

SENATE COMMITTEE ON RETIREMENT

Rules of Procedure

(In addition to the Senate Rules of Order, Revised Statutes, and Constitutional provisions)

ADOPTED 22 MAY 2020

I. PRESENTATIONS

- A. All handouts for presentation to the committee shall be of sufficient number for distribution to each committee member, three staff members, and the committee secretary. Handouts shall be submitted to the chairman and committee staff for approval at least 24 hours before the meeting.
- B. No power point or other electronic presentations shall be presented to or before the committee unless the content has been submitted to the chairman and committee staff for approval at least 24 hours before the meeting.

II. AMENDMENTS

All nontechnical amendments shall be requested or prepared and delivered to committee staff by noon on the working day prior to the meeting. The chairman may refuse any amendments which were not timely submitted and proceed with the hearing on the instrument or request that the author defer the instrument to a later date. Staff is authorized to make purely technical corrections to amendments adopted by the committee.

III. COMMITTEE RULES

The Rules of Order of the Senate govern all questions of committee procedure. In the absence of an applicable Senate Rule, these Committee Rules shall govern. All other questions shall be decided by the chairman who shall consult Mason's Manual of Legislative Procedure.