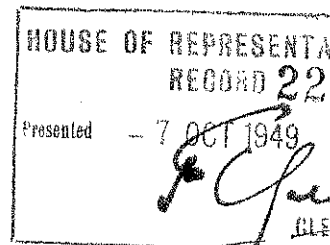


1948-49.

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THE PARLIAMENT OF THE COMMONWEALTH OF AUSTRALIA.

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HOUSE OF REPRESENTATIVES.

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R E P O R T

from the

STANDING ORDERS COMMITTEE

of the

HOUSE OF REPRESENTATIVES,

and

PROPOSED STANDING ORDERS

of the

HOUSE OF REPRESENTATIVES, 1949.

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Members of the Committee.

The Deputy Speaker (Mr. Clark).  
The Prime Minister (Mr. Chifley).  
The Leader of the Opposition (Mr. Menzies).  
Mr. Padden.  
Sir Earle Page.  
Mr. Riordan.  
Mr. Williams.

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REPORT.

The present Standing Rules and Orders of the House of Representatives are those which were adopted temporarily in 1901 as amended from time to time in specific instances.

In 1902, 1903, and again in 1905, amended Rules and Orders were recommended to the House after review by the Standing Orders Committee but on each occasion the proposals lapsed at Dissolution.

The 1905 proposals, together with amendments considered by the Committee in 1929 and such alterations as had been made to the 1901 Standing Orders, formed the basis of the deliberation of the Standing Orders Committee in 1937. This Committee brought down a comprehensive report in June of that year but no further action was taken.

In 1943, the Standing Orders Committee reviewed the 1937 Report. Standing Orders were rearranged and renumbered, unused Orders, e.g. Returns, Previous Question, etc., were omitted and new Orders framed to declare existing procedure based on established precedents. On 12th February, 1943, a Schedule of Standing Rules and Orders was submitted to the House with a recommendation that it be adopted. The Report was taken into consideration in Committee of the Whole on 1st April, 1943, progress being reported on proposed Standing Order No. 1. Consideration not resumed and lapsed at Dissolution.

The present Standing Orders Committee has considered the 1943 proposals and has made further amendments which it considers are required to provide a procedure adequate to meet needs of the enlarged House to be elected this year.

The material alterations to the existing Standing Orders are summarized on the Statement attached to this Report.

The Committee now presents Proposed Standing Orders of the House of Representatives, dated 1949, and recommends that they be adopted prior to the forthcoming Dissolution of the House.

  
J. J. CLARK.  
Chairman.

House of Representatives,

6 OCT 1949

PROPOSED STANDING ORDERS - 1949.

MATERIAL ALTERATIONS TO EXISTING STANDING ORDERS.

<u>Existing</u> <u>standing</u> <u>Order No.</u>	<u>New</u> <u>Standing</u> <u>Order No.</u>	
1	1	The designation of the United Kingdom House of Commons has been brought into line with its present title.
6, 14	2	Existing Standing Orders relating to proceedings on the Meeting of Parliament have been consolidated.
7	11	The wait of 2 minutes between proposals for the Speakership has been omitted. (Paragraphs (b) (c)).
215	12	The procedure for the election of Chairman to be similar to procedure for the election of Speaker instead of by exhaustive ballot.
---	18	New Standing Order in accordance with practice -- Speaker may call on temporary Chairmen for relief.
322	26	Power for the Printing Committee to confer with the Printing Committee of the Senate has been given. Provision for a motion to print a paper has been transferred to new Standing Order No. 316.
---	27	New Standing Order -- Quorum of 3 for a Standing Committee has been fixed.
43	37	Custody of records -- The proviso which has been added is in accordance with practice.
---	38	New Standing Order -- The days and hours of sitting usually fixed by Sessional Order have been included with the exception that the hour of meeting on Tuesday has been changed from 3 p.m. to 2.30 p.m.
---	39	New Standing Order -- Provision has been made for automatic adjournment of the House.
29	40	Lack of Quorum when House meets -- Provision has been made to obviate an avoidable adjournment until the next sitting day.
32	45	Lack of Quorum in Committee -- Provision has been made for the Speaker to count the House and for the Committee to resume if a Quorum is then present.
38	49	Standing Order re-drafted and provision made for Urgency motions to be submitted to the Speaker one hour before the meeting time of the House, for 8 Members instead of 5 to rise in support, and, if more than one motion submitted, for priority to be determined by the Speaker.
---	49A	New Standing Order -- Provision has been made for the adjournment of the House to be moved by Minister for the purpose of discussing a matter of special interest. In accordance with House of Commons practice.

<u>Existing</u> <u>Standing</u> <u>Order No.</u>	<u>New</u> <u>Standing</u> <u>Order No.</u>	
261	67	Replies closing debate to be confined to matters raised during debate.
56/270	72/75	References to previous debates have been re-drafted.
271	77	Disrespectful use of names -- Name of State Governor has been included.
272	78/78A	Existing Standing Order has been divided. Offensive words against Members, etc. -- State Parliaments and the Judiciary have been included.
--	78B	New Standing Order -- Provision made for Speaker to intervene when offensive or disorderly words are used.
274	82	In anticipating discussion the Speaker shall have regard to probability of matter being brought up within a reasonable time.
262BB	86	The list of matters not open to debate has been made comprehensive by adding motions and questions which, under the specific relevant Standing Orders, are not open to debate.
288 } 291 }	87 } 90 }	Amendments consequential upon alterations contained in proposed Standing Order No. 86. The restriction on amendment or debate contained in No. 86 (and in existing 262BB) has been specifically included.
281	--	The provision for "words to be taken down" has been omitted.
257B	91	Time limits for debates and speeches have been reduced with further reductions when the "guillotine" is operating.
262A	92	"Guillotine" -- The necessity for an affirmative vote of 24 has been omitted as unconstitutional.
262B	93	Closure -- The necessity for an affirmative vote of 24 has been omitted as unconstitutional.
283	97	New Standing Order -- Provision has been made for a prima facie case to be made out before precedence is given to a question of privilege.
287	100	An objection to the Speaker's ruling is to be proceeded with forthwith.
68	101	In accordance with practice it is expressly stated that Ministerial Statements may be made only by leave.
70	103	No "new" business instead of "opposed" business is to be taken after 10.30 p.m. -- Contingent on adoption of Standing Order 39 (automatic adjournment).
--	104	New Standing Order -- The usual Sessional Order re Order of Business has been included with the alteration that precedence is to be given to general business on each alternate Friday instead of every third Thursday.

<u>Existing</u> <u>Standing</u> <u>Order No.</u>	<u>New</u> <u>Standing</u> <u>Order No.</u>	
---	105	New Standing Order in accordance with practice -- Arrangement of Government Business.
119	106	Government Business or Want of Confidence motions have been excluded from the two hours limitation on motions.
---	107	New Standing Order in accordance with practice -- Precedence given to Censure or Want of Confidence motions.
---	108/9	New Standing Orders -- <del>Petitions</del> to be lodged with the Clerk before the meeting of the House and are to bear his certificate.
---	121	New Standing Order -- Petitions for grants of public moneys are not to be made.
---	132	New Standing Order in accordance with practice -- Notices of Motion may be divided.
101	136	A Notice of Motion may be withdrawn or its terms may be altered by the Member notifying the House.
32/96A	140/9	Standing Orders concerning Questions have been re-drafted and re-arranged to include rules governing Questions printed on the back of Form for Notice of Question, and provision has been made (Standing Order No. 148) that at the discretion of the Speaker one supplementary question may be asked to elucidate an answer to a question without notice.
102	154	Provision has been made to enable another Member to fix a future time for bringing on a Notice of Motion which would otherwise lapse owing to the absence of the Member who gave the notice.
126	165	The necessity for at least one-half of the Members of the House to vote on the rescission of a Resolution or Vote has been omitted as unconstitutional.
---	187	New Standing Order in accordance with practice -- Method of calling for Division.
293	188	Provision for the Speaker or Chairman to declare the result in cases of Divisions unnecessarily claimed has been added.
296	191	Procedure for challenging the Vote of a Member has been included.
302	197	Provision that no Member shall move from his place after the Tellers have been appointed has been added.
162	215	Amendments to the Second Reading are not permitted if the amendment anticipates an amendment which may be moved in Committee.
179	230	Amendment consequential upon alterations contained in proposed Standing Order No. 86. The restriction on amendment or debate contained in No. 86 (and in existing 262BB) has been specifically included.

<u>Existing Standing Order No.</u>	<u>New Standing Order No.</u>	
	258	New Standing Order in accordance with practice -- Procedure for dealing with Message from Senate requesting amendments.
228	277	An objection to the Chairman's ruling is to be decided forthwith.
233	280/281	Existing Standing Order divided and provision made in accordance with practice for the Chairman to allow two minutes for a Quorum to form.
241	289	"Grievance" to be the first Order of the Day, Government Business, on each alternate Friday instead of every third Thursday.
59	298/300 -	
	298 -	Redrafted.
	299 -	The provision for a motion in Committee for the suspension of a Member is omitted. The motion for suspension is to be moved in the House after the Chairman has reported the circumstances.
	300 -	Periods of suspension have been fixed in terms of sitting days and will be applied in respect of suspensions in "the same year" instead of in "the same session" provided that any suspension in a previous Session is to be disregarded.
	301/2	New Standing Orders to deal with disorder based on House of Commons procedure.
318	316	Provision has been made for a motion to print a paper tabled by a Minister.
330	322	The Quorum of a Select Committee is to be 3 instead of 5.
	387	New Standing Order providing for a ballot to be taken when required.
407	399	Suspension of Standing Orders -- The necessity for an absolute majority has been omitted as unconstitutional.

~~PROOF~~

THE PARLIAMENT OF THE COMMONWEALTH OF AUSTRALIA.

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# PROPOSED STANDING ORDERS

OF THE

## HOUSE OF REPRESENTATIVES.

---

**1949.**

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# STANDING ORDERS

## OF THE

### HOUSE OF REPRESENTATIVES.

#### CHAPTER I.

##### GENERAL RULE FOR CONDUCT OF BUSINESS.

1. In all cases not provided for hereinafter, or by Sessional or other Orders or practice of the House, resort shall be had to the practice of the Commons House of the Parliament of the United Kingdom of Great Britain and Northern Ireland in force for the time being, which shall be followed as far as it can be applied.
- |  |  |            |
|--|--|------------|
|  | Practice of House of Commons to be observed, unless other provision is made. | See No. 1. |
|--|--|------------|

#### CHAPTER II.

##### PROCEEDINGS ON THE MEETING OF PARLIAMENT.

2. On the first day of the meeting of a Parliament for the despatch of business after a dissolution, pursuant to the Governor-General's Proclamation, Members having met at the time and place appointed—
- |  |  |  |
|--|--|--|
| <p>(a) The Clerk shall read the Proclamation calling Parliament together.</p> <p>(b) The House shall await a Message from the Commissioners appointed by the Governor-General desiring the attendance of Members to hear the Commission read.</p> <p>(c) The House shall attend at the place named in the Message to hear the Commission read. After the reading thereof the House shall return to its own Chamber.</p> <p>(d) The writ or copy-writ of election of each Member shall be laid upon the Table by the Clerk, and the Members shall then be called in order of Divisions and sworn, or make affirmation, as prescribed by <i>The Constitution</i>.</p> <p>(e) The House shall then proceed to elect a Speaker.</p> <p>(f) Until a Speaker is elected, the Clerk shall act as Chairman of the House.</p> <p>(g) The Speaker having presented himself to the Governor-General, and having reported that fact to the House, a Minister shall then inform the House at what time the Governor-General will declare the causes of his calling the Parliament together; and the House may then suspend its sitting until that time, when it shall again attend and await a Message from the Governor-General.</p> | <p>Clerk reads Proclamation.</p> <p>Message from Commissioners.</p> <p>House proceeds to hear Commission read.</p> <p>Returns to Writs presented by Clerk, and Members sworn.</p> <p>Speaker to be elected.</p> <p>Until Speaker is elected, Clerk acts as Chairman.</p> <p>Time announced for Governor-General addressing Parliament.</p> | <p>See No. 2.</p> <p>See No. 2.</p> <p>See No. 3.</p> <p>See No. 4.</p> <p>See No. 5.</p> <p>See No. 6.</p> <p>See No. 14.</p> |
|--|--|--|
3. On the first day of the meeting of Parliament for the despatch of business, not being next after a dissolution, pursuant to the Governor-General's Proclamation, Members of the House, having met at the time and place appointed, the Clerk shall read the Proclamation, and the Speaker having read prayers, the House shall await a Message from the Governor-General.
- |  |                           |             |
|--|---------------------------|-------------|
|  | Clerk reads Proclamation. | See No. 15. |
|--|---------------------------|-------------|
4. When a Message is received summoning Members to hear the Speech, the Speaker and the Members shall attend at the place appointed by the Governor-General in the Message.
- |  |                                 |      |
|--|---------------------------------|------|
|  | House to attend to hear Speech. | New. |
|--|---------------------------------|------|
5. When the reasons for calling Parliament together are announced by Commissioners appointed by the Governor-General, the same forms shall be observed by the House as when the Governor-General opens Parliament in person.
- |  |  |             |
|--|--|-------------|
|  | When Parliament opened by Commissioners. | See No. 16. |
|--|--|-------------|
6. The Speaker and the Members, having heard the Speech of the Governor-General or of his Commissioners, shall return to the House.
- |  |                                   |             |
|--|-----------------------------------|-------------|
|  | House returns to its own Chamber. | See No. 17. |
|--|-----------------------------------|-------------|
7. Before the Governor-General's Speech is reported some formal business shall be transacted.
- |  |                  |             |
|--|------------------|-------------|
|  | Formal business. | See No. 18. |
|--|------------------|-------------|

votes shall be the Speaker, provided he has also a majority of the votes of the Members present; but if no candidate has such majority, the name of the candidate having the smallest number of votes shall be excluded from subsequent ballots, and a fresh ballot shall take place; and this shall be done as often as necessary, until one candidate is declared to be elected as Speaker by such majority, when such Member shall be conducted to the Chair.

- (j) If at any ballot it is impossible by reason of the equality of votes to determine which name shall be excluded from subsequent ballots, a special ballot shall take place at which there shall be submitted only the names of those candidates who have received equal votes. At such special ballot each member shall write on his ballot-paper only the name of the candidate he wishes to retain. The candidate whose name appears upon the smallest number of ballot-papers shall then be excluded from subsequent ballots. Equality of votes. See No. 7 (j).
- (k) At any time after the result of the first ballot is declared, but before the commencement of the second or other subsequent ballot, a candidate may withdraw his name from the election which shall then proceed as if he had not been nominated. Candidate may withdraw. See No. 7 (k).
- (l) If by reason of equality of votes a ballot or special ballot is rendered inconclusive, the Clerk shall so declare, and unless by a withdrawal another ballot or (as the case may be) another special ballot is rendered unnecessary, he shall cause such other ballot or special ballot to be taken. If after the counting of votes the equality continues he shall so declare. Thereupon the sitting shall be suspended for 30 minutes and when the House re-assembles the votes shall be taken again, unless this is rendered unnecessary by a withdrawal. Inconclusive ballot. See No. 7 (l).
- (m) Whenever at any stage a withdrawal leaves only one candidate remaining he shall without further voting, be declared elected as Speaker, and shall then be conducted to the Chair. One candidate remaining. See No. 7 (m).
- (n) Having been conducted to the Chair, the Member elected returns his acknowledgments to the House for the honour conferred upon him, and thereupon sits down in the Chair, and then the Mace (which before lay under the Table) shall be laid upon the Table. Mr. Speaker takes Chair, and Mace is laid upon Table. See No. 7 (n).
- (o) The Speaker having been congratulated, a Minister shall inform the House at what time the Governor-General will be pleased to receive the House for the purpose of presenting the Speaker to His Excellency, and the sitting of the House shall then be suspended until that time. Presentation of Speaker to Governor-General. See No. 7 (o).
- (p) Before proceeding to any business, the Speaker, with the House, shall present himself to the Governor-General; and, on returning, shall pass through the Chamber, and, having resumed the Chair, shall report his presentation to the Governor-General. Speaker presents himself to Governor-General. See No. 7 (p).
12. A Member shall be appointed by the House in each Parliament to be the Chairman of Committees, who shall take the Chair of all Committees of the Whole. Should more than one Member be proposed as Chairman, the election shall be as provided for the election of Speaker. Chairman of Committees appointed. See No. 215.  
Method of election.

#### CHAPTER IV.

##### ABSENCE OF SPEAKER AND OFFICERS.

13. Unless and until the House otherwise order, the Chairman of Committees shall, as Deputy Speaker, perform the duties and exercise the authority of Speaker in relation to all proceedings of the House, until the next meeting of the House, whenever the House shall be informed by the Unavoidable absence of Speaker. See No. 22.

Clerk at the Table of the unavoidable absence of the Speaker; and so on from day to day, on the like information being given to the House, until the House shall otherwise order: *Provided that, if the House shall adjourn for more than twenty-four hours, the Deputy Speaker shall continue to perform the duties and exercise the authority of Speaker for twenty-four hours only after such adjournment.*

14. Should both the Speaker and the Chairman of Committees be unavoidably absent, the Members present, if a Quorum\*, may at once proceed to elect one of their number to act as Speaker for that day only, the question being put to the House by the Clerk. Otherwise the House stands adjourned to the next sitting day.

Absence of Speaker and Chairman of Committees.

See No. 23.

15. If the House be informed by the Clerk of the likelihood of the continued absence of the Speaker, the House may appoint another Member to act as Deputy Chairman of Committees during such continued absence.

Continued absence of Speaker.

See No. 24.

16. The Chairman of Committees shall take the Chair as Deputy Speaker whenever requested so to do by the Speaker during a sitting of the House, without any formal communication to the House.

Speaker relieved by Deputy Speaker.

See No. 25.

17. The Speaker shall nominate at the commencement of every Session not less than four Members any one of whom shall act as Temporary Chairman of Committees when requested so to do by the Chairman of Committees.

Temporary Chairman of Committees.

See No. 25.

18. If the Chairman of Committees be absent, the Speaker may call on any one of the Temporary Chairmen to take the Chair as Deputy Speaker.

Speaker relieved by Temporary Chairman.

New.

19. When a vacancy has occurred in the office of Speaker during a Session, the Clerk shall report the same to the House at its next sitting, and the House shall either forthwith, or at its next sitting, proceed to the election of a new Speaker in the manner hereinbefore provided.

Vacancy in Speakership during Session.

See No. 26.

20. When a vacancy has occurred in the office of Speaker during Recess, the Clerk shall, on the opening of the next Session, report the same to the House on its return from hearing the Governor-General's Speech, or from attending to hear the Commission read, as the case may be, and the House shall forthwith proceed to the election of a new Speaker in the manner hereinbefore provided.

Vacancy in Speakership during Recess.

See No. 27.

21. In case of unavoidable absence of the Clerk, his duties shall be performed by the Clerk Assistant or, should the latter be absent, by the Second Clerk Assistant.

Unavoidable absence of Clerk.

See No. 28.

22. During any vacancy in the office of Clerk all powers, functions, and duties of the Clerk shall be exercised and performed by the Clerk Assistant.

Vacancy in office of Clerk.

See No. 28A.

S.C.

## CHAPTER V.

### STANDING COMMITTEES.

23. A Standing Orders Committee, to consist of the Speaker, the Chairman of Committees, and seven other Members, shall be appointed at the commencement of each Parliament, and such Committee shall have power to act during Recess, and to confer with a similar Committee of the Senate.

Standing Orders Committee.

See No. 319.

24. A Committee of Privileges, to consist of seven Members, shall be appointed at the commencement of each Parliament, ~~or as soon thereafter as is practicable~~, to inquire into and report upon complaints of breach of Privilege which may be referred to it by the House.

Committee of Privileges.

See No. 322A.

25. A Library Committee and a House Committee, each to consist of the Speaker and six other Members, shall be appointed at the commencement of each Parliament, and such Committees shall have power to act during Recess, and to confer with similar Committees of the Senate.

Library and House Committees.

See No. 320-1.

26. A Printing Committee, to consist of seven Members, shall be appointed at the commencement of each Parliament, to which shall stand referred all Petitions and Papers presented to the House, or laid upon the Table. The

Printing Committee.

See No. 322.

\* By section 36 of *The Constitution* a Quorum is "at least one-third of the whole number of the members of the House of Representatives."

Committee shall report from time to time as to what Petitions and Papers ought to be printed, and whether wholly or in part, and the Committee shall have power to confer with a similar Committee of the Senate.

27. The quorum of a Standing Committee shall be three unless otherwise ordered. Quorum of Standing Committee. New.

## CHAPTER VI.

### ROLL, PLACES OF MEMBERS, LEAVE OF ABSENCE, VOTES AND PROCEEDINGS, AND RECORDS.

28. A Members' Roll for each State shall be kept by the Clerk, showing the name of the Member elected for each Division, the dates of his election, of making the oath or affirmation, and of ceasing to be a Member and the cause thereof. Members' Roll to be kept by Clerk. See No. 44.

29. The attendance of Members at each sitting of the House shall be recorded in the Votes and Proceedings. Record of attendance. New.

30. The front seats, nearest to the right hand of the Speaker, shall be reserved for Ministers. Places reserved for Ministers. See No. 48.

31. Any question with regard to the seats to be occupied by Members shall be determined by the Speaker. Vacant seats. See No. 50.

32. Members shall be entitled to retain the seats occupied by them at the time of their taking their seats for the first time after election. Members retaining seats. See No. 51.

33. Leave of absence may be given by the House to any Member, on motion, stating the cause and period of absence; and such motion shall have priority over all other business. Leave of absence may be given. See No. 45.

34. A Member shall be excused from service in the House, or on any Committee, so long as he has leave of absence. Leave of absence excuses from service. See No. 46.

35. Any Member, having leave of absence, shall forfeit the same if he attend the service of the House before the expiration of such leave. Leave of absence forfeited. See No. 47.

36. All proceedings of the House shall be recorded by the Clerk, and such records shall constitute the Votes and Proceedings of the House, and shall be signed by the Clerk. Votes and Proceedings of House. See No. 42.

37. The custody of the Votes and Proceedings, Records, and all Documents whatsoever laid before the House shall be in the Clerk, who during a session shall neither take, nor permit to be taken, any such Votes and Proceedings, Records, or Documents, from the Chamber or Offices, without the express leave of the House, or during recess or any adjournment, without the leave of the Speaker: Provided that on the application of a Department any original Document laid on the Table, if not likely to be further required by Members, may in the Speaker's discretion be returned to such Department. Custody of Records. See No. 43.  
New.

## CHAPTER VII.

### SITTING AND ADJOURNMENT OF THE HOUSE.

38. Unless otherwise ordered, the House shall meet for the despatch of business on each Tuesday, Wednesday and Thursday at half-past two o'clock p.m.; and on each Friday at half-past ten o'clock a.m. Days and hours of sitting. New.

39. Unless otherwise ordered, the House shall not sit later than eleven o'clock p.m. on each sitting day, except on Fridays, when the House shall not sit later than fifteen minutes to one o'clock p.m., and the proceedings on any business under consideration shall be interrupted as herein-after provided— Adjournment of House. New.

(a) If the interruption be in the House, the debate shall stand adjourned at half-past ten o'clock p.m., and on Fridays at fifteen minutes past twelve o'clock noon, and the Speaker shall call upon the Member in charge of the business to name the day for the resumption of the debate. The Member speaking shall have pre-audience on such resumption.

- (b) If on Fridays a motion for adjournment under Standing Order No. 49 is being considered and the time for the debate has not expired, the motion shall lapse without Question put.
- (c) If the interruption be in Committee, the Chairman, at half-past ten o'clock p.m., and on Fridays at fifteen minutes past twelve o'clock noon, shall leave the Chair, report progress and ask leave to sit again on a day named by the Member in charge of the business under consideration, no debate or amendment being allowed.
- (d) If a Division be in progress at the time of interruption, such Division shall be completed and the result announced.

At eleven o'clock p.m. on each sitting day, ~~except~~ <sup>and on</sup> Fridays, ~~and~~ at fifteen minutes to one o'clock p.m. ~~on Fridays~~, the Speaker shall adjourn the House without Question put.

Nothing in this Standing Order shall operate to prevent the House from adjourning at an earlier hour.

40. The Chair shall be taken at the time appointed on every day fixed for the meeting of the House; but if, at the expiration of five minutes after that time, there be not a Quorum, the Speaker shall adjourn the House to the next sitting day: Provided that if the Speaker is satisfied there is likely to be a Quorum within a reasonable time he shall announce that he will take the Chair at a stated time; but if at that time there be not a Quorum the Speaker shall adjourn the House to the next sitting day.

Chair taken, or House adjourned for want of Quorum. See No. 29.

New.

41. Upon the Speaker taking the Chair each day he shall read the following Prayers:—

Prayers. See No. 29a.

Almighty God, we humbly beseech Thee to vouchsafe Thy blessing upon this Parliament. Direct and prosper our deliberations to the advancement of Thy glory, and the true welfare of the people of Australia.

Our Father, which art in Heaven: Hallowed be Thy Name. Thy Kingdom come. Thy will be done in earth, as it is in Heaven. Give us this day our daily bread. And forgive us our trespasses, as we forgive them that trespass against us. And lead us not into temptation; but deliver us from evil: For Thine is the kingdom, and the power, and the glory, for ever and ever. Amen.

42. A Member having entered the Chamber after the time appointed for the meeting of the House shall not be permitted to withdraw within five minutes afterwards unless a Quorum present. House is formed.

Members after entry cannot leave before Quorum present. See No. 30.

43. If it shall appear on the report by the Tellers of a Division of the House that a Quorum of Members is not present, the Speaker shall adjourn the House till the next sitting day; and no decision of the House shall be considered to have been arrived at by such Division.

If Tellers in Division report want of Quorum, House adjourned. See No. 31.

44. If any Member shall take notice that a Quorum of Members is not present, the Speaker shall count the House; and, if a Quorum be not present within two minutes, he shall adjourn the House till the next sitting day.

When want of Quorum noticed House counted.—House adjourned. See No. 33.

45. When the Speaker shall be informed by the Chairman of Committees, in consequence of a report by the Tellers of a Division of the Committee, or after counting the Committee, that a Quorum of Members is not present, he shall order the bells to be rung, and, if after the expiration of two minutes a Quorum be not present, he shall adjourn the House till the next sitting day; but if a Quorum be then present, the Speaker shall forthwith leave the Chair and the Committee resume.

Want of Quorum in Committee. See No. 32.

46. When the attention of the Speaker, or of the Chairman of Committees, has been called to the fact that there is not a Quorum of Members present, no Member shall leave the Chamber until the House has been counted.

When attention called to want of Quorum, all Members to remain. See No. 34.

47. The doors of the House shall be unlocked whenever the Speaker or the Chairman is engaged in counting the House or the Committee, and the bells shall be rung as in a Division.

Doors unlocked and bells rung when House or Committee counted. See No. 35.

48. The House can only be adjourned by its own Resolution, except in the cases mentioned in Standing Orders Nos. 39, 40, 43, 44, 45 and 302, when the Speaker adjourns the House without putting a Question. House only adjourns by resolution, with exceptions. See No. 37.

49. A Motion "That the House do now adjourn" for the purpose of discussing a definite matter of urgent public importance may be moved only after Petitions have been presented and Notices of Motion given and before the Business of the Day is called on. The Member proposing to so move shall submit to the Speaker at least one hour before the time fixed for the meeting of the House a written statement of the matter proposed to be discussed; and if the Speaker determines that it is in order he shall read it to the House. Such Motion must be supported by eight Members, including the mover, rising in their places as indicating approval of the proposed discussion. Motion for adjournment of House—Emergency. See No. 38.

In the event of more than one motion being submitted for the same day, priority shall be given to the motion which, in the opinion of the Speaker, is the most urgent and important.

49A. A Motion "That the House do now adjourn" for the purpose of discussing a matter of special interest to the House, but on which it is not desired to formulate a motion in express terms, may be moved by a Minister at any time when other business is not before the House. After the motion has been proposed, a Minister may forthwith move a further motion specifying the time to be allotted to the debate and to each Member speaking. The motion "That the House do now adjourn" may be withdrawn at any time by a Minister, without leave, but not so as to interrupt any Member addressing the House. Motion for adjournment of House—Special matter. New.

50. No second motion for the adjournment of the House shall be moved on the same day, except by a Minister. No second motion same day. See No. 40.

51. A Motion, for the purpose of fixing the next meeting of the House, may be moved by a Minister at any time without notice. Motion to fix next meeting. See No. 41.

## CHAPTER VIII.

### RULES OF DEBATE AND PRIVILEGE.

#### ORDER.

52. Order shall be maintained in the House by the Speaker, and in a Committee by the Chairman of Committees; but disorder in a Committee can be censured by the House only on receiving a report. Order maintained by Speaker, or in Committee by Chairman. See No. 277.

53. Whenever the Speaker rises during a debate, any Member then speaking, or offering to speak, shall sit down, and the House shall be silent, so that the Speaker may be heard without interruption. When the Speaker rises. See No. 278.

54. When the Speaker is putting a Question no Member shall walk out of or across the Chamber. When Speaker putting Question. See No. 279.

55. When a Member is speaking, no Member shall converse aloud or make any noise or disturbance to interrupt him. Member speaking not to be interrupted. See No. 279.

56. Every Member shall be uncovered when he enters or leaves the Chamber, or moves to any other part of the Chamber during a debate; and shall make obeisance to the Chair in passing to or from his seat. Member to be uncovered when not in his seat. See No. 52.

57. No Member shall pass between the Chair and any Member who is speaking. Members passing through the House. See No. 53.

58. Every Member of the House, when he comes into the Chamber, shall take his seat, and shall not at any time stand in any of the passages or gangways. Members to take their places. See No. 54.

#### MANNER AND RIGHT OF SPEECH.

59. Every Member desiring to speak shall rise uncovered, and address himself to the Speaker. Members address Speaker standing and uncovered. See No. 253.

60. By the indulgence of the House, a Member unable conveniently to stand, by reason of sickness or infirmity, will be permitted to speak sitting and uncovered. Indulgence to Members unable to stand. See No. 254.

61. When two or more Members rise together to speak the Speaker shall call upon the Member who, in his opinion, first rose in his place; but it shall be in order to move, that any Member who has risen "be now heard," or "do now speak." Speaker calls upon Members to speak. See No. 255.

62. A Member shall not read his speech. Speech not read. See No. 256.

63. A Member may speak to any Question before the House which is open to debate, or upon a Motion which may be debated or Amendment to be moved by himself, or upon a Question of Order arising out of a debate, or upon a Question of Privilege, but not otherwise. When Member may speak. See No. 257.

64. By the indulgence of the House a Member may explain matters of a personal nature, although there be no Question before the House; but such matters may not be debated. Personal explanation. See No. 258.

65. No Member may speak twice to a Question before the House, except in explanation or reply. Member not to speak twice. See No. 259.
66. A Member who has spoken to a Question may again be heard, to explain himself in regard to some material part of his speech which has been misquoted or misunderstood, but shall not introduce any new matter, or interrupt any Member in possession of the Chair, and no debatable matter shall be brought forward or debate arise upon such explanation. Except to explain words. See No. 260.
67. A reply shall be allowed to a Member who has moved a substantive Motion, but the reply shall be confined to matters raised during the debate. Or to reply in certain cases. See No. 261.
68. A reply shall also be allowed to the Mover of a substantive Motion, although the debate thereon, by being adjourned, becomes an Order of the Day. Reply at close of adjourned debate on a Motion. See No. 262.
69. In all cases the reply of the Mover of the original Question closes the debate. Reply closes debate. See No. 264.
70. No Member may speak to any Question after the same has been put by the Speaker and the voices have been given in the affirmative and negative thereon. No Member to speak after Question put. See No. 262.
71. It shall be competent to a Member, when he seconds a Motion or Amendment before the House, without speaking to it, to address the House on the subject of such Motion or Amendment at a later period during the debate. Member not speaking when seconding Motion, &c., may speak later. See No. 265.
72. Except for the purpose of a personal explanation made within a reasonable time or where such allusion is strictly relevant to the matter upon which he is speaking, no Member shall allude to any previous debate whether in the House or in Committee. Previous debates not to be alluded to. See No. 266.
73. No Member shall allude to any debate of the current Session in the Senate, or to any measure pending therein. Allusion to debate in Senate. See No. 270.
74. No Member shall read from a report of any speech made in Parliament unless such report is relevant to the matter to which the Member is speaking. Reports of previous speeches not to be read. See No. 267.
75. No Member shall read extracts from newspapers or other publications, except *Hansard*, referring to debates in the House or in the Committee except upon a matter of privilege. Extracts referring to debates not to be read. See No. 268.
76. No Member shall reflect upon any vote of the House except upon a motion that such vote be rescinded. Reflections upon votes of House. See No. 269.
77. No Member shall use the name of His Majesty, his representative in the Commonwealth, or his representative in a State, disrespectfully in debate, nor for the purpose of influencing the House in its deliberations. Use of King's, Governor-General's or Governor's name. See No. 271.
78. No Member shall use offensive words against either House of the Parliament or any Member thereof, or of any House of a State Parliament, or any Member of the Judiciary, or against any Statute unless for the purpose of moving for its repeal. Offensive words. See No. 272.
- 78A. All imputations of improper motives and all personal reflections on Members shall be considered highly disorderly. Personal reflections. See No. 272.
- 78B. When any offensive or disorderly words are used, whether by a Member who is addressing the Chair or by a Member who is present, the Speaker shall intervene. Speaker to intervene. New.
79. The House will interfere to prevent the prosecution of any quarrel between Members arising out of debates or proceedings of the House or of any Committee thereof. House will not permit quarrels. See No. 57.
80. No Member shall refer to any other Member by name, but only by the name of the Electoral Division he represents. No Member to be referred to by name. See No. 273.
81. No Member shall digress from the subject matter of any question under discussion: Provided that on the Motion for the adjournment of the House moved by a Minister, matters irrelevant thereto may be debated. Debate confined to present Question. **to close the business of the day** See No. 274.
82. No Member shall anticipate the discussion of any subject which appears on the Notice Paper: Provided that in determining whether a discussion is out of order on the ground of anticipation, regard shall be had by the Speaker to the probability of the matter anticipated being brought before the House within a reasonable time. Anticipating discussion. See No. 274.
83. Any Member may require the Question or matter in discussion to be read by the Speaker or Chairman at any time during the debate, but not so as to interrupt a Member speaking. Question may be required to be read. See No. 275.
84. No Member shall interrupt another Member whilst speaking, unless (1) to call attention to a point of Order or Privilege suddenly arising; (2) to call attention to the want of a Quorum; (3) to call attention to the presence of strangers; or (4) to move a closure motion. Interruption not allowed. Exceptions. See No. 280.

85. The Speaker, or the Chairman, after having called the attention of the House, or of the Committee, to the conduct of a Member, who persists in irrelevance, or tedious repetition either of his own arguments, or of the arguments used by other Members in debate, may direct him to discontinue his speech: Provided that such Member shall have the right to require that the Question whether he be further heard be put, and thereupon such Question shall be put without debate.

Irrelevance or tedious repetition.

See No. 276.

86. The following matters are not open to debate, shall be moved without argument or opinion offered, and shall be forthwith put from the Chair without amendment:—

Motions not open to debate.

See No. 282B.

- (a) Question that a Member be further heard (Standing Order No. 85);
- (b) Motion for adjournment of debate (Standing Order No. 87);
- (c) Notice to reinstate on the Notice Paper any business which has lapsed because of a count-out (Standing Order No. 90);
- (d) Motion for extension of time (Standing Order No. 91);
- (e) Question put following Declaration of Urgency (Standing Order No. 92);
- (f) Motion that the question be now put (Standing Order No. 93);
- (g) Motion that a Member be not further heard (Standing Order No. 94);
- (h) Motion for the first reading of a Bill (Standing Order No. 210);
- (i) Question that a Bill be reported (Standing Order No. 230);
- (j) Motion that the Chairman report progress (Standing Order No. 284);
- (k) Motion that the Chairman leave the Chair (Standing Order No. 285);
- (l) Motion that a Member be suspended (Standing Order No. 299);
- (m) Question that strangers be ordered to withdraw (Standing Order No. 308).

Should any of these questions be negatived, no similar proposal shall be received within a quarter of an hour and no similar proposal shall be received if the Speaker or the Chairman is of opinion that it is an abuse of the orders or forms of the House, or is moved for the purpose of obstructing business.

No similar motion within quarter hour.

#### ADJOURNMENT OF DEBATE.

87. A debate may be adjourned either to a later hour of the same day, or to any other day. The question for the adjournment of the debate shall be put forthwith and determined without amendment or debate.

Adjournment of debate.

See No. 288.

88. The Member, upon whose Motion any debate shall be adjourned by the House, shall be entitled to pre-audience on the resumption of the debate.

Member moving adjournment entitled to pre-audience.

See No. 289.

89. In the event of a Motion for the adjournment of the debate upon any Question being negatived, the Member moving the Motion for such adjournment may address the House at a later period during such debate.

If motion negatived, mover may afterwards speak.

See No. 290.

90. If a debate be interrupted by a count-out, such debate may, on Motion after notice, be resumed at the point where it was so interrupted. The question for the resumption of the debate shall be put forthwith and determined without amendment or debate.

Resumption of interrupted debates.

See No. 291.

#### TIME LIMITS FOR DEBATES AND SPEECHES.

91. The maximum period for which a Member may speak on any subject indicated in this Standing Order, and the maximum period for any debate, shall not, unless otherwise ordered, exceed the period specified opposite to that subject in the following Schedule:—

Time limits.

See No. 297B.

Subject.	Time.
<i>In the House—</i>	
Election of Speaker—	
Each Member ..	5 minutes.
Address in Reply—	
Each Member ..	20 minutes.
Motion for Adjournment to discuss a definite matter of urgent public importance (under Standing Order No. 49)—	
Whole Debate ..	2 hours.
Mover ..	15 minutes.
Minister first speaking ..	15 minutes.
Any other Member ..	10 minutes.



Subject.	Time.
Motion for Adjournment of House to close the business of the day—	
Each Member .. ..	10 minutes.
Want of Confidence Motion—	
Mover .. ..	45 minutes.
Minister first speaking .. ..	45 minutes.
Any other Member .. ..	20 minutes.
Limitation of debate—Motion for allotment of time (under Standing Order No. 92)—	
Whole Debate .. ..	20 minutes.
Each Member .. ..	5 minutes.
Second Reading of a Bill—	
Mover .. ..	45 minutes.
Leader of Opposition or Member deputed by him speaking first to such motion .. ..	45 minutes.
Any other Member .. ..	20 minutes.
Debates not otherwise provided for—	
Mover of a motion .. ..	30 minutes.
Any other Member .. ..	20 minutes.
<i>In Committee—</i>	
Minister in charge .. ..	periods not specified.
Limitation of debate—Motion for allotment of time (under Standing Order No. 92)—	
Whole Debate .. ..	20 minutes.
Each Member .. ..	5 minutes.
Financial Statement or Tariff—	
General Debate—	
Minister in charge .. ..	periods not specified.
Leader of Opposition or Member deputed by him speaking first .. ..	45 minutes.
Any other Member .. ..	30 minutes.
Each Question before the Chair on the Estimates or on a Tariff—	
Minister in Charge .. ..	periods not specified.
Any other Member—two periods each not exceeding .. ..	15 minutes.
Debates not otherwise provided for—	
Each Member—two periods each not exceeding .. ..	10 minutes.
<i>In the House or in Committee—</i>	
Extension of time—with the consent of a majority of the House or of the Committee, to be determined without debate, a Member may be allowed to continue his speech for a period not exceeding .. ..	10 minutes:
Provided that no extension of time shall exceed half of the original period allotted.	
Provided that, where time has been allotted in pursuance of Standing Order No. 92, the maximum period for which a Member may speak shall not, unless otherwise ordered, exceed the period specified opposite to that subject in the following Schedule:—	

Subject.	Time.
<i>In the House—</i>	
Second Reading of a Bill—	
Mover .. ..	30 minutes.
Leader of Opposition or Member deputed by him speaking first to such motion .. ..	30 minutes.
Any other Member .. ..	15 minutes.
Other Debates—	
Mover .. ..	20 minutes.
Any other Member .. ..	10 minutes.
<i>In Committee—</i>	
Minister in charge .. ..	two periods each not exceeding 15 minutes.

Subject.	Time.
Financial Statement or Tariff— General Debate— Minister in charge	two periods, the first not exceeding 45 minutes, the second not exceed- ing 15 minutes.
Leader of Opposition or Member deputed by him speaking first ..	30 minutes.
Any other Member ..	15 minutes.
Each Question before the Chair on the Estimates or on a Tariff— Minister in charge ..	two periods, each not ex- ceeding 15 minutes.
Any other Member—two periods each not exceeding ..	5 minutes.
Debates not otherwise provided for— Each Member—two periods each not exceeding ..	5 minutes.

*In the House or in Committee—*

Extension of time—with the consent of a majority of the House or of the Committee, to be determined without debate, a Member may be allowed to continue his speech for periods each not exceeding .. 5 minutes.  
Provided that no extension of time shall exceed half of the original period allotted.

LIMITATION OF DEBATE.

92. (a) On the reading of a Message from the Governor-General recommending an appropriation in connexion with any Bill, on the calling on of a motion for leave to introduce a Bill, or on the consideration of any resolution preliminary to the introduction of a Bill, or at any stage of a Bill, a Minister may declare that the Bill is an Urgent Bill, and on such declaration, the question "That the Bill be considered an Urgent Bill" shall be put forthwith—no debate or amendment being allowed—and on such motion being agreed to, a Minister may forthwith, or at any time during any sitting of the House or Committee, but not so as to interrupt a Member who is addressing the House or Committee, move a further motion or motions specifying the time which shall be allotted to all or any of the following:—

Limitation  
of Debate.

See No. 262a.

- (i) The initial stages of the Bill (including any motion or resolution preliminary to the introduction of the Bill) up to, but not inclusive of, the Second Reading of the Bill;
- (ii) The Second Reading of the Bill;
- (iii) The Committee stage of the Bill;
- (iv) The remaining stages of the Bill;

and the order with regard to the time allotted to the Committee stage of the Bill may, out of the time allotted, apportion a certain time or times to a particular Clause or Clauses, or to any particular part or parts of the Bill.

(b) When Estimates of Expenditure are being considered, a Minister may at any time declare that the Estimates are of an urgent nature, and, on such declaration, the question "That the Estimates of Expenditure be considered of an urgent nature" shall be put forthwith—no debate or amendment being allowed—and on such motion being agreed to, a Minister may forthwith, or at any time during any sitting of the Committee, but not so as to interrupt a Member who is addressing the Committee, move a further motion or motions specifying the time which shall be allotted to each or any Department of, or to the whole of, the Estimates.

(c) When a Customs or Excise Tariff Resolution is being considered, a Minister may at any time declare that the proposed Resolution is of an urgent nature, and, on such declaration, the question "That the Resolution be considered of an urgent nature" shall be put forthwith—no debate or amendment being allowed—and on such motion being agreed to, a Minister may forthwith, or

at any time during any sitting of the Committee, but not so as to interrupt a Member who is addressing the Committee, move a further motion specifying the time or times which shall be allotted to any portion or portions of the Tariff, or to the Tariff as a whole.

(d) When any motion of any kind whatsoever has been moved, a Minister may at any time declare that the motion is an urgent motion, and, on such declaration, the Question "That the motion be considered an urgent motion" shall be put forthwith—no debate or amendment being allowed—and on such motion being agreed to, a Minister may forthwith move a further motion specifying the time which shall be allotted to the motion.

(e) Upon such further motion or motions with regard to the allotment of time being moved, no debate thereon shall be allowed for more than 20 minutes, and in speaking thereon no Member shall exceed five minutes. If the debate be not sooner concluded then forthwith upon the expiration of that time the Speaker or the Chairman shall put any questions on any amendment or motion already proposed from the Chair.

(f) For the purpose of bringing to a conclusion any proceedings which are to be brought to a conclusion on the expiration of the time allotted under any motion passed under any of the preceding paragraphs of this Standing Order, the Speaker or the Chairman shall at the time appointed under the motion for the conclusion of those proceedings put forthwith the question on any amendment or motion already proposed from the Chair and, in the case of the consideration of any Bill in Committee, shall then put any clauses, and any Government amendments and new clauses and schedules, copies of which have been circulated by the Government among Members two hours at least before the expiration of the allotted time, and any other question requisite to dispose of the business before the House or Committee. No other amendments, new clauses, or schedules shall be proposed.

(g) Where any time has been specified for the commencement of any proceedings in connexion with any business under this Standing Order, when the time so specified has been reached the business, whatsoever its nature be, then before the House or Committee shall be postponed forthwith, and the first-mentioned business shall be proceeded with, and all steps necessary to enable this to be done shall be taken accordingly.

(h) Standing Order No. 93 shall not apply to any proceedings in respect of which time has been allotted in pursuance of this Standing Order.

#### THE CLOSURE.

93. (a) After any question has been proposed, either in the House or in Committee, a Motion may be made by any Member, rising in his place, and without notice, and whether any other Member is addressing the Chair or not, "That the question be now put", and such Motion shall be put forthwith and decided without amendment or debate.

Closure.

See No. 262ba.

(b) When the Motion "That the question be now put" has been carried, and the question consequent thereon has been decided, any further Motion may be at once made without debate which may be requisite to bring to a decision any question already proposed from the Chair.

94. A Motion may be made that a Member who is speaking "be not further heard", and such question shall be put forthwith and decided without amendment or debate.

Closure of Member.

See No. 262ba.

#### ORDER AND PRIVILEGE.

95. Any Member may rise at any time to speak "to order", or upon a matter of Privilege suddenly arising.

Speaking "to order".

See No. 283.

96. All Questions of Order and matters of Privilege at any time arising shall, until disposed of, suspend the consideration and decision of every other Question.

Order and privilege.

See No. 284.

97. Whenever a matter or question directly concerning the Privileges of the House, or of any Committee or Member thereof, has arisen since the last sitting of the House, a Motion thereon may be moved, without notice, and, unless the debate be adjourned, shall, until decided, suspend the consideration of other Motions and the Orders of the Day: Provided that precedence over other business shall not be given to any motion concerning Privilege, if, in the opinion of the Speaker, a *prima facie* case of breach of Privilege has not been made out.

Precedence to question of order or privilege. New.

98. Any Member complaining to the House of a statement in a newspaper as a breach of Privilege shall produce a copy of the paper containing the statement in question, and shall be prepared to give the name of the printer or publisher, and also to move a Motion declaring the person in question to have been guilty of contempt.

Complaints against newspapers. See No. 285.

99. Upon a Question of Order being raised, the Member called to order shall resume his seat, and, after the Question of Order has been stated to the Speaker by the Member rising to the Question of Order, the Speaker shall give his ruling thereon.

Proceedings on question of order. See No. 286.

100. If any objection is taken to the ruling of the Speaker, such objection must be taken at once and in writing, and a Motion of Dissent moved, which, if seconded, shall be proposed to the House, and debate thereon shall proceed forthwith.

Objection to ruling of Speaker. See No. 287.

## CHAPTER IX.

### ROUTINE OF BUSINESS.

101. The House shall proceed each day with its ordinary business in the following routine:—1. Presentation of Petitions. 2. Giving Notices of Motion. 3. Questions without Notice. 4. Ministerial Statements, by leave. 5. Presentation of Papers. 6. Motions and Orders of the Day, as set down on the Notice Paper.

Routine of business. See No. 68.

102. Reports of Standing and Select Committees and Papers may be presented at any time when other business is not before the House.

Presentation of Reports and Papers. See No. 69.

103. No new business shall be taken after half-past ten o'clock p.m., unless the House otherwise order.

New business. See No. 70.

104. Unless otherwise ordered, Government Business shall, on each day of sitting, have precedence of all other Business, except on that Friday on which, under the provisions of Standing Order No. 289, the question is put "That Mr. Speaker do now leave the Chair".

Order of business. New.

105. For days upon which Government Business takes precedence of other business, Ministers may arrange the order of their Notices of Motion and Orders of the Day on the Notice Paper as they think fit.

Government business. New.

106. If all Motions shall not have been disposed of two hours after the time fixed for the meeting of the House, the debate thereon shall be interrupted, and, unless the House otherwise order, the Orders of the Day shall be taken in rotation; but if there should be no Order of the Day, the discussion on Motions may be continued by resolution of the House. The consideration of Motions may, by resolution of the House, be resumed after the Orders of the Day are disposed of. This Standing Order shall not apply to Government Business nor to Censure or Want of Confidence Motions.

Private Members' business—two hours' limit on Motions. See No. 119.

107. A Motion which specifically expresses a censure or want of confidence in the Government and is accepted by a Minister as a Censure or Want of Confidence Motion shall, until it is disposed of by the House, take precedence of all other business.

Precedence to Censure or Want of Confidence Motion. New.

## CHAPTER X.

## PETITIONS.

108. Every Petition shall be lodged with the Clerk at least three hours previous to the meeting of the House at which it is proposed to present it. Petition to be lodged with Clerk. New.
109. Every Petition when presented must bear the Clerk's certificate that it is in conformity with the Standing Orders. Petition to bear Clerk's certificate. New.
110. A Petition referring to a Motion or an Order of the Day may be presented when such Motion or Order of the Day is called on or read for the first time. Time for presenting petition. See No. 71.
111. Every Petition shall be fairly written, or type written, printed, or lithographed, without interlineation or erasure. Petitions to be legible. See No. 72.
112. Every Petition shall contain a prayer at the end thereof. To contain a prayer. See No. 73.
113. Every Petition shall be in the English language, or be accompanied by a translation, certified to be correct by the Member who presents it. To be in English or accompanied by translation. See No. 74.
114. Every Petition shall be signed by at least one person on the skin or sheet on which the Petition is inscribed. To be signed on same sheet. See No. 75.
115. Every Petition shall be signed by the parties whose names are appended thereto, by their own hand, and by no one else, except in case of incapacity by sickness. Persons unable to write shall affix their marks in the presence of a witness, who shall as such affix his signature. To be signed by the persons themselves. See No. 76.
116. Every signature shall be written upon the Petition or upon the sheets attached thereto, and not pasted upon or otherwise transferred thereto. Signatures not to be transferred. See No. 77.
117. All Petitions shall be received only as the Petitions of the parties signing the same. To be received only as from the persons signing. See No. 78.
118. Petitions of Corporations aggregate are required to be made under their common seal. Petitions from Corporations. See No. 79.
119. No letters, affidavits, or other documents, shall be attached to any Petition. No documents to be attached. See No. 80.
120. No reference shall be made in a Petition to any debate in Parliament. No reference to debates. See No. 81.
121. Application shall not be made, directly or indirectly, by a Petition for any grant of public money, nor for compounding any debts due to the Crown, nor for the remission of duties payable by any person, unless it be recommended by the Crown. No application for public money. New.
122. Every Petition shall be respectful, decorous, and temperate in its language, and shall not contain irrelevant statements. Petitions must be respectful. See No. 82.
123. Petitions can only be presented to the House by a Member, but a Member cannot present a Petition from himself. Must be presented by a Member. See Nos. 83-4.
124. Every Member presenting a Petition to the House shall affix his name at the beginning thereof. Members to affix their names. See No. 85.
125. It shall be incumbent on every Member presenting a Petition to acquaint himself with the contents thereof, and to ascertain that it does not contain language disrespectful to any branch of the Legislature or to any branch of a State Legislature. To peruse petitions they present. See No. 86.
126. Every Member lodging a Petition shall take care that the same is in conformity with the Standing Orders of the House. To take care Standing Orders of the House are observed. See No. 87.
127. Every Member presenting a Petition to the House shall confine himself to a statement of the parties from whom it comes, of the number of signatures attached to it, and of the material allegations contained in it, and to the reading of the prayer of such Petition. Members confined to statement of certain facts. See No. 88.
128. Every Petition, which according to the Standing Orders of the House can be received, shall be brought to the Table by the Member presenting the same, and no discussion upon the subject-matter thereof shall be allowed. No discussion allowed on presenting petition. See No. 89.

129. The only questions entertained by the House on the presentation of a Petition shall be—1. "That the Petition be received"; 2. "That the Petition be received and read"; 3. "That the Petition be printed"; or 4. "That the Petition be referred to the Select Committee on——." (in the case of a Petition respecting any subject then under consideration of a Select Committee).

Questions on presentation of petition.

See No. 90.

130. No Member shall move that a Petition be printed, unless he intends to take action upon it and informs the House thereof.

Restrictions on printing.

See No. 91.

## CHAPTER XI.

### NOTICES OF MOTION.

131. Notice of Motion shall be given by the Member stating its terms to the House and delivering to the Clerk at the Table a copy of such notice, fairly written, signed by himself and the seconder, and showing the day proposed for bringing on such Motion.

Notice of motion—how given.

See No. 97.

132. If a Notice of Motion is given which contains matters not relevant to each other, the Speaker may instruct the Clerk to divide such Notice into two or more Notices.

Notice may be divided.

New.

133. The Notices shall be entered by the Clerk on the Notice Paper in the order in which they were given.

Order of notices.

See No. 98.

134. A Member, on being duly requested, may give notice for any other Member not then present, by putting the name of such Member on the Notice of Motion, in addition to his own.

Notice given for an absent Member.

See No. 99.

135. A Member desiring to change the day for bringing on a Motion may give notice of such Motion for any day subsequent to that first named.

Postponement of motion.

See No. 100.

136. After a Notice of Motion has been given the terms thereof may be altered by the Member notifying the House and delivering to the Clerk at the Table an amended Notice on any day prior to that for proceeding with such Motion, or he may withdraw the same by notifying the House.

Terms of notice altered.

See No. 101.

137. Any Notice containing unbecoming expressions, or which offends against any Standing Order of the House, shall be amended by the Speaker before it appears upon the Notice Paper.

Unbecoming notices expunged.

See No. 103.

138. A Member may not give two Notices of Motion consecutively, if another Member has any Notice to give.

giving more than one notice.

See No. 106.

139. No Notice or Contingent Notice shall have effect for the day on which it is given.

Operation of notices.

See No. 107.

## CHAPTER XII.

### QUESTIONS SEEKING INFORMATION.

140. Questions may be put to a Minister relating to public affairs with which he is officially connected, to proceedings pending in the House, or to any matter of administration for which he is responsible.

Question of Ministers.

See No. 92.

141. Questions may be put to a Member, not being a Minister, relating to any Bill, Motion, or other public matter connected with the business of the House, of which the Member has charge.

Questions of other Members.

See No. 93.

142. The following general rules shall apply to Questions:—

Rules for questions.

See No. 93.

Questions cannot be debated.

Questions should not contain—

(a) statements of facts or names of persons unless they are strictly necessary to render the question intelligible and can be authenticated;

(b) arguments;

(c) inferences;

(d) imputations;

(e) epithets;

(f) ironical expressions; or

(g) hypothetical matter.

Questions should not ask Ministers—

- (a) for an expression of opinion;
- (b) to state the Government's policy; or
- (c) for legal opinion.

Questions cannot refer to—

- (a) debates in the current Session; or
- (b) proceedings in Committee not reported to the House.

Questions cannot anticipate discussion upon an Order of the Day or other matter.

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|---|----------------------------------|---------------------|
| 143. A question fully answered cannot be renewed.   | Question answered.               | New.                |
| 144. The Speaker may direct that the language of a Question be changed if it seems to him unbecoming or not in conformity with the Standing Orders of the House.  | Alteration of question.          | New.                |
| 145. Notice of Question shall be given by a Member delivering the same to the Clerk at the Table within such time as, in the opinion of the Speaker, will enable the Question to be fairly printed. The Question shall be fairly written, signed by the Member, and shall show the day proposed for asking such Question. | Notice of question.              | See No. 95.         |
| 146. The Clerk shall place Notices of Questions on the Notice Paper in the order in which they were received by him.  | Order of questions.              | See No. 96.         |
| 147. The reply to a Question on Notice shall be given by delivering the same to the Clerk at the Table. A copy thereof shall be supplied to the Member who has asked the Question, and such Question and reply shall be printed in <i>Hansard</i> .   | Replies to questions.            | See No. 96A.        |
| 148. Questions may be asked without notice on important matters which call for immediate attention. At the discretion of the Speaker one supplementary question may be asked to elucidate an answer.  | Questions without notice.        | See No. 92.<br>New. |
| 149. Notice must be given of Questions regarding the character or conduct of individuals other than Ministers or Members of the House.  | Questions regarding individuals. | New.                |

### CHAPTER XIII.

#### MOTIONS AND VOTES.

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|--|--|--------------|
| 150. No Member shall, except by leave of the House, or unless it be otherwise provided by the Standing Orders, move any Motion except in pursuance of Notice openly given at a previous sitting of the House and duly entered on the Notice Paper.                             | No motion without previous notice.             | See No. 108. |
| 151. Motions shall have precedence each day according to the order in which they appear on the Notice Paper.   | Precedence of motions.                         | See No. 109. |
| 152. If, at the Adjournment of the House, any Motions on the Notice Paper have not been called on, such Motions shall be set down on the Notice Paper for the next sitting day, after the regular business of that day.  | Motions not called on.                         | See No. 110. |
| 153. Precedence will be ordinarily given by courtesy to a Motion for a Vote of Thanks of the House or of Condolence.   | Precedence to Vote of Thanks or of Condolence. | See No. 112. |
| 154. If a Member be not in his place when the Notice of Motion given by him is called on, or fail to rise and move the same, it shall be withdrawn from the Notice Paper, unless he or any other Member at his request thereupon fix a future time for bringing on the Motion. | Member failing to move.                        | See No. 102. |
| 155. A Motion not seconded may not be further discussed and no entry thereof shall be made in the Votes and Proceedings.   | Motion not seconded.                           | See No. 115. |
| 156. When a Motion has been moved and seconded, a Question thereupon shall be proposed to the House by the Speaker.  | Question proposed by the Speaker.              | See No. 120. |
| 157. After a Motion has been proposed from the Chair, it shall be deemed to be in possession of the House, and cannot be withdrawn without leave.  | Restrictions on withdrawal of motions.         | See No. 116. |
| 158. No Motion or Amendment shall anticipate an Order of the Day or another Motion of which Notice has been given.   | Anticipating motions.                          | See No. 117. |

159. A Motion which has been superseded, or by leave of the House withdrawn, may be moved again during the same Session. Motions withdrawn again brought on. See No. 118.
160. So soon as the debate upon a Question shall be concluded, the Speaker shall put the Question to the House. Question put. See No. 121.
161. The House or Committee may order a complicated Question to be divided. Division of complicated Question. See No. 122.
162. A Question being put shall be resolved in the affirmative or negative, by the majority of voices, "Aye" or "No". Question determined by majority of voices. See No. 123.
163. The Speaker shall state whether, in his opinion, the "Ayes" or the "Noes" "have it"; and if his opinion be challenged the Question shall be decided by Division. Speaker states result. See No. 124.
164. No Question or Amendment shall be proposed which is the same in substance as any Question which, during the same Session, has been resolved in the affirmative or negative, unless the Order, Resolution, or Vote on such Question or Amendment has been rescinded. Same Question not again proposed. See No. 125.
165. A Resolution, or other Vote of the House, may be read and rescinded; but no such Resolution or other Vote may be rescinded during the same Session, unless seven days' notice be given: Provided that to correct irregularities or mistakes one day's notice shall be sufficient, or the corrections may be made at once by leave of the House. Resolution or Vote rescinded. See No. 126.
166. Leave of the House must be granted without any dissentient voice. Leave of the House. See No. 127.

#### CHAPTER XIV.

##### AMENDMENTS.

167. A Question having been proposed may be amended —(i.) By omitting certain words only; (ii.) By omitting certain words in order to insert or add other words; (iii.) By inserting or adding words. Different forms of Amendments. See No. 128.
168. An Amendment to any Motion before the House must, for purposes of record, be in writing and be signed by the mover and seconder. Amendments to be in writing. See No. 129.
169. Every Amendment must be relevant to the question which it is proposed to amend. Relevancy of Amendment. See No. 130.
170. An Amendment moved, but not seconded, shall not be entertained by the House, nor entered in the Votes and Proceedings. Amendments must be seconded. See No. 131.
171. When the proposed Amendment is to omit certain words, the Speaker shall put a Question, "That the words proposed to be omitted stand part of the Question." Amendment to omit words. See No. 132.
172. When the proposed Amendment is to omit certain words in order to insert or add other words, the Speaker shall put a Question "That the words proposed to be omitted stand part of the Question," which, if resolved in the affirmative, shall dispose of the Amendment; but if in the negative, another Question shall be put, that the words of the Amendment be inserted or added instead of the words which are omitted. Amendment to omit words, and insert or add others. See No. 134.
173. When the proposed Amendment is to insert or add certain words, the Speaker shall put a Question, that such words be inserted, or added. Amendment to insert or add words. See No. 133.
174. No Amendment shall be moved to any part of a Question after a later part has been amended, or after a Question has been proposed on an Amendment thereto, unless the proposed amendment has, by leave of the House, been withdrawn. When later part of a Question amended. See No. 135.
175. No Amendment shall be moved to any words which the House has resolved shall stand part of a Question, or which have been inserted in, or added to, a Question, except it be the addition of other words thereto. No amendment to words already agreed to. See No. 136.
176. An Amendment proposed shall be disposed of before another Amendment to the original Question can be moved. Order of moving amendments. See No. 263.
177. A proposed Amendment may, by leave of the House, be withdrawn. Proposed amendment withdrawn. See No. 137.



178. Amendments may be moved to a proposed Amendment as if such proposed Amendment were an original Question. Amendments to proposed amendments. See No. 133.
179. When it is moved to omit words in the main Question, in order to insert or add others, no Amendment to the words proposed to be inserted or added can be received until the question that the words proposed to be omitted stand part of the main Question has been determined. Proposal to omit words. Amendment to words proposed to be substituted. See No. 139.
180. When Amendments have been made, the main Question shall be put as amended. Question as amended put. See Nos. 140 and 283.
181. When Amendments have been moved but not made, the Question shall be put as originally proposed. When amendments moved but not made. See Nos. 141 and 283.

## CHAPTER XV.

### ORDERS OF THE DAY.

182. An Order of the Day is a Bill or other matter which the House has ordered to be taken into consideration on a particular day. Order of the Day defined. See No. 147.
183. Unless the House otherwise direct, the Orders of the Day shall be disposed of in the order in which they stand upon the Notice Paper. Disposal of Orders of Day. See No. 149.
184. If, at the Adjournment of the House, any Orders of the Day on the Notice Paper have not been called on, such Orders of the Day shall be set down on the Notice Paper for the next sitting day at the end of the regular business of that day. Orders of Day not called on. See No. 150.
185. An Order of the Day may be discharged, although it has been debated. Order discharged. See No. 151.
186. An Order of the Day, in the absence of the Member in charge thereof, may, at the request of such Member, be postponed. Order postponed by request. See No. 152.

## CHAPTER XVI.

### DIVISIONS.

187. Whenever the Speaker states, on putting a question, that the "Ayes" or the "Noes" (as the case may be) have it, his opinion may be challenged by Members calling for a Division. How division may be called for. New.
188. A Division shall not be proceeded with unless more than one Member has called for a division. If in the opinion of the Speaker or the Chairman a Division is unnecessarily claimed, he may call on the Members who challenge his decision to rise in their places, and may thereupon, as he thinks fit, either declare the determination of the House or allow the Division to be proceeded with. When division may be called for. See No. 293.
189. Every Member shall vote in accordance with his voice and his vote shall be so recorded. Divisions unnecessarily claimed. New.
190. A Member calling for a Division shall not leave the Chamber, and shall vote with those who, in the opinion of the Speaker, were in the minority. Member to vote as he calls. See No. 294.
191. No Member shall be entitled to vote in any Division upon a question (not being a matter of public policy) in which he has a direct pecuniary interest not held in common with the rest of the subjects of the Crown. The vote of a Member may not be challenged except on a question of Privilege raised immediately after the vote is cast, and the vote of a Member determined to be so interested shall be disallowed. Member calling for division. See No. 295.
192. No Member shall be entitled to vote in any Division, unless he was present within the Bar when the question was put with the doors locked. No Member to vote if pecuniary interest. See No. 296.
193. Previously to any Division, Senators and strangers shall, if ordered, withdraw from below the Bar. Member to vote unless present when question put with doors locked. See No. 297.
194. Before a Division is taken, the Clerk shall ring the division bell and turn a two-minute sand-glass, kept on the Table for that purpose, and the doors shall not be closed until after the lapse of two minutes, as indicated by such sand-glass. Strangers withdraw. See No. 298.
195. Before a Division is taken, the Clerk shall ring the division bell and turn a two-minute sand-glass, kept on the Table for that purpose, and the doors shall not be closed until after the lapse of two minutes, as indicated by such sand-glass. Division bell rung and sand-glass turned. See No. 299.

195. The doors shall be closed and locked after the lapse of two minutes, and then no Member shall enter or leave the Chamber until after the Division. Doors locked after two minutes. See No. 300.
196. When the doors have been locked, and all the Members are in their places, the Speaker shall state the Question to the House, and then direct the "Ayes" to proceed to the right of the Chair, and the "Noes" to the left, and shall appoint two Tellers for each side. Question put, Members divide to right and left. See No. 301.
197. Every Member present within the Bar when the Question is then stated shall remain and vote, and no Member shall move from his place after the Tellers have been appointed till the result has been announced. Every Member present when question stated must vote. See No. 302.
198. Members having taken seats, every Member shall then be counted, and his name taken down by the Tellers on either side, who shall sign their list, and present the same to the Speaker, who will declare the result to the House. Members counted, names taken down. See No. 303.
199. In case there should be only one Member on a side on a Division, the Speaker, without completing the Division, shall forthwith declare the decision of the House. If only one Member. See No. 304.
200. While the House is dividing Members may speak, sitting, to a point of Order arising out of or during the Division. Member may speak during division. See No. 305.
201. If a difficulty arise on any point of Order during a Division, it shall be decided if in the House by the Speaker, if in Committee by the Chairman. Decision on point of order during division. See No. 306.
202. Lists of Divisions in the House and in Committee shall be recorded by the Clerk in the Votes and Proceedings. Division list recorded. See No. 307.
203. In case of confusion or error concerning the numbers reported, unless the same can be otherwise corrected, the House shall proceed to another Division. In case of error House again divides. See No. 308.
204. If complaint be made to the House that a Division has been inaccurately reported, the Speaker may cause the record to be corrected. Mistakes corrected in records. See No. 309.
205. Any reasons stated by the Speaker for his casting vote shall be entered in the Votes and Proceedings. Speaker's casting vote. See No. 310.

## CHAPTER XVII.

### BILLS.

#### INITIATION.

206. Every Bill (unless received from the Senate) shall be initiated either by a Motion for leave to bring in the Bill, specifying its intended title, or by an Order of the House. How initiated. See No. 153.
207. A Member, or Members, having leave to bring in a Bill, shall present a fair copy thereof, signed by him or them, to the House when moving the first reading. Fair copy to be presented. See No. 154.
208. The title shall agree with the order of leave, and no clause shall be included in any Bill not coming within its title. Clauses to come within the title. See No. 155.
209. Every Bill not prepared pursuant to the order of leave, or according to the Standing Orders of the House, shall be ordered to be withdrawn. If irregular, to be withdrawn. See No. 156.

#### FIRST READING.

210. On motion being made, the Question "That this Bill be now read a first time" shall be put by the Speaker immediately after the Bill has been brought in, and shall be determined without amendment or debate. First reading. See No. 157.
211. On every order for the reading of a Bill, the title only shall be read. Sufficient to read title. See No. 158.
212. After the first reading, a future day shall be appointed for the second reading of the Bill, and the Bill shall meanwhile be printed. Day fixed for second reading. See No. 159.

#### SECOND READING.

213. On the Order of the Day being read for the second reading of a Bill, on motion being made the Question shall be proposed "That this Bill be now read a second time." Question for second reading. See No. 160.

214. An amendment may be moved to such Question by omitting "now" and adding "this day six months", which, if carried, shall finally dispose of the Bill. Amendment to such question. See No. 161.

215. No other amendment may be moved to such Question except in the form of an amendment strictly relevant to the subject-matter of the Bill, or which does not anticipate an amendment which may be moved in Committee. Amendments to be relevant. See No. 162.

#### COMMITTAL AND CONSIDERATION IN COMMITTEE.

216. After the second reading, unless it be moved "That this Bill be referred to a Select Committee", or unless notice of an Instruction has been given, the House shall forthwith resolve itself into a Committee of the Whole for the consideration of the Bill. Committal.—Instruction. See No. 163.

217. When a Bill has been referred to a Select Committee and reported, notice may be given for its recommitment to a Committee of the whole House. Bill reported by Select Committee. See No. 164.

218. No Motion for referring a Bill to a Select Committee shall be moved after the Chairman of Committees shall have reported the Bill. Restriction on reference to a Select Committee. See No. 165.

219. In Committee the title and the preamble stand postponed without Question proposed, and the clauses shall be read in their order separately by the Chairman; and the Question shall be proposed by the Chairman on each clause, "That the clause be agreed to". The words of enactment at the head of the Bill shall not be put to the Committee. Title and preamble postponed without Question proposed.—Clauses read and proposed. See No. 167.

220. In reading the clauses of a Bill it shall be sufficient to read the numbers and marginal notes only. Manner of reading clauses. See No. 168.

221. The following order shall be observed in considering a Bill and its title:— Order in considering Bill. See No. 169.

1. Clauses as printed.
2. Schedules as printed.
3. Postponed clauses (not having been specially postponed until after certain other clauses).
4. New clauses.
5. New schedules.
6. Preamble.
7. Title.

And in reconsidering the Bill upon recommitment the same order shall be followed.

222. Any Amendment may be moved to any part of the Bill, provided the same be within the title or relevant to the subject-matter of the Bill, and be otherwise in conformity with the Standing Orders of the House. What amendments admissible. See No. 170.

223. No Amendment for the imposition or for the increase of a tax, rate, or duty shall be moved in any Committee by any Member except a Minister. What amendments inadmissible. See No. 171.

224. The discussion shall be confined to the clause or amendment before the Committee. Relevancy of discussion. See No. 173.

225. If a clause is amended, a further Question shall be proposed, "That the clause, as amended, be agreed to". Clause put as amended. See No. 174.

226. A clause may be postponed.

227. If any Amendment shall have been made in the Bill, not coming within the original title, such title shall be amended, and a Question proposed, "That this be the title of the Bill", and the Amendment thereof shall be specially reported to the House. Clause may be postponed. Title considered. See No. 175.  
See No. 176.

228. No notice may be taken of any proceedings of a Committee of the Whole, or of a Select Committee on a Bill, until such proceedings have been reported. Proceedings in Committee not to be noticed till reported. See No. 178.

229. No new clause or amendment shall be at any time moved which is substantially the same as one already negatived by the Committee, or which is inconsistent with one that has been already agreed to by the Committee, unless a recommitment of the Bill shall have intervened. Decision of Committee not to be reversed in same Committee. See No. 172.

## FIRST REPORT TO ADOPTION OF REPORT.

230. When the Bill shall have been fully considered the Question shall be put forthwith and determined without amendment or debate, "That the Bill (or this Bill as amended) be reported", which being agreed to, the Chairman shall leave the Chair and report the Bill forthwith.

Bill ordered to be reported.—  
Bill reported.

See No. 179.

231. If a Bill be reported with Amendments, a future time shall be appointed for taking the report into consideration and moving its adoption, and the Bill, as reported, may in the meantime be printed; but if no Amendments have been made the report may be at once adopted.

If amended, time fixed for considering report.—  
When no amendments, report may be adopted.

See No. 180.

232. On the Motion for the adoption of the report the Bill may, on Motion, be recommitted, either in whole or in part; in which case, if Amendments be made and the Bill be reported, a subsequent time shall be fixed for taking the report into consideration and moving its adoption, and the Bill, as reported with the Amendments, may in the meantime be printed; but if no Amendments have been made the report may be at once adopted.

Recommitment of Bill on motion for adoption of report.—  
When no further amendments, report may be adopted.

See No. 181.

## THIRD READING, PASSING, ETC.

233. When the report is finally adopted, a future day shall be fixed, on Motion, for the third reading.

Day fixed for third reading.

See No. 182.

234. On the Order of the Day being read for the third reading of a Bill, on motion being made, the Question shall be proposed "That this Bill be now read a third time."

Question for third reading.

See No. 184.

235. The only amendment which may be moved to such Question is by omitting "now" and adding "this day six months", which, if carried, shall finally dispose of the Bill.

Amendment to such question.

See No. 185.

236. After the third reading no further Question shall be put, and the Bill shall have passed the House.

Bill passed.

See No. 186.

237. Amendments of a verbal or formal nature may be made, and clerical or typographical errors may be corrected, in any part of the Bill by the Chairman of Committees.

Verbal or formal amendments.

See No. 187.

238. When a Bill originated in the House shall have passed, the Clerk shall certify at the top of the first page "This Bill originated in the House of Representatives; and, having this day passed, is now ready for presentation to the Senate for its concurrence."

Certificate of Bill having passed.

See No. 188.

## TRANSMISSION TO SENATE.

239. After a passed Bill shall have been certified by the Clerk, it shall be sent with a Message desiring the concurrence of the Senate.

Bill sent to Senate.

See No. 189.

## SENATE'S AMENDMENTS ON BILLS ORIGINATED IN THE HOUSE.

240. When a Bill shall be returned from the Senate with Amendments, the Amendments shall be printed, unless the House otherwise order, and a time fixed for taking the same into consideration in Committee of the Whole.

Amendments by Senate.

See No. 190.

241. The Amendments made by the Senate shall be agreed to either with or without Amendments; or disagreed to; or the consideration thereof postponed; or the Bill ordered to be laid aside.

How disposed of.

See No. 191.

242. No amendment shall be moved to an Amendment of the Senate that is not strictly relevant thereto; nor can an Amendment be moved to the Bill unless the same be relevant to, or consequent upon, either the acceptance or the rejection of an Amendment of the Senate.

Relevancy.

See No. 192.

243. When Amendments made by the Senate, in Bills which shall have first passed the House, shall have been agreed to by the House without Amendments, a Message shall be sent informing the Senate thereof; and if they shall have been agreed to with Amendments, the Bill shall be

Further proceeding after consideration of amendments.

See No. 193.

returned with a Schedule of such Amendments, in a Message desiring the concurrence of the Senate therein; and if they shall have been disagreed to, the Bill may be laid aside, or it may be again sent to the Senate, with a Message desiring its reconsideration.

244. In any case, when a Bill is returned to the Senate with any of the Amendments made by the Senate disagreed to, the Message containing such Bill shall also contain Reasons for the House not agreeing to the Amendments proposed by the Senate; and such reasons shall be drawn up by a Committee of three Members, to be appointed for that purpose.

Reasons for disagreeing.

See No. 194.

245. When Amendments shall have been made by the House on the Amendments of the Senate, a Schedule of such Amendments shall be prepared, containing reference to each Amendment of the Senate which has been amended by the House; and this Schedule shall accompany the Bill, and be certified by the Clerk.

Form of schedule of amendments.

See No. 195.

246. If the Senate return the Bill with a Message informing the House that it—

Further proceedings.

See No. 196.

- i. Insists on the original Amendments to which the House has disagreed, or
- ii. Disagrees to Amendments made by the House on the original Amendments of the Senate, or
- iii. Agrees to Amendments made by the House on the original Amendments of the Senate, with further Amendments:

the House may, as to i.—

Agree, with or without amendment, to the Amendments to which it had previously disagreed, and make, if necessary, consequential Amendments to the Bill; or insist on its disagreement to such Amendments;

and may, as to ii.—

Withdraw its Amendments and agree to the original Amendments of the Senate; or make further Amendments to the Bill consequent upon the rejection of its Amendments; or make new Amendments as alternative to the Amendments to which the Senate has disagreed; or insist on its Amendments to which the Senate has disagreed;

and may, as to iii.—

Agree, with or without amendment, to such further Amendments of the Senate, making consequential Amendments to the Bill, if necessary; or disagree thereto and insist on its own Amendments which the Senate has amended;

and in all such cases, if agreement be not thereby arrived at, and if the Bill be again returned by the Senate with any of the requirements of the House still disagreed to, the House shall order the Bill to be laid aside or request a Conference.

247. When the requirements of the Senate in the Bill have been finally agreed to, a Message shall be sent informing the Senate thereof.

When House finally agrees to Senate's amendments.

See No. 197.

248. In whatever way the House shall dispose of a Bill returned with Amendments by the Senate, as hereinbefore described, the Clerk shall, at every stage, certify accordingly on the Bill.

Clerk to certify at every stage of the Bill.

See No. 198.

#### BILLS RECEIVED A FIRST TIME FROM THE SENATE.

249. Bills coming to the House the first time from the Senate shall be proceeded with in all respects as similar Bills presented in pursuance of Orders of the House.

Bills coming first time from the Senate.

See No. 199.

250. When any such Bill shall have been passed by the House, with or without amendment, it shall be returned to the Senate by Message, with the Clerk's certificate that "This Bill has been agreed to by the House without Amendment," or, "with the Amendments indicated by the annexed Schedule," as the case may require; and the concurrence of the Senate shall be desired to such Amendments.

Certificate when returned to the Senate.

See No. 200.

251. When any Amendments shall have been made by the House to a Bill which shall have been first passed by the Senate, a Schedule of such Amendments shall be prepared, containing reference to the page, clause, and line of the Bill, and describing the Amendments made; and this Schedule shall accompany the Bill, and be certified by the Clerk.

Form of  
Schedule of  
House's  
amendments  
on a Bill.

See No. 204.

252. If the Senate shall return such Bill with any of the Amendments made by the House disagreed to, or further Amendments made thereon, together with Reasons for its disagreeing to any such Amendments proposed by the House, the Message returning the Bill shall be printed, unless the House otherwise order, and a time fixed for taking the same into consideration.

When Senate  
returns Bill  
with  
amendments on  
House's  
amendments.

See No. 201.

253. In cases where the Senate—

- i. Disagrees to Amendments made by the House; or
- ii. Agrees to Amendments made by the House with Amendments:

Further  
proceedings.

See No. 202.

the House may, as to i.—

Insist, or not insist, on its Amendments; or make further Amendments to the Bill consequent upon the rejection of its Amendments; or make new Amendments as alternative to the Amendments to which the Senate has disagreed; or order the Bill to be laid aside;

and may, as to ii,—

Agree to the Senate's Amendments on its own Amendments, with or without amendment, making consequential Amendments to the Bill if necessary; or disagree thereto and insist on its own Amendments which the Senate has amended; or order the Bill to be laid aside:

and, unless the Bill shall be laid aside, a Message shall be sent to the Senate to such effect as the House has determined.

254. In any case when a Bill is returned to the Senate with any of the Amendments made by the Senate on the House's Amendments disagreed to, the Message returning such Bill shall also contain Reasons for the House not agreeing to the Amendments made by the Senate, and such Reasons shall be drawn up by a Committee of three Members, to be appointed for that purpose.

When Senate's  
further  
amendments  
returned  
disagreed to,  
reasons to  
accompany  
them.

See No. 203.

255. When any further Amendments have been made by the House on the Senate's Amendments on the House's original Amendments to a Bill which shall have been first passed by the Senate, a Schedule of such further Amendments shall be prepared, containing reference to each Amendment of the Senate which has been amended by the House, and describing the further Amendment made; and this Schedule shall accompany the Bill, and be certified by the Clerk.

Form of  
Schedule of  
House's  
amendments on  
Senate's  
amendments.

See No. 205.

256. In whatever way the House shall dispose of a Bill returned by the Senate after having been amended by the House, the Clerk shall, at every stage, certify accordingly on the first page of the Bill.

Clerk to certify  
at every stage  
of passing the  
Bill.

See No. 206.

257. No Amendment may be moved in any words of the Bill which, having received the concurrence of the Senate, have not been the subject of, or immediately affected by, some previous Amendment, unless such proposed Amendment be consequent upon an Amendment already agreed to or made by the House.

Irregular  
amendments.

See No. 207.

#### BILLS WHICH THE SENATE MAY NOT AMEND.

258. Whenever the Senate returns to the House any Bill which the Senate may not amend, requesting, by Message, the omission or amendment of any items or provisions therein, the House shall thereupon, or at a later time to be

Message from  
Senate  
requesting  
amendments.

Now.

fixed, resolve itself into a Committee of the Whole, to consider the Message, and the subsequent proceedings shall be as follows:—

- (a) The Committee may make any of such omissions or amendments, with or without modifications, and a report shall be made to the House by the Chairman.
- (b) The report may be adopted forthwith, or the question may be recommitted, or the adoption of the report may be negatived.
- (c) If the report be adopted, the omissions or amendments (if any) as agreed to by the House shall be made by the Clerk in the Bill, which shall be returned to the Senate with a Message, stating the manner in which the omissions or amendments requested by the Senate have been dealt with by the House, and desiring the concurrence of the Senate in the Bill.
- (d) If the report be negatived, or if in Committee the Chairman be moved out of the Chair by resolution without being ordered to report resolutions to the House, the Bill shall lapse, and no Message shall be sent thereon to the Senate.

#### BILLS ALTERING THE CONSTITUTION.

259. Whenever the Third Reading of a Bill by which an alteration of the Constitution is proposed to be made shall not have been carried by an absolute majority of the House, the Bill shall be forthwith laid aside and shall not be revived during the same Session.

Bills altering  
Constitution,  
how dealt with.

See No. 208.

#### LAPSED BILLS.

260. Any Bill which lapses by reason of a Prorogation before it has reached its final stage may be proceeded with in the next ensuing Session at the stage it had reached in the preceding Session, if a periodical election for the Senate or a general election has not taken place between such two Sessions, under the following conditions:—

Resumption of  
proceedings on  
lapsed Bills.

See No. 214A.

- (a) If the Bill be in the possession of the House in which it originated, not having been sent to the other House, or, if sent, then returned by Message, it may be proceeded with by resolution of the House in which it is, restoring it to the Notice Paper.
- (b) If the Bill be in the possession of the House in which it did not originate, it may be proceeded with by resolution of the House in which it is, restoring it to the Notice Paper, but such resolution shall not be passed unless a Message has been received from the House in which it originated, requesting that its consideration may be resumed.

Any Bill so restored to the Notice Paper shall be proceeded with in both Houses, as if its passage had not been interrupted by a Prorogation, and, if finally passed, be presented to the Governor-General for His Majesty's assent.

Proceedings on  
restored Bill.

See No. 214B.

Should the motion for restoration to the Notice Paper be not agreed to by the House in which the Bill originated, the Bill may be re-introduced and proceeded with in the ordinary manner.

Bills not  
restored.

See No. 214C.

#### PRESENTATION FOR ASSENT.

261. Every Bill originated in the House of Representatives which shall have finally passed both Houses, shall be presented by the Speaker to the Governor-General for His Majesty's assent, having been first certified by the signature of the Clerk as having originated in the House, and as having finally passed both Houses.

Bills finally  
passed, certified  
and presented to  
the Governor-  
General.

See No. 209.

#### AMENDMENTS PROPOSED BY THE GOVERNOR-GENERAL.

262. Whenever the Governor-General shall return any Bill presented to him, and transmit therewith any Amendment which he may recommend, such Amendment shall be considered and dealt with in the same manner as Amendments proposed by the Senate.

Amendments  
proposed by  
Governor-  
General.

See No. 210.

263. When the House shall have agreed to any Amendment proposed by the Governor-General with or without Amendment, such Amendment, together with any alterations rendered necessary to be made in the Bill in consequence of such Amendment, shall be forwarded to the Senate for its concurrence; and any Amendment made by the Senate thereto shall be dealt with in the same manner as Amendments made by the Senate in Bills originated in the House.

Such amendments, if agreed to, to be forwarded to Senate. See No. 211.

264. Amendments recommended by the Governor-General in Bills originated in the Senate which shall be agreed to by the Senate and forwarded for the concurrence of the House, shall be proceeded with in the same manner as Amendments made by the Senate on the House's Amendments to Bills first received from the Senate.

Consideration of such amendments received through Senate. See No. 212.

265. When Amendments recommended by the Governor-General in any Bill originated in the House have been agreed to by both Houses, with or without amendment, the Bill shall be fair printed and presented by the Speaker to the Governor-General, having been certified as in manner provided in Standing Order No. 261; but if any such Amendments be disagreed to by the House, or if no agreement between the two Houses be arrived at thereon prior to the last day of the Session, the Speaker shall again present to the Governor-General for His Majesty's assent the Bill in the form as first presented by him for that purpose.

Presentation to Governor-General. See No. 213.

## CHAPTER XVIII.

### COMMITTEE OF THE WHOLE HOUSE.

266. The Quorum in Committee shall consist of the same number of Members as shall be requisite to form a Quorum\* of the House.

Quorum in Committee. See No. 216.

267. A Committee of the Whole shall be appointed by resolution, "That the House resolve itself into a Committee of the Whole," either immediately or on a future day.

Appointment of Committee. See No. 217.

268. Whenever an Order of the Day is read for the House to resolve itself into a Committee of the Whole the Speaker leaves the Chair without putting any Question, and the House thereupon resolves itself into a Committee, unless upon Notice given an instruction thereto is proposed from the Chair.

House resolves itself into Committee. See No. 218.

269. As soon as the Speaker has left the Chair the Chairman shall take the Chair of the Committee at the Table.

Chairman takes Chair. See No. 219.

270. When any matter has been partly considered in Committee and the Chairman has been directed to report progress and ask leave to sit again, and the House has ordered that the Committee shall sit again on a particular day, the Speaker, when the Order for the Committee has been read, shall forthwith leave the Chair, and the House shall again resolve itself into such Committee.

When Committee has reported progress. See No. 220.

271. A Committee shall consider such matters only as shall have been referred to it by the House.

Committee to consider only matters referred. See No. 221.

272. Every Question in Committee shall be decided in the same manner as in the House itself, the Chairman having only a Casting Vote, and any reasons stated by him shall be entered in the Votes and Proceedings.

Questions decided by majority.—Chairman has Casting Vote. See No. 222.

273. Divisions shall be demanded and taken in Committee in the same manner as in the House itself.

Divisions in Committee. See No. 311.

274. A Motion contradictory of a previous decision of the Committee shall not be entertained in the same Committee.

Contradictory Motions. See No. 223.

275. A Motion moved in Committee need not be seconded.

Motions need not be seconded. See No. 224.

276. Except as provided by these Standing Orders, the same rules for regulating the conduct of business shall be observed in Committee as in the House itself, the Chairman of Committees being invested with the same authority

Order in debate: See No. 227.

\* By Section 39 of *The Constitution*, a Quorum is "at least one-third of the whole number of the members of the House of Representatives."



as the Speaker for the preservation of order; but disorder in a Committee may be censured by the House only on receiving a report.

277. If any objection is taken to a ruling of the Chairman of Committees, such objection shall be stated at once in writing, and shall be forthwith decided by the Committee; and the proceedings shall then be resumed where they were interrupted. Objection to ruling of Chairman. See No. 228.

278. If any sudden disorder shall arise in Committee the Speaker may resume the Chair. Speaker may resume Chair when disorder arises. See No. 281.

279. The Speaker shall resume the Chair when the time is come for holding a Conference, or for doing anything which the House has ordered to be done at a stated time. When time comes for conference. See No. 232.

280. If it appear, upon a Division in Committee, that a Quorum of Members is not present, the Chairman shall leave the Chair of the Committee, and shall inform the Speaker thereof, but make no further report. No decision of the Committee shall be considered to have been arrived at by such Division. Want of quorum in Division. See No. 233.

281. If any Member shall take notice that a Quorum of Members is not present, then the Chairman shall count the Committee, and if a Quorum be not present within two minutes he shall inform the Speaker thereof, but shall make no further report. If a Quorum be present, the Committee shall proceed with the business where interrupted. Committee counted by Chairman. New.

282. If the proceedings of a Committee be interrupted by a count-out followed by an adjournment of the House, the House may order the resumption of such Committee on a future day, on Motion with notice, and the proceedings shall then be resumed at the point where they were so interrupted. Resumption of proceedings after count-out. See No. 235.

283. When all matters referred to a Committee have been considered the Chairman shall be directed to report the same to the House; and when all such matters have not been finally considered the Chairman shall report progress and ask leave to sit again. Report.—Report of progress. See No. 236.

284. A Motion may be moved during the proceedings of a Committee "That the Chairman do report progress and ask leave to sit again", and such question shall be put forthwith and decided without amendment or debate. Motion to report progress. See No. 237.

285. A Motion "That the Chairman do now leave the Chair", which question shall be put forthwith and decided without amendment or debate, will, if carried, supersede the proceedings of a Committee; but the Committee may, on Motion with notice, be revived for a future day. Motion that Chairman leave Chair. See No. 238.

286. The Resolutions reported from a Committee may be taken into consideration forthwith and may be agreed to or disagreed to by the House, or recommitted to the Committee, or the further consideration thereof postponed. Resolutions of Committee. See No. 239.

#### COMMITTEES OF SUPPLY AND OF WAYS AND MEANS.

287. The Committees of Supply and of Ways and Means shall be appointed at the commencement of every Session, so soon as an Address has been agreed to in answer to His Excellency the Governor-General's speech. Committees appointed each Session. See No. 240.

288. On the Order of the Day being read for the Committee of Supply or Committee of Ways and Means, the Speaker shall put the question "That I do now leave the Chair", but where either of these Committees has reported progress, the Speaker shall, on the Order of the Day being read, leave the Chair without putting any question. Speaker leaves Chair without putting question. See No. 241.

289. Notwithstanding the preceding Standing Order, while the Committees of Supply and of Ways and Means are open, the first Order of the Day on each alternate Friday shall be either Supply or Ways and Means, and on that Order of the Day being read the Speaker shall put the Question "That I do now leave the Chair," on which question any Member shall be at liberty to address the House or move any Amendment thereon. Exemption. See No. 241.

290. Any Motion for the imposition of any charge upon the people or for the appropriation of any public revenue shall be considered in a Committee of the Whole House or of Supply or Ways and Means before any resolution or vote of the House do pass thereon.

Motion for any public aid or charge upon the people.

See No. 243.

291. Any report of Resolutions from the Committees of Supply and of Ways and Means shall be ordered to be considered on a future day. Such Resolutions may be agreed to, postponed, recommitted, or disagreed to.

Report.

See No. 244.

292. No Amendment whereby the charge upon the people will be increased may be moved to any such Resolution, unless such charge so increased shall not exceed the charge already existing by virtue of any Act of the Parliament.

Tax not to be increased on report.

See No. 247.

293. The Chairman, if he is directed to ask that the Committee may have leave to sit again, shall acquaint the House, and the House may appoint a day accordingly.

Leave to sit again.

See No. 246.

## CHAPTER XIX.

### INSTRUCTIONS TO COMMITTEES.

294. An Instruction empowers a Committee to consider matters not otherwise referred to it.

Effects of an instruction.

See No. 248.

295. No Instruction can be given to a Committee to do that which it is already empowered to do, or to deal with a question beyond the scope of a Bill as read the second time.

What instructions may be moved.

See No. 249.

296. An Instruction to a Committee of the Whole requires Notice, and can only be moved before first going into Committee on any question.

When instructions should be moved.

See No. 251.

297. An Instruction to a Select Committee extending or restricting the order of reference, may be moved, after Notice, on any day prior to the report of the Committee.

Instruction to Select Committee.

See No. 252.

## CHAPTER XX.

### INFRINGEMENT OF ORDER, AND ARREST.

298. If any Member has—  
 (a) persistently and wilfully obstructed the business of the House; or  
 (b) been guilty of disorderly conduct; or  
 (c) used objectionable words, which he has refused to withdraw; or  
 (d) persistently and wilfully refused to conform to any Standing Order; or  
 (e) persistently and wilfully disregarded the authority of the Chair—

Disorder in debate.

See No. 59.

he may be named by the Speaker, or, if any of the above-named offences has been committed by a Member in Committee, by the Chairman.

Offence in Committee.

299. If the offence has been committed in the House, the Speaker shall forthwith put the question, on a motion being made, no amendment, adjournment, or debate being allowed, "That such Member be suspended from the service of the House"; and, if the offence has been committed in Committee, the Chairman shall forthwith suspend the proceedings of the Committee and report the circumstances to the House; and the Speaker shall thereupon, without a motion being necessary, put the same Question, without amendment, adjournment, or debate, as if the offence had been committed in the House itself.

Proceedings on report of offence.

See No. 59.

300. If any Member be suspended under the foregoing Order, his suspension on the first occasion shall be for twenty-four hours; on the second occasion during the same year for four sitting days excluding the day of suspension; and on the third or any subsequent occasion during the same year for sixteen sitting days excluding the day of suspension: Provided that any suspension in a previous Session shall be disregarded.

Period of suspension.

See No. 59.

301. The Speaker or the Chairman shall order a Member whose conduct is grossly disorderly to withdraw immediately from the House during the remainder of that day's sitting; and the Serjeant-at-Arms shall act on such orders as he may receive from the Chair in pursuance of this Standing Order. Any Member ordered to withdraw from the House pursuant to this Standing Order shall not return during the same sitting except by permission of the Speaker or Chairman.

Speaker or  
Chairman may  
order  
disorderly  
Member to  
withdraw.

New.

302. In the case of grave disorder arising in the House, the Speaker may, if he thinks it necessary to do so, adjourn the House without Question put, or suspend any sitting for a time to be named by him.

Speaker may  
adjourn House  
or suspend  
sitting in case  
of grave  
disorder.

New.

303. If any Member shall wilfully disobey any order of the House, he may be ordered to attend to answer for his conduct; and, unless his explanation be deemed satisfactory, the House may direct the Serjeant-at-Arms to take such Member into custody.

Members  
ordered to  
attend.

See No. 55.

304. The Serjeant-at-Arms shall, from time to time, on being so directed by the Speaker, take or deliver into custody any stranger whom he may see, or who may be reported to him to be, in any part of the Chamber appropriated to the Members of the House; and also any stranger who, having been admitted into any other part of the House or gallery, shall misconduct himself, or shall not withdraw when strangers are directed to withdraw, while the House or any Committee of the whole House is sitting; and no person so taken into custody shall be discharged out of custody except on the special order of the House.

Arrest of  
strangers in  
House or  
gallery.

See No. 60.

305. When any Member or other person shall have been taken into the custody of the Serjeant-at-Arms, such arrest shall be reported to the House by the Speaker without delay; and the House shall fix the time for such Member or other person being brought to the Bar, to be dealt with by the House.

Arrest of  
Member or  
stranger to be  
reported.

See No. 61.

## CHAPTER XXI.

### STRANGERS.

306. The Speaker only shall have the privilege of admitting strangers into the portion of the Chamber below the Bar. Senators shall have the privilege of admission there without orders. The Speaker may admit distinguished strangers to a seat on the floor of the House.

Senators  
and certain  
strangers  
admitted below  
the Bar.

See No. 63.

307. Every Member may each day, by written orders, admit two strangers to the gallery.

Strangers  
admitted by  
Members.

See No. 64.

308. If at any sitting of the House, or in Committee, any Member shall take notice that strangers are present, the Speaker or the Chairman (as the case may be) shall forthwith put the Question "That strangers be ordered to withdraw," which shall be decided without debate: Provided that the Speaker or the Chairman may, whenever he thinks fit, order the withdrawal of strangers from any part of the Chamber.

Withdrawal of  
strangers.

See No. 65.

309. While the House or a Committee of the Whole is sitting, no Member shall bring any stranger into any part of the Chamber appropriated to the Members of the House.

No stranger  
admitted into  
body of  
Chamber.

See No. 66.

## CHAPTER XXII.

### PAPERS.

310. Papers may be ordered to be laid before the House, and the Clerk shall communicate to the Minister for the Department concerned all orders for Papers made by the House; and such Papers when received shall be laid on the Table by the Clerk.

Papers  
ordered.

See No. 312.

311. When the Royal Prerogative is concerned in any Paper, an Address shall be presented to the Governor-General praying that such Paper may be laid before the House. Addresses for Papers involving prerogative. See No. 313.

312. Motions for the production of Despatches, or other correspondence addressed to the Governor-General, or for any information emanating from His Excellency, shall be in form—"That an Address be presented to His Excellency," to that effect. Form of such Addresses. See No. 314.

313. Other Papers may be presented by the Speaker, or pursuant to Statute, or by command of His Excellency the Governor-General. Papers presented. See No. 315.

314. All Papers and Documents laid upon the Table of the House shall be considered public. Papers not ordered to be printed may be inspected at the Offices of the House at any time by Members, and, with permission of the Speaker, by other persons, and copies thereof or extracts therefrom may be made. Papers are public and may be inspected and copied. See No. 316.

315. A document relating to public affairs quoted from by a Minister, unless stated to be of a confidential nature or such as should more properly be obtained by Address, shall, if required by any Member, be laid on the Table. Quoting documents. See No. 317.

316. On any Paper being laid before the House, it shall be in order for a Minister to move forthwith that the Paper be printed: Printing of Papers. See No. 318.

Provided that if a Motion for the printing of a Paper has not been moved forthwith by a Minister, a Motion, on notice, for the printing of the Paper may be moved on any subsequent day.

## CHAPTER XXIII.

### SELECT COMMITTEES.

317. Unless the House otherwise direct, all Select Committees shall be appointed on Motion, and shall consist of the Mover and six other Members to be nominated. Seven Members form Select Committee. See No. 323.

318. Members may be discharged from attending a Committee, and other Members appointed, after previous notice has been given. Member discharged and added. See No. 325.

319. If the Chairman of Committees be chosen to serve on a Committee, and shall decline to do so, a Member shall be chosen in his stead, in the same manner as the other Members were chosen. Chairman of Committees. See No. 326.

320. No Member shall sit on a Committee who shall be personally interested in the inquiry before such Committee. No interested Member to be on a Committee. See No. 327.

321. On the appointment of every Committee, a day shall be fixed for the reporting of its proceedings to the House, by which day the final Report of the Committee shall be brought up by the Chairman, unless further time be moved for and granted; but the House may at any time prior to such day receive the final Report of the Committee. Bringing up Report. See No. 329.

322. In all Committees consisting of seven Members, three shall form a Quorum, unless otherwise ordered; and, if at any time the Quorum be not present, it shall be incumbent on the Chairman to suspend the proceedings of the Committee until a Quorum be present, or to adjourn the Committee. Quorum in Committees. See No. 330.

323. If, after the lapse of a quarter of an hour from the time appointed for the meeting of a Committee, there shall not be a Quorum, the Members present may retire, and their names shall be entered on the Minutes; and the Clerk attending the Committee shall issue notices for a meeting for the next business day. When no meeting takes place. See No. 331.

324. The Mover of the Motion for the Committee shall fix the time for the first meeting of the Committee. First meeting. See No. 332.

325. Every Committee, before the commencement of Chairman appointed; casting vote. See No. 333.  
business, shall elect one of its Members to be Chairman, who shall have only a casting vote.
326. An entry shall be made in the proceedings of the names of the Members attending each Committee meeting, and of every Motion or Amendment moved in the Committee, together with the name of the Mover thereof; and if any Division take place in the Committee, the Chairman shall take down the names of the Members voting in any such Division, distinguishing on which side of the question they respectively vote. Records of proceedings and divisions. See No. 334.
327. A Committee may adjourn from time to time, and, by order of the House, from place to place. Adjournment of Committees. See No. 335.
328. All Committees sitting at the time the Speaker is about to take the Chair shall be informed thereof by the Serjeant-at-Arms, and all proceedings after such notice shall be null and void: Provided that with the consent of the House a Committee may sit during the sittings of the House. Committees suspend business on Speaker taking Chair. See No. 336.  
See No. 337.
329. Whenever it may be necessary, the House may give a Committee power to send for persons, papers, and records. Power to send for persons and records. See No. 338.
330. The Chairman of a Committee shall direct the Clerk attending the Committee to summon the Witnesses to be examined before such Committee. Clerk of Committee to summon witnesses. See No. 339.
331. The examination of Witnesses before every Committee shall be conducted as follows, viz.:—The Chairman shall first put to the Witness, in an uninterrupted series, all such questions as he may deem essential, according to the mode of procedure agreed on by the Committee. The Chairman shall then call on the other Members severally by name to put any other questions; and the name of every Member so interrogating a Witness shall be noted and prefixed to the questions asked. Examination of witnesses. See No. 340.
332. When a Committee is examining Witnesses, Strangers may be admitted, but shall be excluded at the request of any Member, or at the discretion of the Chairman of the Committee, and shall always be excluded when the Committee is deliberating. Admission of strangers. See No. 341.
333. Members of the House may be present when a Committee is examining Witnesses; but shall withdraw if requested by the Chairman or any Member of the Committee; and shall always withdraw when the Committee is deliberating. Admission of other Members. See No. 342.
334. No Strangers, or Members not being of the Committee, shall be admitted at any time to a Secret Committee. Secret Committees. See No. 343.
335. The evidence taken by any Select Committee of the House, and documents presented to such Committee which have not been reported to the House, shall not, unless authorized by the House, be disclosed or published by any Member of such Committee, or by any other person. Evidence not to be disclosed. See No. 344.
336. By leave of the House a Committee may report from time to time its proceedings with or without the evidence, or the evidence only. Progress Reports. See No. 345.
337. It shall be the duty of the Chairman of every Committee to prepare a Draft Report. Chairman to prepare Report. See No. 346.
338. The Chairman shall read to the Committee, at a meeting convened for the purpose, the whole of his Draft Report, which may at once be considered, but, if desired by any Member, it shall be printed and circulated amongst the Committee and a subsequent day fixed for its consideration. In considering the Report, the Chairman shall read it paragraph by paragraph, proposing the Question to the Committee at the end of each paragraph—"That it do stand part of the Report". A Member objecting to any portion of the Report shall move his Amendment at the time the paragraph he wishes to amend shall be under consideration, but no protest or dissent shall be added to the Report. Consideration of Draft Report. See No. 347.
339. If any Member, other than the Chairman, submit a Draft Report to the Committee, the Committee shall first decide upon which Report it will proceed. Alternative Draft Report. See No. 348.

340. After the Draft Report has been considered, the whole or any paragraph thereof may be reconsidered and amended. Reconsideration. See No. 340.

341. Every Report of a Committee shall be signed by the Chairman, and any papers laid before the Committee shall be indorsed by the Clerk attending the Committee. Chairman to sign Report. See No. 350.

342. The Report of a Committee shall be presented to the House by the Chairman, and may be read. Report brought up. See No. 351.

343. Upon the presentation of a Report, no discussion shall take place; but the Report may be ordered to be printed with or without the documents accompanying it. Without discussion. See No. 352.

344. If any further proceeding be necessary upon a Report of a Committee, such proceeding shall be brought under the consideration of the House by a specific Motion, of which notice must be given in the usual manner. Motion for subsequent proceedings. See No. 353.

345. Payment at the discretion of the Committee may be made to any professional or other Witnesses or to persons whom the Committee may deem it necessary to employ in furtherance of the inquiry with which the Committee is charged; and the Chairman's certificate on the face of an account shall be sufficient authority for its payment by the Clerk of the House. Payment of certain witnesses before Committees. See No. 354.

346. No Committee of the House shall confer with a Committee of the Senate without leave of the House. Committee to confer only by leave. See No. 355.

347. When any such order has been made it shall be communicated by Message to the Senate with a request that leave may be given to the Committee of the Senate to confer with the Committee of the House. Conference with Committee of Senate desired by Message. See No. 356.

348. Every Committee of the House directed to confer with any Committee of the Senate may confer freely by word of mouth, unless the House shall otherwise order. Committees communicate by word of mouth. See No. 357.

349. The proceedings of every Conference between a Committee of the House and a Committee of the Senate shall be reported in writing to the House by its own Committee. Committees of House to report proceedings at a Conference. See No. 358.

350. Lists of all Committees shall be exhibited in suitable places. List of Members serving. See No. 359.

## CHAPTER XXIV.

### WITNESSES.

351. Witnesses, not being Members, shall be ordered to attend before the House, or a Committee of the Whole, by summons under the hand of the Clerk of the House, or before a Select Committee, by summons under the hand of the Clerk attending the Committee. Witnesses, by whom summoned. See No. 360.

352. If a Witness fails or refuses to attend or to give evidence, the House, on being acquainted therewith, shall deal with the matter. Refractary witness. See No. 361.

353. When the attendance of a Member is ordered by the House for examination by the House or a Committee of the Whole, he shall be summoned by the Speaker to attend in his place. Members, how summoned. See No. 362.

354. If a Select Committee desire the attendance of a Member as a Witness, the Chairman shall, in writing, request him to attend; but should he refuse to come, or to give evidence or information as a Witness to the Committee, the Committee shall acquaint the House therewith, and not again summon such Member to attend the Committee. By Select Committee—if Member refuse to attend. See No. 363.

355. If any information come before any Committee that charges any Member of the House, the Committee ought only to direct that the House be acquainted with the matter of such information, without proceeding further thereupon. Committee not to entertain charges against Members. See No. 364.

356. When the attendance of a Member of the Senate, or any Officer of the Senate, is desired, to be examined by the House or any Committee thereof, a Message shall be sent When attendance of Member or Officer of Senate is desired. See No. 365.

to the Senate to request that the Senate give leave to such Member or Officer to attend, in order to his being examined accordingly.

357. Should the Senate request by Message the attendance of a Member of the House before the Senate or any Committee thereof, the House may forthwith authorize such Member to attend, if he think fit. The House, if similarly requested by the Senate, may, if the House think fit, also instruct its own Officers to attend the Senate or any Committee thereof.

Attendance of Members or Officers of House before Committee of Senate.

See No. 366.

358. When a Witness shall be in the custody of the keeper of any prison, such keeper may be ordered to bring the Witness in safe custody, in order to his being examined, and from time to time as often as his attendance shall be thought necessary; and the Speaker may issue his warrant accordingly.

When intended witness is in prison.

See No. 367.

359. All Witnesses examined before the House, or any Committee thereof, are entitled to the protection of the House in respect of anything that may be said by them in their evidence.

Witnesses entitled to protection.

See No. 368.

360. When a Witness is examined by the House, or a Committee of the Whole, the Bar is kept down.

Witnesses at the Bar.

See No. 369.

361. When the Witness appears before the House he shall be examined by the Speaker, and any questions addressed by Members are taken to be put through the Speaker.

Witnesses before House examined by Speaker.

See No. 370.

362. In Committee of the Whole, any Member may put questions directly to the Witness.

Before Committee by any Member.

See No. 371.

363. If any question be objected to, or other matter arise, the Witness shall withdraw while the same is under discussion.

Witness withdraws if question objected to.

See No. 372.

364. A Member of the House shall be examined in his place.

Member examined in his place.

See No. 373.

365. No Officer of the House, or shorthand writer employed to take minutes of evidence before the House or any Committee thereof, may give evidence elsewhere in respect of any proceedings or examination had at the Bar, or before any Committee of the House, without the special leave of the House.

Officers not to give evidence without leave.

See No. 374.

## CHAPTER XXV.

### COMMUNICATION BETWEEN THE HOUSES.

366. Communication with the Senate may be by Message, by Conference, or by Select Committees conferring with each other.

Modes of communication.

See No. 375.

367. Every Message from the House to the Senate shall be in writing or in print, or partly in writing and partly in print, signed by the Speaker, and delivered by the Clerk Assistant or the Serjeant-at-Arms.

Messages to be signed by Speaker.

See No. 376.

368. It shall be in order at any time to move, without notice, that any resolution of the House be communicated by Message to the Senate.

Resolution communicated to Senate without notice.

See No. 377.

369. Every Message from the Senate shall be received without delay by the Clerk Assistant or the Serjeant-at-Arms at the Bar, and be reported by the Speaker as early as convenient, and a time named for its consideration.

Messages from the Senate, by whom received.

See No. 378.

## CHAPTER XXVI.

### CONFERENCES.

370. Conferences desired by the House with the Senate shall in all cases be requested by Message.

Conference requested by Message.

See No. 379.

371. In requesting any Conference, the Message from the House shall state, in general terms, the object for which the Conference is desired and the number of Managers proposed to serve thereon, which shall be not less than five.

Object of Conference and number of Managers to be stated.

See No. 380.

372. Every Motion for requesting a Conference shall contain the names of the Members proposed by the Mover to be the Managers for the House. Motion for Conference to contain names of Managers. See No. 381.
373. During any Conference the business of the House shall be suspended. During Conference business suspended. See No. 383.
374. No Conference shall be requested by the House upon the subject of any Bill or Motion of which the Senate is at the time in possession. By whom Conference demanded. See No. 384.
375. The Managers to represent the House in a Conference requested by the Senate shall consist of the same number of Members as those of the Senate. Managers to equal in number those appointed by Senate. See No. 385.
376. In respect of any Conference requested by the Senate the time and place for holding the same shall be appointed by the House; and when the House requests a Conference, it shall agree to its being held at such time and place as shall be appointed by the Senate, and such agreement shall be communicated by Message. House agreeing to Conference to name time and place. See No. 386.
377. At all Conferences requested by the Senate the Managers for the House shall assemble at the time and place appointed, and receive the Managers of the Senate. House agreeing to Conference to receive Managers for Senate. See No. 387.
378. At all Conferences the reasons or resolutions of the House, to be communicated by the Managers, shall be in writing; and the Managers shall not receive any such communication from the Managers for the Senate unless the same be in writing. Communication at Conferences to be in writing. See No. 388.
379. At all Conferences it shall be the duty of the Managers for the House to read the reasons or resolutions to be communicated by them, and to deliver the same to the Managers for the Senate, or to hear and receive from the Managers for the Senate the reasons or resolutions communicated by the latter; whereupon the Managers for the House shall be at liberty to confer freely by word of mouth with the Managers for the Senate. Proceedings at Conferences. See No. 389.
380. It shall be the endeavour of the Managers for the House to obtain either a withdrawal, by the Managers of the Senate, of the point in dispute between the Houses, or a settlement of the same by way of modification or further amendment; but, in the case of Bills, no amendment (not being a consequential amendment) shall be suggested by them to any words of a Bill to which both Houses have so far agreed, unless these be immediately affected by the disagreement in question. Duties of Managers. See No. 390.
381. The Managers for the House shall, when the Conference has terminated, report their proceedings to the House forthwith. Proceedings to be reported. See No. 391.

## CHAPTER XXVII.

### JOINT COMMITTEES.

382. In every Message proposing to the Senate the appointment of a Joint Committee, the House will state the number of Members it will appoint to serve on such Committee. Number of Members to serve. See No. 392.
383. Whenever the Senate shall agree to a proposal from the House for the appointment of a Joint Committee, the first meeting of such Committee shall be held at such time and place as shall be named by the Senate; and in every Message agreeing to a proposal by the Senate for the appointment of a Joint Committee, the House will name the time and place for the first meeting of such Committee. Time and place of first meeting. See No. 393.
384. The House may fix the Quorum of its members who shall be present to constitute a sitting of a Joint Committee. Subject to this a Joint Committee shall fix its own Quorum. Quorum of Joint Committee. See No. 394.



385. On receipt of a Message from the Senate agreeing to appoint the same number of Members of that House to serve on the proposed Joint Committee, the House will proceed to appoint the number of Members agreed upon to serve on such Committee.

Number of  
Members  
appointed by  
House.

New.

386. The proceedings of every Joint Committee shall be reported to the House by the Members it shall have appointed to serve on the Committee.

Report of  
proceedings.

See No. 385.

## CHAPTER XXVIII.

### BALLOTING.

387. A Ballot shall be taken whenever the House thinks fit.

When ballot  
taken.

New.

388. Before the House proceeds to any Ballot, the bells shall be rung as in a Division.

Bells rung  
prior to ballot.

See No. 325.

389. Unless otherwise expressly provided, a Ballot shall be taken in the following manner:—Each Member present shall give to the Clerk a list of the names of such Members as he may think fit and proper to be chosen at such Ballot; and if any list contain a larger or lesser number of names than are to be chosen it shall be void and rejected. And when all the lists are collected, the Clerk, with the Mover acting as scrutineer, shall ascertain and report to the Speaker the names of the Members having the greatest number of votes, which Members shall be declared to be chosen. In the event of an equality of votes, the names of the Members concerned shall be submitted to a further Ballot.

Manner of  
taking ballot.

See No. 324.

## CHAPTER XXIX.

### ADDRESSES TO THE KING OR THE GOVERNOR-GENERAL.

390. Whenever it be deemed proper to present an Address to His Majesty or the Governor-General, the same shall be moved, except in cases of urgency, after notice in the usual manner.

How moved.

See No. 396.

391. Addresses of congratulation or condolence to members of the Royal Family shall ~~be~~ be moved in a similar manner.

Addresses to  
Royal Family  
how moved.

See No. 397.

392. Addresses to His Majesty or to members of the Royal Family shall be transmitted to the Governor-General by the Speaker, who shall request His Excellency to cause the same to be forwarded for presentation.

Addresses to  
King sent to  
the Governor-  
General by  
Speaker.

See No. 398.

393. Addresses to the Governor-General shall be presented by the Speaker, unless the House otherwise order.

Presentation of  
Addresses to  
Governor-  
General.

See No. 399.

394. When an Address is ordered to be presented by the whole House, the Speaker, with the House, shall proceed to such place as the Governor-General may appoint, and being admitted to the Governor-General's presence, the Speaker shall read the Address to the Governor-General, the Members who moved and seconded such Address being on his left hand.

When presented  
by whole House.

See No. 400.

395. The Governor-General's answer to any Address presented by the whole House shall be reported by the Speaker.

Governor-  
General's reply.

See No. 401.

## CHAPTER XXX.

### MESSAGES FROM THE GOVERNOR-GENERAL.

396. A Message from the Governor-General may be announced to the House by the Speaker, but not during a debate, or so as to interrupt a Member whilst speaking.

May be  
communicated  
by Minister.

See No. 403.

397. The Message may, if necessary, be at once taken into consideration, or be ordered to be printed and a future time fixed for taking the same into consideration.

When  
considered.

See No. 405.

398. Any Message from the Governor-General forwarding any Estimates shall be referred to the Committee of Supply, and any Message recommending the appropriation of money by Bill shall be referred to a Committee of the whole House.

Messages  
referred to  
Committee.

New.

## CHAPTER XXXI.

## SUSPENSION OF STANDING ORDERS.

399. In cases of urgent necessity, any Standing or Sessional Order or Orders of the House may be suspended for the day's sitting, on Motion, duly moved and seconded, without notice. Motion for suspension without notice. See No. 407.

400. The suspension of Standing Orders is limited in its operation to the particular purpose for which such suspension has been sought. Limitation of suspension. See No. 409.

## DURATION OF STANDING ORDERS.

401. The whole of these Standing Orders shall continue in force until altered, amended, or repealed. In force till altered. See No. 410.

## CHAPTER XXXII.

## JOINT STANDING ORDERS.

## ACTS ASSENTED TO.

I. Every Act which shall have passed both Houses and received His Majesty's assent shall have the date of such assent, or in the case of a Bill which shall have been reserved for the signification of His Majesty's pleasure thereon, of such reservation, and also the date of proclamation of assent, following the words, "Assented to" or "Reserved" and "Assent proclaimed" respectively (as the case may be), within parentheses, immediately after the title; and one copy of such Act, bearing the signature of the Governor-General, shall be retained by the Clerk for deposit amongst the records of the Parliament. Acts to be dated. See No. 1.

## DISAGREEMENT BETWEEN THE HOUSES.

II. The Members present at the joint sitting, under section 57 of *The Constitution*, shall appoint by ballot a Member to preside, and until such appointment the Clerk of the Senate shall act as Chairman. Appointment of Chairman. (Section 57, The Constitution.) See No. 2.

III. The Member chosen to preside shall present to the Governor-General for the Royal Assent any proposed law duly passed at such joint sitting. Presentation of Bill. See No. 3.