

Parliamentary Procedure

| To accomplish this: | You say this: | Interrupt the speaker? | Is a second necessary? | Is it debatable? | Can it be amended? | Necessary vote? | Can it be reconsidered? |
|--|--|------------------------|------------------------|---|--------------------|-----------------------------------|--|
| Introduce business | "I move that..." | No | Yes | Yes | Yes | Majority | Yes |
| Amend a motion | "I move to amend the motion by..." | No | Yes | Yes (if debatable) | Yes | Majority | Yes |
| Give further study | "I move to refer the matter to committee." | No | Yes | Yes | Yes | Majority | Yes (Unless it has gone to committee.) |
| Postpone discussion for stated period of time | "I move to postpone the discussion until..." | No | Yes | Yes | Yes | Majority | Yes |
| End debate and amendments | "I move the previous question." | No | Yes | No | No | 2/3 | No (Unless vote is not taken) |
| Suspend consideration of an issue temporarily | "I move to table the motion." | No | Yes | No | No | Majority | No |
| Raise a question about noise, etc. | "I rise to a question of privilege." | Yes | No | No | No | No vote | No (Usually) |
| Call for an intermission | "I move we recess for..." | No | Yes | No | Yes | Majority | No |
| Adjourn the meeting | "I move that we adjourn." | No | Yes | No | No | Majority | No |
| Other motions to: | You say: | | | | | | |
| Request information | "Point of information" | Yes | No | No | No | No vote | No |
| Reconsider an action | "I move to reconsider the vote on..." | Yes | Yes | Yes (If motion to reconsider is debatable) | No | Majority | No |
| Take up a matter previously tabled | "I move to take from the table..." | No | Yes | No | No | Majority | No |
| Verify a voice vote by having members stand | "I call for a division." | Yes | No | No | No | No vote | No |
| Vote on a ruling of the chair | "I appeal from the chair's decision." | Yes | Yes | Yes | No | Majority | Yes |
| Protest breach of rules or conduct | "I rise to a point of order." | Yes | No | No | No | No vote (Unless it is unclear) | No |
| Avoid considering an improper matter | "I object to consideration of this motion." | Yes | No | No | No | 2/3 | Yes (If main motion was not considered) |
| Suspend rules temporarily | "I move to suspend the rules so that..." | No | Yes | No | No | 2/3 | No |