

## A RESOLUTION

1 Adopting the Rules of the Senate for the 205th and 206th Regular  
2 Session.

3 RESOLVED, That the following be adopted as the Rules of the  
4 Senate for the governing of the 205th and 206th Regular Session.

5 2021-2022

6 RULES OF THE SENATE OF PENNSYLVANIA

7 Rule 1. Sessions.

8 (a) Regular and special.--The General Assembly shall be a  
9 continuing body during the term for which its Representatives  
10 are elected. It shall meet at twelve o'clock noon on the first  
11 Tuesday of January each year. Special sessions shall be called  
12 by the Governor on petition of a majority of the Members elected  
13 to each House or may be called by the Governor whenever in his  
14 opinion the public interest requires.

15 (b) Weekly.--The Senate shall convene its weekly sessions on  
16 Monday, unless the Senate shall otherwise direct.

17 Rule 2. President.

1 The Lieutenant Governor shall be President of the Senate.

2 Rule 3. Duties of the President.

3 The President shall:

4 (1) Take the chair on every legislative day at the hour  
5 to which the Senate stands recessed, immediately call the  
6 Senators to order, and proceed with the Order of Business of  
7 the Senate.

8 (2) While in session have general direction of the  
9 Senate Chamber. It shall be the President's duty to preserve  
10 order and decorum, including ensuring all members and staff  
11 with privilege of the floor are properly attired pursuant to  
12 Senate Rule 10, and, in case of disturbance or disorderly  
13 conduct in the Chamber or galleries, may cause the same to be  
14 cleared. When in the President's opinion there arises a case  
15 of extreme disturbance or emergency the President shall, with  
16 the concurrence of the President Pro Tempore, the Majority  
17 Leader and the Minority Leader, recess the Senate. Such  
18 recess shall not extend beyond the limitation imposed by  
19 Article II, section 14 of the Constitution.

20 (3) During debate, prevent personal references or  
21 questions as to motive, and confine Senators, in debate, to  
22 the question.

23 (4) Decide, when two or more Senators arise, who shall  
24 be first to speak.

25 (5) In the presence of the Senate, within one  
26 legislative day after receipt or adoption, sign all bills and  
27 joint resolutions which have passed both Houses after their  
28 titles have been read.

29 (6) Sign resolutions, orders, writs, warrants and  
30 subpoenas issued by order of the Senate. The signature shall

1 be attested by the Secretary-Parliamentarian of the Senate,  
2 or, if absent, by the Chief Clerk of the Senate; and the fact  
3 of signing shall be entered in the Journal on the next  
4 available session day.

5 (7) Decide all points of order, subject to appeal,  
6 giving, however, any Member called to order the right to  
7 extenuate or justify. Debate shall not be permitted unless  
8 there be an appeal from a decision of the President in which  
9 event the President shall submit the question to the whole  
10 Senate for decision. The President shall submit points of  
11 order involving the constitutionality of any matter to the  
12 Senate for decision. Questions of order submitted to the  
13 Senate may be debated.

14 Rule 4. President Pro Tempore.

15 (a) Election.--The Senate shall, at the beginning and close  
16 of each regular session and at such other times as may be  
17 necessary, elect one of its Members President Pro Tempore, who  
18 shall perform the duties of the Lieutenant Governor in any case  
19 of absence or disability of that officer, and whenever the  
20 office of Lieutenant Governor shall be vacant.

21 (b) Voting.--The vote of a majority of the Members voting  
22 shall be required to elect a President Pro Tempore. Except at  
23 the beginning and close of each regular session, the Senate  
24 shall only elect a President Pro Tempore when the office has  
25 become vacant and the vote of the majority of the Members  
26 elected shall be required to vacate the office of a seated  
27 President Pro Tempore.

28 Rule 5. Duties of President Pro Tempore.

29 (a) Mandatory.--The President Pro Tempore shall:

30 (1) Appoint the Chair, Vice Chair and members of the

1 Standing Committees of the Senate as soon after the election  
2 of the President Pro Tempore as possible. Upon the  
3 resignation of the Chair of a standing committee, the  
4 President Pro Tempore may designate an acting Chair.

5 (2) Appoint members to special committees whenever  
6 authorized.

7 (3) Fill all vacancies occurring in standing and special  
8 committees.

9 (4) Refer to the appropriate standing committee every  
10 bill and joint resolution which may be introduced in the  
11 Senate or received from the House of Representatives.

12 (5) Appoint and have under the President Pro Tempore's  
13 direction such Senate employees as are authorized by law.

14 (6) Vote last on all questions when occupying the Chair.

15 (b) Discretionary.--The President Pro Tempore may name any  
16 Senator to preside in the absence of the President, or if both  
17 the President and President Pro Tempore are absent the Majority  
18 Leader, or the Majority Leader's designee, shall preside. The  
19 Majority Leader, during such time, shall be vested with all  
20 powers of the President. This authority shall not extend beyond  
21 a day's recess.

22 Rule 6. Duties of the Secretary-Parliamentarian.

23 (a) Election.--At the beginning of each regular session  
24 convening in an odd-numbered year and at other times as may be  
25 necessary, the Senate shall elect a Secretary-Parliamentarian of  
26 the Senate.

27 (b) General duties.--The Secretary-Parliamentarian of the  
28 Senate shall:

29 (1) Assist the presiding officer in conducting the  
30 business of the session.

1 (2) Act in the capacity of Parliamentarian.

2 (c) Specific duties.--The Secretary-Parliamentarian of the  
3 Senate shall, subject to the direction of the President Pro  
4 Tempore:

5 (1) Direct the following functions:

6 (i) Amending bills in the Senate.

7 (ii) Preparing and publishing the Senate Calendar.

8 (iii) Publication of the Senate History.

9 (iv) Numbering Senate bills as they are introduced  
10 and causing them to be distributed to the chair of the  
11 committee to which they are referred and receiving a  
12 receipt for the same.

13 (v) Printing of bills.

14 (vi) Maintain and update, as needed, the Legislative  
15 Data Processing Senate Virtual Session Desk application  
16 for use by members and staff.

17 (2) Keep a record of the Senate action on a bill on a  
18 special record sheet attached to the bill after it has been  
19 reported from committee.

20 (3) Keep a record of all leaves granted by the Senate by  
21 compiling the leave requests submitted by a member and  
22 transmitted to the Secretary-Parliamentarian by the  
23 respective Floor Leaders. These records shall be retained  
24 only for the duration of the two-year legislative session.  
25 Further, these records shall be available for public  
26 inspection upon request.

27 (4) Transmit all bills, joint resolutions, concurrent  
28 resolutions and other communications to the House of  
29 Representatives within one legislative day of final passage  
30 or adoption, and each shall be accompanied by a message

1 stating the title to the measure being transmitted and  
2 requesting concurrence of the House, as required.

3 (5) Attest all writs, warrants and subpoenas issued by  
4 order of the Senate; certify as to the passage of Senate  
5 Bills and the approval of executive nominations.

6 (6) Supervise the Senate Library, assist Senators by  
7 making reference material available to them and perform any  
8 duties assigned to the Senate Librarian by any statute.

9 (7) Supervise the Chief Sergeant-at-Arms, the Senate  
10 Bill Room, the Senate Print Shop, the Official Reporter's  
11 Office and the Senate Page Service.

12 (8) Post each roll call vote, including each roll call  
13 vote taken on an amendment, taken in the Senate on the  
14 Internet website maintained by the Senate immediately, but in  
15 no case later than 24 hours after the vote. Each roll call  
16 vote shall be posted in a manner which clearly identifies the  
17 bill, resolution, amendment or other subject of the vote.

18 (9) Post the Legislative Journal of the Senate on the  
19 Internet website maintained by the Senate upon approval of  
20 the Journal or within 60 calendar days of each session day,  
21 whichever is earlier. If the Secretary-Parliamentarian posts  
22 the Legislative Journal on the Internet website prior to  
23 Senate approval, the copy shall be marked "Official  
24 Reporter's Document."

25 Rule 7. Duties of the Chief Clerk of the Senate.

26 (a) Election.--At the beginning of each regular session  
27 convening in an odd-numbered year and, whenever necessary, the  
28 Senate shall elect a Chief Clerk of the Senate.

29 (b) Duties.--The Chief Clerk shall be the chief fiscal  
30 officer of the Senate and shall perform those duties prescribed

1 in section 2.4 of the act of January 10, 1968 (1967 P.L.925,  
2 No.417), referred to as the Legislative Officers and Employes  
3 Law. In addition, the Chief Clerk, subject to the direction of  
4 the President Pro Tempore, shall perform those powers and duties  
5 prescribed in the Financial Operating Rules of the Senate. In  
6 the absence of the Secretary-Parliamentarian, the Chief Clerk  
7 shall, subject to the direction of the President Pro Tempore,  
8 attest all writs, warrants and subpoenas issued by order of the  
9 Senate and shall certify as to the passage of Senate Bills and  
10 the approval of executive nominations.

11 Rule 8. Duties of the Chief Sergeant-at-Arms.

12 The Chief Sergeant-at-Arms shall:

13 (1) Be constantly in attendance during the sessions of  
14 the Senate except when absent in discharging other duties.

15 (2) Have charge of and direct the work of the assistant  
16 sergeants-at-arms.

17 (3) Serve all subpoenas and warrants issued by the  
18 Senate or any duly authorized officer or committee.

19 (4) Maintain order, at the direction of the presiding  
20 officer, in the Senate Chamber and adjoining rooms.

21 (5) See that no person, except those authorized to do  
22 so, disturbs or interferes with the desk, or its contents, of  
23 any Senator or officer.

24 (6) Exclude from the Floor all persons not entitled to  
25 the privilege of the same.

26 (7) Have charge of all entrances to the Chamber during  
27 the sessions of the Senate and shall see that the doors are  
28 properly attended.

29 (8) Announce, upon recognition by the presiding officer,  
30 all important communications and committees.





1 Senate shall otherwise direct.  
2 Tenth Consideration of Executive  
3 Nominations.  
4 Eleventh Unfinished Business. Reports of  
5 Committees. Unanimous consent  
6 resolutions.  
7 Twelfth First consideration of bills  
8 reported from committee, which,  
9 at this time, shall not be  
10 subject to amendment, debate or  
11 a vote thereon.  
12 Thirteenth Announcements by the Secretary-  
13 Parliamentarian.  
14 Fourteenth Introduction of Petitions and  
15 Remonstrances.  
16 Fifteenth Recess.

17 (b) Special order of business.--Any subject may, by a vote  
18 of a majority of the Members present, be made a special order;  
19 and when the time so fixed for its consideration arrives, the  
20 presiding officer shall lay it before the Senate.

21 Rule 10. Order and decorum.

22 (a) Recognition.--Any Senator who desires to speak or  
23 deliver any matter to the Senate shall rise and respectfully  
24 address the presiding officer as "Mr. President" or "Madam  
25 President," and on being recognized, may address the Senate at a  
26 microphone located on the Floor of the Chamber.

27 (b) Avoiding personal references.--Any Senator addressing  
28 the Senate shall confine remarks to the question under debate,  
29 avoiding personal references or questions as to motive.

30 (c) Speaking out of order.--If any Senator transgresses the

1 Rules of the Senate, in speaking or otherwise, the presiding  
2 officer may, or any Senator may through the presiding officer,  
3 call that Senator to order.

4 (d) Speaking more than twice.--No Senator shall speak more  
5 than twice on one question without leave of the Senate.

6 (e) Decorum.--When a Senator is speaking, no other person  
7 shall pass between the Senator and the presiding officer.

8 (f) Order and privilege.--No Senator speaking shall be  
9 interrupted except by a call to order, a question of privilege,  
10 a question of order or a call for the previous question, without  
11 the consent of the Senator speaking, and no Senator shall speak  
12 on a question after it is put to a vote.

13 (g) Questions of order.--The presiding officer shall decide  
14 all questions of order, subject to appeal by any member. No  
15 debate shall be allowed on questions of order, unless there is  
16 an appeal. A second point of order on the same general subject,  
17 but not the same point, is not in order while an appeal is  
18 pending, but when the first appeal is decided, laid on the table  
19 or otherwise disposed of, the second point of order is in order  
20 and is subject to appeal. While an appeal is pending, no other  
21 business is in order. It is within the discretion of the  
22 presiding officer as to whether to vacate the chair on an  
23 appeal.

24 (h) Question when interrupted.--A question regularly before  
25 the Senate can be interrupted only by a call for the previous  
26 question, for amendment, postponement, to lay on the table,  
27 commitment, recess or adjournment sine die.

28 (i) Use of tobacco products.--No tobacco products, including  
29 cigarettes, cigars, pipes and chewing tobacco, shall be used in  
30 the Senate Chamber or in Senate Committee Rooms.

1 (j) Cell phones.--In the Senate Chamber, cell phones and  
2 similar portable communication devices shall be set to silent  
3 mode.

4 (k) Proper attire.--Members and staff with privilege of the  
5 floor during Senate sessions shall not dress in a manner  
6 offensive to the decorum of the Senate but shall be dressed in  
7 professional attire, including a coat, tie and trousers or  
8 slacks for men, and appropriate dignified dress for women.

9 Rule 11. Motions.

10 (a) Putting a motion.--When a motion is made, it shall,  
11 before debate, be stated by the presiding officer. Every motion  
12 made to the Senate and entertained by the presiding officer  
13 shall be entered in the Journal with the name of the Senator  
14 making it. A motion may be withdrawn by the Senator making it  
15 before amendment, postponement, an order to lay on the table or  
16 decision.

17 (b) Precedence of motions.--Motions shall take precedence in  
18 the following order:

- 19 (1) Adjourn sine die.
- 20 (2) Recess.
- 21 (3) Previous question.
- 22 (4) Recess temporarily within the same session day.
- 23 (5) Questions of privilege of the Senate.
- 24 (6) Orders of the day.
- 25 (7) Lay on the table.
- 26 (8) Limit, close or extend limit on debate.
- 27 (9) Postpone.
- 28 (10) Commit or recommit.
- 29 (11) Amend.
- 30 (12) Main motion.

1 (c) Non-debatable motions.--Non-debatable motions are:

2 (1) Adjourn sine die.

3 (2) Recess.

4 (3) Recess temporarily within the same session day.

5 (4) Previous question.

6 (5) Lay on the table.

7 (6) Orders of the day.

8 (7) Limit, close or extend limit on debate.

9 (d) Motions which permit limited debate.--

10 (1) On the motion to postpone, the question of  
11 postponement is open to debate, but the main question is not.

12 (2) The motion to commit or recommit to committee is  
13 debatable as to the propriety of the reference, but the main  
14 question is not open to debate.

15 (3) The motion to amend is debatable on the amendments  
16 only and does not open the main question to debate.

17 (e) Seconding motions.--All motions, except for the previous  
18 question, which shall be seconded by not less than four  
19 Senators, may be made without a second.

20 (f) Recessing and convening.--

21 (1) A motion to recess shall always be in order, except,  
22 when on the call for the previous question, the main question  
23 shall have been ordered to be now put, or when a Member has  
24 the Floor, and shall be decided without debate.

25 (2) On a motion to recess, adopted and not having a  
26 reconvening time, the Senate will meet the following day at  
27 10:00 a.m.

28 (3) The Senate shall not convene earlier than 8:00 a.m.  
29 unless the Senate adopts a motion that sets forth the need to  
30 convene earlier than 8:00 a.m.

1           (4) The Senate shall not recess later than 11:00 p.m.  
2 each session day unless the Senate adopts a motion that sets  
3 forth the need to recess later than 11:00 p.m.

4           (g) Motion for previous question.--Pending the consideration  
5 of any question before the Senate, a Senator may call for the  
6 previous question, and if seconded by four Senators, the  
7 President shall submit the question: "Shall the main question  
8 now be put?" If two-thirds vote of the Senate is in favor of it,  
9 the main question shall be ordered, the effect of which shall  
10 cut off all further amendments and debate, and bring the Senate  
11 to a direct vote first upon the pending amendments and motions,  
12 if there be any, then upon the main proposition. The previous  
13 question may be ordered on any pending amendment or motion  
14 before the Senate.

15           (h) Motion to lay on table.--The motion to lay on the table  
16 is not debatable, and the effect of the adoption of this motion  
17 is to place on the table the pending question and everything  
18 adhering to it. Questions laid on the table remain there for the  
19 entire session unless taken up before the session closes.

20           (i) Motion to take from table.--A motion to take from the  
21 table, a bill or other subject, is in order under the same order  
22 of business in which the matter was tabled. It shall be decided  
23 without debate or amendment.

24           (j) Reconsideration.--

25           (1) When a question has once been made and carried in  
26 the affirmative or negative, it shall be in order to move the  
27 reconsideration thereof. When the Senate has been equally  
28 divided on a question, or a bill shall have failed to pass by  
29 reason of not having received the number of votes required by  
30 the Constitution, it shall be in order to move the

1 reconsideration thereof.

2 (2) Provided, however, that no motion for the  
3 reconsideration of any vote shall be in order after a bill,  
4 resolution, report, amendment or motion upon which the vote  
5 was taken shall have gone out of the possession of the  
6 Senate.

7 (3) Provided, further, that no motion for  
8 reconsideration shall be in order unless made on the same day  
9 on which the vote was taken, or within the next five days of  
10 voting session of the Senate thereafter.

11 (4) A motion to reconsider the same question a third  
12 time is not in order.

13 (5) When a bill, resolution, report, amendment, order,  
14 or communication, upon which a vote has been taken, shall  
15 have gone out of the possession of the Senate and been sent  
16 to the House of Representatives or to the Governor, the  
17 motion to reconsider shall not be in order until a resolution  
18 has been passed to request the House or Governor to return  
19 the same and the same shall have been returned to the  
20 possession of the Senate.

21 Rule 12. Bills.

22 (a) Passage of bills.--

23 (1) No law shall be passed except by bill, and no bill  
24 shall be so altered or amended, on its passage through either  
25 House, as to change its original purpose.

26 (2) No alteration or amendment shall be considered which  
27 is not appropriate and closely allied to the original purpose  
28 of the bill. If a bill has been amended after being reported  
29 by the Appropriations Committee and if the amendment may  
30 require the expenditure of Commonwealth funds or funds of a

1 political subdivision or cause a loss of revenue to the  
2 Commonwealth or a political subdivision, the Appropriations  
3 Committee shall make a fiscal note reflecting the impact of  
4 the amendment available to the Senators.

5 (b) Reference and printing.--No bill shall be considered  
6 unless referred to a committee, printed for the use of the  
7 members and returned therefrom.

8 (c) Form of bills.--No bill shall be passed containing more  
9 than one subject, which shall be clearly expressed in its title,  
10 except a general appropriation bill or a bill codifying or  
11 compiling the law or a part thereof.

12 (d) Consideration of bills.--

13 (1) Every bill shall be considered on three different  
14 days in each House. All amendments made thereto shall be  
15 available pursuant to Rule 13(a)(2) for the use of the  
16 members before the final vote is taken on the bill. Upon  
17 written request addressed to the presiding officer of the  
18 Senate by at least 25% of the Members elected to the Senate,  
19 any bill shall be read at length in that House. No bill shall  
20 become a law, unless on its final passage the vote is taken  
21 by yeas and nays, the names of the persons voting for and  
22 against it are entered on the Journal, and a majority of the  
23 Members elected to each House is recorded thereon as voting  
24 in its favor.

25 (2) Every bill that receives a majority of co-  
26 sponsorship support from each of the Majority and Minority  
27 party shall be reported out of standing committee, considered  
28 on three separate days and receive a vote on final passage.

29 (3) Bills that originate in the House and are reported  
30 unanimously to the Senate shall be reported out of standing

1 committee, be considered on three separate days and receive a  
2 vote on final passage.

3 (e) Local and special bills.--No local or special bill shall  
4 be passed unless notice of the intention to apply therefor shall  
5 have been published in the locality where the matter or the  
6 thing to be effected may be situated, which notice shall be at  
7 least 30 days prior to the introduction into the General  
8 Assembly of such bill and in the manner to be provided by law;  
9 the evidence of such notice having been published shall be  
10 exhibited in the General Assembly before such act shall be  
11 passed.

12 (f) Revenue bills.--All bills for raising revenue shall  
13 originate in the House of Representatives, but the Senate may  
14 propose amendments as in other bills.

15 (g) Appropriation bills.--

16 (1) The general appropriation bill shall embrace nothing  
17 but appropriations for the executive, legislative and  
18 judicial departments of the Commonwealth, for the public debt  
19 and for public schools. All other appropriations shall be  
20 made by separate bills, each embracing but one subject.

21 (2) No appropriation shall be made for charitable,  
22 educational or benevolent purposes to any person or community  
23 nor to any denomination and sectarian institution,  
24 corporation or association: Provided, That appropriations may  
25 be made for pensions or gratuities for military service and  
26 to blind persons 21 years of age and upwards and for  
27 assistance to mothers having dependent children and to aged  
28 persons without adequate means of support and in the form of  
29 scholarship grants or loans for higher educational purposes  
30 to residents of the Commonwealth enrolled in institutions of



1 higher learning, except that no scholarship, grants or loans  
2 for higher educational purposes shall be given to persons  
3 enrolled in a theological seminary or school of theology.

4 (h) Charitable and educational appropriations.--No  
5 appropriation shall be made to any charitable or educational  
6 institution not under the absolute control of the Commonwealth,  
7 other than normal schools established by law for the  
8 professional training of teachers for the public schools of the  
9 State, except by a vote of two-thirds of all the members elected  
10 to each House.

11 (i) Land transfer legislation.--

12 (1) No bills granting or conveying Commonwealth land or  
13 taking title thereto shall be reported by any committee of  
14 the Senate unless there has been filed with the Secretary-  
15 Parliamentarian and the Chair of the Reporting Committee, a  
16 memorandum from the Department of General Services indicating  
17 the use to which the property is presently employed, the full  
18 consideration for the transfer, if any, a departmental  
19 appraisal of the property, including its valuation and a list  
20 of recorded liens and encumbrances, if any, the use to which  
21 the property will be employed upon its transfer, the date by  
22 which the land is needed for its new use and the senatorial  
23 district or districts in which the land is located. The  
24 memorandum shall be filed within 60 days after a request is  
25 made for same and contain a statement by a responsible person  
26 in the Department of General Services indicating whether or  
27 not the departments involved favor the transfer which is the  
28 subject of the bill under consideration. The sponsor of the  
29 bill or the Chair of the Reporting Committee may request the  
30 memorandum from the Department of General Services.

1           (2) No amendment granting or conveying Commonwealth land  
2 or taking title thereto shall be considered by the Senate  
3 unless there has been filed with the Secretary-  
4 Parliamentarian and the Chair of the committee reporting the  
5 bill a memorandum from the Department of General Services  
6 indicating the use to which the property is presently  
7 employed, the full consideration for the transfer, if any, a  
8 departmental appraisal of the property, including its  
9 valuation and a list of recorded liens and encumbrances, if  
10 any, the use to which the property will be employed upon its  
11 transfer, the date by which the land is needed for its new  
12 use, the senatorial district or districts in which the land  
13 is located and a statement by a responsible person in the  
14 Department of General Services indicating whether or not the  
15 departments involved favor the transfer which is the subject  
16 of the amendment under consideration. The memorandum shall be  
17 filed within 60 days after a request is made. The sponsor of  
18 the amendment or the Chair of the Reporting Committee may  
19 request the memorandum from the Department of General  
20 Services.

21           (3) If a memorandum is not filed within 60 days after a  
22 request is made to the Department of General Services, the  
23 Senate or any committees of the Senate may consider bills or  
24 amendments granting or conveying Commonwealth land or taking  
25 title thereto, notwithstanding paragraphs (1) and (2).

26           (j) Consideration during second regular session.--All bills,  
27 joint resolutions, resolutions, concurrent resolutions or other  
28 matters pending before the Senate upon the recess of a first  
29 regular session convening in an odd-numbered year shall maintain  
30 their status and be pending before a second regular session

1 convening in an even-numbered year but not beyond adjournment  
2 sine die or November 30th of such year, whichever first occurs.

3 (k) Introduction.--All bills shall be introduced in  
4 quadruplicate. A sponsor may be added after a bill has been  
5 printed but the addition of sponsors shall not require that the  
6 bill be reprinted. All bills shall be examined by the  
7 Legislative Reference Bureau for correctness as to form and  
8 shall be imprinted with the stamp of the Bureau before being  
9 filed with the Secretary-Parliamentarian for introduction.

10 (l) Character of bills to be introduced.--No Member shall  
11 introduce, nor shall any committee report any bill for the  
12 action of the Senate, proposing to legislate upon any of the  
13 subjects prohibited by Article III, section 32 of the  
14 Constitution.

15 (m) Printing of amended bills.--

16 (1) All bills reported or re-reported from committee, if  
17 amended by the committee, and all bills on the Calendar, if  
18 amended by the Senate, shall be reprinted and a new printer's  
19 number assigned thereto before any action is taken thereon.

20 (2) No bill or joint resolution re-reported from  
21 committee as amended shall be voted upon on final passage  
22 until at least six hours have elapsed from the time of the  
23 committee report.

24 (n) First consideration.--Bills on first consideration shall  
25 not be subject to amendment, debate or a vote thereon.

26 (o) Second consideration.--Bills on second consideration may  
27 be subject to amendment, debate and a vote thereon.

28 (p) Third consideration and final passage.--

29 (1) The following apply:

30 (i) Bills on third consideration may be amended and

1 are subject to debate. Bills on final passage may not be  
2 amended but are open to debate. The vote on final passage  
3 shall be taken by a roll call. The names of the Senators  
4 voting for and against shall be recorded, entered in the  
5 Journal and posted on the Internet website maintained by  
6 the Senate. No bill shall be declared passed unless a  
7 majority of all Senators elected to the Senate shall be  
8 recorded as voting for the same.

9 (ii) No bill which may require an expenditure of  
10 Commonwealth funds or funds of any political subdivision  
11 or cause a loss of revenue to the Commonwealth or any  
12 political subdivision shall be given third consideration  
13 on the Calendar until it has been referred to the  
14 Appropriations Committee and a fiscal note attached  
15 thereto.

16 (iii) In obtaining the information required by these  
17 Rules, the Appropriations Committee may utilize the  
18 services of the Budget Office and any other State agency  
19 as may be necessary.

20 (iv) No bills appropriating money for charitable or  
21 benevolent purposes shall be considered finally until  
22 after the general appropriation bill shall have been  
23 reported from committee.

24 (2) The following apply:

25 (i) It shall not be in order, by suspension of this  
26 Rule or otherwise, to consider a bill on final passage  
27 unless it is printed, together with amendments, if any,  
28 and made available to the Senators.

29 (ii) No bill or joint resolution amended on third  
30 consideration shall be voted on final passage until at

1           least six hours have elapsed from the time of adoption of  
2           the amendment.

3           (q) Prefiling of bills, joint resolutions and resolutions.--  
4 Any Senator or Senator-elect may file bills, joint resolutions  
5 and resolutions with the Secretary-Parliamentarian of the Senate  
6 commencing on December 15 of each even-numbered year. The  
7 Secretary-Parliamentarian of the Senate shall number the bills,  
8 joint resolutions and resolutions and shall have them available  
9 for distribution. Upon the naming of the committees of the  
10 Senate at the convening of a First Regular Session, the  
11 President Pro Tempore shall refer all prefiled measures to the  
12 proper committee within 14 calendar days.

13           (r) Normal filing of bills, joint resolutions and  
14 resolutions.--Senators may introduce bills, joint resolutions  
15 and resolutions by filing the same with the Secretary-  
16 Parliamentarian of the Senate. The Secretary-Parliamentarian of  
17 the Senate shall number the bills, joint resolutions and  
18 resolutions and shall notify the President Pro Tempore of the  
19 fact of such filing.

20           (s) Referral to committee by President Pro Tempore.--Every  
21 bill, joint resolution and resolution introduced by a Senator or  
22 received from the House of Representatives shall be referred by  
23 the President Pro Tempore to the appropriate committee within 14  
24 calendar days. Upon referral, the Secretary-Parliamentarian of  
25 the Senate shall deliver the bills, joint resolutions and  
26 resolutions to the committees to which they have been referred.  
27 The Secretary-Parliamentarian of the Senate shall have the  
28 bills, joint resolutions and resolutions available for  
29 distribution.

30           (t) Senate Calendar.--Members of the Senate shall receive a

1 marked Senate Calendar no later than 12 hours in advance of the  
2 start of the Senate session.

3 Rule 13. Amendments.

4 (a) When in order.--

5 (1) Amendments shall be in order when a bill is reported  
6 or re-reported from committee, on second consideration, on  
7 third consideration, and on concurrence from the House. No  
8 amendments shall be received by the presiding officer or  
9 considered by the Senate which destroys the general sense of  
10 the original bill or is not appropriate and closely allied to  
11 the original purpose of the bill. Any Member, upon request,  
12 must be furnished a copy of a proposed amendment, this  
13 includes being available on the Senate Virtual Session Desk  
14 application, and be given a reasonable opportunity to  
15 consider same before being required to vote thereon.

16 (2) Amendments offered on the Floor shall be read by the  
17 Reading Clerk and stated by the presiding officer to the  
18 Senate before being acted upon. Amendments shall be presented  
19 with at least four typewritten copies obtained through the  
20 Legislative Reference Bureau, which shall have the Sponsor  
21 identified. No amendment may be considered by the Senate  
22 until the Secretary-Parliamentarian of the Senate has posted  
23 the amendment on the Internet website maintained by the  
24 Senate. All amendments submitted to the Secretary-  
25 Parliamentarian for consideration on the Floor shall receive  
26 a roll call vote, unless the amendment sponsor indicates  
27 otherwise. The names of Senators voting for or against all  
28 amendments, either in Committee, second or third  
29 consideration, or on concurrence from the House, shall be  
30 recorded, entered in the Journal and posted on the Internet

1 website maintained by the Senate.

2 (3) Amendments to bills or other main motions or  
3 questions before the Senate may be tabled. When an amendment  
4 proposed to any bill or other main motion or question before  
5 the Senate is laid on the table, it shall not carry with it  
6 or prejudice the bill, main motion or question. A motion to  
7 take an amendment from the table shall only be in order if  
8 the bill or other main motion or question remains before the  
9 Senate for decision. The motion to take an amendment from the  
10 table is not debatable and shall have the same precedence as  
11 the motion to amend.

12 (b) Amendments reconsidering; revert to prior print.--  
13 Amendments adopted or defeated may not be again considered  
14 without reconsidering the vote by which the amendments were  
15 adopted or defeated, unless a majority vote of the Senators  
16 present shall decide to revert to a prior printer's number. If  
17 such a motion is made to a bill on third consideration and  
18 carried it shall not be in order to vote on the final passage of  
19 the bill until a copy of the reverted printer's number is made  
20 available to the Senators, this includes being available on the  
21 Senate Virtual Session Desk application.

22 (c) Concurrence in House amendments.--

23 (1) The following apply:

24 (i) No amendments to bills by the House shall be  
25 concurred in by the Senate, except by the vote of a  
26 majority of the Members elected to the Senate taken by  
27 yeas and nays.

28 (ii) If a bill on concurrence contains an amendment  
29 which may require the expenditure of Commonwealth funds  
30 or funds of a political subdivision or cause a loss of

1 revenue to the Commonwealth or a political subdivision,  
2 the bill shall be referred to the Appropriations  
3 Committee and a fiscal note shall be attached thereto.  
4 The bill may not be voted finally until a fiscal note  
5 reflecting the impact of the amendment is made available  
6 to the Senators, including being available on the Senate  
7 Virtual Session Desk application.

8 (2) The following apply:

9 (i) Any bill or resolution containing House  
10 amendments which is returned to the Senate shall be  
11 referred to the Committee on Rules and Executive  
12 Nominations immediately upon the reading of the  
13 communication by the Reading Clerk, subject to subsection  
14 (c) (1) (ii). The consideration of any bill or resolution  
15 containing House amendments may include the amendment of  
16 House amendments in the Committee on Rules and Executive  
17 Nominations or prior to the vote on concurrence on the  
18 Floor. The vote on concurring in amendments by the House  
19 to bills or resolutions amended by the House shall not be  
20 taken until the bills or resolutions have been favorably  
21 reported, as committed or as amended, by the Committee on  
22 Rules and Executive Nominations and have been placed on  
23 the desks of the Senators, this includes being available  
24 on the Senate Virtual Session Desk application, and  
25 particularly referred to on their calendars.

26 (ii) Unless the Majority Leader and the Minority  
27 Leader shall agree otherwise, the offering of an  
28 amendment to House amendments in the Committee on Rules  
29 and Executive Nominations shall not be in order until at  
30 least one hour after the filing of a copy of the



1 amendment as prepared by the Legislative Reference Bureau  
2 with the office of the Secretary-Parliamentarian. Upon  
3 the filing of such an amendment, the Secretary-  
4 Parliamentarian shall immediately time stamp the  
5 amendment and forward a time-stamped copy of the  
6 amendment to the offices of the Majority Leader and the  
7 Minority Leader. Except as provided in this subsection,  
8 it shall not be in order to suspend or otherwise waive  
9 the requirements of this subsection.

10 Rule 14. Committees.

11 (a) Standing committees.--

12 (1) There shall be the following permanent standing  
13 committees, the Chair, the Vice Chair and members thereof to  
14 be appointed by the President Pro Tempore as soon as possible  
15 after the election of the President Pro Tempore in sessions  
16 convening in odd-numbered years or such other times as may be  
17 equally divided between the Majority caucus, including  
18 members who caucus with the Majority caucus, the Minority  
19 caucus, including members who caucus with the Minority  
20 caucus, composition of the Senate membership.

21 Aging and Youth - 10 members

22 Agriculture and Rural Affairs - 10 members

23 Appropriations - 22 members

24 Banking and Insurance - 14 members

25 Communications and Technology - 10 members

26 Community, Economic and Recreational Development - 14  
27 members

28 Consumer Protection and Professional Licensure - 14  
29 members

30 Education - 10 members

1 Environmental Resources and Energy -- 10 members  
2 Finance -- 10 members  
3 Game and Fisheries -- 10 members  
4 Health and Human Services -- 10 members  
5 Intergovernmental Operations -- 10 members  
6 Judiciary - 13 members  
7 Labor and Industry -- 10 members  
8 Law and Justice -- 10 members  
9 Local Government -- 10 members  
10 Rules and Executive Nominations - 16 members  
11 State Government -- 10 members  
12 Transportation - 14 members  
13 Urban Affairs and Housing -- 10 members  
14 Veterans' Affairs and Emergency Preparedness -- 10  
15 members

16 (2) Subcommittees. Each standing committee or the chair  
17 thereof may appoint, from time to time, a subcommittee to  
18 study or investigate a matter falling within the jurisdiction  
19 of the standing committee or to consider a bill or resolution  
20 referred to it. A subcommittee may hold public hearings only  
21 with the prior permission of its standing committee.

22 Subcommittees shall be regulated by the Senate Rules of  
23 Procedure and shall be in existence for only that time  
24 necessary to complete their assignments and report to their  
25 standing committees.

26 (b) Members-ex-officio.--

27 (1) The President Pro Tempore shall be an ex-officio  
28 voting member of all standing committees and any  
29 subcommittees that may be established and shall not be  
30 included in the number of committee members herein provided.

1       However, the President Pro Tempore shall not be an ex-officio  
2       Member of the Committee on Ethics and Official Conduct.

3           (2) The Majority Leader and the Minority Leader shall  
4       each be an ex-officio member of the Committee on  
5       Appropriations and shall not be included in the number of  
6       members of the committee provided herein.

7           (3) The Majority Leader shall serve as Chair of the  
8       Committee on Rules and Executive Nominations and the Minority  
9       Leader shall serve as the Minority Chair.

10       (c) Committees' function between sessions.--Standing  
11       committees shall exist and function both during and between  
12       sessions. Such power shall not extend beyond November 30th of  
13       any even-numbered year.

14       (d) Powers and responsibilities.--Standing committees are  
15       authorized:

16           (1) To maintain a continuous review of the work of the  
17       Commonwealth agencies concerned with their subject areas and  
18       the performance of the functions of government within each  
19       such subject area, and for this purpose to request reports  
20       from time to time, in such form as the standing committee  
21       shall designate, concerning the operation of any Commonwealth  
22       agency and presenting any proposal or recommendation such  
23       agency may have with regard to existing laws or proposed  
24       legislation in its subject area. The standing committee is  
25       authorized to require public officials and employees and  
26       private individuals to appear before the standing committee  
27       for the purpose of submitting information to it.

28           (2) In order to carry out its duties, each standing  
29       committee is empowered with the right and authority to  
30       inspect and investigate the books, records, papers,

1 documents, data, operation and physical plant of any public  
2 agency in this Commonwealth.

3 (3) In order to carry out its duties, each standing  
4 committee may issue subpoenas, subpoenas duces tecum and  
5 other necessary process to compel the attendance of witnesses  
6 and the production of any books, letters or other documentary  
7 evidence desired by the committee. The chair may administer  
8 oaths and affirmations in the manner prescribed by law to  
9 witnesses who shall appear before the committee to testify.

10 (4) Each bill or resolution referred to a standing  
11 committee shall be considered by the standing committee upon  
12 its merits, and acted upon by the committee at a scheduled  
13 meeting.

14 (e) Notice of meetings.--

15 (1) The following apply:

16 (i) The Chair of a committee or, in the absence of  
17 the Chair, the Vice Chair, with the approval of the  
18 Chair, shall provide each member of the committee with  
19 written notice of committee meetings, which shall include  
20 the date, time and location of the meeting and the number  
21 of each bill, resolution or other matter which may be  
22 considered. The Chair shall give due notice of a standing  
23 committee meeting or hearing not later than 72 hours  
24 before the date and time the standing committee meeting  
25 or hearing is to be scheduled. Committee members shall  
26 give due notice of amendments to be offered not later  
27 than 24 hours before the scheduled standing committee  
28 meeting. During session, notice of meetings of standing  
29 committees shall be published daily. Notice shall be  
30 delivered by the Chair to the Secretary-Parliamentarian's

1 office on a form prescribed by the Secretary-  
2 Parliamentarian of the Senate by the end of the session  
3 on the day preceding its intended publication.

4 (ii) The prime sponsor of a bill or resolution may  
5 request that the Chair of a standing committee hold a  
6 hearing on a bill or resolution introduced and referred  
7 to the standing committee. The Chair shall hold a public  
8 hearing within 10 legislative days of receiving a request  
9 from the prime sponsor of the bill or resolution. All  
10 hearings on bills or resolutions shall be subject to the  
11 requirements of 65 Pa.C.S. Ch. 7 (relating to open  
12 meetings) and shall provide reasonable opportunity for  
13 public comment or testimony at the hearing. Within 10  
14 legislative days of the hearing the Chair shall hold a  
15 committee meeting to consider the bill or resolution.

16 (iii) Whenever the Chair of any standing committee  
17 shall refuse to call a hearing on a resolution or bill,  
18 the Minority Chair of the standing committee may call a  
19 hearing by providing written notice to members of the  
20 standing committee and to the Secretary-Parliamentarian  
21 of the Senate, setting the time and place of such  
22 hearing, not later than 72 hours before the hearing is to  
23 be scheduled. Such notice shall be read in the Senate and  
24 the same posted by the Secretary-Parliamentarian in the  
25 Senate. Thereafter, the hearing shall be held at the time  
26 and place specified in the notice. In addition, any such  
27 hearing shall comply with all provisions of 65 Pa.C.S.  
28 Ch. 7.

29 (2) A committee meeting, or hearing for which notice has  
30 not been published as provided in paragraph (1), may be held

1 during a session only if approval is granted by a two-thirds  
2 vote of the standing committee and if notice of the bills to  
3 be considered is given during session.

4 (f) Bills recommitted.--Any bill or resolution reported by  
5 any standing committee without prior notice having been given as  
6 required by these Rules shall be recommitted to the committee  
7 reporting the same.

8 (g) Public meetings or hearings.--

9 (1) The following apply:

10 (i) The Chair of a standing committee may hold  
11 hearings open to the public and in doing so shall make a  
12 public announcement in writing prior to the date of the  
13 hearing of the date, time, location and subject matter of  
14 the hearing.

15 (ii) The Chair of a standing committee shall have  
16 the power to designate whether or not a meeting of the  
17 committee for the purpose of transacting committee  
18 business shall be open to the public or shall be held in  
19 executive session and therefore closed to the public, but  
20 no matters may be considered in executive session for  
21 which an open meeting is required under 65 Pa.C.S. Ch. 7  
22 [(relating to open meetings)].

23 (2) All standing committees may have their hearings  
24 reported and transcribed if payment for such service is being  
25 made from committee funds. If payment is expected to be made  
26 from a source other than committee funds, approval must be  
27 first obtained from the President Pro Tempore.

28 (h) Quorum of committee.--A committee is actually assembled  
29 only when a quorum constituting a majority of the members of  
30 that committee is present in person. A majority of the quorum of

1 the whole committee shall be required to report any bill,  
2 resolution or other matter to the Floor for action by the whole  
3 Senate.

4 (i) Quorum of subcommittee.--A subcommittee is actually  
5 assembled only when a quorum constituting a majority of the  
6 members of that subcommittee is present in person. A majority of  
7 the quorum of the whole subcommittee shall be required to report  
8 any bill, resolution or other matter to the committee.

9 (j) Discharging committees.--

10 (1) No standing committee shall be discharged from  
11 consideration of any bill, resolution or other matter within  
12 10 legislative days of its reference to committee without the  
13 unanimous consent of the Senate or after such 10-day period  
14 except by majority vote of all members elected to the Senate.

15 (2) Such discharge shall be by resolution which shall  
16 lie over one day for consideration upon introduction and  
17 which may be considered under the Order of Business of  
18 Resolutions on the Calendar.

19 Rule 15. Committee officers.

20 (a) Chair-ex-officio.--The Chair and Minority Chair of each  
21 standing committee shall be ex-officio members of each  
22 subcommittee that may be established as part of the standing  
23 committee, with the right to attend meetings of the subcommittee  
24 and vote on any matter before the subcommittee.

25 (b) Calling committee to order.--The Chair or, if authorized  
26 by the Chair, the Vice Chair, shall call the committee to order  
27 at the hour provided by these Rules. Upon the appearance of a  
28 quorum, the committee shall proceed with the order of business.  
29 Any member of the committee may question the existence of a  
30 quorum.

1 (c) Chair control of the committee room.--The Chair or, if  
2 authorized by the Chair, the Vice Chair, shall preserve order  
3 and decorum and shall have general control of the committee  
4 room. In case of a disturbance or disorderly conduct in the  
5 committee room, the Chair or, if authorized by the Chair, the  
6 Vice Chair, may cause the same to be cleared. The use of cell  
7 phones and similar portable communication devices within any  
8 Senate committee room by other than members of the Senate or  
9 their staffs is strictly prohibited.

10 (d) Chair's authority to sign documents and decide questions  
11 of order.--The Chair shall sign all notices, vouchers, subpoenas  
12 or reports required or permitted by these Rules. The Chair shall  
13 decide all questions of order relative to parliamentary  
14 procedure, subject to an appeal by any member of the committee.

15 (e) Vote of Chair, Vice Chair.--The Chair and Vice Chair  
16 shall vote on all matters before such committee; Provided, That  
17 the name of the Chair shall be called last.

18 (f) Performance of duties by Vice Chair.--Upon the death of  
19 the Chair, the Vice Chair shall perform the duties of the office  
20 until and unless the President Pro Tempore shall appoint a  
21 successor or designate an acting Chair. Upon and during  
22 disability, or incapacity of the Chair, the Vice Chair shall  
23 perform the Chair's duties.

24 (g) Chair's duty to report.--The Chair shall report any bill  
25 to the Floor of the Senate not later than the next occurring  
26 legislative day after the committee's vote to report it.

27 (h) Amendments.--Upon reporting the bill from committee, the  
28 Chair shall submit all amendments adopted in committee to the  
29 Secretary-Parliamentarian of the Senate for posting on the  
30 Internet website maintained by the Senate.



1 Rule 16. Committee members.

2 Members, attendance and voting shall be as follows:

3 (1) Every member of a committee shall be in attendance  
4 during each of its meetings, unless excused or necessarily  
5 prevented, and shall vote on each question, except that a  
6 member desiring to be excused from voting in committee due to  
7 a direct, personal, private or pecuniary interest shall seek  
8 a ruling from the Chair pursuant to Rule 20(c).

9 (2) The Chair may excuse any Senator for just cause from  
10 attendance during the meetings of the committee for any  
11 stated period.

12 (3) Any member of a committee who is otherwise engaged  
13 in legislative duties may have the member's vote recorded on  
14 bills, resolutions or other matters pending before the  
15 committee by communicating in writing to the Chair the  
16 inability to attend and the manner in which the member  
17 desires to be voted on bills, resolutions or other matters  
18 pending before the committee.

19 Rule 17. Committee voting.

20 Taking the vote shall be as follows:

21 (1) The Chair shall announce the results of all votes to  
22 report a bill or resolution or a vote regarding an executive  
23 nomination. All votes shall be open to the public and shall  
24 be posted on the Internet website maintained by the Senate  
25 within 24 hours.

26 (2) In all cases where the committee vote shall be  
27 equally divided, the question falls.

28 Rule 18. Motions in committees.

29 All motions made in committee shall be governed and take the  
30 same precedence as those set forth in these Rules.

1 Rule 19. Conference Committees.

2 (a) Composition.--The President Pro Tempore shall appoint  
3 three Senators to comprise a Committee of Conference. Two shall  
4 be from the Majority Party and one from the Minority Party.

5 (b) Deliberations.--The deliberations of the committee shall  
6 be confined to the subject of difference between the two Houses,  
7 unless both Houses shall direct a free conference.

8 (c) Report of Conference Committee.--

9 (1) The report of a Committee of Conference shall be  
10 prepared in triplicate by the Legislative Reference Bureau  
11 and shall be signed by the members or a majority of the  
12 members of each committee comprising the Committee of  
13 Conference. Every report of a Committee of Conference shall  
14 be printed together with the bill as amended by the  
15 committee, shall be made available to the Senators and shall  
16 be particularly referred to on their calendars before action  
17 shall be taken on such report. No report of a Committee of  
18 Conference may be adopted by the Senate until at least six  
19 hours have elapsed from the time of adoption of the report by  
20 the Committee of Conference.

21 (2) A report of a Committee of Conference which requires  
22 the expenditure of Commonwealth funds or funds of a political  
23 subdivision or causes a loss of revenue to the Commonwealth  
24 or a political subdivision shall have a fiscal note attached  
25 before the report is finally adopted by the Senate.

26 (d) Adoption of Conference Committee report.--Reports of  
27 committees of conference shall be adopted only by the vote of a  
28 majority of the members elected to the Senate, taken by yeas and  
29 nays.

30 Rule 20. Voting.

1 (a) Senators must be present.--Every Senator shall be  
2 present within the Senate Chamber during the sessions of the  
3 Senate and shall be recorded as voting on each question stated  
4 from the Chair which requires a roll call vote unless the  
5 Senator is on leave, is duly excused or is unavoidably prevented  
6 from attending session. The refusal of any Senator to vote as  
7 provided by this Rule shall be deemed a contempt of the Senate.

8 (b) Voting required.--Except as may be otherwise provided by  
9 this Rule, no Senator shall be permitted to vote on any question  
10 unless the Senator is present in the Senate Chamber at the time  
11 the roll is being called, or prior to the announcement of the  
12 vote, unless the following applies:

13 (1) Capitol leave.--A Senator who is performing a  
14 legislative duty in the Harrisburg area, which is defined in  
15 the Financial Operating Rules of the Senate as within Dauphin  
16 County or otherwise within a 10 mile radius of the Capitol,  
17 may, upon request during session, be granted a Capitol Leave  
18 by the Senate and may be voted by the Senator's respective  
19 Floor Leader. A specific reason for the Capitol Leave must be  
20 given in writing by the Senator. The Capitol Leave request  
21 shall be communicated to the Senator's respective Whip for  
22 transmission to the respective Floor Leader prior to the  
23 beginning of a roll call vote. All written Capitol Leave  
24 requests shall be transmitted by the respective Floor Leaders  
25 to the Secretary-Parliamentarian of the Senate for retention  
26 in accordance with Rule 6(c) (3) within 24 hours of the  
27 conclusion of the legislative day in which leave was  
28 requested.

29 (2) Legislative leave.--A Senator who is performing a  
30 legislative duty outside of the Harrisburg area may, upon

1 request during session, be granted a Legislative Leave by the  
2 Senate and may be voted by the Senator's respective Floor  
3 Leader. A specific reason for the Legislative Leave must be  
4 given in writing by the Senator. The Legislative Leave  
5 request shall be communicated to the Senator's respective  
6 Whip for transmission to the respective Floor Leader prior to  
7 the beginning of a roll call vote. All written Legislative  
8 Leave requests shall be transmitted by the respective Floor  
9 Leaders to the Secretary-Parliamentarian of the Senate for  
10 retention in accordance with Rule 6(c)(3) within 24 hours of  
11 the conclusion of the legislative day in which leave was  
12 requested.

13 (3) Military leave.--A Senator who is on active duty or  
14 in training with a reserve component of the armed forces of  
15 the United States or the Pennsylvania National Guard or Air  
16 National Guard may be granted a military leave. A Senator  
17 requesting military leave shall submit a leave request to the  
18 Senator's respective Floor Leader who shall transmit the  
19 request to the Secretary-Parliamentarian of the Senate on  
20 behalf of the Senator requesting leave within 24 hours of the  
21 conclusion of the legislative day in which leave was  
22 requested.

23 (4) Personal leave.--A Senator who is absent for any  
24 purpose other than those set forth in these Rules may be  
25 granted a personal leave. A Senator on personal leave shall  
26 not be voted on any question before the Senate or on any  
27 question before any committee of the Senate. A Senator  
28 requesting personal leave shall submit a leave request to the  
29 Senator's respective Floor Leader who shall transmit the  
30 request to the Secretary-Parliamentarian of the Senate on

1 behalf of the Senator requesting leave within 24 hours of the  
2 conclusion of the legislative day in which leave was  
3 requested.

4 (c) Excused from voting.--

5 (1) A Senator desiring to be excused from voting due to  
6 a direct, personal, private or pecuniary interest in any  
7 question or bill proposed or pending before the Senate shall  
8 seek a ruling from the presiding officer.

9 (2) Senators who seek a ruling on whether they have a  
10 direct, personal, private or pecuniary interest in any  
11 question or bill proposed or pending before the Senate shall,  
12 after the Senator is recognized by the presiding officer,  
13 make a brief statement of the reasons for making the request  
14 and ask the presiding officer to decide whether or not the  
15 Senator must vote. The question shall be decided by the  
16 presiding officer without debate.

17 (d) Changing vote.--No Senator may vote or change a vote  
18 after the result is announced by the Chair. Before the  
19 announcement of the final result, however, a Senator may change  
20 a vote, or may vote, if previously absent from the Chamber.  
21 Should a Senator be erroneously recorded on any vote, the  
22 Senator may at any time, with the permission of the Senate, make  
23 a statement to that effect which shall be entered in the  
24 Journal. Similarly, should the Senator be absent when a vote is  
25 taken on any question, the Senator may later, with the  
26 permission of the Senate, make a statement for entry upon the  
27 Journal, indicating how the Senator would have voted had the  
28 Senator been present when the roll was taken and the reasons  
29 therefor shall be submitted in writing or delivered orally not  
30 to exceed five minutes.

1 (e) Persons allowed at desk during roll call.--No Senator or  
2 other person, except the Majority or Minority Leader or other  
3 persons designated by them, shall be permitted at the Reading  
4 Clerk's desk during the recording, counting or verification of a  
5 roll call vote.

6 (f) Two-thirds vote.--When bills or other matters which  
7 require a two-thirds vote are under consideration, the  
8 concurrence of two-thirds of all the Senators elected shall not  
9 be requisite to decide any question or amendment short of the  
10 final question and, on any question short of the final one, a  
11 majority of Senators voting shall be sufficient to pass the  
12 same.

13 (g) Majority vote defined.--A majority of the Senators  
14 elected shall mean a majority of the Senators elected, living,  
15 sworn and seated.

16 (h) Majority vote.--When bills or other matters which  
17 require a vote of the majority of Senators elected are under  
18 consideration, the concurrence of a majority of all the Senators  
19 elected shall not be requisite to decide any question or  
20 amendment short of the final question; and, on any question  
21 short of a final one, a majority of Senators voting shall be  
22 sufficient to pass the same.

23 (i) Announcement of vote.--Upon completion of a roll call  
24 vote or a voice vote, the result shall be announced immediately  
25 unless the Majority or Minority Leader requests a delay.

26 (j) Explanation of vote.--Any Senator may, with the consent  
27 of the Senate, make an explanation of a vote on any question and  
28 have the explanation printed in the Journal.

29 (k) Tie vote.--In the case of a tie vote, the President of  
30 the Senate may cast a vote to break the tie as long as, by doing

1 so, it does not violate any provisions of the Constitution of  
2 Pennsylvania. In the event that there is a tie vote on a  
3 question requiring a constitutional majority, the question  
4 falls.

5 (l) Verifying vote.--Any Senator may demand a verification  
6 of a vote immediately upon the completion of a roll call or  
7 after the announcement of the vote by the presiding officer. In  
8 verifying a vote, the Clerk shall first read the affirmative  
9 roll at which time any additions or corrections shall be made.  
10 Upon the completion and verification of the affirmative roll  
11 call, the Clerk shall proceed with the reading of the negative  
12 roll at which time any additions or corrections shall be made.  
13 Upon the completion and verification of the negative roll call,  
14 the roll call shall be declared verified. It shall not be in  
15 order for a Senator to change a vote after the verified roll  
16 call is announced. A demand for a verification shall not be in  
17 order when all Senators vote one way. The demand for a  
18 verification of a vote is not debatable.

19 (m) Voice vote.--Unless otherwise ordered, demanded or  
20 required, a voice vote may be taken. Any Senator who doubts the  
21 accuracy of a voice vote may demand a roll call vote. Such  
22 request must be made immediately upon the announcement of the  
23 vote by the presiding officer and shall not be in order after  
24 other business has intervened. The demand for a verification of  
25 a voice vote shall not be in order.

26 Rule 21. Correspondents.

27 (a) Admission to Senate Press Gallery.--Admission to the  
28 Senate Press Gallery shall be limited to members in good  
29 standing of the Pennsylvania Legislative Correspondents'  
30 Association and to other members of the press as determined by

1 the President Pro Tempore. Seating shall be available on a  
2 first-come basis.

3 (b) Photographs in Senate Chamber.--

4 (1) Photographers may be authorized by the President Pro  
5 Tempore to take still photographs in the Senate.

6 (2) No still photographs shall be taken in the Senate  
7 during sessions without prior notice to the Senators. When  
8 possible, such notice shall be given at the beginning of the  
9 session during which the still photographs are scheduled to  
10 be taken.

11 (c) Order and decorum of press.--

12 (1) Persons seated in the Senate Press Gallery shall be  
13 dressed appropriately and shall, at all times, refrain from  
14 loud talking or causing any disturbance which tends to  
15 interrupt the proceedings of the Senate.

16 (2) Persons seated in the Senate Press Gallery shall not  
17 walk onto the Floor of the Senate nor approach the rostrum or  
18 the Reading Clerk's desk during session or while being at  
19 ease.

20 Rule 22. Radio and television.

21 (a) Filming, videotaping, televising and broadcasting.--  
22 Filming, videotaping, televising or broadcasting of Senate  
23 sessions shall be permitted as provided in these Rules.

24 (b) Broadcasting session.--Nothing in this Rule shall be  
25 construed to prohibit any licensed radio station or television  
26 station from broadcasting a session from the Senate or any part  
27 thereof; Provided, That the signal originates from the Senate-  
28 operated audio-visual system which transmits Senate session  
29 activity to the offices in the Main Capitol and environs.

30 Rule 23. Video feed and audio feed.



1 (a) Responsibilities of the Chief Clerk of the Senate.--

2 (1) The Chief Clerk, in consultation with the Secretary-  
3 Parliamentarian of the Senate, shall provide a video feed and  
4 audio feed of Senate Floor activity.

5 (2) The Chief Clerk shall be responsible for the  
6 acquisition, installation and maintenance of equipment  
7 required to provide the video feed and audio feed, and for  
8 the continued development and operation of the feeds,  
9 including the hiring of the necessary personnel.

10 (3) All equipment required to produce the video feed and  
11 audio feed shall be operated by Senate personnel. Nothing in  
12 any contract entered into by the Office of the Chief Clerk  
13 regarding installation or maintenance of equipment shall  
14 permit any control over the video cameras and microphones in  
15 the Senate Chamber to be exercised by anyone but the  
16 appropriate Senate officers and employees.

17 (b) Sessions provided free of charge.--

18 (1) Continuous broadcast of Senate sessions shall be  
19 provided free of charge to any licensed television station,  
20 radio station or cable television outlet and shall further be  
21 available through the Senate's Internet website.

22 (2) The Senate Committee on Management Operations may  
23 authorize providing the video feed and audio feed free of  
24 charge to other entities.

25 (c) Funding.--Funding for the implementation and operation  
26 of the broadcasting system shall be provided through Senate  
27 appropriations as designated by the President Pro Tempore.

28 (d) Scope of video and audio feeds.--

29 (1) The video feed and audio feed shall provide a  
30 complete, unedited record of what is said on the Floor of the

1 Senate and shall be free from commentary.

2 (2) During roll call votes and other votes, the video  
3 cameras shall be focused on the Senate floor until the  
4 announcement of the vote tabulation by the presiding officer.

5 (3) During recesses of the Senate or when the Senate is  
6 at ease, the video feed and audio feed shall be turned off.

7 (4) During guest introductions, video feed of guests  
8 seated in the Senate Gallery or on the floor of the Senate is  
9 permissible.

10 (e) Restrictions on video and audio feeds.--

11 (1) The video feed and audio feed, and any television or  
12 radio coverage thereof, shall not be made available or used  
13 for political or campaign purposes, whether in paid political  
14 advertisements or otherwise. Use of the video feed and audio  
15 feed shall be subject to all Federal and State laws relating  
16 to elections and campaign practices.

17 (2) The video feed and audio feed, and any television or  
18 radio coverage thereof, shall not be used in any commercial  
19 advertisement.

20 (3) Any live coverage of the Senate shall be without and  
21 presented without any commercial sponsorship, except when it  
22 is part of a bona fide news program or public affairs  
23 program.

24 (4) The President Pro Tempore or any other presiding  
25 officer shall be prohibited from ordering that any segment of  
26 a Floor session not be broadcast or recorded.

27 (5) Except as provided in this paragraph, the President  
28 Pro Tempore, any other presiding officer and any Senator,  
29 officer or employee of the Senate shall be prohibited from  
30 editing any portion of the video feed and audio feed

1 described in this Rule. A Senator may post a video clip or  
2 audio clip of Senate session on an Internet website or  
3 provide a video clip or audio clip of Senate session for any  
4 television broadcast as long as the video clip or audio clip  
5 exclusively features the Senator who is posting or providing  
6 the video clip or audio clip.

7 (f) Other recording prohibited.--

8 (1) Except as provided in this Rule, any recording,  
9 filming, videotaping, broadcasting or distribution of any  
10 session of the Senate, or any part thereof, in any form  
11 whatsoever is prohibited.

12 (2) Nothing in this Rule shall be construed to prohibit  
13 any licensed radio or television station or other licensed  
14 entity from broadcasting a session from the Senate or any  
15 part thereof; Provided, That the signal originates from the  
16 Senate-operated sound and video system which transmits Senate  
17 session activity to the offices in the Main Capitol and  
18 environs.

19 (g) Violations.--Any violation of this Rule shall be dealt  
20 with as directed by the Committee on Rules and Executive  
21 Nominations.

22 (h) Official record.--The video feed and audio feed provided  
23 by the Senate shall not constitute an official record of Senate  
24 actions. The official record of Senate actions shall be  
25 contained in the Journals prepared by the Secretary-  
26 Parliamentarian of the Senate and approved by the Senate.  
27 Rule 24. Who privileged to the Floor of the Senate.

28 (a) Admission during session.--With the exception of the  
29 Senate Gallery and Senate Press Gallery, no person shall be  
30 admitted within the Senate Chamber during Senate sessions,

1 unless invited by the President Pro Tempore or the Majority  
2 Leader or Minority Leader. Prior to the start of each Senate  
3 session day, the Majority Leader and the Minority Leader shall  
4 provide notice to the President Pro Tempore listing the guests  
5 they have invited to the Floor of the Senate. During session,  
6 authorized staff with access to the Senate Chamber shall be  
7 limited and shall be restricted to the area immediately adjacent  
8 to the Majority Leader's and Minority Leader's desks. Advice to  
9 Senators during debate shall be allowed only when the Senator is  
10 using the microphones at the Majority Leader's and Minority  
11 Leader's desks.

12 (b) Rear entrance closed during session.--No person shall,  
13 during a session, be permitted to enter through the front or  
14 rear door of the Senate Chamber nor be present in the rooms  
15 immediately to the rear of the Senate Chamber except for  
16 Senators, officers and employees expressly authorized.

17 (c) Telephone facilities.--No person other than Senators,  
18 Senate Officers or their staff shall, at any time, be permitted  
19 to use the telephone facilities in or adjacent to the Senate  
20 Chamber.

21 Rule 25. Rules.

22 (a) Force and effect.--These Rules shall be in full force  
23 and effect until altered, changed, amended or repealed as  
24 provided in subsection (d).

25 (b) Dispensing with Rules.--The consent of two-thirds vote  
26 of the Senators elected shall be necessary to suspend any Rule.

27 (c) Voting for altering, changing or amending Rules.--The  
28 consent of a majority of the Senators elected shall be necessary  
29 to alter, change or amend these Rules.

30 (d) Alteration, change or amendment of Rules by

1 resolution.--All alterations, changes or amendments to Senate  
2 Rules shall be by resolution which shall not be considered  
3 unless first referred to and reported from the Rules and  
4 Executive Nominations Committee.

5 Rule 26. Mason's Manual of Legislative Procedure to govern  
6 Senate.

7 The Rules of Parliamentary Practice comprised in Mason's  
8 Manual of Legislative Procedure shall govern the Senate in all  
9 cases to which they are applicable, and in which they are not  
10 inconsistent with the Standing Rules, Prior Decisions and Orders  
11 of the Senate.

12 Rule 27. Quorum.

13 (a) Majority constitutes a quorum.--A majority of Senators  
14 elected shall constitute a quorum, but a smaller number may  
15 adjourn from day to day and compel the attendance of absent  
16 members.

17 (b) When less than a quorum is present.--When, upon a call,  
18 which may be demanded by not less than four Senators, it is  
19 found that less than a quorum is present, it shall be the duty  
20 of the presiding officer to order the doors of the Senate to be  
21 closed, and to direct the Reading Clerk to call the roll of the  
22 Senate and note the absentees after which the names of the  
23 absentees shall be again called. A Senator whose absence is not  
24 excused, or for whom an insufficient excuse is made, may by  
25 order of a majority of the Senators present be sent for and  
26 taken into custody by the Chief Sergeant-at-Arms, or assistant  
27 sergeants-at-arms appointed for the purpose. Any unexcused  
28 Senator shall be brought before the bar of the Senate, where the  
29 Senator, unless excused by a majority of the Senators present,  
30 shall be publicly reprimanded by the presiding officer for

1 neglect of duty.

2 (c) When less than a quorum vote but are present.--When less  
3 than a quorum vote upon any subject under the consideration of  
4 the Senate, not less than four Senators may demand a call of the  
5 Senate, when it shall be the duty of the presiding officer to  
6 order the doors of the Senate to be closed and the roll of the  
7 Senators to be called. If it is ascertained that a quorum is  
8 present, either by answering to their names, or by their  
9 presence in the Senate, the presiding officer shall again order  
10 the yeas and nays; and, if any Senator present refuses to vote,  
11 the name or names of such Senator shall be entered on the  
12 Journal as "Present but not voting." Such refusal to vote shall  
13 be deemed a contempt; and, unless purged, the presiding officer  
14 shall direct the Chief Sergeant-at-Arms to bring the Senator  
15 before the bar of the Senate, where the Senator shall be  
16 publicly reprimanded by the presiding officer.

17 Rule 28. Executive nominations.

18 (a) Presentation and reference.--

19 (1) All nominations by the Governor or the Attorney  
20 General shall be submitted to the Secretary-Parliamentarian  
21 of the Senate. All nominees shall file the financial  
22 statements required pursuant to 65 Pa.C.S. Ch. 11 (relating  
23 to ethics standards and financial disclosure) with the  
24 Secretary-Parliamentarian of the Senate. Copies of the  
25 nominations and financial statements shall be furnished by  
26 the Secretary-Parliamentarian of the Senate to the Majority  
27 Caucus Secretary and Minority Caucus Secretary or their  
28 designees.

29 (2) Nominations shall, after being read, without a  
30 motion, be referred by the presiding officer to the Committee

1 on Rules and Executive Nominations. After having been  
2 reported by the committee, the final question on every  
3 nomination shall be: "Will the Senate advise and consent to  
4 this nomination?"

5 (3) The Chair of the Committee on Rules and Executive  
6 Nominations shall designate an appropriate standing committee  
7 of the Senate to conduct a public hearing for nominees that  
8 have Statewide jurisdiction and to which salaries are  
9 attached. The Committee on Rules and Executive Nominations  
10 shall refer those nominees to the designated committee for  
11 the purpose of holding a public hearing to scrutinize the  
12 qualifications of nominees and to report its recommendations.  
13 Public hearings may be held for nominees for any other  
14 office.

15 (b) Information concerning nominations.--All information,  
16 communication or remarks made by a Senator when acting upon  
17 nominations in committee, concerning the character or  
18 qualifications of the person nominated, may be kept  
19 confidential. If, however, charges shall be made against a  
20 person nominated, the committee may, in its discretion, notify  
21 the nominee, but the name of the person making such charges  
22 shall not be disclosed.

23 (c) Consideration.--When the consideration of executive  
24 nominations is reached in the order of business, a Senator may  
25 make a motion to go into executive session for the purpose of  
26 confirming the nominations which have been reported from  
27 committee; and on the motion being agreed to, the nomination or  
28 nominations shall be considered until finally disposed of,  
29 unless the same shall be postponed by a majority of the Senate.

30 (d) Executive session.--When in executive session, no

1 communication shall be received from the Governor, unless it be  
2 relative to the nomination under consideration, nor from the  
3 House of Representatives, nor shall any other business be  
4 considered.

5 (e) Reconsideration.--When a nomination is confirmed or  
6 rejected by the Senate, any Senator may move for a  
7 reconsideration on the same day on which the vote was taken, or  
8 on either of the next two days of voting session of the Senate;  
9 but if a notification of the confirmation or rejection of a  
10 nomination shall have been sent to the Governor before the  
11 expiration of the time within which a motion to reconsider may  
12 be made, the motion to reconsider shall be accompanied by a  
13 motion to request the Governor to return such notification to  
14 the Senate. A motion to reconsider the vote on a nomination may  
15 be laid on the table without prejudice to the nomination.

16 Rule 29. Resolutions.

17 (a) Introduction.--All resolutions, Senate and concurrent,  
18 shall be introduced by presenting five copies of the Resolution,  
19 with the sponsor identified, to the presiding officer.

20 (b) Consideration.--The following resolutions, after being  
21 read, shall be referred to an appropriate committee without  
22 debate unless by unanimous consent the Senate shall otherwise  
23 direct and, if favorably reported by the committee, shall lie  
24 over one day for consideration, after which the resolutions may  
25 be called up under the appropriate order of business:

26 (1) All Senate concurrent resolutions and House  
27 concurrent resolutions, excepting resolutions in reference to  
28 adjournment sine die, recesses and resolutions recalling  
29 bills from the Governor, which shall be regarded as  
30 privileged.



1 (2) Resolutions containing calls for information from  
2 the heads of departments or to alter the Rules.

3 (3) Resolutions giving rise to debate, except those that  
4 relate to the disposition of matters immediately before the  
5 Senate, those that relate to the business of the day on which  
6 they were offered, and those that relate to adjournment sine  
7 die or a recess.

8 (c) Printing in Senate History.--

9 (1) (Reserved).

10 (2) All resolutions shall be adopted by a majority vote  
11 of the Senators present except as specifically provided for  
12 in these Rules.

13 (d) Joint Resolutions.--

14 (1) Joint resolutions shall be limited to constitutional  
15 amendments and shall be adopted by a vote of a majority of  
16 the Senators elected to the Senate.

17 (2) A Joint resolution when passed by both Houses shall  
18 not be transmitted to the Governor for approval or  
19 disapproval but shall be filed in the Office of the Secretary  
20 of the Commonwealth in accordance with Article XI, section 1  
21 of the Constitution of Pennsylvania.

22 Rule 29.1. Citations.

23 (a) Preparation.--A member making a request that a Senate  
24 Citation be issued to a particular person or on a specified  
25 occasion shall provide the Legislative Reference Bureau with the  
26 facts necessary for the preparation of the citation on a  
27 suitable form.

28 (b) Filing.--The citation request shall be filed with the  
29 Secretary-Parliamentarian of the Senate and automatically  
30 referred to the President Pro Tempore, who may approve and sign

1 the citation on behalf of the Senate.

2 (c) Issuance.--One original citation shall be issued by the  
3 Secretary-Parliamentarian of the Senate.

4 Rule 30. General access to the Senate Floor prohibited.

5 The Secretary-Parliamentarian of the Senate shall cause the  
6 doors to the Senate Floor to be closed to all persons except  
7 those who are entitled to access pursuant to the Rules of the  
8 Senate. On days when the Senate is not in session, access to the  
9 Senate Floor by any person not connected with the Senate is  
10 prohibited. Other than the Senator, no person shall be permitted  
11 to occupy the seat of a Senator at any time.

12 Rule 31. Veto.

13 (a) Passing over veto.--When any bill is not approved by the  
14 Governor, he shall return it with his objection to the House in  
15 which such bill originated. Thereupon such House shall enter the  
16 objections upon their Journal and proceed to reconsider it. If,  
17 after such reconsideration, two-thirds of all the Members  
18 elected to that House shall agree to pass the bill, it shall be  
19 sent with the objections to the other House by which likewise it  
20 shall be reconsidered and, if approved by two-thirds of all the  
21 members elected to that House, it shall become a law.

22 (b) Consideration during second regular session.--A bill  
23 vetoed in a first regular session and not finally acted upon may  
24 be brought up for consideration in a second regular session.

25 Rule 32. Division of a question.

26 Any Senator may call for a division of a question by the  
27 Senate if the question includes points so distinct and separate  
28 that, one of them being taken away, the other will stand as a  
29 complete proposition. The motion to strike out and insert is  
30 indivisible.

1 Rule 33. Coordination with other Senate Rules.

2 Any use of Senate resources or time shall be governed by the  
3 Financial Operating Rules and the Ethical Conduct Rules of the  
4 Senate.

5 Rule 34. Committee on Ethics.

6 (a) Composition.--In addition to the committees created by  
7 Rule 14, there shall be a Senate Committee on Ethics which shall  
8 be composed of six members appointed by the President Pro  
9 Tempore. Three members shall be of the Majority Party and three  
10 members shall be of the Minority Party. The Minority Party  
11 members will be appointed on the recommendation of the Minority  
12 Leader.

13 (b) Organization.--The Senate Committee on Ethics shall be  
14 organized as follows:

15 (1) The President Pro Tempore shall appoint one of the  
16 Majority Party members as Chair and, on the recommendation of  
17 the Minority Leader, one of the Minority Party members as  
18 Vice Chair. A quorum for this committee shall be four  
19 members, and the committee shall have such duties, powers,  
20 procedure and jurisdiction as are prescribed and authorized  
21 in this Rule.

22 (2) The chair shall notify all members of the committee  
23 at least 24 hours in advance of the date, time and place of a  
24 meeting. Whenever the chair shall refuse to call a meeting, a  
25 majority of the committee may call a meeting by giving two  
26 days' written notice to the Majority Leader and the Minority  
27 Leader of the Senate setting forth the time and place for  
28 such meeting. A meeting commenced in this manner shall be  
29 held at the time and place specified in the notice.

30 (3) Except as provided in subsection (j), all meetings

1 of the committee shall be open to the public and notice of  
2 such meetings shall be given as generally provided in these  
3 Rules for the convening of committees.

4 (4) The committee may adopt rules of procedure for the  
5 orderly conduct of its affairs, investigations, hearings and  
6 meetings, which rules are not inconsistent with this Rule.

7 (c) Receipt of complaint.--The committee shall receive  
8 complaints against any Senator alleging unethical conduct in  
9 violation of a Senate Rule, statute or constitutional provision  
10 governing the ethical conduct of a Senator. Any complaint filed  
11 with the committee shall:

12 (1) be submitted in writing;

13 (2) be sworn or affirmed by the person filing the  
14 complaint; and

15 (3) detail the alleged unethical conduct in question and  
16 specify the Rule, statute or constitutional provision  
17 allegedly violated.

18 (d) Review of complaint.--Upon receipt of a complaint that  
19 conforms with all the requirements of this Rule, the Senate  
20 Committee on Ethics shall review the complaint and determine  
21 whether or not a preliminary investigation is warranted within  
22 30 days of receiving the complaint. For good cause, a majority  
23 of the members of the committee may vote to grant an additional  
24 30 days to complete the committee's review. A frivolous or de  
25 minimis complaint may be dismissed by a majority of the members  
26 of the committee, with prejudice. The chair shall notify the  
27 complainant and the subject Senator of the disposition of a  
28 dismissed complaint.

29 (e) Disposition of complaints.--If it is determined by a  
30 majority of the members of the Senate Committee on Ethics that

1 an ethical conduct violation may have occurred, the Senator  
2 against whom the complaint has been brought shall be notified in  
3 writing and given a copy of the complaint. Within 15 days after  
4 receipt of the complaint, the Senator may file a written answer  
5 to the complaint with the committee. If no answer is filed, the  
6 complaint shall be deemed denied by the subject Senator. The  
7 lack of an answer shall not be deemed to be an admission or  
8 create an inference or presumption that the complaint is true.  
9 The lack of an answer shall not prohibit a majority of the  
10 members of the committee from either proceeding with a formal  
11 investigation or dismissing the complaint.

12 (f) Preliminary investigation.--The committee shall have 30  
13 days from the date that receipt of the answer to the complaint  
14 is to be provided to complete its preliminary investigation. For  
15 good cause, a majority of the members of the committee may vote  
16 to grant an additional 30 days to complete the committee's  
17 review. The committee may employ an independent counsel to  
18 conduct a preliminary investigation. Upon conclusion of the  
19 preliminary investigation, by vote of a majority of the members  
20 of the committee, the committee shall determine whether to  
21 proceed with a formal investigation, which may include hearings.  
22 In the event that the committee vote is equally divided, the  
23 question falls. If the committee does not decide to proceed to a  
24 formal investigation, the Chair shall notify the complainant and  
25 the subject Senator of the disposition of the complaint and  
26 shall summarize the committee's rationale for its conclusion.

27 (g) Confidentiality.--Prior to the commencement of a formal  
28 investigation, the fact that a preliminary investigation is  
29 being conducted or is to be conducted shall be confidential  
30 information. If, however, the filing of a complaint or a

1 preliminary investigation is made public by the complainant, the  
2 committee may publicly confirm the receipt of a complaint.

3 (h) Indictment.--When an indictment is returned against a  
4 member of the Senate, and the gravamen of the indictment is  
5 directly related to the ethical conduct of a Senator in  
6 violation of a Senate Rule, statute or constitutional provision  
7 governing the ethical conduct of a Senator, the Senate Committee  
8 on Ethics shall not initiate any new investigation and shall  
9 suspend any ongoing investigation initiated pursuant to this  
10 Rule until the subject matter of the indictment that relates to  
11 the Senator's alleged unethical conduct is resolved.

12 (i) Alternative procedure.--In addition to action on formal  
13 complaints as provided in subsection (c), a majority of the  
14 members of the Senate Committee on Ethics may initiate a  
15 preliminary investigation of suspected unethical conduct in  
16 violation of a Senate Rule, statute or constitutional provision  
17 governing the ethical conduct of a Senator. If it is determined  
18 by a majority of the members of the committee that a violation  
19 may have occurred, the Senator in question shall be notified in  
20 writing of the alleged unethical conduct in question and the  
21 Rule, statute or constitutional provision allegedly violated.  
22 Within 15 days of the receipt of this information, the Senator  
23 may file a written answer with the committee. The lack of an  
24 answer shall not be deemed to be an admission or create an  
25 inference or presumption that the complaint is true. The lack of  
26 an answer shall not prohibit a majority of the members of the  
27 committee from either proceeding with a formal investigation or  
28 dismissing the complaint. The committee shall have 30 days from  
29 the date that receipt of the answer to the complaint is to be  
30 provided to complete its preliminary investigation. For good

1 cause, a majority of the members of the committee may vote to  
2 grant an additional 30 days to complete the committee's review.  
3 Upon conclusion of the preliminary investigation, by vote of a  
4 majority of the members of the committee, the committee shall  
5 determine whether to proceed with a formal investigation, which  
6 may include hearings. In the event that the committee vote is  
7 equally divided, the question falls.

8 (j) Closed session.--The committee shall conduct its  
9 preliminary investigations, hearings and meetings related to a  
10 specific investigation or a specific Senator in closed session  
11 unless the Senator subject to investigation advises the  
12 committee in writing that the Senator wants such meetings or  
13 hearings to be held publicly. In the event that the Senator in  
14 question makes such a request, the committee shall furnish the  
15 Senator with a public meeting or hearing.

16 (k) Formal investigation.--In the event that the Senate  
17 Committee on Ethics shall elect to proceed with a formal  
18 investigation of alleged unethical conduct by a Senator, the  
19 committee may employ an independent counsel to conduct a formal  
20 investigation. The committee and any independent counsel  
21 employed by the committee shall comply with the following  
22 procedural requirements at all stages of the investigation:

23 (1) The Chair of the Senate Committee on Ethics may  
24 continue any hearing for reasonable cause. Upon the vote of a  
25 majority of the members of the committee, or upon the request  
26 of the Senator subject to investigation, the Chair shall  
27 issue subpoenas for the attendance and testimony of witnesses  
28 and the production of documentary evidence relating to any  
29 matter under formal investigation by the committee. The Chair  
30 of the committee may administer oaths or affirmations,

1 examine and receive evidence, or rule on any objections  
2 raised during the course of a hearing.

3 (2) All testimony, documents, records, data, statements  
4 or information received by the committee in the course of any  
5 preliminary or formal investigation shall be private and  
6 confidential except in the case of public meetings or  
7 hearings or in a report to the Senate.

8 (3) All constitutional rights of any Senator under  
9 investigation shall be preserved, and the Senator shall be  
10 entitled to present evidence, cross-examine witnesses, face  
11 the accuser and be represented by counsel.

12 (4) An oath or affirmation shall be executed in writing  
13 before any member of the committee, any independent counsel  
14 employed by the committee to conduct a preliminary or formal  
15 investigation, or any employee of the Senate related to the  
16 investigation may have access to information that is  
17 confidential pursuant to the rules of the committee as  
18 follows:

19 "I do solemnly swear or affirm that I will not disclose,  
20 to any person or entity outside of the Senate Committee  
21 on Ethics, any information received in the course of my  
22 service with the committee, except as authorized by the  
23 committee or in accordance with the Rules of the Senate."

24 Copies of the executed oath or affirmation shall be provided  
25 to the Secretary-Parliamentarian of the Senate as part of the  
26 records of the Senate. Any Senator or other person who  
27 violates the confidentiality requirements of this subsection  
28 shall be removed immediately from the committee and replaced  
29 by another Senator, counsel or employee of the Senate  
30 appointed in like manner as the person's original appointment



1 or selection.

2 (l) Report.--No report regarding unethical conduct by a  
3 Senator shall be made to the Senate unless a majority of the  
4 members of the Senate Committee on Ethics determines that a  
5 finding of unethical conduct in violation of a Senate Rule,  
6 statute or constitutional provision governing the ethical  
7 conduct of a Senator has occurred. No finding of unethical  
8 conduct by a Senator in violation of a Senate Rule, statute or  
9 constitutional provision governing the ethical conduct of a  
10 Senator adopted by the Senate Committee on Ethics shall be valid  
11 unless signed by at least a majority of the members of the  
12 committee. Any such report may include a minority report. A  
13 report adopted by the committee that contains findings of  
14 unethical conduct by a Senator in violation of a Senate Rule,  
15 statute or constitutional provision governing the ethical  
16 conduct of a Senator shall not be filed with the Secretary-  
17 Parliamentarian of the Senate or released to the public until at  
18 least seven days after a copy of the report is sent by certified  
19 mail to the Senator under investigation.

20 (m) Distribution of report.--After the expiration of the  
21 seven-day notice requirement contained in subsection (l), the  
22 Senate Committee on Ethics shall file its report with the  
23 Secretary-Parliamentarian of the Senate, who shall cause a copy  
24 of the report of the committee to be distributed to the members  
25 of the Senate. The report of the Senate Committee on Ethics  
26 shall be placed on the Senate Calendar and shall be acted upon  
27 by the Senate within 10 legislative days of the adoption of a  
28 temporary rule setting forth rules of procedure for the orderly  
29 disposition of the report by the full Senate. A vote by a  
30 majority of the members elected to the Senate shall be necessary

1 to adopt each finding set forth in the Ethics Committee Report.

2 (n) Sanction.--Should the full Senate vote to adopt an  
3 unethical conduct finding against a Senator as set forth in the  
4 Ethics Committee Report, that Senator may be subject to sanction  
5 by the full Senate. A sanction may include any of the following  
6 depending on the circumstances of the violation:

7 (1) a warning;

8 (2) a written reprimand;

9 (3) restitution for damages; or

10 (4) any other sanction provided for pursuant to the  
11 Rules of the Senate or the Constitution of Pennsylvania.

12 (o) Advisory opinion.--The Senate Committee on Ethics, at  
13 the request of a Senator or officer who has an ethical question  
14 or concern regarding the Senate Rules individually or in  
15 conjunction with others, may issue an advisory opinion seeking  
16 to clarify the ethical requirements of the Senate Rules. These  
17 advisory opinions, with such deletions and changes as shall be  
18 necessary to protect the identity of the persons involved or  
19 seeking the advisory opinions, may be published and shall be  
20 distributed to all members, officers and employees of the  
21 Senate. No action regarding unethical conduct may be taken  
22 against a Senator, officer or employee who has relied on a  
23 written advisory opinion, whether directly addressed to that  
24 person or not, which is reasonably construed as being applicable  
25 to the conduct in question.

26 (p) Committee member under investigation.--In the event that  
27 a member of the Senate Committee on Ethics shall be under  
28 investigation, that Senator shall be temporarily replaced on the  
29 committee in a like manner to the Senator's original  
30 appointment.

1 (q) Costs and expenses.--Whenever the committee shall employ  
2 independent counsel to conduct a preliminary or formal  
3 investigation or shall incur other expenses pursuant to its  
4 duties pursuant to this Rule, payment of costs of such  
5 independent counsel or other expenses incurred by the committee  
6 pursuant to this Rule shall be paid by the Chief Clerk of the  
7 Senate upon submission of vouchers and necessary documentation.  
8 The vouchers shall be signed by both the Chair and Vice Chair of  
9 the committee. Included in such allowable expense items shall be  
10 travel and per diem for the members of the committee. The Chief  
11 Clerk shall pay such expenses out of funds appropriated to the  
12 Chief Clerk for incidental expenses.

13 Rule 35. Status of members indicted or convicted of a crime.

14 (a) Status generally.--When an indictment is returned  
15 against a member of the Senate, and the gravamen of the  
16 indictment is directly related to the Senator's conduct as a  
17 committee chair, ranking minority committee member or in a  
18 position of leadership, the Senator shall be relieved of such  
19 committee chairmanship, ranking minority committee member  
20 status, or leadership position until the indictment is disposed  
21 of, but the member shall otherwise continue to function as a  
22 Senator, including voting, and shall continue to be paid.

23 (b) Restoration.--If, during the same legislative session,  
24 the indictment is quashed, or the court finds that the Senator  
25 is not guilty of the offense alleged, the Senator shall  
26 immediately be restored to the committee chairmanship, ranking  
27 minority committee member status, or leadership position  
28 retroactively from which that Senator was suspended.

29 (c) Resolution of expulsion.--Upon a finding or verdict of  
30 guilt by a judge or jury, a plea or admission of guilt or plea

1 of nolo contendere of a crime by a member of the Senate, the  
2 gravamen of which relates to the member's conduct as a Senator,  
3 and upon imposition of sentence, the Secretary-Parliamentarian  
4 of the Senate shall prepare a resolution of expulsion under  
5 session, which shall appear on the Calendar on the next  
6 legislative session day following an imposition of sentence  
7 based upon a determination or admission of guilt or a plea of  
8 nolo contendere.

9 Rule 36. Status of officers or employees indicted or convicted  
10 of a crime.

11 (a) Suspension.--Whenever any officer or employee of the  
12 Senate is indicted or otherwise charged before a court of record  
13 with the commission of a felony or a misdemeanor, the gravamen  
14 of which relates to the officer's or employee's conduct or  
15 status as an officer or employee of the Commonwealth or the  
16 disposition of public funds, the officer or employee shall be  
17 suspended immediately without pay and benefits by the Chief  
18 Clerk of the Senate. After a finding or a verdict of guilt by a  
19 judge or jury, plea or admission of guilt, or plea of nolo  
20 contendere, and upon imposition of sentence, the employment  
21 shall be terminated.

22 (b) Termination of suspension.--If the indictment is  
23 quashed, or the court finds that the officer or employee is not  
24 guilty of the offense alleged, the suspension without pay shall  
25 be terminated, and the officer or employee shall receive  
26 compensation for the period of time during which the officer or  
27 employee was suspended, which compensation shall be reduced by  
28 the amount of any compensation the officer or employee earned  
29 from other employment during the period of suspension.

30 (c) Appeal.--If the officer or employee or the supervising

1 Senator of such employee disagrees with the decision of the  
2 Chief Clerk of the Senate as to whether an indictment for  
3 particular conduct shall be a crime requiring suspension or  
4 dismissal, the officer or employee in question or the  
5 supervising Senator of the employee may appeal the suspension to  
6 the Senate Committee on Ethics, which shall determine whether  
7 the conduct charged is an offense requiring suspension. Whenever  
8 an appeal of a suspension shall be taken to the committee, the  
9 suspension shall remain effective pending a decision by the  
10 committee.

11 Rule 37. Affiliation with nonprofit entities.

12 (a) Requirements.--In order for a Senator or Senate  
13 employee, including a family member of the Senator or Senate  
14 employee, to be affiliated with a nonprofit entity, the  
15 nonprofit entity must meet all of the following:

16 (1) Be a legal entity formed under the laws of this  
17 Commonwealth or another state that is qualified for nonprofit  
18 status.

19 (2) Have a formally established board of directors with  
20 at least four members that is fully accountable for the  
21 nonprofit entity's overall operation.

22 (3) Have a written set of bylaws or rules, approved by  
23 its board of directors, that establishes its composition and  
24 governance process.

25 (4) Require official action of the board of directors to  
26 be approved and executed in a manner consistent with its  
27 bylaws or rules.

28 (5) Not receive grant funding directly from the  
29 Commonwealth that comprises its sole source of operational  
30 funding.

1 (b) Prohibitions.--A Senator or Senate employee, including a  
2 family member of that Senator or Senate employee, who is  
3 affiliated with a nonprofit entity may not do any of the  
4 following with regard to a nonprofit entity with which that  
5 Senator or Senate employee, including a family member of that  
6 Senator or Senate employee, is affiliated:

7 (1) Exercise sole and unilateral control of a final  
8 action of the nonprofit entity regarding allocation or  
9 disbursement of grant funding that the nonprofit entity  
10 receives directly from the Commonwealth.

11 (2) Direct a Senate employee to staff or provide  
12 services to the nonprofit entity as a condition of  
13 employment.

14 (3) Direct the personnel or other resources of the  
15 nonprofit entity for the benefit of a Senator's campaign.

16 (4) Commingle funds from any Senate expense account with  
17 the funds of the nonprofit entity with the knowledge and  
18 intent that those funds are to be used for the direct  
19 reimbursement of expenses incurred by that nonprofit entity.

20 (5) Maintain a Senate district office within or  
21 contiguous to the same office as the nonprofit entity.

22 (c) Applicability.--A Senator or Senate employee, including  
23 a family member of that Senator or Senate employee, shall not be  
24 subject to the requirements of this Rule if the affiliated  
25 nonprofit entity receives no grant funding directly from the  
26 Commonwealth.

27 (d) Training.--To assure compliance with this Rule by  
28 Senators and Senate employees, appropriate training measures  
29 shall be implemented by the Senate. Training shall be provided  
30 annually for all Senators and Senate employees.

1 (e) Definitions.--As used in this Rule, the following words  
2 and phrases shall have the meanings given to them in this  
3 subsection unless the context clearly indicates otherwise:

4 "Affiliated." Serving:

- 5 (1) as an officer of a nonprofit entity;
- 6 (2) on the board of directors of a nonprofit entity;
- 7 (3) as a paid employee of a nonprofit entity; or
- 8 (4) as a contractor of a nonprofit entity.

9 "Family member." A spouse or child.

10 "Nonprofit entity." An entity that is qualified by the  
11 Internal Revenue Service as meeting the requirements of section  
12 501(c) of the Internal Revenue Code of 1986 (Public Law 99-514,  
13 26 U.S.C. § 501(c)).