Parliamentary Owl Consulting

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Parliamentary Procedure Rules at a Glance – *Based on the 12th edition of Robert's Rules of Order, Newly Revised*

Main Motions						
Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§10 Main Motion	No	Yes	Yes	Yes	Maj.	Yes
Purpose: *§6:1* "A *main motion* is a motion whose introduction brings business before the assembly."						
Member States:	**Member A (obtaining the floor):** "I move that . . ." (Second.)					
Stated by the Chair	**Chair**: It is moved and seconded that _____					
§10 Incidental Main Motion	No	Yes	Yes	Yes	Maj.	Yes
Purpose: §6:9 For each of the subsidiary motions Amend, Commit, Postpone Definitely, and Limit or Extend Limits of Debate, §6:13 For the motions to Recess, to Adjourn, and to Fix the Time to Which to Adjourn, there are corresponding incidental main motions of the same names (§10:4–5).						
Member States:	**Member A (obtaining the floor):** "I move that . . ." (Second.)					
Stated by the Chair	**Chair**: It is moved and seconded that _____					

Subsidiary Motions						
Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§11 Postpone Indefinitely	No	Yes	Yes	No	Maj.	Positive only
Purpose: §6:5(1) "If an embarrassing main motion has been brought before the assembly, a member can propose to dispose of this question without bringing it to a direct vote, by moving to *Postpone Indefinitely*."						
Member States:	**MEMBER A (obtaining the floor)**: I move that the motion be postponed indefinitely. (Second.)					
Stated by the Chair:	**CHAIR:** It is moved and seconded that the motion pertaining to _____ be postponed indefinitely.					
§12 Amend	No	Yes	Yes	Yes	Maj.	Yes
Purpose: §6:5(2) "If a motion might be more suitable or acceptable in an altered form, a proposal to change its wording (either to clarify or, within limits, to modify the meaning) before the motion is voted on can be introduced by moving to *Amend*." §6:7 "When the motion to *Amend* is applied to another subsidiary motion, its rank is modified so that it takes precedence over the motion to which it is applied, even if that motion ranks higher than *Amend* in the regular order of precedence of motions."						
Member States:	**MEMBER A (obtaining the floor):** I move to _____ the words "_____ [clearly state location if inserting, striking, or inserting and striking; adding words are placed at the end of the motion]." (Second.)					
Stated by the Chair:	**CHAIR**: It is moved and seconded to _____ the words "_____." If the amendment is adopted, the main motion will read, "_____." The question is on _____ the words "_____."					
§13 Commit or Refer	No	Yes	Yes	Yes	Maj.	Positive only before the committee begins
Purpose: §6:5(3) If; "it would be better to turn the motion or resolution over to a committee for study or redrafting before the assembly considers it further. Such action can be proposed by moving to *Commit* the main question—or *Refer* it to a committee."						
Member States:	**MEMBER A (obtaining the floor):** I move to refer this to the ___[standing] committee with [list any special instruction to the committee]. **OR,** *if creating a special committee* **MEMBER A (obtaining the floor):** I move to refer this to a committee of: a) number or names of members of the committee and their method of selection b) instructions to the committee (may include) i. when to meet ii. how to consider the motion iii. when it is to report iv. powers, if any					
Stated by the Chair:	**CHAIR**: It is moved and seconded to refer the motion (or resolution) to ____ [list the details as provided by MEMBER A].					

Motion	Interrupt	Requires 2nd	Debatable	Amend	Vote Required	Reconsider
§14 Postpone Definitely	No	Yes	Yes	Yes	Maj.	Yes
Purpose: §6:5(4) "If the assembly might prefer to consider the main motion later in the same meeting or at another meeting, this can be proposed by moving to *Postpone to a Certain Time*—also called the motion to *Postpone Definitely*, or simply to *Postpone.*"						
Member States:	**MEMBER A: I move to postpone the motion pertaining to [subject or question] until [time; not beyond the next regularly scheduled meeting].**					
Stated by the Chair:	**CHAIR**: It is moved and seconded that the motion pertaining to [subject or question] be postponed until [certain time; no later than the next regularly scheduled meeting]. OR **CHAIR**: Are you ready for the question? [Handle debate.] **CHAIR**: The question is on the motion to postpone the motion pertaining to [subject or question] until [time]. Those in favor of the motion, say aye. [Pause] Those opposed, say no. [Pause] **CHAIR**: The ayes have it, the motion is adopted. The motion pertaining to [subject or question] is postponed until [time]. **CHAIR**: The next item of business is … OR **CHAIR**: The noes have it, the motion is lost. The question is on the motion that (to) ___ [stating the immediately pending question].					
§15 Limit or Extend Limits of Debate	No	Yes	No	Yes	2/3	Positive only
Purpose: §6:5(5) "If it is desired to continue consideration of a motion but debate is consuming too much time, a member can move to place a limit on the debate; on the other hand, if special circumstances make it advisable to permit more or longer speeches than under the usual rules, a motion to do so can be made; or, it may sometimes be desirable to combine the elements of limitation and extension, as in limiting the length of speeches but allowing more speeches per member. All such modifications of the normal limits of debate on a pending motion are proposed by means of the motion to *Limit or Extend Limits of Debate.*"						
Member States:	**MEMBER A:** I move that at [certain time] debate be closed and the question on the motion be put. OR **MEMBER A:** I move to limit (extend the limits of) debate on the pending motion to [certain time]. OR **MEMBER A:** I move that debate be limited (or extended) to [number] speeches of [number] minutes.					
Stated by the Chair	**CHAIR:** It is moved and seconded that at [certain time] debate be closed and the question on the motion be put. OR **CHAIR:** It is moved and seconded to limit (extend the limits of) debate on the pending motion to [certain time]. OR **CHAIR:** It is moved and seconded that debate be limited (or extended) to [repeating number] speeches of [repeating number] minutes. **CHAIR:** Are you ready for the question? [Handle any amendment(s)] **CHAIR:** The question is on [repeating motion]. Those in favor of the motion will rise. [Pause] Be seated. Those opposed will rise. [Pause] Be seated. **CHAIR:** There are two-thirds in the affirmative; the motion is adopted. [Make a statement indicating the effect of the vote and/or ordering its execution.] **CHAIR:** The question is on [stating the pending motion]. OR **CHAIR:** There are less than two-thirds in the affirmative; the motion is lost. The question is on [repeating the pending motion].					

Motion	Interrupt	Requires 2nd	Debatable	Amend	Vote Required	Reconsider
§16 Previous Question	No	Yes	No	No	2/3	Positive only
Purpose: §6:5(6) "If it is desired to close debate and amendment of a pending motion so that it will come to an immediate vote, this can be proposed by moving the *Previous Question.*"						
Member States:	**MEMBER A:** I call/move the previous question. **OR** **MEMBER A:** I call/move the previous question on [name the motions on which it will apply]					
Stated by the Chair:	**CHAIR**: The previous question is called/moved. -OR- **CHAIR**: The previous question is called/moved on [naming the motion(s) unless none was specified]. **CHAIR**: The question is on ordering the previous question on [Repeating the motion(s) unless none was specified]. **CHAIR**: Those in favor of ordering the previous question on [repeating the motion(s) unless none was specified] will rise. [Pause] Be seated. Those opposed will rise. [Pause] Be seated. **CHAIR**: There are two-thirds in the affirmative and the previous question is ordered on [naming motion(s) to which the order applies]. The question is now on [stating the question on the immediately pending motion]. -OR- **CHAIR**: There are less than two-thirds in the affirmative and the motion for the previous question is lost. The question is now on [stating the immediately pending motion].					
§17 Lay on the Table	No	Yes	No	No	Maj.	Negative only
Purpose: §6:5(7) "If there is reason for the assembly to lay the main motion aside temporarily without setting a time for resuming its consideration, but with the provision that it can be taken up again whenever a majority so decides, this can be proposed by the motion to *Lay on the Table*."						
Member States:	**MEMBER A:** [Stating more urgent business or need]. I move to lay the pending question(s) on the table. OR **MEMBER A:** [Stating more urgent business or need]. I move that the pending resolution(s) be laid on the table.					
Stated by the Chair:	**CHAIR**: It is moved and seconded to lay the pending question(s) on the table. The question is on the adoption of the motion to lay the pending question(s) on the table. Those in favor of the motion, say aye. [Pause] Those opposed, say no. [Pause] **CHAIR**: The ayes have it; the motion is adopted. The pending question(s) is (are) laid on the table. The next item of business is [stating the business to be taken up]. OR **CHAIR**: The noes have-it; the motion is lost. The question is on the motion that (to) [repeating the immediately pending question].					
Privileged Motions						
§18 Call for the Orders of the Day	Yes	No	No	No	No vote, demand	No
Purpose: §6:12(1) "If the adopted program or order of business is not being followed, or if consideration of a question has been set for the present time and is now in order but the matter is not being taken up, a single member, by making a *Call for the Orders of the Day*."						
Member States:	**MEMBER A (rising and addressing the chair):** Madam President, I call for the orders of the day.					
Stated by the Chair:	**CHAIR**: The orders of the day are called for. The orders of the day are ___ [identifying the business that is on the card]. Is there any debate? **CHAIR**: (Handles debate if any) **CHAIR**: Are you ready for the question? [Pause] Seeing no further debate, we will vote on the pending motion, which is (read from card). Those in favor say "aye" [Pause] Those opposed say "no" **CHAIR**: [Announce the result and action] **CHAIR**: When the orders of the day were called for, the chapter was considering [state what was pending]. Are you ready for the question? [resume exactly where the assembly was when the call was made] OR ***IF THE ASSEMBLY DOES NOT APPEAR TO WANT TO TAKE UP THE ORDER*** **CHAIR:** The orders of the day are called for. The orders of the day are ___ [identifying the business on the card]. The question is: "Will the assembly proceed to the orders of the day? Those in favor of proceeding to the orders of the day will rise. [Pause] Be seated. Those opposed will rise. [Pause] Be seated. There are two-thirds opposed to the motion. The assembly will not proceed to the orders of the day.					

	[Resume pending business.]						
Motion		**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§19 Raise a Question of Privilege		Yes	No	No	No	Chair Grants	No
Purpose: §6:12(2) "If a pressing situation is affecting a right or privilege of the assembly or of an individual member (for example, noise, inadequate ventilation, introduction of a confidential subject in the presence of guests, etc.), a member can *Raise a Question of Privilege* (**19**), which permits him to interrupt pending business to state an urgent request or motion."							
Member States:	**MEMBER A** (rising and addressing the chair without pausing): Mr. President, I rise to a question of privilege affecting the assembly [OR a question of personal privilege].						
Stated by the Chair:	**CHAIR:** The member will state their question. **MEMBER A:** Mr. President, [states the question of privilege] **CHAIR:** [Addresses the question of privilege]						
§20 Recess		No	Yes	No	Yes	Maj.	No
Purpose: §6:12(3) "A short intermission in a meeting, even while business is pending, can be proposed by moving to *Recess* (**20**) for a specified length of time."							
Member States:	**MEMBER A** (obtaining the floor): I move to recess for [number] of minutes -OR- until [time].						
Stated by the Chair:	**CHAIR:** It is moved and seconded to recess for [minutes] -OR- until [time]. Are there any amendments? [Handle amendments] **CHAIR:** Are you ready for the question? The question is on recessing for [time]. All those in favor say aye. [Pause] All those opposed say no. [Pause] **CHAIR:** [Announce the result of the vote]						
§21 Adjourn		No	Yes	No	No	Maj.	No
Purpose: §6:12(4) "A member can propose to close the meeting entirely by moving to *Adjourn*."							
Member States:	**MEMBER A**: I move to adjourn.						
Stated by the Chair:	**CHAIR: It is moved and seconded that we adjourn. Unless there are any objections [Pause], we stand adjourned.** -OR- [If there is an objection, take a voice vote]; **CHAIR:** All those in favor say aye. [Pause] All those opposed say no. [Pause] **CHAIR:** [Announce the result of the vote]						
§22 Fix the Time to Which to Adjourn		No	Yes	No	Yes	Maj.	Yes
Purpose: §6:12(5) "Under certain conditions while business is pending, the assembly—before adjourning or postponing the pending business—may wish to fix a date and hour, and sometimes the place, for another meeting, or (in an established society) for another meeting before the next regular meeting. In cases of this kind, the motion to *Fix the Time to Which to Adjourn* (**22**) can be made—even while a matter is pending—unless another meeting is already scheduled for later within the same session. This is the highest-ranking of all motions."							
Member States:	**MEMBER A (obtaining the floor): Madam President, I move that when this meeting adjourns, it stand adjourned to meet at [time] on [date], at [location]. (Second.)**						
Stated by the Chair:	**CHAIR: It is moved and seconded that when this meeting adjourns, it adjourn to meet at [time, date, & location]. [Handle amendments]** **CHAIR:** Are you ready for the question? [Handle amendments] **CHAIR:** The question is on fixing the time to which to adjourn to [time, date, & location]. All those in favor say aye. [Pause] All those opposed say no. [Pause] **CHAIR:** [Announce the result of the vote]						

Incidental Motions

§6:17 "An incidental motion is in order only when it is legitimately incidental to another pending motion, or when it is legitimately incidental in some other way to business at hand (see 6:15); *it then takes precedence over any other motions that are pending*."

Motion	Interrupt	Requires 2nd	Debatable	Amend	Vote Required	Reconsider
§23 Point of Order	Yes	No	No	No	Normally no vote, chair rules	No
Purpose: §6:17(1) "Although the presiding officer has the responsibility of enforcing the rules, any member who believes he has noticed a case where the chair is failing to do so can, at the time the breach occurs, call attention to it by making a *Point of Order."*						
Member States:	**MEMBER A**: I rise to a point of order. ***OR*** **MEMBER A**: Point of Order! [*Anyone who is speaking takes their seat*]					
Stated by the Chair:	**CHAIR**: State your point of order. **MEMBER A**: I make the point of order that… **CHAIR**: The point of order is well taken [briefly stating the reason** and taking any action if needed.] ***OR*** **CHAIR**: The point of order is not well taken [briefly stating the reason**]. **The chairs ruling and reasons for accepting or denying the point of order should be recorded in the minutes.					
§24 Appeal	Yes	Yes	Yes with exceptions — see 24:3(5)	No	Maj. a tie sustains the chair	Yes
Purpose: §6:17(2) "Although the duty of ruling on all questions of parliamentary procedure affecting the assembly's proceedings rests with the chair, any two members, by moving and seconding an *Appeal* (**24**) immediately after the chair has made such a ruling, can require him to submit the matter to a vote of the assembly."						
Member States:	MEMBER A: I appeal the decision of the chair!					
Stated by the Chair:	**CHAIR**: The decision of the chair is appealed from. *[The chair clearly states what the exact issue is and can explain the reasons for their decision if they choose.]* **CHAIR**: The question is, 'Shall the decision of the chair be sustained?' An aye vote is a vote to agree with the decision of the chair. A no vote is a vote that disagrees with the decision of the chair. Those in favor of sustaining the chair's decision, say aye. [*Pause*] Those opposed to sustaining his decision, say no. [*Pause*] **CHAIR: [***Declare the outcome of the vote and resulting action]* The ayes have it and the decision of the chair is sustained. [*Make a statement indicating the effect of the vote and/or ordering its execution.*] **OR** The noes have it and the chair's decision is not sustained. [*Make a statement indicating the effect of the vote.*]					
§25 Suspend the Rules	No	Yes	No	No	Rules of Order–⅔ Standing Rules - Majority see 25:2(7) for exception	No
Purpose: §6:17(3) "When it is desired that the assembly take up a question or do something that would be in violation of a rule that applies, it can be proposed in some cases to *Suspend the Rules* (**25**) to permit accomplishment of the desired purpose."						
Member States:	**MEMBER A** (obtaining the floor): I move that the rules be suspended which interfere with… [briefly stating the object of the suspension and rational]. (Second.)					
Stated by the Chair:	**CHAIR: It is moved and seconded to suspend the [type (Ordinary standing rule vs. parliamentary rule of order)] rule which interferes with . . . [briefly stating the object of the suspension].** **CHAIR** [for parliamentary rules of order]: All those in favor of suspending the rules interfering with [object] will rise. [Pause] Be seated. Those opposed will rise. [Pause] Be seated. **CHAIR**: There are two thirds in the affirmative and the rules are suspended for the purpose of… OR **CHAIR** [for standing rules]: All those in favor of suspending the rules interfering with [object] say aye. [Pause] Those opposed say no. [Pause] **CHAIR**: The ayes have it and the rules are suspended for the purpose of… OR **CHAIR**: The noes have it and the rules are not suspended.					

Motion	Interrupt	Requires 2nd	Debatable	Amend	Vote Required	Reconsider
§26 Obj. to the Consideration of a Question	Yes, until debate has begun or subsidiary motion other than Lay on the Table has been stated by the chair	No	No	No	⅔ against consideration sustains the objection	Negative only
Purpose: §6:17(4) "If an original main motion has been made and a member believes that it would do harm for the motion even to be discussed in the meeting, he can raise an *Objection to the Consideration of the Question* (**26**), provided he does so before debate has begun or any subsidiary motion (other than a motion to *Lay on the Table*) has been stated."						
Member States:	MEMBER A rises, even if another has been assigned the floor, and without waiting to be recognized, addresses the chair: **MEMBER A**: Mr. President, I object to the consideration of the question!					
Stated by the Chair:	**CHAIR**: The consideration of the question is objected to. Shall the question be considered? Those in favor of considering it, rise [PAUSE], Be seated. Those opposed to considering the question, rise [PAUSE], Be seated. There are two-thirds opposed, and the question will not be considered. -OR- **CHAIR**: There are less than two-thirds opposed, and the objection is not sustained. The question is on [state the motion which was objected to]. Are you ready for the question?					
§27 Division of a Question	No	Yes	No	Yes	Maj.	No
Purpose: §6:17(5) "If a pending main motion (or a pending amendment) contains two or more parts capable of standing as separate questions, the assembly can vote to treat each part accordingly in succession; such a course is proposed by the motion for *Division of a Question* (**27**)."						
Member States:	**MEMBER A** (obtaining the floor): Madam President, I move to divide the resolution/motion into two parts as follows: . . . (Second.)					
Stated by the Chair:	**CHAIR:** Are you ready for the question? [Handle amendment(s)] If no amendment(s): **CHAIR:** The question is on the division of the motion so as to consider separately [repeating the motion]. Those in favor of the motion, say aye. [Pause] Those opposed, say no. [Pause] The ayes have it; the motion is adopted. The question will be divided. The question is on the motion that (to) [repeating first part of original main motion]. OR The noes have it; the motion is lost. The question is on the motion that (to) [repeating original main motion].					
§28 Consideration by Paragraph or Seriatim	No	Yes	No	Yes	Majority	No
Purpose: §6:17(6) "If the main motion is in the form of a resolution or document containing several paragraphs or sections which (although not separate questions) could be most efficiently handled by opening each paragraph or section to amendment one at a time (before the whole is finally voted on), such a procedure can be proposed by the motion for *Consideration by Paragraph or Seriatim* (**28**)."						
Member States:	**MEMBER A:** I move that the resolution be considered by paragraph.					
Stated by the Chair:	**CHAIR**: It is moved and seconded to consider the motion by paragraph. **CHAIR:** Those in favor of considering the motion by paragraph, say aye. [Pause] Those opposed, say no. [Pause] The ayes have it; the motion is adopted. The question will be considered by paragraph. The first paragraph to be considered is . . . OR **CHAIR**: The motion fails, we will not consider it by paragraph.					
§29 Division of the Assembly	Yes	No	No	No	No vote, demand	No
Purpose: §6:17(7) "If a member doubts the accuracy of the chair's announcement of the result of a voice vote (or even a vote by show of hands)—or doubts that a representative number of persons voted—he can demand a *Division of the Assembly* (**29**); a single member thus has the power to require a standing vote, but not to order a count, which only the chair or the assembly can do."						
Member States:	**MEMBER A:** Division! **OR** I question the outcome of the vote! **OR** I call for [or "demand"] a division.					
Stated by the Chair:	**CHAIR: A division is called for [or demanded]. Those in favor of [state motion/resolution], rise [PAUSE], Be seated. Those opposed, rise [PAUSE], Be seated. The affirmative/negative has it and the motion is adopted/lost, we will/will not . . . .**					

Motion	Interrupt	Requires 2nd	Debatable	Amend	Vote Required	Reconsider
§30 Methods of Voting	No	Yes	No	Yes	Maj.	Yes
Purpose: §6:17(8) "A member can move that a vote be taken (a) by ballot, (b) by roll call, or (c) by a counted standing vote, especially if a division of the assembly has appeared inconclusive and the chair neglects to order a count."						
Member States:	**Member A:** I move that the vote be taken by [state desired method].					
Stated by the Chair:	**CHAIR:** It is moved and seconded to vote by [method]. Are there any amendments? [PAUSE]; [Handle Amendments] **CHAIR:** Those in favor of voting by [method], say aye. [Pause] Those opposed, say no. [Pause] The ayes have it; the motion is adopted. The question will be voted on by [method].					
§31 Motions Relating to Nominations	No	Yes	No	Yes	Maj. ⅔ to close nominations	Yes except closing nominations, or an affirmative vote to reopen
Purpose: §6:17(9) "If the bylaws or rules of the organization do not prescribe how nominations are to be made, and if the assembly has taken no action to do so prior to an election, any member can move while the election is pending (a) to specify one of various methods by which the candidates shall be nominated; or, if the need arises, (b) to close nominations, or (c) to reopen them; these are the *Motions Relating to Nominations* (**31**)."						
Member States: **Stated by the Chair:**	Varies but is usually made as a motion with an amendment to fill the blank if more than one method is suggested. They should be voted on in this order: (a) by the chair; (b) from the floor (sometimes called "open nominations"); (c) by a committee; (d) by ballot; (e) by mail; and (f) by petition (§31:3).					
§32 Excused from a Duty	No	Yes, if made by member to be excused from duty, No if made by another member	Yes	Yes	Majority	Negative only
Purpose: §6:17(10) "A member may *Request to Be Excused from a Duty* (**32**) if he wishes to be relieved from an obligation imposed upon him by the bylaws or by virtue of some position or office he holds."						
Member States:	**MEMBER A:** I move [or "ask"] that I be excused from… [Second] ***OR*--MEMBER A:** I move that the resignation be accepted.					
Stated by the Chair:	**CHAIR**: Member A has moved that they be excused from [duty]. Is there any debate? [Handle Debate] **CHAIR**: Are you ready for the question? The question is on excusing Member A from [duty]. Those in favor say 'aye' [pause], those opposed say 'no.' Motion carries and Member A is excused from [duty].					
§33 Parliamentary Inquiry	Yes	No	No	No	Chair answers	No
Purpose: §6:17(11a) "*Parliamentary Inquiry* (a request for the chair's opinion on a matter of parliamentary procedure as it relates to the business at hand—not involving a ruling)."						
Member States:	**MEMBER A:** I rise to a parliamentary inquiry. ***OR*--MEMBER A:** Parliamentary inquiry, Mr. President!					
Stated by the Chair:	**CHAIR:** State your inquiry. **MEMBER A:** [States question related to parliamentary procedure or related to the rules of the organization having bearing on the current motion] **CHAIR:** [Provides their opinion on the correct answer, OR directs another member or the parliamentarian to answer the question]					
Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§33 Request for Information	Yes	No	No	No	No vote, chair responds	No
Purpose: §6:17(11b) "*Request for Information* or, as it is also called, *Point of Information* (an inquiry as to facts affecting the business at hand—directed to the chair or, through the chair, to a member)."						
Member States:	**MEMBER A:** Madam Chairman, A request for information!					
Stated by the Chair:	**CHAIR:** State your request.					
Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§33 Withdraw or Modify a Motion	Yes	No unless moved by the maker	No	No	Maj.	Negative only

	Purpose	§6:17(11c) "*Request for Permission (or Leave) to Withdraw or Modify a Motion* (after it has been stated by the chair)."
	Member States:	**MEMBER A:** I move that the member [or "I"] be permitted [or "allowed"] to withdraw the motion.
	Stated by the Chair	**CHAIR**: If there are not any objections to allowing the motion to be withdrawn; [PAUSE for objections] the motion is withdrawn. **OR,** If there is an objection: **CHAIR**: Since there is an objection, the question is on the member being permitted to withdraw the motion. Those in favor of the withdrawal, say aye. [Pause] Those opposed, say no. [Pause] **CHAIR**: [Announce the outcome of the vote].

Motions that Bring Questions Again Before the Assembly						
Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§34 Take from The Table	No	Yes	No	No	Maj.	No
Purpose: §6:26(1) "If it is desired to resume consideration of a main motion (along with any series of motions that may be *adhering* to it which lies on the table, it can be proposed by means of the motion to *Take from the Table* (**34**)."						
Member States:	**MEMBER A:** I move to take from the table the resolution relating to [state motion] *and* [it's pending questions/amendments, etc.]					
Stated by the Chair:	**CHAIR:** It is moved and seconded to take from the table the motion relating to [repeating motion taken from table]. The question is on the motion to take from-the table the motion relating to [repeating motion taken from table]. **CHAIR:** Those in favor of the motion, say aye. [Pause] Those opposed, say no. [Pause] The ayes have it; the motion is adopted. [Make a statement indicating the effect of the vote.] **CHAIR:** The question is on the motion that (to) [repeating motion taken from table]. ***OR*** **CHAIR:** The noes have it; the motion is lost.					
§35 Rescind /Amend Something Previously Adopted	No	Yes	Yes	Yes	2/3, Maj. with notice, or Maj. of entire membership	Negative only
Purpose: §6:26(2) "If it is desired to cancel or countermand an entire main motion, resolution, order, or rule that has been adopted and that has continuing force and effect, such action can be proposed by means of the motion to *Rescind* (or *Repeal*, or *Annul*, **35**); and by another form of the same parliamentary motion—that is, the motion to *Amend Something Previously Adopted* (**35**)—it can be proposed to modify the wording or text previously adopted, or to substitute a different version."						
Member States:	**Member A:** In accordance with the previous notice given, I move to rescind [read motion from card].					
Stated by the Chair:	**CHAIR**: It is moved and seconded that the motion relating to [reading motion as on the card] be rescinded. Are you ready for the question? [Handle debate if any] **CHAIR**: The question is on rescinding the motion relating to [read motion from card]. Those in favor, say aye. [Pause] Those opposed, say no. [Pause] **CHAIR**: [Make a statement indicating the effect of the vote and/or ordering its execution.] Is there further new business?					
§36 Discharge a Committee	No	Yes	Yes	Yes	2/3, Maj. With notice, or Maj. Of entire membership	Negative only
Purpose: §6:26(3) "If a question has been referred, or a task has been assigned, to a committee that has not yet made its final report, and it is desired to take the matter out of the committee's hands, either so that the assembly itself can consider or act upon it or so that it can be dropped, such action can be proposed by means of the motion to *Discharge a Committee* (**36**)."						
Member States:	**MEMBER A:** I move to discharge [state the motion] from consideration by the [standing committee name] committee. OR **MEMBER A:** I move to discharge the committee tasked with [state the motion] from further consideration of the motion.					
Stated by the Chair:	**CHAIR:** It is moved and seconded that the [name of standing committee] committee be discharged from further consideration of [repeating motion]. Are you ready for the question? ***OR*** **CHAIR:** It is moved and seconded that the committee to which was referred [repeating motion] be discharged. Are you ready for the question? **CHAIR:** [*Handle debate if any*]					

	CHAIR: The question is on the adoption of the motion to [repeating motion]. (1) *If no previous notice was given:* Those in favor of the motion will rise. [Pause]Be seated. Those opposed will rise. [Pause] Be seated. (2) *If previous notice was given:* Those in favor say aye. [Pause] Those opposed, say no. [Pause] **CHAIR:** [*Declare the outcome of the vote*] (1) There are two-thirds in the affirmative and the motion is adopted. ***OR*** There are less than two-thirds in the affirmative and the motion is lost. (2) The ayes have it; the motion is adopted. *[Make a statement indicating the effect of the vote and/or ordering its execution.]* Is there further new business? ***OR*** The noes have it; the motion is lost. *[Make a statement indicating the effect of the vote.]* Is there further new business?

Motion	**Interrupt**	**Requires 2nd**	**Debatable**	**Amend**	**Vote Required**	**Reconsider**
§37 Reconsider	No	Yes	Yes	No	Maj.	No
Purpose: §6:26(4) "If, in the same session that a motion has been voted on but no later than the same day or the next day on which a business meeting is held, new information or a changed situation makes it appear that a different result might reflect the true will of the assembly, a member who voted with the prevailing side can, by moving to *Reconsider* (**37**) the vote, propose that the question come before the assembly again as if it had not previously been voted on."						
Member States:	**MEMBER A**: I move to reconsider the motion related to [state motion idea] from earlier in the meeting. I voted on the prevailing side. ***The member moving the reconsideration must state how he voted on the motion.***					
Stated by the Chair:	*If it is in order to take up the motion:* **CHAIR**: It is moved and seconded to reconsider the vote on [repeating motion]. ***OR*** *If it is not in order to take up the motion when it is moved:* **CHAIR:** It is moved and seconded to reconsider the vote on [repeating motion]. The secretary will make a note of it. [*Continue with the pending business.*] Are you ready for the question? **CHAIR:** [Handle debate if a debatable motion]. **CHAIR:** The question is on the motion to reconsider the vote on [repeating motion]. Those in favor of reconsidering the vote on [repeating motion], say aye. [Pause] Those opposed, say no. [Pause] **CHAIR:** The ayes have it; the vote on the motion is reconsidered. The question is now on the motion that (to) [repeating motion to be reconsidered]. ***OR*** **CHAIR:** The noes have it; the motion to reconsider is lost. Make a statement indicating the effect of the vote. Is there further new business?					