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STANDING ORDERS

OF THE

LEGISLATIVE ASSEMBLY

Made by the Governor in pursuance
of s. 11 and s. 5(1) of the British
Guiana (Constitution) Order in Council,
1961.



Secretary to the
Office of the Governor

OCTOBER, 1961.

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STANDING ORDERS OF THE
LEGISLATIVE ASSEMBLY

MEMBERS AND OFFICERS OF THE ASSEMBLY

1. OATH OF ALLEGIANCE

(1) Except for the purpose of electing a Speaker and Deputy Speaker after a general election, no Member of the Assembly shall take part in the proceedings thereof until he has made and subscribed the oath or affirmation of allegiance in the form set out in the Appendix to these Orders.

(2) Immediately following the election of a Speaker and Deputy Speaker after a general election, the Clerk shall administer the oath first to the Speaker and Deputy Speaker if present and then to the other Members.

(3) At any other time, the oath shall be administered by the Clerk immediately after Prayers.

2. ELECTION OF SPEAKER

(1) Whenever it is necessary for the Assembly to elect a person to be Speaker, whether after a general election or when a vacancy in the office of Speaker has occurred in any other way, the procedure for the election shall be as provided in this Order.

(2) Any Member, having first ascertained that the Member or other person to be proposed is willing to serve if elected, may, addressing himself to the Clerk, propose any other Member (not being a Minister or a Parliamentary Secretary) or any other suitable person to the Assembly as Speaker.

The proposal shall require to be seconded, but no debate shall be allowed.

(3) If only one person is so proposed, he shall be declared by the Clerk to have been elected.

(4) If more than one person is so proposed, the Assembly shall proceed to elect a Speaker by ballot.

(5) The procedure for the holding of a ballot shall be as follows:-

- (a) Every Member present shall, if he desires, write upon a ballot-paper to be supplied to him by the Clerk the name of the person so proposed whom he desires to be Speaker.
- (b) The Clerk shall then call the names of all the Members and each Member who so desires shall, as his name is called, come to the Table and drop his ballot-paper into a glass thereon in such a manner as not to disclose how he is voting.
- (c) When all the Members who wish to do so have dropped their ballot-paper in the glass, the Clerk shall examine the ballot-papers and report the result of the ballot.
- (d) If no person receives a majority of votes, but two or more persons receive the same number of votes, and that number of votes exceeds the number of votes received by any other person, a second ballot shall be taken, in the manner prescribed in the three preceding sub-paragraphs save that no vote shall be cast for any person except one or other of the persons who received an equal number of votes.
- (e) If upon the holding of the second ballot, referred to in subparagraph (d) of this paragraph, two or more persons receive an

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equal number of votes, subsequent ballots shall be held until one person has been duly elected.

- (f) A Member shall not drop any ballot-paper into the glass save his own.
- (g) A Member who arrives after the names of the Members have been called and before the Clerk has begun his examination of the ballot-papers, shall be entitled to record his vote in the manner prescribed in this Standing Order.

3. ELECTION OF DEPUTY SPEAKER

(1) Whenever there is a vacancy in the office of Deputy Speaker, the Assembly shall, in accordance with Article 60 of the Constitution, proceed to elect a Member to be Deputy Speaker.

(2) The election of the Deputy Speaker shall be conducted in a similar manner to the election of the Speaker, save that the Speaker, if present, shall preside.

4. PRESIDING IN THE ASSEMBLY AND IN COMMITTEE

(1) The Speaker or, in his absence, the Deputy Speaker or, if they are both absent, a Member of the Assembly (not being a Minister or a Parliamentary Secretary) elected by the Assembly for that sitting shall preside at each sitting of the Assembly and shall act as Chairman of Committees of the whole Assembly, including the Committee of Supply.

(2) Save as otherwise provided in these Standing Orders, the Deputy Speaker, or other Member presiding, shall have all the authority and power of the Speaker when presiding or otherwise performing the function of the Speaker.

(3) The Speaker may, without any formal communi-

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cation to the Assembly or to the Committee, request the Deputy Speaker to take the Chair.

(4) Whenever the unavoidable absence of the Speaker from any day's sitting is announced by the Clerk at the Table, the Deputy Speaker shall take the Chair and shall be invested with all the powers of the Speaker until the next sitting of the Assembly, or for twenty-four hours, whichever period is the shorter.

(5) The Speaker in the Assembly and the Chairman in the Committee shall have power to regulate the conduct of business in all matters not provided for in these Standing Orders.

5. LANGUAGE

(1) The proceedings and debates of the Assembly shall be in the English Language.

(2) Every petition shall be in the English Language.

6. DUTIES OF THE CLERK

(1) The Clerk shall be responsible for keeping the Minutes of Proceedings of the Assembly and of Committees of the whole Assembly, which shall record the names of Members attending, all decisions taken and details of every division held.

(2) The Clerk shall submit the Minutes of Proceedings of each sitting to the Speaker for his signature and shall then circulate copies thereof to Members before the commencement of the next sitting.

(3) At the end of each session, the Clerk shall cause to be prepared and placed in the records of the Assembly a bound volume containing the Minutes of Proceedings of that session, marked with all such corrections as the Speaker may have directed to be made therein.

(4) The Clerk shall be responsible for preparing from day to day an Order Book showing all business

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appointed for any future day and any notices of questions or motions which have been set down for a future day whether for a day named or not given. The Order Book shall be open to the inspection of Members at all reasonable hours.

(5) The Clerk shall be responsible for preparing for each sitting -

- (a) an Order Paper containing the business for that sitting, and
- (b) a Notice Paper containing all notices entered in the Order Book on the previous day if the Assembly then sat, or, in the case of the first sitting after an adjournment over one or more days, all notices entered in the Order Book since the Assembly last sat.

(6) On any day on which the Assembly sits, copies of both the Order Paper and the Notice Paper shall be made available to Members before the commencement of the sitting. During an adjournment of the Assembly for more than seven days, a Notice Paper shall be published -

- (a) six clear days before the day on which the Assembly is to meet, containing all notices entered in the Order Book since the last sitting of the Assembly; and
- (b) thereafter on any day (not being a Sunday) following that on which any new notice shall have been entered in the Order Book.

(7) The Clerk shall be responsible for the custody of the votes, records, bills and other documents laid before the Assembly, which shall be open to inspection by Members of the Assembly and other persons under such arrangements as may be sanctioned by the Speaker.

(8) It shall be the responsibility of the Clerk to provide every Select Committee of the Assembly with a Clerk and, if so required by the Committee, a shorthand writer.

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7. QUORUM

(1) The Quorum of the Assembly and of a Committee of the whole Assembly shall consist of twelve Members (excluding the Member in the Chair).

(2) If any Member draws the attention of the Speaker in the Assembly or of the Chairman in Committee of the whole Assembly to the fact that a quorum is not present, the Speaker or Chairman, as the case may be, shall direct Members to be summoned as if for a division.

(3) When the order to summon Members has been given in the Assembly, the Speaker shall, after the expiration of five minutes, count the Assembly. If a quorum is not then present, he shall adjourn the Assembly without question put.

(4) When the order to summon Members has been given in Committee of the whole Assembly, the Chairman shall, after the expiration of two minutes, count the Committee. If he ascertains that a quorum is not then present, he shall leave the Chair, the Assembly shall resume and the Speaker shall count the Assembly. If a quorum is then present, the Assembly shall again resolve itself into Committee; but if a quorum is not present, the Speaker shall adjourn the Assembly without question put.

SITTINGS OF THE ASSEMBLY

8. DAYS OF SITTINGS

(1) Subject to Article 78 of the Constitution, the Assembly shall sit every day except Saturdays and Sundays, and every adjournment of the Assembly shall be to the next sitting day, unless the Assembly, upon a motion moved by a Minister, otherwise decides.

(2) If, during an adjournment of the Assembly, it is represented to the Speaker by the Premier that the public interest requires that the Assembly should meet on an earlier day than that to which it stands adjourned,

the Speaker may give notice accordingly and the Assembly shall meet at the time stated in such notice. The Clerk shall as soon as possible inform each Member in writing, or if necessary by telegram, of any such earlier meeting.

9. HOURS OF SITTING

(1) Subject to Article 78 of the Constitution, every sitting shall begin at 2 o'clock in the afternoon, and, unless the Assembly otherwise decides, shall end not later than 10 o'clock on the same day. Before 10 o'clock the Assembly shall not adjourn except in pursuance of a resolution.

(2) At 9 o'clock the Speaker shall interrupt the business under discussion and its resumption shall be appointed for such day as the Member in charge of it may name, and if the Assembly is in Committee the Chairman shall interrupt the business and shall leave the Chair forthwith, the Member in charge of that business shall report progress to the Assembly and the Committee shall be directed to sit again on such day as he shall name. Any other business standing on the Order Paper, if unopposed, shall then be disposed of, or, if opposed, shall be set down for such other sitting as the Member in charge of it shall name. Any business which when called during the time of unopposed business is objected to by a Member shall be treated as opposed business.

(3) On the interruption of business the Closure may be moved and if it is moved or if proceedings under Standing Order No. 38 (Closure of Debate) are then in progress the Speaker or the Chairman shall not leave the Chair until the questions consequent thereon and on any further motion as provided for in Standing Order No. 38 (Closure of Debate) have been decided even though the Divisions on such questions carry on beyond 9.30 o'clock, but in that event immediately such questions have been decided or, if in Committee, as soon as the Chairman's report has been received, the Speaker shall proceed as provided.

for in the next succeeding paragraph.

(4) Business which has not been disposed of or postponed by 9.30 o'clock shall stand over till the next sitting, and at that hour, or upon the earlier conclusion of all business appointed at a sitting, the Speaker shall call upon a Minister to move "That this Assembly do now adjourn" and upon that question being agreed to, the Assembly shall adjourn. If that question has not been agreed to at 10 o'clock, the Speaker shall at that hour adjourn the Assembly without question put.

(5) A Minister may, without notice, at the time appointed in Standing Order No. 12 (Order of Business), move that the proceedings on any specified business be exempted at that day's sitting from the provisions of paragraph (2) of this Order, and any such motion shall be decided without amendment or debate. Any business so exempted shall not be interrupted at 9 o'clock and may be entered upon at any hour though opposed. Upon the conclusion of all business so exempted, the Speaker shall call upon a Minister to move "That this Assembly do now adjourn", and, if that question has not been previously agreed to, after the expiration of half an hour the Speaker shall adjourn the Assembly without question put.

(6) The Speaker may at any time, for the convenience of Members, suspend the sitting for a stated period, but unless the Assembly otherwise resolves the Speaker shall at 4 o'clock suspend the sitting for half an hour, and at 6.30 o'clock suspend the sitting for $1\frac{1}{2}$ hours.

10. ADJOURNMENT OF THE ASSEMBLY

(1) A Minister may move "That this Assembly do now adjourn" at any time after the conclusion of questions at any sitting, but any other Member may only move such a Motion under Standing Order No. 11 (Adjournment - Definite Matter of Urgent Public Importance).

(2) Upon any Motion "That this Assembly do now adjourn" moved under paragraph (4) or paragraph (5) of Standing Order No. 9 (Hours of Sitting), a debate may take place,

in which any matter for which a Minister is responsible may be raised by any Member who has obtained the right to raise a matter on the motion for the adjournment of the Assembly that day. If time permits the Speaker may allow any other Member, who has given him prior notice of his wish so to do, to speak on the subject raised, and the Minister who is responsible for the matter raised shall reply. Thereafter, if time permits, any other Member who has obtained the right may similarly raise a matter subject to the same conditions. In any such debate any Minister may speak more than once in reply to Members raising matters.

(3) Any Member who wishes to raise a matter under the provisions of paragraph (2) of this Order at a particular sitting shall give notice of the matter in writing to the Speaker not less than three days before the sitting concerned. Subject to the giving of such notice, the right to raise a matter shall be allotted for each sitting through such arrangements as the Speaker may make.

11. ADJOURNMENT - DEFINITE MATTER OF URGENT PUBLIC IMPORTANCE

(1) Any Member other than a Member of the Government may at the time appointed under Standing Order No. 12 (Order of Business) rise in his place and ask leave to move the adjournment of the Assembly for the purpose of discussing a definite matter of urgent public importance.

(2) A Member who wishes so to ask leave to move the adjournment of the Assembly shall, before the commencement of the sitting, hand to the Speaker a written notification of the matter which he wishes to discuss. The Speaker shall refuse to allow the claim unless he is satisfied that the matter is definite, urgent and of public importance and may properly be raised on a motion for the adjournment of the Assembly.

(3) If the Speaker is so satisfied and either
(a) leave of the Assembly is given; or

- (b) if it is not given, at least twelve Members rise in their places to support the request,

the motion shall stand over until 4.30 o'clock on the same day, and at that hour any proceeding on which the Assembly is engaged shall be postponed until the motion for the adjournment is disposed of or until 9 o'clock, whichever is the earlier. At 9 o'clock the motion for the adjournment, if not previously disposed of, shall lapse and the proceedings which have been postponed shall be resumed and dealt with in accordance with the next paragraph of this Order.

(4) At 9 o'clock or upon the earlier conclusion of the debate on the motion for the adjournment, the business which was postponed at 4.30 o'clock shall be resumed and any proceedings thereon, and upon any business standing on the Order Paper for that day's sitting, shall be exempted from the provisions of paragraph (1) of Standing Order No. 9 (Hours of Sittings) for a period of time equal to the duration of the proceedings upon the adjournment motion under this Order, and that period shall be added to the hours of 9 o'clock, 9.30 o'clock and 10 o'clock wherever they occur in that order.

(5) Not more than one motion for the adjournment of the Assembly under this Order may be allowed at one sitting.

ARRANGEMENT OF BUSINESS

12. ORDER OF BUSINESS

Unless the Assembly otherwise directs, the business of each sitting day shall be transacted in the following order:-

- (a) Formal entry of Speaker.
- (b) Prayers.
- (c) Oath of allegiance of a new Member.
- (d) Messages from the Governor.

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- (e) Announcements by the Speaker.
- (f) Presentations of Petitions.
- (g) Presentation of Papers and Reports from Select Committees.
- (h) Questions to Ministers.
- (i) Statements by Ministers.
- (j) Personal explanations.
- (k) Requests for leave to move the adjournment of the Assembly on matters of urgent public importance.
- (l) Motions relating to the Business or Sittings of the Assembly and moved by a Minister.
- (m) Introduction of Bills.
- (n) Public Business.

PETITIONS AND PAPERS

13. PRESENTATION OF PETITIONS

- (1) Every Petition intended to be presented to the Assembly must conclude with a prayer setting forth the general object of the Petition.
- (2) A Petition shall not be presented to the Assembly unless it shall have been endorsed by the Clerk as being in accordance with the rules in regard to Petitions.
- (3) The Member presenting a Petition may state concisely the purport of the Petition.
- (4) All Petitions shall be ordered to lie upon the Table without question put unless a Member when presenting a Petition moves for it to be read, printed or referred to a Select Committee and any such motion shall be determined without amendment or debate.
- (5) The Assembly will not receive any Petition -

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- (a) which is not addressed to the Assembly and which is not properly and respectfully worded; or
- (b) which has not at least one signature on the sheet on which the prayer of the Petition appears and which has not at least the prayer at the head of each subsequent sheet of signatures.

14. PRESENTATION OF PAPERS

(1) Every paper shall be presented by a Minister and its presentation shall be recorded in the Minutes of Proceedings.

(2) A Minister presenting a paper may make a short explanatory statement of its contents but no debate shall then take place upon any such statement.

(3) All papers presented to the Assembly shall be ordered to lie upon the Table without question put and any motion for the printing thereof shall be determined without amendment or debate.

QUESTIONS

15. NATURE OF QUESTIONS

Questions may be put to Ministers relating to public affairs for which they are officially responsible.

16. NOTICE OF QUESTIONS

(1) A question shall not be asked without notice, unless it is of an urgent character or relates to the business of the day, and the Member has, before the commencement of the sitting, obtained the leave of the Speaker to ask it.

(2) Notice of a question may be handed by a Member to the Clerk when the Assembly is sitting, or may be sent to or left at the Office of the Clerk at any time during the hours prescribed for the purpose. Every such notice

must be signed by the Member giving it.

(3) A Member who desires an oral answer to a question shall mark his notice with an asterisk and such a question shall be put down for a day to be named by the Member being a day not earlier than fourteen clear days after the Question has appeared on the Notice Paper. A question not so marked may be put down for the next sitting day of the Assembly and the answer when received shall be circulated with the Minutes of Proceedings.

17. CONTENTS OF QUESTIONS

(1) The right to ask a question shall be subject to the following general rules, as to the interpretation of which the Speaker shall be the sole judge:-

- (a) The proper object of a question is to obtain information on a question of fact within the official cognisance of the Minister to whom it is addressed, or to ask for official action.
- (b) A question shall not include the names of persons, or any statements of fact, unless they be necessary to render the question intelligible.
- (c) If a question contains a statement of fact, the Member asking it shall make himself responsible for the accuracy of the statement, and no question shall be based upon a newspaper report or upon an official publication.
- (d) No Member shall address the Assembly upon any question, and a question shall not be made the pretext for a debate.
- (e) Not more than one subject shall be referred to in any one question, and a question shall not be of excessive length.
- (f) A question shall not contain arguments,

inferences, opinions, imputations, epithets, ironical expressions or hypothetical cases.

(g) A question shall not be asked -

- (i) which raises an issue already decided in the Assembly, or which has been answered fully during the current session, or to which an answer has been refused;
- (ii) seeking information about matters which are in their nature secret;
- (iii) regarding proceedings in a Committee which have not been placed before the Assembly by a report from the Committee;
- (iv) which deals with matters referred to a Commission of Enquiry or within the jurisdiction of the Chairman of a Select Committee;
- (v) as to the character or conduct of any person except in his official or public capacity;
- (vi) about any matter then pending before any Court of Justice, or which reflects on the decision of a Court of Justice;
- (vii) reflecting on the character or conduct of any person whose conduct can only be challenged on a substantive motion under Standing Order 35 (Contents of Speeches);
- (viii) asking whether statements in the Press, or of private individuals, or unofficial bodies are accurate;
- (ix) the answer to which can be found by reference to available official

publications; or

- (x) referring discourteously to, or seeking information about, the internal affairs of any Territory within the Commonwealth or of a friendly Foreign Country.
- (h) A question shall not solicit the expression of an opinion, or the solution of an abstract legal question, or of a hypothetical proposition.

(2) If the Speaker is of the opinion that any question of which a Member has given notice to the Clerk infringes the provisions of any Standing Order or is in any way an abuse of the right of questioning, he may direct -

- (a) that the Member concerned be informed that the question is out of order; or
- (b) that the question be entered in the Order Book with such alterations as he may direct.

18. MANNER OF ASKING AND ANSWERING QUESTIONS

(1) At the time appointed for the oral asking and answering of questions under Standing Order No. 12 (Order of Business), the Speaker shall call in turn upon each Member in whose name a question stands upon the Order Paper, in the order in which the questions are printed. Each Member so called shall rise in his place and ask the question by reference to its number on the Order Paper and the Minister questioned shall give his reply.

(2) After the answer to a question has been given supplementary questions may, at the discretion of the Speaker, be put for the purpose of elucidating the answer given orally, but the Speaker may refuse any such question which in his opinion introduces matters not relative to the original question, or which infringes any of the provisions of Standing Order No. 17

(Contents of Questions), and may in that case direct that such question be not reported in the Official Report.

(3) When all the questions for which an oral answer is required have been called, the Speaker, if time permits, shall call again any question which has not been asked by reason of the absence of the Member in whose name it stands; in which case a Member may ask a question for another Member, if deputed by him to do so. The Speaker shall also call again any question which has not been answered by reason of the absence of the Member to whom it is addressed.

(4) A Minister may decline to answer a question, if the publication of the answer would in his opinion be contrary to the public interest.

(5) Not more than three questions requiring an oral answer shall appear on the Order Paper in the name of the same Member for the same day and any question in excess of this number shall not be called by the Speaker but shall be answered as provided in paragraph (7) of this Order, save that no postponement shall be allowed.

(6) No question shall be asked after 2.45 o'clock in the afternoon except any question which the Speaker has allowed to be asked without notice under paragraph (1) of Standing Order No. 16 (Notice of Questions)

(7) Questions which have not received an oral answer by 2.45 o'clock shall be answered in writing by the Minister to whom the question was addressed and copies of the answer shall be sent immediately after that hour to the Clerk, who shall send a copy to the Member in whose name the question stood upon the Order Paper and cause the answer to be circulated with the Minutes of Proceedings, unless at any time before 2.45 o'clock a Member having a question on the Order Paper but whose name has not yet been called by the Speaker signifies to the Clerk at the Table his desire to postpone the question to a later sitting or to withdraw it.

19. PERSONAL EXPLANATIONS

With the leave of the Speaker, a Member may make a personal explanation at the time appointed under Standing Order No. 12 (Order of Business) although there is no question before the House; but no controversial matter may be brought forward nor may debate arise upon the explanation.

PUBLIC BUSINESS

20. ARRANGEMENT OF PUBLIC BUSINESS

(1) Public Business shall consist of orders of the day and notices of motions.

(2) Subject to the provisions of these Standing Orders, Government Business shall have precedence on every day except on Wednesdays when Private Members' business shall have precedence.

(3) Government business shall consist of motions proposed to be made and bills sponsored by Ministers and shall be set down in such order as the Government decides and communicates to the Speaker.

(4) Private Members' business shall be set down on the Order Paper for a particular day in the order in which it was entered in the Order Book for that day, and business so entered shall take precedence over any business postponed from the previous day.

MOTIONS AND AMENDMENTS THERETO

21. QUESTIONS FOR DEBATE

(1) Subject to the provisions of the Constitution and of these Standing Orders, any Member may introduce any Bill or propose any motion for debate in, or may present any petition to the Assembly, and the same shall be disposed of according to these Standing Orders:

Provided that, except on the recommendation of the Governor signified by a Minister, the Assembly shall

not

- (a) proceed upon any Bill (including any amendment to a Bill) which, in the opinion of the person presiding, makes provision for any of the following purposes -
- (i) for imposing or increasing any tax;
 - (ii) for imposing or increasing any charge on the revenues or other funds of British Guiana or for altering any such charge otherwise than by reducing it; and
 - (iii) for compounding or remitting any debt due to British Guiana;
- (b) proceed upon any motion (including any amendment to a motion) the effect of which, in the opinion of the person presiding, would be to make provision for any of the purposes aforesaid.

(2) The signification of the recommendation of the Governor shall be recorded in the Minutes of Proceedings.

(3) When a question for debate has been proposed, debated and decided, it shall not be competent for any Member to raise a question substantially identical thereto in the same session except upon substantive motion for rescission.

22. NOTICE OF MOTIONS OR AMENDMENTS

(1) Where under any Standing Order notice is required such notice shall be given in writing, signed by the Member and addressed to the Clerk. Such notice shall be handed to the Clerk when the Assembly is sitting or sent to, or left at, the Clerk's Office during the hours prescribed for the purpose.

(2) If the Speaker is of opinion that any notice

of motion which has been received by the Clerk infringes the provisions of any Standing Order or is in any other way out of order, he may direct:-

- (a) that the Member concerned be informed that the notice of motion is out of order; or
 - (b) that the notice of motion be entered in the Order Book with such alterations as he may direct.
- (3) Not more than three notices of motion in the name of the same Member other than a Minister may be entered on the Order Paper of any sitting.

23. PERIOD OF NOTICE

(1) Except as provided in the next succeeding paragraph a notice of a Government motion shall not be placed upon the Order Paper of any sitting earlier than the day following the day upon which it was published in the Notice Paper.

(2) With the consent of the Speaker, a notice of a Government motion may be placed upon the Order Paper for the sitting of the day following that on which it was given to the Clerk.

(3) Except as provided in paragraph (5) of Standing Order No. 76 (Reports from Select Committees) a notice of a Private Member's motion shall not be entered in the Order Book, or placed upon the Order Paper, for a day earlier than fourteen clear days from the day on which the notice was published in the Notice Paper.

24. EXEMPTIONS FROM NOTICE

Unless the Standing Orders otherwise provide, notice shall be given of any motion which it is proposed to make, with the exception of the following:-

- (a) a motion for the amendment of any motion;
- (b) a motion for the adjournment of the

Assembly or of a debate;

- (2) a motion for the election of a temporary presiding officer under paragraph (1) of Standing Order No. 4 (Presiding in the Assembly and in Committee);
- (d) a motion for the suspension of Standing Orders put with the leave of the Speaker;
- (e) a motion for the withdrawal of strangers;
- (f) a motion that the Assembly resolve itself into Committee;
- (g) a motion made in Committee of the whole Assembly, other than the Committee of Supply;
- (h) a motion for the suspension of a Member.
- (i) a motion that a petition do lie upon the Table and be read, printed or referred to a Select Committee;
- (j) a motion for the printing of a paper under paragraph (3) of Standing Order No. 14 (Presentation of Papers);
- (k) a motion relating to a matter of privilege;
- (l) a motion arising out of any item of business made immediately after that item is disposed of and before the next item is entered upon;
- (m) a motion to commit a bill to a Select Committee under paragraph (1) of Standing Order No. 49 (Committal of Bill);
- (n) a motion to recommit a bill under paragraph (1) of Standing Order No. 54 (Recommittal of Bills reported from Committee of the Whole Assembly);
- (o) a motion for the withdrawal of a bill under Standing Order No. 59 (Withdrawal of Bills);

- (p) a motion in respect of which notice has been dispensed with under Standing Order No. 25 (Dispensing with Notice).

25. DISPENSING WITH NOTICE

Notice shall not be dispensed with in the case of a motion or in respect of any proceedings for which notice is required, except with the consent of the Speaker and the assent of the majority of the Members present at the time.

26. PRIVILEGE MOTIONS

(1) A motion directly concerning the privileges of the Assembly shall take precedence of all other public business.

(2) If during a sitting of the Assembly a matter suddenly arises which appears to involve the privileges of the Assembly and which calls for the immediate intervention of the Assembly, the proceedings may be interrupted, save during the progress of a division, by a motion based on such matter.

27. MOVING OF MOTIONS

(1) Subject to the Constitution and to these Standing Orders, it shall be competent for any Member to propose by way of motion any matter for debate in the Assembly.

(2) On a motion made and when necessary seconded, the Speaker shall propose the question to the Assembly, and after debate, if any, shall then put the question for the decision of the Assembly.

(3) If a motion embodies two or more separate propositions, the propositions may be proposed by the Speaker as separate questions.

(4) If a Member desires to vary the terms of a

motion standing in his name, he may do so by giving an amended notice of motion, provided that such amendment does not, in the opinion of the Speaker, materially alter any principle embodied in the original motion or the scope thereof. Such amended notice of motion shall run from the time at which the original notice of motion was given.

28. SECONDING OF MOTIONS

(1) In the Assembly the question upon a motion or amendment shall not be proposed by the Speaker unless such motion or amendment has been seconded:

Provided that Government business shall not require seconding.

(2) In Committee a seconder shall not be required.

29. MOTIONS NOT MOVED OR SECONDED

(1) If a Member does not move a motion or amendment which stands in his name when he is called on, it shall be removed from the Order Paper unless some other Member, duly authorised by him in writing, move it in his stead:

Provided that Government business may be moved by any Minister.

(2) No question shall be proposed upon a motion or amendment, which under these Standing Orders is required to be seconded, if it is not so seconded, and no record of proceedings upon the motion or amendment shall be entered in the Minutes of Proceedings.

30. WITHDRAWAL OF MOTIONS

(1) A motion may be withdrawn, at the request of the mover, after it has been moved, by leave of the Assembly or Committee, before the question is fully put thereon, provided there is no dissentient voice.

(2) A motion so withdrawn may be made again provided

that notice, as required by these Orders, is given.

(3) If an amendment has been proposed to a question, the original motion cannot be withdrawn until the amendment has been disposed of.

31. AMENDMENTS TO MOTIONS

(1) When any motion is under consideration in the Assembly or in a Committee thereof an amendment may be proposed to the motion if it is relevant thereto.

(2) An amendment may be proposed to any such amendment if it is relevant thereto.

(3) An amendment to a motion may be moved and seconded at any time after the question upon the motion has been proposed by the Speaker or Chairman, and before it has been put by the Speaker or Chairman at the conclusion of the debate upon the motion. When every such amendment has been disposed of, the Speaker or Chairman shall either again propose the question upon the motion or shall propose the question upon the motion as amended, as the case may require, and after any further debate which may arise thereon, shall put the question to the Assembly or Committee for its decision.

(4) (a) Upon any amendment to leave out any of the words of the motion, the question to be proposed shall be "That the words proposed to be left out be left out of the question."

(b) Upon any amendment to insert words in, or add words at the end of, a motion, the question to be proposed shall be "That those words be there inserted" (or "added").

(c) Upon any amendment to leave out words and insert or add other words instead, a question shall first be proposed "That the words proposed to be left out be left out of the question",

and only if that question is agreed to, shall the question then be proposed "That those words be there inserted" (or "added").

- (d) When two or more amendments are proposed to be moved to the same motion, the Speaker shall call upon the movers in the order in which their amendments relate to the text of the motion, or in case of doubt in such order as he shall decide.
 - (e) Any amendment may be withdrawn at the request of the mover, by leave of the Assembly, before the question is fully put thereon, provided that there is no dissentient voice.
- (5)
- (a) Any amendment to an amendment which a Member wishes to propose may be moved and seconded at any time after the question upon the original amendment has been proposed, and before it has been put at the conclusion of the debate on the original amendment.
 - (b) The provisions of paragraph (4) of this Order shall apply to the discussion of amendments to amendments except that in any question to be put, the words "original amendment" shall be substituted for the word "question".
 - (c) When every such amendment to an amendment has been disposed of, the Speaker shall either again propose the question upon the original amendment, or shall propose the question upon the original amendment as amended, as the case may require.
- (6) Any amendment, whether in the Assembly or in Committee of the whole Assembly, shall be put into writing

by the mover and delivered to the Clerk before the question is proposed thereon.

(7) When the question upon an amendment to a motion has been proposed by the Speaker or Chairman an earlier part of the motion may not be amended unless the amendment under discussion is withdrawn.

(8) An amendment shall not raise any question which, by these Standing Orders, can only be raised by a substantive motion after notice.

RULES OF DEBATE

32. TIME AND MANNER OF SPEAKING

(1) A Member desiring to speak shall rise in his place and if called upon shall address the Chair. No Member shall speak unless called upon by the Speaker or Chairman.

(2) If two or more Members rise at the same time, the Speaker or Chairman shall call upon the Member who first catches his eye.

(3) Every Member shall confine his observations to the subject under consideration, and, where more than one question has been proposed, as by way of amendment, the debate must be relevant to the last question so proposed, until it has been disposed of.

(4) No Member shall speak more than once on any question except-

- (a) in Committee;
- (b) in explanation as prescribed in paragraph (4) of this Order; or
- (c) in the case of the mover of a substantive motion or the Member in charge of a bill, in reply:

Provided that any Member may, without prejudice to his right to speak at a later period of the debate, second a motion or amendment by rising in his place and

stating that it is his intention to second the motion or amendment.

(5) A Member who has spoken on a question may again be heard to offer explanation of some material part of his speech which he claims has been misrepresented, but he shall not introduce new matter.

(6) A Member who has spoken may speak again when a new question has been proposed by the Speaker or Chairman, such as a proposed amendment or a motion for the adjournment of the debate.

(7) A Member shall not read his speech except with the leave of the Speaker but he may read extracts from books or papers in support of his argument, and may refresh his memory by reference to notes.

(8) No Member may speak on any question after it has been fully put to the vote by the Speaker or Chairman, that is, after the voices of the Ayes and Noes have been collected.

(9) No Member may speak on any matter in which he has a direct personal pecuniary interest, without disclosing the extent of that interest.

(10) No Member shall be entitled to speak for more than thirty minutes on any question except that -

- (a) a mover of a motion shall be entitled to speak for forty-five minutes on such motion or in reply; and
- (b) the Speaker shall grant extensions of time for periods of fifteen minutes to any Member upon the Assembly approving a motion made that such extension be granted. Any such motion shall be put forthwith without debate.

33. RIGHT OF REPLY

(1) The mover of a motion may reply after all the other Members present have had an opportunity of addressing the Assembly and before the question is put, and

after such reply no other Member may speak, except as provided in paragraph (2) of this Order.

(2) A Minister may conclude a debate on any motion which is critical of the Government, or reflects adversely on or is calculated to bring discredit upon the Government or a Government Officer.

34. INTERRUPTIONS

No Member shall interrupt another Member except -

- (a) by rising to a point of order, when the Member speaking shall resume his seat and the Member interrupting shall simply direct attention to the point which he desires to bring to notice and submit it to the Speaker or Chairman for decision; or
- (b) to elucidate some matter raised by that Member in the course of his speech, provided that the Member speaking is willing to give way and resumes his seat and that the Member wishing to interrupt is called by the Chair.

35. CONTENTS OF SPEECHES

(1) Reference shall not be made to any matter which is sub judice, in such a way as might in the opinion of the Chair prejudice the interests of parties thereto.

(2) It shall be out of order to attempt to reconsider any specific question upon which the Assembly has come to a conclusion during the current session except upon a substantive motion for rescission.

(3) It shall be out of order to use offensive and insulting language about Members of either Chamber of the Legislature.

(4) Members shall be referred to by the names of the electoral district for which they have been elected.

(5) No Member shall impute improper motives to any

Member of either Chamber of the Legislature.

(6) Her Majesty's or the Governor's name shall not be used to influence the Assembly.

(7) The conduct of Her Majesty and Members of the Royal Family shall not be called in question.

(8) The conduct of the Governor or Officer administering the Government, Members of either Chamber of the Legislature, Judges of the Supreme Court or other persons performing judicial functions shall not be raised except upon a substantive motion moved for the purpose.

36. SCOPE OF DEBATE

(1) Debate upon any motion, bill or amendment shall be relevant to such motion, bill or amendment, except in the case of a motion for the adjournment of the Assembly.

(2) When an amendment proposes to leave out words and to add or insert other words instead of them, debate upon the question "That the words proposed to be left out be left out of the question" may include both the words proposed to be left out and those proposed to be added or inserted.

(3) On an amendment proposing only to leave out words or to add or insert words, debate shall be confined to the omission, addition or insertion of such words respectively.

(4) Debate upon any motion "That the debate be now adjourned", or "That this Assembly do now adjourn" if moved during any debate, or in Committee upon any motion "That the Chairman do report progress and ask leave to sit again", shall be confined to the matter of such motion; and a Member who has made or seconded such motion shall not be entitled to move or second any similar motion during the same debate.

37. ANTICIPATION

(1) It shall be out of order to anticipate a bill

by discussion upon a motion dealing with the subject matter of that bill.

(2) It shall be out of order to anticipate a bill or a notice of motion by discussion upon amendment or a motion for the adjournment of the Assembly.

(3) In determining whether discussion is out of order on the grounds of anticipation, regard shall be had by the Chair to the probability of the matter anticipated being brought before the Assembly within the reasonable time.

38. CLOSURE OF DEBATE

(1) After a question has been proposed any Member may at any time during the course of debate rise in his place and claim to move "That the question be now put" and unless it appears to the Chair that that motion is an abuse of the rules of the Assembly or an infringement of the rights of the minority, the question "That the question be now put" shall be put forthwith. No debate on that motion shall be allowed, and if the motion is carried, the debate then before the Assembly shall cease and the question before the Assembly shall be put forthwith.

(2) When the motion "That the question be now put" has been carried, and the question consequent thereon has been decided, any Member may claim that any other question already proposed from the Chair be now put and if the assent of the Chair is given such a question shall be put forthwith and decided without amendment or debate.

(3) A motion under this Standing Order shall not be decided in the affirmative if it appears on a division that less than twelve Members voted in the majority in support of the motion.

(4) The provisions of this Order shall apply only when, in the Assembly, the Speaker, or in

Committee the Speaker or Deputy Speaker is in the Chair.

39. RULES FOR MEMBERS NOT SPEAKING

A Member present in the Assembly during a debate

- (a) shall enter or leave the Assembly with decorum;
- (b) shall not read books, newspapers, letters or other documents save such as relate to the business before the Assembly;
- (c) shall maintain silence while another Member is speaking, and shall not interrupt, except in accordance with these Standing Orders; and
- (d) shall otherwise conduct himself in a fit and proper manner.

RULES OF ORDER

40. RESPONSIBILITY FOR ORDER IN THE ASSEMBLY AND IN COMMITTEE

(1) The Speaker in the Assembly and the Chairman in Committee shall be responsible for the observance of the rules of order in the Assembly and Committee respectively and their decision upon any point of order shall not be open to appeal and shall not be reviewed by the Assembly except upon a substantive motion made after notice.

(2) When the Speaker, or Chairman, rises any Member then speaking or wishing to speak shall immediately resume his seat and the Assembly, or the Committee, shall be silent.

41. ORDER IN THE ASSEMBLY AND IN COMMITTEE

(1) The Speaker or Chairman, after having called the attention of the Assembly, 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 and to resume his seat.

(2) The Speaker or the Chairman shall order any Member whose conduct is grossly disorderly to withdraw immediately from the Assembly during the remainder of that day's sitting, and may direct such steps to be taken as are required to enforce this order. But if, on any occasion, the Speaker or the Chairman considers that his powers under the previous provisions of this Order are inadequate, the Speaker or Chairman may name such Member for disregarding the authority of the Chair under this Standing Order, in which event the procedure prescribed in the next succeeding paragraph should be followed.

(3) Whenever a Member has been named by the Speaker or by the Chairman, then:-

(a) if the offence has been committed in the Assembly, the Speaker shall call upon a Minister to move "That Mr. be suspended from the service of the Assembly". The Speaker shall put the question on such motion forthwith, no seconder being required and no amendment, adjournment or debate being allowed;

(b) if the offence has been committed in Committee, the Chairman shall forthwith suspend the proceedings of the Committee and as soon as the Assembly has resumed, shall report the circumstances, whereupon the procedure provided for in the preceding subparagraph shall be followed;

(c) if any such motion be carried, and a Member be suspended, his suspension on the first occasion shall continue until the expiration of the fifth day,

and on the second occasion until the expiration of the tenth day, on which the Assembly sits after the day on which he was suspended, and on the third or any subsequent occasion until the Assembly resolves that such suspension be terminated.

(4) Not more than one Member shall be named at the same time, unless several Members present together have jointly committed the offence.

(5) A Member who is directed to withdraw or who is suspended under this Standing Order shall forthwith leave the Assembly and its precincts.

(6) If any Member who has been directed to withdraw or who has been suspended under this Standing Order, refuses at any time to obey the direction of the Speaker to withdraw from the Assembly and its precincts, the Speaker shall call the attention of the Assembly to the fact that recourse to force is necessary in order to compel obedience to his direction, and the Member named by him as having so refused to obey his direction shall thereupon without further question put be suspended from the service of the Assembly during the remainder of the session.

(7) If resort to force is necessary, the Speaker may suspend the sitting during the removal of the Member.

(8) A Member who is directed to withdraw or who is suspended under this Standing Order shall not be entitled to attend the sitting from which he was directed to withdraw or in a case of suspension to attend any sitting or enter the precincts or the Assembly until the termination of his suspension.

(9) In the case of grave disorder arising in the Assembly, the Speaker may, if he thinks it necessary to do so, adjourn the Assembly without question put, or suspend the sitting for a time to be named by him.

(10) Nothing in this Order shall be taken to deprive the Assembly of the power of proceeding against any

Member according to any resolution of the Assembly.

VOTING

42. DECISION OF QUESTIONS

(1) Save as otherwise provided in the Constitution or in these Standing Orders all questions proposed for decision in the Assembly or in Committee shall be determined by a majority of the votes of the Members thereof present and voting.

(2) The Speaker or other Member presiding shall not vote unless on any question the votes are equally divided, in which case, except as otherwise provided in the next succeeding paragraph, he shall have and exercise a casting vote.

(3) A Speaker elected from among persons who are not members of the Assembly shall have neither an original nor a casting vote and if, upon any question before the Assembly when such a Speaker is presiding, the votes of the Members are equally divided, the motion shall be lost.

43. COLLECTION OF VOICES

(1) At the conclusion of a debate upon any question the Speaker or Chairman shall put that question for the decision of the Assembly, and shall collect the voices of the Ayes and of the Noes, after which no further debate may take place upon that question.

44. DIVISIONS

(1) A division shall be taken by the Clerk calling each Member's name and asking each Member separately how he desires to vote and recording the vote accordingly. The Clerk shall then announce the number of those who have voted for, those who voted against the proposal and those who declined to vote and the Speaker or Chairman shall declare the result of the division.

(2) Every Member present, unless he expressly says that he declines to vote, shall record his vote either for the Ayes or the Noes. The Clerk shall enter in the Minutes or Proceedings the record of each Member's vote, and shall add a statement of the names of Members who declined to vote.

(3) If a Member states that he voted in error or that his vote has been counted wrongly, he may claim to have his vote altered provided that such claim is made as soon as the Clerk has announced the numbers and before the Chair has declared the result of the division. Upon such claim being made the Speaker, or Chairman, at his sole discretion shall either direct the Clerk to alter that Member's vote or direct that a fresh division be held.

PROCEDURE ON BILLS

45. INTRODUCTION AND FIRST READING

(1) Except as provided in paragraph (3) of this Order any Member may move for leave to introduce a bill of which he has given notice but a bill may be presented to the Assembly on behalf of the Government after notice without an order of the Assembly for its introduction.

(2) A notice of the presentation of a bill on behalf of the Government may be entered on the Order Paper for the day following the day on which it was received by the Clerk.

(3) Except upon the recommendation of the Governor, to be signified by a Minister and recorded in the Minutes of Proceedings, the Assembly shall not receive any Government bill and shall not proceed upon any motion for leave to introduce a bill which, in the opinion of the Speaker, would make provision for any of the following purposes -

- (a) for imposing or increasing any tax;
- (b) for imposing or increasing any charge on the revenues or other funds of British Guiana or for altering any such charge otherwise than by reducing it; or
- (c) for compounding or remitting any debt due to British Guiana.

(4) A bill, whether presented in pursuance of an order of the Assembly after leave given or without such order, shall be handed to the Clerk at the Table by the Member who gave notice of the bill. The Clerk shall then read aloud the short title of the bill, which shall then be recorded in the Minutes of Proceedings as having been read a first time and, unless previously printed, ordered to be printed.

(5) When a bill has been brought from the Senate and a Member of the Assembly has signified to the Clerk his willingness to take charge of the bill, that bill shall be recorded in the Minutes of Proceedings as having been read a first time and ordered to be printed and shall be put down for second reading on a day to be named by the Member in charge of the bill.

46. APPOINTMENT OF DAYS FOR STAGES OF BILLS.

(1) Subject to this Order, at the conclusion of the proceedings on any stage of a bill, the Member in charge of a bill may either name a day to be appointed for the next stage of the bill or move that the next stage be taken forthwith.

(2) An interval of not less than three days must elapse between the first and second reading of a bill, unless the Assembly on motion made and question put, agree to proceed with the bill at an earlier date, or forthwith.

(3) No bill shall be read a second time before the expiration of seven days from the date of its publication in the Gazette and until it has been printed and circulated to Members.

47. PRINTING AND CIRCULATION OF BILLS.

(1) The Clerk shall be responsible for the printing of bills from the draft handed to him by the Member in charge of the bill or, in the case of a Government bill, from the draft received by him with the notice of the presentation of the bill and, before any bill is printed, he shall satisfy himself that -

- (a) The bill is divided into successive clauses numbered consecutively;
- (b) the bill has in the margin a short summary of each clause; and
- (c) the provisions of the bill do not go beyond its title.

(2) As soon as possible after the printing of a bill the Clerk shall circulate a copy to every Member. The bill may be accompanied by a short explanatory statement of its objects.

(3) The Clerk shall as soon as possible cause every bill to be published in the Gazette.

48. SECOND READING OF BILLS

(1) On the second reading of a bill a debate may arise covering the general merits and principles of the bill.

(2) To the question "That the bill be now read a second time" an amendment may be proposed

to leave out the word "now" and add at the end of the question "upon this day six months", or an amendment may be moved to leave out all the words after the word "that" in order to add words stating the object and motive on which the opposition to the bill is based, but such words must be strictly relevant to the bill and not deal with its details.

49. COMMITTEE OF BILL.

(1) When a bill has been read a second time it shall stand committed to a Committee of the whole Assembly, unless the Assembly on motion made commits it to a Select Committee. Such motion shall not require notice and must be made immediately after the bill has been read a second time, and the question thereon shall be put without amendment or debate and may though opposed be decided after 9 o'clock.

(2) When a bill has been committed to a Select Committee, no further proceedings shall be taken thereon until the Select Committee has presented its report to the Assembly.

(3) A bill, while under consideration in Committee of the whole Assembly, may, on motion made in the Assembly, be withdrawn from that Committee and be referred to a Select Committee, and the reference to a Select Committee may be in respect of the bill as a whole, or to specified clauses.

50. FUNCTIONS OF COMMITTEES ON BILLS.

(1) Any Committee to which a bill is committed shall not discuss the principle of the bill but only its details.

(2) Any such Committee shall have power to make such amendments therein as they shall think fit, provided that the amendments, including new clauses and new schedules, are relevant to the subject matter of the bill; but if any such amendments are not within the title of the bill, they shall amend the title accordingly, and shall report the same to the Assembly.

51. PROCEDURE IN COMMITTEE OF THE WHOLE
ASSEMBLY ON A BILL.

(1) The Chairman in Committee of the whole Assembly shall call the number of each clause in succession. If no amendment is proposed thereto, or when all proposed amendments have been disposed of, he shall propose the question "That the clause [] or the clause as amended [] stand part of the bill" and, when all Members who wish to speak thereon have spoken, he shall put that question to the Committee for its decision.

(2) Any proposed amendments of which notice has not been given shall be handed to the Chairman in writing.

(3) The following provisions shall apply to amendments relating to bills: -

- (a) An amendment must be relevant to the subject matter of the bill, and to the subject matter of the clause to which it relates.
- (b) An amendment must not be inconsistent with any clause already agreed to or with any previous decision of the Committee.
- (c) An amendment must not be such as to make the clause which it proposes to amend unintelligible or ungrammatical.
- (d) If an amendment refers to, or is not intelligible without, a subsequent amendment or schedule, notice of the subsequent amendment or schedule must be given before or when the first amendment is moved so as to make the series of amendments intelligible as a whole.
- (e) In order to save time and repetition of arguments, the Chairman may allow a single discussion to cover a series of interdependent amendments.
- (f) The Chairman may refuse to allow an amendment, which is, in his opinion, frivolous or meaningless, to be moved.

- (g) Except upon the recommendation of the Governor, to be signified by a Minister and recorded in the Minutes of Proceedings, the Committee shall not proceed upon any amendment which, in the opinion of the Chairman, would make provision for any of the purposes described in paragraph (3) of Standing Order No. 45 (Introduction and First Reading).
- (h) The Chairman may at any time during the discussion of a proposed amendment withdraw it from the consideration of the Committee if, in his opinion, the discussion shall have shown that the amendment violates the provisions of this Standing Order.

(4) The provisions of paragraphs (4) and (5) of Standing Order No. 31 (Amendments to Motions) shall apply to the discussion of amendments to bills, with the substitution where appropriate of the word "clause" for the word "motion" or the word "question", and of the word "Chairman" for the word "Speaker" and the word "Committee" for the word "Assembly" throughout.

(5) A clause may be postponed, unless a decision has already been taken upon an amendment thereto. Postponed clauses shall be considered after the remaining clauses of the bill have been considered and before new clauses are brought up.

(6) Any proposed new clause shall be considered after the clauses of the bill have been disposed of and before consideration of any schedule to the bill:

Provided that a new clause proposed in substitution for a clause which has been disagreed to may be considered immediately after such disagreement.

(7) On the title of any new clause being read by the Clerk the clause shall be deemed to have been read a first time. The question shall then be proposed "That the clause be read a second time"; if this is agreed to, amendments may then be proposed to the new clause. The final question to be proposed shall be "That the clause (or the clause as amended) be added to the bill".

(8) Schedules shall be disposed of in the same way as clauses and any proposed new schedule shall be considered after the schedules to the bill have been disposed of, and shall be treated in the same manner as a new clause.

(9) When every clause and schedule and proposed new clause or schedule has been dealt with, the preamble, if there is one, shall be considered and the question put "That this be the preamble to the bill". No amendment to the preamble shall be considered which is not made necessary by a previous amendment to the bill.

(10) If any amendment to the title of the bill is made necessary by an amendment to the bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title (as amended) stand part of the bill; nor shall any question be put upon the enacting formula.

(11) At the conclusion of the proceedings in Committee on a bill, the Chairman shall put the question "That the bill (or the bill as amended) be reported to the Assembly" which question shall be decided without amendment or debate.

(12) If any Member, before the conclusion of proceedings on a bill, moves to report progress and such motion is carried, or if the proceedings in a Committee of the whole Assembly have not been finished at the moment of interruption, the Chairman shall leave the Chair of the Committee and the Member in charge of the bill shall report progress to the Assembly and ask leave to sit again, and name a day for the resumption of the proceedings.

(13) A Committee having met to consider a bill shall proceed with its consideration, except that during the proceedings on a bill the Member in charge of the bill may, subject to the discretion of the Chairman, move a motion "That the Committee do not proceed further with the bill". If the motion is carried the Committee shall then report the bill to the Assembly as so far amended or without amendment as the case may be, and make a special report explaining its proceedings on the bill, and the special report and

the bill shall be ordered to lie upon the Table without question put.

52. PROCEDURE IN SELECT COMMITTEE ON A BILL

A Select Committee on a bill shall be subject to Standing Orders No. 73 (Procedure in Select Committees) and No. 74 (Divisions in Select Committees) but before reporting the bill to the Assembly, it shall go through the bill as provided in Standing Order No. 51. (Procedure in Committee of the Whole Assembly on a Bill).

53. PROCEDURE ON REPORTING OF BILLS FROM COMMITTEE OF THE WHOLE ASSEMBLY

So soon as a Committee of the whole Assembly has agreed that a bill be reported, the Chairman shall leave the Chair of the Committee and the Assembly shall resume, and the Member in charge of the bill shall report it to the Assembly.

54. RECOMMITTAL OF BILLS REPORTED FROM COMMITTEE OF THE WHOLE ASSEMBLY

(1) If any Member desires to delete or amend any provision contained in a bill as reported from a Committee of the whole Assembly or to introduce any new provision therein he may at any time before a Member rises to move the third reading of the bill, move that the bill be recommitted either wholly or in respect only of some particular part or parts of the bill or some proposed new clause or new schedule, no notice of such motion being required, and if the motion is agreed to the bill shall stand so recommitted. The Assembly may then, upon motion made, resolve itself into Committee to consider the business so recommitted either forthwith or upon a later day.

(2) When the whole bill has been recommitted, the Committee shall go through the bill as provided in Standing Order No. 51 (Procedure in Committee of the Whole Assembly on a Bill).

(3) When the bill has been recommitted in respect only of some particular part or parts or of some proposed new clause or new schedule, the Committee shall consider

only the matter so recommitted and any amendment which may be moved thereto.

(4) At the conclusion of the proceedings in Committee on a bill recommitted under the provisions of this Order, the Chairman shall put the question "That the bill (or the bill as amended on recommitment) be reported to the Assembly" which question shall be decided without amendment or debate. So soon as the bill has been reported the Member in charge of the bill may either name a future day for the third reading of the bill or move that it be read a third time forthwith.

55. PROCEDURE ON BILLS REPORTED FROM SELECT COMMITTEE

(1) When a Bill has been reported from a Select Committee the Assembly may proceed to consider the bill as reported from the Select Committee upon a motion "That the report of the Select Committee on the Bill be adopted", moved under paragraph (5) of Standing Order No. 76 (Reports from Select Committees).

(2) If that motion is agreed to without amendment, the Assembly may proceed to the third reading of the bill as reported from the Select Committee.

(3) Upon a motion to approve the report of the Select Committee on a bill, any Member may propose an amendment to add, at the end of the motion, the words "subject to the recommitment of the bill either wholly or in respect only of some particular part or parts of the bill or of some proposed new clause or new schedule to a Committee of the whole Assembly" and if that motion is agreed to with such an amendment, the bill shall stand so recommitted. The Assembly may then, upon motion made, resolve itself into a Committee to consider the business so recommitted.

(4) A Committee of the whole Assembly upon a bill recommitted under the provisions of this Order shall proceed in accordance with paragraph (2) or paragraph (3) of Standing

Order No. 54 (Recommittal of Bills reported from Committee of the Whole Assembly), and the conclusion of its proceedings and the remaining proceedings on the bill shall be subject to paragraph (4) of that Order.

56. THIRD READING

(1) On the third reading of a bill amendments may be proposed to the question "That the bill be now read a third time" similar to those which may be proposed on second reading; but the debate shall be confined to the contents of the bill.

(2) Amendments for the correction of errors or oversights may, with the Speaker's permission, be made before the question for the third reading of the bill is put from the Chair, but no amendments of a material character shall be proposed.

(3) When a bill originating in the Assembly has been read a third time, a printed copy of it signed by the Clerk and endorsed by the Speaker, shall be forwarded by the Clerk of the Assembly to the Clerk of the Senate, together with a message desiring the concurrence of the Senate.

(4) When a bill which originated in the Senate has been read a third time, the Clerk shall either: -

- (a) retain the bill and send a message to the Senate "That the Legislative Assembly has agreed to the Bill without amendment"; or
- (b) cause any amendment or amendments that may have been made to it by the Legislative Assembly to be entered in the original copy of the bill received from the Senate, which copy, signed by the Clerk and endorsed by the Speaker, shall then be returned to the Senate, with a message desiring the concurrence of the Senate in the amendment or amendments made by the Legislative Assembly.

57. PRIVATE BILLS

(1) Every bill (not being a Government bill) intended to affect or benefit some particular person, association or corporate body, herein called a 'private bill', shall contain a clause saving the rights of Her Majesty the Queen, Her Heirs and Successors, all bodies politic and corporate and all others, except such as are mentioned in the bill and those claiming by, from, or under them, and shall be introduced into the Assembly under the provisions of this Standing Order.

(2) Any bill (not being a Government bill) which, in the opinion of the Speaker, appears to affect directly private rights or property, shall be introduced into the Assembly as a private bill under the provision of this Standing Order.

(3) A private bill shall be introduced by a Member only -

- (a) on petition from the promoters stating the objects of and reasons for the bill, and
- (b) after notice of the bill has been given by not less than three successive publications of the bill at the expense of the promoters in the Gazette, and, in addition to such notice in the Gazette, after three notices have been inserted in a daily newspaper containing a statement of the objects of and the reasons for the bill, and
- (c) where any particular premises are affected, after a copy of the bill has been affixed by the promoters to the police station nearest to such property for not less than three weeks. Proof that this requirement has been complied with shall be made by statutory declaration deposited with the Clerk.

(4) The petition shall be presented by being lodged

with the Clerk, and shall be read at the first ordinary meeting of the Assembly after it is lodged, and thereupon the Speaker shall put the question that the promoters be allowed to proceed.

- (5) (a) when leave to proceed has been granted, a copy of the bill shall be lodged with the Clerk within six months next after such leave has been granted;
- (b) upon lodging the bill, the promoters shall pay to the Accountant General the cost, as ascertained by the Clerk, of publication in the Gazette and in a daily newspaper, together with the prescribed stamp duty except in such cases where the Assembly has remitted the stamp duty;
- (c) in the case of a private bill authorising the construction of works, the promoters, in addition to the above, shall deposit with the Clerk an estimate of the expenses of the undertaking signed by the person making the same, and shall also deposit with the Accountant General a sum not less than four per centum of the amount of such estimate, and in every such bill there shall be inserted a clause to the effect that, if the works authorised to be made are not completed previously to the expiration of a time to be limited by the bill for such completion, the sum deposited with the Accountant General under this paragraph shall be forfeited to Her Majesty:

Provided that compliance with this sub-paragraph may be dispensed with under a certificate of the Accountant General that in his opinion the nature of the works is such that compliance with the provisions of this sub-paragraph may be dispensed with;

(d) the Clerk shall cause the bill lodged with him to be printed as early as possible, and, at the first ordinary sitting of the Assembly following the publication of notices of the bill in accordance with paragraph (3) of this Order, the Speaker, if he is satisfied that the said notices have been published shall put the question that the bill be read a first time, upon which no discussion shall be allowed. After the bill is read a first time, it shall stand upon the Order Paper for second reading at the next ordinary sitting of the Assembly, and the promoters may propose any amendments which they think fit, but the Speaker, if he considers such amendments beyond the scope of the bill, shall report his opinion to the Assembly.

(6) Upon the day ordered for second reading, the Speaker shall, unless the Assembly otherwise orders, propose the question that the bill be read a second time.

(7) When the bill has been read a second time it shall stand committed to a Committee of the whole Assembly, unless the Assembly on motion made commits it to a Select Committee. Such motion shall not require notice and must be made immediately after the bill has been read a second time, and the questions thereon shall be put without amendment or debate and may though opposed be decided after 9.30 o'clock.

(8) If such bill is referred to a Select Committee -

(a) every Select Committee on such a bill shall require proof of the facts, and other allegations set forth in the bill as showing that it is expedient that the bill should be passed, and may take such oral or other evidence as it may think requisite; and thereafter, if the Select Committee finds that the

said facts and allegations are not proved, it shall report to the Assembly accordingly, and thereupon no further proceedings shall be taken with reference to the bill, unless the Assembly makes a special order to the contrary;

- (b) if the Select Committee finds that the said facts and allegations have been proved, the Committee shall consider the several clauses of the bill and may strike out clauses, add new clauses, and make any other amendments which it shall deem necessary, and in respect of such new clauses and other amendments, shall describe their purport in a special report to the Assembly. No new clauses or amendments shall be allowed in such a bill which are foreign to the objects of and reasons for the bill, or which are beyond its scope.

(9) No person, other than a Member, shall be heard in opposition to any private bill, unless he has previously lodged a petition with the Clerk showing the nature of his objections to the bill, and stating whether his objections extend to the whole or some part of the preamble, if any, or to the clauses of the said bill, and praying that he may be heard by himself or his counsel against the bill.

(10) Subject to the provisions of this Order, all petitions against a bill, containing a prayer that the petitioners be heard by themselves or counsel, shall stand referred to the Select Committee, and the Select Committee shall hear all such opposers who appear to have a locus standi.

(11) When it is intended to examine any witnesses, the petitioner or Member requiring such witnesses shall deliver to the Clerk two clear days at least before the day appointed for their examination, a list containing the names, residence and occupation of such witnesses.

(12) The evidence of every witness shall be taken

down and read over to the witness who may then desire any correction to be made; and in case no such correction shall be made, the evidence shall stand as taken down and not be altered afterwards.

(13) The Select Committee shall examine the bill and make such amendments thereto as it thinks proper, and shall report to the Assembly that it has examined the bill and (if the fact be so) made amendments thereto, and shall make to the Assembly such recommendations, if any, as it thinks fit.

(14) After the report of the Select Committee has been presented to and adopted by the Assembly, the Speaker shall put the question without amendment or debate, that the bill be read a third time.

58. PROCEDURE ON SENATE AMENDMENTS

(1) When a bill is returned from the Senate with amendments the consideration of such amendments shall be put down for such future day as the Member in charge of the bill shall appoint.

(2) Upon a motion being made "That the Senate amendments to the..... Bill be now considered" an amendment may be proposed to that question, to leave out the word "now", and add at the end of the question "upon this day six months".

(3) When the Assembly proceeds to the consideration of Senate amendments, each amendment shall be read by the Clerk and may be agreed to with or without amendment or disagreed to. Upon any such amendment being disagreed to, an amendment may be made to the bill in lieu thereof.

(4) When any of the Senate amendments are agreed to without amendment or all such amendments are disagreed to and no amendment made to the bill in lieu thereof, the Assembly may resolve, in pursuance of Article 70 of the Constitution, that the bill with such of the Senate amendments as are agreed to by the Assembly shall be presented to the Governor for assent.

(5) When the Assembly has concluded the consideration of the Senate amendments, the Clerk shall:-

- (a) if such amendments have been agreed to, retain the original bill and send a message to the Senate "That the Legislative Assembly has agreed to the amendments to the Bill"; or
- (b) if the Assembly has resolved, in pursuance of Article 70 of the Constitution, that the bill with such of the Senate amendments as are agreed to by the Assembly shall be presented to the Governor for assent, retain the original bill and send an appropriate message to the Senate; or
- (c) if the Assembly has not so resolved, but such amendments have been amended or disagreed to, the Clerk shall cause the appropriate entries to be made in the original copy of the bill and return it to the Senate, together with the appropriate message.

(6) When the Assembly has disagreed to a Senate amendment if the Senate return the bill with a message that it insists on the amendment the Assembly may either agree, with or without amendment, to the said amendment and make, if necessary, a consequential amendment to the bill or postpone the consideration of the Senate amendment for six months or order the withdrawal of the bill or resolve, in pursuance of Article 70 of the Constitution, that the bill with such of the Senate amendments as are agreed to by the Assembly shall be presented to the Governor for assent.

59. CUSTODY OF BILLS

(1) Every bill originating in the Assembly and agreed to by the Senate shall, upon being received from the Clerk of the Senate, pass into the custody of the Clerk of the Assembly and every bill originating in the Senate and agreed to by the Assembly shall remain in the custody of the Clerk of the Assembly. The Clerk of the Assembly shall, at the earliest opportunity, present every such bill to the

Governor for his assent.

(2) Whenever he is so directed by the Assembly the Clerk shall present to the Governor for his assent any bill to which Article 69 or Article 70 of the Constitution applies

60. WITHDRAWAL OF BILLS

The Member in charge of a bill may make a motion, without notice, for its withdrawal, either before the commencement of Public Business or when any stage of the bill is reached in the Order of Business.

61. BILLS CONTAINING SUBSTANTIALLY THE SAME PROVISIONS

Once the second reading of any bill has been agreed to or negatived, no question shall be proposed during the same session for the second reading of any other bill containing substantially the same provisions.

FINANCIAL PROCEDURE

62. PRESENTATION AND SECOND READING OF APPROPRIATION BILL

(1) Any bill containing the estimated aggregate sums which are proposed to be expended (otherwise than by way of statutory expenditure) on all the services of the Government for the current or succeeding financial year shall be known as an Appropriation Bill. Estimates containing the details of the proposed expenditure shall be presented at the same time as any such Bill. When presented, the Appropriation Bill shall be put down for second reading upon a day to be named by the Minister presenting it.

(2) After the motion for the second reading of the Bill has been proposed the debate thereon shall be adjourned for not less than two clear days, after which five further days shall be allotted for the second reading of the Bill. The debate, when resumed, shall be confined to the financial and economic state of the country and the general principles of Government policy and administration as indicated by the Bill and Estimates. At 9 o'clock on the last day, unless

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the debate is concluded earlier, the Speaker shall put any question necessary to bring the proceedings on second reading to a conclusion.

(3) For the purposes of this Order and Standing Order No. 64 (Allotment of Time in Committee of Supply) an allotted day shall be any day on which the consideration of the Appropriation Bill, whether by the Assembly or in the Committee of Supply, stands as the first Public Business for that day, and on such a day no other Public Business may be taken before 9 o'clock.

63. THE COMMITTEE OF SUPPLY

(1) There shall be a Committee of the whole Assembly to be called the Committee of Supply. The deliberations of the Committee shall be in public.

(2) The Estimates shall upon presentation to the Assembly stand referred to the Committee of Supply and the Appropriation Bill upon being read a second time shall stand committed to that Committee.

64. ALLOTMENT OF TIME IN COMMITTEE OF SUPPLY

(1) There shall be allotted a maximum of seven days for discussion of the Appropriation Bill in Committee of Supply:

Provided that if the question on the second reading of the Bill was agreed to on a day earlier than the last day allotted for the debate on second reading, the day or days thus saved may be added to the days allotted under this paragraph.

(2) Upon any day allotted under paragraph (1) of this Order no dilatory motion shall be moved except by a Minister upon any proceedings upon the Appropriation Bill and such proceedings shall not be interrupted or postponed under any Standing Order.

(3) The Speaker may name the hour upon any day allotted under paragraph (1) of this Order at which

proceedings upon any head of expenditure in the schedules to the Bill, on any schedule of, or on the clauses of the Bill shall be concluded. If in the case of any head or schedule or of the clauses the hour so named is reached before the business concerned is disposed of the Chairman shall put forthwith any question necessary to dispose of that business:

Provided that if in the case of any head or schedule the proceedings thereon are concluded before the hour named the next business may be entered upon forthwith.

65. BUSINESS SUB-COMMITTEE

(1) There shall be a sub-committee of the Committee of Supply, to be known as the Business Sub-Committee, to consist of the Speaker as Chairman and six Members to be nominated by the Committee of Selection, as soon as may be after the beginning of each session. It shall be the duty of the Sub-Committee to consider the allocation of time for discussion of the Appropriation Bill in the Committee of Supply and to report to that Committee upon -

- (i) the number of sittings to be allocated to the consideration of the Bill;
- (ii) the allocation of the proceedings to be taken at each sitting; and
- (iii) the time at which proceedings, if not previously brought to a conclusion, shall be concluded.

(2) All resolutions of the Business Sub-Committee shall be reported to the Committee of Supply at the commencement of the proceedings at the next sitting of that Committee and shall be printed and circulated with the minutes of the proceedings of the Committee.

(3) Whenever the Business Sub-Committee has reported to the Committee of Supply the Member in charge of the Bill may forthwith move 'That this Committee doth agree with the Business Sub-Committee in the said resolution (or resolutions).' Such a motion shall not require notice and the question thereon

shall be decided without amendment or debate.

(4) If the question is resolved in the affirmative, the resolution (or resolutions) shall operate as a resolution of the Assembly but if passed in the negative the resolution (or resolutions) shall stand re-committed to the Business Sub-Committee.

66. PROCEDURE IN COMMITTEE OF SUPPLY

(1) On the consideration of the Appropriation Bill Committee of Supply the clauses of the Bill shall stand postponed until after consideration of the schedule or schedules.

(2) On consideration of the schedules each head of expenditure shall be considered with the appropriate Estimate, and any reference in these Orders to a sub-head or an item means a sub-head or an item in the Estimates for the head then under discussion.

(3) On the consideration of a schedule, the Chairman shall call the title of each head of expenditure in turn, and shall propose the question "That the sum of \$.....for head stand part of the schedule", and unless an amendment is proposed under the provisions of the next succeeding Order, a debate may take place on that question. Any such debate shall be confined to the policy of the service for which the money is to be provided and shall not deal with the details of any item or sub-head but may refer to the details of revenues or funds for which that service is responsible.

(4) When all the heads in a schedule have been disposed of, the Chairman shall put forthwith, without amendment or debate, the question "That the schedule (as amended) stand part of the Bill".

(5) When every schedule has been disposed of the Chairman shall call successively each clause of the Bill and shall forthwith propose the question "That the clause stand part of the Bill" and, unless a consequential amendment is moved, that question shall be disposed of without amendment or debate.

(6) No amendment may be moved to any clause except any amendment consequential on an alteration in the total sum appropriated by any schedule. Any such consequential amendment shall be moved by a Minister only, and may be moved without notice and the question thereon shall be put forthwith without amendment or debate. When the question on the last of any such amendments to a clause has been decided the Chairman shall forthwith put the question "That the clause as amended stand part of the Bill" and that question shall then be decided without amendment or debate.

(7) When the question upon every clause of the Bill has been decided, the Chairman shall put the question to the Committee that the Bill (as amended) be reported to the Assembly, which question shall be decided without amendment or debate. Upon such question being agreed to, the Chairman shall leave the Chair and the Assembly shall resume, and the Member in charge of the Bill shall report it to the Assembly.

67. AMENDMENTS TO HEADS OF ESTIMATES IN COMMITTEE OF SUPPLY

(1) No amendment shall be moved in the Committee of Supply under this Order until one clear day after that on which it was published in the Notice Paper.

(2) An amendment to any head of expenditure to increase the sum allotted thereto whether in respect of any item or sub-head or of the head itself may only be moved by a Minister who shall signify to the Committee the recommendation of the Governor to the increase in accordance with paragraph (3) (g) of Standing Order No. 51 (Procedure in Committee of the Whole Assembly on a Bill). Every such amendment shall take the form of a motion "That head.....
..... be increased by \$.....
(in respect of sub-head.....
item) (sub-head
.....)"

(3) An amendment to increase a head whether in respect of any item or sub-head or of the head itself shall take precedence over an amendment to reduce the head in the same

respect, and if it is carried no amendment to reduce the head in that respect shall be called.

(4) An amendment to any head of expenditure to reduce the sum allotted thereto in respect of any item therein may be moved by any Member, and shall take the form of a motion "That head be reduced by \$..... in respect of (or by leaving out) sub-head , item"

(5) An amendment to reduce a head in respect of any sub-head or by leaving out a sub-head shall only be in order if the sub-head is not itemized.

(6) An amendment to reduce a head without reference to a sub-head therein shall only be in order if the head is not divided into sub-heads.

(7) An amendment to leave out a head shall not be in order and shall not be placed on the Order Paper.

(8) In the case of each head, amendments in respect of items or sub-heads in that head shall be placed upon the Order Paper and considered in the order in which the items or sub-heads to which they refer stand in the head in the Estimates.

(9) When notice has been given of two or more amendments to reduce the same item, sub-head, or head they shall be placed upon the Order Paper and considered in the order of the magnitude of the reductions proposed, the amendment proposing the largest reduction being placed first in each case.

(10) Debate on every amendment shall be confined to the item, sub-head or head to which the amendment refers, and after an amendment to an item or sub-head has been disposed of, no amendment or debate on a previous item or sub-head of that head shall be permitted.

(11) When all amendments standing on the Notice Paper in respect of any particular head of expenditure have been disposed of the Chairman shall again propose the question "That the sum of \$for head stand part of the schedule", or shall propose the amended question "That the (increased) (reduced)

sum of \$..... for head
stand part of the schedule",
 as the case may require. The debate on any such question
 shall be subject to the same limitations as apply to a debate
 arising under paragraph (3) of Standing Order No. 66
 (Procedure in Committee of Supply).

68. THIRD READING OF APPROPRIATION BILL

So soon as the Appropriation Bill has been reported to
 the Assembly a motion for the third reading shall be made by
 a Minister. Such motion shall not require to be seconded, and
 shall be decided without amendment of debate.

69. SUPPLEMENTARY FINANCIAL PROVISIONS

(1) If a Minister presents a Paper setting out the
 details of any proposals for expenditure likely to be in-
 curred in the course of the current financial year either
 in respect of a service or of several services for which no
 provision has been made in any Appropriation Ordinance for
 that year or in respect of further financial provision beyond
 the total sum already sanctioned for a particular head or for
 particular heads, that Paper shall be ordered to be printed
 and shall stand referred to the Committee of Supply without
 question put and shall be appointed to be considered on a
 day to be named by the Minister presenting the Paper but not
 earlier than one clear day after that on which the Paper was
 presented.

(2) On the day named under paragraph (1) of this Order
 the Committee of Supply shall stand as the first item of
 Public Business and the Assembly shall resolve itself into
 that Committee without question put.

(3) When the Assembly has resolved itself into a
 Committee of Supply to consider such a Paper, a Minister
 may move without notice (the recommendation of the Governor
 being first signified) "That this House approves the proposal
 (or proposals) set out in Paper No....." to which
 motion amendments may be moved to add words either leaving
 out or reducing an item or a sub-head of any particular pro-
 posal or if there be more than one proposal leaving out any

particular proposal:

Provided that when an amendment has been proposed to leave out or reduce any item or sub-head no amendment may be moved to an earlier item or sub-head and that when an amendment to leave out a proposal (or, where there is only one proposal, the question "That this House approves the proposal set out in Paper No....." has been proposed), no amendment to an item or sub-head in that proposal may be moved.

(4) When the motion "That this House approves the proposal (or proposals) set out in Paper No.....", or that Motion as amended, has been agreed to, the Chairman shall leave the Chair and the Member in charge shall report that the Committee has come to a Resolution and move "That this House doth agree with the Committee in the said Resolution" and the question thereon shall be put forthwith without amendment or debate.

(5) If the consideration of the proposal or proposals in a Paper has not been concluded by the hour at which the Chairman is directed under Standing Order No. 9 (Hours of Sitting) to leave the Chair, the Member in charge shall after reporting any Resolutions that may have been agreed to report progress and ask leave to sit again and shall then name a day for the resumption of the Committee.

70. SUPPLEMENTARY APPROPRIATION BILLS

(1) If from time to time whether in the course of a particular financial year or after its close a supplementary Appropriation Bill is presented appropriating only proposals which have been approved by the Committee of Supply and agreed to by the Assembly under Standing Order No. 69 (Supplementary Financial Provisions) then the debate on the second reading thereof shall be strictly confined to the matters for which additional expenditure is required and when the question thereon has been agreed to, the bill shall not be committed and the question "That the Bill be now read a third time" shall be put forthwith without amendment or debate.

(2) The proceedings on any such Bill shall not be interrupted under the provisions of Standing Order No. 9

(Hours of Sitting) and may be entered upon after 9 o'clock although opposed.

SELECT COMMITTEES

71. SESSIONAL SELECT COMMITTEES

Committee of Selection

- (1) (a) There shall be a Committee to be known as the Committee of Selection appointed at the beginning of every session to perform the functions allotted to it by these Standing Orders, and for such other matters as the Assembly may from time to time refer to it.
- (b) The Committee of Selection shall consist of the Speaker as Chairman, and six Members to be nominated by the Assembly. The Committee shall inform the Assembly by means of a report when any Member has been nominated to any Committee.
- (c) The Committee shall not have power to send for persons, papers and records.

Public Accounts Committee

(2) There shall be a Committee to be known as the Public Accounts Committee to consist of not less than six or more than ten members to be nominated by the Committee of Selection, as soon as may be after the beginning of each Session. It shall be the duty of the Committee to examine the accounts showing the appropriation of the sums granted by the Legislature to meet public expenditure and such other accounts laid before the Legislature as the Assembly may refer to the Committee together with the Director of Audit's report thereon.

Standing Orders Committee

- (3) (a) There shall be a Committee to be known as the Standing Orders Committee to consist of the Speaker as Chairman, and six Members to be nominated by the Committee of Selection

as soon as may be after the beginning of each Session. It shall be the duty of the Committee to consider from time to time and report on all matters relating to the Standing Orders which are referred to it by the Assembly.

- (b) The Committee shall not have power to send for persons, papers and records unless the Assembly so resolves.

Assembly Committee

(4) There shall be a Committee to be known as the Assembly Committee to consist of the Speaker as Chairman and six Members to be nominated by the Committee of Selection as soon as may be after the beginning of each Session, to consider and advise the Speaker upon all matters connected with the comfort and convenience of Members of the Assembly. The Committee shall from time to time report its minutes of proceedings to the Assembly but shall not have power to send for persons, papers and records unless the Assembly so resolves.

Committee of Privileges

(5) There shall be a Committee to be known as the Committee of Privileges to consist of the Speaker as Chairman and six Members to be nominated by the Committee of Selection as soon as may be after the beginning of each Session. There shall be referred to this Committee any matters which appear to affect the powers and privileges of the Assembly. It shall be the duty of the Committee to consider any such matters to them referred, and to report on them to the Assembly.

72. SPECIAL SELECT COMMITTEES

(1) A Select Committee other than a Sessional Select Committee shall be known as a Special Select Committee. It shall be appointed by order of the Assembly and shall consist of such Members as may be nominated by the Committee of Selection.

(2) A Special Select Committee shall have power to elect

its own Chairman.

73. CONSTITUTION OF SELECT COMMITTEES

(1) Every Select Committee shall be so constituted as to ensure so far as is possible, that the balance of parties in the Assembly is reflected in the Committee.

(2) In the event of the death of a Member nominated to a Committee, or if his seat becomes vacant for any other reason, the Assembly, or the Committee of Selection, as the case may require, shall nominate another Member in his place, and in so doing shall observe the provisions of paragraph (1) of this Order. Every such nomination by the Committee of Selection shall be reported to the Assembly.

74. PROCEDURE IN SELECT COMMITTEES

(1) Except as otherwise provided in Standing Order No. 71 (Sessional Select Committees) this Order shall apply to all Select Committees.

(2) If the Chairman is unable to be present at any meeting, the Committee shall elect another Chairman whose tenure of office shall be for the day of his election.

(3) A Select Committee may send for persons, papers and records, and shall have leave to report its opinion and observations, together with the minutes of evidence taken before it to the Assembly.

(4) Unless the Assembly otherwise directs, three Members shall be the quorum. In ascertaining whether there is a quorum present the Member in the Chair shall not be excluded.

(5) The deliberations of a Select Committee shall be confined to the matter referred to it by the Assembly and any extension or limitation thereof made by the Assembly and, in the case of a Select Committee on a bill, to the bill committed to it and relevant amendments.

(6) The first meeting of a Select Committee shall be held at such time and place as the Chairman in the case of

a Sessional Select Committee, or the Speaker in the case of a Special Select Committee, shall appoint. Subsequent meetings shall be held at such time and place as the Committee may determine:

Provided that if the Committee fail to do so the Chairman shall, in consultation with the Clerk of the Assembly, appoint such time and place.

(7) Except by leave of the Assembly no Select Committee may sit while the Assembly is sitting, but a Select Committee may sit at any time when the Assembly is adjourned.

(8) (a) When it is intended to examine any witnesses, the Member requiring such witnesses shall deliver to the Clerk of the Committee the name, residence and occupation of any witness he desires to examine.

(b) If the Committee desires to send for any witnesses, the Chairman shall supply the name, residence and occupation of every such witness to the Clerk of the Assembly at least seven days before his evidence is required. The Clerk shall then send for every such witness on behalf of the Assembly.

(9) The evidence of every witness shall be taken down verbatim and sent in proof to the witness. The witness shall be at liberty within fourteen days from that on which the Clerk sent out the proof to suggest corrections due to inaccurate reporting and the evidence shall be printed with such of the corrections as may be approved by the Chairman.

(10) The Committee may at its discretion refuse to hear any irrelevant evidence or any recalcitrant witness.

(11) (a) Any Member of a Select Committee may bring up a report for its consideration, and all such reports shall be entered in full upon the minutes of proceedings of the Committee. When all the reports have been brought up, the Chairman shall propose the reports in order until one is accepted as a basis for discussion, beginning with his own report and proceeding with the remainder in the

order in which they were brought up. The question to be proposed by the Chairman on any report shall be "That the Chairman's (or Mr.....'s) report be read a second time paragraph". When this question has been agreed to it shall not be proposed on any further reports, but any portions thereof may be offered as amendments to the report under consideration, if they are relevant to it.

- (b) The Committee shall then proceed to go through the report paragraph by paragraph and paragraphs (1) to (7) of Standing Order No. 51 (Procedure in Committee of the Whole Assembly on a Bill) shall apply to such consideration as if the report were a bill and the paragraphs thereof the clauses of the bill.
- (c) Upon the conclusion of the consideration of the report paragraph by paragraph and when all proposed new paragraphs have been considered the Chairman shall put the question that this report be the report of the Committee to the Assembly.

75. DIVISIONS IN SELECT COMMITTEES

- (1) Every division in a Select Committee shall be taken by the Clerk to the Committee asking each Member of the Committee separately how he desires to vote and recording the votes accordingly.
- (2) In taking the division, the names of all Members of the Committee present shall be called in alphabetical order.
- (3) When a division is claimed in a Select Committee every Member of the Committee present shall, unless he expressly states that he declines to vote, record his vote either for Ayes or Noes. The Clerk to the Committee shall enter in the minutes of the proceedings the record of each Member's vote together with a statement of the names of Members who decline to vote.

(4) As soon as the Clerk has collected the votes he shall state the number of Members voting for the Ayes and Noes respectively and the Chairman shall then declare the result of the division. The Chairman shall not have an original vote but in the event of an equality of votes he shall give a casting vote.

(5) If a Member of the Committee states that he voted in error or that his vote has been wrongly counted he may claim to have his vote altered, provided that such request is made as soon as the Clerk has announced the numbers and before the Chairman has declared the result of the division.

76. PREMATURE PUBLICATION OF EVIDENCE

The evidence taken before any Select Committee and any documents presented to such Committee shall not be published by any Member of such Committee or by any other person before the Committee have presented their Report to the Assembly.

77. REPORTS FROM SELECT COMMITTEES

(1) Every Select Committee shall make a report to the Assembly upon the matters referred to them before the end of the session in which the Committee were appointed, but if a Committee find themselves unable to conclude their investigation before the end of the session, they may so report to the Assembly.

(2) A Select Committee shall have leave to make a special report relating to the powers, functions and proceedings of the Committee on any matters which they may think fit to bring to the notice of the Assembly.

(3) A report or special report together with the minutes of proceedings of a Select Committee and the minutes of any evidence taken before that Committee shall be presented to the Assembly by the Chairman or other Member deputed by the Committee and shall be ordered to lie upon the Table and be printed without question put.

(4) The minutes of proceedings of a Committee shall record all proceedings upon the consideration of any report or bill in the Committee and upon every amendment proposed

to such report or bill together with a note of any division taken in the Committee and of the names of Members voting therein or declining to vote.

(5) The report of a Select Committee may be taken into consideration on a motion "That the report of the Select Committee on.....be adopted". Such a motion may be moved by any Member after one clear day's notice.

78. ABSENCE OF MEMBERS

(1) Any Member who is prevented from attending a meeting of the Assembly shall acquaint the Clerk as early as possible of his inability to attend.

(2) If without the leave of the Speaker obtained in writing before the end of the last of the sittings referred to in this paragraph, any Member is absent from the Assembly for more than ten consecutive sittings occurring during the same session and within a period of not longer than two calendar months, he shall vacate his seat in the Assembly under Article 59 of the Constitution.

79. EMPLOYMENT OF MEMBERS IN PROFESSIONAL CAPACITY

No Member of the Assembly shall appear before the Assembly or any Committee thereof as Counsel or Solicitor for any party or in any capacity for which he is to receive a fee or reward.

80. REPORT OF DEBATES

(1) An official report of all speeches made in the Assembly shall be prepared under the supervision of the Clerk, acting under such instructions as the Speaker may give.

(2) The report shall be published in such form as the Speaker may direct; and a copy thereof shall be sent to each Member as soon as practicable.

81. STRANGERS

(1) Strangers shall be admitted to debates in the

Assembly under such rules as the Speaker may make from time to time for that purpose.

(2) If, at any sitting of the Assembly, any Member shall move that strangers withdraw, the Speaker shall forthwith put the question "That strangers do withdraw without permitting any debate or amendment.

(3) The Speaker may, whenever he thinks fit, order the withdrawal of strangers from any part of the Chamber and its precincts, and may order the doors of the Chamber to be closed.

(4) Strangers must withdraw from the Chamber and its precincts when called upon to do so by the Speaker.

82. PRESS

The Speaker may grant a general permission to the representative of any journal to attend the sittings of the Assembly under such rules as he may make from time to time for that purpose. If such rules are contravened, such permission may be revoked.

83. AMENDMENT OF STANDING ORDERS

(1) Unless the Speaker shall otherwise direct, not less than twelve days' notice of a motion to amend the Standing Orders shall be given, and the notice shall be accompanied by a draft of the proposed amendments.

(2) The motion shall be set down for the earliest sitting after the expiration of the notice.

(3) When the motion is reached, the mover shall move the motion, and after it has, if necessary, been seconded, the motion shall be referred forthwith, without any question being put, to the Standing Orders Committee, and no further business shall be taken on any such motion until the Committee report thereon.

84. SUSPENSION OF STANDING ORDERS

Standing Orders may after notice,

or with the leave of the Speaker, be suspended on a motion made by a Member at any sitting.

85. RULES IN CASES NOT PROVIDED FOR BY STANDING ORDERS

(1) In any matter not herein provided for, resort shall be had to the usage and practice of the Commons House of Parliament of Great Britain and Northern Ireland, which shall be followed as far as the same may be applicable to the Assembly, and not inconsistent with these Standing Orders nor with the practice of the Assembly.

(2) In cases of doubt the Standing Orders of the Assembly shall be interpreted in the light of the relevant usage and practice of the House of Commons, but no restrictions which the House of Commons has introduced by Standing Order shall be deemed to extend to the Assembly or its Members until the Assembly has provided by Standing Order for such restrictions.

APPENDIX

(STANDING ORDER No. 1)

OATH OF ALLEGIANCE

I.....
do swear that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Her Heirs and Successors, according to law. So help me God.

AFFIRMATION OF ALLEGIANCE

I.....
do solemnly and sincerely affirm and declare that faithful and bear true allegiance to Her Majesty Elizabeth the Second, Her Heirs and Successors according to law.

Made this 4th day of