

1905
Revised

THE PARLIAMENT OF THE COMMONWEALTH.

HOUSE OF REPRESENTATIVES.

STANDING RULES AND ORDERS OF THE HOUSE

AND THOSE RELATING TO

PRIVATE BILLS,

AS FURTHER AMENDED BY THE

STANDING ORDERS COMMITTEE

TO 31ST AUGUST, 1905,

AND RECOMMENDED TO THE HOUSE;

TOGETHER WITH THE PROCEEDINGS OF THE COMMITTEE.

Laid upon the Table by the Speaker, and ordered to be printed,

Printed and Published for the GOVERNMENT of the COMMONWEALTH of AUSTRALIA by ROBT. S. BRAIN,
Government Printer for the State of Victoria.

H. of R. —F. 8765.

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PROCEEDINGS OF THE COMMITTEE.

THURSDAY, 13TH JUNE, 1901.

Members present :

Mr. Speaker,
Mr. Barton,
Mr. W. H. Groom,

Mr. McDonald,
Mr. A. McLean,
Mr. V. L. Solomon.

Mr. Speaker was called to the Chair.

Mr. Speaker, in accordance with a resolution of the House, submitted a form of Prayer to be read at the opening of the sittings of the House, which was adopted and ordered to be reported to the House.

The Committee deliberated.

The Committee adjourned.

TUESDAY, 16TH JULY, 1901.

Member present :

Mr. McDonald.

In the absence of a quorum the meeting called for this day lapsed.

THURSDAY, 18TH JULY, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. W. H. Groom,
Mr. A. McLean,

Mr. V. L. Solomon.

Revised Standing Orders were submitted by Mr. Speaker.

The Committee deliberated.

The Committee adjourned.

TUESDAY, 23RD JULY, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. W. H. Groom,
Mr. McDonald,

Mr. V. L. Solomon.

The Revised Standing Orders were further considered.

The Committee adjourned until Thursday next.

THURSDAY, 25TH JULY, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. W. H. Groom,

Mr. McDonald,
Mr. V. L. Solomon.

The Revised Standing Orders were further considered.

The Committee adjourned until Thursday next.

THURSDAY, 1ST AUGUST, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. McDonald,

Mr. A. McLean.

The Revised Standing Orders were further considered.

The Committee adjourned until Thursday next.

THURSDAY, 8TH AUGUST, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,

Mr. McDonald.

The Revised Standing Orders were further considered.

The Committee adjourned until Thursday next.

THURSDAY, 15TH AUGUST, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. McDonald,

Mr. A. McLean,
Mr. V. L. Solomon.

The Revised Standing Orders were further considered.
The Committee adjourned until Thursday next.

THURSDAY, 22ND AUGUST, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. McDonald,

Mr. A. McLean,
Mr. V. L. Solomon.

Mr. Speaker submitted certain revised clauses and two new clauses for consideration.
The Committee deliberated.
The Committee adjourned.

THURSDAY, 5TH SEPTEMBER, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. McCay,
Mr. A. McLean,

Mr. V. L. Solomon.

Mr. Speaker submitted amendments suggested by Mr. President with a view to securing a certain amount of uniformity in the Standing Orders of both Houses.
The Committee deliberated.
The Committee adjourned until Thursday next.

THURSDAY, 12TH SEPTEMBER, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. McCay,
Mr. McDonald,

Mr. A. McLean,
Mr. V. L. Solomon

Mr. President's suggestions were further considered.
The Committee adjourned until Thursday next.

THURSDAY, 19TH SEPTEMBER, 1901.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. McCay,

Mr. McDonald,
Mr. A. McLean.

Mr. President's suggestions were further considered.
The Committee adjourned.

THURSDAY, 5TH JUNE, 1902.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. McDonald,

Mr. V. L. Solomon.

The Committee deliberated.
The proposed Joint Standing Rules and Orders for private Bills were submitted by the Speaker, and passed pending a re-submittal at the next meeting.
The Revised Standing Orders were again further reconsidered.
The Committee adjourned.

THURSDAY, 12TH JUNE, 1902.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,
Mr. Deakin,

Mr. McDonald,
Mr. A. McLean.

The Committee deliberated
The Committee adjourned.

THURSDAY, 24TH JULY, 1902.

Members present :

Mr. Speaker,

Mr. Chanter.

In the absence of a quorum the meeting called for this day lapsed.

THURSDAY, 7TH AUGUST, 1902.

Members present :

Mr. SPEAKER, in the Chair;

Mr. McDonald,

Mr. A. McLean.

The Committee deliberated.

The Committee adjourned.

THURSDAY, 2ND OCTOBER, 1902.

Members present :

Mr. SPEAKER, in the Chair;

Mr. Chanter,

Mr. McCay,

Mr. McDonald.

The Revised Standing Orders were further reconsidered.

Resolved—That Mr. Speaker lay upon the Table of the House the Standing Orders as agreed to by the Committee.

The Committee adjourned.

THURSDAY, 16TH JULY, 1902.

Members present :

Mr. SPEAKER, in the Chair;

Sir Edmund Barton,

Mr. Chanter,

Mr. McDonald,

Mr. V. L. Solomon.

Certain suggestions from the Senate Standing Orders Committee with reference to the Standing Orders relating to Free Conferences and Bills returned with requests, and suggesting a joint meeting, were submitted and replied to.

Ordered—That the revised Standing Orders be again issued to members with a request for suggestions.

The Committee adjourned.

WEDNESDAY 7TH OCTOBER, 1903.

Members present :

Mr. SPEAKER, in the Chair ;

Mr. Chanter,

Mr. McCay.

Certain suggestions for amendment of the Revised Standing Orders were submitted.

The Committee deliberated.

The Revised Standing Orders were further considered and amended.

Ordered—That the Chairman report to the House.

The Committee adjourned.

WEDNESDAY, 2ND AUGUST, 1905.

Members present :

Mr. Speaker,

Mr. Deakin.

In the absence of a quorum the meeting called for this day lapsed.

THURSDAY, 10TH AUGUST, 1905.

Members present :

Mr. SPEAKER, in the Chair;

Mr. Deakin,
Mr. McCay,

Mr. McDonald,
Mr. Reid.

7 The question of providing ~~joint~~ Standing Orders dealing with lapsed Bills was considered. The Committee decided on the nature of the proposals they would make at the proposed joint sitting with the Senate Standing Orders Committee on this subject.

Ordered—That the limitations as set out in Standing Order No. 39 at present in force be re-inserted in the revised Standing Orders.

Ordered—That the provisions of Standing Order No. 119 at present in force, relating to the calling on of Orders of the Day or Notices of Motion as the case might be, after two hours from the time fixed for the meeting of the House, should be included in the Revised Standing Orders, and also that the Standing Order be made to apply to motions for adjournment, with a provision in the latter case that by motion without debate the time might be extended.

Ordered—That in accordance with Section 56 of the Constitution a Standing Order be prepared providing in the case of Money Bills that a Message from the Governor-General must be submitted for the consideration of the House, and a vote thereon passed before the Bill relating thereto is introduced.

The Committee adjourned.

THURSDAY, 17TH AUGUST, 1905.

Members present :

Mr. SPEAKER, in the Chair;

Mr. Deakin,
Mr. McCay,
Mr. McDonald,

Mr. Salmon,
Mr. Dugald Thomson.

7 Ordered—That provision be made in the Standing Orders for reinstating on the Notice-paper any business which had lapsed in consequence of a count out. *without debate*

Mr. Speaker submitted a draft of the proposed ~~joint~~ Standing Orders on lapsed Bills which were agreed to in view of the joint sitting with the Senate Standing Orders Committee

Mr. McCay moved "That this Committee is of opinion that some method of limitation of debate should be provided in the Standing Orders."

The motion was put and passed, Mr. McDonald voting against it.

The Committee proceeded to the President's chamber to attend the joint sitting.

THURSDAY, 24TH AUGUST, 1905.

Members present :

Mr. SPEAKER, in the Chair;

Mr. Deakin,
Mr. McCay,
Mr. McDonald,

Mr. Salmon,
Mr. Dugald Thomson.

Mr. Speaker reported that at the joint sitting with the Senate Committee, the Standing Orders on lapsed Bills as submitted by the Committee had been agreed to, with minor additions, *and reported to both Houses*

Ordered—That in the case of any lapsed Bill which under the Constitution requires to be recommended by Message from the Governor-General; the motion to restore such Bill should originate in Committee.

The Committee considered a suggestion from Mr. Dugald Thomson that provision should be made in the Standing Orders so that any Bill brought from the Senate containing a provision not in accordance with the title or otherwise out of order, could be challenged by an appeal for the Speaker's ruling.

The Committee deliberated.

Consideration was deferred until next meeting.

Mr. McCay submitted Standing Orders for the purpose of limiting debate.

The Committee deliberated.

The Committee took no action in the matter.

The Committee adjourned.

THURSDAY, 31st AUGUST, 1905.

*Mr. Speaker in the Chair**Members present :*Mr. Deakin,
Mr. McCay,
Mr. McDonald,Mr. A. McLean,
Mr. Salmon.

The suggestion of Mr. Dugald Thomson brought forward at the previous meeting with reference to dealing with Bills brought from the Senate, which were not in order, was again considered.

The Committee took no action in the matter.

The Committee considered the rules in regard to calling attention to the absence of a quorum.

The following new Standing Order was submitted for consideration :—"If the Speaker considers at any time that his attention is being called unnecessarily to the absence of a quorum, and he is satisfied that there is a quorum within the precincts of the House, he may decline to count the House."

The Committee deliberated.

Mr. McDonald moved, "That the proposed Standing Order be agreed to."

The Committee divided.

Ayes, 3.

Noes, 2.

Mr. Deakin,
Mr. McDonald,
Mr. Salmon.Mr. McCay,
Mr. A. McLean.

And so it passed in the affirmative.

Mr. Deakin moved, "That the revised Standing Orders as amended be printed."—Carried.
The Committee adjourned.

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(As Amended by the Standing Orders Committee.)

STANDING RULES AND ORDERS

OF THE

HOUSE OF REPRESENTATIVES.

CHAPTER I.

GENERAL RULE FOR CONDUCT OF BUSINESS.

1. In all cases not provided for hereinafter, or by Sessional or other Orders, resort shall be had to the practice of the Commons House of the Imperial Parliament of Great Britain and Ireland in force on the first day of January, 1901, which shall be followed as far as it can be applied to the proceedings of the House of Representatives.
- Practice of House of Commons to be observed, unless other provision is made.
- See S.O. No. 1.*

CHAPTER II.

PROCEEDINGS ON THE MEETING OF PARLIAMENT.

2. On the first day of the meeting of a Parliament for the despatch of business after a dissolution, pursuant to the Governor-General's Proclamation, Members having met at the time and place appointed—
- (a) The Clerk shall read the Proclamation calling Parliament together. Clerk reads Proclamation. See No. 2.
- (b) The House shall await a Message from the Commissioners appointed by the Governor-General desiring the attendance of Members to hear the Commission read. Message from Commissioners. See No. 2.
- (c) The House shall attend at the place named in the Message to hear the Commission read. After the reading thereof the House shall return to its own Chamber. House proceeds to hear Commission read. See No. 3.
- (d) The writ of election of each Member, with the return indorsed thereon, having been previously delivered to the Clerk, shall by him be laid upon the Table, and the Members who are certified by the indorsement to be returned by such writs shall then be called in alphabetical order and sworn, or make affirmation, as prescribed by *The Constitution*. Returns to Writs read by Clerk.—Writs of Election produced, and Members sworn. See No. 4.
- (e) The House shall then proceed to elect a Speaker. Speaker to be elected. See No. 5.
- (f) Until such election, the Clerk shall act as Chairman of the House. Until Speaker is elected, Clerk acts as Chairman. See No. 6.
- (g) The Speaker having presented himself to the Governor-General, and having reported that fact to the House, a Member of the Government shall then inform the House at what time the Governor-General will declare the causes of his calling the Parliament together; and the House may then suspend its sitting until that time, when again meeting the House shall await the message from the Governor-General. Time announced for Governor-General addressing Parliament. See No. 14.

These references are to the Standing Orders temporarily adopted by the House.

See S.O. No. 15.	Clerk reads Proclamation.	3. On the first day of the meeting of Parliament for the despatch of business, not being next after a dissolution, pursuant to the Governor-General's Proclamation, Members of the House, having met at the time and place appointed, the Clerk shall read the Proclamation, and the Speaker having read prayers, the House shall await a Message from the Governor-General.
New—Practice of Parliament.	House to attend to hear Speech.	4. When a Message is received summoning Members to hear the Speech the Speaker (if there be one) and the House shall attend at the place appointed by the Governor-General in the Message.
See No. 16.	When Parliament opened by Commissioners.	5. When the reasons for calling Parliament together are announced by Commissioners appointed by the Governor-General, the same forms shall be observed by the House as when the Governor-General opens Parliament in person.
See No. 17.	House returns to its own Chamber.	6. The Speaker and the House, having heard the Speech of the Governor-General or of his Commissioners, shall return to their own Chamber.
See No. 18.	Formal business.	7. Previously to the Governor-General's Speech being reported some formal business shall be transacted.
See No. 19.	Opening speech reported and replied to.	8. The Speaker shall report to the House the Governor-General's Opening Speech, whereupon a Minister shall bring up a draft of an Address in Reply thereto, which, being brought up, shall be read by the Clerk to the House, and a motion for the adoption thereof being duly moved and seconded, a question thereon shall be proposed to the House by the Speaker, when debate may ensue, and the Address as agreed to by the House shall be presented to the Governor-General by the Speaker, accompanied by any Members who may think fit to attend.
See No. 20.	Governor-General's reply reported.	9. The Speaker shall report to the House the Governor-General's reply to the Address.
See No. 21.	Only formal business before adoption of Address.	10. No business except of a formal character shall be entered upon before the Address in reply to the Governor-General's Opening Speech has been adopted. Formal business which may be entered on includes the fixing of the days and hours of meeting, and the appointment of Standing Committees.

CHAPTER III.

ELECTION OF SPEAKER AND OF CHAIRMAN.

11. The election of Speaker shall be conducted in the following manner :—

See No. 7.	A Member proposed as Speaker.	(a) A Member, addressing himself to the Clerk, shall propose some other Member, then present, to the House for its Speaker, and move "That Mr. — do take the Chair of the House as Speaker."
See No. 8.	If unopposed such Member called to Chair.	(b) If only one Member be proposed and seconded as Speaker, he shall be called to the Chair of the House without a question being put.
See No. 9.	He submits himself to House.	(c) Such Member, on being called to the Chair, shall stand up in his place, and express his sense of the honour proposed to be conferred upon him and submit himself to the House.
See No. 10.	When two or more Members proposed as Speaker.	(d) If two or more Members be proposed as Speaker, a motion shall be moved and seconded regarding each such Member, "That Mr. — do take the Chair of the House as Speaker"; and each Member so proposed shall submit himself to the House.
	Mode of decision between Candidates.	(e) When only two Members are proposed and seconded as Speaker, each Member shall deliver to the Clerk a ballot-paper in writing, containing the name of the candidate for whom he votes; and the Candidate who has the greater number of votes shall be the Speaker, and be conducted to the Chair. In the event of there being an equality of votes, the Clerk shall declare such to be the case, and the vote shall be taken again.

- (f) When more than two Members are so proposed and seconded, the votes shall be taken in like manner, and the Member who has the greatest number of votes shall be the Speaker, provided he has also a majority of the votes of the Members present; but if no candidate has such majority, the name of the candidate having the smallest number of votes shall be withdrawn, and a fresh ballot shall take place; and this shall be done as often as necessary, until one candidate is declared to be elected as Speaker by such majority, when such Member shall be conducted to the Chair.
- (g) In the event of there being an equality of votes, the Clerk shall declare such to be the case, and the votes shall be again taken, when, if again there shall be an equality of votes, the Clerk shall determine, by lot the name of which of the candidates, having the same number of votes, shall be withdrawn, as if he had obtained the lesser number of votes.
- (h) Having been conducted to the Chair, the Member elected returns his acknowledgments to the House for the honour conferred upon him, and thereupon sits down in the Chair, and then the Mace (which before lay under the Table) shall be laid upon the Table.
- (i) The Speaker, having been congratulated, a Member of the Government shall inform the House at what time the Governor-General will be pleased to receive the House for the purpose of presenting the Speaker to His Excellency, and the sitting of the House shall then be suspended until that time.
- (j) The Speaker, with the House, shall present himself to the Governor-General; and, on returning, shall pass through the Chamber, and, having resumed the Chair, shall report his presentation to the Governor-General.
12. A Member shall be appointed by the House each Session to be the Chairman of Committees, who shall hold office till his successor is appointed, and who shall take the Chair of all Committees of the Whole. Should more than one Member be proposed as Chairman, the election shall be by ballot, in the same way as is provided for the election of Speaker.

Mode of decision where more than two Candidates. See S.O. No. 10.

Equality of votes. New.

Mr. Speaker takes Chair, and mace is laid upon Table. See No. 11.

Presentation of Speaker to Governor-General. See No. 12.

Speaker presents himself to Governor-General. See No. 13.

Chairman of Committees appointed. See No. 215.

Method of election.

CHAPTER IV.

ABSENCE OF SPEAKER AND OFFICERS.

13. Unless and until the House otherwise order the Chairman of Committees shall, as Deputy-Speaker, perform the duties and exercise the authority of Speaker in relation to all proceedings of the House, until the next meeting of the House, whenever the House shall be informed by the Clerk at the Table of the unavoidable absence of the Speaker; and so on from day to day, on the like information being given to the House, until the House shall otherwise order: Provided that, if the House shall adjourn for more than twenty-four hours, the Deputy-Speaker shall continue to perform the duties, and exercise the authority of Speaker, for twenty-four hours only after such adjournment.

Unavoidable absence of Speaker. See No. 22.

See S.O. No. 23.	Absence of Speaker and Chairman of Committees.	14. Should both the Speaker and the Chairman of Committees be unavoidably absent, the Members present, if a Quorum*, may at once proceed to elect one of their number to act as Speaker for that day only, the question being put to the House by the Clerk. Otherwise the House stands adjourned to the next sitting day.
See No. 24.	Continued absence of Speaker.	15. If the House be informed by the Clerk of the likelihood of the continued absence of the Speaker, the House may appoint another Member to act as Deputy-Chairman of Committees during such continued absence.
See No. 25.	Speaker relieved by Deputy-Speaker.	16. The Chairman of Committees shall take the Chair as Deputy-Speaker whenever requested so to do by the Speaker during a sitting of the House, without any formal communication to the House; and the Speaker shall nominate at the commencement of every Session not less than four Members who shall act as temporary Chairmen of Committees when requested so to do by the Chairman of Committees.
See No. 25.	Temporary Chairmen of Committees.	
See No. 26.	Vacancy in Speakership during Session.	17. When a vacancy has occurred in the office of Speaker during a Session the Clerk shall report the same to the House at its next sitting, and the House shall either forthwith, or at its next sitting, proceed to the election of a new Speaker in the manner hereinbefore provided.
See No. 27.	Vacancy in Speakership during Recess.	18. When a vacancy has occurred in the office of Speaker during recess, the Clerk shall, on the opening of the next Session, report the same to the House on its return from hearing the Governor-General's Speech, or from attending to hear the Commission read, as the case may be, and the House shall forthwith proceed to the election of a new Speaker in the manner hereinbefore provided.
See No. 28.	Unavoidable absence of Clerk.	19. In case of unavoidable absence of the Clerk, his duties shall be performed by the Clerk-Assistant.

CHAPTER V.

STANDING COMMITTEES.

See No. 319.	Standing Orders Committee.	20. A Standing Orders Committee, to consist of the Speaker, the Chairman of Committees, and seven other Members, shall be appointed at the commencement of each Parliament, such Committee to have power to act during Recess, and to confer with a similar Committee of the Senate.
See No. 320-1.	Library and House Committees.	21. A Library Committee and a House Committee, each to consist of the Speaker and six other Members, shall be appointed at the commencement of each Parliament, such Committees to have power to act during Recess, and to confer with similar Committees of the Senate.
See No. 322.	Printing Committee.	22. A Printing Committee, to consist of seven Members, shall be appointed at the commencement of each Parliament, to which shall stand referred all Petitions and Papers presented to the House, or laid upon the Table, the Committee to report from time to time as to what Petitions and Papers ought to be printed, and whether wholly or in part: Provided that when a Paper has been laid on the Table, a Motion may be moved at any time, without Notice, that the Paper be printed.
New.	Quorum of Standing Committee.	23. The quorum of a Standing Committee shall be three unless otherwise ordered.

* By section 39 of *The Constitution* a Quorum is "at least one-third of the whole number of the Members of the House of Representatives."

CHAPTER VI.

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

24. A Members' Roll for each State shall be kept by the Clerk, showing the name of each Member elected for each State, the date of his election, of making the oath, or affirmation, of ceasing to be a Member and the cause thereof. His attendance at the sittings of the House shall be recorded in the Votes and Proceedings daily.
25. The front seats, nearest to the right hand of the Speaker, shall be reserved for Members holding office under the Crown.
26. Whenever a change of a Minister holding office under the Crown takes place, the out-going Minister shall be entitled to take the seat vacated by his successor.
27. Any question with regard to the seats to be occupied by Members shall be determined by the Speaker or Chairman of Committees respectively.
28. Members shall be entitled to retain the seats occupied by them at the time of their taking their seats for the first time after election so long as they continue Members of the House without re-election.
29. Leave of absence may be given by the House to any Member, on motion, after notice, stating the cause and period of absence; and such motion shall have priority over all other business, except questions.
30. A Member shall be excused from service in the House, or on any Committee, so long as he has leave of absence.
31. Any Member, having leave of absence, shall forfeit the same if he attend the service of the House before the expiration of such leave.
32. All proceedings of the House shall be recorded by the Clerk, and such records shall constitute the Votes and Proceedings of the House, and shall be signed by the Clerk.
33. The custody of the Votes and Proceedings, Records, and all Documents whatsoever laid before the House shall be in the Clerk, who during a session shall neither take, nor permit to be taken, any such Votes and Proceedings, Records, or Documents, from the Chamber or Offices, without the express leave of the House, or during recess or any adjournment without the leave of the Speaker. Provided that on the application of any Government Department any original Document laid on the Table, if not likely to be further required by Members, may in the Speaker's discretion be returned to such Department.

Members' Roll
to be kept by
Clerk.

See S. O. No. 44.

Daily record of
attendance.

New.

Places reserved
for Ministers of
the Crown.

See No. 48.

Seat of Minister.

See No. 49.

Vacant Seats.

See No. 50.

Members
retaining Seats.

See No. 51.

Leave of Absence
may be given.

See No. 45.

Leave of Absence
excuses from
service.

See No. 46.

Leave of Absence
forfeited.

See No. 47.

Votes and
Proceedings
of House.

See No. 42.

Custody of
Records.

See No. 43.

CHAPTER VII.

SITTING AND ADJOURNMENT OF THE HOUSE.

34. The Chair shall be taken at the time appointed on every day fixed for the meeting of the House: but if, at the expiration of five minutes after that time, there be not a Quorum, the Speaker shall adjourn the House to the next sitting day.
35. Upon the Speaker taking the Chair each day he shall read the following prayers:—
- Almighty God, we humbly beseech Thee at this time to vouchsafe Thy special blessing upon this Parliament, and that Thou wouldst be pleased to direct and prosper all our consultations to the advancement of Thy glory, and to the true welfare of the people of Australia.

Chair taken,
or House
adjourned for
want of
Quorum.

See No. 29.

Prayers.

New.—
Resolution of
the House.

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

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| See S. O. No. 30. | Members after entry cannot leave before Quorum present. | 36. A Member having entered the Chamber after the time appointed for the meeting of the House shall not be permitted to withdraw within five minutes afterwards unless a House is formed. |
| See No. 31. | If Tellers in Division report want of Quorum, House adjourned. | 37. If it shall appear on the report by the Tellers of a Division of the House that a Quorum* of Members is not present, the Speaker shall adjourn the House till the next sitting day; and no decision of the House shall be considered to have been arrived at by such Division. |
| See No. 33. | When want of Quorum noticed House counted.— House adjourned. | 38. If any Member shall take notice that a Quorum of Members is not present, the Speaker, standing up in his place, shall count the House; and, if a Quorum be not present within three minutes, he shall adjourn the House till the next sitting day. |
| | Speaker may decline count House. | 38A. If the Speaker considers at any time that his attention is being called unnecessarily to the absence of a Quorum and he is satisfied that there is a Quorum within the precincts of the House he may decline to count the House. |
| See No. 32. | If Chairman reports want of Quorum in Division, or after counting Committee, House adjourned. | 39. When the Speaker shall be informed by the Chairman of Committees, in consequence of a report by the Tellers of a Division of the Committee, or after counting the Committee that a Quorum of Members is not present, he shall forthwith adjourn the House till the next sitting day. |
| See No. 34. | When attention called to no Quorum, all Members to remain. | 40. When the attention of the Speaker, or of the Chairman of Committees, has been called to the fact that there is not a Quorum of Members present, no Member shall leave the Chamber until the House has been counted. |
| See No. 35. | Doors unlocked and bells rung when House or Committee counted. | 41. The doors of the House shall be unlocked whenever the Speaker or the Chairman is engaged in counting the House or Committee, and the bells shall be rung as in a Division. |
| See No. 36. | House constituted on resumption of Sitting. | 42. When the attendance of the House has been desired by the Governor-General, or its sitting has been temporarily suspended, the House on its return, or on the sitting being resumed, may proceed with business although less than a Quorum be present, until notice be taken thereof. |
| See No. 37. | House only adjourns by resolution, with exceptions. | 43. The House can only be adjourned by its own Resolution, except in the cases mentioned in Orders numbered 34, 37, 38, and 39, when the Speaker adjourns the House without putting a Question. |
| See No. 38. | Motions for Adjournment of House. | 44. No motion for the adjournment of the House shall be moved except by a Minister, unless a Member, after Petitions (if any) have been presented, and Notices of Motions (if any) given, and before the business of the day is called on, rising in his place shall propose to move the adjournment for the purpose of discussing a definite matter of urgent public importance (which he shall then state and hand in in writing to the Speaker) and unless five Members including the mover, shall thereupon rise in their places, as indicating approval of the proposed discussion. |

44A. In speaking to such motion the mover shall not exceed thirty minutes, and any other Member shall not exceed fifteen minutes, and at the expiry of two hours from the meeting of the House, the debate shall, if it have not previously ended, be closed and the next business proceeded with, unless the House shall then, on motion duly moved and seconded, without debate allow some specified further time before it be closed.

*By section 39 of *The Constitution* a Quorum is "at least one-third of the whole number of the Members of the House of Representatives."

45. No second motion for the adjournment of the House shall be moved on the same day, except by a Minister. No second Motion same day. Adjournment to fix next Meeting. See S. O. No. 40.
46. A Motion, for the purpose of fixing the next meeting of the House, may be moved by a Minister at any time without notice. See No. 41.

CHAPTER VIII.

RULES OF DEBATE AND PRIVILEGE.

ORDER.

47. Order shall be maintained in the House by the Speaker, and in a Committee by the Chairman of Committees; but disorder in a Committee can be censured by the House only on receiving a report. Order maintained by Speaker, or in Committee by Chairman. See No. 277.
48. Whenever the Speaker rises during a debate, any Member then speaking, or offering to speak, shall sit down, and the House shall be silent, so that the Speaker may be heard without interruption. When the Speaker rises. See No. 278.
49. When the Speaker is putting a Question no Member shall walk out of or across the Chamber; nor, when a Member is speaking, shall any Member hold discourse to interrupt him. When Speaker putting Question. See No. 279.
50. Every Member shall be uncovered when he enters or leaves the Chamber, or moves to any other part of the Chamber during a debate; and shall make obeisance to the Chair in passing to or from his seat. Member to be uncovered when not in his seat. See No. 52.
51. No Member shall pass between the Chair and any Member who is speaking, nor between the Chair and the Table. Members passing through the House. See No. 53.
52. Every Member of the House, when he comes into the Chamber, shall take his seat, and shall not at any time stand in any of the passages or gangways. Members to take their places. See No. 54.

MANNER AND RIGHT OF SPEECH.

53. Every Member desiring to speak shall rise uncovered, and address himself to the Speaker. Members address Speaker standing and uncovered. See No. 253.
54. By the special indulgence of the House, a Member unable conveniently to stand, by reason of sickness or infirmity, will be permitted to speak sitting and uncovered. Indulgence to Members unable to stand. See No. 254.
55. When two or more Members rise together to speak, the Speaker shall call upon the Member who, in his opinion, first rose. Speaker calls upon Members to speak. See No. 255.
56. A Member shall not read his speech. Speech not read See No. 256.
57. A Member may speak to any Question before the House, or upon a Motion or Amendment to be moved by himself, or upon a Question of Order arising out of the debate, or upon a Question of Privilege, but not otherwise. When Member may speak. See No. 257.
58. By the indulgence of the House a Member may explain matters of a personal nature, although there be no question before the House; but such matters may not be debated. Personal explanation. See No. 258.
59. No Member may speak twice to a Question before the House, except in explanation or reply. Member not to speak twice. See No. 259.
60. A Member who has spoken to a Question may again be heard, to explain himself in regard to some material part of his speech which has been misquoted or misunderstood, but shall not introduce any new matter, or interrupt any Member in possession of the Chair, and no debatable matter shall be brought forward or debate arise upon such explanation. Except to explain words. See No. 260.

See S.O. No. 261.	Or to reply in certain cases.	61. A reply shall be allowed to a Member who has moved a substantive Motion, or the second reading of a Bill, but not to any Member who has moved an Order of the Day (not being the second reading of a Bill) or an Amendment.
See No. 262.	Reply at close of adjourned debate on a Motion.	62. A reply shall also be allowed to the Mover of a substantive Motion, although the debate thereon, by being adjourned, becomes an Order of the Day.
See No. 263.	Order of moving Amendments.	63. An Amendment proposed shall be disposed of before another Amendment, except an Amendment upon the Amendment, can be moved; after all the Amendments have been disposed of the main Question as amended, or otherwise, shall be put.
See No. 264.	Reply closes debate.	64. In all cases the reply of the Mover of the original Question closes the debate.
See No. 265.	Member not speaking when seconding Motion, &c., or moving Order of Day may speak later.	65. It shall be competent to a Member, when he seconds a Motion or Amendment before the House or moves an Order of the Day, without speaking to it, to address the House on the subject of such Motion, Amendment, or Order of the Day, at a later period during such Debate.
See No. 266.	Debates of same Session not to be alluded to.	66. No Member shall allude to any debate of the same Session upon a Question or Bill not being then under discussion, nor to any speech made in Committee, except by the indulgence of the House for personal explanations.
See No. 270.	Allusion to debate in Senate.	67. No Member shall allude to any debate of the current Session in the Senate, or to any measure pending therein.
See No. 267.	Reports of Speeches of same Session not to be read unless referring to debate proceeding.	68. No Member shall read from a report of any speech made in Parliament during the same Session unless such report refer to the debate then proceeding.
See No. 268.	Extracts referring to debates not to be read.	69. No Member shall read extracts from newspapers or other documents commenting on debates in the House during the same Session.
See No. 269.	Reflections upon votes of House.	70. No Member shall reflect upon any vote of the House, except upon a motion that such vote be rescinded.
See No. 271.	Use of King's or Governor-General's name.	71. No Member shall use the name of His Majesty or of his representative in this Commonwealth disrespectfully in debate, nor for the purpose of influencing the House in its deliberations.
See No. 272.	Offensive words against either House or any member.	72. No Member shall use offensive words against either House of the Parliament or any Member thereof, or of any House of a State Parliament, or against any Statute, unless for the purpose of moving for its repeal, and all imputations of improper motives and all personal reflections on Members shall be considered highly disorderly.
	No charge against Member to be made except on motion.	No Member shall make a serious charge against any other Member in debate, except on a motion, pursuant to notice, dealing distinctly with the question.
See No. 273.	No member to be referred to by name.	73. No Member shall refer to any other Member by name, but only by the name of the division he represents.
See No. 274.	Debate confined to present question.	74. No Member shall digress from the subject-matter of any Question under discussion; nor anticipate the discussion of any other subject which appears on the Notice Paper.
See No. 275.	Question may be required to be read.	75. Each Member may (for his information) of right require the Question or matter in discussion to be read by the Clerk at any time during the debate, but not so as to interrupt a Member speaking.
See No. 280.	Interruption not allowed. Exceptions.	76. No Member shall interrupt another Member whilst speaking, unless (1) to request that his words be taken down; (2) to call attention to a point of Order or Privilege suddenly arising; (3) to call attention to the want of a Quorum; or (4) to call attention to the presence of strangers.

77. When any Member objects to words used in debate and desires them to be taken down, the Speaker shall direct them to be taken down by the Clerk accordingly. Words taken down in House. See S.O. No. 281.

78. Every such objection must be taken at the time when such words are used, and will not be afterwards entertained. Words to be objected to when used. See No. 282.

ADJOURNMENTS.

79. A debate may be adjourned either to a later hour of the same day, or to any other day. Adjournment of debate. See No. 288.

80. The Member, upon whose Motion any debate shall be adjourned by the House, shall be entitled to pre-audience on the resumption of the debate. Member moving adjournment entitled to pre-audience. See No. 289.

81. In the event of a Motion for the adjournment of the debate upon any Question being negatived, the Members moving and seconding the Motion for such adjournment may address the House at a later period during such debate. If motion negatived, mover and seconder may afterwards speak. See No. 290.

82. If a debate be interrupted by a count out or by any adjournment of the House, such debate may, on Motion after notice, be resumed at the point where it was so interrupted. Resumption of interrupted debates. See No. 291.

83. No Member may speak to any Question after the same has been put by the Speaker and the voices have been given in the affirmative and negative thereon. No member to speak after question put. See No. 292.

84. The following motions are not open to debate, shall be moved without argument or opinion offered, and shall be forthwith put from the Chair and the vote taken:— Motions not open to debate. New.—Practice of Parliament.

- (a) A motion for the first reading of a Bill.
- (b) A motion that this debate be now adjourned.
- (c) A motion in Committee that the Chairman report progress, and ask leave to sit again.
- (d) A motion in Committee that the Chairman leave the Chair.
- (e) A motion to reinstate on the Notice Paper any business which has lapsed because of a count-out.

Should any such motion be negatived no similar motion shall be received within a quarter of an hour of the declaration of the preceding decision.

85. Any Member may rise at any time to speak "to order," and all Questions of Order and matters of Privilege at any time arising shall, until disposed of, suspend the consideration and decision of every other Question. Speaking "to order." See No. 283.
See No. 284.

PRIVILEGE.

86. Whenever a Matter or Question directly concerning the Privileges of the House, or of any Committee or Member thereof, has arisen since the last sitting of the House, a Motion calling upon the House to take action thereon may be moved, without notice, and shall, until decided, unless the debate be adjourned, suspend the consideration of other Motions as well as Orders of the Day. Precedence to question of order or privilege. See No. 283.

87. Any Member complaining to the House of a statement in a newspaper as a breach of Privilege, shall produce a copy of the paper containing the statement in question, and shall be prepared to give the name of the printer or publisher, and also to move a Motion declaring the person in question to have been guilty of contempt. Complaints against newspapers. See No. 285.

88. Upon a Question of Order being raised the Member called to order shall resume his seat, and after the Question of Order has been stated to the Speaker by the Member rising to the Question of Order, the Speaker shall give his ruling or decision thereon, and may do so forthwith. Proceedings on question of order. See No. 286.

89. If any objection is taken to the ruling or decision of the Speaker, such objection must be taken at once, and Objection to ruling of Speaker. See No. 287.

handed to the Speaker in writing, and Motion moved, which, if seconded, shall be proposed to the House, and debate thereon forthwith proceed unless adjourned to the next sitting day.

CHAPTER IX.

ROUTINE OF BUSINESS.

See S.O. No. 68.	Routine of business.	90. The House shall proceed each day with its ordinary business in the following routine :—1. Presentation of Petitions. 2. Giving notices and asking and answering questions without notice. 3. Questions on notice. 4. Formal business. 5. Motions and Orders of the Day, or <i>vice versa</i> , as set down on the Notice Paper.
See No. 69.	Presentation of Reports and Papers.	91. Reports of Standing and Select Committees and Papers may be presented by Members in their places at any time when other business is not before the House.
See No. 70.	Opposed business.	92. No opposed Business not then under discussion shall be taken after eleven o'clock at night, unless the House otherwise order.
New.	Government business.	93. On days upon which by Sessional Order Government Business takes precedence of other business, Ministers may arrange the order of their Notices of Motion and Orders of the Day on the Notice Paper as they think fit.
See N.S.W. and Queensland S.O.	Formal or unopposed Business.	94. Before the House proceeds with the Notices of Motion or Orders of the Day, the Speaker may inquire with respect to each Motion of which Notice has been given for the day, and each Order of the Day for the Third Reading of a Bill, whether there is any objection to its being put without debate; and if no objection is taken by any Member, the Motion or Order shall be deemed to be a Formal Motion or Order and be put accordingly.
Do.	To take precedence.	95. Formal Motions and Orders of the Day shall take precedence of all other Motions and Orders of the Day, and shall be disposed of in the relative order in which they stand on the Business Paper.
Do.	No amendment or debate allowed.	96. No Amendment or Debate shall be allowed on a Formal Motion or Order of the Day, but the House may proceed to Division thereon as in other cases.
Do.	Not to prevent other Business.	97. The disposal of Formal Motions and Orders shall not prevent any Business from being done, which is required to be done, before the House proceeds to the Notices of Motion or Orders of the Day.
		97A. If all motions shall not have been disposed of two hours after the time fixed for the meeting of the House, the debate thereon shall be interrupted, and unless the House otherwise order, the Orders of the day shall be taken in rotation; but if there should be no Order of the Day, the discussion on Motions may be continued. The consideration of Motions may be resumed after the Orders of the Day are disposed of. On days when Orders of the Day have precedence of Notices of Motion the same rule shall apply in reverse order. This Standing Order shall only apply on days when private members' business takes precedence.

CHAPTER X.

PETITIONS.

See No. 71.	Time for presenting petition.	98. No Petition shall be presented after Notices of Motion have been given except when the mover of a Motion is called on, or when an Order of the Day is read for the first time, when a Petition referring thereto may be presented.
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99. Every Petition shall be fairly written, or type written, printed, or lithographed, without interlineation or erasure. Petitions to be legible. See S.O. No. 72.
100. Every Petition shall contain a prayer at the end thereof. To contain a prayer. See No. 73.
101. Every Petition shall be in the English language, or be accompanied by a translation, certified to be correct by the Member who presents it. To be in English, or accompanied by translation. See No. 74.
102. Every Petition shall be signed by at least one person on the skin or sheet on which the Petition is inscribed. To be signed on same sheet. See No. 75.
103. Every Petition shall be signed by the parties whose names are appended thereto, by their own hand, and by no one else, except in case of incapacity by sickness. Persons unable to write shall affix their marks in the presence of a witness, who shall as such affix his signature. To be signed by the persons themselves. See No. 76.
104. Every signature shall be written upon the Petition or upon the sheets attached thereto, and not pasted upon or otherwise transferred thereto. Signatures not to be transferred. See No. 77.
105. All Petitions shall be received only as the Petitions of the parties signing the same. To be received only as from the persons signing. See No. 78.
106. Petitions of Corporations aggregate are required to be made under their common seal. Petitions from Corporations. See No. 79.
107. No letters, affidavits, or other documents, shall be attached to any Petition except it be a Petition for a Private Bill. No documents to be attached. See No. 80.
108. No reference shall be made in a Petition to any debate in Parliament. No reference to debates. See No. 81.
109. Every Petition shall be respectful, decorous, and temperate in its language, and shall not contain irrelevant statements. Petitions must be respectful. See No. 82.
110. Petitions can only be presented to the House by a Member, but a Member cannot present a Petition from himself. Must be presented by a Member. See No. 83-4.
111. Every Member presenting a Petition to the House shall affix his name at the beginning thereof. Members to affix their names. See No. 85.
112. It shall be incumbent on every Member presenting a Petition to acquaint himself with the contents thereof, and to ascertain that it does not contain language disrespectful to any branch of the Legislature or to any branch of a State Legislature. To peruse petitions they present. See No. 86.
113. Every Member presenting a Petition shall take care that the same is in conformity with the Rules and Orders of the House. To take care Rules of the House are observed. See No. 87.
114. Every Member presenting a Petition to the House shall confine himself to a statement of the parties from whom it comes, of the number of signatures attached to it, and of the material allegations contained in it, and to the reading of the prayer of such Petition. Members confined to statement of certain facts. See No. 88.
115. Every Petition, which according to the Rules of the House can be received, shall be brought to the Table by the Member presenting the same, and no discussion upon the subject-matter thereof shall be allowed. No discussion allowed on presenting petition. See No. 89.
116. The only questions entertained by the House on the presentation of a Petition shall be —1. "That the Petition be received;" 2. "That the Petition be received and read;" 3. "That the Petition be printed;" or 4. (in the case of a Petition respecting any subject then under consideration of a Select Committee) "That the Petition be referred to the Select Committee on —."
117. No Member shall move that a Petition be printed, unless he intends to take action upon it and informs the House thereof. Restrictions on printing. See No. 91.

CHAPTER XI.

QUESTIONS SEEKING INFORMATION.

See S.O. No. 92.	Questions respecting public business.	118. After Notices have been called for, Questions relating to public affairs may be put to Ministers; and to other Members relating to any Bill, Motion, or other public matter connected with the business on the Notice Paper, of which such Members may have charge.
	Questions without notice.	119. No entry shall be made in the Votes and Proceedings of the House respecting any question asked without notice, nor of any reply thereto.
See No. 93.	Questions not to involve argument.	120. In putting any Question no argument or opinion shall be offered, nor any facts stated, except so far as may be necessary to explain such Question.
See No. 94.	No debate allowed.	121. In answering any Question a Member shall not debate the matter to which the same refers.
See No. 95.	Notice of question.	122. Notice of Question shall be given by a Member delivering the same at the table fairly written, within two hours after the meeting of the House, signed by himself, and showing the day proposed for asking such Question.
See No. 96.	When notice given.	123. When Notices of Questions are given, the Clerk shall place them at the commencement of the Notice Paper, according to the order in which they were given, and the reply shall be handed to him in writing when given, and entered in the Votes and Proceedings.

CHAPTER XII.

NOTICES OF MOTION.

See No. 97.	Notice of motion—how given.	124. Notice of Motion shall be given by the Member stating its terms to the House and delivering at the Table a copy of such notice, fairly written, signed by himself, and showing the day proposed for bringing on such Motion.
New.—Practice of Parliament.	Notice may be divided.	125. If a Notice of Motion is given which contains matters not relevant to each other, the Speaker may instruct the Clerk to divide such Notice into two or more Notices.
See No. 98.	Order of notices.	126. The Notices shall be entered by the Clerk on the Notice Paper in the order in which they were given, subject to any sessional order.
See No. 99.	Notice given for an absent Member.	127. A Member, on being duly requested, may give notice for any other Member not then present, by putting the name of such Member on the Notice of Motion, in addition to his own.
See No. 100.	Postponement of motion.	128. A Member desiring to change the day for bringing on a Motion may give notice of such Motion for any day subsequent to that first named, but not earlier, subject to the rules governing Notices of Motion.
See No. 101.	Terms of notice altered.	129. After a Notice of Motion has been given the terms thereof may be altered by the Member delivering at the Table an amended Notice, either on the same day or any day prior to that for proceeding with such Motion, or he may withdraw the same by giving notice to the Clerk.
See No. 103.	Notice of resolutions.	130. A Member giving notice in general terms to move certain Resolutions must deliver at the Table a fair copy of the proposed Resolutions at least one day prior to that for which he has given notice, except by leave of the House.
See No. 104.	No notice received after commencement of business.	131. No Notice of Motion shall be given after the House shall have proceeded to the business of the day as set down on the Notice Paper.
See No. 105.	Unbecoming notices expunged.	132. Any notice containing unbecoming expressions, or which offends against any Standing Order of the House, shall be amended by the Speaker before it appears upon the Notice Paper.
See No. 106.	Giving more than one notice.	133. A Member may not give two Notices of Motion consecutively, if another Member has any Notice to give.
See No. 107.	Operation of notices.	134. No Notice or Contingent Notice shall have effect for the day on which it is given, nor for a day later than the sixteenth next sitting day of the House.

CHAPTER XIII.

MOTIONS AND VOTES.

135. No Member shall, unless by leave of the House, or unless it be otherwise specially provided by the Standing Orders, move any Motion except in pursuance of Notice openly given at a previous sitting of the House and duly entered on the Notice Paper. No motion without previous notice. See S. O. No. 108.
136. Motions shall have precedence each day according to the order in which they appear on the Notice Paper. Precedence of Motions. See No. 109.
137. If, at the Adjournment of the House, any Motions on the Notice Paper have not been called on, such Motions shall be set down on the Notice Paper for the next sitting day, after the regular business of that day. Motions not called on. See No. 110.
138. Precedence will be ordinarily given by courtesy to a Motion for a Vote of Thanks of the House. Precedence to Vote of Thanks. See No. 112.
139. A Member, on being duly requested, may move for any Return of which Notice has been given by another Member. Return moved by one Member for another. See No. 114.
140. If a Member be not in his place when the Notice of Motion given by him is called on, or fail to rise and move the same, it shall be withdrawn from the Notice Paper, unless he or any other Member at his request thereupon fix a later day for bringing on the Motion or proceed with it forthwith. Member failing to move. See No. 102.
141. A Motion not seconded may not be further debated, and no entry thereof shall be made in the Votes and Proceedings. Motion not seconded. See No. 115.
142. When a Motion has been moved and seconded, a Question thereupon shall be proposed to the House by the Speaker. Question proposed by the Speaker. See No. 120.
143. After a Motion has been proposed from the Chair, it shall be deemed to be in possession of the House, and cannot be withdrawn without leave. Restrictions on withdrawal of Motions. See No. 116.
144. No Motion or Amendment shall anticipate an Order of the Day or another Motion of which Notice has been given. Anticipating Motions. See No. 117.
145. A Motion which has been superseded, or by leave of the House withdrawn, may be moved again during the same Session. Motions withdrawn again brought on. See No. 118.
146. So soon as the debate upon a Question shall be concluded, the Speaker shall put the Question to the House; and if the same should not be heard, shall again state it to the House. Question put. See No. 121.
147. The House may order a complicated Question to be divided. Division of complicated Question. See No. 122.
148. A Question being put shall be resolved in the affirmative or negative, by the majority of voices, "Aye" or "No." Question determined by majority of voices. See No. 123.
149. The Speaker shall state whether, in his opinion, the "Ayes" or the "Noes" "have it;" and if his opinion be challenged the Question shall be decided by Division. Speaker states result. See No. 124.
150. No Question or Amendment shall be moved which is the same in substance as any Question which, during the same Session, has been resolved in the affirmative or negative, unless the Order, Resolution, or Vote on such Question or Amendment has been rescinded. Same Question not again proposed. See No. 125.
151. A Resolution, or other Vote of the House, may be read and rescinded; but no such Resolution or other Vote may be rescinded during the same Session, unless seven days' notice be given and at least one-half of the whole number of the Members of the House vote: Provided that to correct irregularities or mistakes one day's notice only shall be sufficient. Resolution or Vote rescinded. See No. 126.
152. Leave of the House must be granted without any dissentient voice. Leave of the House. See No. 127.

CHAPTER XIV.

AMENDMENTS.

- See S.O. No. 128. Different forms of Amendments. 153. A Question having been proposed may be amended—(i.) By leaving out certain words only; (ii.) By leaving out certain words in order to insert or add other words; (iii.) By inserting or adding words.
- See No. 129. Amendments to be in writing. 154. An Amendment to any Motion before the House must, for purposes of record, be in writing and be signed by the mover.
- See No. 130. Relevancy of Amendment. 155. Every Amendment must be relevant to the question which it is proposed to amend.
- See No. 131. Amendments must be seconded. 156. An Amendment moved, but not seconded, shall not be entertained by the House, nor entered in the Votes and Proceedings.
- See No. 132. Amendment to leave out words. 157. When the proposed Amendment is to leave out certain words, the Speaker shall put a Question, "That the words proposed to be left out stand part of the Question."
- See No. 133. Amendment to insert or add words. 158. When the proposed Amendment is to insert or add certain words, the Speaker shall put a Question, that such words be inserted, or added.
- See No. 134. Amendment to leave out words, and insert or add others. 159. When the proposed Amendment is to leave out certain words in order to insert or add other words, the Speaker shall put a Question "That the words proposed to be left out stand part of the Question," which, if resolved in the affirmative, shall dispose of the Amendment; but if in the negative, another Question shall be put, that the words of the Amendment be inserted or added instead of the words which are left out.
- See No. 135. When later part of a Question amended. 160. No Amendment shall be moved to any part of a Question after a later part has been amended, or after a Question has been proposed on an Amendment thereto, unless the proposed Amendment has, by leave of the House, been withdrawn.
- See No. 136. No Amendment to words already agreed to. 161. No Amendment shall be moved to any words which the House has resolved shall stand part of a Question, or which have been inserted in, or added to, a Question, except it be the addition of other words thereto.
- N.S.W. and Vic. practice. Order of moving amendments. 162. An Amendment proposed shall be disposed of before another Amendment to the original Question can be moved.
- See No. 137. Proposed amendment withdrawn. 163. A proposed Amendment may, by leave of the House, be withdrawn.
- See No. 138. Amendments to proposed amendments. 164. Amendments may be moved to a proposed Amendment as if such proposed Amendment were an original Question.
- See No. 139. Proposal to leave out words. Amendment to words proposed to be substituted. 165. When it is moved to leave out words in the main Question, in order to insert or add others, no Amendment to the words proposed to be inserted or added can be received until the question that the words proposed to be left out stand part of the main Question has been determined.
- See No. 140. Question as amended put. 166. When Amendments have been made the main Question shall be put as amended.
- See No. 141. When amendments moved but not made. 167. When Amendments have been moved, but not made, the Question shall be put as originally proposed.

CHAPTER XV.

ORDERS OF THE DAY.

- See No. 147. Order of the Day defined. 168. An Order of the Day is a Bill or other matter which the House has ordered to be taken into consideration on a particular day.
- See No. 148. Orders of Day called on. 169. After the asking of Questions on notice on days on which Orders have precedence of Motions, and after the Motions have been disposed of or adjourned on all other days, the Speaker shall direct the Clerk at the Table to call on the Orders of the Day.

170. Unless the House otherwise direct the Orders of the Day shall be disposed of in the order in which they stand upon the Notice Paper. Disposal of Orders of Day. See S.O. No. 149.

171. If, at the Adjournment of the House, any Orders of the Day on the Notice Paper have not been called on, such Orders of the Day shall be set down on the Notice Paper for the next sitting day at the end of the regular business of that day. Orders of Day not called on. See No. 150.

172. An Order of the Day may be discharged, although it has been debated. Order discharged. See No. 151.

173. An Order of the Day, in the absence of the Member in charge thereof, may, at the request of such Member, be moved by any other Member or postponed. Order dealt with by another Member by request. See No. 152.

CHAPTER XVI.

DIVISIONS.

174. Whenever the Speaker states, on putting a question, that the Ayes or the Noes (as the case may be), have it, his decision may be challenged by Members calling "Divide." How division may be called for. New.—N.S.W. and Vic. practice

175. A Division cannot be proceeded with, unless more than one voice has been given for the Ayes and likewise for the Noes. When division may be called for. See No. 293.

176. Every Member shall vote in accordance with his voice and his vote shall be so recorded. Member to vote as he calls. See No. 294.

177. A Member calling for a Division shall not leave the Chamber, and shall vote with those who, in the opinion of the Speaker, were in the minority. At any time before the Tellers are appointed, a call for a Division may be withdrawn by leave of the House, and the Division shall not be proceeded with; but the decision of the Speaker which was challenged shall stand. Member calling for division. See No. 295.
Call withdrawn by leave.

178. No Member shall be entitled to vote in any Division upon a question in which he has a direct pecuniary interest, not held in common with the rest of the subjects of the Crown, and the vote of any Member so interested shall be disallowed on a question of privilege being raised, but this shall not apply to Motions or Public Bills which involve questions of public policy. No Member to vote if pecuniarily interested. See No. 296.

179. No Member shall be entitled to vote in any Division, unless he was present within the Bar when the question was put with the doors locked, and the vote of any Member not so present shall be disallowed. No Member to vote unless present when question put with doors locked. See No. 297.

180. Previously to any Division, Senators and strangers shall, if ordered, withdraw from below the Bar. Strangers withdraw See No. 298.

181. Before a Division is taken the Clerk shall ring the division bell and turn a three-minute sand-glass, kept on the Table for that purpose, and the doors shall not be closed until after the lapse of three minutes, as indicated by such sand-glass. Division bell rung and sand-glass turned. See No. 299.

182. The doors shall be closed and locked as soon after the lapse of three minutes as the Speaker shall think proper to direct, and then no Member shall enter or leave the Chamber until after the Division. Doors locked after three minutes. See No. 300.

183. When the doors have been locked, and all the Members are in their places, the Speaker shall state the Question to the House, and then direct the "Ayes" to proceed to the right of the Chair, and the "Noes" to the left, and shall appoint two Tellers for each party. Question put, Members divide to right and left. See No. 301.

184. Every Member present within the Bar when the Question is then stated shall remain and vote, and no Member shall move from his place after the Tellers have been appointed till the result has been announced. Every Member present when question stated must vote. See No. 302.

185. Members having taken seats, as far as possible, every Member shall then be counted, and his name taken down by the Tellers on either side, who shall sign their list, and present the same to the Speaker, who will declare the result to the House. Members counted, names taken down. See No. 303.

See S.O. No. 304.	If only one Member.	186. In case there should be only one Member on a side on a Division, the Speaker, without completing the Division, shall forthwith declare the decision of the House.
See No. 305.	Member may speak during division.	187. While the House is dividing Members may speak, sitting, to a point of Order arising out of or during the Division.
See No. 306.	Decision on point of order during division.	188. If a difficulty arise on any point of Order during a Division, it shall be decided if in the House by the Speaker, if in Committee by the Chairman.
See No. 307.	Division list recorded.	189. An entry of the lists of Divisions in the House shall be made by the Clerk in the Votes and Proceedings, and a Report of the Divisions in Committee of the Whole shall be given in <i>Hansard</i> .
See No. 308.	In case of error House again divides.	190. In case of confusion, or error concerning the numbers reported, unless the same can be otherwise corrected, the House shall proceed to another Division.
See No. 309.	Mistakes corrected in journals.	191. If complaint be made to the House that a Division has been inaccurately reported, the Speaker may cause the record to be corrected.
See No. 310.	Speaker's casting vote.	192. In case of an equality of votes, the Speaker shall give a casting vote, and any reasons stated by him shall be entered in the Votes and Proceedings.

CHAPTER XVII.

PUBLIC BILLS.

STAGES OF BILL.

New.	Stages of Bills.	193. There are four stages through which every Bill must pass in the House, viz.:--1. Leave to introduce. 2. First reading. 3. Second reading (which includes committal). And 4. Third reading. The second stage may not be debated.
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INITIATION.

See No. 153.	How initiated.	194. Every Public Bill (unless received from the Senate) shall be initiated either by a Motion for leave to bring in the Bill, specifying its intended title, or by a Motion that not less than two Members prepare and bring it in. 194A. No Bill which under the Constitution requires to be recommended by Message from the Governor-General shall be introduced except upon resolution of a Committee of the Whole upon the Message, and no resolution restoring to the notice-paper or requesting the Senate to resume consideration of any lapsed Bill which requires to be recommended by Message shall be passed except in Committee of the whole upon the Message.
See No. 154.	Fair copy to be presented.	195. A Member, or Members, having leave to bring in a Bill, shall present a fair copy thereof, signed by him or them, to the House at an early day at the Bar of the House.
See No. 155.	Clauses to come within the title.	196. The title shall agree with the order of leave, and no clause shall be inserted in any Bill not coming within its title.
See No. 156.	If irregular, to be withdrawn	197. Every Bill not prepared pursuant to the order of leave, or according to the Rules and Orders of the House, shall be ordered to be withdrawn.

FIRST READING.

See No. 157.	First reading.	198. The Question "That this Bill be now read a first time" shall be put by the Speaker immediately after the same has been received, and shall be determined without amendment or debate.
See No. 158.	Sufficient to read title.	199. On every order for the reading of a Bill the title only shall be read.
See No. 159.	Day fixed for second reading.	200. After the first reading a future day shall be appointed for the second reading of the Bill; and the Bill shall meanwhile be printed, or the second reading may, by leave, be at once proceeded with.

SECOND READING.

201. On the Order of the Day being read for the second reading of a Bill, the Question shall be proposed "That this Bill be now read a second time." Question for second reading. See S.O. No. 160.

202. Amendments may be moved to such Question by leaving out "now" and adding "this day six months," which, if carried, shall finally dispose of the Bill. Amendments to such question. See No. 161.

203. No other amendment may be moved to such Question except in the form of a Resolution strictly relevant to the Bill. Amendments to be relevant. See No. 162.

COMMITTAL AND CONSIDERATION IN COMMITTEE.

204. After the second reading, unless it be moved "That this Bill be referred to a Select Committee," the House shall forthwith, without further question being proposed, resolve itself into a Committee of the Whole for the consideration of the Bill. Committal.—Instruction. See No. 163.

205. An Instruction to a Select Committee extending or restricting the order of reference, may be moved, after Notice, on any day prior to the report of the Committee. Instruction to Select Committee. See No. 252.

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

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

208. In Committee the title and preamble, if any, stand postponed without Question proposed, and the clauses shall be read in their order separately by the Chairman, beginning with the first clause; and the question shall be proposed by the Chairman on each clause, "That the clause stand as printed." The words of enactment at the head of the Bill are not put to the Committee. Title and preamble postponed without Question proposed.—Clauses read and put. See No. 167.

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

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

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

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

211. Any amendment may be moved to any part of the Bill, provided the same be relevant to the subject matter of the Bill, and be otherwise in conformity with the Rules and Orders of the House. What amendments admissible. See No. 170.

212. No amendment for the imposition or for the increase of a tax rate or duty shall be moved by any member except a Minister of State in any Committee on any Bill. What amendments inadmissible. See No. 171.

213. The discussion shall be confined to the clause or amendment before the Committee. Relevancy of discussion. See No. 172.

214. If a clause is amended, a further Question shall be proposed, "That the clause stand as amended." Clauses put as amended. See No. 174.

215. Any clause may be postponed, even if the same has already been amended. Clauses postponed. See No. 175.

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

See S.O. No. 177.	Temporary laws.	217. The precise duration of every Temporary Bill shall be expressed in a distinct clause at the end of the Bill.
See No. 178.	Proceedings in Committee not to be noticed till reported.	218. No notice may be taken of any proceedings of a Committee of the Whole, or of a Select Committee on a Bill, until such proceedings have been reported.
See No. 172.	Decision of Committee not to be reversed in same Committee.	219. When the motion that the title stand part of the Bill has been passed a motion that a clause or clauses be reconsidered may be moved, but no new clause or amendment shall be at any time moved which is substantially the same as one already negatived by the Committee, or which is inconsistent with one that has been already agreed to by the Committee, unless a recommittal of the Bill shall have intervened.
FIRST REPORT TO ADOPTION OF REPORT.		
See No. 179.	Bill ordered to be reported.— Bill reported.	220. When the Bill shall have been fully considered the Question shall be put, "That this Bill (or this Bill as amended) be reported," which being agreed to, the Chairman shall leave the Chair and report the Bill forthwith.
New.	Chairman of Committees to sign copy of Bill and Amendments.	221. The Chairman shall sign, with his name at length, a printed copy of every Bill to be reported, with any Amendments fairly written thereon; and also date and sign with his initials any Amendments and any clauses added in the Committee; and the Bill, so signed, shall be handed by the Chairman to the Clerk before the report is considered.
See No. 180.	If amended, day fixed for considering report.— When no Amendments, report may be adopted.	222. If a Bill be reported with Amendments it may by leave be recommitted, or a future day shall be appointed for taking the report into consideration and moving its adoption, and the Bill, as reported with the Amendments, shall in the meantime, be printed; but if no Amendments have been made the report may be at once adopted.
See No. 181.	Recommittal of Bill on motion for adoption of report.— When no further Amendments, report may be adopted.	223. On the Motion for the adoption of the report the Bill may, on Motion, be recommitted, either in whole or in part; in which case, if Amendments be made and the Bill be reported, a subsequent day shall be fixed for taking the report into consideration and moving its adoption, and the Bill, as reported with the Amendments, shall in the meantime be printed; but if no Amendments have been made the report may be at once adopted.
THIRD READING, PASSING, ETC.		
See No. 182.	Day fixed for third reading.	224. When the report is finally adopted a future day shall be fixed, on Motion, for the third reading, or the third reading may, by leave, be at once proceeded with.
See No. 183.	Recommittal of Bill on motion for third reading.	225. On the Order of the Day for the third reading being read by the Clerk, and before Motion moved, "That this Bill be now read a third time," the Bill may, on Motion, be recommitted, either in whole or in part; in which case, if Amendments be made, a subsequent day shall be appointed for the consideration of the report, and the Bill, as reported with the Amendments, shall in the meantime be printed; but if no Amendments have been made the report may be at once adopted and the Bill read the third time.
See No. 184.	Question for third reading.— Certificate of Chairman of Committees.	226. On the Order of the Day being read for the third reading of a Bill the Chairman of Committees shall certify, in writing, that the fair print is in accordance with the Bill as agreed to in Committee and reported; and the Speaker shall announce that the Chairman has so certified, and the Question shall be proposed "That this Bill be now read a third time."
See No. 185.	Amendments to such question.	227. Amendments may be moved to such Question by leaving out "now," and adding "this day six months," which, if carried, shall finally dispose of the Bill.
See No. 186.	Bill passed.	228. After the third reading no further Question shall be put, and the Bill shall have passed the House.

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

Verbal or formal
Amendments.

See S.O. No. 187.

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

Certificate of
Bill having
passed.

See No. 188.

TRANSMISSION TO SENATE.

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

Bill sent to
Senate.

See No. 189.

SENATE'S AMENDMENTS ON BILLS ORIGINATED IN THE HOUSE.

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

Amendments
by Senate.

See No. 190.

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

How disposed
of.

See No. 191.

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

Relevancy.

See No. 192.

235. When Amendments made by the Senate, in Bills which shall have first passed the House, shall have been agreed to by the House without Amendments, a Message shall be sent informing the Senate thereof; and if they shall have been agreed to with Amendments, the Bill shall be returned with a Schedule of such Amendments, in a Message desiring the concurrence of the Senate therein; and if they shall have been disagreed to, the Bill may be laid aside, or it may be again sent to the Senate, with a Message desiring its reconsideration.

Further
proceeding after
consideration of
amendments.

See No. 193.

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

Reasons for
disagreeing.

See No. 194.

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

Form of
schedule of
amendments.

See No. 195.

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

Further
proceedings.

See No. 196.

- I. Insists on its original Amendments to which the House has disagreed, or
- II. Disagrees to Amendments made by the House on the original Amendments of the Senate, or
- III. Agrees to Amendments made by the House on the original Amendments of the Senate, with further Amendments:

the House may, as to

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

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

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

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

PRESENTATION FOR ASSENT.

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| See S.O. No. 209. | Bills finally passed, certified and presented to the Governor-General. | 253. Every Bill originated in the House of Representatives which shall have finally passed both Houses, shall be presented by the Speaker to the Governor-General for His Majesty's assent, having been first certified by the signature of the Clerk as having originated in the House, and as having finally passed both Houses. |
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AMENDMENTS PROPOSED BY THE GOVERNOR-GENERAL.

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| See No. 210. | Amendments proposed by Governor-General. | 254. Whenever the Governor-General shall return any Bill presented to him, and transmit therewith any Amendment which he may recommend, such Amendment shall be considered and dealt with in the same manner as Amendments proposed by the Senate. |
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| See No. 211. | Such Amendments, if agreed to, to be forwarded to Senate. | 255. When the House shall have agreed to any Amendment proposed by the Governor-General with or without Amendment, such Amendment, together with any alterations rendered necessary to be made in the Bill in consequence of such Amendment, shall be forwarded to the Senate for its concurrence; and any Amendment made by the Senate thereto shall be dealt with in the same manner as Amendments made by the Senate in Bills originated in the House. |
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| See No. 212. | Consideration of such Amendments received through Senate. | 256. Amendments recommended by the Governor-General in Bills originated in the Senate which shall be agreed to by the Senate and forwarded for the concurrence of the House, shall be proceeded with in the same manner as Amendments made by the Senate on the House's Amendments to Bills first received from the Senate. |
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| See No. 213. | Presentation to Governor-General. | 257. When Amendments recommended by the Governor-General in any Bill originated in the House have been agreed to by both Houses with or without Amendment, the Bill shall be fair printed and presented by the Speaker to the Governor-General, having been certified as in manner provided in Standing Order No. 253; but if any such Amendment be disagreed to by the House, or if no agreement between the two Houses be arrived at thereon prior to the last day of the Session, the Speaker shall again present to the Governor-General for His Majesty's assent the Bill in the form as first presented by him for that purpose. |
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CHAPTER XVIII.

BILLS WHICH THE SENATE MAY NOT AMEND.

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| New. | Message from Senate requesting amendments. | 258. Whenever the Senate returns to the House any Bill which the Senate may not amend, requesting, by Message, the omission or amendment of any item or provision therein, the House shall thereupon, or on a later day to be fixed, resolve itself into a Committee of the Whole, to consider the Message, and the subsequent proceedings shall be as follow:— |
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- (a) The Committee may make any of such omissions or amendments, with or without modifications, and the Bill shall be reported to the House by the Chairman.

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

CHAPTER XIX.

COMMITTEES OF THE WHOLE, OF SUPPLY AND OF WAYS AND MEANS.

259. The Quorum in Committee shall consist of the same number of Members as shall be requisite to form a Quorum* of the House. Quorum in Committee. See S.O. No. 216.
260. A Committee of the Whole shall be appointed by resolution, "That the House resolve itself into a Committee of the Whole," either immediately or on a future day. Appointment of Committee. See No. 217.
261. Whenever an Order of the Day is read for the House to resolve itself into a Committee of the Whole the Speaker leaves the Chair without putting any Question, and the House thereupon resolves itself into a Committee, unless upon Notice given reference to a Select Committee is proposed from the Chair. House resolves itself into Committee. See No. 218.
262. As soon as the Speaker has left the Chair the Chairman shall take the Chair of the Committee at the Table. Chairman takes Chair. See No. 219.
263. When any matter has been partly considered in Committee, and the Chairman has been directed to report progress and ask leave to sit again, and the House has ordered that the Committee shall sit again on a particular day, the Speaker, when the order for the Committee has been read, shall forthwith leave the Chair, and the House shall again resolve itself into such Committee. When Committee has reported progress. See No. 220.
264. A Committee shall consider such matters only as shall have been referred to it by the House. Committee to consider only matters referred. See No. 221.
265. Every Question in Committee shall be decided in the same manner as in the House itself, the Chairman having only a Casting Vote, and any reasons stated by him shall be entered in *Hansard*. Questions decided by majority.—Chairman has Casting Vote. See No. 222.
266. Divisions shall be demanded and taken in Committee in the same manner as in the House itself. Divisions in committee. See No. 311.
267. A Motion contradictory of a previous decision of the Committee shall not be entertained in the same Committee. Contradictory Motions. See No. 223.
268. A Motion moved in Committee need not be seconded. Motions need not be seconded. See No. 224.
269. In Committee Members may speak more than once to the same Question; and, when an Amendment has been proposed from the Chair, shall confine themselves to such Amendment. Members may speak more than once. See No. 226.
270. Except as provided by these Standing Orders, the same rules for regulating the conduct of business shall be observed in Committee as in the House itself, the Chairman of Committees being invested with the same authority as the Speaker for the preservation of order; but disorder in a Committee can be censured by the House only on receiving a report. Order in debate. See No. 227.
271. If any objection is taken to a decision of the Chairman of Committees, such objection must be stated at Objection to decision of Chairman. See No. 228.

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

once in writing. The Chairman shall thereupon leave the Chair, and the House resume. The matter having been reported by the Chairman to the Speaker, and Members who desire to do so having addressed themselves thereto, the Speaker shall give his ruling; and the proceedings in Committee shall be resumed where they were interrupted.

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| See S.O. No. 229. | Words taken down in Committee. | 272. The Chairman shall direct words objected to to be taken down, in order that the same may be reported to the House. |
| See No. 230. | Words to be objected to when used. | 273. Every such objection must be taken at the time when such words are used, and will not be afterwards entertained. |
| See No. 231. | Speaker resumes Chair when disorder arises. | 274. If any sudden disorder shall arise in Committee the Speaker may resume the Chair. |
| See No. 232. | When message comes from Governor-General, &c. | 275. The Speaker shall resume the Chair whenever a Message is brought from the Governor-General, or when the time is come for holding a Conference, or for doing anything which the House has ordered to be done at a stated time. |
| See No. 233. | Want of quorum reported by Chairman. | 276. If it appear upon a Division in Committee, that a Quorum of Members is not present, the Chairman shall leave the Chair of the Committee, and shall inform the Speaker thereof, but make no further report. |
| | | No decision of the Committee shall be considered to have been arrived at by such Division. |
| New. | Committee counted by Chairman. | 277. If any Member shall take notice that a Quorum of Members is not present, then the Chairman, standing up in his place, shall count the Committee, and if a Quorum be not present within three minutes he shall inform the Speaker thereof, but shall make no further report. If a Quorum be present, the Committee shall proceed with the business where interrupted. |
| See No. 235. | Resumption of proceedings after count-out. | 278. If the proceedings of a Committee be interrupted by a count out followed by an adjournment of the House, the House may order the resumption of such Committee on a future day, on Motion with notice, and the proceedings shall then be resumed at the point where they were so interrupted. |
| See No. 236. | Report.—Report of progress. | 279. When all matters referred to a Committee have been considered the Chairman shall be directed to report the same to the House; and when all such matters have not been considered the Chairman shall report progress and ask leave to sit again. |
| See No. 237. | Motion to report progress. | 280. A Motion may be moved during the proceedings of a Committee "That the Chairman do report progress and ask leave to sit again." |
| See No. 238. | Motion that Chairman leave Chair. | 281. A Motion "That the Chairman do now leave the Chair," will, if carried, supersede the proceedings of a Committee; but the Committee may, on Motion with notice, be revived for a future day. |
| See No. 239. | Resolutions of Committee. | 282. The Resolutions reported from a Committee may be taken into consideration forthwith and may be agreed to or disagreed to by the House, or recommitted to the Committee, or the further consideration thereof postponed. |

COMMITTEES OF SUPPLY AND WAYS AND MEANS.

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| See No. 240. | Committees appointed each Session. | 283. The Committees of Supply and Ways and Means shall be appointed at the commencement of every Session, so soon as an Address has been agreed to in answer to His Excellency the Governor-General's speech. |
| See No. 241. | Speaker leaves Chair without putting question. | 284. On the Order of the Day being read for the Committee of Supply or Committee of Ways and Means, the Speaker shall put the question "That I do now leave the Chair," but where either of these Committees has reported progress, the Speaker shall leave the Chair without putting any question, on the Order of the Day being read. |
| See No. 241. | Exception. | 285. Except that while the Committees of Supply and Ways and Means are open, the first Order of the Day on the third Thursday in every month shall be either Supply or Ways and Means, and that on that Order of the Day being |

read the Speaker shall put the question "That I do now leave the Chair," on which question any Member shall be at liberty to address the House.

286. Any motion for the imposition of any charge upon the people or for the appropriation of any public revenue shall be considered in a Committee of the whole House before any resolution or vote of the House do pass thereon.

Motion for any Public Aid or Charge upon the people.

See S. O. No. 243.

287. Any report of resolutions from the Committees of Supply and Ways and Means shall be ordered to be considered on a future day.

Report.

See No. 244.

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

Leave to sit again.

See No. 245.

289. Resolutions of the Committees of Supply and Ways and Means reported to the House are read and agreed to; or may be postponed, recommitted, or disagreed to.

Manner in which Resolutions are dealt with.

See No. 246.

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

Tax not to be increased on report.

See No. 247.

CHAPTER XX.

INFRINGEMENT OF ORDER, AND ARREST.

291. If any Member has—

- (a) persistently and wilfully obstructed the business of the House; or
- (b) been guilty of disorderly conduct; or
- (c) used objectionable words, which he has refused to withdraw; or
- (d) persistently and wilfully refused to conform to the Standing Orders or any one or more of them; or
- (e) persistently and wilfully disregarded the authority of the Chair—

Disorder in debate—Suspension.

See No. 59.

The Speaker may report to the House that such Member has committed an offence.

Offence reported by Speaker.

Or if any of the above-named offences have been committed by a Member in Committee of the Whole, the Chairman shall suspend the proceedings of the Committee and report to the Speaker that an offence has been committed by such Member.

Offence in Committee.

The Member named shall then be allowed to make any explanation withdrawal or apology which he may desire to offer, and in the event of his refusing or neglecting to make such explanation withdrawal or apology as shall be satisfactory to the Speaker, a motion may be immediately moved—"That such Member be suspended from the sitting of the House." No adjournment or debate shall be allowed on such motion, but when the question has been proposed from the Chair, the Member may, if he so desire, explain or apologize for his conduct, but shall confine his remarks to an explanation or apology, and shall immediately withdraw, and then the question shall be put by the Speaker.

Proceedings on report of offence.

292. If any Member be suspended under the foregoing Order, his suspension on the first occasion shall be for the remainder of that day's sitting; on the second occasion during the same session for not more than one week; and on the third or any subsequent occasion during the same session for not more than one month.

Period of suspension.

293. When a Member has been suspended he shall not be permitted to enter the Chamber during the period of his suspension. If he does so enter the Chamber during such suspension, the Speaker or the Chairman shall order the Serjeant-at-Arms to remove him from the Chamber.

Member excluded from Chamber.

- See S.O. No. 55. Members ordered to attend. 294. If any Member shall wilfully disobey any order of the House, he may be ordered to attend to answer for his conduct; and, unless his explanation be deemed satisfactory, the House may direct the Serjeant-at-Arms to take such Member into custody.
- See No. 60. Arrest of strangers in House or gallery. 295. The Serjeant-at-Arms attending the House shall, from time to time, on being so directed by the Speaker, take or deliver into custody any stranger whom he may see, or who may be reported to him to be, in any part of the Chamber appropriated to the Members of the House; and also any stranger who, having been admitted into any other part of the House or gallery, shall misconduct himself, or shall not withdraw when strangers are directed to withdraw, while the House or any Committee of the whole House is sitting; and no person so taken into custody shall be discharged out of custody except on the special order of the House and on payment of the fees hereinafter provided.
- See No. 61. Arrest of Member or stranger to be reported. 296. When any Member or other person shall have been taken into the custody of the Serjeant-at-Arms, such arrest shall be reported to the House by the Speaker without delay; and the House shall fix the time for such Member or other person being brought to the Bar, to be dealt with by the House.
- See No. 62. Personal fee to Serjeant-at-Arms. 297. The following fee shall be payable to the Serjeant-at-Arms as remuneration for his personal expenses incurred in the custody of the person arrested; and no person ordered by the House to be detained by him shall be discharged out of custody until such fee be paid, viz. :—
For each day's detention, including
sustenance £1 1s.
- See No. 57. House will not permit quarrels. 298. The House will interfere to prevent the prosecution of any quarrel between Members arising out of debates or proceedings of the House or of any Committee thereof.

CHAPTER XXI.

STRANGERS.

- See No. 63. Senators and certain strangers admitted below the Bar. 299. The Speaker only shall have the privilege of admitting strangers into the portion of the Chamber below the Bar. Senators shall have the privilege of admission there without orders. The Speaker may admit distinguished strangers to a seat on the floor of the House.
- See No. 64. Strangers admitted by Members. 300. Every Member may each day, by written orders, admit three strangers to the gallery.
- See No. 65. Withdrawal of strangers. 301. If at any sitting of the House, or in Committee, any Member shall take notice that strangers are present, the Speaker or the Chairman (as the case may be) shall forthwith put the Question "That strangers be ordered to withdraw," which shall be decided without debate: Provided that the Speaker or the Chairman may, whenever he thinks fit, order the withdrawal of strangers from any part of the Chamber.
- See No. 66. No stranger admitted into body of Chamber. 302. While the House or a Committee of the whole is sitting no Member shall bring any stranger into any part of the Chamber appropriated to the Members of the House.

CHAPTER XXII.

ACCOUNTS, PAPERS, AND RETURNS.

- See No. 312. Accounts, &c., ordered. 303. Accounts and Papers may be ordered to be laid before the House, and the Clerk shall communicate to the Minister for External Affairs all orders for Papers made by the House; and such Papers when returned shall be laid on the Table by the Clerk.

304. When the Royal Prerogative is concerned in any Account or Paper, an Address shall be presented to the Governor-General, praying that the same may be laid before the House.

Addresses for papers involving prerogative.

See S.O. No. 313.

305. Motions for the production of Despatches, or other correspondence addressed to the Governor-General, or for any information emanating from His Excellency, shall be in form—"That an Address be presented to His Excellency," to that effect.

Form of such Addresses.

See No. 314.

306. Other Papers may be presented by the Speaker, pursuant to Statute, or by command of His Excellency the Governor-General.

Papers presented.

See No. 315.

307. All Papers and Documents laid upon the Table of the House shall be considered public. Papers not ordered to be printed may be inspected at the Offices of the House at any time by Members, and, with permission of the Speaker, by other persons, and copies thereof or extracts therefrom may be made.

Papers are public and may be inspected and copied.

See No. 316.

308. A document relating to public affairs quoted from by a Minister, unless stated to be of a confidential nature or such as should more properly be obtained by Address, if required by any Member, shall be laid on the Table.

Quoting documents.

See No. 317.

309. On any Paper being laid before the House, it shall be in order to move (1) That it be read, and, if necessary, a day appointed for its consideration; (2) That it be printed.

Printing of Papers.

See No. 318.

CHAPTER XXIII.

SELECT COMMITTEES.

310. Unless otherwise ordered, all Select Committees shall consist of seven Members, to be nominated, unless at least six Members demand a ballot.

Seven Members form Select Committee.

See No. 323.

311. The Speaker shall be *ex officio* a Member of the Standing Orders Committee, of the Library Committee, and of the House Committee, and not liable to be chosen on any other; and if the Chairman of Committees be chosen to serve on a Committee, and shall decline to do so, a Member shall be chosen in his stead, in the same manner as the other Members were chosen.

Speaker member of certain Committees only.—Chairman of Committees.

See No. 326.

312. No Member shall sit on a Committee who shall be personally interested in the inquiry before such Committee.

No interested Member to be on a Committee.

See No. 327.

313. Members may be discharged from attending a Committee, and other Members appointed, either by nomination or ballot, after previous notice has been given.

Member discharged and added.

See No. 328.

314. On the appointment of every Committee, a day shall be fixed for the reporting of its proceedings to the House, by which day the final Report of the Committee shall be brought up by the Chairman, unless further time be moved for and granted; but the House may at any time prior to such day receive the final Report of the Committee.

Bringing up Report.

See No. 329.

315. In all Committees consisting of seven Members, three shall form a Quorum, unless otherwise ordered; and, if at any time the Quorum be not present, it shall be incumbent on the Chairman to suspend the proceedings of the Committee until a Quorum be present, or to adjourn the Committee.

Quorum in Committees.

See No. 330.

316. If, after the lapse of a quarter of an hour from the time appointed for the meeting of a Committee, there shall not be a Quorum, the Members present may retire, and their names shall be entered on the Minutes; and the Clerk attending the Committee shall issue notices for a meeting for the next business day.

When no meeting takes place.

See No. 331.

317. The Mover of the Committee shall fix the time for the first meeting of the Committee.

First meeting.

See No. 332.

- See S.O. No. 333. Chairman appointed ; casting vote. 318. Every Committee, previously to the commencement of business, shall elect one of its Members to be Chairman who shall only have a casting vote.
- See No. 334. Records of proceedings and divisions. 319. An entry shall be made in the proceedings of the names of the Members attending each Committee meeting, and of every Motion or Amendment moved in the Committee, together with the name of the Mover thereof; and if any Division take place in the Committee, the Chairman shall take down the names of the Members voting in any such Division, distinguishing on which side of the question they respectively vote.
- See No. 335. Adjournment of Committee. 320. A Committee may adjourn from time to time, and, by order of the House, from place to place ; and may sit on those days over which the House is adjourned.
- See No. 336. Committees suspend business on Speaker taking Chair. 321-2. All Committees sitting at the time the Speaker is about to take the Chair shall be informed thereof by the Serjeant-at-Arms ; and all proceedings after such notice shall be null and void, provided that with the consent of the House a Committee may sit during the sittings of the House.
- See No. 337.
- See No. 338. Power to send for persons and records. 323. Whenever it may be necessary the House may give a Committee power to send for persons, papers, and records.
- See No. 339. Clerk of Committee to summon witnesses. 324. The Chairman of a Committee shall direct the Clerk attending the Committee to summon the Witnesses to be examined before such Committee.
- See No. 340. Examination of witnesses. 325. The examination of Witnesses before every Committee shall be conducted as follows, viz. :—The Chairman shall first put to the Witness, in an uninterrupted series, all such questions as he may deem essential, with reference either to the subject referred to therein, or to any branch of that subject, according to the mode of procedure agreed on by the Committee. The Chairman shall then call on the other Members severally by name to put any other questions ; and the name of every Member so interrogating a witness shall be noted and prefixed to the questions asked.
- See No. 341. Admission of Strangers. 326. When a Committee is examining witnesses Strangers may be admitted, but shall be excluded at the request of any Member, or at the discretion of the Chairman of the Committee, and shall always be excluded when the Committee is deliberating.
- See No. 342. Admission of other Members. 327. Members of the House may be present when a Committee is examining Witnesses ; but shall withdraw if requested by the Chairman or any Member of the Committee ; and shall always withdraw when the Committee is deliberating.
- See No. 343. Secret Committees. 328. No Strangers, or Members not being of the Committee, shall be admitted at any time to a Secret Committee.
- See No. 344. Evidence not to be disclosed. 329. The evidence taken by any Secret Committee of the House, and documents presented to such Committee which have not been reported to the House, shall not be disclosed or published by any Member of such Committee, or by any other person.
- See No. 345. Progress Reports. 330. By leave of the House a Committee may report from time to time its proceedings with or without the evidence, or the evidence only.
- See No. 346. Chairman to prepare Report. 331. It shall be the duty of the Chairman of every Committee to prepare a Draft Report.

332. The Chairman shall read to the Committee, at a meeting convened for the purpose, the whole of his Draft Report, which may at once be considered, but, if desired by any Member, it shall be printed and circulated amongst the Committee and a subsequent day fixed for its consideration ; and in considering the Report the Chairman shall read it paragraph by paragraph, proposing the Question to the Committee at the end of each paragraph—"That it do stand part of the Report." A Member objecting to any portion of the Report shall move his Amendment at the time the paragraph he wishes to amend shall be under consideration, but no protest or dissent shall be added to the Report.

Consideration of Draft Report. See S. O. No. 347.

333. If any Member, other than the Chairman, submit a Draft Report to the Committee, the Committee shall first decide upon which Report it will proceed.

Alternative Draft Report. See No. 348.

334. After the Draft Report has been considered the whole or any paragraph thereof may be reconsidered and amended.

Reconsideration. See No. 349.

335. Every Report of a Committee shall be signed by the Chairman, and any papers laid before the Committee shall be indorsed by the Clerk attending the Committee.

Chairman to sign Report. See No. 350.

336. The Report of a Committee shall be presented to the House by the Chairman, and may be read.

Report brought up. See No. 351.

337. Upon the presentation of a Report no discussion shall take place ; but the Report may be ordered to be printed with the documents accompanying it.

Without Discussion. See No. 352.

338. If any further proceeding be necessary upon a Report of a Committee, such proceeding shall be brought under the consideration of the House by a specific Motion, of which notice must be given in the usual manner.

Motion for subsequent proceedings. See No. 353.

339. Payment may be made according to the following scale to any professional or other Witnesses or to persons whom the Committee may deem it necessary to employ in furtherance of the inquiry with which the Committee is charged ; and the Chairman's certificate on the face of an account shall be sufficient authority for its payment by the Clerk of the House.

Payment of certain witnesses before Committees. See No. 354.

Attendance of professional witness { At the discretion of the Committee.

£ s. d.

Attendance of ordinary witness ... 0 10 6

Travelling expenses (if more than six miles), actually and reasonably incurred

Hotel and other expenses, per day ... 0 12 0

Additional compensation for loss of time in certain cases and special payments shall be determined by the Committee.

340. No Committee of the House shall confer with a Committee of the Senate without leave of the House.

Committee to confer only by leave. See No. 355.

341. When any such order has been made it shall be communicated by Message to the Senate with a request that leave may be given to the Committee of the Senate to confer with the Committee of the House.

Conference with Committee of Senate desired by Message. See No. 356.

342. Every Committee of the House directed to confer with any Committee of the Senate may confer freely by word of mouth, unless the House shall otherwise order.

Committees communicate by word of mouth. See No. 357.

343. The proceedings of every Conference between a Committee of the House and a Committee of the Senate shall be reported in writing to the House by its own Committee.

Committees of House to report proceedings at a Conference. See No. 358.

344. Lists of all Committees shall be affixed in some conspicuous place in the Lobby and Offices.

List of Members serving. See No. 359.

CHAPTER XXIV.

WITNESSES.

See S.O. No. 360.	Witnesses by whom summoned.	345. Witnesses, not being Members, shall be ordered to attend before the House, or a Committee of the Whole, or before a Select Committee, by summons under the hand of the Clerk of the House.
See No. 361.	Recusant witness.	346. If a Witness fails or refuses to attend or to give evidence, the House, on being acquainted therewith, shall deal with the matter.
See No. 362.	Members, how summoned.	347. When the attendance of a Member is ordered by the House to be examined by the House or a Committee of the Whole, he shall be summoned by the Speaker to attend in his place.
See No. 363.	By Select Committee.—If Member refuse to attend.	348. If a Select Committee desire the attendance of a Member as a Witness, the Chairman shall, in writing, request him to attend; but should he refuse to come, or to give evidence or information as a Witness to the Committee, the Committee shall acquaint the House therewith, and not again summon such Member to attend the Committee.
See No. 364	Committee not to entertain charges against Members.	349. If any information come before any Committee that charges any Member of the House, the Committee ought only to direct that the House be acquainted with the matter of such information, without proceeding further thereupon.
See No. 365.	When attendance of Member or Officer of Senate is desired.	350. When the attendance of a Member of the Senate, or any Officer of the Senate, is desired, to be examined by the House or any Committee thereof (not being a Committee on a Private Bill), a Message shall be sent to the Senate to request that the Senate give leave to such Member or Officer to attend, in order to his being examined accordingly.
See No. 366	Attendance of Members or Officers of House before Committee of Senate.	351. Should the Senate request by Message the attendance of a Member of the House before the Senate or any Committee thereof, the House may forthwith authorize such Member to attend, if he think fit. The House, if similarly requested by the Senate, may also instruct its own Officers to attend the Senate or any Committee thereof, if the House think fit.
See No. 367.	When intended witness is in prison.	352. When a Witness shall be in the custody of the keeper of any prison, such keeper may be ordered to bring the Witness in safe custody, in order to his being examined, and from time to time as often as his attendance shall be thought necessary; and the Speaker may issue his warrant accordingly.
See No. 368.	Witnesses entitled to protection.	353. All Witnesses examined before the House, or any Committee thereof, are entitled to the protection of the House in respect of anything that may be said by them in their evidence.
See No. 369.	Witnesses at the Bar.	354. When a Witness is examined by the House, or a Committee of the Whole, the Bar is kept down.
See No. 370.	Witnesses before whole House examined by Speaker.	355. When the Witness appears before the House he shall be examined by the Speaker, and any questions addressed by Members are taken to be put through the Speaker.
See No. 371.	Before Committee by any Member.	356. In Committee of the Whole any Member may put questions directly to the Witness.
See No. 372.	Witness withdraws if question objected to.	357. If any question be objected to, or other matter arise, the Witness shall withdraw while the same is under discussion.
See No. 373.	Member examined in his place.	358. A Member of the House shall be examined in his place.
See No. 374.	Officers not to give evidence without leave.	359. No Clerk, or Officer of the House, or Shorthand Writer employed to take minutes of evidence before the House, or any Committee thereof, may give evidence elsewhere in respect of any proceedings or examination had at the Bar, or before any Committee of the House, without the special leave of the House.

CHAPTER XXV.

COMMUNICATION BETWEEN THE HOUSES.

360. Communication with the Senate may be by Message, Modes of communication. by Conference, or by Select Committees conferring with each other. See S.O. No. 375.

361. Every Message from the House to the Senate shall be in writing, or partly in writing and partly in print, Messages to be signed by Speaker. signed by the Speaker, and delivered by the Clerk-Assistant or the Serjeant-at-Arms while the Senate is sitting. See No. 376.

362. It shall be in order at any time to move, without notice, that any resolution of the House be communicated by Message to the Senate. Resolution communicated to Senate without notice. See No. 377.

363. Every Message from the Senate shall be received without delay by the Clerk-Assistant or the Serjeant-at-Arms at the Bar, and be reported by the Speaker as early as convenient, and a future time named for its consideration; or it may, by leave, be dealt with at once. Messages from the Senate, by whom received. See No. 378.

CHAPTER XXVI.

CONFERENCES.

364. Conferences desired by the House with the Senate shall in all cases be requested by Message, but there shall not be more than one Conference on any Bill. Conference requested by Message. See No. 379.

365. In requesting any Conference, the Message from the House shall state, in general terms, the object for which the Conference is desired and the number of Managers proposed to serve thereon, which shall be not less than five. Object of Conference and number of Managers to be stated. See No. 380.

366. Every Motion for requesting a Conference shall contain the names of the Members proposed by the Mover to be the Managers for the House. Motion for Conference to contain names of Managers. See No. 381.

367. If, upon such Motion, six Members shall so require, the Managers for the House shall be selected by ballot. Managers may be appointed by ballot. See No. 382.

368. During any Conference the business of the House shall be suspended. During Conference business suspended. See No. 383.

369. No Conference shall be requested by the House upon the subject of any Bill or Motion of which the Senate is at the time in possession. By whom Conference demanded. See No. 384.

370. The Managers to represent the House in a Conference requested by the Senate shall consist of the same number of Members as those of the Senate. Managers to equal in number those appointed by Senate. See No. 385.

371. In respect of any Conference requested by the Senate the time and place for holding the same shall be appointed by the House; and when the House requests a Conference, it shall agree to its being held at such time and place as shall be appointed by the Senate, and such agreement shall be communicated by Message. House agreeing to Conference to name time and place. See No. 386.

372. At all Conferences requested by the Senate the Managers for the House shall assemble at the time and place appointed, and receive the Managers of the Senate. House agreeing to Conference to receive Managers for Senate. See No. 387.

373. At all Conferences the reasons or resolutions of the House, to be communicated by the Managers, shall be in writing; and the Managers shall not receive any such communication from the Managers for the Senate unless the same be in writing. Communication at Conferences to be in writing. See No. 388.

See S.O. No. 389. Proceedings at
Ordinary
Conferences.

374. At all Conferences it shall be the duty of the Managers for the House to read the reasons or resolutions to be communicated by them, and to deliver the same to the Managers for the Senate, or to hear and receive from the Managers for the Senate the reasons or resolutions communicated by the latter; whereupon the Managers for the House shall be at liberty to confer freely by word of mouth with the Managers for the Senate.

See No. 390. Duties of
Managers.

375. It shall be the endeavour of the Managers for the House to obtain either a withdrawal, by the Managers of the Senate, of the point in dispute between the the Houses, or a settlement of the same by way of modification or further amendment; but, in the case of Bills, no amendment (not being a consequential amendment) shall be suggested by them to any words of a Bill to which both Houses have so far agreed, unless these be immediately affected by the disagreement in question.

See No. 391 Proceedings to
be reported.

376. The Managers for the House shall, when the Conference has terminated, report their proceedings to the House forthwith, and whenever the report includes the statement that the Bill or other matter has been returned to the House, the report may be at once, or at a time to be fixed, taken into consideration in Committee, and after such consideration any necessary message may be sent to the Senate thereon.

CHAPTER XXVII.

JOINT COMMITTEES.

See No. 392. Number of
Members to
serve.

377. In every Message proposing to the Senate the appointment of a Joint Committee, the House will state the number of Members it will appoint to serve on such Committee.

See No. 393. Time and place
of first meeting.

378. Whenever the Senate shall agree to a proposal from the House for the appointment of a Joint Committee, the first meeting of such Committee shall be held at such time and place as shall be named by the Senate; and in every Message agreeing to a proposal by the Senate for the appointment of a Joint Committee, the House will name the time and place for the first meeting of such Committee.

See No. 394. Quorum of
Joint
Committee.

379. The House shall fix the quorum of its members who shall be present to constitute a sitting of a Joint Committee. Subject to this a Joint Committee shall fix its own quorum.

New. Number of
Members
appointed by
House.

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

See No. 395. Report of
proceedings.

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

CHAPTER XXVIII.

BALLOTING.

See No. 325. Bells rung
prior to Ballot.

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

See No. 324. Manner of
appointing
Select
Committees.

383. The Ballot shall be taken in the following manner:— Each Member present shall give to the Clerk a list of the names of such Members as he may think fit and proper to be chosen at such Ballot; and if any list contain a larger

or lesser number of names than are to be chosen it shall be void and rejected. And when all the lists are collected, the Clerk, with the Mover acting as scrutineer, shall ascertain and report to the Speaker the names of the Members having the greatest number of votes, which Members shall be declared to be chosen. If two or more Members have an equality of votes, the Speaker shall determine by lot which shall be chosen.

CHAPTER XXIX.

ADDRESSES TO THE KING OR THE GOVERNOR-GENERAL.

384. Whenever it be deemed proper to present an Address to His Majesty or the Governor-General, the same shall be moved, except in cases of urgency, after notice in the usual manner. How moved. See S.O. No. 396.

385. Addresses of congratulation or condolence to members of the Royal Family shall also be moved in a similar manner. Addresses to Royal Family how moved. See No. 397.

386. Addresses to His Majesty or to members of the Royal Family shall be transmitted to the Governor-General by the Speaker, who shall request His Excellency to cause the same to be forwarded for presentation. Addresses to King sent to the Governor-General by Speaker. See No. 398.

387. Addresses to the Governor-General shall be presented by the Speaker, unless the House otherwise order. Presentation of Addresses to Governor-General. See No. 399.

388. When an Address is ordered to be presented by the whole House, the Speaker, with the House, shall proceed to such place as the Governor-General may appoint, and being admitted to the Governor-General's presence, the Speaker shall read the Address to the Governor-General, the Members who moved and seconded such Address being on his left hand. When presented by whole House. See No. 400.

389. The Governor-General's answer to any Address presented by the whole House shall be reported by the Speaker. Governor-General's reply. See No. 401.

CHAPTER XXX.

MESSAGES FROM THE GOVERNOR-GENERAL.

390. Whenever a Message from the Governor-General shall be announced the business before the House shall be immediately suspended, and the bearer of the Message, not being a Member, shall be introduced to deliver the Message at the Bar, where it will be received by the Clerk, who will at once bear the same to the Speaker. Messages, how received. See No. 402.

391. The Speaker shall immediately read the Message to the House, Members being uncovered. To be forthwith read by Speaker. See No. 403.

392. So soon as the Message has been read by the Speaker, the bearer of the Message will withdraw. Messenger to withdraw. See No. 404.

393. The Message may, if necessary, be at once taken into consideration, or be ordered to be printed, and a future day fixed for taking the same into consideration. When considered. See No. 405.

394. A Message from the Governor-General may be presented to the House by a Minister, but not during a debate, or so as to interrupt a Member whilst speaking. May be communicated by Minister. See No. 406.

395. Any message from the Governor-General forwarding any Estimates shall be referred to the Committee of Supply, and any message recommending the appropriation of money by Bill shall be referred to a Committee of the Whole House. Messages referred to Committee. New.

CHAPTER XXXI.

SUSPENSION OF STANDING ORDERS.

- See S.O. No. 407. Motion for suspension without notice. 396. In cases of urgent necessity, any Standing or Sessional Order or Orders of the House may be suspended for the day's sitting, on Motion, duly moved and seconded, without notice : Provided that such Motion is carried by a majority of the whole number of the Members of the House.
- See No. 408. Motion for suspension with notice. 397. When a Motion for the suspension of any Standing or Sessional Order or Orders appears on the Notice Paper, such Motion may be carried by a majority of the Members present.
- See No. 409. Limitation of suspension. 398. The suspension of Standing Orders is limited in its operation to the particular purpose for which such suspension has been sought.

DURATION OF STANDING ORDERS.

- See No. 410. In force till altered. 399. The whole of these Standing Orders shall continue in force until altered, amended, or repealed.

CHAPTER XXXII.

JOINT STANDING ORDERS.

NUMBERING OF ACTS ASSENTED TO.

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

DISAGREEMENT BETWEEN THE HOUSES.

- See No. 2. (Section 57, The Constitution.) II. The Members present at the joint sitting, under section 57 of *The Constitution*, shall appoint by ballot a Member to preside, and until such appointment the Clerk of the Parliaments shall act as Chairman.
- See No. 3. Presentation of Bill. III. The Member chosen to preside shall present to the Governor-General for the Royal Assent any proposed law duly passed at such joint sitting.

COMMONWEALTH OF AUSTRALIA.

STANDING RULES AND ORDERS
OF THE
HOUSE OF REPRESENTATIVES
RELATING TO
PRIVATE BILLS.

[NOTE.—The marginal references are to the Standing Orders of the House of Commons relative to Private Business, 1888; do. House of Lords, 1877; May, ed. 1883; Victorian Standing Orders, 1876; and to the Journals of the House of Commons.]

I.—GENERAL RULES.

GENERAL RULES

1. The following shall be Private Bills:—

Definition of Private Bills.

- (a) Bills whose primary and chief object is to promote the interests of individual persons, or of a company, or of a corporation, rather than those of the community at large.
- (b) Bills authorizing individuals or a company to compulsorily take or prejudicially affect lands not being Commonwealth or waste lands.
- (c) Bills, not introduced by the Government, authorizing the granting to an individual person, a company, a municipal corporation, or a local body, of any particular specified Commonwealth lands, whether such person, company, municipal corporation, or local body shall or shall not be named in the Bill.

2. The following shall not be Private Bills, but every such Bill shall be referred, after the second reading, to a Select Committee of the House in which it originates:—

Exception of certain Bills.

- (a) Bills introduced by the Government whose primary and chief object is to promote the interests of one or more corporations or public local bodies, rather than those of corporations or public local bodies generally.
- (b) Bills introduced by the Government authorizing the granting of Commonwealth lands to an individual person, a company, a corporation, or local body.

3. There shall be an Examiner for Private Bills for each House (hereinafter styled “the Examiner”), who shall be appointed by the President or the Speaker, as the case may be.

Examiner.

4. Every Private Bill shall be first brought in upon petition, duly indorsed by the Examiner and signed by the promoters of the Bill, or some of them, or the agent for the Bill.

Bills, how introduced. See House of Commons, 193.

5. Application for a Bill shall be held to date from the time of the deposit of the petition for the Bill in the office of the Examiner.

When solicited.

6. The solicitor or other person managing the Bill shall be considered the “agent” for the Bill for the purposes of these Rules and Orders; and no person shall be entitled to act as agent until he shall have been registered as such in the office of the Examiner, and shall have signed a written declaration undertaking to observe and obey all such Rules

Definition of “agent” for a Bill. May, 780.

and Orders, and the practice of Parliament, as well as any Rules which may from time to time be prescribed by any Standing Orders Committee.

Members or
Officers of
Parliament
not to act as
agents for Bills.
85 Commons
Journals, 107.
May, 425.

Definition of
terms.

7. No Member or Officer of either House shall, either by himself or any partner, act as agent for a Private Bill before either House of Parliament.

8. In these Orders the word "House" shall mean the Senate or the House of Representatives as the case may be, and the word "Clerk" shall mean the Clerk of the Senate or the Clerk of the House of Representatives as the case may be.

ORDERS TO BE
PROVED.

Compliance
with Orders to
be proved.

NOTICES BY
ADVERTISEMENT.

Notices to be
given of
intention to
apply, and
objects.

House of
Commons, 3.

II.—ORDERS, COMPLIANCE WITH WHICH IS TO BE FIRST PROVED BEFORE THE EXAMINER.

9. Compliance with the following Standing Orders (No. 10 to No. 39) shall be first proved before the Examiner.

I.—NOTICES BY ADVERTISEMENT.

10. In all cases where application is intended to be made for leave to bring in a Private Bill, notices shall be given stating the objects of such intended application, and the time at which the Bill will be deposited in the office of the Examiner; and if it be intended to apply for powers for the compulsory purchase of lands or houses, or for extending the time granted by any former Act for that purpose, or to amalgamate with any other company, or to sell or lease the undertaking, or to purchase or take on lease the undertaking of any other company, or to enter into working agreements or traffic arrangements, or to amend or repeal any former Act or Acts, or to levy any tolls, rates or duties, or to alter any existing tolls, rates, or duties, or to confer, vary, or extinguish any exemption from payment of tolls, rates, or duties, or to confer, vary, or extinguish any other rights or privileges, the notices shall specify such intention, and shall also specify the company, person, or persons, with, to, from, or by whom it is intended to be proposed that such amalgamation, sale, purchase, lease, working agreements or traffic arrangements shall be made, and the whole of the notice relating to the same Bill shall be included in the same advertisement, which shall be headed by a short title descriptive of the undertaking or Bill.

Short title.

Notices to
contain
names of
districts, &c.

House of
Commons, 4.

11. In cases of Bills in respect to which plans are required to be deposited, such notices shall also contain a description of all the termini, together with the names of the districts, townships, and counties, or reputed districts, townships, or counties, from, in, through, or into which the work is intended to be made, maintained, varied, extended, enlarged, relinquished, or removed, or in which any lands or houses intended to be taken are situate, and shall state the time and place of the deposit of the plans, sections, books of reference, and copies of the *Government Gazette* notices respectively with the several officers by these rules appointed to receive the same.

Cemetery,
gasworks,
sewage, &c.

House of
Commons, 5.

12. In cases of Bills respecting any cemetery or burial ground, gasworks, sewage works, or works for the manufacture or conversion of the residual products of gas or sewage works, the notices shall set forth and specify the limits within which such works are intended to be made or constructed.

Notices how
advertised.

House of
Commons, 9.

13. The notices shall be published in three successive weekly numbers of the *Gazette*, and once in each of three successive weeks in some one and the same daily newspaper published in or nearest to the county, city, or town in which the lands to which such Bill relates shall be situate; or if the Bill do not relate to any particular county, city, town, or lands, such notices shall be published in like manner in the *Gazette* and in some two and the same newspapers published in each State capital. And in cases of street tramways or railways, such notices

House of
Commons, 10.

shall be posted for fourteen consecutive days in every street affected by the Bill in such manner as the street authorities shall direct, and, if after application to such authority no direction be given, then in some conspicuous position in the said street or streets. The publication of all notices shall be completed not less than twenty-one days immediately preceding the application for the Bill.

11.—NOTICES AND APPLICATIONS TO OWNERS OF HOUSES, AND OTHERS. NOTICES TO OWNERS, ETC.

14. Not less than twenty-eight days immediately preceding the application for a Bill by which any lands or houses are intended to be taken, or an extension of the time granted by any former Act for that purpose is sought, application in writing shall be made to the owners or reputed owners, lessees or reputed lessees, and occupiers of all lands and houses so intended to be taken, or which may be taken as being in the line of the proposed work or within the limits of deviation defined upon the plan; and in cases of Bills whereby Crown lands are affected, such application shall be made to the Minister of Home Affairs; and in cases of Bills for railways or tramways, whereby streets or highways are required to be used, such application shall be made to the authorities of such streets or highways.

Application to owners, &c.
See House of Commons, 11.

15. Separate lists shall be made of the names of such owners, lessees, and occupiers, distinguishing those who have assented, dissented, or are neuter in respect to such application, or who have returned no answer thereto, and where no written acknowledgment has been returned to an application forwarded by post, or where such application has been returned as undelivered at any time before the making up of such lists, the direction of the letter in which the same was so forwarded shall be inserted therein.

Lists to be made of owners, &c., assenting, dissenting, and neuter.
House of Commons, 12.

16. Not less than twenty-eight days immediately preceding the application for a Bill for making a cemetery or burial ground, or for the erection of works for the manufacture of gas, or sewage works, or works for the manufacture or conversion of the residual products of gas or sewage works, notice in writing of such Bill shall be served upon the owner and occupier of every dwelling-house situated within 200 yards of the limits within which the proposed works are intended to be erected or made.

Notices for cemeteries, gasworks, sewage works, &c.
House of Commons, 15, altered.

17. Not less than 28 days immediately preceding the application for a Bill, whereby the whole or any part of a work authorized by any former Act is intended to be relinquished or removed, notice in writing of such Bill shall be served upon the owners, or reputed owners, lessees, or reputed lessees, and occupiers of the lands in or adjacent to which the part of the said work intended to be thereby relinquished or removed is situate.

Notices on Bills to relinquish or remove works.

House of Commons, 16.

18. Not less than 28 days immediately preceding the application for a Bill, whereby any express statutory provision then in force for the protection of the owner, lessee, or occupier of any property, or for the protection or benefit of any public trustees or commissioners, corporation or person, specifically named in such provision, is sought to be altered or repealed, notice in writing of such Bill, and of the intention to alter or repeal such provision, shall be served upon every such owner, lessee, or occupier, public trustees or commissioners, corporation or person.

Notices on Bills for alteration or repeal of provisions.

House of Commons, 17.

19. All applications shall be made, and notices served by delivering the same personally to the party entitled thereto, or by leaving the same at his usual place of abode, or, in his absence from the Commonwealth, with his agent, or, if his place of abode or agent be unknown, by publishing it in the same manner as notices are hereinbefore required to be published, or by forwarding the same by post in a registered letter, addressed with a sufficient direction to his usual place of abode, and posted at any post-office in the Commonwealth, at such hours and according to such regulations as shall

Service of application and notices.

House of Commons, 19.

If application sent by post.

from time to time be appointed for the posting and registration of letters ; and in the cases of the Minister of Home Affairs and street or highway authorities, such application shall be delivered at the public offices of the said Minister and authorities.

Evidence of application.
House of Commons, 20.
If application sent by post.

20. In all cases the written acknowledgment of the party applied to shall, in the absence of other proof, be sufficient evidence of such application having been made, or notice given ; and in case of an application or notice having been forwarded by post in a registered letter, the production of the post-office receipt for such letter, duly stamped in such form as the Postmaster-General shall have appointed, shall be sufficient evidence of the due delivery of such letter : Provided it shall appear that the same was properly and sufficiently directed, and that the same was not returned by the post-office as undelivered.

Notice and Bill furnished to Attorney-General.

21. Before the deposit of the petition for a Bill, notice in writing of the intended application to Parliament, with a copy of the Bill annexed, shall be furnished to the Attorney-General.

Time for serving notices and applications.
House of Commons, 21.

22. No notice served or application made on Sunday, Good Friday, or Christmas Day, or before eight o'clock in the forenoon, or after eight o'clock in the evening of any day, shall be deemed valid, except in the case of delivery of letters by post.

DOCUMENTS, ETC., TO BE DEPOSITED.

III.—DOCUMENTS, ETC., REQUIRED TO BE DEPOSITED AND THE TIMES AND PLACES OF DEPOSIT.

PLANS.

Plans and Books of Reference.

Plans and books of reference and sections to be deposited with Examiner, Minister for Home Affairs, municipal clerks, &c.
House of Commons, 24 and 25.

23. In cases of Bills by which any lands or houses are intended to be taken compulsorily, a plan and duplicate thereof, together with a book of reference thereto ; and in the case of Bills respecting any gasworks, or sewage works, or works for the manufacture or conversion of the residual products, a plan and also a duplicate thereof, together with a book of reference thereto and a duplicate thereof, showing every dwelling-house situated within 200 yards of the limits within which the proposed works or any building for the purpose of storing or holding gas are intended to be erected, shall be deposited for public inspection at the office of the Examiner, and of the Minister for Home Affairs, and also at the office of the clerk of any corporation or local council in or through whose municipality or district the work is proposed to be made, maintained, varied, extended, or enlarged, or in which such lands or houses are situate—not less than 28 days immediately preceding the application for the Bill.

Clerks to endorse a memorial on plans.

House of Commons, 24.

24. The said clerks shall make a memorial in writing upon the plans, sections, and books of reference so deposited with them, denoting the time at which the same were lodged in their respective offices, and shall at all reasonable hours of the day permit any person to view and examine one of each of the same, and to make copies or extracts therefrom.

Gazette notice to be deposited with plans, &c.

House of Commons, 31.

25. Wherever any plans, sections, and books of reference, or parts thereof are required to be deposited, a copy of the notice published in the *Gazette* of the intended application to Parliament shall be deposited therewith.

PETITION, ETC.

Petition, Bill, Declarations, and Lists.

Petition for Bill, &c., to be deposited with Examiner.

House of Commons, 32.

Limit of time.

26. Every petition for a Private Bill, headed by a short title descriptive of the undertaking or Bill corresponding with that at the head of the advertisement, and signed by the promoters of the Bill or some of them, together with a declaration signed by the agent for the Bill, and a printed copy of the Bill annexed, shall be deposited with the Examiner, not later than four calendar months after the commencement of the session.

27. Such declaration shall state whether the Bill gives power to effect any of the following objects, that is to say :—

Declaration of agent as to powers of Bill.
House of Commons, 32.

Power to take any lands or houses compulsorily, or to extend the time granted by any former Act for that purpose :

Power to levy tolls, rates, or duties, or to alter any existing tolls, rates, or duties, or to confer, vary, or extinguish any exemption from payment of tolls, rates, or duties, or to confer, vary, or extinguish any other right or privilege :

Power to amalgamate with any other company, or to sell or lease the undertaking, or to purchase or take on lease the undertaking of any other company :

Power to interfere with any Crown, church, or corporation property, or property held in trust for public or charitable purposes :

Power to relinquish or remove the whole or any part of a work authorized by a former Act :

The said declaration shall state which of such powers are given by the Bill, and shall indicate in which clauses of the Bill (referring to them by their number) such powers are given, and shall further state that the Bill does not give power to effect any of the objects enumerated in this order other than those stated in the declaration. If the proposed Bill shall not give power to effect any of the objects enumerated in this order, the said declaration shall state that the Bill does not give power to effect any of such objects.

The said declaration shall also state that the Bill does not give any powers other than those included in the notices for the Bill.

28. As respects all Bills for the incorporation of Joint Stock Companies, or proposed companies for carrying on any trade or business, or for conferring upon such companies the power of suing and being sued, there shall be deposited with the petition, in the office of the Examiner, a copy of the deed or agreement of partnership (if any) under which the company, or proposed company, is acting ; and, in all cases, a declaration stating the following matters :—

Deposits as regards Bills for incorporation of Joint Stock Companies, &c.
House of Commons, 35A.

- i. The present and proposed amount of the capital of the company :
- ii. The number of shares and the amount of each share :
- iii. The number of shares subscribed for :
- iv. The amount of subscriptions paid up :
- v. The names, residences, and descriptions of the shareholders or subscribers (so far as the same can be made out), and of the actual or provisional directors, treasurers, secretaries, or other officers (if any) :

And such document shall be verified by the signature of some authorized officer of the company or proposed company (if any), and by some responsible party promoting the Bill.

29. The lists of owners, lessees, and occupiers required by Standing Order No. 15 shall also be deposited with the petition.

Lists to be deposited.
House of Commons, 35.

Estimates and Deposit of Money in certain cases.

ESTIMATES, ETC.

30. An estimate of the expense of the undertaking under each Bill, where plans have to be deposited, signed by the person making the same, shall be deposited with the petition.

Estimate in certain Bills.
House of Commons, 56.

31. In the case of all Bills where plans have to be deposited, there shall be deposited with the Treasurer of the Commonwealth prior to the deposit of the petition for

Deposit of money.
House of Commons, 57 altered.

the Bill a sum to be reckoned upon the estimate of the expense in the following manner, viz. :—

Upon the first £500,000 or fraction thereof 2 per centum.
 Upon the next £500,000 or fraction thereof 1 per centum.
 Upon any excess over £1,000,000 an additional $\frac{1}{2}$ per centum.

Cases wherein
 declaration may
 be deposited
 instead of
 money.

House of
 Commons, 58.

32. Where the work is to be made wholly or in part by means of funds, or out of money to be raised upon the credit of present surplus revenue, belonging to any municipality, society, or company, or under the control of directors, trustees, or commissioners, as the case may be, of any existing public work, such parties being the promoters of the Bill, a declaration stating those facts and setting forth the nature of such control, and the nature and amount of such funds or surplus revenue, and showing the actual surplus of such funds or revenue after deducting the funds required for purposes authorized by any Act or Acts of the Parliament, and also the funds which may be required for any other work to be executed under any Bill in the same session, and given under the common seal of the society or company, or under the hand of some authorized officer of such directors, trustees, or commissioners, may be deposited with the petition; and in such case no deposit of money shall be required in respect of so much of the estimate of expense as shall be provided for out of such surplus funds.

Cases wherein
 declaration and
 estimate of
 amount of rates
 may be
 substituted.

House of
 Commons, 59.

33. In cases of any Bill under which no private or personal pecuniary profit or advantage is to be derived, and where the work is to be made out of money to be raised upon the security of the rates, duties, or revenue already belonging to or under the control of the promoters or to be created by or arise under the Bill, a declaration stating those facts, and setting forth the means by which funds are to be obtained for executing the work, and signed by the party or agent soliciting the Bill, together with an estimate of the probable amount of such rates, duties, or revenue, signed by the person making the same, may be deposited with the petition, and in such case no deposit of money shall be required.

Petition, &c.,
 open to
 inspection.
 See House of
 Commons, 32.

Copies of Bill,
 &c., delivered
 to Clerk of
 House.
 See House of
 Commons, 32,
 36.

34. The petition, and all documents deposited therewith in the office of the Examiner, shall be open to the inspection of all parties.

35. Copies of the Bill and petition, and of every estimate or declaration required by the Standing Orders, shall at the time of the deposit of the petition be delivered to the Clerk of the House in which the Bill is introduced, for the use of any Member or agent who may apply for the same.

FORM OF PLANS,
 ETC.

IV.—FORM IN WHICH PLANS, BOOKS OF REFERENCE, SECTIONS AND CROSS-SECTIONS SHALL BE PREPARED.

PLANS.

Plans.

Scale and de-
 scription of
 plans.

House of
 Commons, 40.

Deviation.

If plan under a
 quarter of an
 inch to 100 feet
 enlarged plan of
 buildings, &c.,
 to be lodged.

36. Every plan required to be deposited shall be drawn to a scale of not less than one inch to a mile, and shall describe the lands intended to be taken, and shall describe the line or situation of the whole of the work (no alternative line or work being in any case permitted), and the lands in or through which it is to be made, maintained, varied, extended, or enlarged, or through which every communication to or from the work shall be made; and where it is the intention of the promoters to apply for powers to make any lateral deviation from the line of the proposed work, the limits of such deviation shall be defined upon the plan; and all lands included within such limits shall be marked thereon; and, unless the whole of such plan shall be upon a scale of not less than a quarter of an inch to every 100 feet an enlarged plan shall be added of any building, yard, court-yard, or land within the curtilage of any building, or any ground cultivated as a garden, either in the line of the proposed work, or included within the limits of the said deviation, upon a scale of not less than a quarter of an inch to every 100 feet.

37. If it be intended to divert, widen, or narrow any public road, the course of such diversion, and the extent of such widening or narrowing, shall be marked upon the plan.

If roads diverted, widened &c.
House of Commons, 43.

Book of Reference.

38. The book of reference shall contain the names of the owners or reputed owners, lessees or reputed lessees and occupiers of all lands and houses in the line of the proposed work, or within the limits of deviation, as defined upon the plan, and shall describe such lands and houses respectively.

BOOK OF REFERENCE.

Contents of Book of Reference.

House of Commons, 46.

Sections.

39. The section shall be drawn to the same horizontal scale as the plan, and to a vertical scale of not less than one inch to every 100 feet; and shall show the surface of the ground marked on the plan, the intended level of the proposed work, the height of every embankment, and the depth of every cutting, and a datum horizontal line which shall be the same throughout the whole length of the work, or any branch thereof respectively, and shall be referred to some fixed point (stated in writing on the section) near some portion of such work, and in the case of a public road, near either of the termini.

SECTIONS.

Scale of Section.

House of Commons, 47.

III.—PROCEEDINGS OF AND IN RELATION TO THE EXAMINER.

EXAMINER.

40. The Examination of the petitions for Private Bills, which shall have been duly deposited with the Examiner, shall commence within four sitting days after the same shall have been so deposited.

The Examination of petitions when to commence.
House of Commons, 63.

41. The Examiner shall give at least two clear days' notice to the agent for the promoters of the Bill of the day and hour appointed for the examination of the petition; and in case the promoters shall not appear at the time when the petition shall come on to be heard, the Examiner shall strike the petition off the General List of petitions, and shall not re-insert the same except by order of the House.

Notice to be given of time appointed for examination.
House of Commons, 70.

42. Any parties shall be entitled to appear, and to be heard by themselves, their agents and witnesses, upon a memorial addressed to the Examiner, complaining of a non-compliance with the Standing Orders, provided the matter complained of be specifically stated in such memorial, and the party (if any) who may be specially affected by the non-compliance with the Standing Orders have signed such memorial and shall not have withdrawn his signature thereto, and such memorial have been duly deposited in the office of the Examiner.

Memorials complaining of non-compliance.
House of Commons, 74.

43. The Examiner may admit statutory declarations in proof of the compliance with the Standing Orders unless in any case he shall require further or other evidence.

Proof by statutory declaration.

House of Commons, 76.

44. The Examiner shall certify by indorsement on each petition whether the Standing Orders have or have not been complied with; and when they have not been complied with, he shall also report to the House the facts upon which his decision is founded, and any special circumstances connected with the case.

Examiner to indorse petition, and when Standing Orders not complied with, to report.

House of Commons, 71.

45. Whenever any Bill, or when any petition for additional provision in a Bill with the proposed clauses or schedules annexed, or when any proposed new clause or amendment in a Bill, shall have been referred to the Examiner, the Examiner shall give at least two clear days' notice to the agent for the promoters of the Bill, and also to the agent of the parties (if any) who shall have presented any petition against the Bill, of the day and hour at which the same will be examined; and shall report whether the Standing Orders have or have not been complied with; and when they have not been complied with, the facts upon which his decision is founded, and any special circumstances connected with the case.

To report in all cases as to compliance with Standing Orders.

House of Commons, 72.

Petitions referred to Select Committee.
House of Commons, 210.

60. All petitions which have been presented against or in favour of a Bill not later than ten clear days after the first reading of such Bill shall stand referred to the Select Committee on the Bill.

Petition how withdrawn and another substituted.

61. Petitioners may petition for leave to withdraw their petition, and to substitute one or more in its place.

Reports from Government Department to stand referred to Committee.
House of Commons, 212.

62. All reports made under the authority of any Department of the Government upon a Bill, or the objects thereof, laid before the House, shall stand referred to the Select Committee on the Bill, and a sufficient number of copies of such report shall be printed for circulation amongst Members.

Bill to be printed and circulated, and expenses guaranteed before first reading.
House of Commons, 203.

63. Before a Bill shall be read the first time, it shall be printed in the same form as Public Bills, under the direction of the Clerk, who shall provide a sufficient number of copies for the use of Members; and, prior to its being printed, the agent for the Bill shall give to the Clerk a guarantee that he will be responsible to the Clerk for all fees, costs, and expenses to be incurred upon the Bill during its passage through Parliament.

FIRST READING, ETC.

FIRST AND SECOND READING AND COMMITTAL.

Bill referred to Examiner.
House of Commons, 72, 234.

64. Every Bill after being read the first time stands referred to the Examiner, who shall report thereon before the second reading of the Bill.

Time between 1st and 2nd readings.
House of Commons, 204.

65. There shall be not less than three clear days between the first and second readings of the Bill.

Referred to Select Committee.

66. The Bill after being read a second time shall be committed to a Select Committee.

House of Commons, 208.
Time between second reading and Committee.
House of Commons, 211.

67. There shall be not less than two clear days between the second reading and the sitting of the Select Committee on the Bill.

SELECT COMMITTEE.

SELECT COMMITTEE.

Members not to be interested.
See House of Commons, 117, 137, 139.

68. Every Select Committee on a Private Bill shall consist of five Members who have no direct pecuniary interest in the Bill.

Election of Chairman : Casting voice.

69. Every Committee, previously to the commencement of business, shall elect one of its Members to be Chairman, who shall only have a casting voice.

Quorum to be always present.
House of Commons, 119.

70. Committees shall not be allowed to proceed if more than two of the Members be absent unless by special leave of the House.

When Chairman absent.
House of Commons, 121.

71. If the Chairman shall be absent from the Committee, a Member present shall be appointed to act as Chairman.

Proceedings to be suspended if quorum not present.
House of Commons, 122.

72. If at any time during the sitting of any Committee more than two of the Members be absent, the Chairman shall suspend the proceedings of such Committee until a quorum shall be present; and, if at the expiration of fifteen minutes from the time fixed for the meeting of the Committee or from the time when the Chairman shall have so suspended the proceedings of such Committee, more than two of the Members be absent, the Committee shall be adjourned to a future day, to such hour as the Chairman shall appoint.

Want of quorum to be reported.
House of Commons, 124.

73. If at any time after a Committee shall have been formed a quorum of Members required by the Standing Orders cannot attend, the Chairman shall report the circumstances of the case to the House in order that such measures may be taken, as shall enable the Members still remaining on the Committee to proceed with the business referred to such Committee, or as the exigency of the case may require.

74. No parties other than witnesses shall be heard against a Bill except under a petition duly referred to the Committee by the House, and then only upon the grounds stated in the petition; excepting in cases where memorialists to the Committee shall complain of any matter which may have arisen during the progress of the Bill before the Committee, or of any amendments proposed to the Committee by the promoters.
75. Every petitioner against a Bill, subject to the Rules and Orders of the House, is entitled to be heard personally, or, in the discretion of the Committee, by his counsel or agent, upon his petition, if he so apply; and counsel, subject to the like discretion, may be heard in favour of the Bill against such petition.
76. All petitioners against a Bill, who shall desire to be heard before the Committee, shall give a guarantee to the Clerk that they will pay any costs which may be awarded by the House, in the event of the Committee reporting that the promoters of the Bill have been vexatiously subjected to expense in the promotion of the said Bill by the opposition of such petitioners.
77. The Committee may in its discretion, if desired by the promoters of the Bill, hear counsel, and shall take such oral or other evidence as they may think requisite in favour of or against the Bill, and shall decide on matters in issue between the persons conducting and opposing the Bill.
78. When the Committee is hearing counsel, or examining witnesses, strangers may be admitted, but shall be excluded at the request of any Member, or at the discretion of the Chairman of the Committee, and shall always be excluded when the Committee is deliberating.
79. The Committee shall require proof of the allegations contained in the Preamble, after which the question shall be proposed from the Chair, "That the Preamble has been proved;" and if it be resolved in the affirmative, the Committee shall proceed to consider the several clauses and schedules of the Bill, but if the question be negatived, the Committee shall, without further considering the Bill, report "That the Preamble has not been proved to their satisfaction."
80. The Committee shall not make any amendments in the Bill which are not within the order of leave, or which involve an infraction of the Standing Orders, or which are excessive in extent; and may at any time refer proposed amendments to the Examiner for report to the Committee.
81. Whenever, during the progress of a Bill through the Committee, an alteration in any work is proposed to be made whereby, in the opinion of the Committee, the interests of any parties are prejudicially affected, such proposed alteration shall be referred by the Committee to the Examiner.
82. All amendments proposed by the promoters shall be furnished by the agent to such parties petitioning against the Bill as shall apply for them.
83. The Committee shall not have power to examine into the compliance or non-compliance with such Standing Orders as are directed to be proved before the Examiner, unless by special order of the House.
84. If it shall appear to the Committee that the action of the promoters in promoting the Bill, or of opponents in opposing the Bill, has been vexatious and unreasonable, the Committee may in their report recommend such costs as they think just; such costs to be paid under the guarantee respectively of the said promoters or opponents.
85. Every plan and book of reference thereto and section which shall be produced in evidence before the Committee (whether the same shall have been previously lodged with the Clerk or not) shall be indorsed by the Chairman of such Committee with his signature, and he shall also mark with the initials of his name every alteration of such plan and book of reference or section which shall be agreed upon by

Parties, how heard.
See House of Commons, 128, 129.

Petitioners entitled to hearing.
House of Commons, 210, *ad fin.*

Opponents liable to costs.
See 28 & 29 Vict. c. 27.

Committee to take evidence, &c.

Committee-room when an open Court.
See May, 855.

Preamble to be proved.
May, 800.

May, 862.

Nature of amendments.
May, 861, 864.
Amendments referred to Examiner.

Proposed alterations of work to be referred to Examiner.

Notice of amendments to be given.
May, 810.

Committee not to inquire into certain Standing Orders.
House of Commons, 141.

Costs awarded in certain cases.

May, 864.
28 & 29 Vict. c. 27

Plan, &c., to be signed by Chairman.
See House of Commons, 146.

Bill to be printed
as amended.

See House of
Commons, 214.

101. Every Bill amended by the Committee shall be printed as amended with every addition or substitution in different type, and the omissions therefrom included in brackets, and underlined or printed in erased type, and copies shall be delivered to the Clerk, for the use of Members, three clear days at least before the consideration of such Bill.

Amendments
submitted to
Chairman of
Committees.

House of
Commons, 216.

102. No new clause or amendment shall be moved on the consideration of any reported Bill, nor on the third reading, unless the Chairman of Committees shall have informed the House whether in his opinion such clause or amendment be such as ought or ought not to be entertained without referring the same to the Examiner; and all amendments made in the other House, and all amendments proposed to be made to such amendments, shall be similarly reported upon by the Chairman of Committees previously to their consideration.

Clauses and
amendments to
be printed.

House of
Commons, 217.

103. When any new clause or amendment is so moved it shall be printed; and when any clause in the Bill is amended it shall be printed *in extenso*, with every addition or substitution in different type, and the omissions therefrom included in brackets and underlined or printed in erased type, unless the Chairman of Committees shall consider such printing to be unnecessary.

Report of
Examiner or
Standing Orders
Committee.

House of
Commons, 218.

104. When any new clause or amendment so offered shall have been referred to the Examiner, or to the Standing Orders Committee, or when any report thereon from the Examiner shall have been referred to the Standing Orders Committee, no further proceeding shall be had until the report of the Examiner or of the said Committee shall have been received.

Recommittal.
See May, 874.

House of
Lords, 141, 142.

105. On the consideration of the reported Bill, or on the motion for the third reading, the Bill may be recommitted to the same or another Select Committee, with or without instructions, or to a Committee of the whole House.

Amendments
not to be moved
without notice.

106. No amendment not being merely verbal shall be moved to any Bill on the third reading unless previous notice thereof shall appear on the Notice Paper.

Certificate
before third
reading.

See House of
Commons, 245.

107. Before the Bill shall be read the third time, it shall be printed fair, and if it shall not have been recommitted to a Committee of the whole House, and be certified by the Chairman of Committees, the Clerk shall certify in writing that the fair print is in accordance with the Bill as agreed to by the House; and the President or the Speaker, as the case may be, shall announce that the Clerk has so certified.

Stages of Bill.
House of
Commons, 223.

108. No Bill shall pass through two stages on one and the same day, without special leave of the House.

Amendments
by other
House to be
printed and
circulated
prior to
consideration.

House of
Commons, 220.

109. All amendments made in any Bill returned from the other House shall be printed and circulated amongst Members prior to such amendments being taken into consideration; and where any clause has been amended it shall be printed *in extenso* with every addition or substitution in different type, and the omissions therefrom included in brackets and underlined or printed in erased type, unless the Chairman of Committees shall consider such printing to be unnecessary, and when any amendments are suggested to such amendments, such proposed amendments shall also be printed in like manner.

BILLS FROM
OTHER HOUSE.

Bills brought
from the other
House.

BILLS BROUGHT FROM THE ONE HOUSE TO THE OTHER.

110. Bills brought from the one House to the other, if accompanied by a printed copy of the report and proceedings of, and the evidence taken before, the Select Committee to which they had been referred, shall, unless the House otherwise direct, be treated as Public Bills, except in respect of the payment of fees.

SUSPENSION OF PROCEEDINGS ON BILLS.

PROCEEDINGS
SUSPENDED.

111. Leave may be granted to the promoters of any Private Bill to suspend any further proceeding thereon in order to proceed with the same Bill during the following Session of Parliament; and thereupon any money deposited in accordance with these Standing Orders or any resolution of the House shall, on their application, be returned to the depositors.

Bill may be suspended until next Session.

114, Commons Journals, 165.
127 Commons Journals, 315.
Deposit returned.

112. In the case of a Bill, the proceedings whereon shall have been so suspended, the Bill may, not later than three sitting days after the next meeting of Parliament, be deposited in the office of the Examiner in the form required by these Standing Orders.

Bill to be deposited with the Examiner next Session.

113. If the Examiner shall certify that the Bill is the same in every respect (except where any of the proposed works with which the promoters do not intend to proceed have been omitted from the Bill) as the Bill with respect to which proceedings were suspended in the previous Session, and, where any deposit has been withdrawn, that such sum (or proportionate amount) has been again deposited with the Treasurer of the Commonwealth, the order of leave to bring in the Bill made in the preceding Session shall be read, and the Bill may be read a first time, and advanced to the stage of its proceeding at which it was suspended in the previous Session.

Bill if certified advanced to former stage.

114. In the case of a Bill which originated in one House, but upon which the proceedings were suspended in the other or lapsed therein owing to the prorogation of Parliament, the Bill may be again presented in the ensuing Session and, if certified by the Examiner to be the same in all respects as the Bill passed in the previous Session, may be passed through all its stages without delay, or if received by message from the other House may, upon the Examiner certifying to the same effect as provided in Standing Order No. 113, be advanced to the stage of its proceeding at which it was suspended or had lapsed in the previous Session.

When Bill suspended in the other House.

115. All petitions which had been referred to the Select Committee on the Bill in the former Session shall stand referred to the Committee on the same Bill in the ensuing Session, and the Committee shall have power to make such use of the evidence already taken as they may think fit.

Petitions, &c., referred to Select Committee.

VI.—FEES.

FEES.

116. The following shall be the fees payable by the promoters and opponents of Private Bills:—

FEES TO BE PAID BY THE PROMOTERS OF A PRIVATE BILL.

Table of fees

	£	s.	d.
On the deposit of the petition and Bill in the Examiner's office	1	1	0
On the deposit of the plan or any other document in the Examiner's office	1	1	0
For every day on which the Examiner shall inquire into the compliance with the Standing Orders	2	2	0
On the first reading of a Bill	2	2	0
On the second reading of a Bill	2	2	0
For every day on which the Committee shall sit	2	2	0
On the report from the Select Committee on the Bill	15	15	0
On the third reading of the Bill	2	2	0

FEES TO BE PAID BY THE OPPONENTS OF A PRIVATE BILL.

	£	s.	d.
On the deposit of every memorial complaining that the Standing Orders have not been complied with	1	1	0
For every day on which the Examiner shall inquire into any memorial complaining of a non-compliance with the Standing Orders	2	2	0

GENERAL FEES.

	£	s.	d.
For copies of all papers and documents, at the rate of seventy-two words in every folio :—			
If five folios or under ...	0	2	6
If above five folios, per folio ...	0	0	6
For the copy of a plan made by the parties ...	0	10	6
For the inspection of a plan or other documents	0	5	0
For every day on which any parties shall be heard by counsel at the bar, from each side	3	3	0
For every day the shorthand writer shall attend	1	1	0
For the transcript of his notes, per folio of seventy-two words ...	0	1	0

Half fees on Bills for charitable or educational purposes.

117. One-half only of the above fees shall be charged when the Committee to which the Bill has been referred shall report that such Bill is for a charitable or educational object, and not to promote any private or local interest.

Fees how disposed of.

118. The preceding fees shall be paid to the Clerk, who shall account for the same to the Standing Orders Committee at the end of each Session. Out of the fund thus obtained the Examiner shall be paid such remuneration as the said Committee shall approve; and any surplus remaining at the end of each Session shall within one month be paid over to the Treasurer of the Commonwealth.

PRACTICE IN THE EXAMINER'S OFFICE, ETC.

VII.—THE ORDERS REGULATING THE PRACTICE IN THE OFFICES OF THE EXAMINER AND THE CLERK.

Private Bill Register.
House of Commons, 227.

119. A book to be called the "Private Bill Register" shall be kept in the office of the Examiner, in which book shall be entered the name, description, and the place of residence of the agent in town and of the agent in the country (if any) soliciting the Bill, and all the proceedings from the petition to the passing of the Bill. Such entries shall specify briefly each day's proceedings before the Examiner or in the House or in any Committee to which the Bill may be referred. Such book to be open to public inspection daily in the said office, between the hours of ten o'clock a.m. and four o'clock p.m.

Receipt of documents to be acknowledged.
House of Commons, 228.

120. The receipt of all documents required by these Standing Orders to be deposited in the Examiner's office shall be acknowledged by the Examiner upon the said documents when deposited; and the Examiner shall, at all seasonable hours of the day, permit any person to view and examine the same, and to make copies or extracts therefrom.

List of petitions to be kept.
House of Commons, 229.

121. A list of all petitions for Private Bills shall be kept in the Examiner's office in the order of their deposit, which shall be called the "General List of Petitions," and each petition therein shall be numbered.

Memorials to be in duplicate.
House of Commons, 231.

122. All memorials shall be deposited with the Examiner in duplicate, between the hours of ten o'clock a.m. and four o'clock p.m.

Memorials when to be deposited.
House of Commons, 230, 232.

123. Every memorial complaining of non-compliance with the Standing Orders shall be deposited with the Examiner before twelve o'clock noon on the day preceding that appointed for the examination of the matters to which such memorial shall refer; and the Examiner shall be at liberty to entertain such memorial, although the party (if any) who may be specially affected by the non-compliance with the Standing Orders shall not have signed the same.

Signature not needed.

Examiner to proceed without delay.

124. The Examiner shall, with all due despatch, inquire into all matters referred to him, and shall give sufficient notice to the Clerk of the time appointed for any such inquiry.

Lists to be hung up.
House of Commons, 248.

125. The Clerk shall cause to be prepared from time to time a list of all Bills and petitions for Bills upon which any Committee or the Examiner is appointed to sit, specifying the time of meeting, and the room where the

Committee or Examiner shall sit; and the same shall be hung up in some conspicuous place in the Lobby and Clerk's office.

APPLICATION OF STANDING ORDERS.

126. Except where varied by these Orders, the Standing Rules and Orders of the House relating to Petitions, Public Bills, Select Committees, Witnesses, and the suspension of Standing Orders, shall apply to its procedure on Private Bills. Standing Orders to apply.

127. The whole of these Standing Rules and Orders shall continue in force until altered, amended, or repealed. Duration of Standing Orders.

APPENDIX.

[Form referred to in Order No. 14.]

Sir—We beg to inform you that application is intended to be made to the in the ensuing
Session for "An Act" [*here insert the title of the Act*] and that the property mentioned in the annexed Schedule or some part thereof, in which we understand you are interested as therein stated, will be required for the purposes of the said undertaking, according to the line thereof as at present laid out, or may be required to be taken under the usual powers of deviation to the extent of yards on either side of the said line which will be applied for in the said Act.

We also beg to inform you that a plan and section of the said undertaking with a book of reference thereto have been, or will be, deposited with the Clerk of the Municipal Corporation [*or District Council, as the case may be*] of [*specifying the same where the property is situate*] on or before the and that copies of so much of the said plan or section as relates to the Corporation [*or District Council, as the case may be*] in which your property is situate, with a book of reference thereto, have been or will be deposited for public inspection with the Clerk of the said Corporation [*or District Council, as the case may be*] on or before the
day of on which
plans your property is designated by the numbers set forth in the annexed Schedule.

As we are required to report to Parliament whether you assent to, or dissent from, the proposed undertaking, or whether you are neuter in respect thereto, you will oblige us by writing your answer of assent, dissent, or neutrality in the form left herewith, and returning the same to us with your signature on or before the day of
next; and if there should be any error or misdescription in the annexed Schedule, we shall be obliged by your informing us thereof at your earliest convenience, that we may correct the same without delay.

We are, Sir, &c.,

To

SCHEDULE REFERRED TO IN THE FOREGOING NOTICE DESCRIBING THE PROPERTY THEREIN ALLUDED TO.

Property on the line of the proposed work or within the limits of the deviation intended to be applied for.	Corporation or Local Council.	No. on Plan.	Description.	Owner.	Lessee.	Occupier.

