

STANDING RULES FOR CONDUCT OF THE BUSINESS

- I. Delegates shall be required to wear the official delegate ribbon and badge issued by the Credentials Committee upon registration for admission to the assembly hall, to facilitate identification and seating.
- II. Courtesy seating on the floor of the House of Delegates shall be provided to the non-voting executive director or designee of each CMA or to the equivalent staff configuration that has been in place for two or more years. Any CMA's non-delegate executive directors/designees or staff equivalent of the CMA configuration granted a seat on the floor of the House of Delegates may be given permission to speak, but only once to a question. Additionally courtesy seating shall be provided to non-delegate CMA presidents and one non-voting representative of each organizational affiliate with their delegation at the House of Delegates. Such executives will register with the Credentials Committee and receive an identifying ribbon to wear for entrance to the delegate seating area.
- III. Delegates may not speak and debate more than twice to the same question on the same day, nor longer than three minutes, without permission granted by a two-thirds vote without debate. No member may speak more than once to a question if a member who has not spoken wishes to do so.
- IV. Motions offered by an individual delegate shall be in writing, signed by the maker and the seconder, and shall be sent directly to the Monitor's Desk for immediate forwarding to the chair as soon as the speaker has been recognized.
- V. An electronic system may be used for voting on motions in the House of Delegates at the option of the president. A delegate must be present to vote when this system is in use.
- VI. A motion for a roll call vote on a main motion or amendment shall be in order only before the vote is taken on the main motion or amendment. The motion is non-debatable and requires a majority vote for adoption.
- VII. Business interrupted by a recess of the meeting shall be resumed at the next meeting at the point where it was interrupted.
- VIII. A nominating speech of one minute shall be allowed for each nomination from the floor.
- IX. Any proposal previously forwarded to the ANA Reference Committee and deemed not to meet the criteria required for presentation to the House of Delegates, if introduced by an individual delegate must receive a 2/3 vote of the delegates in order to reach the floor for consideration. This vote is non-debatable. Should the delegates support consideration of the proposal, it is entertained under new business and requires a majority vote by the House of Delegates for adoption.

- X. Any substantive proposal not of emergency nature nor one previously forwarded to the ANA Reference Committee, if introduced by an individual delegate, must receive a 3/4 vote of the House of Delegates for consideration. This vote is non-debatable. Should the delegates support consideration of the proposal, it is entertained under new business and requires a 2/3 vote by the House of Delegates for adoption.
- XI. The delegates shall act only on recommendations of a proposal. Questions of clarification about the intent and meaning of the recommendations shall not be used to gain the floor for the purpose of debate and will be handled according to parliamentary procedure.
- XII. Emergency proposals may be submitted to the ANA Reference Committee up to 5:00 pm, Thursday, June 24, 2004. If endorsed by the Reference Committee or approved for presentation by the ANA Board of Directors, the proposals shall be announced to the first meeting of the House of Delegates. Emergency proposals must receive a majority vote of the delegates in order to reach the floor for consideration. This vote is non-debatable. Emergency proposals accepted for consideration shall be placed on the agenda at an appropriate time.
- XIII. Admission to the assembly hall where the business meeting of the House of Delegates is in session shall be restricted to credentialed delegates; credentialed CMA presidents and executive directors who are not delegates; credentialed representatives of the organizational affiliates; AOM presidents; the ANA Board of Directors; CMA members; credentialed press; ANA invited guests and observers; National Student Nurses Association (NSNA) members; generic nursing students; ANA staff; and designated CMA staff.
- XIV. Admission to the voting area when election of officers is in progress will be limited to no more than the 630 credentialed CMA delegates and ANA Board of Directors members, election observers, elections officials and designated ANA staff. Credentialed organizational affiliate representatives to the house are not eligible to vote in the election of officers and directors and will not be permitted in the voting area. Voting booths will be used for secret balloting and electronic vote tallying.
- XV. Any member of a CMA who is not a delegate and any members of NSNA may be granted permission to speak, but shall speak only once to a question. When giving name and state, such member shall indicate that he or she is not a delegate.
- XVI. Courtesy seating shall be provided to the past presidents of ANA, the chairperson or designee of the Congress of Nursing Practice and Economics; presidents/ chairpersons or designees of the American Academy of Nursing, American Nurses Association-Political Action Committee, American Nurses Credentialing Center, American Nurses Foundation, each associate organizational member that does not have representation through its president serving on the ANA Board of Directors; the Federal Nursing Services Council and the National Student Nurses Association.
- XVII. The United American Nurses may introduce a proposal for the House of Delegates based upon action taken by the United American Nurses at its National Labor Assembly. Such proposal must be submitted to the Reference Committee by midnight after the close of

the National Labor Assembly. It shall be treated as a regular action report, accepted for hearing and reported out to the House of Delegates. The proposal shall be entertained with the Reference Committee report.

- XVIII. The Center for American Nurses may introduce a proposal for the House of Delegates based upon action taken by the Center for American Nurses at its Membership Council meeting. Such proposal must be submitted to the Reference Committee by midnight after the close of the Membership Council meeting. It shall be treated as a regular action report, accepted for hearing and reported out to the House of Delegates. The proposal shall be entertained with the Reference Committee report.
- XIX. To minimize disruption of the work of HOD and all related meetings, all pagers and cell phones should be turned off.