

# A Guide to the Legislative Process

## Parliamentary Procedure Easy Access Chart

Order of Precedence of Motions	Class*	In Order when other has floor?	Must be Seconded?	Debate?	Amend?	Vote Req'd	Reconsidered ?
Fix the Time to Adjourn	M	No	Yes	No	Yes	Majority	No
Adjourn	P	No	Yes	No	No	Majority	No
Recess (while a question is pending)	P	No	Yes	No	Yes	Majority	No
Raise a Question of Privilege	P	Yes	No	No	No	Ruling by Chair	No
Call for the Orders of the Day	P	Yes	No	No	No	Enforced, unless 2/3 against	No
Lay on the Table	S	No	Yes	No	No	Majority	No
Previous Question	S	No	Yes	No	No	Two Thirds	Yes, but w/conditions
Limit or Extend Debate	S	No	Yes	No	Yes	Two Thirds	Yes, but w/conditions
Postpone Definitely	S	No	Yes	Yes	Yes	Majority	Yes
Commit (or Refer)	S	No	Yes	Yes	Yes	Majority	Yes, but w/conditions
Amend	S	No	Yes	Yes, but...	Yes	Majority	Yes
Postpone Indefinitely	S	No	Yes	Yes	No	Majority	Only if vote affirmative
Main Motion	M	No	Yes	Yes	Yes	Majority	Yes
*M=main, P=privileged, S=supplementary *I=incidental, B=bring motions back to body							
<b>Other Motions of Interest</b>							
Adopt a report	M	No	Yes	Yes	Yes	Majority	Yes
Amend an Amendment	S	No	Yes	If amend.	No	Majority	Yes
Consider Informally	S	No	Yes	Yes	No	Majority	Negative
Consider by Paragraph or seriatim	I	No	Yes	No	Yes	Majority	No
Division of the Assembly (standing vote)	I	Yes	No	No	No	1 person	No
Count of vote on Division of Assembly	I	Yes	Yes	No	Yes	Majority	No
Division of the Question	I	No	Yes	No	Yes	Majority	No
Extend time for consideration	I	Yes, at orders of the day	Yes	No	No	Two Thirds	No
Point of Information	I	Yes	No	No	No	no vote	No
Point of Order	I	Yes	No	No	No	ruled by chair	No
Reconsider	B	Only before the person begins	Yes	If motion is	No	Majority	No
Suspend the Rules of Order	I	No	Yes	No	No	Two Thirds	No
Take from the Table	B	No	Yes	No	No	Majority	No
Motions re:vote, while subject pending	I	No	Yes	No	Yes	Majority	Depends
Motions re:vote, while no subject pending	M	No	Yes	Yes	Yes	Majority	Yes

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