

## 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 temperature, etc.	"Question of privilege..."	Yes	No	No	No vote
Suspend further consideration of an item*	"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 an item	"I move we postpone this matter until..."	No	Yes	Yes	Majority
Have an item studied further	"I move to refer the motion to committee."	No	Yes	Yes	Majority
Amend a motion	"I move to amend by..."	No	Yes	Yes	Majority
Introduce business (Primary motion)	"I move that..."	No	Yes	Yes	Majority
Object to a 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 an undiplomatic matter*	"I object to 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 an item already disposed of *	"I move to reconsider..."	Yes	Yes	Yes	Majority
Consider an item 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