

PARLIAMENTARY PROCEDURE AT A GLANCE

TO DO THIS	YOU SAY THIS	May You interrupt Speaker?	Must You be Seconded?	Is the Motion Debatable?	What Vote is Required?
Adjourn the meeting*	"I move that we adjourn"	No	Yes	No	Majority
Recess the meeting	"I move that we recess until..."	No	Yes	No	Majority
Complain about noise, room temp., etc.*	"Question of Privilege"	Yes	No	No	No vote
Suspend further consideration of something *	"I move that the motion be laid on the table."	No	Yes	No	Majority
End Debate	"I move the previous question".	No	Yes	No	2/3 vote
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Majority
Have something studied further	"I move to refer the motion to the _____ Committee."	No	Yes	Yes	Majority
Amend a motion	"I move to amend by ... "	No	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Majority
Object to procedure or to a personal affront*	"Point of Order"	Yes	No	No	Chair decides
Request information*	"Point of Information."	Yes	No	No	No vote
Ask for a vote by actual count to verify a voice vote*	"I call for a division."	No	No	No	No vote
Object to considering some undiplomatic matter*	"I object to the consideration of the question."	Yes	No	No	2/3 vote
Take up a matter previously tabled*	"I move to take from the table"	No	Yes	No	Majority
Reconsider something already disposed of*	"I move to reconsider..."	Yes	Yes	Yes	Majority
Consider something out of its scheduled order*	"I move we suspend the rules and consider..."	No	Yes	No	2/3 vote
Vote on a ruling by the chair*	"I appeal from the decision of the chair."	Yes	Yes	Yes	Majority

\*Not Amendable

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