

Leaflet

Meetings: Common Parliamentary Procedure

to do this:	say:	can you interrupt?	seconder needed?	debatable?	vote needed
make a motion	I move that	yes	no	no	majority
amend a motion	I move that this motion be amended by	yes	no	no	majority
send item for study	I move we refer this matter to committee	yes	no	no	majority
postpone decision	I move we postpone this matter until	yes	no	no	majority
end discussion on motion	I call the question	yes	no	yes	2/3
suspend further consideration	I move we table	yes	no	yes	majority
complain re noise, temperature, etc	point of privilege	no	yes	yes	none
recess meeting	I move we recess to	yes	yes	yes	majority
adjourn meeting	I move we adjourn	yes	yes	yes	majority
object to procedure	point of order	no	yes	yes	chair decides
request information	point of information	no	yes	yes	none
ask for vote count to verify voice vote	I call for a division of the house	yes	yes	yes	none
object to considering of undiplomatic matter	I object to consideration of this question	no	yes	yes	2/3
take up previously tabled matter	I move to take from the table	yes	no	yes	majority
reconsider item dealt with	I move we reconsider our action re	no	no	no	majority
consider item out of agenda order	I move we suspend the rules and consider	yes	yes	yes	2/3
vote on chair's ruling	I appeal the chair's decision	yes	yes	yes	majority