

CGI Parliamentary Procedure Short List

<b>Motion</b>	<b>Debatable</b>	<b>Interrupt Speaker</b>	<b>Vote Required</b>	<b>Special Notes</b>
Point of Personal Privilege	No	Yes	Ruling of the Chair	Raised when a representative experiences personal discomfort (e.g. can't hear, too hot/cold)
Point of Order	No	Yes	Ruling of the Chair	Raised by a representative to address a procedural matter. Doesn't allow rep to speak on topic of debate
Point of Inquiry	No	No	Ruling of the Chair	Raised when a representative has questions regarding the proceedings, directed to the Chair
Point of Information	No	No	Ruling of the Chair	Directed to other representatives for the purpose of asking questions when they yield to questions
Yields	No	No	None	Must be done before representative speaks. Can only yield to questions, another delegate, or to the Chair
Open Debate	Two For / Two Against	No	2/3 Majority	Raised to begin discussion of a bill or resolution
Amend	No	No	Simple Majority	Raised to introduce and debate an Amendment to a bill
Withdraw	No	No	None	Withdrawal must be agreed upon by all sponsors
Divide the Question	Two For / Two Against	No	Simple Majority	Raised to vote on clauses of bills independently of one another
Right of Reply	Chair / Member / Chair	No	Ruling of the Chair	Requested in writing to the Chair when a representative feels that someone has made a derogatory comment or insult
Appeal the Decision of the Chair	Chair / Member / Chair	No	2/3 Majority	Made when a representative feels the chair has made an incorrect decision
Open the Speakers' List	One For / One Against	No	Simple Majority	Raised after opening debate, a specific length of speaking time must be specified
Added to the Speaker's List	No	No	Ruling of the Chair	Raised by a representative in order to speak on a bill
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Close the Speakers' List	One For / One Against	No	Simple Majority	Once passed no additional speakers may be added. When the speakers' list expires the bill moves directly to voting procedure
Reopen the Speakers' List	One For / One Against	No	Simple Majority	Made so that additional speakers may be added
Moderated Caucus	One For / One Against	No	Simple Majority	An alternative to the Speakers' List. Raised after opening debate, a specific length of caucus and speaking time within caucus must be specified. The chair moderates
Unmoderated Caucus	One For / One Against	No	Simple Majority	Representatives break into smaller, informal groups for discussion that is not moderated by the Chair
Table Debate	Two For / Two Against	No	2/3 Majority	Made to suspend debate on a bill in order to move to the next agenda item
Resumption of Debate	Two For / Two Against	No	2/3 Majority	Made to reopen debate on a previously tabled bill
Move to Voting Procedure	Two For / Two Against	No	Simple Majority	Made to end debate and vote on the bill debated
Adjourn	Two Against	No	2/3 Majority	Made to end the meeting for the day

Two other points of note:

1. *Quorum*

The Chair shall declare a meeting open and permit debate to proceed or a procedural vote to be taken when at least 25% of the members of that body are present. A majority of the members must be present for any substantive vote to be taken. Procedural votes refer to motions regarding the nature of debate. Substantive votes address the subject of debate itself.

2. *Decorum*

Members must maintain decorum at all times while in formal session. In debate, a member must speak on matters concerning the question before the group. All other members must remain silent when someone is speaking or the group is in voting procedure. Note passing on matters concerning the question before the group is permitted during debate, but not during voting procedure.