

RULES
OF THE
GENERAL ASSEMBLY
OF THE
STATE OF NEW JERSEY



2016

RULES

OF THE

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Vincent Prieto
Speaker

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RULES OF THE GENERAL ASSEMBLY

ADOPTED JANUARY 12, 2016

1 – ORGANIZATION

1:1. Organizational Meeting.

The General Assembly shall meet and organize at noon on the second Tuesday in January of each even numbered year.

1:2. Judging Members.

The General Assembly is the judge of the elections, returns and qualifications of its members.

1:3. Members' Oath.

Members shall, before they enter on the duties of their respective offices, take and subscribe the following oath or affirmation: "I do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people; and that I will faithfully discharge the duties of a member of the General Assembly according to the best of my ability. So help me God." A person authorized by law shall administer the oath or affirmation.

1:4. Election of Officers.

At the organization meeting, the General Assembly shall elect a Speaker, a Speaker pro tempore and a Clerk, each of whom shall continue in office at the pleasure of the General Assembly. The votes of 41 or more members are required for the election of a Speaker, Speaker pro tempore and Clerk and to remove from office any person elected to any of those offices. Vacancies occurring in those offices shall be filled at the next meeting of the General Assembly.

1:5. Appointment of Sergeant-at-Arms and Others.

At the organization meeting, the General Assembly shall appoint a Sergeant-at-Arms and other officers and employees as it deems advisable and necessary.

1:6. Clerk and Sergeant-at-Arms, Term.

The Clerk and the Sergeant-at-Arms shall continue in office until their successors are chosen and qualified or until removed by the General Assembly.

1:7. Officers' Oath.

Every officer of the General Assembly shall, before performing any duties, take and subscribe the following oath or affirmation: "I do solemnly promise and swear (or affirm) that I will faithfully, impartially and justly perform all the duties of the office of, to the best of my ability and understanding; that I will carefully preserve all records, papers, writings, or property entrusted to me for safekeeping by virtue of my office, and make such disposition of the same as may be required by law; that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people. So help me God." A person authorized by law shall administer the oath or affirmation.

1:8. Assignment of Seats.

Immediately after the election of a Speaker, the members shall take the seats assigned to them by the Speaker.

1:9. Minutes.

The General Assembly shall keep, and from time to time publish, a record of its proceedings.

2 – SESSIONS AND MEETINGS

2:1. Attendance.

Every member shall promptly attend meetings of the General Assembly. No member shall be absent from the General Assembly for any period, unless excused by the Speaker. In case of unexcused absence, the member may be admonished by the Speaker.

2:2. Quorum.

a. Forty-one or more members shall constitute a quorum.

b. At meetings of the General Assembly where bills or resolutions are not being considered on final reading, reenactment, or veto override, a member shall be included in determining a quorum in any of the following manners:

(1) By a member's attendance at the meeting of the General Assembly and response to the quorum call;

(2) By a member's personal communication with the Office of the Clerk, by communication equipment providing identification of the member. The member shall express the intent to be included in the quorum for that meeting of the General Assembly and state that the member is within the State of New Jersey in order to be included in the quorum. The

Speaker shall provide the members with written procedures for inclusion in the quorum by use of communication equipment; or

(3) By a member of General Assembly's attendance at a meeting of a standing reference committee, as a voting member, during any portion of the time set forth in subsection c.

c. A quorum must be determined as in subsection b. during the span of four hours prior to and four hours after the time of the quorum call as scheduled by the Speaker. The Speaker may expand that time for good cause. Once included in the quorum, the member is not required to remain at the meeting of the General Assembly, a meeting of a standing reference committee, or in contact with the Office of the Clerk by means of communication equipment in order for a quorum to be determined and the meeting of the General Assembly to continue until adjournment. By authorizing the Clerk to include the member in determining a quorum, or by the member's attendance at a meeting of a standing reference committee as in subsection b.(3), the member authorizes staff to include the member in the quorum on the voting board.

2:3. Compelling Attendance.

If at least 41 members are not present at the opening roll call of a meeting of the General Assembly, a majority of the members present may send the Sergeant-at-Arms, or any other authorized person, with a warrant, for absent members.

2:4. Less than Quorum, Meet and Adjourn.

Less than a quorum may meet and adjourn the General Assembly when necessary. The names of the members present shall be entered in the Minutes.

2:5. Recesses.

The General Assembly may, by motion, take short recesses during any meeting.

2:6. Length of Sessions.

Each annual or special session of the General Assembly shall continue until terminated by adjournment sine die with the consent of the Senate, or until the next annual session convenes.

2:7. Adjourn for More than Three Days, Senate Consent.

The General Assembly shall not adjourn for more than three days or meet in any place other than the General Assembly Chamber in the State House without the consent of the Senate. A revocable consent to adjourn for more than three days is granted by the Senate in Joint Rule 41.

2:8. Employee Attendance.

At each meeting of the General Assembly, officers and employees shall sign the attendance sheet in the office of the Clerk. Any employee who is absent more than three meetings, without being excused by the Speaker, shall be terminated as an employee.

2:9. Petition for Special Session.

If the Legislature has adjourned sine die, 41 or more members may join with 21 or more Senators in a written petition requesting the Governor to call special sessions of the Legislature.

3 – VACANCIES IN MEMBERSHIP

3:1. Filling Vacancies.

Vacancies in the membership of the General Assembly shall be filled in accordance with the provisions of Article IV, Section IV, paragraph 1 of the Constitution and the law.

4 – DUTIES OF THE SPEAKER

4:1. Opening of Meetings.

The Speaker shall open each meeting of the General Assembly, and immediately call the members to order. When a quorum is present the Speaker may proceed with the business of the General Assembly.

4:2. Control of Chamber and Gallery; Safety; Electronic Equipment.

a. The Speaker shall have general direction of and preserve order and decorum in the Assembly Chamber, lobby, gallery, meeting rooms and offices, together with the rooms, corridors and passages in the State House and elsewhere as may be used by the General Assembly, its committees, commissions, officers, members and employees.

b. The Speaker has authority to protect the safety of members, officers and employees of the General Assembly in performance of their official duties, as well as that of the general public in connection with the conduct of the General Assembly's official business, and to preserve and protect property and records under the jurisdiction of the Legislature. In case of disturbance or disorderly conduct in the gallery or lobby the Speaker may clear the gallery or lobby or have the offending persons arrested and removed.

c. No cellular phone or electronic communication device shall be used in the gallery without the consent of the Speaker. The Speaker may preapprove certain types of electronic communication devices used by the handicapped that are compatible with the systems in the General Assembly Chamber.

4:3. Limit Debate to Question; Debate by Speaker.

During debate, the Speaker shall prevent personal reflections, and confine members to the question under discussion. The Speaker shall not engage in debate, or propose an opinion on any question, without first calling on another member to preside. When two or more members arise at the same time, the Speaker shall name the one entitled to the floor.

4:4. Questions of Order, Appeal.

The Speaker shall decide questions of order without debate, subject to an appeal to the General Assembly, when demanded by any member. On appeal, unless it is an appeal pursuant to Rule 7:4., no member shall speak more than once, except with the permission of the General Assembly. The appeal shall be decided by the same number of votes as required for the original motion. All appeals from incidental questions of order arising after a motion is made to terminate debate, and pending that motion, shall be decided without debate as provided in Rule 13:9.

4:5. Roll Call Votes.

a. The Speaker shall state all questions before the General Assembly and shall put questions not involving a roll call vote in substantially the following form: “All of those in favor of (the question) signify by saying aye – opposed, no.”

b. If the Speaker is uncertain of the result of a voice vote, a roll call vote shall be taken. The Speaker may authorize a roll call vote upon the request of any member. A roll call vote shall be taken upon the demand of one-fifth of the members present.

c. If the electronic voting machine is used, questions involving a roll call vote shall be put by the Speaker in substantially the following form: “The machine is open. All members cast their votes either for, against or abstaining from (the question).”

d. If the electronic voting machine is not used, questions involving a roll call vote shall be put in substantially the following form: “The Clerk shall call the roll and each member will cast a vote for, against or abstaining from (the question) as the member’s name is called.”

4:6. Appoint Committees, Substitutes.

The Speaker shall appoint all committees in accordance with Rule 10:1, unless otherwise directed by the General Assembly. The Speaker may, during the inability of a committee member or a subcommittee member to serve, appoint another member to serve during that period.

4:7. Calendar of Bills and Resolutions, Consent List.

The Speaker shall prepare a Calendar of Bills and Resolutions for consideration subject to the provisions of Rule 15:5. The Speaker may include as part of the Calendar of Bills and Resolutions a consent list consisting of bills and resolutions which the Majority and Minority Leaders have jointly identified as not requiring debate.

4:8. Speaker Certifications.

The Speaker shall sign certificates as to the passage by the General Assembly of all bills and joint resolutions; and all concurrent resolutions when directed by the General Assembly. All writs, warrants and subpoenas issued by the order of the General Assembly shall be signed by the Speaker and attested by the Clerk.

4:9. Speaker Pro Tempore.

If the Speaker desires to temporarily vacate the Chair during any meeting, the Speaker shall request the Speaker pro tempore or, in the absence of the Speaker pro tempore, name another member to preside. While presiding the Speaker pro tempore or other member shall exercise the power and assume the duties of the Speaker.

4:10. Absence of Speaker.

If the Speaker is absent for any reason the Speaker pro tempore shall assume the duties of the Speaker and shall exercise the powers of the Speaker. In the absence of the Speaker and Speaker pro tempore, the General Assembly shall elect a temporary Speaker to act during their absence. The temporary Speaker shall exercise the powers and assume the duties of the Speaker until the return of the Speaker or Speaker pro tempore.

4:11. Persons Allowed on the Floor.

The Speaker may allow representatives of the press in an area designated by the Speaker, and other persons whose official business may require their presence on the floor of the General Assembly. The Speaker shall not permit any registered legislative agent to be present on the floor of the Assembly Chamber while the General Assembly is conducting official business.

4:12. Present Petitions, Memorials, etc.

The Speaker shall present all petitions, memorials and other papers addressed to the General Assembly.

4:13. Schedule of Meetings.

The Speaker shall notify the members and the Office of Legislative Services, for distribution to the public, of the dates and times when the General Assembly is scheduled to meet during that legislative year. Changes in schedule shall likewise be noticed.

5 – DUTIES OF THE CLERK

5:1. Chief Administrative Officer; Duties.

The Clerk is the chief administrative officer of the General Assembly, subject to the supervision of the Speaker. The Clerk shall:

- a. at least 10 days prior to the second Tuesday in January of each even numbered year, notify the members or the members-elect, as the case may be, of the organization meeting at noon on that second Tuesday, in the General Assembly Chamber;
- b. at the commencement of the session, call the General Assembly to order, proceed to call the roll of members, and, pending the election of a Speaker or Speaker pro tempore, preserve order and decorum, and decide all questions of order subject to appeal by any member;
- c. keep a Calendar of all bills and resolutions and record in the Calendar every action taken on each bill and resolution, commencing with introduction;
- d. read the number, title and Committee reference of each bill and resolution delivered to the Clerk by the Speaker, and shall also read all petitions and communications addressed to the General Assembly;
- e. record the votes on all motions, bills and resolutions, inform the Speaker of the final vote, including abstentions, if any, and maintain a copy of each amendment that is voted on the floor of the General Assembly;
- f. maintain all bills and resolutions, together with all amendments to those bills and resolutions;
- g. supervise the Sergeant-at-Arms and other officers and employees as designated by the Speaker;
- h. keep on file the attendance sheet of all the employees of the General Assembly;
- i. attest all writs, warrants and subpoenas issued by the order of the General Assembly;
- j. sign and send all messages from the General Assembly to the Senate;
- k. distribute copies of all proposed amendments, veto messages and other material as the Speaker directs to the members and to the executive directors of the majority and minority staffs;

l. distribute a copy of the Minutes of the General Assembly for each annual session to the executive directors of the majority and minority staffs as expeditiously as practicable after printing;

m. keep an accurate record of members' attendance at meetings of the General Assembly. The members' attendance shall be determined by the quorum call at the beginning of each meeting. A member who arrives after the quorum call may be listed as present with the approval of the Speaker obtained before the meeting is adjourned;

n. affix the jurat and official seal to all bills and resolutions that have passed;
and

o. keep a record of the proceedings of each meeting, including the action taken on bills, resolutions and motions, all business transacted, other activities and personal appearances. The Clerk is responsible for the care, custody and accuracy of the record which shall constitute the official and permanent "Minutes of the General Assembly." The Minutes shall be available to the public.

5:2. Absence of Clerk.

The Speaker shall direct another officer or employee to perform the duties of the Clerk in the absence of the Clerk.

**6 – DUTIES OF THE SERGEANT-AT-ARMS
AND OTHER OFFICERS AND EMPLOYEES**

6:1. Duties.

The Sergeant-at-Arms shall:

a. serve the General Assembly during its meetings and public hearings of Assembly committees as the Speaker directs;

b. maintain order and execute the commands of the General Assembly and all processes issued by its authority at the direction of the Speaker or chair of a committee;

c. enforce the Rules relating to the privileges of the Chamber as the Speaker directs;

d. clear the floor before each meeting of all persons except those privileged to remain, and keep the floor clear until after adjournment; and

e. pending the election of a Speaker or a temporary Speaker, at the direction of the Clerk, execute the commands of the General Assembly and all processes issued by its authority.

6:2. Assistants, Duties.

The Speaker shall direct other officers and employees to aid the Sergeant-at Arms and, in the absence of the Sergeant-at-Arms, to perform the duties of the Sergeant-at-Arms.

6:3. Other Officers and Employees.

Other officers and employees shall perform duties as requested by the Speaker or Clerk.

7 – DECORUM AND DEBATE

7:1. Persons Allowed on the Floor; Photography; Recording.

No person is allowed on the floor of the General Assembly Chamber on the day of a meeting except as follows:

- a. Members;
- b. Senators;
- c. One aide to a member if the members is, or is acting on behalf of, the prime sponsor of a bill or resolution under consideration during the period of that consideration and subject to the prior approval of the Speaker;
- d. Representatives of the Executive Branch of State Government who have been invited by a member who is, or is acting on behalf of, the prime sponsor of a bill or resolution under consideration during the period of that consideration. The representative shall sit with and advise the member during that consideration, subject to the prior approval of the Speaker;
- e. Permanent employees of the General Assembly subject to the prior approval of the Speaker;
- f. Properly accredited representatives of the press subject to the prior approval of the Speaker; and
- g. Others to whom the privileges of the floor are extended by the Speaker or by resolution of the members.

Those allowed on the floor under paragraphs c. through f. shall display visible identification identifying themselves personally as well as the official capacity in which they are on the floor.

No one may take still or motion pictures of meetings or electronically record meetings without the prior approval of the Speaker.

7:2. Addressing the General Assembly.

Generally, only members may address the General Assembly. Individuals invited by the Speaker to address the General Assembly shall not speak in favor of, or in opposition to, matters before the General Assembly, express political opinions or engage in personalities.

7:3. Speaking in Debate.

When a member is about to speak in debate, or communicate any matter to the General Assembly, the member shall, unless inhibited by health or physical impairment, rise and respectfully address the Speaker. Remarks shall be confined to the question under debate, avoiding personalities. No member shall speak in debate or address the General Assembly until properly recognized by the Speaker.

7:4. Violation of Rules by a Member.

If any member violates the Rules of the General Assembly, the Speaker shall, or any member may, call the member to order. The member called to order shall immediately sit down, unless permitted to explain. The General Assembly shall, if appealed to, decide the question without debate, and the votes of a majority of those present and voting, not counting abstentions, shall prevail.

7:5. Exception to Words Spoken in Debate.

If a member is called to order for words spoken in debate, the member taking exception shall repeat the words excepted to, and they shall be taken down in writing at the Clerk's table. No member shall be held to answer, or be subject to the censure of the General Assembly, for words spoken in debate, if any other member has spoken, or other business has intervened after the words spoken, and before exception to them has been taken.

7:6. Punishment of Members.

The General Assembly may punish its members for disorderly conduct, or any other conduct which it deems contrary to the integrity and general welfare of the House.

Prior to any punishment, the General Assembly shall, by resolution, establish a six-member special committee, three from the majority party and three from the minority party, appointed by the Speaker. The committee shall serve written charges on the member, and provide an opportunity for the member to be heard, to present witnesses, testimony and other evidence, to cross-examine witnesses, and to be represented by counsel. The record of the committee's proceedings shall be transcribed, and shall be made available to any member upon request. The committee shall, as soon as possible, report its findings to the General Assembly.

The General Assembly may expel, sanction or censure a member with the concurrence of at least 54 members.

7:7. Speaking on a Question, Time.

a. No member shall speak on any bill, resolution or main motion more than three times, or longer than fifteen minutes the first and second time or longer than five minutes the third time without the permission of the General Assembly.

b. No member shall speak on any procedural or incidental motion more than once or longer than five minutes without the permission of the General Assembly.

c. The Speaker shall decide whether a motion is a main motion, procedural motion or incidental motion. Appeals shall be decided without debate by a majority of those present and voting, not counting abstentions.

7:8. Courtesy Toward the Speaker.

While the Speaker is putting any question, or addressing the General Assembly, no one shall walk out of or across the Chamber. When a member is speaking, no one shall walk between the member and the Speaker or engage in conversation.

7:9. Quorum.

Members must be in the Chamber to answer the quorum call and vote on any question.

7:10. No Lighted Tobacco.

No person shall smoke or carry a lighted cigar, cigarette or tobacco in any form, in the Chamber or in any committee room while the General Assembly is meeting, or the committee is meeting. Any person violating this rule shall be removed from the Chamber or committee room by the Speaker or the committee chair.

8 – GENERAL ASSEMBLY UNDER CALL

8:1. Vote on Motion for a Call.

When a motion is made and seconded for a call of the General Assembly, every member present in the Chamber shall vote on the motion. If any member fails to vote or abstains, the Speaker shall record the member as having voted in favor of the motion. If the motion carries, all members in the Chamber are under call until the call of the General Assembly is lifted by a motion.

8:2. Voting While Under Call.

With regard to all bills, resolutions, motions and other business transacted during the period that the General Assembly is under call, the Speaker has the right to record in the negative the vote of any member under call who fails to vote or abstains, except when the abstention is cast due to a personal interest as defined in the Legislative Code of Ethics and a written notice has been filed with the Clerk.

8:3. Motion to Adjourn, Not in Order.

A motion to adjourn is not in order until the call of the General Assembly is lifted.

8:4. Motion for a Call, Not in Order.

A motion to place the General Assembly under call is not in order while a motion to terminate debate is pending.

9 – ORDER OF BUSINESS

9:1. Order of Business.

The order of business, unless the Speaker determines otherwise, shall be as follows:

- a. Prayer.
- b. Salute to the flag of the United States of America.
- c. Quorum call.
- d. The reading of the minutes of the last meeting of the General Assembly is waived unless a motion to read the minutes is moved and passed immediately following the quorum call. The minutes may be corrected by direction of the Speaker or on motion.
- e. Recognition by the Speaker of the presence of individuals or groups visiting the General Assembly.
- f. Presentation and consideration of petitions, memorials and communications, at the discretion of the Speaker.
- g. Bills and resolutions on third or final reading.
- h. Introduction of bills.
- i. Reports of standing and other committees.

- j. Bills and resolutions on second reading.
- k. Unfinished business.
- l. Other business.

9:2. Calendar.

The Calendar kept by the Clerk of all bills and resolutions shall be the official record of the status of each bill and resolution.

10 – COMMITTEES

10:1. Committees and Membership.

The following Standing Reference, Administrative and Joint Committees shall be appointed by the Speaker at the commencement of each annual session. The number of members of the General Assembly on each committee is indicated by the number following the name of the committee.

**GENERAL ASSEMBLY STANDING
REFERENCE COMMITTEES**

- 1. Agriculture and Natural Resources Committee – 5
- 2. Appropriations Committee – 11
- 3. Budget Committee – 13
- 4. Commerce and Economic Development Committee – 12
- 5. Consumer Affairs Committee – 5
- 6. Education Committee – 11
- 7. Environment and Solid Waste Committee – 6
- 8. Financial Institutions and Insurance Committee – 13
- 9. Health and Senior Services Committee – 13
- 10. Higher Education Committee – 9
- 11. Homeland Security and State Preparedness Committee – 6
- 12. Housing and Community Development Committee – 6

13. Human Services Committee – 6
14. Judiciary Committee – 7
15. Labor Committee – 9
16. Law and Public Safety Committee – 9
17. Military and Veterans' Affairs Committee – 6
18. Regulated Professions Committee – 9
19. Regulatory Oversight and Reform and Federal Relations Committee - 5
20. State and Local Government Committee – 5
21. Telecommunications and Utilities Committee – 8
22. Tourism, Gaming and the Arts Committee – 7
23. Transportation and Independent Authorities Committee – 13
24. Women and Children Committee - 6

**GENERAL ASSEMBLY STANDING
ADMINISTRATIVE COMMITTEES**

1. Intergovernmental Relations Committee – 5

GENERAL ASSEMBLY JOINT COMMITTEES

1. Budget Oversight Committee – 3
2. Housing Affordability Committee – 5
3. Public Schools Committee - 7
4. State Library Committee – 4

10:2. Standing Administrative Committees, Meetings.

Standing administrative committees shall meet at least once in each annual session.

10:3. Committee Chair and Vice-Chair; Removal of Members.

With regard to all committees listed in Rule 10:1, except for joint committees:

- a. the Speaker shall appoint a chair and vice-chair, both of whom shall serve at the pleasure of the Speaker;
- b. in the absence of the chair, the vice-chair shall preside;
- c. if the chair is disabled, the Speaker may direct that the vice-chair assume all duties of the chair during the disability; and
- d. committee members may be removed by the Speaker for good cause.

10:4. Ex-Officio Members.

The Speaker and the majority and minority leaders are ex-officio members, without vote, on all standing reference committees.

10:5. Authority of Standing Reference Committees.

Each standing reference committee, within its subject area, is authorized to:

- a. consider and report bills and resolutions referred to it. Bills and resolutions may be reported to the General Assembly with or without amendments, or by committee substitute;
- b. determine whether laws and programs are effective and implemented in accordance with the intent of the Legislature by –
 - (1) conducting investigations and studies of public entities responsible for the application, administration and execution of the laws and programs;
 - (2) meeting with public officials and citizens responsible for or involved with the application, administration and execution of the laws and programs;
 - (3) reviewing books, papers, documents, records and other data pertaining to the application, administration and execution of laws and programs;
 - (4) holding public hearings;
 - (5) issuing reports; and
 - (6) making recommendations to the General Assembly as the committee deems appropriate; and

c. perform other duties as the Speaker or the General Assembly may direct.

10:6. Adopt Rules.

Each committee may adopt rules for its operation and conduct of business, including rules governing the operation and conduct of any subcommittee, provided the rules are consistent with these rules.

10:7. Appointment of Subcommittees.

The chair of each committee, with the consent of the Speaker, may establish and appoint the members of subcommittees as the chair may desire, for the purposes which the chair specifies. Members of a subcommittee serve at the pleasure of the chair. A subcommittee may be dissolved by the chair at any time.

10:8. Meeting of Committees.

Each committee shall meet at the time and place designated by its chair. No meeting shall be scheduled by the chair that conflicts with a meeting of the General Assembly.

10:9. Committee Meetings and Agenda, Notice.

The chair shall advise the majority office and the Office of Legislative Services of the date, time, location and agenda for each committee meeting. The Office of Legislative Services shall prepare the official notice of each committee meeting and distribute that notice to the members and the public at least five days prior to the meeting, unless, by special order of the Speaker, the five day notice is waived. No more than seven bills or resolutions may be considered at a committee meeting, other than an Appropriations Committee meeting, on a day when the General Assembly is in session except by special order of the Speaker. No more than 12 bills or resolutions may be considered by the Appropriations Committee at a meeting on a day when the General Assembly is meeting except by special order of the Speaker.

10:10. Meetings Open to the Public.

All meetings at which official committee action is to be taken shall be open to the public. A committee may, upon the affirmative vote of a majority of its authorized membership at an open meeting, convene in closed or executive session for the purpose of discussing any matter before the committee, or for meeting with or taking testimony from any person. However, full discussion and consideration of bills and resolutions shall be made in public.

10:11. Consideration of Bill Not on the Agenda.

Except by special order of the Speaker, no bill or resolution shall be considered or reconsidered at a committee meeting unless notice has been given as required by Rule 10:9 and the bill or resolution has been listed on the agenda for the meeting.

10:12. Actions on Bills and Resolutions.

A committee may, on motion, report a bill or resolution without amendment, with amendment, or by committee substitute. On motion, a committee may also table a bill or resolution or adopt an amendment to a bill or resolution. No motion to amend a bill or resolution or report a substitute bill or resolution shall be considered unless the amendment or substitute bill or resolution is available to the committee members in writing prior to the motion.

10:13. Motions on Bills and Resolutions, Required Vote.

Motions with regard to bills and resolutions may only be adopted by the affirmative vote of a majority of the members of the committee present by separate roll call during a properly noticed meeting with a majority of the authorized membership of the committee present at the time of the vote.

10:14. Committee Substitutes.

a. A committee may report a substitute bill or resolution in place of one or more bills or resolutions referred to it. The substitute bill or resolution shall encompass substantially the same subject matter as the original bills or resolutions. A substitute bill or resolution reported by a committee may immediately be moved on second reading.

b. Each prime sponsor and co-sponsor of an original bill or resolution may, by request made before a committee substitute is reported, be listed as a sponsor or co-sponsor of the substitute bill or resolution. The chair of the committee shall determine the order in which the names of the prime sponsors or co-sponsors are listed.

c. The order of prime sponsors and co-sponsors shall be the order as they appear on the bills or resolutions in the order of the bills or resolutions as reported by the committee, unless the chair determines a different order.

10:15. Committee Reports.

The chair of each committee shall file a summary report with the Clerk, not later than the next meeting of the General Assembly. The summary report shall include:

- (1) the date of the meeting;
- (2) the presence or absence of each member; and
- (3) the vote of each member present on every motion considered by the committee.

10:16. Voting Record, Signed by Members.

Upon approving a motion to report a bill or resolution, a record indicating the vote of each member shall immediately be prepared by the chair and signed by each member of the committee. The record shall then be attached to the bill or resolution and delivered to the Clerk.

10:17. Committee Statements; Minority Statements.

a. A committee shall provide a written statement for each bill and resolution which it reports. One copy shall be filed with the Clerk with the committee's report of the bill or resolution, and one copy shall be delivered to the Office of Legislative Services.

b. A committee statement shall commence with a digest of the provisions of the bill or resolution as reported by the committee, and shall also contain an explanation by separate subheading of the nature of any amendments adopted by the committee, a statement of the motion by which the bill or resolution was reported, and a summary of the provisions of any law to be repealed. The statement may also contain any supporting or background information which the committee members who voted to report the bill or resolution may wish to provide.

c. Each committee member who voted against or abstained from the motion to report the bill or resolution may offer a minority statement, which statements shall be included within the committee statement under a separate designation.

10:18. Second Reference to Appropriations or Budget Committee.

a. Any bill to appropriate \$100,000 or more of State funds or which involves an actual or potential appropriation or expenditure of \$100,000 or more of State or other public funds, shall, upon being reported by the committee and prior to second reading, be referred to the Appropriations Committee, an Appropriations Committee subcommittee, or the Budget Committee, for further fiscal study, evaluation and report. If a fiscal note or fiscal estimate on a bill involving such an actual or potential appropriation or expenditure is not delivered to the Speaker prior to the publication of the Calendar of Bills and Resolutions containing the bill, the provisions of this rule requiring second reference shall not apply unless the bill contains an express appropriation of \$100,000 or more.

b. Revenue raising bills required to originate in the General Assembly under the Constitution may not be reported by the Appropriations Committee prior to 14 calendar days after referral to the committee except by special order of the Speaker.

10:19. Second Reference to Regulatory Oversight Committee.

Any bill or resolution reported by committee but not yet given second reading, may be referred by the Speaker to the Regulatory Oversight Committee for further study, evaluation and report.

10:20. Second Reference, Date Certain to Report.

If a bill or resolution is reported by a committee and referred to another committee, the Speaker may establish a date certain for the reporting of the bill or resolution by the latter committee. If the bill or resolution is not reported on or before the date certain, the Speaker may order the Clerk to give the bill or resolution second reading which shall also have the effect of relieving the committee of the bill or resolution.

10:21. Investigation or Study by a Committee.

Whenever a committee is directed by resolution of the General Assembly or by order of the Speaker to undertake an investigation or study, the chair shall request the Office of Legislative Services to provide research and other services that will facilitate the investigation or study.

10:22. Violation of Rules by a Committee.

Bills and resolutions reported by any committee in violation of these rules shall not be considered for third reading or final action.

10:23. Relieve Committee of a Bill or Resolution.

a. Any motion to relieve a reference committee of a bill or resolution shall only be made by the prime sponsor of the bill or resolution or in the case of a Senate bill or resolution, a member acting on behalf of the prime sponsor of the bills or resolution. The motion to relieve shall not be in order unless twenty-four hours' notice is given the General Assembly of the introduction of the motion and the reference committee has met at least three times since the bill or resolution was referred to the committee.

b. When the motion is moved, debate shall be limited to whether or not the reference committee has given the bill or resolution fair and reasonable consideration. The prime sponsor, in the case of an Assembly bill or resolution, or a member acting on behalf of the prime sponsor of a Senate bill or resolution, shall be entitled to speak first on the motion. The chair of the reference committee, or designee, shall be entitled to speak next in response.

c. A motion to lay the motion to relieve a reference committee of a bill or resolution on the table shall not be in order until the parties, as set forth in subsection b., have been given the opportunity to comment or respond.

d. The motion to relieve a reference committee of a bill or resolution shall not prevail unless it receives at least 41 affirmative votes.

e. No motion to relieve a reference committee of a bill or resolution may be offered on more than two occasions for any bill or resolution during an annual session.

10:24. Appointment of Other Bodies to Aid the General Assembly.

The General Assembly may, with the consent of the Senate, if required, appoint any commission, committee or other body whose main purpose is to aid or assist the General Assembly in performing its functions. Members shall be appointed by the Speaker to serve on these bodies.

10:25. Internet Broadcast of Committee Meetings.

All committee meetings held in the State House Annex or Legislative State House shall be broadcast via Internet on the website of the New Jersey Legislature. Technical difficulties with the broadcast shall not unreasonably delay or cause the cancellation of the committee meeting.

11 – COMMITTEE OF THE WHOLE GENERAL ASSEMBLY

11:1. Speaker Appoints a Chair.

In forming a Committee of the Whole General Assembly, the Speaker shall appoint a chair to preside in the Committee of the Whole.

11:2. Rules Apply, Exceptions.

These rules shall be observed, as far as practicable, in Committee of the Whole, except that no member shall speak a second time until every member choosing to speak has spoken; nor shall a motion to terminate debate be made.

11:3. Amendments Made in Committee of the Whole.

All amendments made in Committee of the Whole shall be noted by the Clerk, but need not be read by the Speaker on resuming the chair.

12 – CALL OF THE ROLL

12:1. Electronic Voting System, Votes and Quorum Calls.

Roll call votes and quorum calls shall be recorded on the electronic voting system unless otherwise ordered by the Speaker.

12:2. Votes and Quorum Calls Recorded in Minutes, Not Voting-Abstention.

All roll call votes and quorum calls shall be entered in the Minutes. If any member present in the Chamber does not vote when required by the Speaker, the member's vote shall be recorded as an abstention unless otherwise specified in these rules.

12:3. No Motions During Roll Call Vote.

After a roll call vote has commenced, no motion is in order until the results are announced by the Speaker.

12:4. No Vote Changes.

No member may change a vote after the results are announced by the Speaker, except to correct a vote recorded in error.

12:5. No Explanation of Vote.

Members may not explain their votes after a roll call vote has commenced.

13 – MOTIONS

13:1. Motions in Writing Upon Request.

Every motion shall be put in writing, if requested by any member.

13:2. Making and Withdrawing Motions.

When a motion is made and seconded, it shall be stated by the Speaker, or if the motion is in writing, it shall be read aloud by the Clerk. The motion is then in the possession of the General Assembly and open to debate as permitted by these Rules. The motion may be withdrawn by the moving member at any time before the motion is amended or the result of a vote on the motion is announced.

13:3. Motions Entered in Minutes.

All motions and actions on motions shall be entered in the Minutes.

13:4. Motions Allowed During Debate; Precedence.

When a question is under debate no motion shall be made, except:

- a. to adjourn;
- b. for a call of the General Assembly;
- c. to lay on the table;
- d. to terminate debate;
- e. to postpone indefinitely;

- f. to postpone to a day certain;
 - g. to form a Committee of the Whole on the pending subject immediately;
 - h. to commit to a Committee of the Whole;
 - i. to commit to a Standing Committee;
 - j. to return a bill or resolution to second reading for purposes of amendment;
- and
- k. to amend.

These motions have precedence in the order in which they are listed. Motions to postpone to a day certain, to commit to a committee, or to postpone indefinitely may be made and decided only once on the same day and at the same stage of consideration. At the request of any member, the vote on any of the above listed motions shall be by roll call.

13:5. Motion to Adjourn.

A motion to adjourn is always in order, except:

- a. when the General Assembly is voting;
- b. when under call;
- c. when a member is speaking; or
- d. immediately after a question to adjourn has been lost.

13:6. Motions Decided Without Debate.

The following motions are decided without debate:

- a. to adjourn (Rule 13:5);
- b. for a call of the General Assembly (Rule 8:1);
- c. to terminate debate (Rule 13:9);
- d. to lay on the table;
- e. questions of order (Rule 4:4);
- f. to appeal the ruling of the chair in calling a member to order (Rule 7:4);

- g. to appeal the ruling of the chair in determining whether a motion is a main motion, procedural motion or incidental motion (Rule 7:7c); and
- h. incidental questions of order arising while a motion to terminate debate is pending (Rule 13:9d).

13:7. Division of the Question; Strike Out and Insert.

a. Any member may call for a division of the question, which shall be divided if it includes questions so distinct that one, taken away from the rest, is capable of being decided by itself.

b. A motion to strike out and insert is indivisible. The rejection of a motion to strike out and insert one amendment shall not prevent a motion to strike out and insert a different amendment, or a motion simply to strike out or to simply insert. Nor shall the rejection of a motion simply to strike out or simply to insert prevent a subsequent motion to strike out and insert.

13:8. Filling Blanks.

When a blank is to be filled, the question shall first be taken on the largest sum, greatest number, or remotest day.

13:9. Terminate Debate.

a. A motion to terminate debate is in order at any time after debate on the question has continued for two hours and both the majority and minority parties, if they desire to be heard, have been permitted to speak on the question for at least one hour each.

b. At least 60 affirmative votes are required to terminate debate.

c. A motion to terminate debate, if approved, shall end all debate on the question before the General Assembly at the time the motion is made, and bring the question to a vote.

d. All incidental questions of order arising while a motion to terminate debate is pending shall be decided without debate.

13:10. Approval of Motions.

A majority of members voting on all motions, not including those abstaining, unless otherwise specified in these Rules, shall be sufficient to adopt or reject the motions.

13:11. Reconsideration.

When a motion has been carried or lost, or a bill or resolution has been passed or lost, it shall be in order for any member who voted with the prevailing side to move for reconsideration. A motion to reconsider a motion requires the affirmative vote of a majority of the members present. A motion to reconsider a bill or resolution requires the same number of affirmative votes as required for passage of the bill or resolution.

13:12. Bills by Petition of County or Municipality.

Whenever a bill submitted by petition of the governing body of a county or municipality which pursuant to Article IV, Section VII, paragraph 10 of the Constitution requires the votes of at least 54 members for passage receives at least 41 votes but less than 54 votes, it shall not be delivered to the Senate as a passed bill. Another vote on the bill may be taken at any time without adoption of a motion for reconsideration.

13:13. Bills and Resolutions Held Twice on Third Reading.

If, on two occasions, a bill or resolution has been held or otherwise withdrawn from consideration on third reading after a roll call vote has commenced, the bill or resolution shall not be considered again on third reading unless a motion to authorize the consideration is approved by at least 41 members. The Clerk shall maintain a record of these bills and resolutions.

14 – QUESTIONS OF PRIVILEGE

14:1. Questions of Privilege, Defined.

Questions of privilege are those affecting the:

- a. rights, safety and dignity of the General Assembly, and the integrity of its proceedings; and
- b. rights, reputation and conduct of individual members in their representative capacity only.

14:2. Questions of Privilege, Precedence.

Questions of privilege have precedence over all other questions, except motions to adjourn, but shall not be raised during debate on a question unrelated to the privilege.

15 – BILLS AND RESOLUTIONS

15:1. Introduction of Bills and Resolutions.

a. Each bill and resolution shall be proposed for introduction in the General Assembly by presenting it to the Clerk in triplicate with the House copy signed by the sponsors. The copies shall be marked as the House copy, the Office of Legislative Services' copy and the Public copy.

b. The Clerk shall number all bills and resolutions as they are presented and make a list of them. Bills and resolutions proposed for introduction in the second annual session of a Legislature may be numbered in a manner to distinguish them from those introduced in the first annual session.

c. After numbering and listing each bill and resolution, the Clerk shall deliver the copies to the Office of Legislative Services for examination as to form.

d. After examination as to form, the Office of Legislative Services shall return the House copy of the bill or resolution to the Clerk, retain the Office of Legislative Services' copy and deliver the Public copy to the Office of Public Information.

e. The Clerk shall present the House copy to the Speaker for committee reference, if any, which shall be endorsed on the bill or resolution, which will then be returned to the Clerk.

f. The reading by the Clerk of the number, title and committee reference, if any, of each bill and resolution shall constitute introduction and first reading of the bill or resolution.

g. All bills, joint resolutions and concurrent resolutions proposing to amend the Constitution shall, after first reading, be referred to appropriate committees, unless the Speaker directs otherwise.

15:2. Blank.

15:3. Number of Bills and Resolutions a Member May Prefile.

No member or member-elect may prefile as first prime sponsor a total number of more than 40 bills, joint resolutions or concurrent resolutions.

15:4. Prime Sponsors.

a. The first member to sign a bill or resolution is the first prime sponsor. With the consent of the first prime sponsor, the second member to sign a bill or resolution shall be the second prime sponsor.

b. After first reading, a second prime sponsor may be added to a bill or resolution by written motion of the proposed second prime sponsor, joined by the first prime sponsor.

c. The first and second prime sponsors of a bill or resolution acting jointly may exercise all rights of a prime sponsor. In the absence of an accord the rights of the first prime sponsor shall prevail.

d. With the consent of the prior prime sponsors and the Speaker, subsequent members signing a bill or resolution may also be prime sponsors. After first reading, prime sponsors may be added to a bill or resolution by written motion of the proposed prime sponsors, joined by the prior prime sponsors and with the consent of the Speaker. The prime sponsors of a bill or resolution acting jointly may exercise all rights of a prime sponsor. In the absence of an accord the rights of the first prime sponsor shall prevail.

15:5. Order of the Day.

Any bill or resolution may, by vote of at least 41 members, be made the order of the day, on which day it shall be considered in preference to any others whether or not it is on the Calendar for that day.

15:6. Sponsor's Statement.

The sponsor of a bill or resolution shall attach a brief statement, summarizing the contents of the bill or resolution and the localities or persons it will affect. The statement shall be no longer than 450 words and shall be printed at the end of the bill or resolution under the caption "Statement."

15:7. Bills and Resolutions, Copies.

Bills and resolutions shall be in typewritten form in triplicate. All amendments to bills and resolutions shall be in typewritten form in duplicate. Copies of all bills, resolutions and statements shall be available to members, Senators and the public in the Bill Room.

15:8. New Matter, Omitted Matter.

When a bill is proposed for introduction which is in the form of an amendment to an existing statute, new matter shall be underlined and matter appearing in the statute to be amended, which is to be omitted in the bill, shall be included in its proper place in bold-faced brackets.

15:9. Maintained by Clerk.

a. Bills and resolutions requiring three readings which have passed second reading, together with all amendments, shall be maintained by the Clerk in proper form for third reading.

b. One copy of each amendment to a bill or resolution adopted by the Assembly shall be delivered by the Clerk to the Office of Legislative Services for examination immediately after its adoption.

15:10. Three Readings, Applicability.

Every bill and joint resolution, and every concurrent resolution proposing to amend the Constitution, shall be read three times in the General Assembly before final passage. No bill or joint resolution shall have a first and second reading on the same day without special order of the Speaker. A concurrent resolution, other than one proposing to amend the Constitution may be acted upon at any time after its introduction, unless it has been referred to committee. Any concurrent resolution, other than one proposing to amend the Constitution, which has been referred to committee, may be acted upon at any time after it has been reported by committee.

15:11. Emergency; Calendar, Notice.

a. No bill or joint resolution shall be considered on third reading in the General Assembly until after the intervention of one full calendar day following second reading. However, if on motion, at least 60 members agree that a bill or joint resolution is an emergency measure it may proceed immediately from second to third reading.

b. No bill or resolution shall be considered on third reading or for final action unless it is listed on the Calendar distributed to the members by the Speaker at least six days prior to the day scheduled for consideration. The Speaker may issue a supplemental list of bills and resolutions to be considered on third reading or for final action if notice is given to the members at least three days prior to the day scheduled for consideration. Bills and resolutions not on the Calendar may be considered on third reading or for final action by adopting a motion for that purpose. Bills and resolutions calendared for one meeting of the General Assembly but not voted on, must be recalendared before consideration at a subsequent meeting.

c. No bill or resolution shall be considered on third reading or for final action as an emergency measure or by waiver of the six or three days' notice unless a copy of the bill or resolution is available to the members prior to consideration.

15:12. Reprints.

Every bill and resolution which has been amended in the General Assembly shall be designated as a reprint. Reprints shall be identified in sequential order as "First Reprint," "Second Reprint," and so on.

15:13. Recommitment.

All bills and resolutions, prior to final passage, and all petitions, motions and reports, may be referred to committee. Any bill or resolution that has received second reading

and is then referred to committee shall be placed back on second reading. No motion to recommit any bill or resolution ordered to third reading shall be considered in the absence of a prime sponsor of the bill or resolution.

15:14. Withdraw a Bill or Resolution.

No Assembly bill or resolution may be withdrawn from the files of the General Assembly except by motion of the prime sponsor, co-prime sponsors or first co-prime sponsor acting under Rule 15:4., made and adopted prior to the bill or resolution being moved on third reading.

15:15. No Amendment on Third Reading.

No amendment shall be received to any bill or resolution requiring three readings on third reading.

15:16. Floor Amendments, Floor Substitutes.

a. Except by special order of the Speaker, no motion for a floor amendment or a floor substitution, and no motion to return a bill or resolution to second reading for the purpose of amendment is in order unless the sponsor of the amendment or floor substitute, at least one hour prior to the motion delivers a copy of the proposed amendment or floor substitute to the Clerk and the Majority and Minority Leaders.

b. No motion to approve an amendment to a bill or resolution, or for a floor substitution shall be considered unless copies are available to the members prior to consideration.

c. The text of the proposed amendment or floor substitute does not need to be read by the Clerk unless requested by the sponsor or ordered by the General Assembly. The sponsor of any amendment or floor substitute shall include with the amendment or floor substitute a statement describing its effect.

d. With the prior agreement of the Majority and Minority Leaders, motions to return bills and resolutions to second reading for the purpose of amendment may be consolidated into one motion and motions to amend bills and resolutions may be consolidated into one motion. With the prior agreement of the Majority and Minority Leaders, motions for multiple floor substitutions may be consolidated into one motion. A motion for multiple bills or multiple resolutions to be substituted by one floor substitute is not a consolidated motion for floor substitutions.

(1) The Speaker shall designate a member to make the consolidated motions;

(2) If any member objects promptly after the consolidated motion is moved to the inclusion of any bill or resolution in the consolidated motion to return to second reading, any bill or resolution objected to shall be removed from the consolidated motion to return to second reading and the subsequent consolidated motion to amend;

(3) The Clerk shall read the bill and resolution numbers, but it shall not be necessary for the Clerk to read the record on each of the bills and resolutions. Instead, the Clerk may state that all bills and resolutions in the consolidated motion are currently on second reading in the General Assembly; and

(4) If any member objects promptly after the consolidated motion is moved for floor substitutions, any floor substitute objected to shall be removed from the consolidated motion for floor substitutions.

e. Floor substitutes are new General Assembly bills or resolutions, even if the substitute is for a Senate bill or resolution.

15:17. Copies Available on Third Reading.

At the request of any member, no motion to approve a bill or resolution on third reading shall be considered until copies of the bill or resolution are available to the members.

15:18. Official Stamp, Official Copy.

The Clerk shall affix the official stamp to each page of the copy of a bill or resolution to be used as the official copy. This official copy shall follow the usual course of passed bills and resolutions after approval by the General Assembly and confirmation by the Clerk that the bill or resolution is in the form approved.

15:19. Certification of Passage, Bill Jackets.

The certification of the passage by the General Assembly of every bill, joint resolution and concurrent resolution shall be signed by the Speaker and inserted in the bill jacket. The bill jacket shall then be delivered by the Clerk to the Senate with the request, in the case of every Assembly bill, joint resolution or concurrent resolution, that the Senate concur. All copies of the bill or resolution and related documents shall be included in the bill jacket. Once a document is included in the bill jacket, it shall not be removed, even when sent to the Senate, Governor or Secretary of State.

15:20. Substitution; Identical Bill Rule.

a. Whenever a Senate bill or resolution is passed by the Senate, delivered to the General Assembly, and an identical General Assembly bill or resolution has received second reading, is in the possession of the General Assembly, and at least one full calendar day has intervened since either or both of the identical bills or resolutions received second reading, the Senate bill or resolution may be substituted for the General Assembly bill or resolution and immediately moved to third reading. Prime sponsors of the General Assembly bill or resolution shall be added as prime sponsors of the substituted bill or resolution.

b. Two bills or resolutions shall be deemed identical despite having technical differences with respect to legal reference, text, punctuation, spelling, grammar or form, so long as these differences may be corrected by Legislative Counsel pursuant to Rule 15:29.

15:21. Concur in Senate Amendments.

a. When an Assembly bill or joint resolution is returned, amended by the Senate, the message or report by the Secretary of the Senate shall be read by the Clerk. The amendments shall not be referred to committee, except on motion, and may be concurred in at any time, on motion, with or without amendments. The bill or joint resolution itself shall not be amended.

b. If the motion is for the General Assembly to concur in the Senate amendments without amendment, the motion shall be, "Will the General Assembly concur in the Senate amendments to Assembly Bill or Joint Resolution No.?" The motion to concur in Senate amendments requires the affirmative vote of at least 41 members to approve the motion. Approval of the motion constitutes the final passage of the bill or resolution.

c. If the motion is to concur in the amendments by amending them, the proposed amendments to the amendment shall be read by the Clerk and the motion shall be, "Will the General Assembly concur in the Senate Amendments, as amended, to Assembly Bill or Joint Resolution No.?" The motion to concur in Senate amendments, by amendment, requires the affirmative vote of at least 41 members to approve the motion.

15:22. Recede From Amendments.

When a Senate bill or joint resolution has been amended by the General Assembly and the Senate refuses to concur, the message and report by the Secretary of the Senate shall be read by the Clerk and entered in the Minutes. If the General Assembly desires to recede from the amendment, the motion shall be, "Will the General Assembly recede from the Assembly amendments to Senate Bill or Joint Resolution No.?" If 41 or more members vote to approve the motion, that vote shall constitute the final passage of the bill or joint resolution.

15:23. Senate Bills and Resolutions, First Reading.

When a bill or resolution requiring three readings and originating in the Senate, has been delivered to the General Assembly with a message that the Senate has passed the bill or resolution and requesting the concurrence of the General Assembly, the reading of the message constitutes the introduction and first reading in the General Assembly. The Speaker may then refer the bill or resolution to committee.

15:24. Senate Concurrent Resolutions, First Reading, Passage.

When a concurrent resolution, other than one proposing to amend the Constitution, is returned amended by the Senate, the reading of the message or report of the

Secretary of the Senate shall constitute its first reading and, unless it is referred to a committee, it may receive final reading on the same day.

15:25. Amendments, Delivered to OLS.

One copy of every amendment to each bill or resolution amended in the General Assembly, after report by committee, shall be delivered to the Office of Legislative Services for examination.

15:26. Private, Local or Special Bills, Notice of Publication.

No private, local or special bill shall be introduced in the General Assembly unless and until proof of publication of notice of intention to apply for its passage has been filed with the Clerk.

15:27. Passed Bills and Resolutions, Speaker Certification.

When any bill or resolution requiring three readings has passed third reading in the General Assembly,

a. the Speaker shall certify on the bill or resolution the date it passed third reading as follows:

General Assembly20.....

This (bill, joint resolution or concurrent resolution), having been three times read in the General Assembly,

Resolved, That the same do pass.

By order of the General Assembly.

.....
Speaker of the General Assembly.

unless the bill or resolution passed amended, in which case the Speaker shall note the amendments in the certification;

b. the Clerk shall endorse on the bill or resolution the date the bill or resolution was introduced in the General Assembly, whether it originated in the General Assembly or Senate, the date it had each of the three readings in the General Assembly and the number of votes cast for, against and abstained from passage; and

c. the Clerk shall forward the bill or resolution to the Senate with a written message informing the Senate that the General Assembly has passed it. If the bill or resolution

originated in the General Assembly, or if it originated in the Senate and was amended in the General Assembly, the Clerk's message shall also request the concurrence of the Senate.

15:28. Bills Maintain Status in Second Annual Session.

All Senate and Assembly bills and resolutions pending before the General Assembly at the end of the first annual session of a Legislature shall maintain their status in the second annual session of the Legislature.

15:29. Legislative Counsel Corrections.

The Legislative Counsel is authorized to correct in the text of a bill or resolution, or an amendment thereto, prior to passage by the General Assembly, any error or omission in legal reference, text, punctuation, spelling, grammar and form, the correction of which will not affect the substance of the text.

16 – FORM OF BILLS AND RESOLUTIONS

16:1. Drafting Form.

In drafting bills and resolutions:

a. The numbers 10 and above shall be expressed in Arabic figures, except where a number begins a sentence. Words shall be used for the numbers one through nine except that Arabic figures shall be used when any of these numbers is used as a section or paragraph number of legislation, as part of a date or in a statement of dollars and cents, time of day or measurement or as part of an authorized abbreviation or citation.

b. Material enclosed in bold-faced brackets shall be printed without change in all copies of the bills and resolutions even if a subsequent amendment restores a portion of the bracketed material.

c. The following footnote shall be annexed to the first page of each bill or resolution which contains material enclosed in bold-faced brackets:

“Explanation – Matter enclosed in bold-faced brackets **[thus]** is not enacted and is intended to be omitted.”

d. Material underlined shall be printed as underlined material.

e. The following footnote shall be annexed to the first page of each bill or resolution which contains new underlined material:

“Matter underlined thus is new matter.”

f. Reprints of all bills and resolutions shall contain all amendments including all material intended to be omitted by the amendments which shall be included in its proper place enclosed in superscript numbers corresponding to the reprint number and bold-faced brackets

¹**[thus]**¹

and all material intended to be added by the amendments which shall be underlined and enclosed in superscript numbers corresponding to the reprint number

¹thus¹

Where the amendment adds a new supplementary section it shall be underlined and enclosed in superscript numbers corresponding to the reprint number

¹4. (New section).....¹

Where the amendment adds a new section which is an amendment to the existing law, the section, including an amendatory clause, shall be enclosed in superscript numbers corresponding to the reprint number with material to be deleted enclosed in bold-faced brackets and new material underlined.

If the bill or resolution is amended a second time, the superscript number 2 shall be used and additional superscript numbers shall be used in the same manner as successive amendments are adopted.

g. The following footnote shall be annexed to the first page of each bill or resolution that has been amended to indicate which matter has been adopted, the House or committee adopting the matter and the date of the adoption:

“Matter enclosed in superscript numbers has been adopted as follows:

- 1 – Assembly (name) committee amendments adopted January 28, 20 .
- 2 – Assembly amendments adopted April 12, 20 .
- 3 – Senate (name) committee amendments adopted May 19, 20 .
- 4 – Senate amendments adopted May 23, 20 .
- 5 – Assembly amendments adopted in accordance with Governor’s recommendations October 5, 20 .”

h. The form of amendment shall be consistent with these rules when including the amendments in reprints of bills or resolutions.

i. Underlining shall not be used except as provided in these rules.

j. In any bill which both amends and supplements existing law, each supplementary section shall be designated “(New section)” immediately following its section number.

16:2. Prime Sponsors.

The names of the prime sponsors of a bill or resolution shall be indicated on the bill or resolution in a manner distinct from the co-sponsors.

17 – CITATIONS, MEMORIALS

17:1. Citations and Memorials.

Action by a member of the General Assembly to congratulate a person or organization upon the occasion of a significant event, anniversary or accomplishment or to memorialize the death of a person shall be by formal Citation or Memorial certificate except when the Speaker authorizes the use of an Assembly resolution.

18 – PUBLIC HEARINGS

18:1. Public Hearings.

a. The chair of a committee may, with the consent of a majority of its authorized membership, schedule a public hearing on any bill or resolution referred to the committee, or on any matter under investigation or study by the committee.

b. The time, place and subject matter of the public hearing shall be communicated by the chair to the Office of Legislative Services for public notice at least ten days in advance of the hearing.

c. Every public hearing shall be conducted in the State House or State House Annex, Trenton, unless the Speaker approves another location.

d. A hearing authorized by the committee may be conducted by any number of the members of the committee.

e. The chair of a committee which schedules a public hearing may invite the Senators on the Senate standing reference committee or committees having the same or similar jurisdiction to sit with the General Assembly committee and participate in the public hearing. In the case of a public hearing conducted pursuant to a resolution directing the committee to undertake an investigation or study, the chair may also invite the prime sponsor of the resolution to sit with the committee and participate in the public hearing. Only members of the committee holding the hearing may participate in any deliberations of the committee on the subject matter of the public hearing.

f. Each witness who is to appear at a public hearing shall file with the committee, at least three days in advance of the hearing, a written statement of proposed testimony. Oral presentation at the hearing is limited to a brief summary of the statement and responses to questions by the committee or its staff. The chair may, upon request, waive the requirement for advance filing of proposed testimony.

g. Each committee may have the proceeding of a public hearing recorded and may have the transcript of the hearing printed, bound and distributed.

h. No bill or resolution which has been the subject of a recorded public hearing shall be considered on third reading or for final action until a record of the public hearing is available to the members.

i. No public hearing shall be scheduled by any committee after September 1 of the second year of any legislative session without the permission of the Speaker.

j. No bill authorizing the creation of a debt of the State of New Jersey by the issuance of bonds of the State shall be calendared for third reading until a public hearing on the bill has been held.

k. The provisions of Rules 19:1. et seq. shall be applicable to public hearings on proposals to amend the Constitution.

l. The General Assembly may, with the consent of at least 41 members, on motion, hold a public hearing on any matter properly subject to the consideration of the General Assembly.

19 – PROPOSALS TO AMEND THE CONSTITUTION ORIGINATING IN THE GENERAL ASSEMBLY

19:1. Proposed by Concurrent Resolution.

Amendments to the Constitution shall be proposed in the General Assembly by concurrent resolution, which shall be introduced in the same manner, and shall take the same course, as bills and joint resolutions originating in the General Assembly. Concurrent resolutions proposing to amend the Constitution shall be considered in accordance with the provisions of paragraphs 1 and 2 of Article IX of the Constitution and with these Rules.

19:2. Copies Placed on Members' and Senators' Desks.

When a concurrent resolution proposing to amend the Constitution receives second reading in the General Assembly, printed copies shall be placed on the desks of the members, in open meeting, which shall be noted in the Minutes. Copies of the concurrent resolution shall also be forwarded by the Clerk to the Senate with the request that they be placed on the Senators' desks in open meeting.

19:3. Public Hearing.

After printed copies of the concurrent resolution are placed on the desks of the members of each House, in open meeting, a public hearing on the concurrent resolution shall be

held before the General Assembly or one of its committees, when and as ordered by the General Assembly.

19:4. Written Report of Public Hearing, Final Passage.

After the public hearing, the entity that held the hearing shall issue a written report on the hearing to the Clerk who shall enter the date and location of the hearing and the number of the concurrent resolution in the Minutes. After the hearing and at least 20 calendar days after the copies of the concurrent resolution have been placed on the desks of the members of each House, the General Assembly may give the concurrent resolution third reading and vote on final passage.

19:5. Information Entered in Minutes on Third Reading.

Whenever a concurrent resolution proposing to amend the Constitution is voted on at third reading, the following information shall be entered in the Minutes:

- a. the proposed amendments;
- b. the names of all members voting on the concurrent resolution; and
- c. how each member voted.

19:6. Speaker's Certificate of Passage.

If a concurrent resolution proposing to amend the Constitution is passed by the General Assembly, a certificate shall be signed by the Clerk and the Speaker, annexed to the concurrent resolution, and transmitted to the Senate with the concurrent resolution. The certificate shall include:

- a. whether the concurrent resolution was amended after introduction;
- b. that printed copies of the concurrent resolution, in the form it was passed were placed on the members' desks, in open meeting, and the date of the placement;
- c. that a public hearing was held on the concurrent resolution, the date of the hearing, the location, and the entity that held the hearing;
- d. that the concurrent resolution was read three times in the General Assembly, was passed on third reading and the dates of the readings; and
- e. the tally on the vote on final passage.

19:7. Passage By Both Houses, Procedure.

If a concurrent resolution proposing to amend the Constitution passed the General Assembly and is returned from the Senate with a certificate signed by the Secretary and President of the Senate, reciting:

- a. that printed copies of the concurrent resolution, in the form it passed the Senate, were placed on the Senators' desks, in open meeting, and the date of the placement;
- b. that the concurrent resolution was read three times in the Senate, was passed on third reading in the form it was received from the General Assembly, and the dates of the readings; and
- c. the tally on the vote on final passage,

the concurrent resolution shall be received by the General Assembly, in open meeting, and transmitted by the Clerk to the Secretary of State with the certificates of the presiding officers. The constitutional amendments proposed in the concurrent resolution shall be proceeded upon as prescribed by the Constitution and as may be provided by the Legislature.

19:8. Deemed Lost if Amended in the Senate.

If a concurrent resolution, which was passed by the General Assembly, is returned from the Senate with a certificate reciting that the concurrent resolution was amended in the Senate, the concurrent resolution is deemed to have been lost and no further action shall be taken on the concurrent resolution.

**20 – PROPOSALS TO AMEND THE CONSTITUTION
ORIGINATING IN THE SENATE**

20:1. Receipt of Proposed Senate Amendment, Entry in Minutes.

Whenever copies of a concurrent resolution introduced in the Senate proposing to amend the Constitution are received from that House, the Clerk shall cause the copies to be placed on the members' desks, in open meeting, at the earliest opportunity after receipt. The Clerk shall enter in the Minutes the date the copies of the concurrent resolution were received and the date they were placed on the members' desks, in open meeting, and certify the information to the Secretary of the Senate.

20:2. Same Procedure as Senate Bills, May Not Be Amended.

Whenever the General Assembly receives a concurrent resolution proposing to amend the Constitution which originated in and was passed by the Senate and is accompanied by a certificate signed by the President and Secretary of the Senate reciting that it was considered and passed in accordance with the provisions of Article IX, paragraphs 1 and 2 of the Constitution, the receipt of the concurrent resolution and certificate, by the General Assembly,

shall constitute the first reading of the concurrent resolution. The concurrent resolution shall then take the same course as Senate bills and joint resolutions that are received in the General Assembly. No Senate concurrent resolution proposing to amend the Constitution shall be amended in the General Assembly.

20:3. Speaker's Certificate.

If a concurrent resolution originating in the Senate and proposing to amend the Constitution is passed by the General Assembly on third reading, a certificate, signed by the Clerk and the Speaker of the General Assembly, shall be annexed to the concurrent resolution and transmitted to the Senate with the concurrent resolution. The certificate shall include:

- a. that printed copies of the concurrent resolution, in the form it passed the General Assembly, were placed on the members' desks, in open meeting, and the date of the placement;
- b. that the concurrent resolution was read three times in the General Assembly, was passed on third reading and the dates of the readings; and
- c. the tally on the vote on final passage.

21 – VOTES REQUIRED TO SUBMIT CONSTITUTIONAL AMENDMENTS TO THE VOTERS

21:1. Votes to Approve.

a. A concurrent resolution proposing to amend the Constitution may be considered on third reading at any time during a two-year legislative session after compliance with the procedures set forth in Section 19 or 20, as applicable, of these Rules.

b. If the concurrent resolution receives at least 24 affirmative votes in the Senate and at least 48 affirmative votes in the General Assembly, it is approved for submission to the voters and must be delivered to the Secretary of State together with the certificates as required by these Rules.

c. If the concurrent resolution receives fewer than the number of affirmative votes specified in subsection b., in either House, but receives at least 21 affirmative votes in the Senate and at least 41 affirmative votes in the General Assembly, each House must again approve the concurrent resolution with at least 21 affirmative votes in the Senate and at least 41 affirmative votes in the General Assembly, as follows:

(1) If approved by both Houses in the first year of a two-year legislative session, both Houses must again approve the concurrent resolution in the second year of the two-year legislative session.

(2) If approved by both Houses, but the approval in one or both Houses does not occur until the second year of the two-year legislative session, the concurrent resolution must be introduced in the next two-year legislative session, and approved again by both Houses during that two-year legislative session.

d. If the concurrent resolution is approved under either method in subsection c., it is approved for submission to the voters and must be forwarded to the Secretary of State together with the certificates as required by these Rules.

22 – VETOED BILLS

22:1. Governor’s Objections Entered in the Minutes.

When a bill is returned by the Governor with objections and with or without recommendation for amendment, the objections shall be entered in the Minutes.

22:2. Absolute Veto – General Assembly Bills.

On or after the third day following the return of a bill absolutely vetoed by the Governor, the General Assembly may move to override the veto. If 54 or more members vote to override the veto, the override shall pass the General Assembly.

If the motion to override passes, the Speaker shall certify:

- a. the date the bill was returned to the General Assembly by the Governor with objections;
- b. that the objections were entered in the Minutes;
- c. the date the General Assembly passed the motion to override the veto; and
- d. the tally on the vote to override.

The passed bill, together with the Speaker’s certification and Governor’s objections, shall be sent to the Senate.

22:3. Absolute Veto – Senate Bills.

After the Senate has passed a motion to override an absolute veto and forwarded the bill to the General Assembly with the President’s certification and the Governor’s objections, the General Assembly may, at any time after receipt of the bill, move to override the veto. If 54 or more members vote to override the veto, the override shall pass the General Assembly.

If the motion to override passes, the Speaker shall certify:

- a. the date the General Assembly passed the motion to override the veto; and

- b. the tally on the vote to override.

The passed bill, together with certifications of the presiding officers and Governor's objections, shall be filed with the Secretary of State.

22:4. Conditional Veto – General Assembly Bills.

a. Amended in accordance with the Governor's recommendations. If the Governor conditionally vetoes a bill and returns it to the General Assembly, the General Assembly may amend the bill in accordance with all of the Governor's recommendations. No other or partial amendments are permitted either in committee or on the floor.

To approve a conditionally vetoed bill which has been amended in accordance with the Governor's recommendations, the bill must be read three times in the General Assembly, with the intervention of one full calendar day between second reading, after the adoption of the Governor's recommendations, and third reading, unless it is declared an emergency measure under Rule 15:11.a. No conditionally vetoed bill shall receive first reading or be referred to committee unless directed by the Speaker. The affirmative vote of at least 41 members is required to pass the bill as amended.

The passed bill, together with the Governor's recommendations, shall be forwarded to the Senate.

b. Override. The General Assembly may override a conditional veto in the same manner and subject to the same requirements as necessary to override an absolute veto of a General Assembly bill.

22:5. Conditional Veto – Senate Bills.

a. Amended in accordance with the Governor's recommendations. After the Senate has passed a motion to approve a bill conditionally vetoed by the Governor by amending it in accordance with the Governor's recommendations, the Senate shall forward the amended bill, together with the Governor's recommendations, to the General Assembly.

To approve a conditionally vetoed bill which has been amended in accordance with the Governor's recommendations, the bill must be read three times in the General Assembly, with the intervention of one full calendar day between second and third readings, unless it is declared an emergency measure under Rule 15:11.a. No conditionally vetoed bill shall receive first reading or be referred to committee unless directed by the Speaker. The affirmative vote of at least 41 members is required to pass the bill.

The passed bill, together with the Governor's recommendations, shall be presented to the Governor.

b. Override. If the Senate has voted to override a conditional veto and forwards the bill to the General Assembly, the General Assembly may, at any time after receipt of the bill, move to override the conditional veto in the same manner and subject to the same requirements as necessary to override an absolute veto of a Senate bill.

22:6. Line-Item Veto – General Assembly Bills.

On or after the third day following receipt of the Governor’s statement of one or more line-item vetoes, the General Assembly may separately move to override any of the vetoes. A concurrent resolution shall be the form of legislation used to override a line-item veto. A separate concurrent resolution shall be used to each line-item veto for which a motion is made to override. If 54 or more members vote to approve the concurrent resolution to override the veto, the override shall pass the General Assembly.

If the motion to approve the concurrent resolution to override passes, the Speaker shall certify:

- a. the date the Governor’s line-item veto statement was received by the General Assembly;
- b. that the statement was entered in the Minutes;
- c. the date the General Assembly passed the motion to approve the concurrent resolution to override the line-item veto; and
- d. the tally on the vote to override.

The passed concurrent resolution, together with the Speaker’s certification and Governor’s line-item veto statement, shall be sent to the Senate.

22:7. Line-Item Veto – Senate Bills.

After the Senate has passed a concurrent resolution to override a line-item veto and forwarded the concurrent resolution to the General Assembly with the President’s certification and the Governor’s line-item veto statement, the General Assembly may, at any time after receipt of the concurrent resolution, move to override the line-item veto set forth in the concurrent resolution. If 54 or more members vote to approve the concurrent resolution to override the veto, the override shall pass the General Assembly.

If the motion to approve the concurrent resolution to override passes, the Speaker shall certify:

- a. the date the General Assembly passed the motion to approve the concurrent resolution to override the line-item veto; and
- b. the tally on the vote to override.

The passed concurrent resolution, together with certifications of the presiding officers and Governor's line-item veto statement, shall be filed with the Secretary of State.

22:8. Veto Override – Delivery to the Secretary of State.

a. When the General Assembly has taken the final action necessary to override a veto the Speaker shall deliver the bill, certifications and the Governor's objections to the Secretary of State.

b. When the General Assembly has taken the final action necessary to override a line-item veto the Speaker shall deliver the concurrent resolution, certifications and Governor's line-item veto statement to the Secretary of State.

22:9. Special Session to Accept and Consider Vetoed Bills.

In accordance with Art. V, Sec. I, par. 14(d) of the Constitution, the General Assembly shall hold a special session to accept and consider bills returned by the Governor. All bills returned to the General Assembly at or prior to that special session may be accepted and finally acted upon at the special session without receiving three readings. Final action includes override and approval in accordance with the Governor's recommendations. Overrides require the affirmative vote of 54 or more members and approval in accordance with the Governor's recommendations requires the affirmative vote of 41 or more members.

This special session shall be held on the earlier of the 45th day following adjournment sine die, or on the Monday preceding the expiration of the second year of a Legislature.

22:10. Votes Entered in the Minutes.

Whenever a vote is taken to override a veto or to approve a bill in accordance with the Governor's recommendations, the names of all members voting on the motion and how each member voted shall be entered in the Minutes.

23 – GENERAL PROVISIONS

23:1. Mason's Manual.

Mason's Manual of Legislative Procedure shall in all cases, when not in conflict with these Rules, be considered and held as standard authority.

23:2. Rescind, Change or Suspend Rules.

No Rule (or Order) of the General Assembly shall be rescinded or changed except by the affirmative vote of at least 41 members. If a member objects to the motion to rescind or change a Rule (or Order) when made, the motion shall lie over until the next meeting of the

General Assembly. A motion to suspend a Rule (or Order), requires the affirmative vote of at least 41 members to pass the motion, however, there is no need for the motion to lay over to the next meeting of the General Assembly if there is an objection to the motion.

24 – DEFINITIONS

24:1. Definitions.

Definitions –

“Absolute veto” – The unconditional rejection of a bill by the Governor.

“Assembly resolution” – A formal numbered resolution, passed by the affirmative vote of at least 41 members which expresses a policy or opinion of the General Assembly, or provides for subsidiary or procedural matters and requires no action either concurrently or jointly by the Senate.

“Bill” - A formal proposal which, if enacted, will become law.

“Bills and resolutions” – This phrase includes all bills, all joint resolutions, all concurrent resolutions proposing to amend the Constitution, all other numbered concurrent resolutions and all numbered Assembly resolutions.

“Clerk” – The Clerk of the General Assembly.

“Concurrent resolution” – A formal resolution separately adopted by both Houses of the Legislature and requiring affirmative votes from at least 21 Senators and 41 members of the General Assembly which expresses the sentiment of both Houses or accomplishes a purpose with common interest to both Houses. A concurrent resolution is also the form of legislation used to propose amendments to the State Constitution and to ratify amendments to the Constitution of the United States proposed by the Congress. No action by the Governor is required with respect to a concurrent resolution.

“Conditional veto” – The rejection of a bill by the Governor with suggested amendments which, if adopted by both Houses of the Legislature, would theoretically make the bill acceptable to the Governor.

“Joint resolution” – A formal resolution separately adopted by both Houses of the Legislature and requiring the affirmative votes of at least 21 Senators and 41 members of the General Assembly and, since it has the effect of law, must be submitted to the Governor for approval.

“Line-item veto” – The rejection of all or a portion of one or more items of appropriation by the Governor while approving the other portions of the bill.

“Member” – A citizen elected to the General Assembly by the voters of one of the 40 legislative districts, or selected to fill a vacancy on an interim basis, and sworn and seated as a representative of that legislative district. Each legislative district is represented by two members.

“Motion” – A proposal by a member that the General Assembly take a certain action. In order to be approved by the General Assembly, a motion must receive the affirmative votes of a majority of those members present and voting, not counting abstentions, unless a greater number is specifically required by these Rules.

“Quorum” – The presence of at least 41 members at a meeting of the General Assembly.

“Roll call vote” – A method of determining each member’s vote on a question. Members may vote yea, nay or abstain. The electronic voting system shall be used for all roll call votes. In the event the electronic voting system is inoperative, the names of the members shall be called alphabetically. When a member’s name is called, the member shall audibly vote yea, nay or abstain.

“Veto override” – The enactment of a bill over the Governor’s objections.

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JOINT RULES OF THE SENATE AND GENERAL ASSEMBLY

ADOPTED JANUARY 12, 2016.

A. IN GENERAL.

1. In every case of an amendment of a bill agreed to in one House and dissented from in the other, if either House shall request a conference and appoint a committee of three members for that purpose, designating its chairman, and the other House shall also appoint a committee of three members, designating its chairman, to confer, such committee shall, at a convenient hour, to be agreed on by their respective chairmen, meet in conference, and state to each other, verbally or in writing, as either shall choose, the reasons of their respective Houses for and against the amendment, and confer freely thereon.

2. If the conference committee shall agree, an identical report of its agreement shall be made to each House, which shall be signed by the members or a majority of the members of the committee. If in said report it is recommended that additional amendments to the bill be adopted, such amendments shall be stated therein and in said report it may be recommended that the House, in which the amendments dissented from were adopted, shall recede from such amendments, or that the House dissenting from the amendments shall concur therein, with or without the adoption of additional amendments as may be recommended in the report.

3. If the report of the conference committee shall be adopted in both Houses, such action shall be taken, in each House, by receding from the amendments dissented from, or by concurring in the amendments dissented from, or by so receding or so concurring and adopting such further amendments, if any, as are recommended in the report, as shall be necessary to make the recommendations contained in said report effective and each House shall give notice to the other House of its action so taken.

4. When identical bills or bills dealing with the same subject matter but containing different provisions have originated in the two Houses and neither House is willing to pass the bill originating in the other House, either House then may request a conference and appoint a committee of three members for that purpose who shall proceed to confer as in cases in which an amendment to a bill is agreed to in one House and dissented from in the other.

5. If both identical bills are pending in one House, the conference committee may in its report recommend that the bill which has passed the other House be substituted for that which originated in the second House, upon or after the latter's second reading, and that the former be considered immediately upon third reading, but if the identical bills are pending in different Houses, the conference committee in its report may recommend that such proceedings shall be taken upon one bill, designating it by number, so that it may be forwarded to the other House and substitution of one for the other may be made in that House and shall report to both Houses accordingly.

6. If bills dealing with the same subject matter but containing different provisions are the subject matter of the conference, the conference committee may recommend in its report that certain amendments shall be made of one or the other of said bills, designating such bill by number, and that the bill so amended shall be passed by both Houses, which may be done by the substitution in one House of a committee substitute for the bill pending in that House, or if both bills are pending in one House, a committee substitute for both bills, which committee substitute shall then take the usual course of procedure to passage in both Houses, and said conference committee shall report to each House accordingly.

7. In any case in which one bill shall be substituted for another upon final passage the name of the introducer first appearing in each bill shall be endorsed as sponsor of the substituted bill upon the jacket containing the same.

8. If a bill shall have passed both Houses, it shall be delivered to the Secretary of the Senate or the Clerk of the General Assembly, as the bill may originate in one House or the other, and it shall be presented by him to the Governor for his action. Each such bill shall remain in the custody of the Secretary or Clerk, as the case may be, of the House in which the bill originated, but no action shall be taken upon such a bill other than to present it to the Governor, except by the order of both Houses.

8A. Blank

8B. a. A concurrent resolution is the form of legislation to be used to ratify an amendment to the Constitution of the United States proposed by the Congress of the United States, to petition the Congress to propose an amendment or to call a constitutional convention to propose an amendment, to the Constitution of the United States; such a concurrent resolution may be proposed in the Senate or the General Assembly.

b. At least 20 calendar days prior to a vote on such a concurrent resolution in the House in which it was introduced, the same shall be printed and placed on the desks of the members of each House. Thereafter and prior to such vote a public hearing shall be held thereon on a date and at a time and place to be publicly announced. Adoption of an amendment to the resolution shall not require the holding of a further public hearing unless the same be ordered by the House which adopted the amendment.

c. Passage of such a concurrent resolution shall require the affirmative vote of a majority of all the members of each House and the yeas and the nays of the members voting thereon shall be entered upon the Journal of the Senate and the Minutes of the General Assembly.

**B. ON PRE-FILING OF BILLS, JOINT RESOLUTIONS,
CONCURRENT RESOLUTIONS AND RESOLUTIONS.**

9. Any one or more members or members-elect of the Senate or General Assembly may, between November 15 and the first Tuesday in January prior to the commencement of a 2-year Legislature, pre-file a bill, joint resolution, concurrent resolution or resolution for introduction in their respective Houses of the Legislature to be convened on the succeeding second Tuesday in January as in these rules provided. In any year prior to the commencement of a 2-year Legislature and in which no election is held for the election of all the members of the Senate, the President may fix a date earlier than November 15 for the commencement of the pre-filing period.

10. Bills and resolutions proposed for introduction by pre-filing shall be forwarded, in triplicate, to the Office of Legislative Services, each copy thereof endorsed with the signature of the sponsor or sponsors or with written authorization by the sponsor or sponsors that the proposal be so endorsed.

11. The Office of Legislative Services shall cause each pre-filed proposal to be time stamped, listed and numbered in the order of receipt with an appropriate Senate or General Assembly bill or resolution number and its staff shall cause the same to be examined as to form and for compliance with the Rules of the Senate or General Assembly. Upon completion of such examination as to form and endorsement thereon of a release for introduction, copy shall be forwarded to the Legislative Printer for printing with the number assigned thereto and bearing the legend "Pre-filed for introduction in the 20-- session." The House copy, bearing the date the copy was delivered to the Printer, shall be retained for delivery to the Secretary of the Senate or the Clerk of the General Assembly upon the convening and organization of the Senate or the General Assembly, as the case may be. One copy shall be made available to the public through the Office of Public Information in the Office of Legislative Services and the Office of Legislative Services' copy shall be retained for the files of the Office of Legislative Services.

12. Upon the release for printing of a pre-filed bill, joint resolution, concurrent resolution or resolution, the same shall be in the public domain as in the case of bills introduced during a session. Copies of the pre-filed bills or resolutions shall be made available to the public during the pre-filing period by the Office of Legislative Services.

13. No member or member-elect shall pre-file for re-introduction a bill or resolution, the prime sponsor of which is a member or member-elect of the Legislature, except with the concurrence of such prior prime sponsor.

14. Whenever two or more members or members-elect of the same House shall separately propose for pre-filing the same or substantially the same bill or resolution, the Office of Legislative Services shall notify such members and members-elect and seek their concurrence to co-sponsorship of a single bill or resolution, but, except as provided in 13 above, no member or member-elect shall be denied the right to pre-file any bill or resolution.

15. On the day on which the Senate or General Assembly organizes by the election of its President or Speaker, as the case may be, the Secretary of the Senate or the Clerk of the General Assembly shall present copies of the pre-filed bills and resolutions to the President or Speaker for his endorsement thereon of the Committee, if any, to which each pre-filed bill or resolution is to be referred and the delivery thereof to the Secretary of the Senate or the Clerk of the General Assembly for introduction and first reading on the same day or on the next two days of actual meeting of the House thereafter.

16. The reading by the Secretary of the Senate or Clerk of the General Assembly of the number, title and committee reference, if any, of each pre-filed bill and resolution shall be taken as the introduction and first reading thereof.

17. The Office of Public Information in the Office of Legislative Services shall make distribution of copies of the pre-filed bills and resolutions to members and members-elect as the Houses may direct and make copies available for such other distribution as is made of other printed bills, periodically as the same are printed during the pre-filing period.

18. In the event that the office of any member or member-elect who has pre-filed a bill or resolution shall become vacant for any reason prior to the introduction and first reading thereof, the same shall be introduced in the names of the remaining co-sponsors, if any, and, if it was pre-filed only by the member or member-elect whose office is vacant, the same shall be withheld from introduction and the Secretary of the Senate or the Clerk of the General Assembly, as the case may be, shall cause the records of the House as to such proposal to indicate the same was withdrawn prior to introduction.

18A. A printed bill or resolution which is pre-filed for introduction or introduced in the two-year legislative session next following the session in which it was printed shall be reissued in the same form in which it was previously printed, but shall be marked with a new number and shall bear the caption "Introduced Pending Technical Review by Legislative Counsel."

C. ETHICAL STANDARDS COMMITTEE.

19. a. In addition to the duties and responsibilities imposed upon it by law, the Joint Committee on Ethical Standards shall have continuing authority to receive, investigate and report to the Senate and General Assembly with respect to allegations concerning the conduct or activities of members of the Legislature and employees of the Legislative Branch of the State Government reflecting upon the good name, integrity and reputation of the Legislature or any member thereof which may be referred to the Joint Committee by a concurrent resolution of the Legislature or considered by the Committee upon its own initiative. The respective members of the Joint Committee appointed from the Senate and General Assembly shall constitute a standing committee of each House which shall have and exercise on behalf of each House the same continuing authority with respect to receipt and consideration of allegations, referred to either

standing committee by resolution of the House or by the initiative of the members of the Committee, concerning the qualifications of the members of their respective Houses of the Legislature and the conduct or activities of members and employees reflecting upon the good name, integrity and reputation of the Legislature, a House or any member thereof. In the event any allegation considered or referred to the Joint Committee or to the standing committee of either House shall involve the qualifications, conduct or activities of a member of the committee, that member shall be disqualified from participation in the committee's consideration of such allegation and the President or Speaker shall appoint a replacement to fill such vacancy on the committee, during consideration of such allegation, from among the members of the House of the same party as the disqualified member.

b. The Joint Committee or the respective members thereof acting as a standing committee of the Senate or the General Assembly is authorized to retain and employ at the expense of the Legislature or of the Senate or General Assembly, as the case may be, the services of such experts and counsel as it shall deem necessary in connection with any investigation concerning the conduct or activities of a member of the Legislature.

D. TELEPHONES.

20. All telephones in legislative branch offices in the State House and the legislative chambers are official State telephones regardless of the assignment of the room in which such phones are located to an officer or employee of the Legislature and the listing of the telephone number in his name or by his title in telephone directories.

E. LEGISLATIVE OVERSIGHT.

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25. There is created a joint committee of the Legislature to be known as the Joint Legislative Oversight Committee. The committee shall consist of 10 members, five members of the Senate appointed by the President and five members of the General Assembly appointed by the Speaker. A member may be removed from the committee at any time by the appointing officer. The joint committee shall choose a chairman and a vice chairman from among its members.

26. The committee may adopt rules for its own operation and the conduct of its business, provided the rules are not inconsistent with these joint rules or P.L. 1981, c. 27 (C. 52:14B-4.1 et seq.).

27. The chairman shall cause 6 days' notice of the time, place and agenda of each committee meeting to be given to the members of the Legislature and the public. No matter shall be considered at a committee meeting unless it is listed on the agenda for the meeting and required notice has been given for it, except upon special order by the President and the Speaker.

28. Meetings of the committee at which official action is to be taken shall be open to the public. The committee may convene in closed or executive session, upon the majority vote of its authorized membership at an open meeting, for the purpose of discussing any matter before the committee or for meeting with or taking the testimony of any person, but all matters shall be fully discussed and considered and all official actions shall be taken in public session.

29. The committee shall have the powers and duties prescribed in P.L. 1981, c.27. The committee, by a majority vote of its authorized membership, may report its recommendation for suspension of a rule to the President and the Speaker, who may refer the report to a standing reference committee or the House.

F. JOINT BUDGET OVERSIGHT COMMITTEE.

30. There is created a joint administrative committee of the Legislature to be known as the Joint Budget Oversight Committee. The committee shall consist of six members, three of which shall be members of the Senate appointed by the President and three of which shall be members of the General Assembly appointed by the Speaker. No more than two of the three members appointed from each House shall be of the same political party. A member may be removed from the committee at any time by the appointing officer, except that if any member is so removed, the appointing officer shall forthwith appoint another member in the same manner that the original appointment was made.

The committee may adopt rules for its operation and the conduct of its business including the election of a chairman or co-chairmen as it may determine from among its members, except that any matter properly before the committee shall require the affirmative vote of at least four of its members.

The committee shall be the successor committee to the Joint Appropriations Committee's Subcommittee on Transfers and the Subcommittee on Claims organized in the 201st session of the Legislature. The committee shall exercise the authority, and carry out the duties and responsibilities, of the former Joint Appropriations Committee's Subcommittee on Transfers or the Subcommittee on Claims, as appropriate, concerning the review of transfers as prescribed in the annual appropriation act, bond authorization or bond appropriation acts, bond refinancing proposals, and claims presented to the Legislature.

The committee shall exercise all authority and carry out the duties and responsibilities prescribed in law or in the Joint Rules of the Senate and General Assembly for the former Joint Appropriations Committee's Subcommittee on Transfers, and the Subcommittee on Claims. All references in law, rule, regulation or procedures, or otherwise, to the Joint Appropriations Committee's Subcommittee on Transfers or the Subcommittee on Claims shall mean the committee established pursuant to this Joint Rule.

G. PARTISAN STAFF CONDUCT AND RESOURCES.

31. a. A partisan staff employee may not assign or engage in campaign work on State time. Campaign work is work that does not reasonably and primarily fulfill the employee's official duties and materially contributes to: (1) a person's chance of election or reelection to public or party office, or (2) the financial prospects or the electoral advantage of a political party or candidate.

b. Work that would otherwise be campaign work within the meaning of that term as it is used in subsection a. is not prohibited if: (1) it occurs on rare and isolated occasions; and (2) its performance imposes little or no cost to the State; and (3) it is incidental and subordinate to other work which has a primarily public purpose.

32. Partisan staff employees may engage in campaign work voluntarily whenever they are not present in State facilities or obligated to perform legislative duties.

33. a. No partisan staff employee may use, or make available for use by another, State property or resources in connection with campaign work. No partisan staff employee may use a State resource in connection with the preparation of, securing signatures on, or the filing of petitions.

b. The use of State property or resources in connection with campaign work should not be prohibited if: (1) it is rare and isolated; and (2) it imposes little or no cost to the State; and (3) it is incidental and subordinate to other work which has a primarily public purpose.

33A. No legislator or employee of the partisan staff shall use, or make available for use by another, the resources of the State allocated to the partisan staff in connection with the mass distribution to members of the general public of unsolicited written or electronic matter including, but not limited to, a pamphlet, letter, newsletter, advertisement, statement or flyer concerning the activities or opinions of a member of the Legislature which is distributed during a calendar year in which the member mentioned therein will be a candidate at the general election. Nothing in this Joint Rule shall be deemed to prevent the distribution of a press release to the press or follow-up correspondence related to a meeting.

34. a. Partisan staff employees shall receive a copy of the Conflicts of Interest Law (P.L. 1971, c. 182, C. 52:13D-12 et seq.), the Legislative Code of Ethics, the Rules Concerning the Operation, Maintenance and Utilization of the Legislative Information System and the Joint Rules Governing Partisan Staff Conduct.

b. The Joint Legislative Committee on Ethical Standards shall enforce, interpret and adjudicate alleged violations of these Joint Rules.

c. A violation of these Joint Rules shall be punishable by reprimand, suspension, dismissal, restitution or if restitution is not ordered, a fine not to exceed \$500.

H. JOINT LEGISLATIVE COMMITTEE ON ECONOMIC RECOVERY.

35. a. There is created a Joint Legislative Committee on Economic Recovery. The committee shall consist of eight members, four members of the Senate appointed by the President of the Senate, no more than three of whom shall be of the same political party, and four members of the General Assembly appointed by the Speaker of the General Assembly, no more than three of whom shall be of the same political party. A member may be removed from the committee at any time by the appointing officer.

b. The respective members of the Joint Committee appointed from the Senate and General Assembly shall constitute a standing reference committee of each House which shall have and exercise on behalf of each House the same continuing authority as other standing reference committees of either House. The joint committee shall in all other respects be treated as a standing reference committee of either House with respect to the referral, consideration and reporting of bills, joint resolutions, concurrent resolutions or resolutions. Any bills, joint resolutions, concurrent resolutions or resolutions reported by the joint committee shall be reported to the House of origin of the legislation. Notwithstanding any rule of either House, no bill or resolution reported by the committee shall be required to be referred to a second committee of a House for further review or consideration.

36. It shall be the duty of the joint committee to:

a. review, formulate and consider proposals for the economic recovery of the State, for stimulating and sustaining growth of the New Jersey economy and for providing jobs to the citizens of this State, and to report and make recommendations thereon to the Houses of the Legislature; and

b. exercise continuing review and oversight of programs and projects of State departments, authorities or agencies to identify ways in which the programs or projects could be better implemented to immediately promote economic growth and create jobs and to recommend ways to expedite the resolution of any impediments to those programs or projects.

37. The joint committee shall organize as soon as possible after the appointment of its members and a chairperson and a vice-chairperson shall be selected from among its members by the presiding officers of the Houses.

38. The committee shall be entitled to call to its assistance and avail itself of the services of such employees of any State, interstate, county or municipal department, board, bureau, commission, agency, or authority as it may require and as may be available to it for its purposes, and to employ such stenographic and clerical assistants and incur such traveling and other miscellaneous expenses as may be authorized by the presiding officers of the Houses, in order to perform its duties, and as may be within the limits of funds appropriated or otherwise made available to it for its purposes.

39. The committee may conduct public hearings in furtherance of its oversight functions at such place or places as it shall designate, at which it may request the appearance of officials of any State, or interstate department, board, bureau, commission, agency or authority and solicit the testimony of interested groups and the general public.

40. The committee may adopt rules for its operation and the conduct of its business, provided the rules are not inconsistent with the Joint Rules of the Senate and General Assembly or the rules of either House.

I. CONSENT TO ADJOURN FOR MORE THAN THREE DAYS.

41. The Senate grants to the General Assembly and the General Assembly grants to the Senate, consent to adjourn for more than three days. Either House may revoke this consent by a House resolution passed by at least twenty-one members in the Senate or forty-one members in the General Assembly. Such revocation shall be for a specified period and in no event shall extend beyond noon on the next second Tuesday in January. The revocation shall be effective upon passage by the House and delivery to the office of the chief administrative officer of the other House during regular State working hours.

J. BUDGET RESOLUTIONS.

42. a. The chair of the Senate Budget and Appropriations Committee and the chair of the Assembly Budget Committee shall, during their respective committee deliberations on the subject of the Governor's budget recommendations transmitted to the Legislature for the ensuing State fiscal year, and at least 14 calendar days before the House shall pass an annual appropriations bill, accept resolutions made by members of either House and the State Treasurer that propose to add, delete or otherwise change revenues, line-items or language provisions in the Governor's budget recommendations, which resolutions shall be filed with either committee and

shall be identified by the sponsor or sponsors. The sponsor or sponsors of a budget resolution shall set forth in detail therein each revenue, line-item or language provision proposed to be added, deleted or changed and append thereto a statement explaining the proposed changes and the reasons therefor. The sponsor or sponsors of a budget resolution shall append thereto a personal disclosure statement indicating whether the sponsor or the sponsor's family (the member's spouse, domestic partner or civil union partner, children, parents or siblings) have any employment relationship or business relationship with, or receive any compensation from, the intended recipient of any increased funding proposed in a budget resolution. All budget resolutions shall be filed with the committees at least 14 calendar days before the respective House shall pass an annual appropriations bill, except that budget resolutions may be filed with a committee thereafter in a manner to be determined by the Presiding Officer of each House for that House. All resolutions to be filed with either committee shall be delivered to the Legislative Budget and Finance Officer and shall be made available to the public through the Office of Legislative Services. The annual appropriations bill that shall pass both Houses shall contain only items proposed in the Governor's budget recommendations and items in budget resolutions filed pursuant to this Joint Rule.

b. Nothing in this Joint Rule shall preclude the Presiding Officer of either House from adopting limitations that are more restrictive than the procedures set forth in this Joint Rule or requiring additional information be included in resolutions filed in their respective House.

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