STANDING ORDERS

OF THE

HOUSE OF REPRESENTATIVES

OF

JAMAICA, 1964

AS ADOPTED BY THE HOUSE OF REPRESENTATIVES ON 20TH MAY, 1964
AND AMENDED ON 12TH SEPTEMBER, 1973; 31ST MAY, 1976; 6TH FEBRUARY, 1979; 13TH MARCH, 1984; 5TH MARCH, 1991; 26TH NOVEMBER, 1996; 20TH FEBRUARY, 2001; 6TH MARCH, 2001; 14TH MAY, 2002; AND 3RD JULY, 2007

INDEX TO STANDING ORDERS

OF THE

HOUSE OF REPRESENTATIVES OF JAMAICA, 1964

1. Oath of Allegiance.
2. Election of Speaker.
3. Election of Deputy Speaker.
4. Presiding in the House.
5. Duties of the Clerk.
6. Language.
7. Quorum.

DAYS AND HOURS OF SITTING

8. Sittings of the House.
9. Order of Business.
10. Adjournment of the House.
11. Adjournment—Definite Matter of Urgent Public Importance.

STATEMENTS BY MINISTERS

11A. Contents of Statement.

PETITIONS AND PAPERS

12. Presentation of Petitions.
13. Presentation of Papers.

QUESTIONS

14. Nature of Questions.
15. Notice of Questions.
16. Contents of Questions.
17. Manner of Asking and Answering Questions.
17A. Deferral of Question.
17B. Prime Minister's Question Time.
17C. Ministers' Question Time.
18. Personal Explanations.
19. Messages from the Governor-General.

PUBLIC BUSINESS

20. Arrangement of Public Business.

MOTIONS AND AMENDMENTS THERETO

21. Questions for Debate.
22. Notices of Motions, Amendments and Manner of Giving Notices.
23. Period of Notice.
24. Motions Exempted from Notice.
25. Dispensing with Notice.
26. Privilege Motions.
26A. Motions on National or Constituency Issues.
27. Moving of Motions.
28. Seconding of Motions and Amendments.
29. Motions not moved or seconded.
30. Withdrawal of Motions.
31. Amendments to Motions: How moved and put.

RULES OF DEBATE

32. Time and manner of speaking.
33. Right of Reply.
34. Interruptions.
35. Contents of speeches.
36. Scope of Debate.
37. Anticipation.
38. Closure of Debate.
39. Previous Question.
40. Rules for Members not speaking.

RULES OF ORDER

41. Responsibility for Order in the House and in Committee.
42. Speaker to be heard in Silence.
43. Order in the House and in Committee: Breaches of Order how dealt with.

VOTING

44. Decision of Questions.

45. Collection of Voices.
46. Divisions.
47. Pecuniary Interest.

PROCEDURE ON BILLS

48. Introduction and First Reading.
49. Appointment of Days for Stages of Bills.
50. Printing and Circulation of Bills.
51. Second Reading of Bills.
52. Committal of Bills.
53. Functions of Committees on Bills.
54. Procedure in Committee of the Whole House on a Bill.
55. Procedure in Select Committee on a Bill.
56. Procedure on Reporting of Bills from Committee of the Whole House.
57. Recommittal of Bills reported from Committee of the Whole House.
58. Procedure on Bills reported from Select Committee.
59. Third Reading.
60. Procedure on Senate Amendments.
61. Consequential Amendments of Bills.
62. Custody of Bills.
63. Withdrawal of Bills.
64. Bills having the same Subject Matter.

FINANCIAL PROCEDURE

65. The Standing Finance Committee.
65A. Committee on Tax Measures.
66. The Appropriation Bill.
67. Supplementary Appropriation Bills.

SELECT COMMITTEES

68. Sessional Select Committees.
69. Public Accounts Committee.
70. The Standing Orders Committee.
71. The House Committee.

72. The Committee of Privileges.
73. The Regulations Committee.
73A. The Public Administration and Appropriations Committee.
73B. The Internal and External Affairs Committee.
73C. The Economy and Production, Human Resources and Social Development and Infrastructure and Physical Development Committees.
74. Special Select Committees.
75. Constitution and Chairman of Select Committees
76. Joint Select Committees.
77. Procedure in Select Committees.
77A. Referral of Matters to Select Committee.
78. Witnesses.
79. Premature Publication of Evidence.
80. Reports from Select Committees.

MISCELLANEOUS

81. Absence of Members.
82. Employment of Members in Professional Capacity.
83. Report of Debates.
84. Strangers.
85. Private Bills.
85A. Use of Technology during proceedings of the House or in Committee.
86. Suspension of Standing Orders.
87. Amendment of Standing Orders.
88. Matters not provided for by Standing Orders.

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STANDING ORDERS

1. Oath of Allegiance

(1) No Member of the House shall sit or vote therein, except for the purpose of electing a Speaker, until he has taken and subscribed the Oath of Allegiance: Provided that any person authorised by law to make an affirmation instead of taking an oath shall be permitted to make a solemn Affirmation in lieu of the Oath of Allegiance.

(2) The Oath of Allegiance and the Affirmation shall be in the forms respectively set out in the Appendix to these Orders.

(3) The Oath or Affirmation in lieu thereof shall be administered by the Clerk immediately after Prayers, and every Member shall thereupon sign the book to be kept for that purpose at the Table.

2. Election of Speaker

(1) At the first meeting of the House immediately after a general election, or whenever it is necessary for the House to elect a Speaker by reason of a vacancy in the office occurring otherwise, the Clerk shall call upon the House to elect a Speaker.

(2) A Member, having first ascertained that the Member to be proposed is willing to serve if elected, may, rising in his place and addressing the Clerk, propose a Member not being a Minister or Parliamentary Secretary as Speaker of the House, and if that proposition be seconded, the Clerk, if no other such Member be suggested for the office, shall declare the Member so proposed and seconded to be Speaker of the House.

(3) If another such Member, willing to serve if elected, be proposed and seconded, the Clerk shall propose the question that the Member who was first proposed should be the Speaker. If that proposal be agreed to, the Member so chosen shall be Speaker, but if the proposal be negatived, the Clerk shall propose a like question in respect of any other such Member who has been proposed and seconded, until the question is carried in favour of one of the Members so proposed.

(4) No debate shall be allowed upon proposals for filling the office of Speaker.

3. Election of Deputy Speaker

(1) At the first meeting of the House immediately after a general election, or whenever it is necessary for the House to elect a Deputy Speaker by reason of a vacancy in the office occurring otherwise, then so soon as the Speaker has been elected and Members have taken the Oath of Allegiance (or so soon as Prayers have been said and the Oath of Allegiance of any new Member taken), the House shall proceed to the election of one of its Members, not being a Minister or a Parliamentary Secretary, to be Deputy Speaker.

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

4. Presiding in the House and in Committee

(1) The Speaker, or in his absence the Deputy Speaker, shall preside at sittings of the House, and shall act as Chairman of Committees of the whole House, including the Standing Committee on Finance.

(2) When the Speaker and the Deputy Speaker are both absent the Clerk shall call upon the House to elect from amongst the Members present who are not Ministers or Parliamentary Secretaries one to preside over that sitting of the House, and the election shall take place forthwith in the manner provided by these Standing Orders for the election of the Speaker.

(3) The Speaker or in his absence the Deputy Speaker may at any time ask any Member present, not being a Minister or a Parliamentary Secretary, to take the Chair temporarily without formal communication to the House or to the Committee.

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

(5) In the absence of the Speaker the Deputy Speaker shall be invested with all the powers of the Speaker.

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

5. Duties of the Clerk

(1) The Clerk shall keep the Minutes of Proceedings of the House and of Committees of the whole House, and shall circulate a copy of such Minutes if possible on the day following each meeting of the House.

(2) Minutes shall record the names of Members attending and all decisions of the House whether made formally or informally, and shall be signed by the Speaker.

(3) In the case of divisions of the House or of Committee of the whole House, the Minutes shall include the numbers voting for and against the question, and the names of Members so voting.

(4) The Clerk shall prepare from day to day, and keep on the Table of the House and in the Clerk's office, an Order Book showing all business appointed for any future day, and any Notices of Questions or Motions which have been set down for a future day whether for a day named or not. The Order Book shall be opened to the inspection of Members at all reasonable hours.

(5) The Clerk shall cause to be printed and circulated to every Member in respect of each sitting of the House an Order Paper setting out the business to be transacted at that sitting.

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

(7) The Clerk shall send to each Member a written notice directing attention to the Proclamation summoning the House.

6. Language

(1) The proceedings and debates of the House shall be in the English language.

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

7. Quorum

(1) The Quorum of the House and of a Committee of the whole House shall consist of sixteen Members besides the person presiding.

(2) If at any time during a sitting of the House objection is validly taken by any Member that there is not a quorum present, the person presiding shall direct Members to be summoned, and if at the end of five minutes a quorum be not present, he shall adjourn the House without question put.

(3) If at any time during a sitting of a Committee of the whole House objection is validly taken by any Member that there is not a quorum present, the person presiding shall direct Members to be summoned, and if at the end of five minutes a quorum be not present, he shall leave the Chair, and, the House being resumed, the Speaker shall direct the Clerk forthwith to count the House and if a quorum be not then present shall adjourn the House without question put, but if a quorum be proved to be present, the House shall forthwith again resolve itself into Committee.

(4) If, from the number of Members present during a division including those Members who declined to vote, it appears that a quorum is not present, the division shall be invalid, and the business then under consideration shall stand over until the next sitting or until such time as a quorum is obtained, whichever first occurs.

DAYS AND HOURS OF SITTING

8. Sittings of the House

(1) (a) The House shall meet on Tuesdays, Wednesdays and Thursdays at 2.00 o'clock in the afternoon, and unless previously adjourned, shall sit until 7.30 o'clock in the evening.

(b) The House may at any time, by motion made and carried without amendment or debate, suspend or vary the provisions of sub-paragraph (a) of this paragraph.

(2) At ten minutes before the time appointed for the termination of a sitting the Speaker shall interrupt the business under discussion and its resumption shall be appointed for such day as the Minister in charge of arranging the business of the House shall direct, and if the House is in Committee at that time the Chairman shall leave the Chair forthwith to make his report to the House and the Committee shall be directed to sit again on such day as the said Minister shall direct. Any other business, if unopposed, shall then be disposed of and at its conclusion or at the time appointed for the termination of the sitting, notwithstanding that there may be business then under discussion, the Speaker shall adjourn the House without question put.

(3) If any business, when called during the time of unopposed business, is proposed, it shall be appointed for such day as the Minister in charge of arranging the business of the House shall direct.

(4) Notwithstanding anything to the contrary in these Orders, if at any time when the House stands adjourned pursuant to its own order the Speaker is satisfied that there is urgent necessity for the House to meet upon a day earlier than the day to which the House stands adjourned, he may, subject to the provisions of paragraph (5) of this Order, direct the Clerk to summon a meeting of the House for such time on such day, not being earlier than the day after the day on which the direction is given, as the Speaker may determine.

(5) Every direction under paragraph (4) of this Order shall be in writing and shall be signed by the Speaker and shall bear the date upon which it is given to the Clerk and shall specify the business to be transacted at the meeting to which it relates.

(6) Forthwith upon receipt of any direction under paragraph (4) of this Order the Clerk shall telegraph to every Member of the House informing him of the day and time appointed by the Speaker for the holding of the special meeting of the House and of the business to be transacted at such meeting.

(7) Except by leave of the House, no business other than the business specified in the direction under paragraph (4) of this Order shall be transacted at any special meeting of the House under this Standing Order.

9. Order of Business

Unless the House otherwise direct, the business of each sitting day shall be transacted in the following order:—

(1) Prayers

(2) Oath of Allegiance of a new Member

(3) Call of the Roll

(4) Statements by Ministers

(5) Announcements

(6) Bills brought from the Senate

(7) Petitions

(8) Papers

(9) Reports from Committees

(10) Notices of motions given orally

(11) Questions and answers to questions (Question Time)

(12) Motions that may be made at the commencement of Public Business requiring notice

(13) Motions relating to Sittings of the House

(14) Motions for leave to introduce Bills

(15) Presentation of Bills without leave of the House first obtained

(16) Public Business

10. Adjournment of the House

A Minister may, at any time after the conclusion of Question Time at any sitting, move "That this House do now adjourn", but any other Member may only move such a motion under Standing Order No. 11 (Adjournment—Definite Matter of Urgent Public Importance).

11. Adjournment—Definite Matter of Urgent Public Importance

(1) Any Member may after Public Business has been entered upon rise in his place and ask leave to move the adjournment of the House for the purpose of discussing a definite matter of urgent public importance.

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

(3) If the Speaker is so satisfied and either

(a) leave of the House is given; or

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

the motion shall stand over until 5.00 o'clock on the same day, and at that hour any proceeding on which the House is engaged shall be postponed until the motion for the adjournment is disposed of or until 7.20 o'clock, whichever is the earlier. At 7.20 o'clock the motion for the adjournment, if not previously disposed of, shall lapse and the proceedings which have been postponed shall be resumed and dealt with in accordance with the relevant Standing Order.

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

STATEMENTS BY MINISTERS

11A. Contents of Statement

A statement by a Minister shall be limited to matters which directly relate to the subject or department with the responsibility for which he has been charged or which are of urgent national importance.

PETITIONS AND PAPERS

12. Presentation of Petitions

(1) The Member presenting a Petition may state concisely the purport of the Petition.

(2) The House will not receive any Petition:—

(a) which is not addressed to the House;

(b) which is not properly and respectfully worded;

(c) which in the opinion of the Member presiding contravenes subsection (3) of section 55 of the Jamaica (Constitution) Order in Council, 1962;

(d) which does not conclude with a prayer setting forth the general object of the Petition;

(e) which has not at least one signature on the sheet on which the prayer of the Petition appears and which has not at least the prayer at the end of each subsequent sheet of signatures;

(f) which has not been endorsed by the Clerk as being in accordance with the rules in regard to Petitions.

(3) All Petitions shall be ordered to lie upon the Table without question put unless a Member when presenting a Petition move that it be read, printed or referred to a Select Committee.

13. Presentation of Papers

(1) All papers shall be presented by a Minister and their presentation shall be entered upon the Minutes.

(2) A Minister presenting a paper may make a short explanatory statement of its contents.

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

(4) All Instruments made under the authority of any Law which are required to be laid on the Table of the House shall be so laid as soon as may be after being made.

QUESTIONS

14. Nature of Questions

Questions may be put to a Minister relating to any subject or Department with the responsibility for which he has been charged or with regard to which he has been assigned the responsibility of answering questions.

15. Notice of Questions

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

(2) Notice of a question may be handed by a Member to the Clerk during the period known as Question Time. Every such notice shall be signed by the Member giving it.

(3) A Member who desires an oral answer to a question shall mark his notice with an asterisk and a question not so marked shall require a written answer, which when received shall be circulated with the Minutes of Proceedings of the House.

(4) Subject to paragraph (5) a question marked for oral answer shall be put down for a day to be named by the Member being a day not earlier than twenty-one clear days after the question has appeared on the Question Paper.

(5) Where a question for oral answer is asked of:—

(a) the Prime Minister, in relation to a matter of national importance and national interest; or

(b) a Minister, in relation to a matter directly related to his portfolio responsibility, which is of urgent national importance

it shall be put down for a day not earlier than seven clear days after it has been handed to the Clerk.

16. Contents of Questions

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

(a) The proper object of a question is to obtain information on a question of fact within the official cognizance of the Minister to whom it is addressed, or to ask for official action.

(b) A question shall not include the names of persons, or any statements of fact, unless they be necessary to render the question intelligible.

(c) If a question contains a statement of fact, the Member asking it shall make himself responsible for the accuracy of the statement, and no question shall be based upon a newspaper report or upon an unofficial publication.

(d) A Member shall not address the House upon any question, and a question shall not be made the pretext for a debate.

(e) Not more than one subject shall be referred to in any one question, and a question shall not be of excessive length.

(f) A question shall not contain arguments, inferences, opinions, imputations, epithets, ironical expressions or hypothetical cases.

(g) A question shall not be asked—

(i) which raises an issue already decided in the House or which has been answered fully during the current session, or to which an answer has been refused;

(ii) seeking information about matters which are in their nature secret;

(iii) regarding proceedings in a Committee which have not been placed before the House by a report from the Committee;

(iv) which deals with matters referred to a Commission of Enquiry or within the jurisdiction of the Chairman of a Select Committee;

(v) as to the character or conduct of any person except in his official or public capacity;

(vi) reflecting on the decision of a Court of Law or being likely to prejudice a case which is under trial including a case tried by a Court Martial before confirmation;

(vii) reflecting on the character or conduct of any person whose conduct can only be challenged on a substantive motion under Standing Order 35 (Contents of Speeches);

(viii) asking whether statements in the Press, or of private individuals, or unofficial bodies are accurate;

(ix) the answer to which can be found by reference to available official publications;

(x) referring discourteously to, or seeking information about, the internal affairs of any territory within the Commonwealth or of a friendly foreign country;

(xi) dealing with the action of a Minister for which he is not responsible to the Legislature;

(xii) seeking, for purposes of argument, information on matters of past history;

(xiii) raising questions of policy too large to be dealt with in the limits of an answer to a question.

(h) A question shall not solicit the expression of an opinion, or the solution of an abstract legal question or of a hypothetical proposition.

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

(a) that the Member concerned be informed that the question is out of order; or

(b) that the question be entered in the Order Book with such alterations as he may direct.

17. Manner of Asking and Answering Questions

(1) At Question Time the Speaker shall call in turn upon each Member in whose name a question stands upon the Order Paper, in the order in which the questions are printed or in any such other order as the Speaker may on any particular occasion (by leave of the House) determine. Each Member so called shall rise in his place and ask the question by reference to its number on the Order Paper and the Minister questioned shall give his reply.

(2) After the answer to a question has been given supplementary questions may, at the discretion of the Speaker, be put for the purpose of elucidating the answer given orally, but the Speaker may refuse any such question which in his opinion introduces matters not relevant to the original question, or which infringes any of the provisions of Standing Order 16 (Contents of Questions), and may in that case direct that such question be not reported in the Official Report.

(3) When all the questions for which an oral answer is required have been called, the Speaker if time permits, shall call again any question which has not been asked by reason of the absence of the Member in whose name it stands; in which case another Member may, if deputed by the absent Member on his behalf either ask the question or request its postponement. The Speaker shall also call again any questions which have not been answered by reason of the absence of the Minister to whom it is addressed.

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

(5) A Minister may with the leave of the House in accordance with Standing Order No. 17A defer answering a question.

(6) A Minister may, notwithstanding paragraph (4) of Standing Order 15, with the consent of the Speaker and of the Member asking the question, reply earlier than the day for which the question has been put down.

(7) Not more than three questions requiring an oral answer shall appear on the Order Paper in the name of the same Member for the same day and any question in excess of this number shall not be called by the Speaker but shall be answered as provided in paragraph (9) of this Order, save that no postponement shall be allowed.

(8) No question shall be asked after 3.15 o'clock in the afternoon except any question which the Speaker has allowed to be asked without notice under paragraph (1) of Standing Order No. 15 (Notice of Questions).

(9) Questions which have not received an oral answer by 3.15 o'clock shall be answered in writing by the Minister to whom the question was addressed and copies of the answer shall be sent immediately after that hour to the Clerk, who shall send a copy to the Member in whose name the question stood upon the Order Paper and cause the answer to be circulated with the Minutes of Proceedings, unless before the end of Question Time a Member having a question on the Order Paper but whose name has not been called by the Speaker signifies to the Speaker his desire to postpone the question to a later sitting or to withdraw it.

17A. Deferral of Question

(1) A Minister seeking to defer answering a question shall hand to the Clerk a written request therefor which explains the reasons why the answer could not be supplied in the time required and if the House is satisfied with the explanation, the House may extend the time for answering by a period of not more than fourteen clear days.

(2) The procedure specified in paragraph (1) shall apply to any further extension required by the Minister so, however, that in such case consent to such extension and the length thereof shall be obtained from the Speaker and the questioning Member. However, if there is no agreement between the Speaker and the Member, the matter shall be determined by the ruling of the Speaker.

(3) Where an answer to the question has not been supplied within the time required under paragraph (2) this shall, subject to any

recommendation to the contrary on reference to the Committee of Privileges, be regarded as being out of order.

17B. Prime Minister's Question Time

During the second sitting of the House in each month, there shall be a Question Time during which responses by the Prime Minister to questions asked of him in relation to matters of national importance and national interest shall take precedence.

17C. Ministers' Question Time

On the first sitting day of the House during any week, there shall be a Question Time during which responses by Ministers to questions in relation to matters of urgent national importance directly related to their respective portfolio responsibilities shall take precedence.

18. Personal Explanations

With the leave of the Speaker and by the indulgence of the House, a Member may make a personal explanation, although there be no question before the House; but no controversial matter may be brought forward nor may debate arise upon the explanation.

19. Messages from the Governor-General

A message from the Governor-General may be presented at any time before the commencement or at the close of Public Business by the Clerk to the House or by a Minister and shall be considered forthwith or ordered to be considered at such time as the House may determine, or, if presented by a Minister, at such time as he may appoint.

PUBLIC BUSINESS

20. Arrangement of Public Business

(1) Public Business shall consist of motions and Public Bills.

(2) Subject to the provisions of these Standing Orders, Government Business shall have precedence on every day, except on Thursdays when Private Members' business shall have precedence between 5.00 o'clock and 7.20 o'clock in the evening.

(3) Government Business shall consist of motions proposed to be made and Bills sponsored by Ministers and shall be set down in such order as the Government think fit.

MOTIONS AND AMENDMENTS THERETO

21. Questions for debate

Subject to section 55 of the Jamaica (Constitution) Order in Council, 1962 and to these Standing Orders, any Member may propose by way of motion any matter for debate in the House.

22. Notices of Motions, Amendments and Manner of giving Notices

(1) Unless the Standing Orders otherwise provide, any Member proposing to move a motion shall give notice thereof.

(2) Where under these Standing Orders notice is required, such notice shall be given in writing, signed by the Member and addressed to the Clerk. Such notice shall be handed in at the Table during the period allotted for Notices of Motions given orally or by delivery within the hours prescribed for the purpose at the office of the Clerk or other place appointed by the Speaker.

(3) If the Speaker is of the opinion that any notice of motion which has been received by the Clerk infringes the provisions of any Standing Order or is in any way out of order, he may direct—

(a) that the Member concerned be informed that the notice of motion is out of order; or

(b) that the notice of motion be entered in the Order Paper with such alterations as he may direct.

(4) Subject to the provisions of paragraph (3) above all such notices shall be printed and circulated to Members of the House in the Order Paper for the day following their receipt by the Clerk, or if the House be not sitting on such day, then in the Order Paper for the next day on which the House is to sit.

(5) Motions and amendments sent to the Clerk shall be printed and circulated by him in the Order Paper whether or not they be matters of which notice is required, and in the case of amendments to Bills shall be arranged so far as may be in the order in which they will be proposed.

23. Period of Notice

(1) Except as provided in the next succeeding paragraph, a Government motion shall not be debated earlier than the day following the day upon which it was first published in the Order Paper.

(2) Except as provided in Standing Order 80 (Reports from Select Committees), a Private Member's motion shall not be debated earlier than six clear days from the day upon which it was first published in the Order Paper, and not later than twenty-one days after the date of such first publication.

24. Motions Exempted from Notice

Notice shall not be required of any of the following motions:—

(1) A motion for the adjournment of the House or of any debate.

(2) A motion for the suspension of Standing Orders put with the leave of the Speaker.

(3) A motion for the election of a temporary presiding officer under paragraph (2) of Standing Order No. 4 (Presiding in the House and in Committee).

(4) A motion for the amendment of any motion.

(5) A motion for the withdrawal of strangers.

(6) A motion that the House resolve itself into Committee.

(7) A motion made in Committee of the whole House.

(8) A motion that a petition be read, printed, or referred to a Select Committee.

(9) A motion for the printing of a paper under paragraph (3) of Standing Order No. 12 (Presentation of Papers).

(10) A motion that the Report of a Select Committee be referred to a Committee of the whole House or be printed.

(11) A motion to recommit a Bill under paragraph (1) of Standing Order No. 57 (Recommittal of Bills reported from Committee of the whole House).

(12) A motion for the withdrawal of a Bill under Standing Order No. 63 (Withdrawal of Bills).

(13) A motion arising out of any item of business made immediately after that business is disposed of and before fresh matter is entered upon.

(14) A motion for the suspension of a Member.

(15) A motion relating to a matter of privilege.

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

25. Dispensing with Notice

Except with the consent of the Speaker and the assent of the majority of the Members present, notice shall not be dispensed with in respect of a motion or other proceeding in respect of which notice is required by these Orders.

26. Privilege Motions

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

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

26A. Motions on National or Constituency Issues

(1) Every Private Member's motion carried by the House which requires action on national policy issues or constituency representational issues shall stand referred to the Select Committee whose terms of reference relate to the subject matter of the motion, for the question of the appropriateness of the subject for submission to the Cabinet to be considered, and the Committee shall submit its report thereon within fourteen days of the referral of the motion.

(2) If consequent on a referral pursuant to paragraph (1) the relevant Select Committee approves the preparation of a submission to the Cabinet then the leader of Government business in the House, subject to the approval of the House, shall within twenty-one days of the tabling of

such approval make a submission to Cabinet inviting their consideration of the subject matter of the motion as approved by the House.

(3) A Cabinet decision in response to a submission made pursuant to paragraph (2) shall be tabled in the House not later than twenty-one days after being made.

27. Moving of Motions

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

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

(3) If a Member desires to vary the terms of a motion standing in his name, he may do so by giving an amended notice of motion, but only if such amendment does not, in the opinion of the Speaker, materially alter the scope of or any principle embodied in the original motion. Such amended notice shall run from the time at which the original notice was given.

(4) Before entering upon debate on a Motion, the House may resolve itself into a Committee of the whole House in order to invite persons wishing to make representations on that Motion to appear and do so at the Bar of the House.

28. Seconding of Motions and Amendments

(1) In the House the question upon a motion or amendment shall not be proposed by the Speaker unless such motion or amendment has been seconded: Provided that Government business shall not require seconding.

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

29. Motions not Moved or Seconded

(1) If a Member other than a Minister does not when called upon move any motion or amendment standing in his name such motion or amendment shall be removed from the Order Paper unless deferred by leave of the House or moved by another Member duly authorized by that Member; but Government business may be moved by any Minister.

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

30. Withdrawal of Motions

(1) A motion may be withdrawn by leave of the House or as the case may be Committee, if, after it has been moved and before the question is fully put thereon, the mover so requests.

(2) A motion so withdrawn may be made again only if notice is given in accordance with these Orders.

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

31. Amendments to Motions:

How Moved and Put

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

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

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

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

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

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

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

(d) When two or more amendments are proposed to be moved to the same motion, the Speaker shall call upon the movers in the order in which their amendments relate to the text of the motion, or in case of doubt in such order as he shall decide.

(e) Any amendment may, by leave of the House, be withdrawn at the request of the mover before the question is fully put thereon.

(5) (a) Any amendment to an amendment may be moved and seconded at any time after the question upon the original amendment has been proposed, and before it has been put at the conclusion of the debate on the original amendment.

(b) The provisions of paragraph (4) of this Order shall apply to the discussion of amendments to amendments except that in any question to be put, the words "original amendment" shall be substituted for the word "question".

(c) When every such amendment to an amendment has been disposed of, the Speaker shall as the case may require either again propose the question upon the original amendment as amended.

(6) Any amendment, whether in the House or in Committee of the whole House, shall be put in writing by the mover and delivered to the Clerk before the question is proposed thereon.

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

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

RULES OF DEBATE

32. Time and Manner of Speaking

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

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

(3) Subject to paragraphs (4), (5) and (6) of this Order, a Member shall not speak more than once on any question except—

(a) when the House is in Committee;

(b) in explanation as provided in paragraph (6) of this Order;

(c) to a point of order, as provided in Order 34 (Interruptions);

(d) in the case of the mover of a substantive motion or the Member in charge of a Bill, in reply.

(4) Any Member may, without prejudice to his right to speak at a later period of the debate, second a motion or amendment by rising in his place and stating that it is his intention to second the motion or amendment, and no more.

(5) In the debate arising out of the motion to refer the Estimates of Expenditure for the forthcoming year to a Standing Committee of the House or a Committee of the whole House for examination and report, any Minister may before the conclusion of the debate speak again, once only, in reply to any points arising in the debate on any department or subject with the responsibility for which he is charged.

(6) A Member who has spoken on a question may again be heard to offer explanations of some material part of his speech which he alleges to have been misunderstood or misrepresented, but he shall not introduce new matter.

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

(8) Subject to paragraphs (9) and (10) of this Order, no Member shall be entitled to address the House or a Committee of the whole House for more than thirty minutes on any subject.

(9) The mover of an original motion shall be entitled to forty-five minutes for his opening speech.

(10) The House or a Committee of the whole House may at any time by motion made and carried without amendment or debate extend the time limited by this Order. The Speaker's or the Chairman's ruling, as the case may be, as to the time taken by any Member shall be final.

(11) A Member shall not read his speech, but he may read extracts from written or printed papers or books in support of his argument, and may refresh his memory by reference to notes.

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

33. Right of Reply

The mover of a motion may reply after all the other Members present have had an opportunity of addressing the House and before the question is put, and after such reply no other Member may speak.

34. Interruptions

Subject to the provisions of Standing Orders 26, 38 and 39 a Member shall not interrupt another Member except—

(a) by rising to a point of order, whereupon the Member speaking shall resume his seat and the Member interrupting shall simply direct attention to the point which he desires to bring to notice and submit it to the Speaker or Chairman for decision; or

(b) to elucidate some matter raised by that Member in the course of his speech, but only if the Member speaking is willing to "yield" or give way and resumes his seat and if the Member wishing to interrupt is called by the Chair.

35. Contents of Speeches

(1) Subject to the provisions of Standing Order 11, debate upon any motion, Bill or amendment shall be relevant to such motion, Bill or amendment, and a Member shall confine his observations to the subject under discussion.

(2) Reference shall not be made to any matter on which a judicial decision is pending, in such a way as might, in the opinion of the Chair, prejudice the interests of parties thereto.

(3) It shall be out of order to attempt to revive in any debate a matter or reconsider any specific question (other than a matter or question relating to a Bill returned with any amendment by the other Chamber) upon which the House has come to a conclusion during the current Session, except upon a substantive motion for rescission, which motion shall not be brought sooner than six months after the date on which the House reached its decision.

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

(5) No Member shall impute improper motives to any other Member of either Chamber.

(6) No Member shall refer to any other Member by name.

(7) Her Majesty's name shall not be used to influence the House.

(8) The conduct of Her Majesty, Members of the Royal Family, the Governor-General, Members of the Privy Council or the Senate or the House of Representatives, or of Judges or other persons engaged in the administration of justice shall not be raised except upon a substantive motion; and in any amendment, question to a Minister or debate on a motion dealing with any other subject any reference to the conduct of any such person as aforesaid shall be out of order.

36. Scope of Debate

(1) When an amendment proposes to leave out words and to add or insert other words in their place, debate upon the question "That the words proposed to be left out be left out of the question" may relate

to both the words proposed to be left out and those proposed to be added or inserted.

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

(3) Where during the course of a debate a motion is made—

(a) for the adjournment of the debate or of the House; or

(b) in Committee that the Chairman do report progress or do leave the Chair,

the debate upon such a motion shall be confined to the matter of such motion; and a Member who has moved or seconded such a motion shall be entitled to move or second any similar motion during the same debate: but this paragraph shall not be construed as restricting the customary right of the Minister in charge of arranging the business of the House to move the adjournment of the House on the conclusion of the business of the day.

37. Anticipation

(1) It shall be out of order to make a motion or move an amendment dealing with the subject matter of a Bill or motion, or other matter of business listed upon the Order Paper or of which notice has been given.

(2) A Bill, motion or other matter of business of which notice has been given shall not be anticipated in a debate upon a motion for the adjournment of the House or in any other debate.

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

38. Closure of Debate

(1) After a question has been proposed any Member may at any time during the course of debate rise in his place and claim or move "That the question be now put" and unless it appears to the Chair that that

motion is an abuse of the rules of the House or an infringement of the rights of the minority of members present, the question "That the question be now put" shall be put forthwith. No debate on that motion shall be allowed, and if the motion is carried, the debate then before the House shall cease and the question before the House shall be put forthwith.

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

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

39. Previous Question

(1) When a Motion, whether it has been amended or not, is under consideration by the House, the Previous Question may be moved.

(2) The Previous Question shall be proposed from the Chair, in the form that the House do proceed to the next item of business.

(3) The debate upon the Question so proposed shall be confined to the subject matter thereof.

(4) If the Speaker is of the opinion that the Motion for the Previous Question is an abuse of the rules he may decline to propose the Question thereupon.

(5) The Previous Question shall not be admissible upon Motions relating to the business or adjournment of the House or in any Committee.

40. Rules for Members not Speaking

A Member present in the House during a debate—

(a) shall maintain silence while another Member is speaking, and shall not interrupt, except in accordance with these Standing Orders; and

(b) shall otherwise conduct himself in a fit and proper manner.

41. Responsibility for Order in the House and in Committee

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

42. Speaker to be heard in Silence

Whenever the Speaker or the Chairman rises during a Debate, any Member then speaking or offering to speak shall sit down, and the House or Committee shall be silent so that the Speaker may be heard without interruption.

43. Order in the House and in Committee:

Breaches of Order how dealt with

(1) The Speaker or Chairman, after having called the attention of the House, or of the Committee, to the conduct of a Member who persists in irrelevance, or tedious repetition either of his own arguments, or of the arguments used by other Members in debate, may direct the Member to discontinue his speech and to resume his seat.

(2) The Speaker or Chairman shall order any Member whose conduct is grossly disorderly to withdraw immediately from the House during the remainder of that day's sitting, and may direct such steps to be taken as are necessary to enforce such order.

(3) If a direction to withdraw under paragraph (2) of this Order be not complied with at once, or if on any occasion the Speaker or Chairman thinks that his powers under that paragraph are inadequate, he may name such Member or Members in pursuance of paragraph (4) or paragraph (5) of this Order.

(4) If a Member shows disregard for the authority of the Chair, or abuses the rules of the House by persistently and wilfully obstructing the business of the House or otherwise, the Speaker shall direct the attention of the House to the incident, mentioning by name the Member concerned. The Speaker then shall call upon a Minister to move "That

the Member for ..... be suspended from the service of the House", and the Speaker shall forthwith put the question, no seconder being required and no amendment, adjournment or debate being allowed.

(5) If the offence has been committed in a Committee of the whole House the Chairman shall forthwith suspend the proceedings of the Committee and as soon as the House has resumed shall report the circumstances to the House, whereupon the procedure provided for in the preceding paragraph shall be followed.

(6) If such Member be suspended under any provisions of this Order, his suspension shall last until determined by the House.

(7) Not more than one Member shall be named at the same time, unless several Members present together have jointly disregarded the authority of the Chair.

(8) A Member who is suspended under the provisions of paragraphs (4) to (6) of this Order, or is directed to withdraw under the provisions of paragraph (2) of this Order shall forthwith leave the House and its precincts.

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

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

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

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

(13) Nothing in this Order shall be taken to prevent the House from proceeding against any Member for any breach of order not specified herein, or from proceeding in any other way that it thinks fit in dealing with the breaches of order herein mentioned.

VOTING

44. Decision of Questions

(1) Save as otherwise provided in the Constitution or in these Standing Orders, all questions proposed for decision in the House or in any Committee shall be decided by a majority of votes of those present and voting.

(2) The Speaker, or in any Committee the Chairman, shall not vote unless the votes of the other Members are equally divided in which case he shall give a casting vote.

45. Collection of Voices

At the conclusion of a debate the question shall be put by the Speaker or Chairman and the votes may be taken by voices aye and no, and the result shall be declared by the Speaker or Chairman stating "I think the ayes have it" or "I think the noes have it", as the case may be, but any Member may challenge the opinion of the Chair by claiming a division.

46. Divisions

(1) A division shall be taken by the Clerk's asking each Member separately how he desires to vote and recording the vote accordingly.

(2) In taking the division the names of Members shall be called in alphabetical order.

(3) When a division is claimed either in the House or in any Committee every Member present shall, unless he expressly states that he declines to vote, record his vote either "Aye" or "No". The Clerk shall enter on the Minutes the record of each Member's vote, and shall add a statement of the names of Members who declined to vote.

(4) As soon as the Clerk has collected the votes the Speaker or in any Committee, the Chairman, shall state the numbers voting "Aye" and "No" respectively and shall then declare the result of the division or, as the case may require, give his casting vote.

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

47. Pecuniary Interest

A Member shall not vote on any subject in which he has a direct personal pecuniary interest, but a Motion to disallow a Member's vote on this ground may be made only as soon as the numbers of the Members voting on the question have been declared. If the motion for the disallowance of a Member's vote is agreed to, the Speaker, or in Committee, the Chairman, shall direct the Clerk to correct the numbers voting in the division accordingly. In deciding whether a motion for the disallowance of a Member's vote is to be proposed the Speaker, or in any Committee of the whole House, the Chairman, shall have regard to the character of the question upon which the division was taken and to the consideration whether the interest therein of the Member whose vote is challenged is direct and pecuniary and not an interest in common with the rest of Her Majesty's subjects.

PROCEDURE ON BILLS

48. Introduction and First Reading

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

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

(3) The House shall not proceed upon any Bill or amendment to a Bill, or upon any motion for leave to introduce a Bill, which in the opinion of the Member presiding would contravene section 55 of the Jamaica (Constitution) Order in Council, 1962.

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

(5) Where a Bill has been brought from the Senate and a Member of the House has signified to the House his intention of taking charge of the Bill, that Bill shall be recorded in the Minutes of Proceedings as having been read a first time, and shall be put down for a second reading on a day to be named by that Member.

49. Appointment of days for Stages of Bills

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

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

(3) No Bill shall be read a second time until it has been printed and circulated to Members.

50. Printing and Circulation of Bills

(1) The Clerk shall be responsible for the printing of Bills from the draft handed to him by the Member in charge of the Bill and, before any Bill is printed, he shall satisfy himself that:—

(a) the Bill is divided into successive clauses numbered consecutively;

(b) the Bill has in the margin a short summary of each clause;

(c) the provisions of the Bill do not go beyond its title; and

(d) the Bill satisfies section 61 (1) of the Jamaica (Constitution) Order in Council, 1962.

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

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

51. Second Reading of Bills

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

(2) To the question "That the Bill be now read a second time" an amendment may be proposed to leave out the word "now" and add at the end of the question "upon this day six months" or some other date, or an amendment may be moved to leave out all the words after the word "that" in order to add words stating the object and motive on which the opposition to the Bill is based, but such words must be strictly relevant to the general merits and principles of the Bill and may not deal with its details.

(3) Before entering upon debate on the Second Reading of a Bill, the House may resolve itself into a Committee of the whole House in order to invite persons wishing to make representations on that Bill to appear and do so at the Bar of the House.

52. Committal of Bill

(1) When a Bill has been read a second time it shall stand committed to a Committee of the whole House, unless the House on motion made refers it to Select Committee. Such motion shall not require a notice and must be made immediately after the Bill has been read a second time, and may be proposed by any Member.

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

(3) When a Bill has been committed to a Committee of the whole House the Speaker shall leave the Chair without question put.

53. Functions of Committees on Bills

(1) Any Committee to which a Bill is committed shall not discuss the general merits and principles of the Bill but only its details.

(2) Any such Committee may make such amendments in and additions to the Bill as they think fit, being amendments and additions relevant to the subject matter of the Bill; but where a Committee desires to make any amendment or addition which is not within the title of the Bill, they shall amend the title accordingly and shall report the same specially to the House.

54. Procedure in Committee of the Whole House on a Bill

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

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

(3) The following provisions shall apply to amendments relating to Bills:—

(a) An amendment must be relevant to the subject matter of the Bill, and to the subject matter of the clause to which it relates.

(b) An amendment must not be inconsistent with any clause already agreed to or with any previous decision of the Committee.

(c) An amendment must not be such as to make the clause which it proposes to amend unintelligible or ungrammatical.

(d) If an amendment refers to, or is not intelligible without, a subsequent amendment or schedule, notice of the subsequent amendment or schedule must be given before or when the first amendment is moved so as to make the series of amendments intelligible as a whole.

(e) In order to save time and repetition or arguments, the Chairman may allow a single discussion to cover a series of interdependent amendments.

(f) The Chairman may refuse to allow an amendment to be moved which is, in his opinion, frivolous or meaningless.

(g) Except upon the recommendation of the Governor-General, to be signified by a Minister, the Committee shall not proceed upon any amendment which, in the opinion of the Chairman, would have effect in any of the ways described in paragraph (3) of Standing Order No. 48 (Introduction and First Reading).

(h) The Chairman may at any time during the discussion of a proposed amendment withdraw it from the consideration of the Committee, if, in his opinion, the discussion has shown that the amendment violates the provisions of this Standing Order.

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

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

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

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

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

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

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

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

(11) At the conclusion of the proceedings in Committee on a Bill, the Chairman shall put the question "That I do report the Bill as amended to the House", which question shall be decided without amendment or debate.

(12) If any Member, before the conclusion of proceedings on a Bill, moves to report progress and such motion is carried, or if the proceedings in a Committee of the whole House have not been finished at the

moment of interruption, the Chairman shall leave the Chair of the Committee and shall report progress to the House and ask leave to sit again, and a day for the resumption of the proceedings shall be named by the Member in charge of the Bill.

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

55. Procedure in Select Committee on a Bill

A Select Committee on a Bill shall be subject to Standing Order No. 77 (Procedure in Select Committees) and Nos. 44 to 46 (Voting) but before reporting the Bill to the House it shall go through the Bill as provided in Standing Order No. 54 (Procedure in Committee of the whole House on a Bill).

56. Procedure on Reporting of Bills from Committee of the Whole House

(1) So soon as a Committee of the whole House has agreed that a Bill be reported, the Chairman shall leave the Chair of the Committee and the House shall resume, and the Chairman shall report it to the House.

(2) When a Bill has been reported from a Committee of the whole House it shall be ordered to be read a third time.

57. Recommittal of Bills reported from Committee of the Whole House

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

upon motion made, resolve itself into Committee to consider the business so recommitted either forthwith or upon a later day.

(2) When the whole Bill has been recommitted, the Committee shall go through the Bill as provided in Standing Order No. 54 (Procedure in Committee of the whole House on a Bill).

(3) When a Bill has been recommitted in respect only of some particular part or parts or of some proposed new clause or new schedule, the Committee shall consider only the matter so recommitted and any amendment which may be moved thereto.

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

58. Procedure on Bills reported from Select Committee

(1) When a Bill has been reported from a Select Committee the House may proceed to consider the Bill as reported from the Select Committee upon a motion "That the report of the Select Committee on the ..... Bill be adopted", and moved under paragraph (6) of Standing Order No. 80 (Reports from Select Committees).

(2) If that motion is agreed to without amendment, the Bill shall be recommitted to a Committee of the whole House without question put, and shall be considered either forthwith or on a day to be appointed by the Member in charge of the Bill.

(3) A Committee of the whole House upon a Bill recommitted under the provisions of this Order shall proceed in accordance with paragraph (2) or paragraph (3) of Standing Order No. 57 (Recommittal of Bills reported from Committee of the whole House), and the conclusion of its proceedings and the remaining proceedings on the Bill shall be subject to paragraph (4) of that Order.

59. Third Reading

(1) On the third reading of a Bill, amendments may be proposed to the question "That the Bill be now read a third time" similar to those which may be proposed on second reading.

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

(3) When a Bill which originated in the House has been read the third time a printed copy of it endorsed by the Speaker shall be sent to the Senate together with a message informing the Senate that the Bill has been passed by the House and desiring the concurrence of the Senate.

(4) When a Bill which originated in the Senate has been read a third time and passed by the House without amendment a message shall be sent to the Senate informing them that the Bill has been passed without amendment and a printed copy shall be submitted to the Governor-General for his Assent.

(5) When a Bill which originated in the Senate has been read the third time and passed by the House with amendments, a printed copy of it endorsed by the Speaker shall be returned to the Senate together with a message informing the Senate that the House has passed the Bill with amendments to which they desire the concurrence of the Senate.

(6) When the Senate has agreed to any amendments inserted by the House in a Bill to which paragraph (5) of this Order relates, or has returned to the House a Bill to which paragraph (3) of this Order relates, with an intimation that the Bill has been read a third time and passed without amendment a printed copy shall be submitted to the Governor-General for his Assent.

60. Procedure on Senate Amendments

(1) When a Bill is returned from the Senate with amendments, the consideration of such amendments may, with the consent of the Speaker, be entered upon forthwith or may be put down for such future day as the Member in charge of the Bill shall appoint.

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

(3) When the House proceeds to the consideration of Senate amendments, each amendment shall be "put to the House" and may be agreed to, or agreed to with amendment or disagreed to. Upon any such amendment being disagreed to an amendment may be made to the Bill in lieu thereof, but no amendment may be proposed to a Senate amendment save an amendment strictly relevant thereto, nor may an amendment be moved to the Bill, unless the amendment be relevant to or consequent upon either the acceptance or rejection of a Senate amendment.

(4) When the House has concluded the consideration of the Senate amendments—

(a) if such amendments have been agreed to, a message shall be sent to the Senate informing them "That the House of Representatives has agreed to the amendments to the..... Bill", and a printed copy of the Bill as amended shall be submitted to the Governor-General for his Assent;

(b) if such amendments have been amended, a printed copy of the Bill as amended, endorsed by the Speaker, shall be returned to the Senate together with a message informing the Senate that the House has passed the Bill with amendments to which they desire the concurrence of the Senate;

(c) if such amendments have been disagreed to a message shall be sent informing the Senate "That the House of Representatives has disagreed to the Senate amendments to the .....Bill".

(5) When the House has disagreed to a Senate amendment, if the Senate returns the Bill with a message that it insists upon the amendment the House may either—

(a) agree to the said amendment, in which case the provisions of paragraph (4) (a) of this Order shall apply; or

(b) amend such amendments in which case the provisions of paragraph (4) (b) of this Order shall apply; or

(c) postpone the consideration of the Senate amendment for six months; or

(d) order the withdrawal of the Bill; or

(e) subject to the provisions of sections 56, 57, 58 and 61 of the Jamaica (Constitution) Order in Council, 1962, present the Bill as passed by the House of Representatives to the Governor-General for his Assent notwithstanding the disagreement of the Senate.

61. Consequential Amendments of Bills

Where a Bill has been so amended as to alter the number or letter of any provision thereof, any consequential renumbering or relettering of other provisions, and of references to any such altered numbers or letters, shall be made by the Clerk without motion.

62. Custody of Bills and Assent thereto

(1) The Clerk of the Parliament shall have custody of—

(a) every Bill passed by the House and agreed to by the Senate;

(b) every Bill passed by the Senate and agreed to by the House;

and shall as soon as may be, present every such Bill to the Governor- General for his Assent.

(2) The Clerk when directed by the House shall present to the Governor-General for his Assent any Bill to which section 56 or section 57 of the Jamaica (Constitution) Order in Council, 1962, applies.

63. Withdrawal of Bills

A Bill may be withdrawn by leave of the House or as the case may be Committee, either—

(a) before the commencement of Public Business; or

(b) when any stage of the Bill is reached in the Order of Business if before the question is fully put the mover so requests.

64. Bills having the same Subject Matter

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

FINANCIAL PROCEDURE

65. The Standing Finance Committee

(1) There shall be a Committee of the whole House to be called the Standing Finance Committee. The deliberations of the Committee shall be in public.

(2) Any Estimates upon presentation to the House and after debate upon the motion to refer the Estimates to the Standing Finance Committee shall stand so referred.

(3) An amendment to any head of expenditure to increase the sum allotted thereto whether in respect of any subhead or of the head itself may be moved only by a Minister.

(4) An amendment to increase a head whether in respect of any subhead or of the head itself shall take precedence over an amendment to reduce the head in the same respect and if it is carried no amendment to reduce the head in that respect shall be called.

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

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

(7) An amendment to leave out a head shall not be in order.

(8) Minutes of Proceedings of the Committee to be kept by the Clerk shall record any division taken in the Committee and the names of all Members voting or declining to vote therein.

(9) The report of the Committee shall be presented to the House by the appropriate Minister, who shall move that the report be adopted, and debate thereon may take place forthwith or on a day to be named by him.

(10) On the date of the motion "That the Report of the Standing Finance Committee be adopted" Members may raise points as to specific details of heads of expenditure in the report but may not raise any matters of general principle.

(11) The House in its discretion may also refer to this Committee any other matter relating to expenditure.

(12) Ministers appointed from the Senate may attend and participate in the deliberations of the Committee, but shall not vote, make any motion or be counted in the quorum.

65A. Committee on Tax Measures

The Committee on Tax Measures shall have the duty to examine all matters relating to the new tax measures for the ensuing financial year presented to the House and make such recommendations to the House as may seem fit and appropriate, the Committee to consist of nine (9) members and shall be required to report to the House within sixty (60) days of any tax measures being referred to it.

66. The Appropriation Bill

(1) An Appropriation Bill, when presented in accordance with section 116 of the Jamaica (Constitution) Order in Council, 1962, shall be put down for second reading upon a day to be named by the Minister presenting it.

(2) After the motion for the second reading of the Bill has been proposed the debate thereon may be adjourned until such day as the appropriate Minister decides. The debate, when resumed, shall be confined to the financial and economic state of the Island and the general principles of Government policy as indicated by the Bill.

(3) On the conclusion of the debate on the second reading the Speaker shall put the question that the Bill be committed to a Committee of the whole House, which question shall be decided without amendment or debate.

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

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

67. Supplementary Appropriation Bills

Where a Supplementary Appropriation Bill is presented in accordance with section 116 of the Jamaica (Constitution) Order in Council, 1962, then the debate on the second reading thereof shall be strictly confined to the matters for which additional expenditure is required and when the question thereon has been agreed to, the Bill shall not be committed and the question "That the Bill be now read a third time" shall be put forthwith without amendment or debate.

SELECT COMMITTEES

68. Sessional Select Committees

(1) There shall be the following Sessional Select Committees—

(a) the Public Accounts Committee;

(b) the Standing Orders Committee;

(c) the House Committee;

(d) the Committee of Privileges;

(e) the Regulations Committee;

(f) the Public Administration and Appropriations Committee;

(g) the Internal and External Affairs Committee;

(h) the Economy and Production Committee;

(i) the Human Resource and Social Development Committee;

(j) the Infrastructure and Physical Development Committee;

(2) Sessional Select Committees shall be nominated by the House as soon as may be after the beginning of each Session.

(3) Subject to the provisions of Standing Order No. 71, a Sessional Select Committee shall consist of not less than six members, including the Chairman, none of whom shall be a Minister or Parliamentary Secretary.

69. Public Accounts Committee

(1) The Public Accounts Committee shall have the duty of examining—

(a) the accounts showing the appropriation of the sums granted by the Legislature to meet public expenditure;

(b) such other accounts as may be referred to the Committee by the House or under any Law; and

(c) the report of the Auditor General on any such accounts.

(2) All Accounts and Financial Statements laid upon the Table of the House in respect of Statutory Boards, Public Corporations and Public Companies in which the Government holds majority shares are deemed to be automatically referred to the Public Accounts Committee for examination and report.

70. The Standing Orders Committee

(1) The Standing Orders Committee shall have the duty of considering from time to time and reporting on all such matters relating to the Standing Orders as may be referred to it by the House.

(2) The Speaker shall be a Member and the Chairman of the Standing Orders Committee.

71. The House Committee

(1) The House Committee shall have the duty of considering and advising the Speaker on all matters connected with the comfort and convenience of Members of the House, and from time to time reporting to the House its Minutes of Proceedings.

(2) The Minister in charge of arranging the business of the House shall be a Member and the Chairman of the House Committee.

72. The Committee of Privileges

(1) There shall be referred to the Committee of Privileges any matter which appears to affect the powers or privileges of the House and it shall be the duty of the Committee to consider any matter so referred and to report thereon to the House.

(2) The Speaker shall be a Member and the Chairman of the Committee of Privileges.

73. The Regulations Committee

(1) The Regulations Committee shall have the duty of considering all such regulations (as defined by the Interpretation Act as for the time being in force) as under the authority of any Acts are to be laid before the House and to be subject to negative resolution within the meaning of the Interpretation Act, and to bring to the special attention of the House any regulation or draft—

(a) which involves the expenditure of public moneys or imposes or fixes fees for licences or for services;

(b) which cannot be challenged in the Courts on the ground that it is *ultra vires,* or is only temporarily so challengeable;

(c) the making of which appears to constitute an unusual or unexpected use of the powers conferred by the Act under which it was made;

(d) which purports to have retrospective effect although the Act under which it was made does not in terms give the Minister such a power;

(e) the publication or the laying before the House of which appears to have been unduly delayed;

(f) as respects which there has been unjustifiable delay in notifying the Speaker that the instrument has come into operation before it was laid before the House; or

(g) the purport or form of which appears to require elucidation.

(2) The Regulations Committee shall not consider or report on the merits or policy of any regulations.

73A. The Public Administration and Appropriations Committee

The Public Administration and Appropriations Committee shall have the duty of—

(a) examining budgetary expenditure of Government agencies to ensure that expenditure is done in accordance with parliamentary approval;

(b) monitoring expenditure as it occurs and keeping the Parliament informed of how the Budget is being implemented; and

(c) enquiring into the administration of the Government to determine hindrances to efficiency and to make recommendations to the Government for improvement of public administration.

73B. The Internal and External Affairs Committee

The Internal and External Affairs Committee shall have the duty of—

(a) examining all matters relating to the foreign policy of the Government, and analysing the implications and likely effect thereof on Jamaica;

(b) examining treaties and other international agreements and advising the Parliament of their likely impact on Jamaica; and

(c) examining matters relating to national security and the administration of justice and making recommendations to the Parliament thereon.

73C. The Economy and Production, Human Resources and Social Development, and Infrastructure and Physical Development Committees

Each of the Committees established under paragraphs (h), (i) and (j) of Standing Order No. 68 shall have terms of reference in relation to the subject matter indicated by its designation and accordingly shall have the duty of—

(a) examining policy documents and statements from Ministries and Government agencies which have a bearing on the subject matter of its terms of reference;

(b) examining legislative proposals which may have an effect on the subject matter of its terms of reference and making recommendations to the Cabinet through Legislation Committee;

(c) receiving submissions from citizens and organizing meetings between citizens, community groups, sectoral organizations, Members of Parliament and representatives of Government agencies to facilitate exchange of views on the operations of the Government and their effect on communities and groups in the society; and

(d) organizing meetings with relevant organizations in order to seek such information on their activities as the public interest may demand.

74. Special Select Committees

(1) A Select Committee other than a Sessional Select Committee—

(a) shall be known as a Special Select Committee;

(b) shall be appointed by order of the House which shall specify the terms of reference of the Committee; and

(c) shall consist of such and so many Members as the House may nominate.

(2) The quorum of a Special Select Committee shall be such as shall be specified in the order of the House.

75. Constitution and Chairman of Select Committees

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

(2) Where a Member of a Select Committee dies or for any other reason his seat becomes vacant, then, subject to the preceding paragraph, the House shall nominate another Member in his place. Subject to the wishes of the House, the proceedings of a Committee shall not be invalidated on the ground of a vacancy in the membership of the Committee so occurring.

(3) Except as is otherwise provided by these Orders or by special direction of the House a Select Committee may elect a Chairman from among its Members.

76. Joint Select Committees

(1) The House may for the purposes of any Select Committee (other than the Public Accounts Committee) appoint not more than six Members to sit with Members of the Senate as a Joint Select Committee.

(2) The quorum of a Joint Select Committee shall be such as the Committee may decide.

(3) A Joint Select Committee shall elect its own Chairman.

77. Procedure in Select Committees

(1) Except as otherwise provided in Standing Order No. 68 (Sessional Select Committees) this Order shall apply to all Select Committees.

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

(3) Unless the House otherwise directs, the Standing Orders Committee and the House Committee shall not, but every other Select Committee shall have power to send for persons, papers and records.

(4) A Select Committee shall not have power to delegate any of its functions to its Chairman.

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

(6) Subject to any order of the House or resolution of the Committee, the sittings of a Select Committee shall be held in public.

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

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

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

(9) A Select Committee—

(a) may sit at any time when the House is adjourned;

(b) except by leave of the House may not sit while the House is sitting.

77A. Referral of Matters to Select Committee

A matter may be referred to a Select Committee if, on the question being put, at least sixteen Members of the House so decide.

78. Witnesses

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

(2) If the Committee desires to summon any witnesses, the Chairman shall supply the name, residence and occupation of every such witness to the Clerk of the Parliament at least seven days before his evidence is required. The Clerk shall then, subject to the directions of the Speaker, summon every such witness on behalf of the House.

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

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

79. Premature Publication of Evidence

When evidence has been given before a Select Committee meeting in public, no complaint of privilege will be entertained on the ground that it has been published before having been reported to the House:

Provided that this paragraph shall not apply to the proceedings of, and the evidence taken before a Select Committee held in private.

80. Reports from Select Committees

(1) Every Select Committee shall, before the end of the Session in which it was appointed, make a report to the House upon matters referred to it; but where a Committee finds itself unable to conclude its investigation before the end of the Session it may so report to the House.

(2) A report of a Select Committee may contain the opinions and observations of the Committee and may be accompanied by the Minutes of evidence taken before the Committee.

(3) A Select Committee may make a special report relating to its powers, functions and proceedings on any matters that it thinks fit to bring to the notice of the House.

(4) (a) The Chairman of a Select Committee shall prepare a draft report and submit it for the consideration of the Committee; but alternative drafts may be submitted for consideration by any other Members of the Committee.

(b) The report finally to be adopted shall be such as is agreed to with amendments, if any, by all the Members of the Committee or, failing unanimous agreement, by a majority of the Members.

(c) Any Member dissenting from the report of a majority of the Committee may by leave of the Committee put in a concise written statement of his reasons for such dissent, and such statement shall be appended to the report.

(5) A Bill reported from a Select Committee shall be recommitted to a Committee of the whole House without question put, and shall be considered either forthwith or on a day to be appointed by the Member in charge of the Bill.

(6) Save as provided in paragraph (5) above, a report or special report together with a copy of the Minutes of Proceedings of a Select

Committee and a copy of the Minutes of any evidence given before that Committee shall—

(a) be presented to the House by the Chairman or other Member deputed by the Committee; and

(b) shall without question put be ordered to lie upon the Table and the report shall be ordered to be printed.

(7) (a) The Minutes of Proceedings of a Committee shall record:—

(i) the names of the Members present, each day of the sitting of the Committee;

(ii) the names of the witnesses examined;

(iii) in the event of a division taking place, the question proposed, the names of the proposer and the respective votes thereon of the Members present;

(iv) a copy of the draft report and any alternative draft, and any amendments thereto.

(b) The Minutes of the Proceedings of a Committee shall accompany the report of the Committee, and shall be dealt with as the House may direct.

(8) The Report of the Select Committee may be taken into consideration by the House on a motion "That the Report of the Select Committee on ..... be adopted". Such a motion may be moved by any Member.

MISCELLANEOUS

81. Absence of Members

(1) Any Member who is prevented from attending a meeting of the House shall acquaint the Speaker as early as possible of his inability to attend, such notices to be in writing.

(2) If without the written leave of the Speaker given before the end of the period specified in sub-paragraph (b) of this paragraph—

(a) any Member is in any one Session absent from the House for more than six consecutive sittings; and

(b) such absences occur during a period not exceeding twenty-one days,

that Member shall, subject to paragraph (3) of this Order, vacate his seat in the House under section 41 of the Jamaica (Constitution) Order in Council, 1962.

(3) Where a Member—

(a) fails to obtain due leave of absence; and

(b) within fifteen days after the end of the period aforesaid satisfies the Speaker in writing that such failure was unavoidable, paragraph (2) of this Order shall not apply to that Member.

(4) Members shall be paid subsistence allowance at approved rates for their actual attendance at meetings of the House.

(5) Where a division of the House is called, any Member not present and voting shall be deemed absent for the purpose of payment of subsistence, even if the Member was previously recorded as present.

(6) Unless prior notification is given to the Speaker in writing that any Member will be absent from a meeting of the House due to:

(a) illness;

(b) official business; or

(c) an emergency

any Member so absent, shall forfeit the subsistence for that day.

82. Employment of Members in Professional Capacity

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

83. Report of Debates

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

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

84. Strangers

(1) Strangers may be admitted to debates in the House under such rules as the Speaker may from time to time make for that purpose.

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

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

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

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

85. Private Bills

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

(2) Any Bill not being a Government measure which in the opinion of the Speaker appears to affect directly private rights or property shall be introduced into the House as a Private Bill under the provisions of this Order.

(3) A Private Bill shall be introduced by a Member only—

(a) on petition from the promoters stating the objects of and reasons for the Bill; and

(b) after notice of the Bill has been given by—

(i) not less than three successive publications of the Bill in the *Gazette*; and

(ii) one publication in a newspaper circulating in the Island of a notice containing a statement of the objects of and reasons for the Bill.

(4) The petition shall be presented by being lodged with the Clerk, and shall be read at the first sitting of the House after it is so lodged, and, thereupon the Speaker shall put the question that the promoters be allowed to proceed.

(5) (a) When leave to proceed has been granted the promoters shall within the next ensuing three months lodge with the Clerk—

(i) two copies of the Bill;

(ii) a sum of money sufficient in the opinion of the Clerk to defray the expenses of the printing of the Bill or such proportion of such expenses as the Clerk may determine;

(iii) a duly executed bond, satisfactory to the Clerk, for the payment of any additional expenses of such printing.

(b) The Clerk shall cause the Bill lodged with him to be printed as early as possible, and, at the first ordinary sitting of the House after the printing is completed, the Speaker if he is satisfied that the notices required by paragraph (3) hereof have been published, shall put the question that the Bill be read a first time, upon which no discussion shall be allowed. After the Bill is read a first time, it shall stand upon the Order Paper for the second reading at the next ordinary sitting of the House and the promoters may propose any such amendments which they may think fit; but the Speaker if he considers such amendments beyond the scope of the Bill, shall report his opinion to the House.

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

(7) After the Bill has been read a second time, it shall stand referred to a Special Select Committee.

(8) (a) Every Special Select Committee on such a Bill shall require proof of the facts and other allegations set forth in the Bill as showing that it is expedient that the Bill should be passed, and may take such oral or other evidence as it may think requisite; and thereafter if the Committee finds that the said facts and allegations are not proved it shall report to the House accordingly, and thereupon no further proceedings shall be taken with reference to the Bill, unless the House makes a special order to the contrary.

(b) The Special Select Committee if it finds that the said facts and allegations have been proved, shall consider the several clauses of the Bill; and may strike out clauses, add new clauses, and make any other amendments that it may think necessary, and in respect of such new clauses and other amendments shall describe their purport in a Special Report to the House; but no new clauses or amendments shall be allowed which are foreign to the objects of and reasons for the Bill or which are beyond its scope.

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

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

(11) The Special Select Committee shall examine the Bill and make such amendments thereto as it thinks proper, and shall report to the House

that it has examined the Bill, and (if the fact be so), made amendments thereto, and shall make to the House such recommendations, if any, as it thinks fit.

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

(13) As soon as practicable after any Private Bill is passed, rejected, dropped or abandoned, the Clerk shall make out and deliver to the promoters an account showing the expenses of printing, and if the amount of the account—

(a) is less than the sum lodged by the promoters under paragraph (5) of this Order, shall transfer thereout to the general revenue the amount of the said account and pay the balance to the promoters;

(b) exceeds the sum so lodged, shall transfer that sum wholly to the general revenue and, in the event of the promoters failing to pay the balance, shall instruct the Attorney-General to take proceedings to recover the balance.

(14) Where a Private Bill has been brought from the Senate the following provisions of this Order shall not apply: sub-paragraph (b) of paragraph (3); paragraphs (4) and (5).

85A. Use of Technology during Proceedings of the House or in Committee

(1) The use of laptop computers or other devices serving similar functions is permitted during proceedings of the House or in Committee for the purpose of taking notes or for consulting reference materials only.

(2) The use of devices referred to in paragraph (1) of this Order is not permitted for external communication with other individuals during proceedings of the House or in Committee.

(3) Laptops or other devices serving similar functions should at all times be turned on the silent mode, and should not at any time be used in a manner which disrupts the proceedings of the House or any Committee or in any manner which might compromise the dignity and decorum of the House.

(4) The use of laptops and other forms of technology as audio-visual aids to support parliamentary presentations may only be undertaken at the discretion of the Speaker, and Members who wish to make use of such aids must seek the prior approval of the Speaker.

86. Suspension of Standing Orders

Any one or more of these Standing Orders may after notice, or with the leave of the Speaker, be suspended on a motion made by a Member at any sitting.

87. Amendment of Standing Orders

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

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

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

88. Matters not provided for by Standing Orders

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

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

APPENDIX

OATH

Oath of Allegiance

I, ... do swear that I will be faithful and bear true allegiance to Jamaica, that I will uphold and defend the Constitution and the laws of Jamaica and that I will conscientiously and impartially discharge my responsibilities to the people of Jamaica—So help me God.

Affirmation of Allegiance

I, ... do solemnly and sincerely affirm and declare that I will be faithful and bear true allegiance to Jamaica, that I will uphold and defend the Constitution and the laws of Jamaica and that I will conscientiously and impartially discharge my responsibilities to the people of Jamaica.

FORM OF PRAYER

To be used at the start of each day's sitting

Almighty God, by whom alone Kings reign and Princes decree justice, and from whom alone cometh all counsel, wisdom and understanding, we Thine unworthy servants here gathered together in Thy Name do most humbly beseech Thee to send down Thy Heavenly Wisdom from above, to direct and guide us in all our consultations;

And grant that, we having Thy fear always before our eyes, and laying aside all private interest, prejudices, and partial affections, the result of all our counsels may be to the glory of Thy Blessed Name, the maintenance of true Religion and justice, the safety, honour and happiness of the Queen, the public weal, peace and tranquility of the Island, and the uniting and knitting together of the hearts of all persons and estates within the same, in true Christian Love and Charity one towards another, through Jesus Christ Our Lord. AMEN.