

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?	2 ND ?	DEBATE?	AMEND?	VOTE?
§21	Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20	Take Break	I move to recess for	No	Yes	No	Yes	Majority
§19	Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18	Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
§17	Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16	Close debate	I move the previous question	No	Yes	No	No	2/3
§15	Limit or extend debate	I move that debate be limited to...	No	Yes	No	Yes	2/3
§14	Postpone to a certain time	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 amend the motion by...	No	Yes	Yes	Yes	Majority
§11	Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority
§10	Bring business before assembly (a main motion)	I move that [or "to"]...	No	Yes	Yes	Yes	Majority

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Incidental Motions – No order of precedence. Arise incidentally and decided immediately.

YOU WANT TO:		YOU SAY:	INTERRUPT?	2 ND ?	DEBATE?	AMEND?	VOTE?
§23	Enforce rules	Point of order	Yes	No	No	No	None
§24	Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25	Suspend rules	I move to suspend the rules which...	No	Yes	No	No	2/3
§26	Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27	Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29	Demand rising vote	I call for a division	Yes	No	No	No	None
§33	Parliamentary law question	Parliamentary inquiry	Yes (if urgent)	No	No	No	None
§33	Request information	Request for information	Yes (if urgent)	No	No	No	None

Motions That Bring a Question Again Before the Assembly – No order of precedence. Introduce only when nothing else is pending.

YOU WANT TO:		YOU SAY:	INTERRUPT?	2 ND ?	DEBATE?	AMEND?	VOTE?
§34	Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35	Cancel or change previous action	I move to rescind/amend something previously adopted ...	No	Yes	Yes	Yes	2/3 or maj. w/notice
§37	Reconsider motion	I move to reconsider the vote...	No	Yes	Varies	No	Majority