

## Rules of Order

### ***Speaking on the floor of Convention:***

- Members of Convention (delegates, certified alternates, and clergy) and others given privilege of seat and voice may speak at a microphone. Alternates not certified do not have seat or voice – separate tables are provided for alternates; alternates may NOT speak at a microphone or sit at the congregation table.
- Wait at a microphone to be recognized by the chair. Give your name, congregation name, and congregation location/city.
- There is a two-minute time limit when speaking to resolutions or issues.
- Time will be indicated by chair of Dispatch of Business; ***please honor time limits.***
- Each person may speak only once to any one resolution or amendment.
- The presenter of a resolution may speak a second time.
- To call for the question during a debate, you must go to a microphone and be recognized by the chair.

### ***Submitting amendments and/or new resolutions:***

- All resolutions or amendments made from the floor must have a written copy provided to the Secretary of Convention immediately upon leaving the microphone.
- Canon 4, section 7, requires that, any new Resolutions (resolutions not submitted by the 45-day deadline) be submitted in writing to the Resolutions Committee no later than six (6) hours after the convening of Convention; the deadline for 2017 will be 7:30 p.m. on Friday, October 27 (although the Resolutions Committee would appreciate any new resolutions be submitted prior to the recess at 6:30 p.m. on Friday).

### ***Voting***

“**Voice**” votes at the Convention will be taken by holding up a card to designate your vote:

**GREEN for YES**  
**RED for NO**

Red and green cards will be given to each voting member of the Convention at registration. Members will sign for voting materials. Voting cards and ballots are NOT replaceable if they are lost.

*Clergy licensed in this Diocese who have charge of a congregation are given seat, voice and vote through Canon VII, section 3. Clergy licensed in this Diocese, but canonically resident elsewhere, and others given seat and voice through the Committee on Privilege, have seat and voice only, not vote.*

Additional information, including an introduction to Parliamentary Procedures, may be found in document A.4.

**Written votes** for 2017 will use the iNSIGHT 4U SelfScore Scanner. Votes will be taken while seated – using ballots and pencils provided – and will be collected by Convention pages. Voting members of the Convention must be in their assigned seats during the time that the polls are open in order to vote. Further instructions on the voting system will be given prior to the first ballot.