violated Rule 88 and the EEO Officer's action

1917 recommended pursuant to paragraph (1) includes termination of employment or internship, the
1918 EEO Officer shall forward the recommendation, with all supporting documentation, to Counsel
1919 for review and approval. Counsel shall have two business days to review the EEO Officer's
1920 recommendation. If Counsel approves the recommendation, Counsel shall notify the EEO
1921 Officer and the Director and the Director shall immediately terminate the individual's
1922 employment or internship. If Counsel rejects the EEO Officer's recommendation, he shall notify
1923 the EEO Officer and the Speaker and the Speaker shall determine the action to be implemented.

1924 [Added Mar. 15, 2018.]

1925 96. (a) Upon receipt of a request pursuant to Rule 95, the Speaker and Minority Leader shall
1926 confidentially convene a Special Committee on Professional Conduct, which shall consist of 7
1927 members, 5 of whom shall be appointed by the Speaker and 2 of whom shall be appointed by the
1928 Minority Leader. To the extent practicable, membership on the special committee shall be
1929 apportioned in a way that takes into account the nature of the complaint and the commitment of
1930 the House to providing fair and equal opportunity in employment. The Speaker shall appoint a
1931 member to serve as chair. No member who has declared their candidacy for any other local,
1932 state or federal office shall be appointed to a special committee. Upon appointment of members
1933 to the committee, the Speaker and Minority Leader shall notify the EEO Officer and the member
1934 who is the subject of the complaint of the identity of the members appointed. The existence of
1935 the committee and the identity of the members appointed to the committee shall otherwise
1936 remain confidential.

1937 (b) The EEO Officer shall provide the members of the special committee with all records
1938 relevant to the investigation. The special committee shall review all records and may further

1939 investigate, to the extent that it is necessary to resolve the complaint. The special committee
1940 may summon witnesses, administer oaths, take testimony and compel the production of books,
1941 papers, documents and other evidence in connection with its review.

1942 (c) In the case of a special committee convened under this section upon the request for a review
1943 by a member pursuant to paragraph (2) of subsection (a) of Rule 95, the committee shall
1944 determine whether the EEO Officer's intended action is proportional and appropriate under the
1945 circumstances. If a majority of the committee so finds, it shall order that the action
1946 recommended by EEO Officer be implemented, along with any additional disciplinary, remedial
1947 or preventative action, or any combination thereof, the committee determines to be proportional
1948 and appropriate under the circumstances, subject to the limitations set forth in subsection (d). If
1949 a majority of the committee finds that the intended action was not proportional or appropriate
1950 under the circumstances, it may make a new recommendation for disciplinary, remedial or
1951 preventative action, or any combination thereof, subject to the limitations set forth in said
1952 subsection (d). All determinations of the committee pursuant to this subsection shall be final.

1953 (d) (1) If a majority of the committee finds that a member has violated Rule 88, it may take any
1954 disciplinary, remedial or preventative action, or any combination thereof, as it determines to be
1955 proportional and appropriate under the circumstances; provided, however, that if the committee
1956 determines that reprimand, censure, removal from position as a chair or other position of
1957 authority, or expulsion is proportional and appropriate under the circumstances, it shall file a
1958 report with the Clerk recommending that the House vote to implement the disciplinary action.

1959 (2) Upon the filing of a report pursuant to paragraph (1), the Clerk shall promptly: (i) make the
1960 report available to all members electronically; (ii) cause the report to be posted on the website of

1961 the General Court; and (iii) place the matter in first position in the Orders of the Day for the next
1962 calendar day that the House is meeting; provided, however, that no business shall be conducted
1963 on that calendar day or any day thereafter until the question of acceptance or rejection of the
1964 special committee's recommendation for discipline is decided by a majority of the members
1965 voting and present by a recorded roll call vote. If a majority of the members vote to accept the
1966 recommendation for discipline, the member shall be disciplined in the manner so recommended.
1967 Unless a majority of the members vote to accept the report, the member shall not be disciplined.

1968 (3) All findings and determinations of the committee, including instances where the special
1969 committee does not file a report with the Clerk pursuant to paragraph (1), shall be reported to the
1970 EEO Officer and shall be final. The EEO Officer shall maintain confidential records of such
1971 findings and determinations, except that a report filed pursuant to paragraph (1) shall be public.

1972 (e) The committee may consult with Counsel, the EEO Officer or the Director in discharging its
1973 duties pursuant to Rules 88 to 97, inclusive.

1974 [Added Mar. 15, 2018; Amended Jan. 30, 2019.]

1975 97. (a) Any information obtained by a member or employee in their official capacity and relating
1976 to a complaint or investigation of harassment pursuant to Rules 93 to 96, inclusive, and any
1977 records of such information shall be confidential to the fullest extent possible. Confidentiality
1978 shall be specifically subject to subsections (b), (c), (d) and (e).

1979 (b) (1) The EEO Officer, in reviewing a complaint and conducting an investigation, shall keep
1980 the complaint confidential and shall not disclose the identity of the complainant or the person
1981 against whom the complaint is made or any other details of the complaint with any member or
1982 employee; provided, however, that the EEO Officer may share information to the extent

1983 necessary to interview witnesses or parties to the investigation or to consult with Counsel if the
1984 EEO Officer determines that such consultation is required in connection with the investigation.

1985 (2) In the case of a complaint against a staff person, the EEO Officer shall maintain
1986 confidentiality throughout their investigation and implement all remedial actions and discipline
1987 short of termination confidentially, without sharing the identity of the complainant or the person
1988 against whom the complaint is made or any other details of the complaint with any member or
1989 employee; provided, however, that the EEO Officer may share information to the extent
1990 necessary to implement any remedial actions or discipline or to consult with Counsel if the EEO
1991 Officer determines that such consultation is required in connection with the investigation. This
1992 paragraph shall not limit the EEO Officer's ability to transmit the resolution of a complaint,
1993 including any discipline resulting therefrom, to the Director for inclusion in the employee's
1994 personnel file.

1995 (3) In the case of a complaint against a staff person, where the EEO Officer recommends
1996 termination, the EEO Officer shall share information with Counsel for review. If Counsel and
1997 the EEO Officer disagree as to whether termination is the appropriate discipline, confidentiality
1998 shall only be expanded to the extent needed to inform the Office of the Speaker and reach a
1999 resolution.

2000 (4) In the case of a complaint against a member, the EEO officer shall maintain confidentiality
2001 throughout their investigation by: (i) not disclosing information to any member or employee who
2002 is not a witness or party to the investigation, except to consult with Counsel if the EEO Officer
2003 determines that such consultation is required in connection with the investigation; and (ii)
2004 confidentially recommending all remedial actions short of reprimand, censure, removal from

2005 position as a chair or other position of authority, or expulsion of a member. This paragraph shall
2006 not limit the EEO Officer's ability to: (i) share their report with the Office of the Speaker and the
2007 Minority Leader upon the request for a special committee pursuant to Rule 95; and (ii) share any
2008 records relevant to the investigation with the special committee convened pursuant to Rule 96;
2009 provided, that when sharing their report with the Office of the Speaker and the Minority Leader,
2010 the EEO Officer may use pseudonyms, redaction and other methods the EEO Officer considers
2011 appropriate to address the needs of a complainant or the circumstances of a complaint.

2012 (c) (1) The establishment of a special committee pursuant to Rule 96 shall be completely
2013 confidential, except that the Speaker and Minority Leader shall disclose the names of their
2014 respective appointments to the EEO Officer. The EEO Officer shall maintain a confidential
2015 record of the membership of each special committee that is convened.

2016 (2) All proceedings of a special committee convened pursuant to Rule 96 shall be confidential
2017 and members of the committee shall not share any information about the complaint and
2018 investigation for which the committee was convened with any other member or employee,
2019 including their own appointed staff; provided, however, that the committee may consult with
2020 Counsel if the chair of the committee determines that such consultation is required in connection
2021 with the investigation.

2022 (3) A special committee convened pursuant to Rule 96 shall implement all actions short of
2023 reprimand, censure, removal from position as a chair or other position of authority, or expulsion
2024 of a Member confidentially, except that the special committee shall submit a final report to the
2025 EEO Officer and may consult with Counsel if the chair of the committee determines that such
2026 consultation is required in connection with their recommended action. The committee's

2027 recommendation, if any, for reprimand, censure, removal from position as a chair or other
2028 position of authority, or expulsion of a member, shall be a public document; provided, however,
2029 that the committee may use pseudonyms to conceal the identity of the complainant if the
2030 circumstances of the complaint so warrant.

2031 (d) All authorized parties shall keep complaints confidential, except to share the complaint with
2032 the EEO Officer.

2033 (e) Nothing in this Rule shall limit the ability of the EEO Officer to share information with a
2034 complainant, to the extent appropriate, in order to properly conclude the complaint or
2035 investigation process.

2036 [Added Mar. 15, 2018; Amended Jan. 30, 2019.]

2037 98. The EEO Officer and the Director shall establish all policies, procedures and guidelines
2038 required by Rules 88 to 97, inclusive, and may develop supplemental policies, procedures and
2039 guidelines necessary to implement or enforce Rules 88 to 97, inclusive; provided, that no policy,
2040 procedure or guideline shall take effect without the prior review and written approval of Counsel
2041 and the committee on Human Resources and Employee Engagement. Where appropriate, these
2042 policies, procedures and guidelines shall be included in the handbooks.

2043 The EEO Officer and the Director may consult with each other, Counsel, and the committee on
2044 Human Resources and Employee Engagement to carry out the requirements of Rules 88 to 97,
2045 inclusive.

2046 [Added Mar. 15, 2018; Amended Jul. 7, 2021.]

2047 99. In the event of a vacancy in the office of EEO Officer appointed pursuant to Rule 89,
2048 Counsel may, notwithstanding House Rule 87 and utilizing sound business practices, procure the
2049 services of an Equal Employment Opportunity Officer, hereinafter the Contract EEO Officer, to
2050 perform the duties of the EEO Officer established in Rules 88 to 100, inclusive, during said
2051 vacancy as required.

2052 Notwithstanding Rules 88 to 100, inclusive, all complaints alleging a violation of Rule 88, the
2053 House Policy Prohibiting Discrimination, Harassment and Retaliation, or the House Equal
2054 Employment Policy, including, but not limited to complaints alleging harassment or retaliation
2055 shall be referred to the Contract EEO Officer for review and, if necessary, investigation pursuant
2056 to Rules 88 through 100.

2057 Counsel shall consult with the Chair of the House Committee on Rules prior to executing a
2058 contract for services pursuant to this Rule.

2059 [Added March 15, 2018; Amended Jul. 7, 2021.]

2060 100. (a) No member, officer or employee shall execute any agreement to settle any legal claim or
2061 potential legal claim by any current or former member, officer or employee unless said
2062 agreement is executed pursuant to this rule.

2063 (b) No member, officer or employee shall execute any agreement to settle any legal claim or
2064 potential legal claim brought by any current or former member, officer or employee without the
2065 approval of Counsel, the Director and the EEO Officer. Counsel, the Director and the EEO
2066 Officer shall each independently review the claim or potential legal claim brought by any current
2067 or former member, officer or employee and confirm that the claim or potential claim does not
2068 relate to sexual harassment or retaliation based on a claim of sexual harassment. Counsel, the

2069 Director and the EEO Officer shall not approve any settlement of a legal claim or potential legal
2070 claim brought by any current or former member, officer or employee pursuant to this subsection
2071 if Counsel, the Director or the EEO Officer reasonably believes such legal claim or potential
2072 legal claim relates to sexual harassment or retaliation based on a claim of sexual harassment.

2073 (c) No member, officer or employee shall execute any agreement to settle any legal claim or
2074 potential legal claim of sexual harassment, or retaliation based on a legal claim or potential legal
2075 claim of sexual harassment, by any current or former member, officer or employee unless said
2076 agreement is executed pursuant to this subsection.

2077 No member, officer or employee shall execute any agreement to settle a legal claim or potential
2078 legal claim of sexual harassment, or retaliation based on a legal claim or potential legal claim of
2079 sexual harassment, by any current or former member, officer or employee unless:

2080 1. the request to negotiate said agreement was initiated, in writing, by the person filing or eligible
2081 to file the legal claim or potential legal claim or a person legally authorized to represent that
2082 person;

2083 2. the person filing the legal claim or eligible to file the legal claim is given 15 days to review
2084 and consider the agreement;

2085 3. the duration of any non-disclosure or non-disparagement provision of the agreement to settle
2086 the legal claim or potential legal claim is for a finite period of time as agreed to by the parties;

2087 4. the agreement to settle the legal claim or potential legal claim specifically provides that no
2088 provision of the agreement, including any non-disclosure or non-disparagement provision of the
2089 agreement, shall preclude any party from participating in an investigation by Counsel, the

2090 Director, the EEO Officer, a Committee on Professional Conduct or any law enforcement
2091 agency; and

2092 5. the agreement is approved in writing by Counsel, the Director and the EEO Officer.

2093 (d) In the case of an agreement to settle any legal claim or potential legal claim of sexual
2094 harassment pursuant to this Rule by a member, the Speaker and Minority Leader shall appoint a
2095 Special Committee on Professional Conduct pursuant to Rule 96 to determine if the member
2096 shall be required to personally reimburse the House for all or part of the settlement amount.

2097 Upon a determination by the Special Committee that the member shall be required to personally
2098 reimburse the House for all or part of the settlement amount, it shall determine the amount to be
2099 reimbursed and immediately notify the member of that amount

2100 (e) Upon request of the party described in paragraph numbered 1 above or the complainant,
2101 Counsel shall waive any non-disclosure or non-disparagement provision of any agreement
2102 executed prior to the effective date of this Rule by the House and any current or former member,
2103 officer or employee, to allow said current or former member, officer or employee to report or
2104 discuss a claim of sexual harassment or retaliation based on sexual harassment.

2105 [Added Mar. 15, 2018; Amended Jan. 30, 2019; Jul. 7, 2021.]

2106 101. The following temporary emergency rules for the operation of the House of Representatives
2107 in the event of a declared state of emergency by the House of Representatives. A state of
2108 emergency in the House of Representatives shall only be declared, and the Temporary
2109 Emergency Rules shall only be activated, upon the adoption of an Order by the House declaring
2110 a state of emergency:

2111 Temporary Emergency Rules for the Operation of the House of Representatives

2112 Emergency Rule 1. As used in Temporary Emergency Rules 1 through 18, inclusive, the

2113 following terms shall have the following meanings:-

2114 “Clerk”, the Clerk of the House of Representatives.

2115 “Formal session”, a formal session of the House during a declared state of emergency within the

2116 House.

2117 “House”, the House of Representatives.

2118 “House Chamber”, the House Chamber within the Massachusetts State House in Boston or the

2119 location to which the House at its previous formal or informal session adjourned to meet.

2120 “Member”, a Member of the House of Representatives.

2121 “Monitor”, one of the Members appointed by the Speaker pursuant to Standing Rule 8.

2122 “Participating remotely” or “remotely present”, participating by telephone, teleconference, video

2123 conference or other means.

2124 “Present”, a Member either physically present in the House Chamber for a formal session or

2125 remotely present, and participating in a formal session.

2126 “Quorum”, eighty-one Members present for a formal session.

2127 “Speaker”, the Speaker of the House or the Member presiding at the formal session of the House

2128 after being appointed by the Speaker to perform the duties of the Chair pursuant to Standing Rule

2129 5.

2130 “Standing rules”, House Rules 1 through 100, inclusive.

2131 Emergency Rule 2. (a)(1) During a state of emergency within the House, the House may

2132 assemble in a formal session with Members participating remotely. Members participating

2133 remotely in a formal session may vote on any question or other matter before the House.

2134 Members participating remotely in a formal session shall be considered present and in attendance

2135 at the formal session for all purposes, including for purposes of determining a quorum pursuant

2136 to Article XXXIII of the Amendments to the Constitution of the Commonwealth or any standing

2137 rules and for purposes of appearing before the governor and council pursuant to Part the Second,

2138 Chapter VI, Article I of the Constitution of the Commonwealth.

2139 (2) A Member participating remotely in a formal session shall have the same privileges, rights

2140 and responsibilities as if the Member were physically present in the House Chamber, including

2141 without limitation, the right, privilege and responsibility to cast votes on all questions or other

2142 matters brought to a vote and the ability to take the oath required pursuant to Part the Second,

2143 Chapter VI, Article I of the Constitution of the Commonwealth (3)

2144 (4) At the commencement of a formal session, the Speaker shall take the Chair at the hour to

2145 which the House stands adjourned, call the House to order and immediately order a quorum roll

2146 call.

2147 (5) (i) The House shall not be called to order before the hour of 10:00 A.M. nor meet beyond the

2148 hour of midnight unless by unanimous consent of the Members present.

2149 (ii) All votes taken on the enactment of any bill or resolve during any formal session where

2150 Members are participating remotely shall be by roll call vote.

2151 (6) The Clerk shall prepare a Journal for the House for any formal session of the House held
2152 during the state of emergency within the House. The Journal for the House may reflect that the
2153 formal session was convened pursuant to emergency rules, but shall not deviate in any
2154 substantive manner from the Journal of the House required to be prepared by the Clerk pursuant
2155 to Standing Rule 10. The Journal of the House for any formal session of the House held during
2156 the state of emergency within the House shall not specify which Members participated remotely.

2157 (b)(1) The Speaker shall preside from within the House Chamber over any formal session of the
2158 House where any Member is participating remotely. The Minority Leader, Chair of the
2159 committee on Ways and Means, Ranking Minority Member of the committee on Ways and
2160 Means, the House Chair and Ranking Minority Member of the joint committee from which any
2161 bill being debated at the formal session has been reported, or their designees, and the division
2162 monitors may also be physically present. All other Members are strongly encouraged to
2163 participate remotely in a formal session.

2164 (2) Officers and employees essential to the conduct of the formal session may be present in the
2165 House Chamber during a formal session with the express authorization of the Speaker in
2166 consultation with the Minority Leader. The Speaker and Minority Leader may have one
2167 employee from their office present in the House Chamber during a formal session. No other
2168 officer or employee shall be physically present in the House Chamber unless deemed essential to
2169 the conduct of the formal session by the Speaker.

2170 (3) All Members, officers and employees physically present in the House Chamber during a
2171 formal session shall, at the direction of the Speaker, undertake any mitigation measures ordered
2172 by the Speaker. Court Officers shall strictly enforce mitigation measures directed by the Speaker
2173 by and between Members, officers and employees in and around the House Chamber. Any

2174 Member, officer or employee in violation of the mitigation measures ordered by the Speaker
2175 shall be removed from the House Chamber.

2176 Emergency Rule 3. (a) For purposes of this emergency rule, “bill or resolve” shall mean any bill
2177 or resolve, other than the General Appropriation Bill.

2178 (b)(1) Any bill or resolve to be considered by the House at a formal session shall be available to
2179 all Members electronically and to the public via the Internet in a format to be determined by the
2180 Speaker in consultation with the Clerk no later than 12:00 P.M. the day prior to consideration
2181 thereof by the House in a formal session.

2182 (2) When the House considers any bill or resolve, it shall be read a second time and, subsequent
2183 to the consideration of any amendments recommended by a committee or committees, it shall
2184 forthwith be considered by the House, the question being on ordering it to a third reading,
2185 without any other amendments. A bill or resolve so ordered to a third reading shall be
2186 immediately referred to the committee on Bills in the Third Reading and, upon being released by
2187 said committee, it shall be read a third time and shall then be open to amendments, the main
2188 question being on passing the bill or resolve to be engrossed.

2189 (c)(1) Notwithstanding Standing Rule 33A, amendments to any bill or resolve to be considered
2190 by the House at a formal session shall be filed with the Clerk in a format to be determined by the
2191 Clerk by 5:00 P.M. on the day the bill is made available to the Members pursuant to subsection

2192 (b). The Clerk shall print each amendment so filed and such printed copy shall be considered to
2193 be the official amendment for that bill.

2194 (2) Notwithstanding Standing Rule 33A, the committee on Ways and Means may direct the
2195 Clerk to categorize, with the assistance of the committee, the subject-matter of amendments to

2196 any bill or resolve to be considered at a formal session and arrange such amendments for
2197 consideration sequentially by subject as appearing in the bill or resolve or as otherwise
2198 determined by the committee.

2199 (3) Before the main question on any bill or resolve is placed before the House, an amendment
2200 may be postponed or withdrawn at the request of the primary sponsor of the amendment or
2201 postponed by the committee on Ways and Means. In the event that the committee on Ways and
2202 Means directs the Clerk to categorize amendments pursuant to paragraph (2), further
2203 consideration of any amendment so postponed shall take place immediately subsequent to
2204 consideration of the amendments within the particular subject-matter to which the postponed
2205 amendment was assigned pursuant to paragraph (2); provided, that if more than 1 amendment is
2206 so postponed, subsequent consideration of said amendments shall be in the order determined by
2207 the committee on Ways and Means; and provided further, an amendment so postponed shall not
2208 be subsequently considered outside of its assigned subject-matter. The committee on Ways and
2209 Means may submit perfecting or substitute amendments for any bill or resolve to be considered
2210 by the House at a formal session, including, but not limited to, an amendment consolidating more
2211 than 1 amendment; provided, however, that an amendment may be removed from a consolidated
2212 amendment at the request of the primary sponsor of said amendment for the purpose of it being
2213 offered as an amendment in the first degree to the bill under consideration.

2214 (4) Except for consolidated amendments or perfecting amendments offered by the committee on
2215 Ways and Means pursuant to paragraph (3), no proposition on a subject different from the
2216 amendment under consideration shall be admitted under color of a further amendment to the bill
2217 being considered by the House.

2218 (5) Any amendment may be removed from a consolidated amendment offered pursuant to
2219 paragraph (3) by the primary sponsor of the amendment. Any such amendment so removed from
2220 a consolidated amendment shall be offered as an amendment to the bill being considered by the
2221 House, to be acted upon in the first degree before action is taken on the consolidated amendment,
2222 except that any amendment so removed from the consolidated amendment may be moved by the
2223 committee on Ways and Means from 1 subject category to any category not yet disposed of in
2224 consideration of the resolve or bill.

2225 (6) Notwithstanding Standing Rule 74, consolidated amendments offered pursuant to paragraph
2226 (3) may not be divided.

2227 (7) Any amendment not complying with this emergency rule shall be considered withdrawn.

2228 Emergency Rule 4*. (a) A Member participating remotely may make any motion authorized
2229 pursuant to the standing rules, raise a point of order, raise a point of personal privilege, or raise a
2230 point of parliamentary inquiry. Members participating remotely shall notify their division
2231 monitor of their desire to make a motion, raise a point of order, raise a point of personal privilege
2232 or raise a point of parliamentary inquiry. The division monitor shall immediately notify the
2233 Speaker who shall recognize the Member seeking to make a motion, raise a point of order, raise
2234 a point of personal privilege or raise a point of parliamentary inquiry. No Member shall interrupt
2235 another Member while that Member is speaking, including to request that the Member speaking
2236 yield, except for the reasons authorized herein.

2237 (b) A vote on any motion made pursuant to subsection (a) shall be conducted by voice vote as
2238 prescribed by subsection (b) of Emergency Rule 6, unless the Constitution or the standing rules
2239 specifically require a roll call vote.

2240 (c) A motion made by a Member participating remotely may be made and submitted by the
2241 division monitor for the floor division of the House wherein the seat assigned to said Member
2242 pursuant to Standing Rule 79 is located.

2243 Emergency Rule 5. (a) A Member participating remotely wishing to speak on any question
2244 before the House shall notify the monitor for the floor division of the House wherein the seat
2245 assigned to said Member pursuant to Standing Rule 79 is located as follows:

2246 (i) A Member wishing to speak on a bill, resolve or the General Appropriation Bill, or an
2247 amendment thereto, shall notify their floor division monitor no later than 10:00 A.M. on the day
2248 that the bill, resolve, General Appropriation Bill, or amendment thereto, is scheduled to be
2249 considered by the House. Said notification shall include: (1) the number of the bill, resolve
2250 General Appropriation Bill, or amendment thereto, that the Member wishes to speak to; and (2)
2251 whether the Member wishes to speak in favor of or in opposition to the bill, resolve, General
2252 Appropriation Bill, or amendment thereto.

2253 (ii) A Member wishing to speak on a consolidated amendment shall notify their floor division
2254 monitor no later than 45 minutes after the consolidated amendment shall have been first filed
2255 with the Clerk and made available electronically to the Members. Said notification shall include:
2256 (1) the number or letter of the consolidated amendment the Member wishes to speak to; and (2)
2257 whether the Member wishes to speak in favor of or in opposition to the consolidated amendment.

2258 (iii) A Member wishing to speak on a conference committee report filed pursuant to Joint Rule
2259 11B shall notify their floor division monitor no later than 10:00 A.M. on the day the conference
2260 committee report is scheduled to be considered by the House. Said notification shall include: (1)
2261 the bill number of the conference committee report; and (2) whether the Member wishes to speak

2262 in favor of, or in opposition to the report. The provisions of this paragraph shall be inoperative if
2263 the conference committee report is filed later than 8:00 P.M. on the day preceding its
2264 consideration by the House.

2265 (b) The monitor for each division shall prepare a list of Members of their division notifying the
2266 monitor of said Member's desire to speak in favor of a question before the House and a list of
2267 Members of their division notifying the monitor of said Member's desire to speak in opposition
2268 to a question before the House. Each list shall be arranged in order of the time the monitor
2269 received the notification with the notification received the earliest being first.

2270 (c) Upon completion of the lists required pursuant to subsection (b), the monitors for each
2271 division shall transmit the lists to the Speaker and the Minority Leader. The Speaker shall
2272 combine the lists received from each of the division monitors and, in consultation with the
2273 Minority Leader, shall prepare a consolidated list of Members notifying their monitor of the
2274 Member's desire to speak in favor of a question before the House and a consolidated list of
2275 Members of their division notifying the monitor of said Member's desire to speak in opposition
2276 to a question before the House.

2277 (d) The Speaker shall distribute the lists compiled pursuant to subsection (c) to all Members
2278 electronically prior to the commencement of the formal session. The Speaker shall distribute the
2279 list compiled pursuant to subsection (a)(ii) as soon as practicable upon completion.

2280 (e) The consolidated lists prepared by the Speaker pursuant to subsection (c) and distributed to
2281 the membership pursuant to subsection (d) shall be the order in which Members are recognized
2282 during the debate of the respective question. In recognizing Members from said lists, the Speaker

2283 shall, to the extent practicable, alternate between Members wishing to speak in favor of the
2284 question and Members wishing to speak in opposition to the question.

2285 (f) A Member participating remotely may, in lieu of speaking on a bill, resolve, amendment,
2286 consolidated amendment or a conference committee report, submit written remarks in favor of,
2287 or in opposition to, any bill, resolve, amendment, consolidated amendment or conference
2288 committee report to the Clerk before the adjournment of the formal session in which said bill,
2289 resolve, amendment, consolidated amendment or conference committee report was considered by
2290 the House. Said remarks shall be transmitted to the Clerk electronically in a format prescribed by
2291 the Clerk. The Clerk shall include any remarks submitted by a Member participating remotely
2292 pursuant to this section in the Journal of the House required to be kept by the Clerk pursuant to
2293 Standing Rule 10 and Emergency Rule 2.

2294 Emergency Rule 6. (a) Notwithstanding Standing Rules 50 through 52, inclusive, during a formal
2295 session where Members are participating remotely a vote on any question shall be by either a
2296 voice vote of the Members present and voting pursuant to subsection (b) or a roll call vote of the
2297 Members present and voting pursuant to subsection (c). Any question that would require a
2298 standing vote under the Standing Rules shall be decided by a voice vote of the Members present
2299 and voting pursuant to subsection (b).

2300 (b) When a question is put, the sense of the House shall be taken by the voices of the Members,
2301 and the Speaker shall first announce the vote as it appears to the Speaker by the sound. If the
2302 Speaker is unable to decide by the sound of the voices, or if the announcement made thereupon is
2303 doubted by a Member, the Speaker shall order the division monitors to ascertain the number of
2304 Members within in their division voting in the affirmative and the number of Members within in

2305 their division voting in the negative, without further debate upon the question. The division
2306 monitors shall report the total vote of their division count to the Speaker. After receiving the
2307 reports of the total vote counts from each of the division monitors, the Speaker shall tally said
2308 votes and then announce the vote.

2309 (c) The sense of the House shall be taken by yeas and nays whenever required by 10 percent of
2310 the Members elected or when required pursuant to the Constitution of the Commonwealth. The
2311 Speaker shall state the pending question and shall order the division monitors to commence the
2312 roll call of the Members. The division monitors shall call the roll of the Members assigned to
2313 said division in alphabetical order. The division monitors shall record the votes of each Member
2314 on a form prescribed by the Clerk. Upon completion of the roll call, the division monitors shall
2315 sign the form upon which the roll call for their division was recorded and submit the completed
2316 form to the Clerk. The Clerk shall tally the votes of the Members of each division and shall enter
2317 the votes into the electronic roll call machine. Upon completion of the tally and the entry of the
2318 votes into the electronic roll call machine, the Clerk shall notify the Speaker that the vote has
2319 been completed. Upon instruction from the Speaker, the Clerk shall display the tally of the vote
2320 on the 2 monitors in the House Chamber. The Speaker shall then announce the vote.

2321 (d) If a Member doubts the presence of a quorum, the Speaker shall order the division monitors
2322 to ascertain the number of Members within in their divisions who are present. Any Member
2323 confirmed by the division monitor to be participating remotely shall be considered present. The
2324 division monitors shall report the total number of Members present to the Speaker. After
2325 receiving the reports of the total number of Members present from each of the division monitors,
2326 the Speaker shall tally the numbers and then announce the number of Members present. If, after

2327 tallying the numbers from each of the division monitors a quorum is not present, the Speaker
2328 shall order a roll call vote pursuant to subsection (c).

2329 (e) The call for yeas and nays shall be decided without debate. If the yeas and nays have been
2330 ordered before the question is put, the proceedings under subsection (b) shall be omitted.

2331 (f) Except as heretofore provided, any Member who shall vote or attempt to vote for another
2332 Member or any person not a Member who votes or attempts to vote for a Member, or any
2333 Member or other person who willfully tampers with or attempts to impair or destroy in any
2334 manner whatsoever the voting equipment used by the House, or change the records thereon shall
2335 be punished in such manner as the House determines; and provided further, that such a violation
2336 shall be reported to the committee on Ethics.

2337 Emergency Rule 7. No consolidated amendment to any bill offered by the committee on Ways
2338 and Means shall be considered by the House until the expiration of at least 30 minutes after the
2339 consolidated amendment shall have been first filed with the Clerk and made available
2340 electronically to the Members. This rule shall not be suspended unless by unanimous consent of
2341 the Members present.

2342 Emergency Rule 8. No consolidated amendment to any bill offered by the committee on Ways
2343 and Means shall be adopted except by a roll call vote.

2344 Emergency Rule 9. Notwithstanding any standing rule to the contrary, with the approval of the
2345 Speaker, a Member, officer or employee may take photographs and videos of, and in, the House
2346 Chamber provided said photographs or videos are to facilitate the remote participation in the
2347 formal session by a Member.

2348 Emergency Rule 10. (a) Notwithstanding any standing rule to the contrary, unless authorized
2349 pursuant to subsection (b) or subsection (c), no Member participating in a formal session shall be
2350 recognized more than once on any question before the House without unanimous consent or on
2351 any question before the House for more than 10 minutes without unanimous consent.

2352 (b) The following Members may, notwithstanding subsection (a), be recognized more than once
2353 on any question before the House: (1) the Minority Leader; (2) the Member carrying the report of
2354 the committee; (3) and the Ranking Minority Member of the committee reporting the bill.

2355 (c) Notwithstanding subsection (a), after all Members have been recognized pursuant to
2356 Emergency Rule 5, a Member who is the primary sponsor of a bill, resolve or an amendment, or
2357 a designee of said Member, may, in addition to being recognized pursuant to Emergency Rule 5,
2358 be recognized for purposes of providing rebuttal or further explanation. If a Member who is the
2359 primary sponsor of a bill, resolve or amendment or their designee is recognized pursuant to this
2360 subsection a Member from the opposite political party designated by the Member carrying the
2361 report of the committee or the Ranking Minority Member of the committee reporting the bill
2362 may also be recognized in addition to being recognized pursuant to Emergency Rule 5. No
2363 Member shall be recognized pursuant to this subsection for more than 5 minutes without
2364 unanimous consent.

2365 Emergency Rule 11. Notwithstanding any standing rule to the contrary, any formal session
2366 where Members are participating remotely shall be webcast live on the General Court website.
2367 Audio or video recordings of all such sessions shall be made available to the public on the
2368 General Court website. All House sessions conducted by electronic means shall be broadcast on
2369 House television.

2370 Emergency Rule 12. Notwithstanding any standing rule to the contrary, no technical failure that
2371 breaks the remote connection of a Member or Members of the House of Representatives
2372 participating remotely in a formal session shall invalidate any action taken by the House of
2373 Representatives.

2374 Emergency Rule 13. Notwithstanding Standing Rule 49, Members participating remotely may
2375 vote in a quorum roll call.

2376 Emergency Rule 14. Standing Rule 1A, Standing Rule 80 and Standing Rule 82 are hereby
2377 waived for the duration of an emergency.

2378 Emergency Rule 15. Except as otherwise indicated, Emergency Rules 1 through 18, inclusive,
2379 shall not be suspended unless by a 2/3 vote of the Members present and voting. Debate upon a
2380 motion for the suspension of Emergency Rules 1 through 18, inclusive, shall be limited to 15
2381 minutes and no Member shall speak for more than 3 minutes.

2382 Emergency Rule 16. The provisions of any standing or emergency rules pertaining to procedures
2383 of the House may be suspended and alternative procedures may be used if said alternative
2384 methods are approved by a 2/3 majority of the committee on Rules and approved, in writing, by
2385 the Speaker and the Minority Leader. The Clerk shall enter any such approvals in the House
2386 Journal for the formal session required to be kept by the Clerk pursuant to Standing Rule 10 and
2387 Emergency Rule 18.

2388 Emergency Rule 17. Except to the extent that they conflict with Emergency Rules 1 through 18,
2389 inclusive, the standing rules shall remain in full force and effect.

2390 Emergency Rule 18. Emergency Rules 1 through 18, inclusive, shall remain activated for no
2391 longer than 30 days after the adoption of the Order declaring a state of emergency or until (i) a
2392 majority of the House adopts a subsequent Order declaring that the state of emergency continues
2393 to exist in which the Emergency Rules shall remain activated for another 30 days; or (ii) a
2394 majority of the House adopts an Order declaring that the state of emergency within the House
2395 has ceased.

2396 102. These rules shall take effect on Friday, October 1, 2021.

2397 [Added Jul. 7, 2021.]

House of Representatives, July 7, 2021.

A D O P T E D

A handwritten signature in black ink that reads "Steven T. James". The signature is written in a cursive style with a large, stylized initial 'S'.

* Previous Emergency Rule 4 pertaining to procedures for the General Appropriation Bill was omitted.

192nd GENERAL COURT (2021-2022 SESSION).

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