

## PARLIAMENTARY MOTIONS GUIDE

Based on *Robert's Rules of Order Newly Revised (11th Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

|     | YOU WANT TO:   | YOU SAY:  | INTERRUPT? | 2ND? | DEBATE | AMEND? | VOTE?    |
|-----|--|---|------------|------|--------|--------|----------|
| §21 | Close meeting  | I move to <b>adjourn</b>                                | No         | Yes  | No     | No     | Majority |
| §20 | Take break   | I move to <b>recess</b> for                             | No         | Yes  | No     | Yes    | Majority |
| §19 | Register complaint                                     | I rise to a <b>question of privilege</b>                | Yes        | No   | No     | No     | None     |
| §18 | Make follow agenda                                     | I call for the <b>orders of the day</b>                 | Yes        | No   | No     | No     | None     |
| §17 | Lay aside temporarily                                  | I move to <b>lay</b> the question <b>on the table</b>   | No         | Yes  | No     | No     | Majority |
| §16 | Close debate   | I move to the <b>previous question</b>                  | No         | Yes  | No     | No     | 2/3      |
| §15 | <b>Limit or extend debate</b>                          | I move that debate be limited to...                     | No         | Yes  | No     | Yes    | 2/3      |
| §14 | <b>Postpone to certain time</b>                        | I move to postpone the motion to...                     | No         | Yes  | Yes    | Yes    | Majority |
| §13 | Refer to committee                                     | I move to refer the motion to...                        | No         | Yes  | Yes    | Yes    | Majority |
| §12 | Modify wording of motion                               | I move to <b>amend</b> the motion by...                 | No         | Yes  | Yes    | Yes    | Majority |
| §11 | Kill main motion                                       | I move that the motion be <b>postponed indefinitely</b> | No         | Yes  | Yes    | No     | Majority |
| §10 | Bring business before assembly (a <b>main motion</b> ) | I move that [or "to"]...                                | No         | Yes  | Yes    | Yes    | Majority |

**Incidental motions:** No order of precedence. Arise incidentally and decided immediately.

|     | YOU WANT TO:                 | YOU SAY:   | INTERRUPT? | 2ND? | DEBATE | AMEND? | VOTE?    |
|-----|------------------------------|--|------------|------|--------|--------|----------|
| §23 | Enforce rules                | <b>Point of order</b>                                | Yes        | No   | No     | No     | None     |
| §24 | Submit matter to assembly    | I <b>appeal</b> from the decision of the chair       | Yes        | Yes  | Varies | No     | Majority |
| §25 | Suspend rules                | I move to <b>suspend the rules</b> which...          | Yes        | Yes  | No     | No     | 2/3      |
| §26 | Avoid main motion altogether | I <b>object to the consideration</b> of the question | Yes        | No   | No     | No     | 2/3      |
| §27 | Divide Motion                | I move to <b>divide the question</b>                 | No         | Yes  | No     | Yes    | Majority |

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|     |                            |                                |                 |    |    |    |      |
|-----|----------------------------|--------------------------------|-----------------|----|----|----|------|
| §29 | Demand rising vote         | I call for a <b>division</b>   | Yes             | No | No | No | None |
| §33 | Parliamentary law question | <b>Parliamentary inquiry</b>   | Yes (if urgent) | No | No | No | None |
| §33 | Request information        | <b>Request for Information</b> | Yes (if urgent) | No | No | No | None |

**Motions that bring a question before the assembly:** No order of precedence. Introduce only when nothing

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|-----|----------------------------------|--|------------|------|--------|--------|----------------------|
| §34 | Take matter from table           | I move to <b>take from the table...</b>                        | No         | Yes  | No     | No     | Majority             |
| §35 | Cancel or change previous action | I move to <b>rescind/amend something previously adopted...</b> | No         | Yes  | Yes    | Yes    | 2/3 or maj. w/notice |
| §37 | Reconsider motion                | I move to <b>reconsider</b> the vote...                        | No         | Yes  | Varies | No     | Majority             |