

**House Resolution**

**No. 1**

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**Introduced by Assembly Member Cooley**

December 7, 2020

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House Resolution No. 1—Relative to the Standing Rules of the Assembly for the 2021–22 Regular Session.

1     *Resolved by the Assembly of the State of California*, That the  
2 following Rules be, and the same are hereby, adopted as the  
3 Standing Rules of the Assembly for the 2021–22 Regular Session;  
4 and be it further

5     *Resolved*, That these rules shall govern the operations of the  
6 Assembly.

7

8

STANDING RULES OF THE ASSEMBLY

9

2021–22 REGULAR SESSION

10

I. LEGISLATIVE ORGANIZATION

11

Assembly General Officers

12

13     1. (a) The general officers of the Assembly are the following:

14     (1) Speaker

15     (2) Speaker pro Tempore

16     Assistant Speaker pro Tempore

17     Majority Leader

18     Republican Leader

19     (3) Chief Clerk

20     Sergeant at Arms

21     Chaplain

1 (b) Except for the officers listed in paragraph (2) of subdivision  
2 (a), each officer listed in subdivision (a) shall be elected by a  
3 majority vote of the duly elected and qualified Members.

4 (c) The Chief Clerk, subject to the approval of the Committee  
5 on Rules, shall determine the names and titles that shall appear on  
6 the front page of all publications.

7  
8 Hours of Meeting

9  
10 2. The Speaker, or, in the Speaker’s absence, the Speaker pro  
11 Tempore, shall determine the time for convening the session, unless  
12 otherwise ordered by a majority vote of the Members present and  
13 voting.

14  
15 Speaker to Call Assembly to Order

16  
17 3. The Speaker, or, in the Speaker’s absence, the Speaker pro  
18 Tempore, shall, at the hour appointed for meeting, call the  
19 Assembly to order.

20  
21 Rollcall and Quorum

22  
23 4. Before proceeding with the business of the Assembly, both  
24 of the following shall be completed:

25 (1) The roll of the Members shall be called, and the names of  
26 those present shall be entered in the Journal. Forty-one Members  
27 constitute a quorum.

28 (2) The presiding officer shall announce the names of all  
29 Members who will be absent from that day’s session and the reason  
30 for their absence.

31  
32 Organization of Assembly

33  
34 5. For the purposes of the organization of any regular session  
35 of the Assembly pursuant to Section 9023 of the Government  
36 Code, the person who was the Speaker when the previous regular  
37 session adjourned sine die, if that person is reelected to the  
38 Assembly, shall be deemed to be the senior member elect.

39  
40 II. RULES

1 Adoption of Standing Rules

2  
3 6. The adoption of the Standing Rules requires an affirmative  
4 recorded vote of a majority of the duly elected and qualified  
5 Members. When once adopted, the Standing Rules shall remain  
6 in effect unless suspended or amended as provided in these rules.

7  
8 Suspension of Rules

9  
10 7. Unless specified otherwise in these rules, any Standing Rule  
11 of the Assembly not requiring more than a majority vote, except  
12 Rule 8, may be suspended temporarily by a vote of a majority of  
13 the Members of the Assembly. A rule requiring a two-thirds vote  
14 may be temporarily suspended by a two-thirds vote of the Members  
15 of the Assembly. A temporary suspension applies only to the matter  
16 under immediate consideration, and in no case may it extend  
17 beyond an adjournment.

18  
19 Amending Standing Rules

20  
21 8. A standing rule of the Assembly may not be amended except  
22 by a resolution adopted by an affirmative recorded vote of a  
23 majority of the duly elected and qualified Members.

24  
25 Mason's Manual

26  
27 10. In all cases not provided for by the California Constitution,  
28 by the Assembly Rules, by the Joint Rules of the Senate and  
29 Assembly, or by statute, the authority is the latest edition of  
30 Mason's Manual.

31  
32 III. ORGANIZATION OF COMMITTEES

33 Standing Committees

34  
35 11. Thirty-three standing committees of the Assembly are  
36 hereby created, upon the several subjects, and titled respectively,  
37 as follows:

38 Accountability and Administrative Review

39 Aging and Long-Term Care

40 Agriculture

- 1 Appropriations
- 2 Arts, Entertainment, Sports, Tourism, and Internet Media
- 3 Banking and Finance
- 4 Budget
- 5 Business and Professions
- 6 Communications and Conveyance
- 7 Education
- 8 Elections
- 9 Emergency Management
- 10 Environmental Safety and Toxic Materials
- 11 Governmental Organization
- 12 Health
- 13 Higher Education
- 14 Housing and Community Development
- 15 Human Services
- 16 Insurance
- 17 Jobs, Economic Development, and the Economy
- 18 Judiciary
- 19 Labor and Employment
- 20 Local Government
- 21 Military and Veterans Affairs
- 22 Natural Resources
- 23 Privacy and Consumer Protection
- 24 Public Employment and Retirement
- 25 Public Safety
- 26 Revenue and Taxation
- 27 Rules
- 28 Transportation
- 29 Utilities and Energy
- 30 Water, Parks, and Wildlife

31  
32  
33

Open Meetings

34 11.3. (a) Except as otherwise provided in this rule, all meetings  
35 of the Assembly or a committee thereof shall be open and public,  
36 and all persons shall be permitted to attend the meetings. As used  
37 in this rule, “meeting” means a gathering of a quorum of the  
38 Members of the Assembly or a committee in one place for the  
39 purpose of discussing legislative or other official matters within  
40 the jurisdiction of the Assembly or committee. As used in this rule,

1 “committee” includes a standing committee, joint committee,  
2 conference committee, subcommittee, select committee, special  
3 committee, research committee, or any similar body.

4 (b) Any meeting that is required to be open and public pursuant  
5 to this rule, including any closed session held pursuant to  
6 subdivision (c), may be held only after full and timely notice to  
7 the public as provided by the Joint Rules of the Senate and  
8 Assembly.

9 (c) The Assembly or a committee thereof may hold a closed  
10 session solely for any of the following purposes:

11 (1) To consider the appointment, employment, evaluation of  
12 performance, or dismissal of a public officer or employee, to  
13 consider or hear complaints or charges brought against a Member  
14 of the Legislature or other public officer or employee, or to  
15 establish the classification or compensation of an employee of the  
16 Assembly.

17 (2) To consider matters affecting the safety and security of  
18 Members of the Legislature or its employees, or the safety and  
19 security of any buildings and grounds used by the Legislature.

20 (3) To confer with, or receive advice from, its legal counsel  
21 regarding pending or reasonably anticipated litigation, or whether  
22 to initiate litigation, when discussion in open session would not  
23 protect the interests of the Assembly or committee regarding the  
24 litigation.

25 (d) A caucus of the Members of the Assembly that is composed  
26 of members of the same political party may meet in closed session.

27 (e) A closed session may be held pursuant to paragraph (3) of  
28 subdivision (c) under any of the following circumstances:

29 (1) An adjudicatory proceeding before a court, administrative  
30 body exercising its adjudicatory authority, hearing officer, or  
31 arbitrator, to which the Assembly or a committee, Member, or  
32 employee thereof is a party, has been initiated formally.

33 (2) Based on existing facts and circumstances, a point has been  
34 reached where, in the opinion of the Assembly or a committee  
35 thereof, on the advice of its legal counsel, litigation against the  
36 Assembly or a committee, Member, or employee thereof is  
37 reasonably anticipated.

38 (3) Based on existing facts and circumstances, the Assembly or  
39 a committee thereof has decided to initiate, or is deciding whether  
40 to initiate, litigation.

1 (4) To confer with, or receive advice from, its legal counsel and  
2 negotiator prior to the purchase, sale, exchange, or lease of real  
3 property by or for the Assembly or a committee thereof regarding  
4 the price and terms of payment for the purchase, sale, exchange,  
5 or lease.

6 (f) Prior to holding a closed session pursuant to paragraph (3)  
7 of subdivision (c), the presiding officer of the Assembly or the  
8 chairperson of the committee, as appropriate, shall state publicly  
9 which paragraph of subdivision (e) is applicable. If the closed  
10 session is held pursuant to paragraph (1) of subdivision (e), the  
11 presiding officer or chairperson shall state the title of or otherwise  
12 specifically identify the litigation to be discussed, unless the  
13 presiding officer or chairperson states that to do so would  
14 jeopardize the ability to effectuate service of process upon one or  
15 more unserved parties, or that to do so would jeopardize the ability  
16 of the Assembly or the committee to conclude existing settlement  
17 negotiations to its advantage. If the closed session is held pursuant  
18 to paragraph (4) of subdivision (e), the notice of the closed session  
19 shall identify the real property that the negotiations may concern  
20 and the person with whom the negotiations may take place.

21 (g) The legal counsel for the Assembly or the committee shall  
22 prepare and submit to the Assembly or the committee a  
23 memorandum stating the specific reasons and legal authority for  
24 the closed session. If the closed session is held pursuant to  
25 paragraph (1) of subdivision (e), the memorandum shall include  
26 the title of or other identification of the litigation. If the closed  
27 session is held pursuant to paragraph (2), (3), or (4) of subdivision  
28 (e), the memorandum shall set forth the existing facts and  
29 circumstances on which the closed session is based. The legal  
30 counsel shall submit the memorandum to the Assembly or the  
31 committee prior to the closed session, if feasible, or, in any case,  
32 not later than one week after the closed session. The memorandum  
33 is exempt from disclosure under the Legislative Open Records Act  
34 contained in Article 3.5 (commencing with Section 9070) of  
35 Chapter 1.5 of Part 1 of Division 2 of Title 2 of the Government  
36 Code.

37 (h) For purposes of paragraph (3) of subdivision (c), “litigation”  
38 includes any adjudicatory proceeding, including eminent domain,  
39 before a court, administrative body exercising its adjudicatory  
40 authority, hearing officer, or arbitrator.

1 (i) For purposes of this rule, all expressions of the lawyer-client  
2 privilege other than those provided in this rule are hereby  
3 abrogated. This rule is the exclusive expression of the lawyer-client  
4 privilege for the purposes of conducting closed-session meetings  
5 pursuant to this rule.

6 (j) Disclosure of a memorandum required under this rule shall  
7 not be deemed a waiver of the lawyer-client privilege provided  
8 for under Article 3 (commencing with Section 950) of Chapter 4  
9 of Division 8 of the Evidence Code.

10  
11 Conference Committee Meetings

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13 11.4. A Member may not participate in a meeting of a  
14 conference committee considering any bill that is not open to the  
15 public.

16  
17 Assembly Investigating Committees

18  
19 11.5. (a) The standing committees of the Assembly created  
20 pursuant to Rule 11, with the exception of the Committee on Rules,  
21 are hereby constituted Assembly investigating committees and are  
22 authorized and directed to conduct oversight hearings and to  
23 ascertain, study, and analyze all facts relating to any subjects or  
24 matters which the Committee on Rules shall assign to them upon  
25 request of the Assembly or upon its own initiative.

26 (b) Each of the Assembly investigating committees consists of  
27 the members of the standing committee on the same subject as  
28 most recently constituted. The chairperson and vice chairperson  
29 is the chairperson and vice chairperson of the standing committee.  
30 Vacancies occurring in the membership of the committee shall be  
31 filled by the appointing authority.

32 (c) Each committee and any subcommittee, and its members,  
33 have and may exercise all the rights, duties, and powers conferred  
34 upon investigating committees and their members by law and by  
35 the Joint Rules of the Senate and Assembly and the Standing Rules  
36 of the Assembly as they are adopted and amended from time to  
37 time, which rules are incorporated herein and made applicable to  
38 the committee or subcommittee and their members.

39 (d) In order to prevent duplication and overlapping of studies  
40 between the various investigating committees herein created, a

1 committee may not commence the study of any subject or matter  
2 not specifically authorized herein or assigned to it unless and until  
3 prior written approval thereof has been obtained from the  
4 Committee on Rules.

5 (e) The Committee on Rules shall provide for the expenses of  
6 the above committees and their members and for any charges,  
7 expenses, or claims they may incur under this rule, to be paid from  
8 the Assembly Operating Fund and disbursed, after certification by  
9 the Chairperson of the Committee on Rules or the Chairperson of  
10 the Committee on Rules' authorized representative, upon warrants  
11 drawn by the Controller upon the State Treasury.

12  
13 Membership of Standing Committees

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15 12. The Speaker shall determine the size, and appoint the  
16 membership and the chairperson and vice chairperson, of all  
17 standing committees and subcommittees. In appointing Members  
18 to serve on committees, the Speaker shall consider the preferences  
19 of the Members.

20  
21 Committee on Rules

22  
23 13. There is a Committee on Rules, which acts as the executive  
24 committee of the Assembly. No regular member of the Committee  
25 on Rules may simultaneously serve as a chairperson of any standing  
26 committee. All meetings of the Committee on Rules that are  
27 required to be open and public shall be held in a room of  
28 appropriate size, and audiovisual recordings of those meetings  
29 shall be created and maintained.

30  
31 Organization of Party Caucuses

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33 13.1. Within two days after the general election held in  
34 November of each even-numbered year, the caucus of the political  
35 party having the greatest number of Members in the Assembly,  
36 and the caucus of the political party having the second greatest  
37 number of Members, each may meet for the purpose of selecting  
38 their officers for the next regular session. The convening of the  
39 respective party caucus meetings shall be at the discretion of the  
40 Speaker and the leader of the caucus of the political party having



1 the second greatest number of Members. The rules and procedures  
2 of each caucus shall be determined by that caucus, but may not be  
3 inconsistent with these rules.

4

5

Powers of the Committee on Rules

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7 14. (a) The Committee on Rules has the following powers:

8 (1) To refer each bill and resolution to a committee, as provided  
9 by these rules.

10 (2) To appoint all employees of the Assembly not otherwise  
11 provided for by statute. It has authority to terminate, to discipline,  
12 to establish, and to modify the terms and conditions of employment  
13 of, or to suspend, with or without pay, any employee of the  
14 Assembly.

15 (3) To make studies and recommendations designed to promote,  
16 improve, and expedite the business and procedure of the Assembly  
17 and of the committees thereof, and to propose any amendments to  
18 the Rules deemed necessary to accomplish these purposes.

19 (4) To adopt additional policies or requirements regarding the  
20 use of cameras and other recording equipment at committee  
21 hearings or Assembly Floor sessions.

22 (5) To contract with other agencies, public or private, as it deems  
23 necessary for the rendition and affording of those services,  
24 facilities, studies, and reports to the committee that will best assist  
25 it to carry out the purposes for which it is created.

26 (6) To cooperate with and secure the cooperation of county,  
27 city, city and county, and other local law enforcement agencies in  
28 investigating any matter within the scope of these rules and to  
29 direct the sheriff of any county to serve subpoenas, orders, and  
30 other process issued by the committee.

31 (7) To report its findings and recommendations to the  
32 Legislature and to the people from time to time and at any time.

33 (8) To do any and all other things necessary or convenient to  
34 enable it fully and adequately to exercise its powers, perform its  
35 duties, and accomplish the objects and purposes of these rules.

36 (9) To make available to the Assembly, or to any Assembly or  
37 joint committee, or to any Member of the Assembly assistance in  
38 connection with the duties of the committee or other legislative  
39 matters as the personnel under direction of the committee or its  
40 other facilities permit.

1 (10) To make available to and furnish to the Assembly, and to  
2 Assembly investigating committees created at this session and to  
3 each of the members thereof, clerical, secretarial, and stenographic  
4 help as may be reasonably necessary for the Assembly to carry  
5 out its work, and for the committees and each of the members  
6 thereof, to make and carry on the studies and investigations  
7 required by or of them by the resolutions creating the committees,  
8 and for these purposes to employ additional stenographic and  
9 secretarial assistants as may be necessary, assign, reassign, and  
10 discharge these assistants and prescribe amounts, times, and  
11 methods of payment of their compensation. The committee shall  
12 allocate annually an amount for the operation of each investigating  
13 committee, which shall constitute the annual budget of the  
14 committee.

15 (b) During the times as the Assembly is not in session, the  
16 committee is authorized and directed to incur and pay expenses  
17 of the Assembly not otherwise provided for that the committee  
18 determines are reasonably necessary, including the repair,  
19 alteration, improvement, and equipping of the Assembly Chamber  
20 and the offices provided for the Assembly in the State Capitol and  
21 the Capitol Annex.

22 (c) The committee shall allocate sufficient moneys from the  
23 Assembly Operating Fund to support the Assembly's share of joint  
24 operations.

25 (d) The Chairperson of the Committee on Rules shall appoint  
26 a Chief Administrative Officer of the Assembly, subject to the  
27 ratification of the Committee on Rules, who has duties relating to  
28 the administrative, fiscal, and business affairs of the Assembly  
29 that the committee shall prescribe. The Chairperson of the  
30 Committee on Rules or a majority of the membership of the  
31 Committee on Rules may terminate the services of the Chief  
32 Administrative Officer at any time. Notwithstanding the foregoing,  
33 the Speaker may appoint a temporary Chief Administrative Officer  
34 for up to 90 days following the beginning of the session.

35 (e) The Committee on Rules shall provide for the publication  
36 of a compilation of the photographs of accredited press  
37 representatives.

38 (f) The Committee on Rules may delegate powers to the Speaker  
39 by a majority vote of the membership of the committee.

1 (g) The Committee on Rules may adopt additional rules,  
2 procedures, policies, or guidelines by a majority vote of the  
3 membership of the committee to implement Sections 7 and 8 of  
4 Article IV of the California Constitution.

5  
6 Subcommittee on Harassment, Discrimination, and Retaliation  
7 Prevention and Response  
8

9 14.5. (a) The Subcommittee on Harassment, Discrimination,  
10 and Retaliation Prevention and Response is created as a  
11 subcommittee of the Committee on Rules. The subcommittee is  
12 composed of a total of six members, with the following four  
13 members appointed by the Chairperson of the Committee on Rules:  
14 two members of the Committee on Rules from the political party  
15 having the greatest number of Members in the Assembly and two  
16 members of the Committee on Rules from the political party having  
17 the second greatest number of Members. The two members from  
18 the political party having the second greatest number of Members  
19 shall be appointed from a list of nominees that the vice chairperson  
20 of the committee provides to the chairperson. The co-chairpersons  
21 of the Assembly Legislative Ethics Committee also shall be  
22 members of the subcommittee. The Chairperson of the Committee  
23 on Rules shall designate one of the members of the subcommittee  
24 to serve as chairperson of the subcommittee.

25 (b) The subcommittee shall periodically review procedures for  
26 the handling of complaints of harassment, discrimination, and  
27 retaliation lodged against a Member of the Assembly or an  
28 Assembly employee and submit any recommendations to the  
29 Committee on Rules for consideration.

30 (c) Following the submission of the recommendations pursuant  
31 to subdivision (b), the chairperson of the subcommittee may cause  
32 the subcommittee to convene to review and recommend further  
33 changes in procedures as subsequent events may require.

34  
35 Committee on Rules  
36

37 15. The Committee on Rules shall continue in existence during  
38 any recess of the Legislature and after final adjournment and until  
39 the convening of the next regular session, and shall have the same  
40 powers and duties as while the Assembly is in session. In dealing

1 with any matter within its jurisdiction, the committee and its  
 2 members have and may exercise all of the rights, duties, and  
 3 powers conferred upon investigating committees and their members  
 4 by the Joint Rules of the Senate and Assembly as they are adopted  
 5 and amended from time to time, which rules are incorporated herein  
 6 and made applicable to the Committee on Rules and its members.

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Operating Fund Report

10 15.5. The Committee on Rules shall annually prepare a report  
 11 to the public of expenditures as required by Section 9131 of the  
 12 Government Code.

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 14  
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Independent Audit of Operating Funds

16 15.6. The Committee on Rules shall contract for an independent  
 17 audit of the revenues and expenditures, for each fiscal year, from  
 18 the Assembly Operating Fund. The organization performing the  
 19 audit shall be selected by a majority of the membership of the  
 20 Committee on Rules. The contract for the audit shall be awarded  
 21 through a competitive bidding procedure. The audit shall be  
 22 prepared in a manner and form to be determined by the organization  
 23 performing the audit, and shall be consistent with generally  
 24 accepted accounting principles.

25 The audit shall be completed and made available to the public  
 26 within 180 calendar days following the completion of the fiscal  
 27 year for which the audit is performed.

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 29  
 30

Performance Audit

31 15.7. In addition to the annual financial audit required by Rule  
 32 15.6, the Committee on Rules shall contract for an audit of the  
 33 administrative operations of the Assembly. The administrative  
 34 departments to be audited shall be determined by the Committee  
 35 on Rules. An organization performing an audit pursuant to this  
 36 rule shall be selected by a majority of the membership of the  
 37 Committee on Rules. A contract for an audit shall be awarded  
 38 through a competitive bidding procedure. Audits shall be prepared  
 39 in a manner and form to be determined by the organization

1 performing the audit, and shall be consistent with generally  
2 accepted accounting principles.

3 All findings and recommendations reported by an auditing firm  
4 shall be made available to Members and to the public.

5

6

#### Rules Committee Resolutions

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8 16. The Committee on Rules, acting unanimously by  
9 appropriate resolution, on behalf of and in the name of the  
10 Assembly, may extend congratulations, commendations, sympathy,  
11 or regret to any person, group, or organization, and may authorize  
12 the presentation of suitably prepared copies of these resolutions  
13 to the persons concerned and to their relatives.

14

15

#### Assembly Operating Fund

16

17 17. The Committee on Rules is the committee identified in  
18 Section 9127 of the Government Code. The balance of all money  
19 in the Assembly Operating Fund, including money now or hereafter  
20 appropriated, except the sums that are made available specifically  
21 for the expense of designated committees or for other purposes,  
22 is hereby made available to the Committee on Rules for any  
23 charges or claims it may incur in carrying out the duties imposed  
24 upon it by these rules or by Assembly or concurrent resolution.  
25 The money made available by this rule includes the unencumbered  
26 balances of all sums heretofore made available to any Assembly  
27 or joint committee by the Assembly, upon the expiration of that  
28 committee, and shall be expended as provided in these rules.

29

30

#### Expenditures

31

32 18. A Member or committee may not incur any expense except  
33 as authorized pursuant to these rules or the Joint Rules of the Senate  
34 and Assembly, or as authorized by the Assembly or the Committee  
35 on Rules.

36 The Committee on Rules shall provide, by rules and regulations,  
37 for the manner of authorizing expenditures by Members,  
38 committees, officers, and employees of the Assembly that are not  
39 otherwise authorized by law, these rules, or the Joint Rules of the  
40 Senate and Assembly. These rules and regulations shall incorporate

1 a provision whereby construction, alteration, improvement, repair,  
2 or maintenance of real or personal property, and the purchase of  
3 supplies and equipment, shall be governed by competitive bidding.  
4 Further, the rules and regulations shall provide for the payment of  
5 expenditures, as authorized by these rules and regulations, from  
6 the Assembly Operating Fund upon certification of claims therefor  
7 to the Controller by the Committee on Rules or its authorized  
8 representative.

9 A Member may not be reimbursed for travel outside the State  
10 of California without prior approval of the Speaker or the  
11 Committee on Rules.

12

13 Rules and Regulations Governing Committees

14

15 20. All claims for expenses incurred by investigating  
16 committees of the Assembly shall be approved by the Committee  
17 on Rules, or its authorized representative, before the claims are  
18 presented to the Controller.

19 All proposed expenditures, other than expenditures of the funds  
20 of an investigating committee, shall be approved by the Committee  
21 on Rules or its authorized representative before the expenses are  
22 incurred, unless the expenditure is specifically exempted from this  
23 requirement by the resolution authorizing it.

24 No warrant may be drawn in payment of any claim for expenses  
25 until the approval of the Committee on Rules, or its authorized  
26 representative, has been obtained in accordance with this rule.

27 The Committee on Rules shall adopt rules and regulations  
28 governing the awarding of any contract by an investigating  
29 committee, and rules and regulations limiting the amount, time,  
30 and place of expenses and allowances to be paid to employees of  
31 Assembly investigating committees or other Assembly committees.

32 These rules may provide for allowances to committee employees  
33 in lieu of actual expenses.

34 Mileage is an allowance to a committee employee in lieu of  
35 actual expenses of travel. When travel is by private conveyance,  
36 mileage may be allowed only to the operator of, and not to  
37 passengers in, a private vehicle. Claims for mileage by private  
38 conveyance must be accompanied by the license number of the  
39 vehicle and the names of state officers and employees riding as  
40 passengers.

1 Copies of all rules and regulations adopted pursuant to this rule  
2 shall be distributed to the chairperson of every investigating  
3 committee and of any other Assembly committee that has  
4 employees.

5  
6 Fees for Witnesses

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8 21. Each witness summoned to appear before the Assembly or  
9 any of its committees shall be reimbursed at a rate set by the  
10 Committee on Rules.

11  
12 Assembly General Research Committee

13  
14 22. (a) The Assembly General Research Committee is hereby  
15 continued as a permanent factfinding committee pursuant to Section  
16 11 of Article IV of the California Constitution. The committee is  
17 allocated all subjects within the scope of legislative regulation and  
18 control, but may not undertake any investigation that another  
19 committee has been specifically requested or directed to undertake.  
20 The Assembly General Research Committee may act through  
21 subcommittees appointed by the Speaker in consultation with the  
22 Committee on Rules, and each of these subcommittees may act  
23 only on the particular study or investigation assigned by the  
24 Speaker in consultation with the Committee on Rules to that  
25 subcommittee. Each subcommittee shall be known and designated  
26 as a select committee. The Speaker is the Chairperson of the  
27 Assembly General Research Committee and may be a voting  
28 member of any subcommittee. Each member of the Assembly  
29 General Research Committee is authorized and directed to receive  
30 and investigate requests for legislative action made by individuals  
31 or groups, and to report thereon to the full committee. The  
32 Committee on Rules is authorized to allocate to any subcommittee  
33 from the Assembly Operating Fund those sums that the Committee  
34 on Rules deems necessary to complete the investigation or study  
35 conferred upon that subcommittee. The Committee on Rules shall  
36 further allocate, from time to time, to the Assembly General  
37 Research Committee from the Assembly Operating Fund those  
38 sums that are necessary to permit the Assembly General Research  
39 Committee and the members thereof to carry out the duties imposed  
40 on them. The committee has continuous existence until the time

1 that its existence is terminated by a resolution adopted by the  
2 Assembly, and the committee is authorized to act both during and  
3 between sessions of the Legislature, including any recess.

4 (b) The committee and its members shall have and exercise all  
5 the rights, duties, and powers conferred upon investigating  
6 committees and their members by the Joint Rules of the Senate  
7 and Assembly and the Standing Rules of the Assembly as they are  
8 adopted and amended from time to time at this session, which  
9 provisions are incorporated herein and made applicable to the  
10 committee and its members.

11 (c) The committee has the following additional powers and  
12 duties:

13 (1) To contract with other agencies, public or private, for the  
14 rendition and affording of services, facilities, studies, and reports  
15 to the committee as the committee deems necessary to assist it to  
16 carry out the purposes for which it is created.

17 (2) To cooperate with and secure the cooperation of county,  
18 city, city and county, and other local law enforcement agencies in  
19 investigating any matter within the scope of this rule and to direct  
20 the sheriff of any county to serve subpoenas, orders, and other  
21 process issued by the committee.

22 (3) To report its findings and recommendations to the  
23 Legislature and the people from time to time.

24 (4) To do any and all other things necessary or convenient to  
25 enable it fully and adequately to exercise its powers, perform its  
26 duties, and accomplish the objects and purposes of this rule.

27

28

Assembly Legislative Ethics Committee

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30 22.5. (a) The Assembly Legislative Ethics Committee is hereby  
31 created. The committee shall consist of six Members of the  
32 Assembly, appointed by the Speaker. Notwithstanding any other  
33 rule of the Assembly, three members of the committee shall be  
34 from the political party having the greatest number of Members  
35 in the Assembly and three members shall be from the political  
36 party having the second greatest number of Members. Any  
37 temporary or permanent vacancy on the committee shall be filled  
38 within 10 days by a member from the same political party. All  
39 appointments, including appointments to fill permanent or  
40 temporary vacancies, of members from the political party having



1 the second greatest number of Members in the Assembly shall be  
2 made from a list of nominees that the Republican Leader provides  
3 to the Speaker. The Speaker shall designate one member of the  
4 committee from the political party having the greatest number of  
5 Members in the Assembly and one member of the committee from  
6 the political party having the second greatest number of Members  
7 to serve as co-chairpersons of the committee. The Speaker shall  
8 designate one of the co-chairpersons to serve as the presiding  
9 officer at any meeting or hearing conducted by the committee.

10 If a verified complaint is filed against a member of the  
11 committee, the Speaker shall temporarily replace the member with  
12 a Member from the same political party, who shall serve until the  
13 complaint is dismissed or the Assembly takes final action on the  
14 complaint, whichever occurs first.

15 (b) The provisions of this rule, and of Rule 11.5 related to  
16 investigating committees, apply to the committee and govern its  
17 proceedings.

18 Prior to the issuance of any subpoena by the committee with  
19 respect to any matter before the committee, it shall, by a resolution  
20 adopted by the committee pursuant to a vote in accordance with  
21 subdivision (n), define the nature and scope of its investigation in  
22 the matter before it.

23 (c) Funds for the support of the committee shall be provided  
24 from the Assembly Operating Fund in the same manner that those  
25 funds are made available to other committees of the Assembly.

26 (d) (1) The committee has the power, pursuant to this rule and  
27 Article 3 (commencing with Section 8940) of Chapter 1 of Part 1  
28 of Division 2 of Title 2 of the Government Code, to investigate  
29 and make findings and recommendations concerning violations  
30 by Members of the Assembly of any provision of Article 2  
31 (commencing with Section 8920) of Chapter 1 of Part 1 of Division  
32 2 of Title 2 of the Government Code or of any other provision of  
33 law or legislative rule that governs the official conduct of Members  
34 of the Assembly, hereafter collectively referred to as “standards  
35 of conduct.”

36 (2) The committee may, on its own action pursuant to a vote in  
37 accordance with subdivision (n), initiate an investigation of a  
38 Member of the Assembly.

39 (e) Any person may file with the committee a verified complaint  
40 in writing, which shall state the name of the Member of the

1 Assembly alleged to have violated any standard of conduct, and  
2 which shall set forth the particulars thereof with sufficient clarity  
3 and detail to enable the committee to make a determination. The  
4 person filing the complaint thereafter shall be designated the  
5 complainant.

6 If a verified complaint is filed with the committee, the committee  
7 promptly shall send a copy of the complaint to the Member of the  
8 Assembly alleged to have committed the violation complained of,  
9 who thereafter shall be designated the respondent.

10 A complaint may not be filed with the committee after the  
11 expiration of 12 months from the date the alleged violation is  
12 discovered or three years from the date of the alleged violation,  
13 whichever occurs first.

14 (f) (1) Within 30 days of receipt of a verified complaint, the  
15 co-chairpersons of the committee shall make an initial  
16 determination as to whether the alleged conduct of the Member  
17 of the Assembly against whom the verified complaint has been  
18 filed falls within the jurisdiction of the committee. If the  
19 co-chairpersons agree that the alleged conduct does not fall within  
20 the jurisdiction of the committee, the committee shall notify the  
21 complainant and respondent of the determination and the complaint  
22 shall be dismissed. If one or both of the co-chairpersons determine  
23 that the alleged conduct falls within the jurisdiction of the  
24 committee, the complaint shall be deemed to fall within the  
25 committee's jurisdiction and shall be subject to the applicable  
26 procedures set forth in paragraphs (2) to (6), inclusive.

27 (2) If the verified complaint is deemed to fall within the  
28 jurisdiction of the committee pursuant to paragraph (1), the  
29 committee shall determine whether the verified complaint alleges  
30 facts, directly or upon information and belief, sufficient to  
31 constitute a violation of any standard of conduct.

32 (3) (i) If the committee determines that the verified complaint  
33 does not allege facts, directly or upon information and belief,  
34 sufficient to constitute a violation of any standard of conduct, it  
35 shall dismiss the complaint and so notify the complainant and  
36 respondent.

37 (ii) If the committee determines that the verified complaint does  
38 allege facts, directly or upon information and belief, sufficient to  
39 constitute a violation of any standard of conduct, the committee  
40 promptly shall investigate the alleged violation and if, after this

1 preliminary investigation, the committee finds that reasonable  
2 cause exists for believing the allegations of the complaint, it shall  
3 fix a time for a hearing in the matter, which shall be not more than  
4 30 days after that finding. The committee may, however, seek an  
5 extension of this period, not to exceed an additional 30 days, which  
6 may be granted by a majority vote of the Committee on Rules. If,  
7 after preliminary investigation, the committee does not find that  
8 reasonable cause exists for believing the allegations of the  
9 complaint, the committee shall dismiss the complaint. In either  
10 event, the committee shall notify the complainant and the  
11 respondent of its determination.

12 (4) The committee shall make its determination under paragraph  
13 (2) or (3), pursuant to a vote in accordance with subdivision (n),  
14 not later than 120 days after first receiving a complaint that satisfies  
15 subdivision (e). The committee may, however, seek an extension,  
16 not to exceed 30 days, which may be granted by a majority vote  
17 of the membership of the Committee on Rules. If the committee  
18 has requested a law enforcement agency to investigate the  
19 complaint or if the committee knows the complaint is being  
20 investigated by a law enforcement agency, the time limits set forth  
21 in this subdivision shall be tolled until the investigation is  
22 completed.

23 (5) The committee's determination under paragraph (2) or (3)  
24 shall be stated in writing, with reasons given therefor, and shall  
25 be provided to the Assembly, and, in any case concerning an  
26 alleged violation of Article 2 (commencing with Section 8920) of  
27 Chapter 1 of Part 1 of Division 2 of Title 2 of the Government  
28 Code, shall be provided to the appropriate law enforcement agency.  
29 This written determination is a public record and is open to public  
30 inspection.

31 (6) Any deliberations of the committee from the time of receipt  
32 of a complaint until it decides to dismiss the complaint or to set a  
33 hearing shall not be open to the public unless the respondent  
34 requests a public meeting.

35 (g) After the complaint has been filed, the respondent shall be  
36 entitled to examine and make copies of all evidence in the  
37 possession of the committee relating to the complaint.

38 (h) If a hearing is held pursuant to subdivision (f), the  
39 committee, before the hearing has commenced, shall issue  
40 subpoenas and subpoenas duces tecum at the request of any party

1 in accordance with Chapter 4 (commencing with Section 9400) of  
2 Part 1 of Division 2 of Title 2 of the Government Code. All of the  
3 provisions of that chapter, except Section 9410 of the Government  
4 Code, shall apply to the committee and the witnesses before it.

5 (i) At any hearing held by the committee:

6 (1) Oral evidence shall be taken on oath or affirmation.

7 (2) Each party shall have these rights: to be represented by legal  
8 counsel; to call and examine witnesses; to introduce exhibits; and  
9 to cross-examine opposing witnesses.

10 (3) The hearing shall be open to the public.

11 (j) Any official or other person whose name is mentioned at any  
12 investigation or hearing of the committee, and who believes that  
13 testimony has been given that adversely affects the official or other  
14 person, shall have the right to testify or, at the discretion of the  
15 committee, to testify under oath relating solely to the material  
16 relevant to the testimony regarding which the official or other  
17 person complains.

18 (k) The committee shall have 15 days following the hearing  
19 within which to deliberate and reach its final determination on the  
20 matter as follows:

21 (1) If the committee finds that the respondent has not violated  
22 any standard of conduct, it shall order the action dismissed, shall  
23 notify the respondent and complainant thereof, and, in cases  
24 concerning an alleged violation of Article 2 (commencing with  
25 Section 8920) of Chapter 1 of Part 1 of Division 2 of Title 2 of the  
26 Government Code, shall transmit a copy of the complaint and the  
27 fact of dismissal to the appropriate law enforcement agency. The  
28 complaint and the fact of dismissal transmitted pursuant to this  
29 paragraph are public records and open to public inspection.

30 (2) If the committee finds that the respondent has violated any  
31 standard of conduct, it shall state its findings of fact and submit a  
32 report thereon to the Assembly. This report shall be accompanied  
33 by a house resolution, authored by the committee, which shall be  
34 introduced at the Chief Clerk's desk and then referred by the  
35 Committee on Rules to the Ethics Committee. The house resolution  
36 shall include a statement of the committee's findings and the  
37 committee's recommendation for disciplinary action. Within seven  
38 days, the committee shall adopt the final form of the house  
39 resolution and report it to the Assembly for placement on the Daily  
40 File. The committee also shall send a copy of those findings and

1 report to the complainant and respondent, and, in cases concerning  
2 an alleged violation of Article 2 (commencing with Section 8920)  
3 of Chapter 1 of Part 1 of Division 2 of Title 2 of the Government  
4 Code, shall report thereon to the appropriate law enforcement  
5 agency. The report submitted pursuant to this paragraph is a public  
6 record and open to public inspection.

7 After the receipt of a copy of the committee's final report and  
8 house resolution, the Assembly expeditiously shall take appropriate  
9 action with respect to the respondent.

10 (l) The filing of a complaint with the committee pursuant to this  
11 rule suspends the running of the statute of limitations applicable  
12 to any violation of any standard of conduct alleged in the substance  
13 of that complaint while the complaint is pending.

14 (m) The committee shall maintain a record of its investigations,  
15 inquiries, and proceedings. All records, complaints, documents,  
16 and reports filed with or submitted to or made by the committee,  
17 and all records and transcripts of any investigations, inquiries, or  
18 hearings of the committee under this rule shall be deemed  
19 confidential and shall not be open to inspection, without the express  
20 permission of the committee, by any person other than a member  
21 of the committee, or an employee of the committee or other state  
22 employee designated to assist the committee, except as otherwise  
23 specifically provided in this rule. The committee may, by adoption  
24 of a resolution, authorize the release to the Attorney General or a  
25 district attorney of the appropriate county of any information,  
26 records, complaints, documents, reports, and transcripts in its  
27 possession that are material to any matter pending before the  
28 Attorney General or that district attorney. All matters presented  
29 at a public hearing of the committee and all reports of the  
30 committee stating a final finding of fact pursuant to subdivision  
31 (k) shall be public records and open to public inspection. Any  
32 employee of the committee who divulges any matter that is deemed  
33 to be confidential by this subdivision shall be subject to discipline  
34 by the Committee on Rules.

35 (n) The committee may take any action authorized by this rule  
36 only upon the vote of not less than two members from the  
37 registered political party having the greatest number of Members  
38 in the Assembly and two members from the registered political  
39 party having the second greatest number of Members. Any vacancy  
40 on the committee does not reduce the votes required to take action.

1 (o) The committee may render advisory opinions to Members  
 2 of the Assembly with respect to the standards of conduct and their  
 3 application and construction. The committee may secure an opinion  
 4 from the Legislative Counsel for this purpose or issue its own  
 5 opinion. Any committee advisory opinion shall be prepared by  
 6 committee members or staff and shall be adopted by the committee  
 7 pursuant to subdivision (n).

8 (p) The committee shall conduct, at least semiannually, an  
 9 orientation course on the relevant statutes and regulations  
 10 governing official conduct. The curriculum and presentation of  
 11 the course shall be established by the Committee on Rules. At least  
 12 once each biennial session, each Member of the Assembly and  
 13 each employee of the Assembly shall attend one of these courses.

14 (q) Pursuant to Section 8956 of the Government Code, the  
 15 committee shall do each of the following:

16 (1) Conduct, at least semiannually, an orientation course on the  
 17 relevant ethical issues and laws relating to lobbying.

18 (2) Impose fees on lobbyists for attending the course specified  
 19 in paragraph (1) at an amount that will permit the participation of  
 20 lobbyists to the fullest extent possible.

21

Printing of Committee Reports

22

23  
 24 23. All requests for the printing of reports of Assembly  
 25 committees shall be referred to the Committee on Rules. The  
 26 Committee on Rules shall determine the number of copies needed,  
 27 whether the report shall be printed in the Journal, and whether the  
 28 report shall be distributed electronically. The Committee on Rules  
 29 shall authorize the distribution of reports electronically whenever  
 30 possible.

31

Assembly Employees

32

33

34 24. Every employee who works for a committee of the  
 35 Assembly or a subcommittee of a committee, for a Member of the  
 36 Assembly, for the Chief Clerk’s office, or for the Sergeant at Arms,  
 37 is an employee of the Assembly. All employees of the Assembly  
 38 serve at the pleasure of the Assembly and the terms and conditions  
 39 of their employment may be modified, or their employment may

1 be terminated at will, at any time and without notice, by the  
2 Committee on Rules.

3 Every applicant for employment by the Assembly shall prepare  
4 a formal application for employment on forms prescribed by the  
5 Committee on Rules. The application shall include a statement of  
6 the applicant's present employment, the applicant's employment  
7 during the preceding two years, and other pertinent information  
8 that the Committee on Rules may require. The application shall  
9 be certified under penalty of perjury, and any willful false statement  
10 or omission of a material fact shall be punishable as perjury. If the  
11 application discloses any fact that indicates that the applicant has  
12 a personal interest that would conflict with the faithful performance  
13 of the applicant's duties, the applicant shall not be employed. All  
14 applications shall be retained in the records of the committee.

15 Every employee shall complete the Assembly ethics course in  
16 the first six months of the employee's employment. Thereafter,  
17 every employee shall take the course in the first six months of  
18 every legislative session.

19 Every employee shall, within the first six months of every  
20 legislative session, take a course on sexual harassment prevention.  
21 The content of the course shall be determined by the Committee  
22 on Rules and shall include the Assembly's policy on sexual  
23 harassment prevention and response.

24 An employee may not engage in any outside business activity  
25 or outside employment that is inconsistent, incompatible, or in  
26 conflict with the employee's functions or responsibilities as an  
27 employee of the Assembly. Any employee who engages in any  
28 outside business activity or employment that is in any way related  
29 to the employee's functions or responsibilities as an employee  
30 shall promptly notify the Committee on Rules of that business  
31 activity or employment.

32

33

#### Public Legislative Meetings

34

35 25. (a) Accredited press representatives and the public shall  
36 not be excluded from any public legislative meeting or hearing  
37 and shall not be prohibited from taking photographs of, televising,  
38 or recording the committee or house hearings.

39 (b) The Committee on Rules shall adopt reasonable rules  
40 regarding access to public legislative meeting and hearing spaces,

1 including the placement and use of equipment for recording or  
 2 broadcasting, to minimize disruption of the proceedings. The rules  
 3 shall grant priority to accredited press representatives in allocating  
 4 access to public legislative meetings and hearings. Legislative  
 5 meetings shall comply with the provisions related to the public's  
 6 recording of legislative meetings set forth in Resolution Chapter  
 7 163 of the Statutes of 2018.

8  
 9 **IV. ASSEMBLY FUNCTIONS**

10 **A. Duties of Assembly Officers**

11 **Duties of the Speaker**

12  
 13 26. (a) The Speaker possesses the powers and shall perform  
 14 the duties prescribed as follows:

15 (1) To preserve order and decorum; the Speaker may speak to  
 16 points of order in preference to the other Members, rising from  
 17 the Speaker's chair for that purpose.

18 (2) To decide all questions of order subject to appeal to the  
 19 Assembly by any Member. On every appeal, the Speaker shall  
 20 have the right to assign the reason for the Speaker's decision.

21 (3) To name any Member to perform the duties of the Speaker,  
 22 except that any substitution may not extend beyond adjournment.

23 (4) To have general direction over the Assembly Chamber and  
 24 rooms set aside for the use of the Assembly, including the rooms  
 25 for use by Members as private offices.

26 (5) To allocate funds, staffing, and other resources for the  
 27 effective operation of the Assembly.

28 (6) To appoint the membership of all standing and special  
 29 committees, including the Committee on Rules, and their respective  
 30 chairpersons and vice chairpersons. The Speaker has approval  
 31 power over the appointment of subcommittees of standing and  
 32 special committees, except as otherwise provided in Rule 14.5.  
 33 The Committee on Rules consists of the Chairperson, Vice  
 34 Chairperson, and other Members who shall be appointed by the  
 35 Speaker in accordance with the process for appointing the  
 36 membership of standing committees pursuant to this rule. Two  
 37 alternate members of the Committee on Rules shall be appointed  
 38 in accordance with the process for appointing members to the  
 39 Committee on Rules. Members and alternates so appointed shall  
 40 remain in office until their successors are selected as provided for



1 in these rules. The Speaker may designate any member in lieu of  
2 or in addition to the alternate member to fill a temporary vacancy.  
3 An alternate member may serve when a committee member is  
4 absent.

5 (7) To establish a schedule of meetings of standing committees  
6 or subcommittees and to approve special meetings at a time  
7 different from the scheduled time.

8 (8) To have general control and direction over the Journals,  
9 papers, and bills of the Assembly and to establish a procedure in  
10 accordance with Rule 118 for admitting employees of the  
11 Legislature to the Assembly Chamber, including the Lobby in the  
12 rear of the Chamber and any hallway or area of the floor that is  
13 adjacent to the desks occupied by the assistants to the Chief Clerk.

14 (9) To act as Chairperson of the Committee of the Whole.

15 (10) To order the Lobby and Gallery cleared whenever the  
16 Speaker deems it necessary.

17 (11) To authenticate by the Speaker's signature, when necessary  
18 or required by law, all bills, memorials, resolutions, orders,  
19 proceedings, writs, warrants, and subpoenas issued by order of the  
20 Assembly.

21 (b) The Speaker is an ex officio member of all Assembly and  
22 joint committees with all of the rights and privileges of that  
23 membership, except the right to vote. In counting a quorum of any  
24 of those committees, the Speaker shall not be counted as a member.

25 (c) The Speaker shall, at each regular session, appoint a Member  
26 of the Assembly to serve on the Judicial Council pursuant to  
27 Section 6 of Article VI of the California Constitution.

28

#### 29 Funerals and Other Ceremonies and Events

30

31 27. The Speaker may designate any one or more of the Members  
32 of the Assembly as the representatives of the Assembly to attend  
33 funerals and other ceremonies and events in appropriate  
34 circumstances. The Members so designated shall receive their  
35 expenses as provided in Joint Rule 35.

36

#### 37 Selection of Officers

38

39 28. (a) The Speaker shall appoint all nonelected officers of the  
40 Assembly except the Republican Leader.

1 (b) The Republican Leader shall be selected by the Assembly  
2 Republican Caucus.

3

4 Duties of the Speaker pro Tempore

5

6 29. The Speaker pro Tempore shall perform those duties  
7 assigned by the Speaker, including the responsibility of presiding  
8 over sessions of the Assembly and advising the Members on  
9 parliamentary procedures of the house.

10

11 Duties of the Assistant Speaker pro Tempore

12

13 29.5. The Assistant Speaker pro Tempore shall perform those  
14 duties assigned by the Speaker or Speaker pro Tempore, including  
15 the responsibility of presiding over sessions of the Assembly and  
16 advising the Members on parliamentary procedures of the house.

17

18 Majority Leader

19

20 30. It is the duty of the Majority Leader to make those  
21 appropriate motions, points of order, or other arrangements that  
22 may be necessary to expedite the proceedings of the Assembly,  
23 and the Majority Leader is responsible for the presentation of all  
24 matters that relate to the order of business, and to the promotion  
25 of harmony among the membership.

26

27 Caucus Chairpersons

28

29 31. The chairperson of the caucus of the political party having  
30 the greatest number of Members in the Assembly, and the  
31 chairperson of the caucus of the political party having the second  
32 greatest number of Members in the Assembly, shall perform those  
33 duties that are prescribed by their respective party caucuses.

34

35 Chief Clerk

36

37 32. The Chief Clerk of the Assembly has the following duties,  
38 powers, and responsibilities:

1 (a) To keep the bills, papers, and records of the proceedings and  
2 actions of the Assembly and to have charge of the publication and  
3 distribution of those publications related thereto.

4 (b) To supervise Assembly employees who are engaged in duties  
5 related to subdivision (a).

6 (c) To act as Parliamentarian of the Assembly and to advise the  
7 officers of the Assembly and the Committee on Rules on  
8 parliamentary procedure and the Rules of the Assembly when  
9 called upon to do so.

10 (d) To prepare all bills, resolutions, histories, journals, and  
11 related publications for printing.

12 (e) To refuse to permit any bills, papers, or records to be  
13 removed from the Chief Clerk's office or out of the Chief Clerk's  
14 custody, except upon duly signed receipts from persons authorized.

15 (f) To perform other duties that are prescribed by law or the  
16 Committee on Rules.

17 (g) To make technical changes in measures and amendments  
18 pending before the Assembly. The Chief Clerk shall notify the  
19 Speaker and the author of the measure of any such change.

20 (h) To compare all bills, ordered or considered engrossed by  
21 the Assembly, with the engrossed copies thereof; before they pass  
22 out of the possession of the Assembly, to see that each engrossed  
23 bill is a true copy of the original, with those amendments that may  
24 have been made thereto; and to see that all engrossed bills are  
25 reported back in the order in which they were ordered engrossed.

26 (i) To assist the Committee on Rules, upon its request, in  
27 recommending the reference of bills to the appropriate standing  
28 committee.

29 The Assistant Chief Clerk shall have the powers and perform  
30 the duties of the Chief Clerk during the Chief Clerk's absence.

31  
32 **Sergeant at Arms**

33  
34 33. The Sergeant at Arms has the following duties, powers,  
35 and responsibilities:

36 (a) To attend the Assembly during its session, preserve order,  
37 announce all official messengers, and serve all process issued by  
38 authority of the Assembly and directed by the Speaker; the Sergeant  
39 at Arms shall receive actual expenses for the Sergeant at Arms, or  
40 for an assistant, incurred in executing any process.

1 (b) To see that no person is admitted to the Assembly Chamber  
2 except in accordance with these rules.

3 (c) To have general supervision over the Assistant Sergeants at  
4 Arms and be responsible for their official acts and their  
5 performance of and regular attendance upon their duties.

6 (d) To execute all commands of the Speaker.

7 (e) To perform all other duties pertaining to the Sergeant at  
8 Arms' office as prescribed by law or Assembly Rule.

9 The Deputy Chief Sergeant at Arms shall have the powers and  
10 perform the duties of the Sergeant at Arms during the Sergeant at  
11 Arms' absence.

12

13 Filling Interim Vacancies—Assembly Elected Officers

14

15 34. In the event a vacancy in any office, except Speaker, elected  
16 by the membership of the Assembly occurs during joint recesses,  
17 the Committee on Rules shall fill the office until the session  
18 reconvenes. If a vacancy occurs in the office of the Speaker during  
19 a joint recess, the Committee on Rules shall notify the membership  
20 within 15 days from the time the vacancy occurs and shall call a  
21 caucus of the membership of the Assembly for the purpose of  
22 filling the vacancy. This caucus shall be held at the State Capitol  
23 within 30 days from the time the vacancy occurs. Notice of the  
24 caucus shall be in writing and shall be mailed not less than 10 days  
25 prior to the meeting of the caucus. If the Committee on Rules fails  
26 to act within 15 days from the time the vacancy in the office of  
27 Speaker occurs, the Chief Clerk of the Assembly shall act in its  
28 place, following the procedure set forth in this rule. Any person  
29 selected to fill any vacancy pursuant to this rule holds the office  
30 until the session reconvenes.

31 An affirmative recorded vote of a majority of the duly elected  
32 and qualified Members is required for the selection by the  
33 Assembly caucus of a person to fill a vacancy pursuant to this rule.  
34 The procedure for selecting the Speaker at the caucus is the same  
35 as the procedure required for the election of the Speaker at a  
36 session.

37

38

B. Printing

1 Authority for Printing

2  
3 35. The State Printer may not charge any printing or other work  
4 to the Assembly other than as provided by law or Assembly Rule,  
5 except upon a written order signed by the Chief Clerk of the  
6 Assembly or the Chief Administrative Officer of the Assembly.  
7 All invoices for printing furnished to the Assembly shall be  
8 itemized and rendered by the State Printer within 30 days after  
9 completion of the printing. When necessary, the Chief Clerk of  
10 the Assembly or the Chief Administrative Officer of the Assembly  
11 may order certain printed matter completed in advance of its regular  
12 order by the issuance of a rush order.

13  
14 Ordering of Printing

15  
16 36. The Chief Clerk is authorized to order, and is responsible  
17 for ordering, the printing of bills, resolutions, journals, daily files,  
18 histories, and related documents.

19 The Chief Clerk of the Assembly, or the Chief Administrative  
20 Officer of the Assembly, shall order other printing as directed or  
21 authorized by the Committee on Rules, and the written order for  
22 that printing shall be countersigned by the Speaker or a person  
23 designated by the Speaker. The Chief Clerk of the Assembly or  
24 the Chief Administrative Officer of the Assembly shall also order  
25 other printing as directed or authorized by resolution or motion of  
26 the Assembly.

27  
28 Printing Assembly History and Legislative Handbook

29  
30 37. During the session, the Chief Clerk shall cause to be printed  
31 and placed upon each Member's desk, prior to convening on  
32 Monday of each week, a complete history showing all actions  
33 taken upon each measure up to and including the legislative day  
34 preceding its issuance. For each legislative day intervening between  
35 the issuance of each Weekly History, there shall be printed a Daily  
36 Supplemental History showing only actions taken upon any  
37 measure since the issuance of the preceding Weekly History.

38 The Chief Clerk of the Assembly shall, as soon as practicable,  
39 in each even-numbered year, commence to compile a legislative

1 manual or handbook, pursuant to Section 9740 of the Government  
2 Code.

3

4 Transmittal of Assembly Joint Resolutions

5

6 37.5. Whenever the Chief Clerk is directed to transmit copies  
7 of an Assembly Joint Resolution to Members of the Legislature  
8 or Members of Congress, the Chief Clerk may do one or both of  
9 the following:

10 (a) Transmit the copies to the designated Members by electronic  
11 means.

12 (b) Transmit one physical copy to the appropriate administrative  
13 or legislative officer of the designated body.

14

15 V. LEGISLATIVE PROCEDURE

16

Order of Business

17

18 40. (a) The order of business of the Assembly shall be as  
19 follows:

20

- 21 1. Rollcall
- 22 2. Prayer by the Chaplain
- 23 3. Reading of the Previous Day’s Journal
- 24 4. Presentation of Petitions
- 25 5. Introduction and Reference of Bills
- 26 6. Reports of Committees
- 27 7. Messages From the Governor
- 28 8. Messages From the Senate
- 29 9. Motions and Resolutions
- 30 10. Business on the Daily File
- 31 11. Announcements
- 32 12. Adjournment

33 (b) With the exception of Special Orders of Business, the  
34 Speaker may determine that a different order of business will result  
35 in a more expeditious processing of the business of the Assembly  
36 by ordering resolutions honoring an individual or an organization,  
37 introductions, and adjournments in memory of individuals to be  
taken up in a different order than that listed in subdivision (a).

1 Pledging of Allegiance to the Flag

2  
3 41. At each session, following the prayer by the Chaplain, the  
4 Members of the Assembly and its officers and employees present  
5 in the Assembly Chamber shall pledge their allegiance to the Flag  
6 of the United States of America. The Speaker shall invite guests  
7 present in the Assembly Chamber to join in the pledge of allegiance  
8 to the Flag of the United States of America.

9  
10 Reading and Correcting Journals

11  
12 42. (a) The reading of the Journal of the previous day may be  
13 dispensed with, on motion, by a majority vote of the Members  
14 present and voting.

15 (b) All journals of the Assembly shall be corrected by the Minute  
16 Clerk and delivered to the Chief Clerk.

17 (c) A motion to correct any day's Journal or to print a letter in  
18 the Journal shall always be in order and shall require a majority  
19 vote of the Members present and voting.

20  
21 Presentation of Petitions

22  
23 43. Whenever petitions, memorials, or other papers are  
24 presented by a Member, a brief statement of the contents thereof  
25 may be made verbally by the introducer. Petitions are not debatable  
26 and shall be filed, or referred to a committee as the Speaker shall  
27 determine. Receipt of that presentation and its disposition shall be  
28 noted in the Journal.

29 Upon receipt of a petition for the impeachment of any person  
30 subject to impeachment by the Legislature, the Speaker shall,  
31 without comment or debate, forthwith refer the petition to  
32 committee.

33  
34 Messages From the Governor

35  
36 44. Messages from the Governor shall be delivered to the Chief  
37 Clerk or an assistant, and shall be read and ordered printed in the  
38 Journal unless otherwise ordered by an affirmative recorded vote  
39 of 54 or more Members.

Messages From the Senate

1  
 2  
 3 45. (a) Messages from the Senate shall be delivered to the  
 4 Chief Clerk or an assistant, and shall be read and ordered printed  
 5 in the Journal. The Committee on Rules may refer each bill to a  
 6 committee, unless upon a motion the Assembly, by an affirmative  
 7 recorded vote of 41 or more Members, refers it to some other  
 8 committee. The action to refer a bill is not debatable. The reference  
 9 shall be entered in the Journal. Assembly bills that have been  
 10 passed without amendment by the Senate shall be ordered to  
 11 enrollment.

12 An Assembly bill amended by the Senate shall be placed upon  
 13 the unfinished business file but shall not be eligible to be acted  
 14 upon until it is on the unfinished business file for one calendar  
 15 day, except that when the Assembly bill is placed upon the  
 16 unfinished business file during the last two legislative days  
 17 preceding (1) the January 31 bill passage deadline specified by  
 18 Section 10 of Article IV of the California Constitution, (2) the  
 19 scheduled commencement of the interim study recess, or (3) the  
 20 scheduled commencement of the final recess as specified by the  
 21 Joint Rules of the Senate and Assembly, it may be acted upon  
 22 immediately.

23 (b) An Assembly bill amended by the Senate shall be considered  
 24 and voted upon in accordance with Rule 77.

Presentation of Guests or Memorials in the Assembly

25  
 26  
 27  
 28 45.5. These rules do not prohibit the Speaker or Speaker pro  
 29 Tempore from permitting the introduction of a special guest or  
 30 guests. A request that a session of the Assembly adjourn in memory  
 31 of a person shall be made in writing. The request shall be read by  
 32 the presiding officer immediately prior to adjournment.

33  
 34 A. Bills and Resolutions  
 35 Bills Defined  
 36

37 46. (a) The word “bill,” as used in these rules, includes a  
 38 constitutional amendment, a concurrent resolution, and a joint  
 39 resolution, except as otherwise specifically provided.



1 (b) A concurrent resolution and a joint resolution, other than a  
2 resolution ratifying proposed amendments to the United States  
3 Constitution and a resolution calling for a constitutional  
4 convention, shall be treated in all respects as a bill except as  
5 follows:

6 (1) It shall be given only one formal reading.

7 (2) It shall not be deemed a bill within the meaning of  
8 subdivision (a) and paragraphs (1) and (2) of subdivision (b) of  
9 Section 8 of Article IV of the California Constitution.

10 (c) “Final form,” as used in these rules, means the following:

11 (1) For an Assembly bill, the form of the bill presented on the  
12 Senate floor for a vote upon final passage.

13 (2) For a Senate bill, the form of the bill presented on the  
14 Assembly floor for a vote upon final passage.

15

16 Introduction and Reference of Bills

17

18 47. (a) Each bill shall be signed by each Member who is an  
19 author or coauthor of the bill before it is introduced. If any bill is  
20 introduced that does not contain the signature of its author or  
21 coauthor, the bill, on motion of the Member whose name appears  
22 thereon without that signature, shall be stricken from the file by  
23 an affirmative recorded vote of 41 or more Members.

24 (b) After the introduction of preprinted bills, and subject to the  
25 provisions of the Joint Rules of the Senate and Assembly, any  
26 Member desiring to introduce a bill, constitutional amendment, or  
27 concurrent or joint resolution may at any time during a session  
28 send the same to the Chief Clerk’s desk.

29 (c) When received at the Chief Clerk’s desk each bill shall,  
30 under the proper order of business, be numbered, read the first  
31 time, printed, and referred to a standing committee, and a copy  
32 thereof shall be placed upon the desk of each Member before final  
33 passage.

34 All bills and constitutional amendments introduced before the  
35 standing committees of the Assembly are appointed shall be  
36 referred to committee, the references to take effect when the  
37 committees are appointed.

38 (d) The Committee on Budget may introduce a bill germane to  
39 any subject within the jurisdiction of the committee in the same  
40 manner as any Member. Any other standing committee may

1 introduce a total of five bills in each year of a biennial session that  
2 are germane to any subject within the proper consideration of the  
3 committee.

4 (e) No committee, except the Committee on Budget, may  
5 introduce or author a house resolution, concurrent resolution, or  
6 joint resolution.

7 (f) A committee bill may not be introduced unless it contains  
8 the signatures of a majority of all of the members, including the  
9 chairperson, of the committee. If all of the members of a committee  
10 sign the bill, at the option of the committee chairperson the  
11 committee members' names need not appear as authors in the  
12 heading of the printed bill.

13 (g) Subdivision (d) or (e) of this rule may be suspended with  
14 respect to a particular bill or resolution by approval of the  
15 Committee on Rules.

16

17 Bills Authored by a Former Member

18

19 47.1. Whenever the author of a bill in the Assembly is no longer  
20 a Member of the Legislature, upon a request of a committee or  
21 current Member of the house in which the bill was introduced, the  
22 Assembly Committee on Rules may authorize that committee or  
23 Member to be the author of that bill. Absent that authorization, an  
24 action may not be taken by a committee or the Assembly with  
25 respect to a bill authored by a former Member.

26

27 Limitation on the Introduction of Bills

28

29 49. (a) A Member may introduce not more than 50 bills in the  
30 regular session. As used in this rule, "bill" includes a constitutional  
31 amendment, but does not include a concurrent or joint resolution.

32 (b) This rule may be suspended with respect to a particular bill  
33 by approval of the Committee on Rules.

34

35 Reference of Bills to Committee

36

37 51. Except as otherwise provided in this rule, the Committee  
38 on Rules may refer each bill to a committee by a majority vote of  
39 the membership of the committee, unless upon a motion the  
40 Assembly, by an affirmative recorded vote of 41 or more Members,

1 refers it to some other committee. A motion to refer a bill is not  
2 debatable, except as to the propriety of the motion, and it may not  
3 open the main question to debate.

4 The Committee on Rules may require that, if a bill is reported  
5 out of the committee to which it has been referred, it shall be  
6 re-referred to another committee that shares jurisdiction of the  
7 subject matter of the bill.

8 When the Assembly is in recess during a state of emergency due  
9 to a pandemic, the Chairperson of the Committee on Rules may  
10 refer bills and resolutions to a committee when requested by the  
11 Speaker. A referral made pursuant to the Speaker's request shall  
12 be made in consultation with the Vice Chairperson of the  
13 Committee on Rules; shall be transmitted to the Chief Clerk, the  
14 Speaker, the Republican Leader, and members of the Committee  
15 on Rules; and shall be printed in the Journal.

#### 16 17 Spot Bills 18

19 51.5. A bill that upon introduction makes no substantive change  
20 in or addition to existing law, and would not otherwise affect the  
21 ongoing operations of state or local government, except a bill  
22 stating legislative intent to make necessary statutory changes to  
23 implement the Budget Bill, may not be referred to a committee by  
24 the Committee on Rules. If the author subsequently proposes to  
25 the Committee on Rules to make substantive changes in the bill  
26 as introduced, the Committee on Rules may refer the bill to a  
27 committee, together with the proposed changes for consideration  
28 as author's amendments. A vote on passage of the bill may not be  
29 taken, however, until the bill with its amendments, if adopted, has  
30 been in print for at least 15 days.

#### 31 32 Delivery of Bills to State Printer 33

34 52. After introduction and first reading, all bills shall be  
35 delivered to the State Printer.  
36

#### 37 Resolutions 38

39 53. All resolutions shall be numbered and may be referred to  
40 the appropriate committee by the Committee on Rules.

1 Each resolution shall be signed by each Member who is an author  
2 or coauthor of the resolution before it is introduced.

3

4

Resolutions by Member

5

6 54. A concurrent resolution or a house resolution may be  
7 introduced relating to a present or former state or federal elected  
8 official or a member of the official’s immediate family. Other  
9 resolutions for the purpose of commendation or congratulation of  
10 any person, group, or organization, or for the purpose of expressing  
11 sympathy, regret, or sorrow on the death of any person, shall be  
12 prepared as a Committee on Rules Resolution and presented to the  
13 committee for appropriate action.

14 The Committee on Rules may approve exceptions to this rule  
15 for house resolutions. The Chief Clerk may not accept for  
16 introduction any house resolution that is contrary to this rule unless  
17 it is accompanied by the approval of the Committee on Rules.

18

19

B. Standing Committee Functions

20

Standing Committee Rules

21

22 55. Subject to the Joint Rules of the Senate and Assembly, the  
23 Rules of the Assembly shall govern the conduct of all committee  
24 and subcommittee meetings.

25

26

Meetings of Standing Committees and Subcommittees

27

28 56. All standing committees and subcommittees shall meet at  
29 the hour and place provided by the schedule established by the  
30 Speaker, unless permission for a different hearing time is granted  
31 by the Speaker. A committee or subcommittee may not meet during  
32 any session of the Assembly, nor may any Member of the  
33 Assembly attend a conference committee meeting on any bill  
34 during any session of the Assembly without first obtaining  
35 permission from the Assembly. The Speaker may grant permission  
36 for a committee to meet for the purpose of holding an informational  
37 hearing, or to hear and report resolutions, at times when no  
38 committee may meet for any purpose.

39 When an unscheduled meeting of a standing committee or  
40 subcommittee has been so ordered, the meeting shall convene in

1 an area that is readily accessible to the public and the Assembly  
2 shall take care that every effort is made to inform the public that  
3 a meeting has been called. An unscheduled meeting of a committee  
4 or subcommittee may not be held in the Assembly Chamber during  
5 a Floor session.

6 Unless authorized by the Speaker, no bill may be set for hearing,  
7 nor may any notice thereof be published by any Assembly  
8 committee or subcommittee, until the bill has been referred to the  
9 committee or subcommittee hearing the bill. If the Speaker  
10 authorizes a hearing on a bill pursuant to this rule, the authorization  
11 shall be printed in the Journal. Permission to set a bill for hearing  
12 pending referral may also be granted by a vote of a majority of the  
13 Members of the Assembly. Nothing in this paragraph shall prevent  
14 a committee or subcommittee from acting with regard to a bill  
15 referred to it where the only action taken is to cause the bill to be  
16 reported to the Assembly with the recommendation that  
17 amendments be adopted and the bill be reprinted as amended and  
18 re-referred to the committee or subcommittee.

19 The several standing committees and subcommittees and their  
20 chairpersons may adopt a procedure under which bills are  
21 scheduled for hearing on the basis of like subject matter groupings.

22

#### 23 Setting and Hearing Bills in Committee

24

25 56.1. All bills referred to a standing committee pursuant to Rule  
26 51 may be set and heard, if requested by the author, as specified  
27 by the Joint Rules. If the analysis of an author's amendment that  
28 is subsequently adopted pursuant to Rule 68 discloses that the  
29 amendment makes a substantial substantive change to the original  
30 bill as referred by the Committee on Rules, the bill as amended  
31 shall either be set and heard by the committee having jurisdiction  
32 of the bill as amended or re-referred to the Committee on Rules  
33 pursuant to the Assembly Rules.

34 When the Assembly is in recess or on a legislative day on which  
35 there is no Floor session, the file notice requirements for  
36 committees may be temporarily suspended for specified bills upon  
37 approval of the Speaker and the Republican Leader. A waiver of  
38 the file notice requirement made pursuant to this rule shall be  
39 printed in the Journal.

Committee Analyses

1  
2  
3 56.5. Except as otherwise provided in this rule, each standing  
4 committee and subcommittee shall prepare an analysis of every  
5 bill it has set for hearing, which shall be available to the public in  
6 the office of the committee or subcommittee one working day prior  
7 to the date on which the hearing is to be held. In the case of a  
8 special meeting, or a meeting of the Committee on Appropriations  
9 or the Committee on Budget, or their subcommittees, the analysis  
10 shall be available to the public at the beginning of the hearing. No  
11 question concerning a committee’s compliance with this rule with  
12 regard to any bill shall be in order following a vote on passage of  
13 the bill in that committee. As used in this rule, a “working day” is  
14 any day on which a house file is published.

15 A copy of each committee analysis shall be transmitted by the  
16 committee secretary to the Assembly Floor Analysis Unit at the  
17 same time it is made available to the public.

Committee Consultants: Floor Analyses

18  
19  
20  
21 56.6. Except as otherwise provided in this rule, the consultants  
22 of a standing committee or subcommittee are responsible for  
23 monitoring bills assigned to their respective committee or  
24 subcommittee throughout the entire legislative process. Except for  
25 resolutions and bills on the Consent Calendar, a consultant of the  
26 appropriate standing committee shall prepare, in a timely fashion,  
27 an analysis of every bill on third reading or the unfinished business  
28 file, and of any amendment to a bill that is on the Assembly floor,  
29 as directed by the Assembly Floor Analysis Unit.

30 The committee consultant who prepares the analysis shall  
31 transmit a copy of the completed analysis to the Assembly Floor  
32 Analysis Unit. The Assembly Floor Analysis Unit is responsible  
33 for final editing for grammar and format of all floor analyses.

Consent Calendar

34  
35  
36  
37 56.7. If the chairperson of a committee or subcommittee, in  
38 advance of a hearing, proposes to recommend any bills for  
39 consideration on the Consent Calendar without hearing testimony  
40 on those bills in committee, a list of those bills shall be made

1 available to the public at the same time as the committee analysis  
2 required under Rule 56.5.

3  
4 Committee Quorum  
5

6 57. Except as otherwise provided in this rule, a majority of the  
7 membership of any standing committee constitutes a quorum for  
8 the transaction of its business, including the decision to recommend  
9 the adoption of any amendments to any bill. A majority of the  
10 membership of the committee, or a subcommittee thereof, is  
11 required to report a bill out of the committee or subcommittee,  
12 respectively. Any vacancy on a standing committee shall not reduce  
13 the votes required to take action on a bill in that committee.

14 Whenever a member is disqualified pursuant to Joint Rule 44  
15 or the Political Reform Act of 1974 (Title 9 (commencing with  
16 Section 81000) of the Government Code) from voting or taking  
17 any other action related to the passage, defeat, or amendment of  
18 a bill in committee, that disqualification shall be treated the same  
19 as a vacancy. The member shall advise the chairperson of a  
20 disqualification, and the chairperson shall announce which  
21 members are so disqualified at the commencement of the hearing  
22 on the bill.

23  
24 Reconsideration  
25

26 57.1. After a committee has voted on a bill, reconsideration  
27 may be granted only one time. Pursuant to subdivision (a) of Joint  
28 Rule 62, reconsideration may be granted within 15 legislative days  
29 or prior to the interim study joint recess, whichever occurs first.  
30 A vote on reconsideration may not be taken without the same  
31 notice required to set a bill for hearing unless that vote is taken at  
32 the same meeting at which the vote to be reconsidered was taken  
33 and the author is present. An action taken by a committee may not  
34 be reconsidered except by a majority vote of the membership of  
35 the committee.

36  
37 Bills Reported Back to Assembly  
38

39 58. All committees shall act upon bills referred to them as soon  
40 as practicable, and when acted upon each bill shall be reported

1 back to the Assembly forthwith; the chairperson of each committee  
2 is charged with the observance of this rule. The chairperson of  
3 each committee shall, insofar as practicable, report back bills in  
4 the same order as they were acted upon by the committee.

5

6

Appropriations Suspense File

7

8 58.2. (a) The Committee on Appropriations may maintain a  
9 suspense file, to which bills may be referred by vote of a majority  
10 of the members of the committee present and voting, pending  
11 further consideration by the committee. A bill may be taken off  
12 the suspense file and heard, upon two days' notice published in  
13 the file, by a vote of a majority of the members of the committee  
14 present and voting. A bill removed from the suspense file for the  
15 purpose of amendment only, pursuant to Rule 68, shall be  
16 re-referred to the committee and shall be placed on the suspense  
17 file pending further consideration by the committee.

18 (b) Notwithstanding any other rule, procedure, or practice, a  
19 committee of the Assembly other than the Committee on  
20 Appropriations shall not establish or maintain a suspense file.

21

22

Voting in Committee

23

24 58.5. When a standing committee or subcommittee takes action  
25 on a bill, including reconsideration, the vote may be by rollcall  
26 vote only. All rollcall votes taken in a standing committee or  
27 subcommittee shall be recorded by the committee secretary on  
28 forms provided by the Chief Clerk of the Assembly. The record  
29 of a rollcall vote shall show, for each proposal voted upon: all  
30 votes for and against, all members absent, and all members not  
31 voting. The chairperson of each standing committee or  
32 subcommittee shall promptly transmit a copy of the record of the  
33 rollcall votes to the Chief Clerk of the Assembly, who shall cause  
34 the votes to be published in an appendix to the Journal on a  
35 monthly basis.

36 The committee secretary of each standing committee or  
37 subcommittee shall promptly transmit a copy of the record of the  
38 rollcall votes to the Assembly Floor Analysis Unit.

39 A member may submit a written explanation of the member's  
40 vote, absence, or failure to vote on any bill or resolution, and that



1 explanation shall be printed in the appendix to the Journal in the  
2 appropriate place, provided that no explanation may exceed 50  
3 words in length.

4 At the request of the author or any member of the committee,  
5 the committee shall hold the roll open on any bill until the  
6 adjournment of the committee meeting. At no time may a bill be  
7 passed out by a committee without a quorum being present.

8 This rule does not apply to any of the following:

9 (a) Adoption of author's amendments to a bill.

10 (b) Withdrawal of a bill from a committee calendar at the request  
11 of an author.

12 (c) Return of bills to the house where the bills have not been  
13 voted on by the committee.

14 (d) Votes of subcommittees of the Committee on Budget when  
15 considering the Budget Bill.

16 (e) Votes of the Committee on Rules when referring bills to  
17 committees.

18

19 Subject Matter of Bill Recommended for Interim Study

20

21 59. Whenever it is the decision of a standing committee that a  
22 bill referred to that committee shall not be given a do-pass  
23 recommendation, but that the subject matter of the bill should be  
24 referred for study, that standing committee shall retain the bill in  
25 its possession and report its recommendation to the Assembly that  
26 the subject matter of the bill be referred to the Committee on Rules  
27 for that committee's assignment of the subject matter to an  
28 appropriate committee.

29 Nothing in this rule shall be construed to prohibit a committee  
30 from subsequently reporting the bill to the Assembly with a do-pass  
31 or do-pass as amended recommendation or from reporting it out  
32 of committee without further action on the final day of the session.

33

34 Committee Chairperson as Author

35

36 60. A chairperson of a standing committee may not preside at  
37 a committee hearing to consider a bill of which the chairperson is  
38 the sole author or the lead author, except that the Chairperson of  
39 the Committee on Budget may preside at the hearing of the Budget  
40 Bill by the Committee on Budget.

1 Reports of Committees

2  
3 61. Specially prepared reports of standing and special  
4 committees shall be delivered to the Chief Clerk or an assistant,  
5 and shall be read and ordered printed in the Journal unless  
6 otherwise ordered by the Speaker or a majority vote of the  
7 Members present and voting.

8 When a report of a joint legislative committee is delivered to  
9 the Assembly Desk, the Speaker shall refer it to a standing  
10 committee for review and appropriate action.

11  
12 Constitutional Amendments

13  
14 62.5. All constitutional amendments shall be referred to the  
15 policy standing committee having jurisdiction of that subject matter  
16 and, upon being reported out of that committee, shall be re-referred  
17 to the committee having constitutional amendments within its  
18 jurisdiction.

19  
20 C. Passage of Bills  
21 Daily File

22  
23 63. There shall be printed an Assembly Daily File for each  
24 legislative day. The following listing shall constitute the order of  
25 business on the Daily File:

- 26 1. Special Orders of the Day
- 27 2. Second Reading, Assembly Bills
- 28 3. Second Reading, Senate Bills
- 29 4. Unfinished Business
- 30 5. Third Reading, Assembly Bills
- 31 6. Third Reading, Senate Bills

32 All bills on the Daily File shall be called for consideration,  
33 provided that Rule 58 has been complied with in the order of their  
34 listing. All scheduled committee hearings, together with the list  
35 of bills to be heard, shall be published in the Daily File.

36  
37 Copies of Bills for Action on Floor

38  
39 64. A bill may not be considered or acted upon on the floor of  
40 the Assembly unless and until a copy of the bill as introduced, and

1 a copy of each amended form of the bill, has been distributed to  
2 the desk of each Member in hardcopy or in portable document  
3 format (PDF) via computer and, as applicable, the requirements  
4 of paragraph (2) of subdivision (b) of Section 8 of Article IV of  
5 the California Constitution have been complied with.

6  
7 **Second Reading of Bills**  
8

9 66. All bills shall be read by title the second time in the order  
10 of their appearance upon the second reading file. Upon second  
11 reading, Assembly bills reported without amendments shall be  
12 ordered engrossed, and Senate bills reported without amendments  
13 shall be ordered to third reading. All bills reported out of committee  
14 shall be placed on the second reading file for the next legislative  
15 day, and may not be read a second time until the next legislative  
16 day under that order of business. As used in this rule, “bill” does  
17 not include a joint or concurrent resolution, but does include a  
18 constitutional amendment.

19  
20 **Bills Requiring General Fund Appropriation**  
21

22 66.6. Until the Budget Bill has been enacted, the Assembly  
23 may not send to the Governor for consideration any bill  
24 appropriating funds for expenditure during the fiscal year for which  
25 the Budget Bill is to be enacted, except emergency bills  
26 recommended by the Governor or appropriations for the salaries  
27 and expenses of the Legislature.

28  
29 **Committee Amendments and Coauthors**  
30

31 67. (a) Committee amendments reported with bills shall be  
32 considered upon their second reading, and the amendments may  
33 be adopted by majority vote of the Members present and voting.  
34 Assembly and Senate bills amended on second reading by  
35 committee amendment shall be ordered reprinted and returned to  
36 the second reading file. Assembly bills so amended shall be  
37 engrossed after printing.

38 Committee amendments reported with bills shall be prepared,  
39 or approved as to form, by the Legislative Counsel. Five copies  
40 of the committee amendments to Assembly bills and five copies

1 of the committee amendments to Senate bills shall be delivered to  
2 the Chief Clerk’s desk.

3 The Chief Clerk shall cause to be transmitted to the Assembly  
4 Floor Analysis Unit a copy of each committee report and committee  
5 amendment, unless the committee report or committee amendment  
6 is relative to a joint, concurrent, or house resolution.

7 Adoption of amendments to any bill in the Assembly prior to  
8 third reading, other than by a rollcall, shall not preclude subsequent  
9 consideration in committee, or on the third reading by the  
10 Assembly, of the bill, those amendments, or any part thereof.

11 (b) Notwithstanding any other rule, the revision of a bill only  
12 to add coauthors shall not be considered an amendment of the bill.  
13 A request to add coauthors may be submitted to the Assembly with  
14 the approval of the committee chairperson, the lead author of the  
15 bill, and each proposed coauthor on a form provided by the Chief  
16 Clerk. The form may be submitted to the Chief Clerk with the  
17 submission of the committee report. A coauthor revision form may  
18 be submitted for a bill only one time in each committee to which  
19 the bill has been re-referred, except that the limit of one coauthor  
20 revision form per bill shall not apply to fiscal committees. Upon  
21 submission of the form, the heading of the bill shall be revised to  
22 reflect the additional coauthor or coauthors. Any Member added  
23 as a coauthor to a bill may subsequently request in writing that the  
24 Member’s name be removed.

25  
26  
27

Author’s Amendments

28 68. Upon request of the author of a bill, the chairperson of the  
29 committee to which the bill has been referred may, by the  
30 chairperson’s individual action taken independently of any  
31 committee meeting, cause the bill to be reported to the Assembly  
32 with the recommendation that amendments submitted by the author  
33 be adopted and the bill be reprinted as amended and re-referred to  
34 the committee. When the Assembly is in recess, the Chairperson  
35 of the Committee on Rules may authorize the adoption of author’s  
36 amendments pursuant to this rule if requested by the chairperson  
37 of a standing committee in possession of the bill. Bills amended  
38 during recess shall be reprinted as amended, read a second time,  
39 and re-referred to the committee.

1 Notwithstanding any other rule, a bill to be amended pursuant  
2 to this rule may not be placed on the second reading file for the  
3 adoption of those amendments.

4  
5 Rules Committee Author's Amendments  
6

7 68.1 (a) If a proposed amendment to a bill on the floor is  
8 submitted pursuant to Rule 69, the Chairperson of the Committee  
9 on Rules may, upon request of the author of the bill, re-refer the  
10 bill and proposed floor amendments to the Committee on Rules  
11 for further action.

12 (b) Upon re-referral, the Chairperson of the Committee on Rules  
13 may cause the amendments submitted by the author to be adopted  
14 and the bill to be reprinted as amended and ordered returned to  
15 either the second or third reading file.

16  
17 Vote on Passage of Bill as Amended  
18

19 68.5. Except as otherwise provided in this rule, a vote on  
20 passage of any bill in a standing committee or subcommittee shall  
21 be taken only when the bill is in print, including any previously  
22 adopted amendments to the bill. A vote on passage of an amended  
23 bill, when the amended form of the bill is not in print, may be  
24 taken only if the sole effect of the amendment is to add coauthors  
25 to the bill or if the committee determines that the effect of the  
26 amendment upon the bill can be readily understood by all of the  
27 members and audience present at the hearing. In that circumstance,  
28 any member may require that the amendments be in writing at the  
29 time of their adoption.

30  
31 Bill Analysis Prior to Third Reading  
32

33 68.6. A bill, concurrent resolution, or joint resolution may not  
34 be considered on third reading unless and until an analysis of the  
35 measure has been distributed by the Assembly Floor Analysis Unit  
36 and placed upon the desks of the Members, unless otherwise  
37 ordered by the Speaker.

1 Analysis of Conference Committee Amendments

2  
3 68.7. A report of a conference committee on any bill, other  
4 than the Budget Bill, that recommends the substantive amendment  
5 of a bill may not be considered unless and until an analysis of the  
6 proposed amendment has been distributed by the Assembly Floor  
7 Analysis Unit and placed upon the desks of the Members, unless  
8 otherwise ordered by the Speaker.

9  
10 Printing of Conference Committee Reports

11  
12 68.8. A conference report may not be heard by the Assembly  
13 until it has been in print for 72 hours prior to being taken up by  
14 the house.

15  
16 Conference Committee: Substantial Policy Change

17  
18 68.9. (a) A conference committee on any bill, other than the  
19 Budget Bill or a bill that is making statutory changes to implement  
20 the Budget Bill, may not approve any substantial policy change  
21 in any bill if that substantial policy change has been defeated in a  
22 policy committee of the Assembly within the current legislative  
23 session. For purposes of this rule, the most recent action of a policy  
24 committee with regard to a substantial policy change is deemed  
25 the only action taken when the policy committee has taken  
26 inconsistent actions with respect to a substantial policy change.

27 (b) For purposes of subdivision (d) of Joint Rule 29.5, the term  
28 “heard” means that a printed bill with substantially similar language  
29 was before the appropriate committee and taken up at a regular or  
30 special hearing of the committee during the current legislative  
31 session; or that an amendment, which was drafted and given a  
32 request number or approved as to form by the Legislative Counsel,  
33 was before the committee and taken up at a regular or special  
34 hearing of the committee.

35  
36 Amendments From the Floor and Coauthors

37  
38 69. (a) Any Member may move to amend a bill during its  
39 second or third reading, and that motion to amend may be adopted  
40 by a majority vote of the Members present and voting.

1 Amendments to a bill offered from the floor, except committee  
2 amendments reported with bills, amendments offered with a motion  
3 to amend and re-refer a bill to committee, amendments deleting  
4 any number of words, or amendments previously printed in the  
5 Journal, are not in order unless and until a copy of the proposed  
6 amendments has been placed upon the desks of the Members.

7 Notwithstanding any other rule, a bill that has been revised on  
8 the Assembly Floor at the request of the lead author and on forms  
9 provided by the Chief Clerk only to add coauthors to the bill shall  
10 not be considered an amendment and a copy of the bill is not  
11 required to be placed upon the desks of the Members if both the  
12 Speaker and the Republican Leader, or a majority vote of the house,  
13 approve the request. The heading of the bill shall be revised to  
14 reflect the addition of the coauthor or coauthors.

15 Amendments offered from the floor during a bill's second or  
16 third reading shall be prepared, or approved as to form, by the  
17 Legislative Counsel.

18 Before debate five copies of the proposed amendment to  
19 Assembly bills, and five copies of the proposed amendments to  
20 Senate bills, shall be delivered to the Chief Clerk's desk. One copy  
21 of the proposed amendment shall be transmitted by the Chief Clerk  
22 to the Assembly Floor Analysis Unit. Bills so amended upon  
23 second or third reading shall be reprinted and re-engrossed. The  
24 Chief Clerk shall order printed as many copies of all amended bills  
25 as the Chief Clerk may determine to be necessary.

26 (b) (1) Amendments from the floor during a bill's second or  
27 third reading that would make a substantive change in the bill shall  
28 be submitted to the Chief Clerk's desk by 5:00 p.m. or the time of  
29 adjournment, whichever is later, the business day before the start  
30 of session on the legislative day at which they are to be considered.

31 (2) Upon receipt of the proposed amendments by the Chief  
32 Clerk, an analysis shall be prepared by the committee of origin in  
33 conjunction with the Assembly Floor Analysis Unit, and a copy  
34 of that analysis shall be distributed to each Member's desk prior  
35 to the beginning of debate on adoption of the proposed  
36 amendments, unless otherwise ordered by the Speaker.

37 (c) Paragraph (1) of subdivision (b) does not apply to (1)  
38 amendments to a bill taken up without reference to file, (2)  
39 amendments to a bill to add or delete an urgency clause, (3)  
40 amendments to a bill that are identical to other amendments

1 submitted to the Chief Clerk’s desk in accordance with the  
 2 requirements of this rule, (4) amendments to the Budget Bill or to  
 3 a bill that is making statutory changes necessary to implement the  
 4 Budget Bill, or (5) amendments to a bill to make the bill contingent  
 5 upon the enactment of another bill, or to incorporate one or more  
 6 statutory amendments proposed in another bill to avoid superseding  
 7 those amendments.

8 (d) Any bill amended on the second or third reading file shall  
 9 be ordered reprinted and returned to the third reading file, and may  
 10 not be acted on by the Assembly until the bill, as amended, has  
 11 been on the Daily File for one calendar day, and, with regard to  
 12 an amended Senate bill, may not be voted upon for final passage  
 13 until the bill complies with Rule 76. This subdivision does not  
 14 apply to a bill that is amended to add or delete an urgency clause  
 15 or to a bill that is amended to make statutory changes to implement  
 16 the Budget Bill.

17 (e) A motion to amend a bill on the second or third reading file,  
 18 other than committee amendments reported pursuant to Rule 57,  
 19 is not in order on (1) the last two legislative days preceding the  
 20 January 31 bill passage deadline specified by Section 10 of Article  
 21 IV of the California Constitution or (2) the last seven days  
 22 preceding the scheduled commencement of the interim study recess  
 23 or the scheduled commencement of the final recess as specified  
 24 by the Joint Rules of the Senate and Assembly. This subdivision  
 25 may be suspended temporarily by two-thirds vote of the Members  
 26 present and voting. This subdivision does not apply to amendments  
 27 to a bill pursuant to Joint Rule 23.5, amendments to a bill to add  
 28 or delete an urgency clause, or amendments to a bill to incorporate  
 29 one or more statutory amendments proposed in another bill to  
 30 avoid superseding those amendments.

31

32 Consideration of Political Reform Act Bills

33

34 69.1. Pursuant to Section 81012 of the Government Code, any  
 35 bill that would amend the Political Reform Act of 1974 (Title 9  
 36 commencing with Section 81000) of the Government Code) may  
 37 not be passed until, 12 days prior to being considered for passage,  
 38 the bill in its final form has been delivered by the Chief Clerk to  
 39 the Fair Political Practices Commission for distribution to the news





1 Consideration of Concurrent and Joint Resolutions

2  
3 73. A concurrent or joint resolution may be amended by a  
4 majority vote of the Members present and voting. The ayes and  
5 noes may not be called upon the adoption of concurrent resolutions,  
6 except those authorizing expenditures of money, unless regularly  
7 demanded, or required by statute or the California Constitution.

8  
9 Adoption of Resolutions

10  
11 74. (a) Any resolution upon which a rollcall vote is demanded  
12 requires an affirmative recorded vote of 41 or more Members for  
13 adoption.

14 (b) The adoption of any resolution authorizing the expenditure  
15 of money requires an affirmative recorded vote of 41 or more  
16 Members.

17 (c) The adoption of any joint resolution requires an affirmative  
18 recorded vote of 41 or more Members.

19 (d) A resolution may not be adopted on the third reading file  
20 on the last seven days preceding the scheduled commencement of  
21 the interim study recess or the scheduled commencement of the  
22 final recess as specified by the Joint Rules of the Senate and  
23 Assembly. This subdivision does not apply to the Consent Calendar  
24 and may be suspended temporarily by an affirmative recorded vote  
25 of 41 or more Members.

26  
27 Printing of Resolutions

28  
29 75. When any previously printed house resolution is before the  
30 Assembly for adoption, it may be printed in the Journal only if  
31 amendments to it have been adopted, in which case it shall be  
32 printed as amended. In the absence of those amendments, house  
33 resolutions before the Assembly for adoption shall be referred to  
34 by day and page of the Journal as printed upon introduction. For  
35 the purposes of this rule, the adding of a coauthor shall not be  
36 deemed an amendment.

1 Internet Publication Prior to Final Passage of Senate Bill

2  
3 76. (a) A Senate bill shall not be voted upon by the Assembly  
4 for final passage unless the bill has been published on the Internet  
5 in its final form for at least 72 hours prior to that vote.

6 (b) The requirement of subdivision (a) may be waived for a bill  
7 if the Governor has submitted to the Legislature a written statement  
8 that dispensing with the notice period for that bill is necessary to  
9 address a state of emergency, as described in paragraph (2) of  
10 subdivision (b) of Section 8 of Article IV of the California  
11 Constitution.

12 (c) As used in this rule, “bill” does not include a joint or  
13 concurrent resolution or a constitutional amendment.

14  
15 Concurrence in Senate Amendments

16  
17 77. (a) Concurrence in any Senate amendment to an Assembly  
18 bill requires the same affirmative recorded vote as the vote required  
19 by the California Constitution for the passage of the bill. A vote  
20 on concurrence may not be taken until the bill has been on the  
21 unfinished business file for one calendar day, except that when  
22 the bill is placed upon the unfinished business file during the last  
23 two legislative days preceding (1) the January 31 bill passage  
24 deadline specified by Section 10 of Article IV of the California  
25 Constitution, (2) the scheduled commencement of the interim study  
26 recess, or (3) the scheduled commencement of the final recess as  
27 specified by the Joint Rules of the Senate and Assembly, it may  
28 be acted upon immediately. The vote on concurrence shall be  
29 deemed the vote upon final passage of the bill.

30 (b) Senate amendments to Assembly bills shall not be concurred  
31 in until both of the following have occurred:

32 (1) An analysis of the bill has been distributed by the Assembly  
33 Floor Analysis Unit and a copy placed upon the desks of the  
34 Members, unless otherwise ordered by the Speaker. As used in  
35 this paragraph, “bill” includes a constitutional amendment, but  
36 does not include a joint or concurrent resolution.

37 (2) The bill has been published on the Internet in its final form  
38 for at least 72 hours prior to that vote. This requirement may be  
39 waived for a bill if the Governor has submitted to the Legislature  
40 a written statement that dispensing with this notice period for that

1 bill is necessary to address a state of emergency, as described in  
 2 paragraph (2) of subdivision (b) of Section 8 of Article IV of the  
 3 California Constitution. As used in this paragraph, “bill” does not  
 4 include a joint or concurrent resolution or a constitutional  
 5 amendment.

6  
 7 **Digest of Bills Amended in Senate**  
 8

9 77.1. Whenever the Senate amends and passes an Assembly  
 10 bill, the Legislative Counsel shall, within one day after the bill is  
 11 passed by the Senate, prepare and transmit to the Chief Clerk and  
 12 the Speaker a brief digest summarizing the effect of the Senate  
 13 amendment. Upon receipt from the Legislative Counsel, the Chief  
 14 Clerk shall cause the digest to be printed in the Daily File  
 15 immediately following any reference in the file to the bill covered  
 16 by the digest.

17  
 18 **Substantially Amended Bills**  
 19

20 77.2. If the analysis of an amendment submitted pursuant to  
 21 Rule 69 or adopted on the floor discloses that the amendment  
 22 makes a substantial substantive change to a bill as passed by the  
 23 last committee of reference, the bill, as amended or with proposed  
 24 amendments, may be referred by the Speaker to the appropriate  
 25 committee. Bills with proposed floor amendments may only be  
 26 rereferred under this rule when the proposed amendments have  
 27 been submitted by the author or designated floor manager pursuant  
 28 to Rule 69 and when a state of emergency exists due to a pandemic.

29 A bill that was previously reported from a policy or fiscal  
 30 committee of reference in compliance with Joint Rule 61 is not  
 31 subject to the deadlines in Joint Rule 61 if the bill is subsequently  
 32 referred to a policy or fiscal committee pursuant to this rule.

33 If the digest to an Assembly bill that has been returned to the  
 34 Assembly by the Senate for concurrence in Senate amendments  
 35 discloses that the Senate has made a substantial substantive change  
 36 in the bill as first passed by the Assembly, the bill may be referred  
 37 by the Speaker to the appropriate committee.

Inactive File

1  
2  
3 78. Whenever a bill has been passed twice on the third reading  
4 file on two successive legislative days, it shall be placed forthwith  
5 upon a special file to be known as the inactive file. A bill also may  
6 be placed on the inactive file at the request of the author. When a  
7 bill has been placed on the inactive file, it may be returned to the  
8 third reading file by request of the author on any legislative day.  
9 During a legislative day on which there is no Floor session, an  
10 author of an Assembly bill or the Floor Manager of a Senate bill  
11 shall submit the author's or the Floor Manager's written intention  
12 to remove the measure from the inactive file to the Chief Clerk,  
13 who shall cause the notice to be printed in the Journal. The Chief  
14 Clerk shall also transmit the written intention to the Speaker and  
15 the Republican Leader. Notice of the request to return the bill to  
16 the third reading file shall be published one day in advance in the  
17 Daily File. The bill, when returned to the third reading file, shall  
18 then be placed at the foot of the third reading file. Notice of  
19 removal of resolutions and concurrence items from the inactive  
20 file on a legislative day on which there is no Floor session shall  
21 be published one day in advance in the Daily File.

22 When a bill, placed on the inactive file from the second reading  
23 file or the unfinished business file, is removed from the inactive  
24 file, it shall be returned to the foot of the second reading file or  
25 the unfinished business file, respectively, in the next published  
26 Daily File.

27  
28 Engrossing and Enrolling Bills  
29

30 79. The Engrossing and Enrolling Clerk shall engross and enroll  
31 all bills that come to the Engrossing and Enrolling Clerk's hands  
32 for that purpose, in compliance with the provisions of Section 9503  
33 of the Government Code, and in the order of time in which the  
34 same shall be acted upon by the Assembly.

35 After final passage by both houses, any Assembly bill not  
36 amended by the Senate shall be ordered by the Speaker forthwith  
37 to be enrolled, as provided in Sections 9508 and 9509 of the  
38 Government Code. The Chief Clerk shall report both the day and  
39 hour each enrolled bill is presented to the Governor, which report  
40 shall be entered in the Journal.

## 1 VI. PARLIAMENTARY PROCEDURE

## 2 A. Motions and Questions

## 3 Precedence of Motions During Debate

4

5 80. When a question is under debate or before the Assembly,  
6 no motions shall be received but the following, which shall take  
7 precedence in the order named:

8 First—To adjourn;

9 Second—To recess to a time certain;

10 Third—To lay on the table;

11 Fourth—For the previous question;

12 Fifth—To set as a special order;

13 Sixth—To postpone indefinitely;

14 Seventh—To refer to or to re-refer;

15 Eighth—To amend.

16

## 17 Questions of Order Decided Without Debate

18

19 81. All incidental questions of order, arising after a motion is  
20 made for any of the questions named in Rule 80 and pending that  
21 motion, shall be decided by the Speaker without debate, whether  
22 on appeal or otherwise.

23

## 24 Appeal From Decision of the Speaker

25

26 82. Any Member may appeal from a decision of the Speaker  
27 without waiting for recognition by the Speaker, even though  
28 another Member has the floor. An appeal is not in order when  
29 another is pending, or when other business has been transacted by  
30 the Assembly prior to the appeal being taken. Upon the appeal  
31 being seconded, the Speaker may give the Speaker's reasons for  
32 the decision, and the Member making the appeal may give the  
33 Member's reasons for the appeal, and the Speaker forthwith shall  
34 put one of the following questions to the Assembly:

35 (1) "Shall the decision of the Speaker be sustained?"

36 (2) "Shall the decision of the Speaker be overruled?"

37 An appeal may not be amended and yields only to a motion to  
38 recess or adjourn, or to lay on the table, or a question of personal  
39 privilege. If an appeal is laid on the table, that action shall have  
40 no effect on the pending question.

1 An appeal may not be debated when relating to indecorum, the  
2 transgression of rules, or the priority of business. A majority vote  
3 of the Members present and voting decides any appeal. In the event  
4 of a tie vote, the appeal is lost.

5  
6 Speaker Explains Order of Business  
7

8 83. The Speaker may, on the Speaker's own motion or the  
9 motion of any Member, explain the order of business when the  
10 motion pending before the Assembly is not debatable. That  
11 explanation may not consume more than two minutes.

12  
13 To Adjourn  
14

15 84. A motion to adjourn is not debatable and may not be  
16 amended, and is always in order, except: (a) when another Member  
17 has the floor; (b) when the Assembly is voting; or (c) during a  
18 call of the Assembly. The name of any Member moving an  
19 adjournment, and the hour at which the motion was made and  
20 adjournment taken, shall be entered in the Journal. A motion to  
21 adjourn shall be adopted by a majority vote of the Members present  
22 and voting.

23 When a motion to adjourn is made and seconded, it shall be in  
24 order for the Speaker, before putting the question, to permit any  
25 Member to state to the Assembly any fact relating to the condition  
26 of the business of the Assembly which would seem to render it  
27 improper or inadvisable to adjourn. That statement may not occupy  
28 more than two minutes and is not debatable.

29 An affirmative recorded vote of a majority of the duly elected  
30 and qualified Members is required to adjourn any session of the  
31 Assembly sine die.

32  
33 To Recess to a Time Certain  
34

35 85. A motion to recess to a time certain is treated the same as  
36 a motion to adjourn, except that the motion is debatable when no  
37 business is before the Assembly, and can be amended as to the  
38 time and duration of the recess. It yields only to a motion to  
39 adjourn.





1                                   Motion to Postpone Indefinitely  
2

3       90. The making of a motion to postpone indefinitely any bill,  
4 motion, or amendment opens the main question to debate. If the  
5 motion to postpone indefinitely prevails by an affirmative recorded  
6 vote of 41 or more Members, the main question may not be acted  
7 upon again during the session.

8  
9                                   Motion to Amend  
10

11       91. A motion to amend may itself be amended, but an  
12 “amendment to an amendment” may not be amended. A motion  
13 to substitute is deemed to be a motion to amend and is considered  
14 the same as an amendment.

15       Only one substitute is in order when an amendment is pending.  
16 A motion to amend or to substitute is debatable, except where the  
17 main question to be amended is not debatable. Any motion to  
18 amend may be adopted by a majority vote of the Members present  
19 and voting.

20       A motion to amend that is decided in the negative is not again  
21 in order on the same day, or at the same stage of proceeding. The  
22 fact that a motion to amend by striking out certain words is decided  
23 in the negative does not preclude a motion to amend by adding  
24 words, or a motion to amend by striking out and inserting words,  
25 except that in no case may a further amendment be substantially  
26 the same as the one rejected.

27       Subject to the above provisions of this rule and Rule 69, a motion  
28 to amend is in order during the second or third reading of any bill.

29  
30                                   Amendment to be Germane  
31

32       92. An amendment to any bill, other than a bill stating  
33 legislative intent to make necessary statutory changes to implement  
34 the Budget Bill, whether reported by a committee or offered by a  
35 Member, is not in order when the amendment relates to a different  
36 subject than, is intended to accomplish a different purpose than,  
37 or requires a title essentially different than, the original bill.

38       A motion or proposition on a subject different from that under  
39 consideration may not be admitted as an amendment.

1 An amendment is not in order that changes the original number  
2 of any bill.

3 A Member may not be added or deleted as an author or coauthor  
4 of a bill or resolution without the Member’s consent.

5

6

Consideration of Motions

7

8 93. A motion, whether oral or written, may not be adopted until  
9 it is seconded and distinctly stated to the Assembly by the Speaker.

10

11

Motions in Writing

12

13 94. Upon request of the Speaker, all motions shall be reduced  
14 to writing and shall be read to the Assembly by the Speaker before  
15 being acted upon.

16

17

Withdrawal of Motions

18

19 95. After a motion is stated by the Speaker, or a bill, resolution,  
20 or petition is read by the Chief Clerk, it is in the possession of the  
21 Assembly.

22

23

Motion to Withdraw or Re-refer Bills

24

25 96. (a) A motion to withdraw a bill or resolution from  
26 committee, or to re-refer a bill or resolution from one committee  
27 to another committee, may be made during the regular order of  
28 business. A motion to re-refer may be debated only as to the  
29 propriety of the reference, and shall require an affirmative recorded  
30 vote of 41 or more Members.

31

32 (b) A bill or resolution may not be withdrawn from committee  
33 and placed upon the file, unless a motion to withdraw has been  
34 heard by, and has been approved by a majority vote of, the  
35 Committee on Rules. This subdivision does not apply to a bill in  
36 a fiscal committee that has been amended so as not to require its  
37 reference to a fiscal committee, as indicated by the Legislative  
38 Counsel’s Digest.

38

39 (c) A motion to continue a motion to withdraw a bill or  
resolution from committee requires a majority of those Members

1 present and voting. A motion to withdraw a motion to withdraw  
2 is not in order.

3 (d) When the Assembly is in recess during a state of emergency  
4 due to a pandemic, the Chairperson of the Committee on Rules,  
5 in consultation with the Vice Chairperson of the Committee on  
6 Rules, may instruct the Chief Clerk to withdraw and re-refer bills  
7 and resolutions from one committee to another committee.  
8 Re-referral instructions made pursuant to this subdivision shall be  
9 printed in the Journal.

10

#### 11 Re-reference of Measures on File

12

13 97. A motion to re-refer a bill or resolution that is on the Daily  
14 File to committee may be made during the regular order of  
15 business. The motion is debatable only as to the propriety of that  
16 reference and shall require an affirmative recorded vote of 41 or  
17 more Members.

18

#### 19 Bills Stricken From File

20

21 98. A motion to strike from the file any bill or resolution  
22 requires an affirmative recorded vote of 41 or more Members. That  
23 bill or resolution may not be acted upon again during the session.

24

#### 25 Motion to Rescind Action or Expunge Record

26

27 99. Previous to the approval of the Journal by the Assembly,  
28 any action may be rescinded and its record ordered expunged by  
29 the affirmative recorded vote sufficient to take that action  
30 originally, except that an action may not be rescinded and the  
31 record expunged by a vote less than an affirmative recorded vote  
32 of 41 or more Members. A motion to rescind the action and  
33 expunge the record may not be made twice on the same proposition.

34

35 A motion to rescind is not in order on any matter upon which a  
36 vote to reconsider has previously been taken in the Assembly.

36

37 Whenever any action of the Assembly is rescinded and its record  
38 ordered expunged, the record of the action expunged may not  
39 appear in any form whatsoever, except that the record of the  
40 proceedings on the motion to rescind and expunge shall appear in  
the Journal as and when printed.

## Reconsideration of Vote

1  
2

3 100. (a) A motion to reconsider a vote on the next legislative  
4 day shall be made on the same day the vote to be reconsidered was  
5 taken. A motion to reconsider may not be adopted unless it receives  
6 an affirmative recorded vote of 41 or more Members. A motion  
7 to reconsider may be voted on without a second.

8 A motion to reconsider a vote shall be made by a Member voting  
9 on the question, and takes precedence over all motions, except a  
10 motion to adjourn. Upon that motion being made, the matter to be  
11 reconsidered forthwith shall be placed upon the unfinished business  
12 file, and further action may not be taken prior to the next legislative  
13 day. When a motion to reconsider has once been made, the motion  
14 is the property of the Assembly. When reconsideration is granted,  
15 the matter to be reconsidered shall be before the Assembly in the  
16 same status it had prior to the vote being reconsidered.

17 (b) (1) Interim Study Recess:

18 No motion to reconsider the vote whereby amendments are  
19 concurred in on Assembly bills, the vote whereby a Senate bill is  
20 passed and returned to the Senate, or the vote whereby a conference  
21 committee report is adopted is in order on the last two legislative  
22 days preceding the interim study recess.

23 A motion to reconsider the vote whereby amendments are refused  
24 concurrence on Assembly bills, the vote whereby Senate bills are  
25 refused passage, or the vote whereby a conference committee  
26 report is refused adoption is in order on the last legislative day  
27 preceding the interim study recess. The motion may be taken up  
28 before the end of that legislative day.

29 As used in this paragraph, “bill” does not include a joint or  
30 concurrent resolution.

31 (2) January 31—Even-numbered Year:

32 A motion to reconsider the vote whereby an Assembly bill is  
33 passed to the Senate is not in order on the last two legislative days  
34 preceding January 31 of the even-numbered year.

35 A motion to reconsider the vote whereby an Assembly bill is  
36 refused passage on its third reading is in order on the last legislative  
37 day preceding January 31 of the even-numbered year. The motion  
38 must be taken up before the end of that legislative day.

39 As used in this paragraph, “bill” does not include a Senate bill,  
40 a constitutional amendment, or a joint or concurrent resolution.

1 (3) Spring or Summer Recess:

2 A motion to reconsider the vote whereby a bill is passed is not  
3 in order on the last two legislative days preceding the Spring or  
4 Summer Recess as established by the Joint Rules of the Senate  
5 and Assembly.

6 (4) Deadline for Passage by House:

7 A motion to reconsider the vote whereby an Assembly bill is  
8 passed to the Senate is not in order on the last two legislative days  
9 preceding the last day for the Assembly to pass a bill introduced  
10 in the Assembly, as set forth in the Joint Rules of the Senate and  
11 the Assembly.

12 As used in this paragraph, “bill” does not include a Senate bill,  
13 a constitutional amendment, or a joint or concurrent resolution.

14 (5) Final Recess:

15 A motion to reconsider the vote whereby a bill is passed is not  
16 in order on the last two legislative days preceding the final recess.

17 A motion to reconsider the vote whereby a bill is defeated is in  
18 order on the day of the final recess. The motion must be taken up  
19 before the end of that legislative day.

20 (c) Any Member voting on any matter may move to take up on  
21 the same day the motion, previously made by another Member, to  
22 reconsider the vote on that matter. A motion to take up on the same  
23 day a motion to reconsider the vote on a bill requires an affirmative  
24 recorded vote of at least 41 Members. A motion to take up on the  
25 same day a motion to reconsider the vote on any motion,  
26 amendment, Assembly resolution, or proposition other than a bill  
27 requires an affirmative vote of a majority vote of the Members  
28 present and voting. The motion to take up the reconsideration on  
29 the same day takes precedence over the motion to reconsider and,  
30 upon demand of any Member, the motion to take up the  
31 reconsideration on the same day shall be put to an immediate vote.  
32 If the motion to take up the reconsideration on the same day is  
33 adopted, the motion to reconsider is the next order of business  
34 before the Assembly.

35 (d) A second motion to reconsider the same question is not in  
36 order, nor is a motion to reconsider reconsideration in order.

37 (e) A motion to continue a motion to reconsider requires a  
38 majority vote of those Members present and voting.

Call of Assembly

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2  
3 101. After the roll has been called, and prior to the  
4 announcement of the vote, any Member may move a call of the  
5 Assembly. The Members present may order a call of the Assembly  
6 by a majority vote of the Members present and voting, and the  
7 Speaker shall immediately order the Sergeant at Arms to lock all  
8 doors and direct the Chief Clerk to prepare a list of absentees as  
9 disclosed by the last rollcall. The list of absentees shall be furnished  
10 to the Sergeant at Arms, whereupon no Members shall be permitted  
11 to leave the Assembly Chamber except by written permission of  
12 the Speaker, and a person may not be permitted to enter except  
13 Members, Senators, or officers, or employees of the Legislature  
14 in the official performance of their duties.

15 Each Member who is found to be absent, and for whom a leave  
16 of absence has not been granted, shall be forthwith taken into  
17 custody wherever found by the Sergeant at Arms, the Sergeant at  
18 Arms' assistants, or any person designated by the Sergeant at Arms,  
19 including members of the California Highway Patrol, and sheriffs  
20 or their deputies, and brought to the Assembly Chamber.

21 A recess or adjournment may not be taken during a call of the  
22 Assembly. Additional business may be conducted and calls placed  
23 regardless of the number of calls in effect. A call of the Assembly  
24 may be dispensed with at any time upon a majority vote of the  
25 Members present, that action to become effective upon the  
26 completion of the rollcall and the announcement of the vote upon  
27 the matter for which the call was ordered, unless, prior to the  
28 announcement of the vote, the call is continued by a majority vote  
29 of the Members present.

Division of Question

30  
31  
32  
33 102. Any Member may call for a division of the question, and  
34 the Speaker shall order the question divided if it comprehends  
35 propositions in substance so distinct that, one being taken away,  
36 a substantive proposition would remain for the decision of the  
37 Assembly. This rule does not apply to an individual bill or  
38 resolution.

B. Voting

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Members Voting

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104. Every Member in the Assembly Chamber when a rollcall is required shall record the Member’s vote openly and without debate, unless the Assembly excuses that Member by a majority vote of the Members present and voting.

A Member may not operate the voting switch of any other Member, except that a Member presiding at the time of a rollcall, who is not the Speaker or the Speaker pro Tempore, may direct another Member on the floor to operate the voting switch of the presiding Member, and any Member so presiding, including the Speaker and the Speaker pro Tempore, may also operate the voting switches at the rostrum of the Speaker and the Speaker pro Tempore, at their direction.

The name of any Member who refuses to vote as required by this rule, after being requested by the Speaker to do so, shall be entered in the Journal, together with a statement that the Member was present and did so refuse to vote. Any Member who refuses so to vote may, if the Member so desires, and immediately after the announcement of the vote, submit a written explanation of the failure to vote and that explanation shall be printed in the Journal, provided that no explanation may exceed 50 words in length.

In addition to the entry of the Member’s name in the Journal, any Member who refuses so to vote when required, and who has not been excused from doing so, may, immediately after the announcement of the vote, at the discretion of the Speaker or upon demand of any Member, be summoned to appear before the bar of the Assembly for public censure by the Speaker or by any Member designated by the Speaker. Censure of a Member as provided by this rule does not constitute a bar to proceedings for the Member’s expulsion from the Assembly pursuant to Section 5 of Article IV of the California Constitution.

A Member may submit a written explanation of the Member’s vote on any bill or house resolution, and that explanation shall be printed in the Journal immediately following the vote, provided that no explanation may exceed 50 words in length.

A Member, prior to adjournment on the same legislative day, in the absence of any objection, may instruct the Chief Clerk to add the Member’s vote to any previously announced vote that had been taken during the Member’s absence, so long as the outcome of the

1 vote is not thereby changed. The Chief Clerk shall record any vote  
2 additions or vote changes in the order signed by the Members at  
3 the Chief Clerk’s desk.

4

5

Ayes and Noes

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7 105. The ayes and noes shall be recorded by the electrical voting  
8 system on the final passage of all bills, when an affirmative  
9 recorded vote of 41 Members or any vote above that number is  
10 required, when demanded by three Members, or when ordered by  
11 the Speaker. The names of the Members so voting shall be entered  
12 in the Journal.

13

14

Voting and Vote Changes

15

16 106. When once begun, voting may not be interrupted, except  
17 that, before the vote is announced, any Member may have the total  
18 pending vote flashed on the visible vote recorder. Prior to the  
19 announcement of the vote, the presiding officer shall instruct the  
20 Chief Clerk to record verbal votes from Members not at their desks.  
21 Any Member may move a call of the Assembly after the  
22 completion of the roll. A Member, prior to adjournment on the  
23 same legislative day, and in the absence of any objection, may  
24 instruct the Chief Clerk to change the Member’s recorded vote  
25 after the vote is announced, so long as the outcome of the vote is  
26 not thereby changed. The Chief Clerk may record any vote change  
27 only after the Member making the change has announced it to the  
28 Assembly.

29

30

Tie Vote

31

32 107. In case of an equal division, or tie vote, the question shall  
33 be lost.

34

35

VII. MEMBERS’ DECORUM AND PRIVILEGES

36

Order in Speaking to Questions

37

38 108. When a Member desires to address the Assembly, the  
39 Member shall rise from the Member’s seat and respectfully address  
40 the presiding officer as “Mr. Speaker” or “Madame Speaker.”



1 Upon being recognized, the Member may speak, confining the  
2 Member's remarks to the question under consideration. When two  
3 or more Members rise at the same time, the Speaker shall designate  
4 the Member who is entitled to the floor.

5 A Member may not speak more than once during the  
6 consideration of any one question on the same day and at the same  
7 stage of proceeding, except that the author of a bill or resolution  
8 or the mover of a question has the right to open and close the debate  
9 thereon. A Member may not be allowed to speak more than five  
10 minutes to open and five minutes to close the debate on any  
11 question, including amendments, and no Member other than the  
12 author or the mover of the question may be allowed to speak more  
13 than five minutes thereon. A Member may not yield to any other  
14 Member the time for which the Member is entitled to speak on  
15 any matter.

16  
17 Rules of Decorum  
18

19 108.1. (a) In accordance with Rule 10, Members of the  
20 Assembly shall conduct themselves in accordance with the rules  
21 of decorum specified in Sections 120 to 126, inclusive, of Mason's  
22 Manual of Legislative Procedure.

23 (b) Notwithstanding subdivision (a), the Committee on Rules  
24 may adopt additional rules of decorum by majority vote of the  
25 membership of the committee.

26  
27 Motions  
28

29 109. When a Member desires to make a motion, the Member  
30 shall obtain recognition as provided in Rule 108. Upon being  
31 recognized, the Member shall open by stating the Member's  
32 motion, except in the case of a nomination, and in any other case  
33 may not speak to the merits of the motion at that time, but shall  
34 confine the Member's remarks to those necessary to explain the  
35 motion. If the motion is in order and is seconded, it shall be stated  
36 to the Assembly by the Speaker. If the motion is debated, the  
37 Member who made it shall then be entitled to recognition to open  
38 the debate on the motion.

39 When a Member obtains the floor during debate upon any  
40 question that is pending before the Assembly and addresses the

1 Assembly regarding the merits of the pending question, the  
2 Member may not be permitted to conclude the Member’s debate  
3 by making any motion or by demanding the previous question.

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Leave of Absence

7 110. A Member may not be absent from attendance at any  
8 session of the Assembly without leave of the Assembly. A Member  
9 may not obtain that leave of absence or be excused for  
10 nonattendance except by a vote of 54 or more Members or by  
11 unanimous consent. A Member who obtains a leave of absence  
12 for personal business, or is excused for nonattendance for personal  
13 business, thereby waives the Member’s per diem allowance for  
14 attendance upon any session of the Legislature for which the  
15 Member secures that leave of absence or excuse. A Member may  
16 not obtain a leave of absence for legislative business or be excused  
17 for nonattendance for legislative business unless the Member has  
18 filed with the Speaker a statement of the legislative business for  
19 which the Member seeks that leave of absence or excuse. That  
20 statement shall be printed in the Journal.

21 If a Member is not recorded on the attendance roll within 30  
22 minutes after the scheduled start of the session, the Member shall  
23 stand up before the Assembly and explain the reason the Member  
24 is late before the Member is recorded on the rollcall for any vote.  
25 If a Member does not explain the Member’s reason for being late,  
26 any other Member may raise a point of order under this rule,  
27 whereupon the tardy Member’s vote may not be recorded until an  
28 explanation is made.

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Personal Privilege

32 111. Any Member may rise to explain a matter of personal  
33 privilege. A matter of personal privilege is a matter involving the  
34 Member’s integrity, dignity, or honor. Upon rising to explain such  
35 a matter, the Member forthwith shall be recognized by the Speaker,  
36 but may not discuss a question in that explanation. Matters of  
37 personal privilege yield only to a motion to recess or adjourn.

1                   Objection to Reading of Any Paper  
2

3       112. Any Member, upon recognition by the Speaker, may object  
4 to the reading of any paper before the Assembly. When that  
5 objection is made, the question of reading shall be determined  
6 without debate by a majority vote of the Members present and  
7 voting, upon a brief statement by the Speaker of the substance of  
8 the objection.  
9

10                   Members at Chief Clerk's Desk  
11

12       113. A Member or other person may not be allowed at the Chief  
13 Clerk's desk while the ayes and noes are being recorded or the  
14 votes counted.  
15

16                   Members Called to Order for Transgressing Rules  
17

18       114. If any Member transgresses the Rules of the Assembly,  
19 the Speaker shall, or any Member may, call the offending Member  
20 to order. The Member so called to order immediately shall take  
21 the Member's seat, until the Speaker, without debate, has  
22 determined whether the Member is in order. That decision by the  
23 Speaker shall be subject to an appeal to the Assembly.

24       If any Member is called to order for offensive words spoken in  
25 debate, the person calling the Member to order shall state to the  
26 Assembly the words to which exception is taken. No Member may  
27 be held to answer, or be subject to censure by the Assembly, for  
28 language used in debate if other business has been transacted by  
29 the Assembly prior to exception being taken to the words spoken.  
30

31                   VIII. MISCELLANEOUS  
32                   Committee of the Whole  
33

34       115. The Assembly may resolve itself into a Committee of the  
35 Whole at any time by a majority vote of the Members present and  
36 voting. While sitting as that committee, persons other than  
37 Members may address the committee. The Speaker of the  
38 Assembly, or any Member named by the Speaker, shall preside as  
39 Chairperson of the Committee of the Whole.

1 A motion that the Committee of the Whole “do now rise and  
 2 report back to the Assembly,” shall always be in order and shall  
 3 be decided without debate. All actions of the Committee of the  
 4 Whole shall be reported to the Assembly by the chairperson, but  
 5 may not be entered in the Journal except upon motion and a  
 6 majority vote of the Members present and voting.

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Use of Assembly Chamber

10 116. The Assembly Chamber may not be used for any public  
 11 or private business, other than legislative matters, except upon  
 12 approval of the Speaker or the Chairperson of the Committee on  
 13 Rules.

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Use of Assembly Facilities: Smoking

17 117. The smoking of tobacco products is prohibited within any  
 18 building, or portion of a building, occupied or used by Assembly  
 19 Members or employees if the building or portion of the building  
 20 is under the jurisdiction or control of the Assembly. This smoking  
 21 prohibition shall apply to any outdoor area within five feet of an  
 22 entrance or exit to any building or portion of a building subject to  
 23 this rule. This smoking prohibition shall apply to the Assembly  
 24 Chamber, Assembly hearing rooms, and Assembly offices, and to  
 25 hallways, stairways, and bathrooms within any building or portion  
 26 of a building subject to this rule.

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Telephones and Electronic Communications

30 117.5. While on the floor of the Assembly during any session  
 31 of the Assembly, or while serving on a committee during any  
 32 hearing of that committee, a Member may not do either of the  
 33 following:

- 34 (a) Use a cellular telephone to make or receive calls.
- 35 (b) Send electronic communications to, or receive electronic  
 36 communications from, any lobbyist.

1 Meeting of the Assembly: Firearms  
2

3 117.7. A person, except a peace officer acting within the scope  
4 of the peace officer's employment, may not carry or possess a  
5 firearm on the floor of the Assembly during any session of the  
6 Assembly or in a committee hearing room during any meeting of  
7 a committee or subcommittee.  
8

9 Persons Admitted to Floor of the Assembly  
10

11 118. (a) A person other than Members of the Legislature,  
12 officers, employees of the Legislature, accredited members of the  
13 press, and guests may not be admitted to the floor of the Assembly  
14 during any session of the Assembly. A guest of any Member may  
15 be admitted only upon presentation of a guest card of the Member  
16 countersigned by the Speaker. A guest card is valid only on the  
17 legislative day for which it is issued.

18 Persons admitted to the Assembly Chamber, other than Members,  
19 may not be permitted to stand in the Lobby in the rear of the  
20 Assembly Chamber while the Assembly is in session, but shall be  
21 required to occupy the seats provided for them.

22 Guests may be seated only in the chairs in the back of the rail  
23 in the rear of the Assembly Chamber, and may not be permitted  
24 to sit at the desks of the Members. No person other than an  
25 accredited newspaper representative may be permitted to sit at the  
26 press desks. A special section in the balcony may be reserved for  
27 those holding guest cards. Neither any person mentioned in this  
28 rule nor any other person, except a Member of the Legislature,  
29 may engage in influencing the passage or defeat of legislation in  
30 the Assembly Chamber.

31 A person other than a Member of the Legislature, the Sergeant  
32 at Arms or the Sergeant at Arms' assistants, the Chief Clerk or the  
33 Chief Clerk's assistants, or the Legislative Counsel or the  
34 Legislative Counsel's representatives may not be permitted in the  
35 area of the floor of the chamber which is occupied by the desks of  
36 the Members.

37 (b) A lobbyist, as defined by Section 82039 of the Government  
38 Code, may not, under any circumstances, be admitted to the  
39 Assembly Chamber while the Assembly is in session.

Floor Attire

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 3 118.1. Notwithstanding any other provision of these Rules,  
 4 Members of the Legislature, officers or employees of the  
 5 Legislature, accredited members of the press, or any other persons  
 6 may be restricted from admission to the floor of the Assembly  
 7 during any session if they are inappropriately attired. The  
 8 Committee on Rules may, as necessary, adopt policies to  
 9 implement this rule.

Qualifications and Elections of Members

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 12  
 13 119. An affirmative vote of 41 or more Members shall be  
 14 required to determine the qualifications and election of any  
 15 Member pursuant to Section 5 of Article IV of the California  
 16 Constitution. A motion to disqualify a Member is not in order at  
 17 the convening of a legislative session until a Speaker has been  
 18 elected in accordance with Section 9023 of the Government Code.

Compensation and Expenses of Member Convicted of Felony

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 21  
 22 120. If a Member of the Assembly is convicted of a felony by  
 23 a superior court, the Member’s right to further compensation or  
 24 expenses is thereupon suspended, and the Member’s membership  
 25 on any committee is thereupon suspended. If the conviction  
 26 becomes final, the right of the Member to further compensation  
 27 or expenses shall terminate and any compensation or expenses  
 28 withheld shall be forfeited to the state. If the conviction is reversed  
 29 by an appellate court or a motion for a new trial is granted, and  
 30 the Member is thereafter found not guilty or the charges against  
 31 the Member are dismissed, the amounts of the withheld  
 32 compensation or expenses shall be paid to the Member and the  
 33 suspension of the Member’s committee membership shall  
 34 terminate.

35 Whenever a Member is convicted of a felony in the superior  
 36 court, the Committee on Rules shall give written notice thereof to  
 37 the Controller, directing the Controller to discontinue any further  
 38 payments to the Member unless and until the Committee on Rules  
 39 notifies the Controller that the Member has been found not guilty  
 40 or that the charges against the Member are dismissed. The

1 Controller may not draw any warrant payable to that Member  
2 except as provided in this rule.

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The Seal of the Assembly

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6 121. The Seal of the Assembly may be used only by or on  
7 behalf of a Member of the Assembly, or when specifically  
8 authorized by the Committee on Rules.

9

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Agency Reports: Electronic Copies

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12 122. Pursuant to Section 9795 of the Government Code, any  
13 report required or requested by law to be submitted by a state or  
14 local agency to the Members, or to the Legislature generally, shall  
15 be submitted as an electronic copy to the Chief Clerk.

O