

Parliamentary Procedure At A Glance

TO DO THIS	YOU SAY THIS	May you interrupt speaker?	Must you be seconded?	Is the motion debatable?	Vote 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 temperature, 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...	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 the consideration of 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 vote 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

