

**GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2003**

**S**

**Simple  
Resolution  
Adopted**

**SENATE RESOLUTION 1  
Calendar 1/29/03  
Second Edition Engrossed 1/29/03  
Adopted 1/29/03**

---

Sponsors: Senators Rand, Carrington, and Metcalf.

---

Referred to:

---

January 29, 2003

1 A SENATE RESOLUTION ADOPTING THE PERMANENT RULES OF THE  
2 SENATE FOR THE REGULAR SESSIONS OF THE 2003 GENERAL  
3 ASSEMBLY.

4 Be it resolved by the Senate:

5 **SECTION 1.** The permanent rules for the Regular Sessions of the Senate  
6 shall be as follows:

**PERMANENT RULES OF  
THE REGULAR SESSIONS OF THE SENATE  
2003 GENERAL ASSEMBLY OF NORTH CAROLINA**

- 7  
8  
9  
10 I. Order of Business, Rules 1-7  
11 II. Conduct of Debate, Rules 8-17  
12 III. Motions, Rules 18-24  
13 IV. Voting, Rules 25-30  
14 V. Committees, Rules 31-37  
15 VI. Handling Bills, Rules 38-59.2  
16 VII. Legislative Officers and Employees, Rules 60-65  
17 VIII. General Rules, Rules 66-77.

**I. ORDER OF BUSINESS**

18  
19 **RULE 1. Rules controlling the Senate of North Carolina and its**  
20 **committees.** – The following rules shall govern and control all actions and procedures  
21 of the Senate and its committees.

22 **RULE 2. Convening hour.** – The Presiding Officer shall take the Chair at the  
23 hour fixed by the Senate upon adjournment on the preceding legislative day and shall  
24 call the members to order. In case the Senate adjourned on the preceding legislative day  
25 without having fixed the hour of reconvening, the Senate shall reconvene on the next

1 legislative day at 2:00 P.M., except that if the next legislative day is Monday, time for  
2 convening shall be 7:00 P.M.

3 **RULE 3. Opening the session.** – The Presiding Officer shall, upon order  
4 being obtained, have the sessions of the Senate opened with prayer.

5 **RULE 4. Convening and presiding in absence of President.** – In the  
6 absence of the President, the President Pro Tempore shall convene or reconvene the  
7 Senate and preside, and during such time shall be vested with all powers of the  
8 President except that of casting a vote in case of a tie when the President Pro Tempore  
9 has already voted on the question as a Senator. In the event of the absence of the  
10 President and President Pro Tempore at any time fixed for the reconvening of the  
11 Senate, the Deputy President Pro Tempore of the Senate, the Principal Clerk of the  
12 Senate, or in their absence also, the Chair of the Senate Committee on Rules and  
13 Operations of the Senate, shall call the Senate to order and designate some member to  
14 act as Presiding Officer.

15 **RULE 5. Quorum.** – (a) A quorum consists of a majority of all the qualified  
16 members of the Senate.

17 (b) When a lesser number than a quorum convenes, the Senators present  
18 may send the Sergeant-at-Arms or any person, for any or all absent Senators, as a  
19 majority of the Senators present determines.

20 **RULE 6. Approval of Journal.** – After the prayer, and upon appearance of a  
21 quorum, the Presiding Officer shall cause the Journal of the preceding day to be read  
22 and approved, unless the President Pro Tempore or, in the President Pro Tempore's  
23 absence, the Deputy President Pro Tempore of the Senate or some member of the  
24 Senate by motion sustained by a majority of the members present, has the reading  
25 thereof dispensed with and the same approved as written.

26 **RULE 7. Order of business.** – After approval of the Journal, the order of  
27 business shall be as follows:

28 (1) Reports of standing committees.

29 (2) Reports of select committees.

30 (3) Introduction of bills, petitions, and resolutions.

31 (4) Messages from the House of Representatives.

32 (5) Veto messages from the Governor.

33 (6) Unfinished business of preceding day.

34 (7) Special orders.

35 (8) General orders:

36 a. Local bills in numerical order, Senate bills first:

37 1. Third reading roll call and electronic voting system  
38 votes.

39 2. Second reading roll call and electronic voting system  
40 votes.

41 3. Second reading viva voce.

42 4. Third reading viva voce.

43 b. Public bills in numerical order, Senate bills first:

- 1 1. Third reading roll call and electronic voting system
- 2 votes.
- 3 2. Second reading roll call and electronic voting system
- 4 votes.
- 5 3. Second reading viva voce.
- 6 4. Third reading viva voce.

## 7 II. CONDUCT OF DEBATE

8 **RULE 8. Presiding Officer to maintain order.** – The Presiding Officer shall  
9 have general direction of the Hall of the Senate and shall be authorized to take such  
10 action as is necessary to maintain order, and in case of any disturbance or disorderly  
11 conduct in the galleries or lobbies, the Presiding Officer shall have the power to order  
12 those areas cleared.

13 **RULE 9.** (Reserved for future use).

14 **RULE 10. Points of order.** – (a) The Presiding Officer shall preserve order  
15 and decorum and proceed with the business of the Senate according to the rules  
16 adopted. The Presiding Officer shall decide all questions of order, subject to an appeal  
17 to the Senate by any member, on which appeal no member shall speak more than once  
18 unless by leave of the Senate. A two-thirds vote of the membership of the Senate  
19 present and voting is necessary to sustain any appeal from the ruling of the Presiding  
20 Officer.

21 (b) In the event the Senate Rules do not provide for or cover any point of  
22 order raised by any Senator, the rules of the United States House of Representatives  
23 shall govern.

24 (c) When a Senator is called to order, that Senator shall take the assigned  
25 seat until the Presiding Officer determines whether that Senator was in order or not; if  
26 decided to be out of order, that Senator shall not proceed without the permission of the  
27 Senate; and every question of order shall be decided by the Presiding Officer, subject to  
28 an appeal to the Senate by any Senator; and if a Senator is called to order for words  
29 spoken, the words to which an exception is made shall be immediately taken down in  
30 writing by the Principal Clerk, so that the Presiding Officer or Senate may be better able  
31 to judge the matter.

32 **RULE 11. Debating and voting by Lieutenant Governor.** – The Lieutenant  
33 Governor, as President of the Senate, being a Constitutional Officer, shall not have the  
34 right to debate any question or to address the Senate upon any proposition unless by  
35 permission of the majority of members present and shall have the right to vote only  
36 when there is a tie vote upon any question or election.

37 **RULE 12. Obtaining recognition.** – (a) When any Senator is about to speak  
38 in debate or deliver any matter to the Senate, that Senator shall rise and respectfully  
39 address the Presiding Officer. No member shall speak further until recognized by the  
40 Presiding Officer. The Presiding Officer shall recognize the first to rise and, when two  
41 or more members rise at the same time, the Presiding Officer shall name the member to  
42 speak.

1 (b) A Senator who has the floor may yield the floor to another Senator  
2 only for the purpose of allowing another Senator to state a question. Only the Presiding  
3 Officer may award the floor to any Senator.

4 (c) A Senator who has obtained the floor may be interrupted only for the  
5 following reasons:

6 (1) A request that the member speaking yield for a question;

7 (2) A point of order; or

8 (3) A parliamentary inquiry.

9 (d) When a Senator refers to a bill, the bill number and short title must be  
10 used.

11 RULE 13. (Reserved for future use).

12 RULE 14. **Limitations on individual debate.** – (a) No Senator shall speak  
13 on the same reading more than twice on the main question, nor longer than 30 minutes  
14 for the first speech and 15 minutes for the second speech. No Senator shall speak on the  
15 same reading more than once on any motion or appeal, and then no longer than 10  
16 minutes.

17 (b) By permission of the Presiding Officer, any member of the Senate may  
18 address the Senate from the well of the Senate.

19 RULE 15. **Questions of personal privilege.** – Upon recognition by the  
20 Presiding Officer for that purpose, any Senator may as the last order of the Senate's  
21 business that day speak to a question of personal privilege for a time not exceeding  
22 three minutes. Personal privilege may not be used to explain a vote, debate a bill, or in  
23 any way disrupt the regular business of the Senate. Personal privilege shall not be used  
24 to solicit support or sponsors for any bill. The Presiding Officer shall determine if the  
25 question raised is one of privilege and shall, without the point of order being raised,  
26 enforce this rule.

27 RULE 16. (Reserved for future use).

28 RULE 17. **General decorum.** – (a) Male Senators and male visitors shall  
29 uncover their heads upon entering the Senate Chamber while the Senate is in session  
30 and shall continue uncovered during their continuance in the Chamber, unless one's  
31 religion requires his head to be covered.

32 (b) No derogatory remark reflecting personally upon any Senator shall be  
33 in order upon the floor of the Senate unless preceded by a motion or resolution of  
34 censure.

35 (c) When the Presiding Officer is putting a question, or a division by  
36 counting is in progress, no Senator shall walk out of or across the Chamber, nor when a  
37 Senator is speaking, pass between that Senator and the Presiding Officer.

38 (d) When a motion to adjourn or for recess is affirmatively determined, no  
39 member or officer shall leave that member or officer's place until adjournment or recess  
40 is declared by the Presiding Officer.

41 (e) Smoking shall not be allowed in the galleries of the Senate.

42 (f) No remark soliciting the donation of funds for the support of any  
43 person or organization shall be in order upon the floor of the Senate, unless the remark  
44 has some relevance to a bill or resolution before the body. No article of any kind

1 soliciting business or donations may be placed by any person anywhere in the Senate  
2 Chamber or in any Senate office.

3 (g) Food or beverage shall not be permitted in the Senate Chamber, either  
4 on the floor or in the galleries; however, after the Senate has remained in session for a  
5 period of one hour, food and beverage shall be allowed upon the floor of the Senate.

6 (h) Reading of newspapers, magazines, periodicals, or books shall not be  
7 acceptable while the Senate is in session. This rule does not prohibit the use of  
8 quotations during debate or for personal privilege.

9 (i) The operation of:

10 a. Wireless communication devices,

11 b. Pagers, or

12 c. Laptop or notebook computers

13 by Senators on the floor is prohibited while the Senate is in session. The operation by  
14 any other person of wireless communication devices which may be disruptive on the  
15 floor or in the gallery is prohibited while the Senate is in session.

16 (j) No member of the Senate shall place any item on another Senator's  
17 chamber desk or in another Senator's office unless the item conspicuously displays the  
18 name of the Senator placing the item.

### 19 III. MOTIONS

20 **RULE 18. Motions generally.** – Any motion shall be reduced to writing, if  
21 requested by the Presiding Officer or a Senator, and read by the Presiding Officer or  
22 Reading Clerk before the same is debated. Any motion may be withdrawn by the  
23 introducer at any time before decision or amendment. No motion relating to a bill shall  
24 be in order which does not identify the bill by its number and short title. Except as  
25 otherwise specifically provided in these rules, no second is required.

26 **RULE 19. Motion; order of precedence.** – When a question is before the  
27 Senate no motion shall be received except those herein specified, which motions shall  
28 have precedence as follows:

29 (1) To adjourn.

30 (2) To lay on the table.

31 (3) For the previous question.

32 (4) To postpone indefinitely.

33 (5) To postpone to a certain day.

34 (6) To commit to a standing committee.

35 (7) To commit to a select committee.

36 (8) To amend.

37 **RULE 20. Motions requiring a second.** – The motions to adjourn, to lay on  
38 the table, and to call for the previous question shall be seconded and decided without  
39 debate.

40 **RULE 21. Motions to postpone to certain day and to commit.** – The  
41 respective motions to postpone to a certain day or to commit to a standing or select  
42 committee shall preclude debate on the main question.



- 1           (2) All questions on which a call for the ayes and noes under Rule 26(b)  
2           has been sustained;
- 3           (3) Second and third readings of bills proposing amendment of the  
4           Constitution of North Carolina; and
- 5           (4) The vote on approval of a bill that was vetoed by the Governor.
- 6           (b) Votes on the following questions shall be taken on the electronic  
7 voting system, and the resulting totals shall be recorded on the Journal:
- 8           (1) Second reading of all public bills, all amendments to public bills  
9           offered after second reading, third reading if a public bill was amended  
10          after second reading, and all conference reports on public bills.
- 11          (2) Any other question upon direction of the Presiding Officer or upon  
12          motion of any Senator supported by one-fifth of the Senators present.
- 13          (c) When the electronic voting system is used, the Presiding Officer shall  
14 fix and announce the time, not to exceed one minute, which shall be allowed for voting  
15 on the question before the Senate. The system shall be set to lock automatically and to  
16 record the vote when that time has expired. Once the system has locked and recorded a  
17 vote, the vote shall be printed by the system.
- 18          (d) The voting station at each Senator's desk in the Chamber shall be used  
19 only by the Senator to whom the station is assigned. Under no circumstances shall any  
20 other person vote at a Senator's station. It is a breach of the ethical obligation of a  
21 Senator either to request that another vote at the requesting Senator's station or to vote at  
22 another Senator's station. The Presiding Officer shall enforce this rule without  
23 exception.
- 24          (e) When the electronic voting system is used, the Presiding Officer shall  
25 state the question and shall then state substantially the following: "All in favor vote  
26 'aye'; all opposed vote 'no'; \_\_\_\_\_ seconds will be allowed for voting on this question;  
27 the Clerk will record the vote." After the machine locks and records the vote, the  
28 Presiding Officer shall announce the vote and declare the result.
- 29          (f) One copy of the machine printout of the vote record shall be filed in  
30 the office of the Principal Clerk, and one copy shall be filed in the Legislative Library  
31 where it shall be open to public inspection.
- 32          (g) When the Presiding Officer ascertains that the electronic voting system  
33 is inoperative before a vote is taken or while a vote is being taken on the electronic  
34 system, the Presiding Officer shall announce that fact to the Senate, and any partial  
35 electronic system voting record shall be voided. In such a case, if the Constitution of  
36 North Carolina or the Rules of the Senate require a call of the ayes and noes, the Clerk  
37 shall call the roll of the Senate, and the ayes and noes shall be taken manually and shall  
38 be recorded on the Journal. All other votes shall be taken as prescribed in Senate Rule  
39 26. If, after a vote is taken on the electronic system, it is discovered that a malfunction  
40 caused an error in the electronic system printout, the Presiding Officer shall direct the  
41 Reading Clerk and the Principal Clerk to verify and correct the printout record and so  
42 advise the Senate.

1 (h) For the purpose of identifying motions on which the vote is taken on  
2 the electronic system (the identification codes having no relation to the order of  
3 precedence of motions), the motions are coded as follows:

- 4 (1) To lay on the table.
- 5 (2) For the previous question.
- 6 (3) To postpone indefinitely.
- 7 (4) To postpone to a day certain.
- 8 (5) To refer to a committee.
- 9 (6) To reconsider.
- 10 (7) To adopt.
- 11 (8) To concur.
- 12 (9) To take from the table.
- 13 (10) Miscellaneous.

14 **RULE 26. Voice votes; call for ayes and noes.** – (a) When the electronic  
15 voting system is not used, all votes on which a call of the roll of the Senate is not  
16 required shall be taken by voice vote. The question shall be put as follows: "Those in  
17 favor say 'aye'," and, after the affirmative vote is expressed, "Opposed 'no'"; after which  
18 the Presiding Officer shall announce the result. If a division on any vote is desired, it  
19 must be called for immediately before the result of the voting is announced on any  
20 question, and, upon such call, the Presiding Officer shall require the members to stand  
21 and be counted for and against the proposition under consideration.

22 (b) The ayes and the noes may be called for on any question before the  
23 vote is taken. If a Senator desires the ayes and noes recorded on the Journal on a  
24 question, that Senator shall address the Presiding Officer and obtain recognition and  
25 say, "Upon that question I call for the ayes and noes." Whereupon the Presiding Officer  
26 shall say, "Is the call sustained?" If one-fifth of the remaining Senators present then  
27 stand, the vote shall be taken on the electronic voting system if it is operative, and the  
28 ayes and noes shall be recorded on the Journal. If the electronic voting system is  
29 inoperative, the roll of the Senate shall be called and the ayes and noes taken manually  
30 and recorded on the Journal. If fewer than one-fifth of the Senators present stand to  
31 sustain the call, the Presiding Officer shall announce, "An insufficient number up", and  
32 a vote by electronic voting or by voice, whichever is appropriate under the Rules of the  
33 Senate, shall be taken.

34 **RULE 27. Pair votes.** – (a) If a Senator is paired with another Senator on a  
35 question, the Senator shall announce the pair as follows: " I desire to announce a pair. If  
36 Senator \_\_\_\_\_ were present, that Senator would vote \_\_\_\_\_; I would vote \_\_\_\_\_ (the  
37 opposite)." The Senator shall send forward at that time a written statement of the pair  
38 on a form provided by the Principal Clerk and neither member of the pair shall vote on  
39 the question. A pair shall be announced before the vote is taken viva voce or, if the  
40 electronic voting system is used, before the machine is unlocked. The Clerk shall record  
41 the pair on the Journal when the Constitution or Rules of the Senate require a call of the  
42 roll and shall record on the electronic system printout all pairs announced.

- 43 (b) This rule does not apply to committee or subcommittee proceedings.





1           **RULE 31. Appointment of committees.** – The President Pro Tempore of the  
2 Senate shall have the exclusive right and authority to appoint the membership of all  
3 committees, regular and select, and to appoint committee chairs and vice-chairs and to  
4 establish select committees, but this does not exclude the right of the Senate by  
5 resolution to establish select committees. Upon the recommendation of the Committee  
6 on Rules and Operations of the Senate, the Senate may alter the name, number, and  
7 composition of the standing committees by a majority vote of the Senators present and  
8 voting.

9           **RULE 32. List of standing/select committees.** – The standing committees  
10 shall be:

11       Agriculture/Environment/Natural Resources  
12       Appropriations/Base Budget  
13        Appropriations on Department of Transportation  
14        Appropriations on Education/Higher Education  
15        Appropriations on General Government  
16        Appropriations on Health and Human Services  
17        Appropriations on Information Technology  
18        Appropriations on Justice and Public Safety  
19        Appropriations on Natural and Economic Resources  
20       Children & Human Resources  
21       Commerce  
22       Education/Higher Education  
23       Finance  
24       Health Care  
25       Information Technology  
26       Insurance and Consumer Protection  
27       Judiciary I  
28       Judiciary II  
29       Rural Development  
30       State and Local Government  
31       Pensions & Retirement and Aging  
32       Rules and Operations of the Senate  
33       Transportation  
34       Ways & Means.

35           **RULE 33. Notice of committee meetings.** – (a) Public notice of all  
36 committee meetings shall be given in the Senate. The required notice may be waived as  
37 to any meeting by the attendance at that meeting of all of the members of the committee  
38 or by personal waiver.

39           (b) The chair of the committee shall notify or cause to be notified the  
40 sponsor of each bill which is set for hearing or consideration before the committee as to  
41 the date, time, and place of that meeting.

42           (c) The published calendar shall reflect those committee notices received  
43 in the Office of the Principal Clerk prior to 3:30 P.M. or as announced in the daily  
44 session.



1 considered unless copies of the bill have been made available to the entire membership  
2 of the Senate.

3 **RULE 40. Introduction of bills.** – (a) Every bill filed for introduction shall  
4 contain on the outside cover the title of the document and the name of the Senator or  
5 Senators presenting it. Bills shall be delivered by the primary sponsor of the document,  
6 or by that member's legislative assistant with the prescribed authorization form signed  
7 by the primary sponsor and by that member's legislative assistant to the Office of the  
8 Senate Principal Clerk, who shall receive them during regular session according to the  
9 following schedule:

10 Monday until 30 minutes after adjournment; and

11 Any other day the Senate holds a session until 3:00 P.M.

12 All bills shall be numbered by the Office of the Principal Clerk when filed  
13 and shall be considered introduced when presented to the Senate on the next following  
14 legislative day for the first reading.

15 (b) All memorializing, celebration, commendation, and commemoration  
16 resolutions, except those which solely honor the memory of deceased persons or a North  
17 Carolina institution, or both, shall be excluded from introduction and consideration in  
18 the Senate.

19 **RULE 40.1. Deadlines on filing for introduction of bills and resolutions.** –

20 (a) All local bills and resolutions must be filed for introduction not later than  
21 Wednesday, March 12, 2003, provided that any such measure submitted to the Bill  
22 Drafting Division of the Legislative Services Office by 4:00 P.M. on that day and filed  
23 for introduction in the Senate before 3:00 P.M. on Wednesday, March 19, 2003, shall be  
24 treated as if it had been filed for introduction under this rule.

25 (b) All public bills and resolutions, except those honoring the memory of  
26 deceased persons or adjourning the General Assembly, must be filed for introduction  
27 not later than March 26, 2003, provided that any such measure submitted to the Bill  
28 Drafting Division of the Legislative Services Office by 4:00 P.M. on that day and filed  
29 for introduction in the Senate before 3:00 P.M. on Wednesday, April 2, 2003, shall be  
30 treated as if it had been filed for introduction under this rule.

31 (c) A two-thirds vote of the membership of the Senate present and voting  
32 shall be required to file for introduction any bill or resolution after the dates established  
33 by this rule.

34 (d) This rule shall not apply to any appropriations, finance, or local bills  
35 filed in reconvened session following the adjournment of the first year of the biennial  
36 session.

37 **RULE 41. Crossover bill deadline.** – In order to be eligible for consideration  
38 by the Senate during the 2003 or 2004 Regular Sessions of the 2003 General Assembly,  
39 all House bills other than those required to be referred to the Committee on Finance or  
40 the Committee on Appropriations/Base Budget by Rule 42 or adjournment resolutions  
41 must be received and read on the floor of the Senate as a message from the House no  
42 later than April 24, 2003, provided that a message from the House received by the next  
43 legislative day stating that a bill has passed its third reading and is being engrossed shall

1 comply with the requirements of this rule and provided that the House accepts Senate  
2 bills ordered engrossed on the next legislative day.

3         **RULE 41.1. Relationship between Committee on Ways and Means and**  
4 **other committees dealing with money matters; relationship between these other**  
5 **committees dealing with money matters.** – In those instances specified herein, the  
6 Committee on Ways and Means shall have responsibility for final consideration of bills  
7 dealing with money matters before the bills are considered on the floor of the Senate.  
8 Upon the agreement of a chair of any two of the following committees:  
9 Appropriations/Base Budget, Finance, and Ways and Means, any bill which is reported  
10 favorably from the Committee on Appropriations/Base Budget or the Committee on  
11 Finance shall be rereferred by the Presiding Officer to the Committee on Ways and  
12 Means for consideration. Bills referred to the Committee on Appropriations/Base  
13 Budget pursuant to Rule 43 may be referred by the Chair of the Committee on  
14 Appropriations/Base Budget to the Appropriations Committee on the Department of  
15 Transportation, the Appropriations Committee on Education, the Appropriations  
16 Committee on General Government, the Appropriations Committee on Health and  
17 Human Resources, the Appropriations Committee on Information Technology, the  
18 Appropriations Committee on Justice and Public Safety, or the Appropriations  
19 Committee on Natural and Economic Resources for a report back to the Committee on  
20 Appropriations/Base Budget.

21         **RULE 42. Reference of appropriation and finance bills.** – (a) All bills  
22 introduced in the Senate providing for appropriations from the State, or any subdivision  
23 thereof, shall, before being considered by the Senate, be referred to the Committee on  
24 Appropriations/Base Budget and bills referred to other committees carrying any such  
25 provisions shall be reported to the Senate as being bills to be referred to the  
26 Appropriations/Base Budget Committee before proper action may be taken by the  
27 Senate.

28         (b) All bills introduced in the Senate providing for bond issues, imposing  
29 or raising fees or other revenues payable to the State, its agencies, its licensing boards,  
30 or any of its subdivisions, levying taxes, or in any manner affecting the taxing power of  
31 the State or any subdivision thereof, shall, before being considered by the Senate, be  
32 referred to the Committee on Finance, and bills referred to other committees carrying  
33 any such provisions shall be reported to the Senate as being bills to be referred to the  
34 Committee on Finance before proper action may be taken by the Senate.

35         (c) This rule shall not apply to bills imposing civil penalties, criminal  
36 fines, forfeitures, or penalties for infractions.

37         **RULE 42.1. Fiscal notes.** – (a) A Chair of the Appropriations/Base Budget  
38 Committee, or of the Finance Committee, or of the Rules and Operations of the Senate  
39 Committee, or of the Ways and Means Committee, upon the floor of the Senate, may  
40 request that a fiscal analysis be made of a bill, resolution, or an amendment to a bill or  
41 resolution which is in the possession of the Senate and that a fiscal note be attached to  
42 the measure, when in the opinion of that Chair the fiscal effects of that measure are not  
43 apparent from the language of the measure. No bill, resolution, or amendment for which

1 a fiscal note has been requested may be considered for passage prior to the fiscal note's  
2 being attached to it.

3 (b) The fiscal note shall be filed and attached to the bill, resolution, or  
4 amendment within two legislative days of the request. If it is impossible to prepare a  
5 fiscal note within two legislative days, the Director of Fiscal Research shall, in writing,  
6 so advise the Presiding Officer, the Principal Clerk, and the member introducing or  
7 proposing the measure and shall indicate the time when the fiscal note will be ready.

8 (c) The fiscal note shall be prepared by the Fiscal Research Division on a  
9 form approved by the Chair of the Rules and Operations of the Senate Committee as to  
10 content and form and signed by the staff member or members preparing it. If no  
11 estimate in dollars is possible, the fiscal note shall indicate the reasons that no estimate  
12 is provided. The fiscal note shall not comment on the merit but may identify technical  
13 problems. The Fiscal Research Division shall make the fiscal note available to the  
14 membership of the Senate.

15 (d) A sponsor of a bill, resolution, or amendment may deliver a copy of  
16 that member's bill, resolution, or amendment to the Fiscal Research Division for the  
17 preparation of a fiscal note. The sponsor shall attach the fiscal note to the bill when the  
18 sponsor files the bill or resolution or to the amendment when the sponsor moves its  
19 adoption.

20 (e) The sponsor of a bill, resolution, or amendment to which a fiscal note  
21 is attached who objects to the estimates and information provided may reduce to writing  
22 the objections. These objections shall be appended to the fiscal note attached to the bill,  
23 resolution, or amendment and to the copies of the fiscal note available to the  
24 membership.

25 (f) Subsection (a) of this rule shall not apply to the Current Operations  
26 Appropriations Bill or the Capital Improvement Appropriations Bill. This rule shall not  
27 apply to a bill, resolution, or amendment requiring an actuarial note under these rules.

28 **RULE 42.2. Actuarial notes.** – (a) Every bill or resolution proposing any  
29 change in the law relative to any:

- 30 (1) State, municipal, or other retirement system funded in whole or in part  
31 out of public funds; or  
32 (2) Program of hospital, medical, disability, or related benefits provided  
33 for teachers and State employees, funded in whole or in part by State  
34 funds,

35 shall have attached to it at the time of its consideration by any committee a brief  
36 explanatory statement or note which shall include a reliable estimate of the financial and  
37 actuarial effect of the proposed change. The actuarial note shall be attached to the jacket  
38 of each proposed bill or resolution which is reported favorably by any committee and  
39 shall be clearly designated as an actuarial note. Upon its introduction, a bill or resolution  
40 described in subdivision (a)(1) of this rule shall be referred to the Committee on  
41 Pensions and Retirement and Aging.

42 (b) The sponsor of the bill or resolution shall present a copy of the  
43 measure, with the sponsor's request for an actuarial note, to the Fiscal Research Division  
44 which shall prepare the actuarial note as promptly as possible but not later than two

1 weeks after the request is made. Actuarial notes shall be prepared in the order of receipt  
2 of request and shall be transmitted to the sponsor of the measure. The actuarial note of  
3 the Fiscal Research Division shall be prepared and signed by an actuary.

4 (c) The sponsor of the bill or resolution shall also present a copy of the  
5 measure to the chief administrative officer of the system affected by the measure. The  
6 chief administrative officer shall have an actuarial note prepared by the system's actuary  
7 on the measure and shall transmit the note to the sponsor of the measure not later than  
8 two weeks after the request is received. The actuarial note shall be attached to the jacket  
9 of the measure.

10 (d) The note shall be factual and shall, if possible, provide a reliable  
11 estimate of both the immediate effect and, if determinable, the long-range fiscal and  
12 actuarial effect of the measure. If, after careful investigation, it is determined that no  
13 dollar estimate is possible, the note shall contain a statement to that effect, setting forth  
14 the reasons why no dollar estimate can be given. No comment or opinion shall be  
15 included in the actuarial note with regard to the merits of the measure for which the note  
16 is prepared. Technical and mechanical defects in the measure may be noted.

17 (e) When any committee reports a measure to which an actuarial note is  
18 attached at the time of committee consideration, with any amendment of such nature as  
19 would substantially affect the cost to or the revenues of any system, the chair of the  
20 committee reporting the measure shall obtain from the Fiscal Research Division and the  
21 administrator of the affected system an actuarial note of the fiscal and actuarial effect of  
22 the proposed amendment. The actuarial note shall be attached to the jacket of the  
23 measure. A Chair of the Appropriations/Base Budget Committee, or of the Finance  
24 Committee, or of the Rules and Operations of the Senate Committee, or of the Ways  
25 and Means Committee, upon the floor of the Senate, may request that an actuarial note  
26 be attached to a bill, resolution, or an amendment which affects the costs to or the  
27 revenues of a system described in this rule and which is in the possession of the Senate,  
28 when in the opinion of that Chair, the effect to the cost to or the revenues of a system  
29 described in this rule are not apparent from the language of the measure. No bill,  
30 resolution, or amendment for which an actuarial note has been requested may be  
31 considered for passage prior to the actuarial note from both the Fiscal Research Division  
32 and the administrator of the affected system being attached to it.

33 (f) The Fiscal Research Division shall make all relevant actuarial notes  
34 available to the membership of the Senate.

35 **RULE 42.3. Assessment reports.** – (a) Licensing or Registration Boards.  
36 Every legislative proposal introduced in the Senate proposing the establishment of an  
37 occupational or professional licensing or registration board or a study for the need to  
38 establish such a board shall have attached to the jacket of the original bill at the time of  
39 its consideration on second or third readings by the Senate or by any committee of the  
40 Senate prior to a favorable report, an assessment report from the Legislative Committee  
41 on New Licensing Boards, pursuant to Article 18A of Chapter 120 of the General  
42 Statutes. The assessment report shall not constitute any part of the expression of  
43 legislative intent proposed by the formation of a licensing board.

1           Upon receipt of the request, the Legislative Committee on New Licensing  
2 Boards shall prepare and return the assessment report as soon as possible but not later  
3 than 60 days from the date of receipt of the request, reserving the right to extend this  
4 time to 90 days. A supplementary report shall be prepared and submitted to the  
5 requesting Senator not later than 30 days after the receipt of the request.

6           (b) Municipal Incorporations. Every legislative proposal introduced in the  
7 Senate, or received in the Senate from the House, proposing the incorporation of a  
8 municipality shall have attached to the jacket of the original bill at the time of its  
9 consideration on second or third readings by the Senate or by any committee of the  
10 Senate prior to a favorable report, a recommendation from the Joint Legislative  
11 Commission on Municipal Incorporations, established by Article 20 of Chapter 120 of  
12 the General Statutes. The recommendation of the Joint Legislative Commission on  
13 Municipal Incorporations shall be made in accordance with the provisions and criteria  
14 set forth in Article 20 of Chapter 120 of the General Statutes and shall include the  
15 findings required to be made by G.S. 120-166 through G.S. 120-170.

16           **RULE 42.3A. Proposed increases in incarceration.** – (a) Every bill,  
17 amendment, and resolution proposing any change in the law that could cause a net  
18 increase in the length of time for which persons are incarcerated or the number of  
19 persons incarcerated, whether by increasing penalties for violating existing laws, by  
20 criminalizing behavior, or by any other means, shall have attached to it at the time of its  
21 consideration by the Senate a fiscal note prepared by the Fiscal Research Division. The  
22 fiscal note shall be prepared in consultation with the Sentencing Policy and Advisory  
23 Commission and shall identify and estimate, for the first five fiscal years the proposed  
24 change would be in effect, all costs of the proposed net increase in incarceration,  
25 including capital outlay costs if the legislation would require increased cell space. If,  
26 after careful investigation, the Fiscal Research Division determines that no dollar  
27 estimate is possible, the note shall contain a statement to that effect, setting forth the  
28 reasons why no dollar estimate can be given. No comment or opinion shall be included  
29 in the fiscal note with regard to the merits of the measure for which the note is prepared.  
30 However, technical and mechanical defects may be noted.

31           (b) The sponsor of each bill, amendment, or resolution to which this  
32 subsection applies shall present a copy of the bill, amendment, or resolution with the  
33 request for a fiscal note to the Fiscal Research Division. Upon receipt of the request and  
34 the copy of the bill, amendment, or resolution, the Fiscal Research Division shall  
35 prepare the fiscal note as promptly as possible. The Fiscal Research Division shall  
36 prepare the fiscal note and transmit it to the sponsor within two weeks after the request  
37 is made, unless the sponsor agrees to an extension of time.

38           (c) This fiscal note shall be attached to the original of each proposed bill,  
39 amendment, or resolution that is reported favorably by any committee, but shall be  
40 separate from the bill, amendment, or resolution and shall be clearly designated as a  
41 fiscal note. A fiscal note attached to a bill, amendment, or resolution pursuant to this  
42 subsection is not a part of the bill, amendment, or resolution and is not an expression of  
43 legislative intent proposed by the bill, amendment, or resolution.



1 (d) If a committee reports favorably a proposed bill or resolution with an  
2 amendment that proposes a change in the law that could cause a net increase in the  
3 length of time for which persons are incarcerated or the number of persons incarcerated,  
4 whether by increasing penalties for violating existing laws, by criminalizing behavior,  
5 or by any other means, the chair of the committee shall obtain from the Fiscal Research  
6 Division and attach to the amended bill or resolution a fiscal note as provided in this  
7 section.

8 **RULE 42.4. Content of appropriations bills.** – (a) No provision changing  
9 existing law shall be contained in any of the following bills: (i) the Current Operations  
10 Appropriations Bill; (ii) the Capital Improvement Appropriations Bill; (iii) any bill  
11 generally revising appropriations for the second fiscal year of a biennium.

12 (b) No amendment to any bill listed in subsection (a) of this rule shall be  
13 in order if the language is prohibited by that subsection.

14 (c) Notwithstanding subsections (a) and (b) of this section, any of the bills  
15 listed in subsection (a) of this section or an amendment to such bill may change existing  
16 law if the change:

17 (1) Alters expenditures or salaries;

18 (2) Changes the scope or character of a program which must be reduced,  
19 increased, or changed because of an increase or decrease of funds  
20 appropriated for the program or because of changes in federal law or  
21 regulation; or

22 (3) Modifies any function of State government which necessitates a  
23 transfer of funds from one department to another;

24 provided, that for a provision to be in order under this subsection, it must be  
25 recommended to the General Assembly in a written report adopted by the  
26 Appropriations/Base Budget Committee before or at the same time the bill is reported,  
27 or, if such provision is contained in a floor amendment, the sponsor of the amendment  
28 must present to the Principal Clerk at or before the time the amendment is offered an  
29 explanation of the amendment for distribution to each member of the Senate.

30 **RULE 42.5. Appropriations/Base Budget Committee meetings.** –  
31 Notwithstanding the provisions of G.S. 143-14, and pursuant to the last sentence  
32 thereof, the Appropriations/Base Budget Cochairs may in their exclusive discretion  
33 direct that the Appropriations/Base Budget Committee or its subcommittees or both  
34 may consider the budget and the budget plan including all appropriations in separate  
35 meetings from the House of Representatives and may do all things set forth in said  
36 statute separately from the House of Representatives.

37 **RULE 43. First reading; reference to committee.** – All bills filed for  
38 introduction and all House bills received in the office of the Principal Clerk not later  
39 than one and one-half hours preceding the convening of the Senate, upon presentation to  
40 the Senate, shall be read in regular order of business by their number and title which  
41 shall constitute the first reading of the bill. The Chair of the Committee on Rules and  
42 Operations of the Senate or, in the Chair's absence, the Vice-Chair of the Committee  
43 shall refer to a Senate committee all bills introduced in the Senate or received from the  
44 House of Representatives. Upon the referral being made, the Chair of the Committee on

1 Rules and Operations of the Senate shall notify the Principal Clerk of the Senate of the  
2 referral, and the Reading Clerk shall announce the referral of the bill. The Principal  
3 Clerk shall inform the Presiding Officer of the referral. The title and referral shall be  
4 entered upon the Journal.

5 Bills may be referred to more than one committee serially, i.e. "S.B.  
6 \_\_\_\_\_ is referred to the Committee on Finance and upon a favorable report referred  
7 to the Appropriations/Base Budget Committee."

8 **RULE 44. Bills to receive three readings.** – Every bill shall receive three  
9 readings before being passed, and the Presiding Officer shall give notice at each reading  
10 whether it be the first, second, or third. The Reading Clerk shall announce the referral as  
11 set forth in Rule 43. No bill shall be amended upon the floor of the Senate, except under  
12 Rule 45.1, until it has been twice read. Senate simple resolutions shall not require three  
13 readings.

14 **RULE 45. Reports of committees.** – Every Senator presenting a report of a  
15 committee shall endorse the report with the name of the committee and, in case of a  
16 minority report, with the names of the members making the report. The report of the  
17 committee shall show that a quorum of the committee was present and a majority of  
18 those present voted in favor of the report. Every report of the committee upon a bill or  
19 resolution shall stand upon the general orders with the bill or resolution. No committee  
20 shall report a bill or resolution without prejudice.

21 **RULE 45.1. Action on amendment or committee substitute.** – If any  
22 committee recommends adoption of an amendment or committee substitute of a bill or  
23 resolution, the amendment or committee substitute shall be considered adopted upon the  
24 reading of the committee report and shall be engrossed. Unless a committee substitute  
25 of a bill or resolution being considered by a committee is distributed to members of that  
26 committee no later than the day prior to the committee meeting, the committee  
27 substitute shall be carried over to the next day unless a majority of the members of that  
28 committee present and voting vote to take up the measure at that time. The bill or  
29 resolution, as amended, or its adopted committee substitute shall be placed on the  
30 calendar for the next legislative day or rereferred if the bill or resolution was serially  
31 referred. The committee substitute's original bill or resolution shall lie on the table.

32 Notwithstanding any other provision of this rule, a committee substitute for a  
33 simple resolution shall be placed on the calendar for the next legislative day for a vote  
34 on its adoption.

35 **RULE 46. Unfavorable report by committee.** – (a) All bills reported  
36 unfavorably by the committee to which they were referred, and having no minority  
37 report, shall lie upon the table but may be taken from the table and placed upon the  
38 calendar by a two-thirds vote of the membership of the Senate present and voting.

39 (b) When a bill is reported by a committee with an unfavorable report, but  
40 accompanied by a minority report, signed by at least three members of the committee  
41 who were present and who voted on the bill when the bill was considered in committee,  
42 then the minority report shall be placed on the calendar and considered the following  
43 day, and the question before the Senate shall be: "The adoption of the minority report."  
44 If the minority report is adopted by a majority vote of the membership of the Senate, the

1 bill shall be placed upon the calendar; if the minority report is not adopted, the bill shall  
2 lie upon the table.

3 **RULE 47. Recall of bill from committee and discharge petition.** – (a)  
4 Notwithstanding anything to the contrary, only the President Pro Tempore, the Chair of  
5 the Committee on Rules and Operations of the Senate, or the chair of a committee to  
6 which a bill or other matter is assigned may, with the consent of a majority of the  
7 membership of the Senate present and voting, recall the measure to be referred to  
8 another committee or the floor.

9 (b) A motion to discharge a committee from consideration of a bill or  
10 resolution may be filed with the Principal Clerk if accompanied by a petition signed by  
11 three-fifths of the members of the Senate asking that the committee be discharged from  
12 further consideration of the bill or resolution. No petition may be circulated for  
13 signatures until 10 legislative days after the bill has been referred to the committee. No  
14 petition may be circulated for signature until notice has been given on the floor of the  
15 Senate that the petition is to be circulated. If such a motion accompanied by a valid  
16 petition is filed, the Principal Clerk shall place that motion on the calendar for the next  
17 legislative day as a special order of business. If the motion is adopted by a majority of  
18 the Senate, then the committee to which the bill or resolution has been referred is  
19 discharged from further consideration of the bill or resolution, and that bill or resolution  
20 is placed on the calendar for the next legislative day as a special order of business. If the  
21 committee had, prior to discharge, adopted any amendment or committee substitute for  
22 the bill, it shall be in order to offer that amendment or substitute on the floor as if it  
23 were a committee amendment or substitute. The Principal Clerk shall provide a form for  
24 discharge petitions.

25 (c) This rule shall not be temporarily suspended.

26 **RULE 48. Calendar; order to be followed.** – The Presiding Officer and the  
27 Principal Clerk of the Senate shall see that all bills are acted upon by the Senate in the  
28 order in which they stand upon the calendar, unless otherwise ordered as hereinafter  
29 provided. The published calendar shall include all bills reported favorably from  
30 committees, or reported with a minority report attached, or placed on the calendar on  
31 motion, and shall include the bill number and short title of each bill on the calendar.

32 **RULE 49.** (Reserved).

33 **RULE 50. Third reading requirements.** – No bill on its third reading shall  
34 be acted upon out of the regular order in which it stands on the calendar, and no bill  
35 shall be acted upon on its third reading the same day on which it passed its second  
36 reading, unless so ordered by two-thirds of the membership of the Senate present and  
37 voting.

38 **RULE 51. Special orders.** – Any bill or other matter in consideration before  
39 the Senate may be made a special order for a subsequent day or hour by a vote of the  
40 majority of the Senators voting, and if action on the bill is not completed on that day, it  
41 shall be returned to its place on the calendar, unless it is made a special order for  
42 another day; and when a special order is under consideration it shall take precedence  
43 over any special order or subsequent order for the day, but such subsequent order may  
44 be taken up immediately after the previous special order has been disposed of.

1           **RULE 52. Procedure when necessary number of Senators not present.** –  
2 If, on taking the question on a bill, it appears that a constitutional quorum is not present,  
3 or if the bill requires a vote of a certain proportion of all the Senators to pass it, and it  
4 appears that such number is not present, the bill shall be again read and the question  
5 taken thereon; if the bill fails a second time for the want of the necessary number being  
6 present and voting, the bill shall not be finally lost but shall be returned to the calendar  
7 in its proper order.

8           **RULE 53. Effect of defeated measure.** – (a) After a bill has been tabled, or  
9 has failed to pass on any of its readings, the contents of such bill or the principal  
10 provisions of its subject matter shall not be embodied in any other measure. After an  
11 amendment has been tabled or defeated on the Senate floor, the contents of such  
12 amendment or the principal provisions of its subject matter shall not be embodied in any  
13 other measure. If a substitute amendment is adopted on the floor, the contents of the  
14 previously pending amendment which are not contained in the substitute shall be  
15 considered to have been defeated. Upon the point of order being raised and sustained by  
16 the Presiding Officer, such measure shall be laid upon the table and shall not be taken  
17 therefrom except by a vote of two-thirds of the membership of the Senate present and  
18 voting: Provided, no local bill shall be held by the Presiding Officer as embodying the  
19 provisions of, or being identical with, any statewide measure which has been laid upon  
20 the table or failed to pass any of its readings.

21           (b) When a bill has been postponed indefinitely by the Senate, the bill  
22 shall lie upon the table and shall not be taken therefrom except by a vote of two-thirds  
23 of the membership of the Senate present and voting.

24           **RULE 54. Taking bill from table.** – No bill which has been laid upon the  
25 table shall be taken therefrom except by a vote of two-thirds of the membership of the  
26 Senate present and voting.

27           **RULE 54.1. Bill title.** – The title of each bill shall adequately and fairly  
28 reflect its subject matter.

29           **RULE 55. Amending titles of bills.** – When a bill is materially modified or  
30 the scope of its application extended or decreased, or if the county or counties to which  
31 it applies is changed, the title of the bill shall be changed by the Senator introducing the  
32 bill or by the committee having it in charge, or by the Principal Clerk, so as to indicate  
33 the full purport of the bill as amended and the county or counties to which it applies.

34           **RULE 56. Corrections of typographical errors in bills.** – The Enrolling  
35 Clerk is authorized to make corrections of typographical errors in the text of bills at any  
36 time prior to ratification. Before the correction is made, the Enrolling Clerk shall have  
37 the approval of the Chair of the Committee on Rules and Operations of the Senate or, in  
38 the Chair's absence, the Vice-Chair of said Committee.

39           **RULE 56.1. Amendments and committee substitutes adopted by the**  
40 **House to bills originating in the Senate.** – (a) Whenever the House has adopted an  
41 amendment or a committee substitute for a bill originating in the Senate, and has  
42 returned the bill to the Senate for concurrence in that amendment or committee  
43 substitute, the Senate may not concur in that amendment or committee substitute until  
44 the next legislative day following the day on which the Senate receives that measure.

1 (b) The Chair of the Rules and Operations Committee of the Senate may,  
2 or upon motion supported by a majority of the Senate present and voting shall, refer the  
3 bill to an appropriate committee for consideration of the amendment or committee  
4 substitute.

5 (c) The Presiding Officer shall, in placing the bill on the calendar, rule  
6 whether the amendment or committee substitute is a material amendment under Article  
7 II, Section 23, of the State's Constitution. If the measure is referred to committee, the  
8 committee shall:

9 (1) Report the bill with the recommendation either that the Senate do  
10 concur or that the Senate do not concur; and

11 (2) Advise the Presiding Officer as to whether or not the amendment or  
12 committee substitute is a material amendment under Article II, Section  
13 23, of the State's Constitution.

14 (d) If the amendment or committee substitute for a bill is not a material  
15 amendment, the question before the Senate shall be concurrence. In the event there is  
16 more than one House amendment, the question shall be concurrence in all the House  
17 amendments and the question may not be divided, notwithstanding Rule 28. The  
18 question which shall be put before the Senate by the Presiding Officer shall be: "Does  
19 the Senate concur in the House amendments (committee substitute) to S.B. \_\_\_?".

20 (e) If the amendment or committee substitute for a bill is a material  
21 amendment, the receiving of that bill on messages shall constitute first reading and the  
22 question before the Senate shall be concurrence on second reading. If the motion is  
23 passed, the question then shall be concurrence on third reading on the next legislative  
24 day.

25 (f) No committee substitute adopted by the House to a bill originating in  
26 the Senate may be amended by the Senate.

27 **RULE 57. Conference committee.** – The President Pro Tempore of the  
28 Senate, or in the President Pro Tempore's absence the Deputy President Pro Tempore,  
29 upon motion, shall appoint a conference committee when the Senate fails to concur in  
30 amendments or committee substitutes put by the House to a bill originating in the  
31 Senate, or when the House of Representatives fails to concur in amendments or  
32 committee substitutes put by the Senate to a bill originating in the House. Senate  
33 conferees shall include the primary sponsor of the bill. In considering the bill committed  
34 to the conferees, only such matters as are germane to the bill shall be considered by the  
35 conferees, and the conference report shall deal only with such matters. The matters  
36 referred to the conference committee by the conference committee chairs shall go to and  
37 be considered by the conferees appointed by the Senate and the House of  
38 Representatives. While the bill is in conference committee, the Senate's position shall be  
39 determined by a majority of the Senate conferees. Upon agreement by the Senate and  
40 House of Representatives, a conference report shall be drafted reflecting the matters  
41 considered and agreed upon by the conferees. The conference report shall not be  
42 amended.

43 **RULE 57.1. Germaneness of amendment.** – All amendments and committee  
44 substitutes shall be germane to the subject matter of the bill. The question of

1 germaneness is in order at any time the measure is before the body prior to final action  
2 on the measure.

3         **RULE 58. Certification of passage of bills.** – The Principal Clerk shall  
4 certify the passage of bills by the Senate, with the date thereof, together with the fact  
5 whether passed by vote of three-fifths or two-thirds of the membership of the Senate  
6 present and voting, whenever such vote may be required by the Constitution or laws of  
7 the State.

8         **RULE 59. Transmittal of bills to House.** – No bill shall be sent from the  
9 Senate on the day of its passage except on the last day of the session, unless otherwise  
10 ordered by a vote of two-thirds of the membership of the Senate present and voting.

11         **RULE 59.1. Engrossment.** – Bills and resolutions, except those making  
12 appropriations, which originate in the Senate and which are amended shall be engrossed  
13 before being sent to the House.

14         **RULE 59.2. Vetoed Bills.** – (a) The Principal Clerk is designated the Senate  
15 Officer to receive bills vetoed by the Governor. The veto message shall be read in the  
16 Senate on the next legislative day following its receipt by the Principal Clerk.

17         (b) Upon a veto message's being read in the Senate, the Chair of the  
18 Committee on Rules and Operations of the Senate shall either refer the bill and the  
19 Governor's objections and veto message to committee or place the bill on the calendar  
20 for a day certain.

## 21         **VII. LEGISLATIVE OFFICERS AND EMPLOYEES**

22         **RULE 60. Pages.** – (a) The President Pro Tempore of the Senate shall  
23 appoint pages. The President Pro Tempore, or such person as the President Pro Tempore  
24 may designate, shall supervise the pages and assign to them their duties. Each page shall  
25 be at least 15 years of age or be in the ninth grade at the time of service.

26         (b) Members may designate honorary pages by a statement delivered to  
27 the Principal Clerk who will have a certificate issued therefor.

28         **RULE 61. Sergeants-at-Arms.** – (a) There shall be 15 positions of Assistant  
29 Sergeants-at-Arms, to be appointed upon the recommendation of the President Pro  
30 Tempore by the Sergeant-at-Arms, who are to work under his or her supervision and to  
31 be assigned such duties and powers as he or she shall direct.

32         (b) The Sergeant-at-Arms shall be responsible for the safety of the  
33 members and employees of the Senate while in the Senate Chamber or any place in  
34 which the Senate or its committees are in session.

35         (c) The Sergeant-at-Arms shall serve all warrants and subpoenas issued by  
36 orders of the Senate and signed by the Presiding Officer of the Senate, and said warrants  
37 and subpoenas shall be returnable to the Principal Clerk of the Senate.

38         **RULE 62. Principal Clerk's staff.** – The Principal Clerk of the Senate shall  
39 employ all necessary employees and clerks required to carry out the duties of that  
40 office. The Principal Clerk shall have supervision and control and shall assign such  
41 duties and powers as the Principal Clerk shall direct to the employees and clerks of that  
42 office.



1 Representatives, staff of the General Assembly; the staff of the Lieutenant Governor;  
2 Judges of the Supreme Court, Court of Appeals, and Superior Courts; the Governor and  
3 members of the Council of State; former members of the General Assembly; and  
4 persons particularly invited and extended the privileges of the floor by a member of the  
5 Senate or the Presiding Officer, shall be admitted to or remain on the floor of the Senate  
6 within 15 minutes prior to the Senate's scheduled daily session. Notwithstanding any  
7 other provision of this rule, no registered lobbyist shall be admitted to or remain on the  
8 floor of the Senate within 15 minutes prior to the Senate's scheduled daily session.

9 **RULE 67.1. Recognition for extending courtesies.** – (a) Courtesies of the  
10 floor and galleries shall be extended only by the Presiding Officer on the Presiding  
11 Officer's own motion or upon the written request of a member of the Senate to former  
12 members of the General Assembly or to distinguished visitors.

13 (b) The Presiding Officer, upon written request at intervals between  
14 various orders of business, may extend courtesies to schools or other special large  
15 groups visiting in the galleries while they are present, and the Presiding Officer shall, at  
16 such times as deemed appropriate, express to those visitors in the galleries the pleasure  
17 of the Senate for their presence.

18 **RULE 68. Privileges of the floor.** – Any group or individual other than  
19 members of the Senate who desires to make remarks upon the floor of the Senate will  
20 first obtain approval of the President Pro Tempore or, in the President Pro Tempore's  
21 absence, the Deputy President Pro Tempore of the Senate.

22 **RULE 69. News media.** – The President Pro Tempore is authorized to assign  
23 area and equipment on the floor of the Senate for the use of the representatives of news  
24 media, and the President Pro Tempore shall provide regulations for the operation of the  
25 representatives of the news media on the floor of the Senate.

26 **RULE 70. Absence without leave.** – No Senator or officer of the Senate shall  
27 depart the service of the Senate without leave or receive pay as a Senator or officer for  
28 the time absent without leave.

29 **RULE 71. Placing material on Senators' desks or in Senators' offices.** –  
30 Any person other than a member of the Senate or an employee of the General Assembly  
31 desiring to place articles of any kind on or about desks in the Senate Chamber or in the  
32 offices of the members of the Senate shall make written application to and obtain  
33 written approval from the Principal Clerk.

34 **RULE 72. Assignment of seats; offices.** – (a) The President Pro Tempore of  
35 the Senate shall assign seats in the Senate Chamber to the members elected. The  
36 President Pro Tempore, when assigning seats, shall give preferential consideration to  
37 the respective members according to the length of service which each member has  
38 rendered in the Senate. No incumbent appointed to fill an unexpired term in the  
39 immediate preceding session shall retain the seat if requested by a Senator elected to  
40 said session.

41 (b) Not later than two weeks after the initial committee assignments  
42 become final, the President Pro Tempore of the Senate is authorized to make  
43 assignments of committee rooms and offices to designated committees, chairs, and  
44 members of the Senate. In making such assignments of individual offices, the President



1 Pro Tempore may give preferential consideration to the respective members according  
2 to the length of service which each member has rendered in the Senate.

3 **RULE 73. Administrative rules and regulations involving Senate**  
4 **employees.** – All administrative rules, regulations, and orders involving all individuals  
5 employed to perform duties for the Senate, other than those appointed by the Principal  
6 Clerk and the Sergeant-at-Arms, shall be first approved by the Committee on Rules and  
7 Operations of the Senate.

8 **RULE 74. Public hearings.** – Any Senator may request in writing a public  
9 hearing by the committee considering the bill on a public bill. Requests may be granted  
10 at the discretion of the chair. Notice shall be given not less than five calendar days prior  
11 to public hearings. Such notices shall be issued as information for the press, and the  
12 information shall be posted in the places designated by the Principal Clerk.

13 **RULE 75. Public hearings, filing of written statements.** – Persons desiring  
14 to appear and be heard at a public hearing are encouraged to file with the chair of the  
15 committee a brief or a written statement of the remarks to be made at least 24 hours  
16 before the time of the hearing.

17 **RULE 76. Voting in joint sessions.** – When the Senate sits jointly with the  
18 House, either in committee or in joint session, the Senate reserves the right to vote  
19 separately.

20 **RULE 77. Alterations, suspension, or rescission of rules.** – (a) These rules  
21 may not be permanently rescinded or altered except by Senate simple resolution passed  
22 by a two-thirds vote of the membership of the Senate. The introducer of the resolution  
23 must, on the floor of the Senate, give notice of the intent to introduce the resolution on  
24 the legislative day preceding its introduction.

25 (b) Except as otherwise provided herein, the Senate, upon two-thirds vote  
26 of the membership of the Senate present and voting, may temporarily suspend any of  
27 these rules.

28 **SECTION 2.** This resolution is effective upon adoption.