

## Robert's Rules of Order Motions Chart

Following parliamentary procedures to conduct meetings ensures that everyone is heard and that consensus is reached when making decisions. This resource can be used by policy groups and governing bodies as a quick reference to different types of motions that can be presented when conducting official meetings.

The motions below are listed in order of precedence. A motion can be introduced if it is higher on the chart than the pending motion.

§	YOU WANT:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§21	Close meeting	I move to <b>adjourn</b>	No	Yes	No	No	Majority
§20	Take break	I move to <b>recess</b> for ...	No	Yes	No	Yes	Majority
§19	Register complaint	I rise to a <b>question of privilege</b>	Yes	No	No	No	None
§18	Make follow agenda	I call for the <b>orders of the day</b>	Yes	No	No	No	None
§17	Lay aside temporarily	I move to <b>lay the question on the table</b>	No	Yes	No	No	Majority
§16	Close debate	I move the <b>previous question</b>	No	Yes	No	No	2/3
§15	<b>Limit or extend debate</b>	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14	<b>Postpone to a certain time</b>	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13	<b>Refer to committee</b>	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12	Modify wording of motion	I move to <b>amend</b> the motion by ...	No	Yes	Yes	Yes	Majority
§11	Kill main motion	I move that the motion be <b>postponed indefinitely</b>	No	Yes	Yes	No	Majority
§10	Bring business before assembly (a <b>main motion</b> )	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

**Incidental Motions** - no order of precedence. Arise incidentally and are decided immediately.

§	YOU WANT:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§23	Enforce rules	<b>Point of Order</b>	Yes	No	No	No	None
§24	Submit matter to assembly	I <b>appeal</b> from the decision of the chair	Yes	Yes	Varies	No	Majority
§25	Suspend rules	I move to <b>suspend the rules</b>	No	Yes	No	No	2/3
§26	Avoid main motion altogether	I <b>object to the consideration</b> of the question	Yes	No	No	No	2/3
§27	Divide motion	I move to <b>divide the question</b>	No	Yes	No	Yes	Majority
§29	Demand a rising vote	<b>Division</b>	Yes	No	No	No	None
§33	Parliamentary law question	<b>Parliamentary inquiry</b>	Yes	No	No	No	None
§33	Request for information	<b>Point of information</b>	Yes	No	No	No	None

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing

else is pending.

§	YOU WANT:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§34	Take matter from table	I move to <b>take from the table ...</b>	No	Yes	No	No	Majority
§35	Cancel previous action	I move to <b>rescind ...</b>	No	Yes	Yes	Yes	2/3 or Majority with notice
§37	Reconsider motion	I move to <b>reconsider ...</b>	No	Yes	Varies	No	Majority

Robert's Rules of Order Motions Chart. Slaughter, Jim. [jimslaughter.com/robertsrules.htm](http://jimslaughter.com/robertsrules.htm). n.d. English. Web Site.