

INDEX TO STANDING ORDERS

OF THE

SENATE OF JAMAICA

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APPENDIX

Report of Senate Standing Orders Committee laid 17th July, 1964, adopted and these Standing Orders adopted 18th September, 1964 and amended on 10th January, 1986; 4th March, 1988; 10th December, 1999; 12th October, 2001; 22nd February, 2013; and 24th April, 2020.

REVISED STANDING ORDERS

INTERPRETATION

(ADOPTED 10TH JANUARY, 1986)

- Procedure in unprovided cases. In all cases not provided for in these rules, the customs, usages, forms and proceedings of either House of the Parliament of Jamaica shall, so far as is practicable, be followed in the Senate or in any committee thereof.
- No implied restrictions. Except so far as is expressly provided, these rules shall in no way restrict the mode in which the Senate may exercise and uphold its powers, privileges and immunities.
- Suspension of rule. Notwithstanding anything in these rules, any rule or part thereof may be suspended without notice by leave of the Senate, the rule or part thereof proposed to be suspended and the reason for the proposed suspension being distinctly stated.
- Definitions. In these rules, unless the context otherwise requires,
- (a) “Bill” means a draft Act of Parliament and includes both a private and a public bill;
 - (b) “Committee” means a committee of the whole, a select committee, whether sessional or special, or a joint committee;
 - (c) “Committee of the Whole” means a committee composed of the whole body of the Senators;
 - (d) “Leader of Government Business in the Senate” means the Senator occupying the recognized position of Leader of the Government in the Senate or a Senator acting for him;
 - (e) “Joint Committee” means a committee composed of members of the Senate and the House of Representatives;
 - (f) “Leave of the Senate” means leave granted without a dissenting voice;

- (g) “Motion” means a proposal made by a Senator that the Senate or a committee thereof do something, order something to be done, or express an opinion concerning some matter;
- h) “One Day’s Notice” means a notice given on any sitting day for a motion or inquiry to be made on the next succeeding sitting day;
- (i) “Ordered by the Senate” or any expression of like import means ordered by majority decision;
- (j) “Person” includes any corporation, either aggregate or sole, and any club, society, association or other body, of one or more persons;
- (k) “Petition” means a written prayer presented to the Senate, and includes all petitions whether relating to public or private matters, matters of general policy, or to redress of local or personal grievances;
- (l) “Previous Question” means a motion “that the original question be now put”;
- (m) “Question”, except in respect of the question period and a question of privilege, means a proposal presented to the Senate or a Committee thereof by the President or Chairman for consideration and disposal in some manner;
- (n) “Rule” means any standing rule or standing order of the Senate;
- (o) “Select Committee” means a committee composed of less than the whole body of Senators and includes both a standing committee and a special committee;
- (p) “Shall” is to be construed as imperative, and “may” as permissive;
- (q) “Special Committee” means a Select Committee other than a Standing Committee appointed to consider certain matters and to report thereon to the Senate;

- (r) “Standing Committee” means a Select Committee appointed to consider and to report to the Senate on matters falling within the duties specifically assigned to it by these rules, and on other matters that may from time to time be referred to it by the Senate;
- (s) “Substantive Motion” means an independent motion neither incidental to nor relating to a proceeding or order of the day already before the Senate;
- (t) “Writing”, “written” or any term of like import includes words printed, typewritten, painted, engraved, lithographed, photographed, or represented or reproduced by any mode of representing or reproducing words in a visible form.

STANDING ORDERS

1. Oath of Allegiance

- (1) No Member of the Senate shall sit or vote therein, except for the purpose of electing a President, until he has taken and subscribed the Oath of Allegiance: Provided that any person authorised by law to make an affirmation instead of taking an oath shall be permitted to make a solemn Affirmation in lieu of the Oath of Allegiance.
- (2) The Oath of Allegiance and the Affirmation shall be in the forms respectively set out in the Appendix to these Orders.
- (3) The Oath or Affirmation in lieu thereof shall be administered by the Clerk immediately after Prayers, and every Member shall thereupon sign the book to be kept for that purpose at the Table.

2. Election of President

- (1) At the first meeting of the Senate immediately after a general election, or whenever it is necessary for the Senate to elect a President by reason of a vacancy in the office occurring otherwise, the Clerk shall call upon the Senate to elect a President.
- (2) A Member, having first ascertained that the Member to be proposed is willing to serve if elected, may, rising in his place and addressing the Clerk, propose a Member not being a Minister or Parliamentary Secretary as President of the Senate, and if that proposition be seconded, the Clerk, if no other such Member be suggested for the office, shall declare the Member so proposed and seconded to be President of the Senate.
- (3) If another such Member, willing to serve if elected, be proposed and seconded, the Clerk shall propose the question that the Member who was first proposed should be the President. If that proposal be agreed to, the Member so chosen shall be President, but if the proposal be negatived, the Clerk shall propose a like question in respect of any other such Member who has been proposed and seconded, until the question is carried in favour of one of the Members so proposed.
- (4) No debate shall be allowed upon proposals for filling the office of President.

3. Election of Deputy President

- (1) At the first meeting of the Senate immediately after a general election, or whenever it is necessary for the Senate to elect a Deputy President by reason of a vacancy in the office occurring otherwise, then so soon as the President has been elected and Members have taken the Oath of Allegiance (or so soon as Prayers have been said and the Oath of Allegiance of any new Member taken), the Senate shall proceed to the election of one of its Members, not being a Minister or a Parliamentary Secretary, to be Deputy President.
- (2) The election of the Deputy President shall be conducted in a similar manner to the election of the President, save that the President shall preside.

4. Presiding in the Senate and in Committee

- (1) The President, or in his absence the Deputy President, shall preside at sittings of the Senate, and shall act as Chairman of Committees of the whole Senate.
- (2) When the President and the Deputy President are both absent, the Clerk shall call upon the Senate to elect from amongst the Members present who are not Ministers or Parliamentary Secretaries one to preside over that sitting of the Senate, and the election shall take place forthwith in the manner provided by these Standing Orders for the election of the President.
- (3) The President or in his absence the Deputy President may at any time ask any Member present, not being a Minister or a Parliamentary Secretary, to take the Chair temporarily without formal communication to the Senate or to the Committee.
- (4) Save as may be otherwise provided in these Standing Orders, the Deputy President or other Member presiding shall have all the authority and power of the President when presiding or otherwise performing the function of the President.
- (5) In the absence of the President, the Deputy President shall be invested with all the powers of the President.

- (6) The President in the Senate and the Chairman in Committee shall have power to regulate the conduct of business in all matters not provided for in these Standing Orders.

5. Duties of the Clerk

- (1) The Clerk shall keep the Minutes of Proceedings of the Senate and the Committees of the whole Senate, and shall circulate a copy of such Minutes if possible on the day following each meeting of the Senate.
- (2) Minutes shall record the names of Members attending and all decisions of the Senate whether made formally or informally, and shall be signed by the President.
- (3) In the case of divisions of the Senate or of a Committee of the whole Senate, the Minutes shall include the numbers voting for and against the question, and the names of Members so voting.
- (4) The Clerk shall prepare from day to day, and keep on the Table of the Senate and in the Clerk's office, an Order Book showing all business appointed for any future day, and any Notices of Questions or Motions which have been set down for a future day whether for a day named or not. The Order Book shall be opened to the inspection of Members at all reasonable hours.
- (5) The Clerk shall cause to be printed and circulated to every Member in respect of each sitting of the Senate an Order Paper setting out the business to be transacted at that sitting.
- (6) The Clerk shall be responsible for the custody of the votes, records, Bills and other documents laid before the Senate, which shall be opened to inspection by Members of the Senate and other persons under such arrangements as may be sanctioned by the President.
- (7) The Clerk shall send to each Member a written notice directing attention to the Proclamation summoning the Senate.

6. Language

- (1) The proceedings and debates of the Senate shall be in the English language.
- (2) Every petition shall be in the English language.

7. Quorum

- (1) The Quorum of the Senate and of a Committee of the whole Senate shall consist of eight Members besides the person presiding.
- (2) If at any time during a sitting of the Senate objection is validly taken by any Member that there is not a quorum present, the person presiding shall direct Members to be summoned, and if at the end of five minutes a quorum be not present, he shall adjourn the Senate without question put.
- (3) If at any time during a sitting of a Committee of the whole Senate objection is validly taken by any Member that there is not a quorum present, the person presiding shall direct Members to be summoned, and if at the end of five minutes a quorum be not present, he shall leave the Chair, and, the Senate being resumed, the President shall direct the Clerk forthwith to count the Senate and if a quorum be not then present shall adjourn the Senate without question put, but if a quorum be proved to be present, the Senate shall forthwith again resolve itself into Committee.
- (4) If, from the number of Members present during a division including those Members who declined to vote, it appears that a quorum is not present, the division shall be invalid, and the business then under consideration shall stand over until the next sitting or until such time as a quorum is obtained, whichever first occurs.

DAYS AND HOURS OF SITTINGS

8. Sittings of the Senate

- (1) The Senate shall meet on Fridays or on such day as the President may determine. Such meetings of the Senate shall commence at 10:00 o'clock in the forenoon and unless previously adjourned, it shall sit until 4.30 o'clock in the afternoon.
- (2) At ten minutes before the time appointed for the termination of a sitting the President shall interrupt the business under discussion and its resumption shall be appointed for such day as the Minister in charge of arranging the business of the Senate shall direct, and if the Senate is in Committee at that time the Chairman shall leave the Chair forthwith to make his report to the Senate and the Committee shall be directed to sit again on such day as the said Minister shall

direct. Any other business, if unopposed, shall then be disposed of and at its conclusion or at the time appointed for the termination of the sitting, notwithstanding that there may be business then under discussion, the President shall adjourn the Senate without question put.

- (3) If any business, when called during the time of unopposed business, is opposed, it shall be appointed for such day as the Minister in charge of arranging the business of the Senate shall direct.
- (4) Notwithstanding anything to the contrary in these Orders, if at any time when the Senate stands adjourned pursuant to its own order the President is satisfied that there is urgent necessity for the Senate to meet upon a day earlier than the day to which the Senate stands adjourned, he may, subject to the provisions of paragraph (5) of this Order, direct the Clerk to summon a meeting of the Senate for such time on such day, not being earlier than the day after the day on which the direction is given, as the President may determine.
- (5) Every direction under paragraph (4) of this Order shall be in writing and shall be signed by the President and shall bear the date upon which it is given to the Clerk and shall specify the business to be transacted at the meeting to which it relates.
- (6) Forthwith upon receipt of any direction under paragraph (4) of this Order the Clerk shall telegraph to or otherwise advise every Member of the Senate informing him of the day and time appointed by the President for the holding of the special meeting of the Senate and of the business to be transacted at such meeting.

9. Order of Business

Unless the Senate otherwise directs, the business of each sitting day shall be transacted in the following order:—

- (1) Prayers
- (2) Oath of Allegiance of a new Member
- (3) Statements by Ministers
- (4) Announcements

- (5) Bills brought from the Honourable House of Representative
- (6) Petitions
- (7) Papers
- (8) Reports from Committees
- (9) Notices of motions given orally
- (10) Questions and answers to questions (Question Time)
- (11) Motions that may be made at the commencement of Public Business requiring notice
- (12) Motions relating to Sittings of the Senate
- (13) Motions for leave to introduce Bills
- (14) Presentation of Bills without leave of the Senate first obtained
- (15) Public Business

10. Adjournment of the Senate

A Minister may, at any time after the conclusion of Question Time at any sitting, move “That this Senate do now adjourn”, but any other Member may only move such a motion under Standing Order No. 11 (Adjournment—Definite Matter of Urgent Public Importance).

11. Adjournment—Definite Matter of Urgent National Importance

- (1) Any Member may after Public Business has been entered upon rise in his place and ask leave to move the adjournment of the Senate for the purpose of discussing a definite matter of urgent national importance.
- (2) A Member who wishes so to ask leave to move the adjournment of the Senate shall, before the commencement of the sitting, hand to the President a written notification of the matter which he wishes to discuss. The President shall refuse to allow the claim unless he is satisfied that the matter is definite, urgent and of public importance and may properly be raised on a motion for the adjournment of the Senate.
- (3) If the President is so satisfied and either—
 - (a) leave of the Senate is given; or
 - (b) if it is not given, at least eight members rise in their places to support the request,

the motion shall stand over until such hour on the same day as the President may appoint, and at that hour any proceeding on which the Senate is engaged shall be postponed until the motion for the adjournment is disposed of or until 4.20 o'clock, whichever is the earlier. At 4.20 o'clock the motion for the adjournment, if not previously disposed of, shall lapse and the proceedings which have been postponed shall be resumed and dealt with in accordance with the relevant Standing Order.

- (4) Not more than one motion for the adjournment of the Senate under this Order may be allowed at one sitting.

STATEMENTS BY MINISTERS

11A. Contents of Statements

A statement by a Minister shall be limited to matters which directly relate to the subject or department with the responsibility for which he is charged or which are of urgent national importance.

PETITIONS AND PAPERS

12. Presentation of Petitions

- (1) The Member presenting a Petition may state concisely the purport of the Petition.
- (2) The Senate will not receive any Petition:—
 - (a) which is not addressed to the Senate;
 - (b) which is not properly and respectfully worded;
 - (c) which in the opinion of the Member presiding contravenes subsection (4) of section 55 of the Jamaica (Constitution) Order in Council, 1962;
 - (d) which does not conclude with a prayer setting forth the general object of the Petition;
 - (e) which has not at least one signature on the sheet on which the prayer of the Petition appears and which has not at least the prayer at the head of each subsequent sheet of signatures;
 - (f) which has not been endorsed by the Clerk as being in accordance with the rules in regard to Petitions.

- (3) All Petitions shall be ordered to lie upon the Table without question put unless a Member when presenting a Petition move that it be read, printed or referred to a Select Committee.

13. Presentation of Papers

- (1) All papers shall be presented by a Minister and their presentation shall be entered upon the Minutes.
- (2) A Minister presenting a paper may make a short explanatory statement of its contents.
- (3) All papers shall be ordered to lie upon the Table without question put and any motion for the printing thereof shall be determined without amendment or debate.
- (4) All Instruments made under the authority of any Law which are required to be laid on the Table of the Senate shall be so laid as soon as may be after being made.

QUESTIONS

14. Nature of Questions

Questions may be put to a Minister relating to any subject or Department with the responsibility for which and other Minister has been charged; and it shall be the duty of the Clerk forthwith to bring any such question to the notice of the appropriate Minister.

15. Notice of Questions

- (1) A question shall not be asked without notice, unless it is of an urgent character or relates to the business of the day, and the Member has obtained the leave of the President to ask it.
- (2) Notice of a question may be handed by a Member to the Clerk during the period known as Question Time. Every such notice shall be signed by the Member giving it.
- (3) A Member who desires an oral answer to a question shall mark his notice with an asterisk and a question not so marked shall require a written answer, which when received shall be circulated with the Minutes of Proceedings of the Senate.

- (4) Subject to paragraph (5) a question marked for oral answer shall be put down for a day to be named by the Member being a day not earlier than twenty-one clear days after the question has appeared on the Question Paper.
- (5) Where a question for oral answer is asked of a Minister, in relation to a matter directly related to his portfolio responsibility, which is of urgent national importance, it shall be put down for:—
 - (a) a day not later than seven clear days after it has been handed to the Clerk; or
 - (b) if the Senate is not meeting within the period specified in subparagraph (a), for the next sitting day of the Senate.

16. Contents of Questions

- (1) The right to ask a question shall be subject to the following general rules, as to the interpretation of which the President shall be the sole judge:—
 - (a) The proper object of a question is to obtain information on a question of fact within the official cognizance of the Minister to whom it is addressed, or to ask for official action.
 - (b) A question shall not include the names of persons, or any statements of fact, unless they be necessary to render the question intelligible.
 - (c) If a question contains a statement of fact, the Member asking it shall make himself responsible for the accuracy of the statement, and no question shall be based upon a newspaper report or upon an unofficial publication.
 - (d) A Member shall not address the Senate upon any question, and a question shall not be made the pretext for a debate.
 - (e) Not more than one subject shall be referred to in any one question, and a question shall not be of excessive length.
 - (f) A question shall not contain arguments, inferences, opinions, imputations, epithets, ironical expressions or hypothetical cases.

- (g) A question shall not be asked—
- (i) which raises an issue already decided in the Senate or which has been answered fully during the current session, or to which an answer has been refused;
 - (ii) seeking information about matters which are in their nature secret;
 - (iii) regarding proceedings in a Committee which have not been placed before the Senate by a report from the Committee;
 - (iv) which deals with matters referred to a Commission of Enquiry or within the jurisdiction of the Chairman of a Select Committee;
 - (v) as to the character or conduct of any person except in his official or public capacity;
 - (vi) reflecting on the decision of a Court of Law or being likely to prejudice a case which is under trial including a case tried by a Court Martial before confirmation;
 - (vii) reflecting on the character or conduct of any person whose conduct can only be challenged on a substantive motion under Standing Order 35 (Contents of Speeches);
 - (viii) asking whether statements in the Press, or of private individuals, or unofficial bodies are accurate;
 - (ix) the answer to which can be found by reference to available official publications;
 - (x) referring discourteously to, or seeking information about, the internal affairs of any territory within the Commonwealth or of a friendly foreign country;
 - (xi) dealing with the action of a Minister for which he is not responsible to the Parliament;
 - (xii) seeking, for purposes of argument, information on matters of past history;

- (xiii) raising questions of policy too large to be dealt with in the limits of an answer to a question.
 - (h) A question shall not solicit the expression of an opinion, or the solution of an abstract legal question or of a hypothetical proposition.
- (2) If the President is of the opinion that any question of which a Member has given notice to the Clerk infringes the provisions of any Standing Order or is in any way an abuse of the right of questioning, he may direct—
- (a) that the Member concerned be informed that the question is out of order; or
 - (b) that the question be entered in the Order Book with such alterations as he may direct.

17. Manner of Asking and Answering Questions

- (1) At Question Time the President shall call in turn upon each Member in whose name a question stands upon the Order Paper, in the order in which the questions are printed or in any such other order as the President may on any particular occasion (by leave of the Senate) determine. Each Member so called shall rise in his place and ask the question by reference to its number on the Order Paper and the Minister questioned shall give his reply.
- (2) After the answer to a question has been given, supplementary questions may, at the discretion of the President, be put for the purpose of elucidating the answer given orally, but the President may refuse any such question which in his opinion introduces matters not relevant to the original question, or which infringes any of the provisions of Standing Order 16 (Contents of Questions), and may in that case direct that such question be not reported in the Official Report.
- (3) When all the questions for which an oral answer is required have been called, the President, if time permits, shall call again any question which has not been asked by reason of the absence of the Member in whose name it stands; in which case another Member may, if

deputed by the absent Member, on his behalf either ask the question or request its postponement. The President shall also call again any questions which have not been answered by reason of the absence of the Minister to whom it is addressed.

- (4) A Minister may decline to answer a question if the publication of the answer would in his opinion be contrary to the public interest.
- (5) A Minister may, with the leave of the Senate in accordance with Standing Order No. 17A, defer answering a question.
- (6) A Minister may, notwithstanding paragraph (3) of Standing Order 15, with the consent of the President and of the Member asking the question, reply earlier than the day for which the question has been put down.
- (7) Not more than three questions requiring an oral answer shall appear on the Order Paper in the name of the same Member for the same day and any question in excess of this number shall not be called by the President but shall be answered as provided in paragraph (9) of this Order, save that no postponement shall be allowed.
- (8) No question shall be asked after 11.45 a.m. except any question which the President has allowed to be asked without notice under paragraph (1) of Standing Order No. 15 (Notice of Questions).
- (9) Questions which have not received an oral answer by 11.45 a.m. shall be answered in writing by the Minister to whom the question was addressed and copies of the answer shall be sent immediately after that hour to the Clerk, who shall send a copy to the Member in whose name the question stood upon the Order Paper and cause the answer to be circulated with the Minutes of Proceedings, unless before the end of Question Time a Member having a question on the Order Paper but whose name has not been called by the President signifies to the President his desire to postpone the question to a later sitting or to withdraw it.

17A. Deferral of Question

- (1) A Minister seeking to defer answering a question shall hand to the Clerk a written request therefor which explains the reasons why the

answer could not be supplied in the time required and if the Senate is satisfied with the explanation, the Senate may extend the time for answering by a period of not more than fourteen clear days.

- (2) The procedure specified in paragraph (1) shall apply to any further extension required by the Minister so, however, that in such case consent to such extension and the length thereof shall be obtained from the President and the questioning Member. However, if there is no agreement between the President and the Member, the matter shall be determined by the ruling of the President.
- (3) Where an answer to the question has not been supplied within the time required under paragraph (2) this shall, subject to any recommendation to the contrary on reference to the Committee of Privileges, be regarded as being out of order.

17B. Ministers' Question Time

On the first sitting day of the Senate during any week, there shall be a Question Time during which responses by Ministers to questions in relation to matters of urgent national importance directly related to their respective portfolio responsibilities shall take precedence.

18. Personal Explanations

With the leave of the President and by the indulgence of the Senate, a Member may make a personal explanation, although there be no question before the Senate; but no controversial matter may be brought forward nor may debate arise upon the explanation.

19. Messages from the Governor-General

A message from the Governor-General may be presented at any time before the commencement or at the close of Public Business by the Clerk to the Senate or by a Minister and shall be considered forthwith or ordered to be considered at such time as the Senate may determine, or, if presented by a Minister, at such time as he may appoint.

PUBLIC BUSINESS

20. Arrangement of Public Business

- (1) Public Business shall consist of motions and Public Bills.

- (2) Subject to the provisions of these Standing Orders, Government Business shall have precedence on every day.
- (3) Government Business shall consist of motions proposed to be made and Bills sponsored by Ministers and shall be set down in such order as the Government thinks fit.

MOTIONS AND AMENDMENTS THERETO

21. Questions for Debate

Subject to sections 55 and 59 of the Jamaica (Constitution) Order in Council, 1962 and to these Standing Orders, any Member may propose by way of motion any matter for debate in the Senate.

22. Notices of Motions, Amendments and Manner of Giving Notice

- (1) Unless the Standing Orders otherwise provide, any Member proposing to move a motion shall give notice thereof.
- (2) Where under these Standing Orders notice is required, such notice shall be given in writing, signed by the Member and addressed to the Clerk. Such notice shall be handed in at the Table during the period allotted for Notices of Motions given orally or by delivery within the hours prescribed for the purpose at the office of the Clerk or other place appointed by the President.
- (3) If the President is of the opinion that any notice of motion which has been received by the Clerk infringes the provisions of any Standing Order or is in any way out of order, he may direct—
 - (a) that the Member concerned be informed that the notice of motion is out of order; or
 - (b) that the notice of motion be entered in the Order Paper with such alterations as he may direct.
- (4) Subject to the provisions of paragraph (3) above, all such notices shall be printed and circulated to Members of the Senate in the Order Paper for the day following their receipt by the Clerk, or if the Senate be not sitting on such day, then in the Order Paper for the next day on which the Senate is to sit.

- (5) Motions and amendments sent to the Clerk shall be printed and circulated by him in the Order Paper whether or not they be matters of which notice is required, and in the case of amendments to Bills shall be arranged so far as may be in the order in which they will be proposed.

23. Period of Notice

- (1) Except as provided in the next succeeding paragraph, a Government motion shall not be debated earlier than the day following the day upon which it was first published in the Order Paper.
- (2) Except as provided in Standing Order No. 77 (Reports from Select Committees), a Private Member's motion shall not be debated earlier than seven clear days from the day upon which it was first published in the Order Paper, and not later than twenty-eight days after the date of such first publication.

24. Motions Exempt from Notice

Notice shall not be required of any of the following motions:—

- (1) A motion for the adjournment of the Senate or of any debate.
- (2) A motion for the suspension of Standing Orders put with the leave of the President.
- (3) A motion for the election of a temporary presiding officer under paragraph (2) of Standing Order No. 4 (Presiding in the Senate and in Committee).
- (4) A motion for the amendment of any motion.
- (5) A motion for the withdrawal of strangers.
- (6) A motion that the Senate resolve itself into Committee.
- (7) A motion made in Committee of the whole Senate.
- (8) A motion that a petition be read, printed, or referred to a Select Committee.
- (9) A motion for the printing of a paper under paragraph (3) of Standing Order No. 13 (Presentation of Papers).
- (10) A motion that the Report of a Select Committee be referred to a Committee of the whole Senate or be printed.

- (11) A motion to recommit a Bill under paragraph (1) of Standing Order No. 57 (Recommittal of Bills reported from Committee of the whole Senate).
- (12) A motion for the withdrawal of a Bill under Standing Order No. 63 (Withdrawal of Bills).
- (13) A motion arising out of any item of business made immediately after that business is disposed of and before fresh matter is entered upon.
- (14) A motion for the suspension of a Member.
- (15) A motion relating to a matter of privilege.
- (16) A motion in respect of which notice has been dispensed with under Standing Order No. 25 (Dispensing with Notice).

25. Dispensing with Notice

Except with the consent of the President and the assent of the majority of the Members present, notice shall not be dispensed with in respect of a motion or other proceeding in respect of which notice is required by these Orders.

26. Privilege Motions

- (1) A motion directly concerning the privileges of the Senate shall take precedence of all other public business.
- (2) If during a sitting of the Senate a matter suddenly arises which appears to involve the privileges of the Senate and which calls for the immediate intervention of the Senate, the proceedings may be interrupted, save during the course of a division, by a motion based on such matter.

26A. Motions on National Issues

- (1) Every Private Member's motion carried by the Senate which requires action on national policy issues shall stand referred to the Select Committee whose terms of reference relate to the subject matter of the motion, for the question of the appropriateness of the subject for submission to the Cabinet to be considered.
- (2) If consequent on a referral pursuant to paragraph (1) the relevant Select Committee approves the preparation of a submission to the Cabinet then the leader of Government business in the Senate, subject to the approval of the Senate, shall within twenty-one days of the tabling of such approval make a submission to the Cabinet inviting their

consideration of the subject matter of the motion as approved by the Senate.

- (3) A Cabinet decision in response to a submission made pursuant to paragraph (2) shall be tabled in the Senate not later than twenty-one days after being made.

27. Moving of Motions

- (1) On a motion made and when necessary, seconded, the President shall propose the question to the Senate, and after debate, if any, shall then put the question for the decision of the Senate.
- (2) If a motion embodies two or more separate propositions, the propositions may be proposed by the President as separate questions.
- (3) If a Member desires to vary the terms of a motion standing in his name, he may do so by giving an amended notice of motion, but only if such amendment does not, in the opinion of the President, materially alter the scope of or any principle embodied in the original motion. Such amended notice shall run from the time at which the original notice was given.

28. Seconding of Motions and Amendments

- (1) In the Senate the question upon a motion or amendment shall not be proposed by the President unless such motion or amendment has been seconded: Provided that Government business shall not require seconding.
- (2) In Committee a seconder shall not be required.

29. Motions not Moved or Seconded

- (1) If a Member other than a Minister does not, when called upon, move any motion or amendment standing in his name, such motion or amendment shall be removed from the Order Paper unless deferred by leave of the Senate or moved by another Member duly authorized by that Member; but Government business may be moved by any Minister.
- (2) No question shall be proposed upon a motion or amendment which under these Standing Orders is required to be seconded if it is not so seconded, and no record of proceedings upon the motion or amendment shall be entered in the Minutes of Proceedings.

30. Withdrawal of Motions

- (1) A motion may be withdrawn by leave of the Senate or as the case may be Committee, if after it has been moved and before the question is fully put thereon the mover so requests.
- (2) A motion so withdrawn may be made again only if notice is given in accordance with these Orders.
- (3) If an amendment has been proposed to a motion, the original motion cannot be withdrawn until the amendment has been disposed of.

31. Amendments to Motions:

How Moved and Put

- (1) When any motion is under consideration in the Senate or in a Committee thereof, an amendment may be proposed to the motion if it is relevant thereto.
- (2) An amendment may be proposed to any such amendment if it is relevant thereto.
- (3) An amendment to a motion may be moved and seconded at any time after the question upon the motion has been proposed by the President or Chairman, and before it has been put by the President or Chairman at the conclusion of the debate upon the motion. When every such amendment has been disposed of, the President or Chairman shall either again propose the question upon the motion or shall propose the question upon the motion as amended, as the case may require, and after any further debate which may arise thereon, shall put the question to the Senate or Committee for its decision.
- (4)
 - (a) Upon any amendment to leave out any of the words of the motion, the question to be proposed shall be “That the words proposed to be left out be left out of the question”.
 - (b) Upon any amendment to insert words in or add words at the end of a motion, the question to be proposed shall be “That these words be there inserted” (or “added”).
 - (c) Upon any amendment to leave out words and insert or add other words instead, a question shall first be proposed “That words proposed to be left out be left out of the question”, and only if that question is agreed to shall the question then be proposed “That these words be there inserted” (or “added”).

- (d) When two or more amendments are proposed to be moved to the same motion, the President shall call upon the movers in the order in which their amendments relate to the text of the motion, or in case of doubt in such order as he shall decide.
 - (e) Any amendment may, by leave of the Senate, be withdrawn at the request of the mover before the question is fully put thereon but only if there is no dissentient voice.
- (5)
- (a) Any amendment to an amendment may be moved and seconded at any time after the question upon the original amendment has been proposed, and before it has been put at the conclusion of the debate on the original amendment.
 - (b) The provisions of paragraph (4) of this Order shall apply to the discussion of amendments to amendments except that in any question to be put, the words “original amendment” shall be substituted for the word “question”.
 - (c) When every such amendment to an amendment has been disposed of, the President shall as the case may require either again propose the question upon the original amendment or proposed the question upon the original amendment as amended.
- (6) Any amendment, whether in the Senate or in Committee of the whole Senate, shall be put in writing by the mover and delivered to the Clerk before the question is proposed thereon.
- (7) When the question upon an amendment has been proposed by the President or Chairman, an earlier part of the motion may not be amended unless the amendment under discussion is withdrawn.
- (8) An amendment shall not raise any question which, under these Standing Orders, may only be raised by a substantive motion after notice.

RULES OF DEBATE

32. Time and Manner of Speaking

- (1) A Member desiring to speak shall rise in his place and if called upon shall address his observations to the President or Chairman. No Member shall speak unless called upon by the President or Chairman.
- (2) If two or more Members rise at the same time, the President or Chairman shall call upon the Member who first catches his eye.

- (3) Subject to paragraphs (4), (5) and (6) of this Order, a Member shall not speak more than once on any question except—
 - (a) when the Senate is in Committee;
 - (b) in explanation as provided in paragraph (5) of this Order;
 - (c) to a point of order, as provided in Order 34 (Interruptions);
 - (d) in the case of the mover of a substantive motion or the Member in charge of a Bill, in reply.
- (4) Any Member may, without prejudice to his right to speak at a later period of the debate, second a motion or amendment by rising in his place and stating that it is his intention to second the motion or amendment, and no more.
- (5) A Member who has spoken on a question may again be heard to offer explanations of some material part of his speech which he alleges to have been misunderstood or misrepresented, but he shall not introduce new matter.
- (6) A Member who has spoken may speak again when a new question has been proposed, such as a proposed amendment or a motion for the adjournment of the debate.
- (7) Subject to paragraphs (8) and (9) of this Order, no Member shall be entitled to address the Senate or a Committee of the whole Senate for more than thirty minutes on any subject.
- (8) The mover of an original motion shall be entitled to forty-five minutes for his opening speech.
- (9) The Senate or a Committee of the whole Senate may at any time by motion made and carried without amendment or debate extend the time limited by this Order. The President's or the Chairman's ruling, as the case may be, as to the time taken by any Member shall be final.
- (10) A Member shall not read his speech, but he may read extracts from written or printed papers or books in support of his argument, and may refresh his memory by reference to notes.
- (11) No Member may speak on any question after it has been fully put to the vote by the President or Chairman, that is, after the voices of the ayes and noes have been collected.

33. Right of Reply

- (1) The mover of a motion may reply after all the other Members present have had an opportunity of addressing the Senate and before the question is put, and after such reply no other Member may speak, except as provided in paragraph (2) of this Order.
- (2) A Minister may conclude a debate on any motion which is critical of the Government, or reflects adversely on or is calculated to bring discredit upon the Government.

34. Interruptions

Subject to the provisions of Standing Orders 26, 38 and 39 a Member shall not interrupt another Member except—

- (a) by rising to a point of order, whereupon the Member speaking shall resume his seat and the Member interrupting shall simply direct attention to the point which he desires to bring to notice and submit it to the President or Chairman for decision; or
- (b) to elucidate some matter raised by that Member in the course of his speech, but only if the Member speaking is willing to “yield” or give way and resumes his seat and if the Member wishing to interrupt is called by the Chair.

35. Contents of Speeches

- (1) Subject to the provisions of Standing Order 11, debate upon any motion, Bill or amendment shall be relevant to such motion, Bill or amendment, and a Member shall confine his observations to the subject under discussion.
- (2) Reference shall not be made to any matter on which a judicial decision is pending, in such a way as might, in the opinion of the Chair, prejudice the interests of the parties thereto.
- (3) It shall be out of order to attempt to revive in any debate a matter or reconsider any specific question (other than a matter or question relating to a Bill returned with any amendment by the other Chamber) upon which the Senate has come to a conclusion during the current Session, except upon a substantive motion for rescission, which motion shall not be brought sooner than six months after the date on which the Senate reached its decision.
- (4) It shall be out of order to use offensive and insulting language about Members of either Chamber.

- (5) No Member shall impute improper motives to any other Member of either Chamber.
- (6) Her Majesty's name shall not be used to influence the Senate.
- (7) The conduct of Her Majesty, Members of the Royal Family, the Governor-General, Members of the Privy Council or the Senate or the House of Representatives, or of Judges or other persons engaged in the administration of justice shall not be raised except upon a substantive motion; and in any amendment, question to a Minister or debate on a motion dealing with any other subject any reference to the conduct of any such person as aforesaid shall be out of order.

36. Scope of Debate

- (1) When an amendment proposes to leave out words and to add or insert other words in their place, debate upon the question "That the words proposed to be left out of the question" may relate to both the words proposed to be left out and those proposed to be added or inserted.
- (2) On an amendment proposing only to leave out words or to add or insert words, debate shall be confined to the omission, addition or insertion of such words respectively.
- (3) Where during the course of a debate a motion is made—
 - (a) for the adjournment of the debate or of the Senate; or
 - (b) in Committee that the Chairman do report progress or do leave the Chair,

the debate upon such a motion shall be confined to the matter of such motion; and a Member who has moved or seconded such a motion shall not be entitled to move or second any similar motion during the same debate: but this paragraph shall not be construed as restricting the customary right of the Minister in charge of arranging the business of the Senate to move the adjournment of the Senate on the conclusion of the business of the day.

37. Anticipation

- (1) It shall be out of order to make a motion or move an amendment dealing with the subject matter of a Bill or motion, or other matter of business listed upon the Order Paper or of which notice has been given.

- (2) A Bill or motion or other matter of business of which notice has been given shall not be anticipated in a debate upon a motion for the adjournment of the Senate or in any other debate.
- (3) In determining whether discussion is out of order on the grounds of anticipation, regard shall be had by the Chair to the probability of the matter in question being brought before the Senate within a reasonable time.

38. Closure of Debate

- (1) After a question has been proposed any Member may at any time during the course of debate rise in his place and claim to move "That the question be now put" and unless it appears to the Chair that that motion is an abuse of the rules of the Senate or an infringement of the rights of the minority of members present, the question "That the question be now put" shall be put forthwith. No debate on that motion shall be allowed, and if the motion is carried, the debate then before the Senate shall cease and the question before the Senate shall be put forthwith.
- (2) When the motion "That the question be now put" has been carried, and the question consequent thereon has been decided, any Member may claim that any other question already proposed from the Chair be now put and if the assent of the Chair is given such question shall be put forthwith and decided without amendment or debate.
- (3) A motion under this Standing Order shall not be decided in the affirmative if it appears on a division that less than eight Members voted in the majority in support of the motion.

39. Previous Question

- (1) When a Motion, whether it has been amended or not, is under consideration by the Senate, the Previous Question may be moved.
- (2) The Previous Question shall be proposed from the Chair, in the form that the Senate do proceed to the next item of business.
- (3) The debate upon the Question so proposed shall be confined to the subject matter thereof.
- (4) If the President is of the opinion that the Motion for the Previous Question is an abuse of the rules he may decline to propose the Question thereupon.

- (5) The Previous Question shall not be admissible upon Motions relating to the business or adjournment of the Senate or in any Committee.

40. Rules for Members not Speaking

A Member present in the Senate during a debate—

- (a) shall maintain silence while another Member is speaking, and shall not interrupt, except in accordance with these Standing Orders; and
- (b) shall otherwise conduct himself in a fit and proper manner.

RULES OF ORDER

41. Responsibility for Order in the Senate and in Committee

The President in the Senate and the Chairman in any Committee shall be responsible for the observance of the rules of order in the Senate and Committee respectively and their decision upon any point of order shall not be open to appeal and shall not be reviewed by the Senate except upon a substantive motion made after notice.

42. President to be heard in Silence

Whenever the President or the Chairman rises during a Debate, any Member then speaking or offering to speak shall sit down, and the Senate or Committee shall be silent so that the President or Chairman may be heard without interruption.

43. Order in the Senate and in Committee:

Breaches of Order how dealt with

- (1) The President or Chairman, after having called the attention of the Senate, or of the Committee, to the conduct of a Member who persists in irrelevance or tedious repetition either of his own arguments, or of the arguments used by other Members in debate, may direct the Member to discontinue his speech and to resume his seat.
- (2) The President or Chairman shall order any Member whose conduct is grossly disorderly to withdraw immediately from the Senate during the remainder of that day's sitting, and may direct such steps to be taken as are necessary to enforce such order.

- (3) If a direction to withdraw under paragraph (2) of this Order be not complied with at once, or if on any occasion the President or Chairman thinks that his powers under that paragraph are inadequate, he may name such Member or Members in pursuance of paragraph (4) or paragraph (5) of this Order.
- (4) If a Member shows disregard for the authority of the Chair, or abuses the rules of the Senate by persistently and wilfully obstructing the business of the Senate or otherwise, the President shall direct the attention of the Senate to the incident, mentioning by name the Member concerned. The President then shall call upon a Minister to move “That Senator be suspended from the service of the Senate”, and the President shall forthwith put the question, no seconder being required and no amendment, adjournment or debate being allowed.
- (5) If the offence has been committed in a Committee of the whole Senate the Chairman shall forthwith suspend the proceedings of the Committee and as soon as the Senate has resumed shall report the circumstances to the Senate, whereupon the procedure provided for in the preceding paragraph shall be followed.
- (6) If such Member be suspended under any provisions of this Order, his suspension shall last until determined by the Senate.
- (7) Not more than one Member shall be named at the same time, unless several Members present together have jointly disregarded the authority of the Chair.
- (8) A Member who is suspended under the provisions of paragraphs (4) to (6) of this Order, or is directed to withdraw under the provisions of paragraph (2) of this Order shall forthwith leave the Senate and its precincts.
- (9) If any Member who has been directed to withdraw or who has been suspended under this Order refuses at any time to obey the direction of the President to withdraw from the Senate and its precincts, the President shall call the attention of the Senate to the fact that recourse to force is necessary in order to compel obedience to his direction, and the Member named by him as having so refused to obey his direction shall thereupon without further question put be suspended from the service of the Senate during the remainder of the Session.

- (10) If resort to force is necessary, the President may suspend the sitting during the removal of the Member.
- (11) A Member who is directed to withdraw or who is suspended under this Standing Order shall not be entitled to attend the sitting from which he was directed to withdraw or in a case of suspension to attend any sitting or enter the precincts of the Senate until the termination of his suspension.
- (12) In the case of grave disorder arising in the Senate, the President may, if he thinks it necessary to do so, adjourn the Senate without question put or suspend the sitting for a time to be named by him.
- (13) Nothing in this Order shall be taken to prevent the Senate from proceeding against any Member for any breach of order not specified herein, or from proceeding in any other way that it thinks fit in dealing with the breaches of order herein mentioned.

VOTING

44. Decision of Questions

- (1) Save as otherwise provided in the Constitution or in these Standing Orders, all questions proposed for decision in the Senate or in any Committee shall be decided by a majority of the votes of those present and voting.
- (2) The President, or in any Committee the Chairman, shall not vote unless the votes of the other Members are equally divided, in which case he shall give a casting vote.

45. Collection of Voices

At the conclusion of a debate the question shall be put by the President or Chairman and the votes may be taken by voices aye and no, and the result shall be declared by the President or Chairman stating "I think the ayes have it" or "I think the noes have it", as the case may be, but any Member may challenge the opinion of the Chair by claiming a division.

46. Divisions

- (1) A division shall be taken by the Clerk's asking each Member separately how he desires to vote and recording the vote accordingly.

- (2) In taking the division the names of Members shall be called in alphabetical order.
- (3) When a division is claimed either in the Senate or in any Committee every Member present shall, unless he expressly states that he declines to vote, record his vote either “Aye” or “No”. The Clerk shall enter on the Minutes the record of each Member’s vote, and shall add a statement of the names of Members who declined to vote.
- (4) As soon as the Clerk has collected the votes the President or in any Committee, the Chairman, shall state the numbers voting “Aye” and “No” respectively and shall then declare the result of the division or, as the case may require, give his casting vote.
- (5) If a Member states that he voted in error or that his vote has been counted wrongly, he may claim to have his vote altered, but only if such claim is made as soon as the numbers have been announced, and before the result of the division has been declared. Upon such request being made the President or Chairman shall either direct the Clerk to alter that Member’s vote or direct that a fresh division be held.

47. Pecuniary Interest

A Member shall not vote on any subject in which he has a direct personal pecuniary interest, but a Motion to disallow a Member’s vote on this ground may be made only as soon as the numbers of the Members voting on the question have been declared. If the motion for the disallowance of a Member’s vote is agreed to, the President, or in Committee, the Chairman, shall direct the Clerk to correct the numbers voting in the division accordingly. In deciding whether a motion for the disallowance of a Member’s vote is to be proposed, the President, or in any Committee of the whole Senate the Chairman, shall have regard to the character of the question upon which the division was taken and to the consideration whether the interest therein of the Member whose vote is challenged is direct and pecuniary and not an interest in common with the rest of Her Majesty’s subjects.

PROCEDURE ON BILLS

48. Introduction and First Reading

- (1) Except as provided in paragraph (3) of this Order, any Member may move for leave to introduce a Bill of which he has given notice but a

Bill may be presented to the Senate on behalf of the Government after notice without an order of the Senate for its introduction.

- (2) A notice of the presentation of a Bill on behalf of the Government may be entered on the Order Paper for the day following the day on which it was received by the Clerk.
- (3) The Senate shall not proceed upon any Bill (other than a Bill sent from the House of Representatives) or any amendment to a Bill, or upon any motion for leave to introduce a Bill, which in the opinion of the Member presiding would contravene section 55 of the Jamaica (Constitution) Order in Council, 1962.
- (4) A Bill, whether presented in pursuance of an order of the Senate after leave given or without such order, shall be handed to the Clerk at the Table by the Member who gave notice of the Bill. The Clerk shall then read aloud the short title of the Bill, which without question put, shall then be recorded in the Minutes as having been read a first time and ordered to be printed.
- (5) Where a Bill has been brought from the House of Representatives and a Member of the Senate has signified to the Senate his intention of taking charge of the Bill, that Bill shall be recorded in the Minutes of Proceedings as having been read a first time, and shall be put down for a second reading on a day to be named by that Member.

49. Appointment of Days for Stages of Bills

- (1) Subject to this Order, at the conclusion of the proceedings on any stage of a Bill, the Member in charge of the Bill may either name a day to be appointed for the next stage of the Bill or move that the next stage be taken forthwith.
- (2) An interval of not less than four days shall elapse between the first and second reading of a Bill, unless the Senate on motion made and question put, agree to proceed with the Bill at an earlier date or forthwith.
- (3) No Bill shall be read a second time until it has been printed and circulated to Members.

50. Printing and Circulation of Bills

- (1) The Clerk shall be responsible for the printing of Bills from the draft handed to him by the Member in charge of the Bill and, before any Bill is printed, he shall satisfy himself that:—
 - (a) the Bill is divided into successive clauses numbered consecutively;
 - (b) the Bill has in the margin a short summary of each clause;
 - (c) the provisions of the Bill do not go beyond its title; and
 - (d) the Bill satisfies section 61 of the Jamaica (Constitution) Order in Council, 1962.
- (2) As soon as possible after the printing of a Bill the Clerk shall circulate a copy to every Member. The Bill may be accompanied by a short explanatory statement of its objects.
- (3) The Clerk shall as soon as possible cause every Bill to be published in the *Gazette*.

51. Second Reading of Bills

- (1) On the second reading of a Bill a debate may arise covering the general merits and principles of the Bill.
- (2) To the question “That the Bill be now read a second time” an amendment may be proposed to leave out the word “now” and add at the end of the question “upon this day six months” or some other date, or an amendment may be moved to leave out all the words after the word “that” in order to add words stating the object and motive on which the opposition to the Bill is based, but such words must be strictly relevant to the general merits and principles of the Bill and may not deal with its details.

52. Committal of Bill

- (1) When a Bill has been read a second time it shall stand committed to a Committee of the whole Senate, unless the Senate on motion made refers it to Select Committee. Such motion shall not require a notice and must be made immediately after the Bill has been read a second time, and may be proposed by any Member.

- (2) When a Bill has been referred to a Select Committee, no further proceedings shall be taken thereon until the Select Committee has presented its report to the Senate.
- (3) When a Bill has been committed to a Committee of the whole Senate the President shall leave the Chair without question put.

53. Functions of Committees on Bills

- (1) Any Committee to which a Bill is committed shall not discuss the general merits and principles of the Bill but only its details.
- (2) Any such Committee may make such amendments in and additions to the Bill as they think fit, being amendments and additions relevant to the subject matter of the Bill; but where a Committee desires to make any amendment or addition which is not within the title of the Bill, they shall amend the title accordingly and shall report the same specially to the Senate.

54. Procedure in Committee of the Whole Senate on a Bill

- (1) The Chairman in Committee of the whole Senate shall call the number of each clause in succession. If no amendment is proposed thereto, or when all proposed amendments have been disposed of, he shall propose the question “That the clause (or the clause as amended) stand part of the Bill” and, when all Members who wish to speak thereon have spoken, he shall put that question to the Committee for its decision.
- (2) Six copies of any proposed amendments of which notice has not been given shall be handed to the Chairman in writing.
- (3) The following provisions shall apply to amendments relating to Bills:—
 - (a) An amendment must be relevant to the subject matter of the Bill, and to the subject matter of the clause to which it relates.
 - (b) An amendment must not be inconsistent with any clause already agreed to or with any previous decision of the Committee.
 - (c) An amendment must not be such as to make the clause which it proposes to amend unintelligible or ungrammatical.

- (d) If an amendment refers to, or is not intelligible without, a subsequent amendment or schedule, notice of the subsequent amendment or schedule must be given before or when the first amendment is moved so as to make the series of amendments intelligible as a whole.
 - (e) In order to save time and repetition or arguments, the Chairman may allow a single discussion to cover a series of interdependent amendments.
 - (f) The Chairman may refuse to allow an amendment to be moved which is, in his opinion, frivolous or meaningless.
 - (g) The Committee shall not proceed upon any amendment which, in the opinion of the Chairman, would have effect in any of the ways described in paragraph (3) of Standing Order No. 48 (Introduction and First Reading).
 - (h) The Chairman may at any time during the discussion of a proposed amendment withdraw it from the consideration of the Committee, if, in his opinion, the discussion has shown that the amendment violates the provisions of this Standing Order.
- (4) The provisions of paragraphs (4) and (5) of Standing Order No. 31 (Amendments to Motions) shall apply to the discussion of amendments to Bills, with the substitution where appropriate throughout of the word “clause” for the word “motion” or the word “Question” and the word “Chairman” for the word “President” and the word “Committee” for the word “Senate”.
 - (5) A clause may be postponed, unless a decision has already been taken upon an amendment thereto. Postponed clauses shall be considered after the remaining clauses of the Bill have been considered and before new clauses are brought up.
 - (6) Any proposed new clause shall be considered after the clauses of the Bill have been disposed of and before consideration of any schedule to the Bill:

Provided that a new clause proposed in substitution for a clause which has been disagreed to may be considered immediately after such disagreement.

- (7) On the title of any new clause being read by the Clerk the clause shall be deemed to have been read a first time. The question shall then be proposed "That the clause be read a second time"; if this is agreed to amendments may then be proposed to the new clause. The final question to be proposed shall be "That the clause (or the clause as amended) be added to the Bill".
- (8) Schedules shall be disposed of in the same way as clauses and any proposed new schedule shall be considered after the schedules to the Bill have been disposed of, and shall be treated in the same manner as a new clause.
- (9) When every clause and schedule and proposed new clause or schedule has been dealt with, the preamble, if there is one, shall be considered and the question put "That this be the preamble to the Bill". No amendment to the preamble shall be considered which is not made necessary by a previous amendment to the Bill.
- (10) If any amendment to the title of the Bill is made necessary by an amendment to the Bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title (as amended) stand part of the Bill; nor shall any question be put upon the enacting formula.
- (11) At the conclusion of the proceedings in Committee on a Bill, the Chairman shall put the question "That I do report the Bill or the Bill as amended to the Senate", which question shall be decided without amendment or debate.
- (12) If any Member, before the conclusion of proceedings on a Bill, moves to report progress and such motion is carried, or if the proceedings in a Committee of the whole Senate have not been finished at the moment of interruption, the Chairman shall leave the Chair of the Committee and shall report progress to the Senate and ask leave to sit again, and a day for the resumption of the proceedings shall be named by the Member in charge of the Bill.

- (13) A Committee having met to consider a Bill shall proceed with its consideration, except that during the proceedings on a Bill the Member in charge of the Bill may, subject to the discretion of the Chairman, move a motion “That the Committee do not proceed further with the Bill”. If the motion is carried, the Committee shall then report the Bill to the Senate as so far amended or without amendment as the case may be, and make a special report explaining its proceedings on the Bill, and the special report and the Bill shall be ordered to lie upon the Table without question put.

55. Procedure in Select Committee on a Bill

A Select Committee on a Bill shall be subject to Standing Order No. 74 (Procedure in Select Committees) and Nos. 44 to 46 (Voting) but before reporting the Bill to the Senate it shall go through the Bill as provided in Standing Order No. 54 (Procedure in Committee of the whole Senate on a Bill).

56. Procedure on Reporting of Bills from Committee of the Whole Senate

- (1) So soon as a Committee of the whole Senate has agreed that a Bill be reported, the Chairman shall leave the Chair of the Committee and the Senate shall resume, and the Chairman shall report it to the Senate.
- (2) When a Bill has been reported from a Committee of the whole Senate it shall be ordered to be read a third time.

57. Recommittal of Bills reported from Committee of the Whole Senate

- (1) If any Member desires to delete or amend any provision contained in a Bill as reported from a Committee of the whole Senate or to introduce any new provision therein, he may, at any time before a Member rises to move the third reading of the Bill, move that the Bill be recommitted either wholly or in respect only of some particular part or parts of the Bill or some proposed new clause or new schedule, no notice of such motion being required, and if the motion is agreed to, the Bill shall stand so recommitted. The Senate may then, upon motion made, resolve itself into Committee to consider the business so recommitted either forthwith or upon a later day.

- (2) When the whole Bill has been recommitted, the Committee shall go through the Bill as provided in Standing Order No. 54 (Procedure in Committee of the whole Senate on a Bill).
- (3) When a Bill has been recommitted in respect only of some particular part or parts or of some proposed new clause or new schedule, the Committee shall consider only the matter so recommitted and any amendment which may be moved thereto.
- (4) At the conclusion of the proceedings in Committee on a Bill recommitted under the provisions of this Order, the Chairman shall put the question "That the Bill (or the Bill as amended on recommitment) be reported to the Senate" which question shall be decided without amendment or debate. So soon as the Bill has been reported, the Member in charge of the Bill may either name a future day for the third reading of the Bill or move that it be read a third time forthwith.

58. Procedure on Bills reported from Select Committee

- (1) When a Bill has been reported from a Select Committee, the Senate may proceed to consider the Bill as reported from the Select Committee upon a motion "That the report of the Select Committee on the.....Bill be adopted", moved under paragraph (6) of Standing Order No. 77 (Reports from Select Committees).
- (2) If that motion is agreed to without amendment, the Bill shall be recommitted to a Committee of the whole Senate without question put, and shall be considered either forthwith or on a day to be appointed by the Member in charge of the Bill.
- (3) A Committee of the whole Senate upon a Bill recommitted under the provisions of this Order shall proceed in accordance with paragraph (2) or paragraph (3) of Standing Order No. 57 (Recommitment of Bills reported from Committee of the whole Senate), and the conclusion of its proceedings and the remaining proceedings on the Bill shall be subject to paragraph (4) of that Order.

59. Third Reading

- (1) On the third reading of a Bill, amendments may be proposed to the question “That the Bill be now read a third time” similar to those which may be proposed on second reading.
- (2) Amendments for the correction of errors or oversights may, with the President’s permission, be made before the question for the third reading of the Bill is put from the Chair, but no amendments of a material character shall be proposed.
- (3) When a Bill which originated in the Senate has been read the third time, a printed copy of it endorsed by the President shall be sent to the House together with a message informing the House that the Bill has been passed by the Senate and desiring the concurrence of the House.
- (4) When a Bill which originated in the House has been read a third time and passed by the Senate without amendment, a message shall be sent to the House informing them that the Bill has been passed by the Senate without amendment and a printed copy shall be submitted to the Governor-General for his Assent.
- (5) When a Bill which originated in the House has been read the third time and passed by the Senate with amendments, a printed copy of it endorsed by the President shall be returned to the House together with a message informing the House that the Senate has passed the Bill with amendments to which they desire the concurrence of the House.
- (6) When the House of Representatives has agreed to any amendments inserted by the Senate in a Bill to which paragraph (5) of this Order relates, or has returned to the Senate a Bill to which paragraph (3) of this Order relates with an intimation that the Bill has been read a third time and passed without amendment, a printed copy shall be submitted to the Governor-General for his Assent.

60. Procedure on House of Representatives Amendments

- (1) When a Bill is returned from the House of Representatives with amendments, the consideration of such amendments may, with the consent of the President, be entered upon forthwith or may be put down for such future day as the Member in charge of the Bill shall appoint.

- (2) Upon a motion being made “That the House of Representatives amendments to theBill be now considered” an amendment may be proposed to that question, to leave out the word “now” and add at the end of the question “upon this day six months” or some other date.
- (3) When the Senate proceeds to the consideration of House of Representatives amendments, each amendment shall be “read by the Clerk” and may be agreed to, or agreed to with amendment, or disagreed to. Upon any such amendment being disagreed to an amendment may be made to the Bill in lieu thereof, but no amendment may be proposed to a House of Representatives amendment save an amendment strictly relevant thereto, nor may an amendment be moved to the Bill unless the amendment be relevant to or consequent upon either the acceptance or rejection of a House of Representatives amendment.
- (4) When the Senate has concluded the consideration of the House of Representatives amendments—
 - (a) if such amendments have been agreed to, a message shall be sent to the House of Representatives informing them “That the Senate has agreed to the amendments to the.....Bill”, and a printed copy of the Bill as amended shall be submitted to the Governor-General for his Assent;
 - (b) if such amendments have been amended, a printed copy of the Bill as amended, endorsed by the President, shall be returned to the House of Representatives together with a message informing the House that the Senate has passed the Bill with amendments to which they desire the concurrence of the House;
 - (c) if such amendments have been disagreed to a message shall be sent informing the House of Representatives “That the Senate has disagreed to the House of Representatives amendments to the.....Bill”.

- (5) When the Senate has disagreed to a House of Representatives amendment, if the House returns the Bill with a message that it insists upon the amendment, the Senate may either—
- (a) agree to the said amendment, in which case the provisions of paragraph (4)(a) of this Order shall apply; or
 - (b) amend such amendments in which case the provisions of paragraph (4)(b) of this Order shall apply; or
 - (c) postpone the consideration of the House of Representatives amendment for six months; or
 - (d) order the withdrawal of the Bill.

61. Consequential Amendments to Bills

Where a Bill has been so amended as to alter the number or letter of any provision thereof, any consequential renumbering or re-lettering of other provisions, and of references to any such altered numbers or letters, shall be made by the Clerk without motion.

62. Custody of Bills and Assent thereto

- (1) The Clerk of the Parliament shall have custody of—
- (a) every Bill passed by the Senate and agreed to by the House;
 - (b) every Bill passed by the House and agreed to by the Senate;
- and shall as soon as may be, present every such Bill to the Governor-General for his Assent.

63. Withdrawal of Bills

A Bill may be withdrawn by leave of the Senate or as the case may be Committee, either—

- (a) before the commencement of Public Business; or
- (b) when any stage of the Bill is reached in the Order of Business if before the question is fully put the mover so requests.

64. Bills having the same Subject Matter

Once the second reading of any Bill has been agreed to or negatived, no question shall be proposed during the same Session for the second reading of any other Bill containing substantially the same provisions.

65. Financial Procedure

A Bill brought from the House of Representatives endorsed with a certificate of the Speaker that it is a Money Bill shall be subject to sections 56 and 58 of the Jamaica (Constitution) Order in Council, 1962, and any other Bills shall be subject to sections 55, 57 and 58 of that Order in Council.

SELECT COMMITTEES

66. Sessional Select Committees

- (1) There shall be the following Sessional Select Committees—
 - (a) the Standing Orders Committee;
 - (b) the Committee of Privileges;
 - (c) the Regulations Committee;
 - (d) the Senate Committee.
- (2) Sessional Select Committees shall be nominated by the Senate as soon as may be after the beginning of each Session.
- (3) Subject to the provisions of Standing Order No. 70, a Sessional Select Committee shall consist of not less than six members, including the Chairman, none of whom shall be a Minister.

67. The Standing Orders Committee

- (1) The Standing Orders Committee shall have the duty of considering from time to time and reporting on all such matters relating to the Standing Orders as may be referred to it by the Senate.
- (2) The President shall be a Member and the Chairman of the Standing Orders Committee.

68. The Committee of Privileges

- (1) There shall be referred to the Committee of Privileges any matter which appears to affect the powers or privileges of the Senate and it shall be the duty of the Committee to consider any matter so referred and to report thereon to the Senate.

- (2) The President shall be a Member and the Chairman of the Committee of Privileges.

69. The Regulations Committee

- (1) The Regulations Committee shall have the duty of considering all such regulations (as defined by the Interpretation Act as for the time being in force) as under the authority of any Act are to be laid before the Senate and to be subject to negative resolution within the meaning of the Interpretation Act, and to bring to the special attention of the Senate any regulation or draft—
 - (a) which involves the expenditure of public moneys or imposes or fixes fees for licences or for services;
 - (b) which cannot be challenged in the Courts on the ground that it is *ultra vires*, or is only temporarily so challengeable;
 - (c) the making of which appears to constitute an unusual or unexpected use of the powers conferred by the Act under which it was made;
 - (d) which purports to have retrospective effect although the Act under which it was made does not in terms give the Minister such a power;
 - (e) the publication or the laying before the Senate of which appears to have been unduly delayed;
 - (f) as respects which there has been unjustifiable delay in notifying the President that the instrument has come into operation before it was laid before the Senate; or
 - (g) the purport or form of which appears to require elucidation.
- (2) The Regulations Committee shall not consider or report on the merits or policy of any regulations.

70. The Senate Committee

- (1) The Senate Committee shall have the duty of considering and advising the President on all matters connected with the comfort and convenience of Members of the Senate, and from time to time reporting to the Senate its Minutes of Proceedings.

- (2) The Minister in charge of arranging the business of the Senate shall be a Member and the Chairman of the Senate Committee.

71. Special Select Committees

- (1) A Select Committee other than a Sessional Select Committee—
 - (a) shall be known as a Special Select Committee;
 - (b) shall be appointed by order of the Senate which shall specify the terms of reference of the Committee; and
 - (c) shall consist of such and so many Members as the Senate may nominate.
- (2) The quorum of a Special Select Committee shall be such as shall be specified in the order of the Senate.

72. Constitution and Chairman of Select Committees

- (1) Where a Member of a Select Committee dies or for any other reason his seat becomes vacant, then, the Senate shall nominate another Member in his place. Subject to the wishes of the Senate, the proceedings of a Committee shall not be invalidated on the ground of a vacancy in the membership of the Committee so occurring.
- (2) Except as is otherwise provided by these Orders or by special direction of the Senate, a Select Committee may elect a Chairman from among its Members.

73. Joint Select Committees

- (1) The Senate may for the purposes of any Select Committee appoint not more than six Members to sit with Members of the House of Representatives as a Joint Select Committee.
- (2) The quorum of a Joint Select Committee shall be such as the Committee may decide.
- (3) A Joint Select Committee shall elect its own Chairman.

74. Procedure in Select Committees

- (1) Except as otherwise provided in Standing Order No. 66 (Sessional Select Committees), this Order shall apply to all Select Committees.

- (2) If the Chairman is unable to be present at any meeting, the Committee shall elect another Chairman whose tenure of office shall be for the day of his election.
- (3) Unless the Senate otherwise directs, the Standing Orders Committee shall not, but every other Select Committee shall have power to send for persons, papers and records.
- (4) A Select Committee shall not have power to delegate any of its functions to its Chairman.
- (5) Unless the Senate otherwise directs, three Members shall be the quorum. In ascertaining whether there is a quorum present, the Member in the Chair shall not be excluded.
- (6) Subject to any order of the Senate or resolution of the Committee, the sittings of a Select Committee shall be held in private.
- (7) The deliberations of a Select Committee shall be confined to the matter referred to it by the Senate and any extension or limitation thereof made by the Senate and, in the case of a Select Committee on a Bill, to the Bill committed to it and relevant amendments.
- (8) (a) The first meeting of a Select Committee shall be held at such time and place as the Chairman in the case of a Sessional Select Committee, or the President in the case of a Special Select Committee, shall appoint. Subsequent meetings shall be held at such time and place as the Committee may determine:

Provided that if the Committee fail to do so the Chairman shall, in consultation with the Clerk of the Committee, appoint such time and place.
- (b) The word “place” in subparagraph (a) includes a virtual space created using information and communications technologies;
- (c) The word “meeting” in subparagraph (a) and shall include any duly convened meeting of members of a committee—
 - (i) at a particular physical location;
 - (ii) in a virtual space; or

- (iii) in a physical space in respect of which access and participation from remote locations by members and other persons authorised by the Chairman has been enabled by means of information and communications technologies.
 - (d) All members participating in any meeting of a committee as defined in subparagraph (c) shall enjoy all the rights and privileges normally accorded to a member of a committee of the Senate.
- (9) A Select Committee—
- (a) may sit at any time when, the Senate is adjourned;
 - (b) except by leave of the Senate may not sit while the Senate is sitting.

74A. Referral of Matters to Select Committee

A matter may be referred to a Select Committee if, on the question being put, at least eight Members of the Senate so decide.

75. Witnesses

- (1) When it is intended to examine any witnesses, the Member requiring such witnesses shall deliver to the Clerk of the Committee the name, residence and occupation of any witness he desires to examine.
- (2) If the Committee desires to summon any witnesses, the Chairman shall supply the name, residence and occupation of every such witness to the Clerk of the Parliament at least seven days before his evidence is required. The Clerk shall then, subject to the directions of the President, summon every such witness on behalf of the Senate.
- (3) The evidence of every witness shall be taken down verbatim and shall be sent in proof to the witness by the Clerk to the Committee. The witness shall be at liberty within fourteen days from that on which the proof was sent out to suggest corrections due to inaccurate reporting and the evidence shall be printed with such of the corrections as may be approved by the Chairman.
- (4) The Committee may at its discretion refuse to hear any irrelevant evidence or any recalcitrant witness.

76. Premature Publication of Evidence

- (1) Subject to paragraph (2), the proceedings of and the evidence taken before any Select Committee and any documents presented to, and decisions of such a Committee shall not be published by any Member thereof or by any other person before the Committee have presented their Report to the Senate.
- (2) Notwithstanding paragraph (1), where a meeting of a Select Committee is held in public, no complaint of privilege may be entertained on the ground that any proceedings, evidence, documents or decisions referred to in paragraph (1) have been published before having been reported to the Senate.

77. Reports from Select Committees

- (1) Every Select Committee shall, before the end of the Session in which it was appointed, make a report to the Senate upon matters referred to it; but where a Committee finds itself unable to conclude its investigation before the end of the Session it may so report to the Senate.
- (2) A report of a Select Committee may contain the opinions and observations of the Committee and may be accompanied by the Minutes of evidence taken before the Committee.
- (3) A Select Committee may make a special report relating to its powers, functions and proceedings on any matter that it thinks fit to bring to the notice of the Senate.
- (4)
 - (a) The Chairman of a Select Committee shall prepare a draft report and submit it for the consideration of the Committee; but alternative drafts may be submitted for consideration by any other Member of the Committee.
 - (b) The report finally to be adopted shall be such as is agreed to, with amendments if any, by all the Members of the Committee or, failing unanimous agreement, by a majority of the Members.
 - (c) Any Member dissenting from the report of a majority of the Committee may by leave of the Committee put in a concise written statement of his reasons for such dissent, and such statement shall be appended to the report.

- (5) A Bill reported from a Select Committee shall be recommitted to a Committee of the whole Senate without question put, and shall be considered either forthwith or on a day to be appointed by the Member in charge of the Bill.
- (6) Save as provided in paragraph (5) above, a report or special report together with a copy of the Minutes of Proceedings of a Select Committee and a copy of the Minutes of any evidence given before that Committee shall—
 - (a) be presented to the Senate by the Chairman or other Member deputed by the Committee; and
 - (b) shall without question put be ordered to lie upon the Table and the report shall be ordered to be printed.
- (7) (a) The Minutes of Proceedings of a Committee shall record:—
 - (i) the names of the Members present, each day of the sitting of the Committee;
 - (ii) the names of the witnesses examined;
 - (iii) in the event of a division taking place, the question proposed, the names of the proposer and the respective votes thereon of the Members present;
 - (iv) a copy of the draft report and any alternative draft, and any amendments thereto.
- (b) The Minutes of the Proceedings of a Committee shall accompany the report of the Committee, and shall be dealt with as the Senate may direct.
- (8) The Report of the Select Committee may be taken into consideration by the Senate on a motion “That the Report of the Select Committee on.....be adopted”. Such a motion may be moved by any Member.

MISCELLANEOUS

78. Absence of Members

- (1) Any Member who is prevented from attending a meeting of the Senate shall acquaint the Clerk as early as possible of his inability to attend, such notices to be in writing.

(2) If without the written leave of the President given before the end of the period specified in sub-paragraph (b) of this paragraph—

(a) any Member is in any one Session absent from the Senate for more than five consecutive sittings; and

(b) such absences occur during a period not exceeding forty-one days,

that Member shall, subject to paragraph (3) of this Order, vacate his seat in the Senate under section 41 of the Jamaica (Constitution) Order in Council, 1962.

(3) Where a Member—

(a) fails to obtain due leave of absence; and

(b) within ten days after the end of the period aforesaid satisfies the President in writing that such failure (or absence) was unavoidable,

paragraph (2) of this Order shall not apply to that Member.

79. Employment of Members in Professional Capacity

No Member of the Senate shall appear before the Senate or any Committee thereof as Counsel or Solicitor for any party or in any capacity for which he is to receive fee or reward.

80. Report of Debates

(1) An official report of all speeches made in the Senate shall be prepared under the supervision of the Clerk, acting under such instructions as the President may give.

(2) The report shall be published in such form as the President may direct, and a copy thereof shall be made available to each Member as soon as practicable.

81. Strangers

(1) Strangers may be admitted to debates in the Senate under such rules as the President may from time to time make for that purpose.

(2) If at any sitting of the Senate any Member moves that strangers withdraw, the President shall forthwith put the question “That strangers do withdraw” without permitting any debate or amendment.

- (3) The President may, whenever he thinks fit, order the withdrawal of strangers from any part of the Chamber and its precincts, and may order the doors of the Chamber to be closed.
- (4) Strangers must withdraw from the Chamber and its precincts when called upon to do so by the President.
- (5) The President may grant a general permission to the representative of any journal to attend the sittings of the Senate under such rules as he may make from time to time for that purpose. If such rules are contravened, such permission may be revoked.

82. Private Bills

- (1) Every Bill, not being a Government measure, intended to affect or benefit some particular person, association or corporate body (in this Order called a “Private Bill”) shall contain a clause saving the rights of Her Majesty The Queen, Her Heirs and Successors, all bodies politic and corporate and all others, except such as are mentioned in the Bill and those claiming by, from or under them, and shall be introduced into the Senate under the provisions of this Standing Order.
- (2) Any Bill not being a Government measure which in the opinion of the President appears to affect directly private rights or property shall be introduced into the Senate as a Private Bill under the provisions of this Order.
- (3) A Private Bill shall be introduced by a Member only—
 - (a) on petition from the promoters stating the objects of and reasons for the Bill; and
 - (b) after notice of the Bill has been given by—
 - (i) not less than three successive publications of the Bill in the *Gazette*; and
 - (ii) one publication in a newspaper circulating in the Island of a notice containing a statement of the objects of and reasons for the Bill.
- (4) The petition shall be presented by being lodged with the Clerk, and shall be read at the first sitting of the Senate after it is so lodged, and

thereupon the President shall put the question that the promoters be allowed to proceed.

- (5) (a) When leave to proceed has been granted, the promoters shall within the next ensuing three months lodge with the Clerk—
 - (i) two copies of the Bill;
 - (ii) a sum of money sufficient in the opinion of the Clerk to defray the expenses of the printing of the Bill or such proportion of such expenses as the Clerk may determine;
 - (iii) a duly executed bond, satisfactory to the Clerk, for the payment of any additional expenses of such printing.
 - (b) The Clerk shall cause the Bill lodged with him to be printed as early as possible, and, at the first ordinary sitting of the Senate after the printing is completed, the President if he is satisfied that the notices required by paragraph (3) hereof have been published, shall put the question that the Bill be read a first time, upon which no discussion shall be allowed. After the Bill is read a first time, it shall stand upon the Order Paper for the second reading at the next ordinary sitting of the Senate and the promoters may propose any such amendments which they may think fit; but the President if he considers such amendments beyond the scope of the Bill, shall report his opinion to the Senate.
- (6) Upon the day ordered for second reading, the President shall, unless the Senate otherwise orders, propose the question that the Bill be read a second time.
 - (7) After the Bill has been read a second time, it shall stand referred to a Special Select Committee.
 - (8) (a) Every Special Select Committee on such a Bill shall require proof of the facts and other allegations set forth in the Bill as showing that it is expedient that the Bill should be passed, and may take such oral or other evidence as it may think requisite; and thereafter if the Committee finds that the said facts and allegations are not proved it shall report to the Senate accordingly, and thereupon no further proceedings shall be taken with reference to the Bill, unless the Senate makes a special order to the contrary.

- (b) The Special Select Committee if it finds that the said facts and allegations have been proved, shall consider the several clauses of the Bill; and may strike out clauses, add new clauses, and make any other amendments that it may think necessary, and in respect of such new clauses and other amendments shall describe their purport in a Special Report to the Senate; but no new clauses or amendments shall be allowed which are foreign to the objects of and reasons for the Bill or which are beyond its scope.
- (9) No person other than a Member of the Senate shall be heard in opposition of any Private Bill, unless he has previously lodged a petition with the Clerk showing the nature of his objections to the Bill, and stating whether his objections extend to the whole or some part of the preamble (if any) or to the clauses of the said Bill, and praying that he may be heard by himself or his Counsel against the Bill.
- (10) Subject to the provisions of this Order, all petitions against a Bill containing a prayer that the petitioners be heard by themselves or Counsel shall stand referred to the Special Select Committee, and the Committee shall hear all such opposers who appear to it to have a *locus standi*.
- (11) The Special Select Committee shall examine the Bill and make such amendments thereto as it thinks proper, and shall report to the Senate that it has examined the Bill, and (if the fact be so) made amendments thereto, and shall make to the Senate such recommendations, if any, as it thinks fit.
- (12) After the report of the Special Select Committee has been presented to and adopted by the Senate, the President shall put the question, without amendment or debate, that the Bill be read a third time.
- (13) As soon as practicable after any Private Bill is passed, rejected, dropped or abandoned, the Clerk shall make out and deliver to the promoters an account showing the expenses of printing, and if the amount of the account—
 - (a) is less than the sum lodged by the promoters under paragraph (5) of this Order, shall transfer thereout to the general revenue the amount of the said account and pay the balance to the promoters;

(b) exceeds the sum so lodged, shall transfer that sum wholly to the general revenue and, in the event of the promoters failing to pay the balance, shall instruct the Attorney-General to take proceedings to recover the balance.

(14) Where a Private Bill has been brought from the Senate the following provisions of this Order shall not apply: sub-paragraph (b) of paragraph (3), paragraphs (4) and (5).

82A. Use of Technology during Proceedings of the Senate or in Committee

(1) The use of electronic devices, including laptops, tablets, mobile telephones and other devices serving similar functions, is permitted during proceedings of the Senate or in Committee for the purpose of taking notes or for consulting reference materials, including parliamentary papers, and accessing reports and other documents tabled in the Senate in electronic format where these are relevant to the proceedings.

(2) The use of devices referred to in paragraph (1) of this Order is not permitted for external communication with other persons during proceedings of the Senate or in Committee.

(3) Where Committee meetings are not held in public, no public communication may be made, and no material made available therein maybe released, at anytime or by any means, without the express approval of the Committee, and any breach of these provisions shall be considered to be a matter which appears to affect the powers and privilege of the Senate and shall be referred to the Committee of Privileges for its consideration.

(4) Members making speeches in the course of debate or other presentations in the Senate or in Committee may utilize devices referred to in this Order in place of, or in addition to, speaking notes:

Provided that, if a presentation contains a statement of fact, the Member asking it shall make himself responsible for the accuracy of the statement, and no statement shall be based upon a newspaper report or upon an unofficial publication.

(5) Devices referred to in this Order should at all times be turned on the silent mode, and should not at any time be used in a manner which

disrupts the proceedings of the Senate or any Committee, or in any manner which might compromise the dignity and decorum of the Senate.

- (6) The use of laptops and other forms of technology as audio-visual aids to support parliamentary presentations may only be undertaken at the discretion of the President or Chairman in Committee, and Members who wish to make use of such aids must seek the prior approval of the President or Chairman in Committee.

83. Suspension of Standing Orders

Any one or more of these Standing Orders may after notice, or with the leave of the President, be suspended on a motion made by a Member at any sitting.

84. Amendment of Standing Orders

- (1) Unless the President otherwise directs, not less than twelve days' notice of a motion to amend the Standing Orders shall be given, and the notice shall be accompanied by a draft of the proposed amendments.
- (2) The motion shall be set down for the earliest sitting after the expiration of the notice.
- (3) When the motion is reached, the mover shall move the motion, and after it has, if necessary, been seconded, the motion shall, without question put, be forthwith referred to the Standing Orders Committee, and no further proceedings shall be taken on any such motion until the Committee has reported thereon.

85. Matters not provided for by Standing Orders

- (1) In any matter not herein provided for, resort shall be had to the usage and practice of the Commons House of Parliament of Great Britain and Northern Ireland, which shall be followed as far as the same may be applicable to this Senate, and not inconsistent with these Standing Orders nor with the practice of this Senate.
- (2) In cases of doubt the Standing Orders of this Senate shall be interpreted in the light of the relevant usage and practice of the House of Commons, but no restrictions which the House of Commons has introduced by Standing Order after the making of these Orders shall be deemed to extend to this Senate or its Members until the Senate has by Standing Order provided for such restriction.

APPENDIX

OATH

Oath of Allegiance

I,do swear that I will be faithful and bear true allegiance to Jamaica, that I will uphold and defend the Constitution and the laws of Jamaica and that I will conscientiously and impartially discharge my responsibilities to the people of Jamaica—So help me God.

AFFIRMATION

Affirmation

I, do solemnly, sincerely and truly, declare and affirm that I will be faithful and bear true allegiance to Jamaica, that I will uphold and defend the Constitution and the laws of Jamaica and that I will conscientiously and impartially discharge my responsibilities to the people of Jamaica.

FORM OF PRAYER

To be used at the start of each day's sitting

Almighty God, by whom alone Kings reign and Princes decree justice, and from whom alone cometh all counsel, wisdom and understanding, we Thine unworthy servants here gathered together in Thy Name do most humbly beseech Thee to send down Thy Heavenly Wisdom from above, to direct and guide us in all our consultations;

And grant that, we having Thy fear always before our eyes, and laying aside all private interests, prejudices, and partial affections, the result of all our counsels may be to the glory of Thy Blessed Name, the maintenance of true Religion and justice, the safety, honour and happiness of the Queen, the public weal, peace and tranquility of the Island, and the uniting and knitting together of the hearts of all persons and estates within the same, in true Christian Love and Charity one towards another, through Jesus Christ Our Lord. AMEN.

NOTES