

**MANUAL OF PARLIAMENTARY
PRACTICE: RULES OF
PROCEEDING AND DEBATE IN
DELIBERATIVE ASSEMBLIES**

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Manual of Parliamentary Practice: Rules of Proceeding and Debate in Deliberative Assemblies
by Luther S. Cushing

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LUTHER S. CUSHING

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Manual of Parliamentary Practice

RULES

OF

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IN

DELIBERATIVE ASSEMBLIES.

BY LUTHER S. CUSHING.

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ADVERTISEMENT TO THE SEVENTH EDITION.

SINCE the publication of the first edition of this work, in February, 1843, the author has endeavored, both by a careful revision of it himself, and by inquiries of others interested in the subject, to ascertain whether any alteration or addition was desirable, in order to render the work more useful for the purposes for which it was designed.

Certain alterations and additions have thus been suggested, which, though not numerous or very important, the author yet deems it his duty to make; and, for that purpose, to avail himself of the publication of the present edition.

The work being stereotyped, the new matter has not been incorporated with the original text, which would have rendered it necessary to recast the plates, but has been thrown into the form of notes, and placed at the end. It is hoped that these notes will add to the value and utility of the work; though it is not the intention of the publisher that they shall enhance its cost.

In the advertisement to the first edition of this work, the author announced that he was preparing a larger and more comprehensive work on parliamentary law and practice, which it was his intention to complete and publish as soon as possible. Inquiry having been frequently made, as to the time when the larger work would probably be published, the author takes this opportunity to say, that the little leisure which he has had at command, since the announcement alluded to, though diligently employed, has not as yet enabled him to finish that work. He is happy, however, to add, that nearly all the materials for it have been gathered together, and that the work itself is in a state of great forwardness, and will be completed and published, probably, in the course of the next year. To those who may find it difficult to conceive how so much time and labor can be required for the preparation of the work in question, it may not be improper to say, that, if completed on the plan which the author has adopted, it will form an octavo volume of not less, perhaps more, than five hundred pages.

BOSTON, NOVEMBER 1, 1847

L. S. C.

ADVERTISEMENT TO THE FIRST EDITION

THE following treatise forms a part only of a much larger and more comprehensive work, covering the whole ground of parliamentary law and practice, which the author has for some time been engaged in preparing; and which it is his intention to complete and publish as soon as possible. In the meantime, this little work has been compiled, chiefly from the larger, at the request of the publishers, and to supply a want, which was supposed to exist to a considerable extent.

The treatise now presented to the public, is intended as a *Manual for Deliberative Assemblies* of every description, but more especially for those which are not legislative in their character; though, with the exception of the principal points, in which legislative bodies differ from others, namely, the several different stages or readings of a bill, and conferences and amendments between the two branches, this work will be found equally useful in legislative assemblies as in others.

The only work which has hitherto been in general use in this country, relating to the proceedings of legislative assemblies, is the compilation originally prepared by Mr. Jefferson, when Vice-President of the United States, for the use of the body over which he presided, and which is familiarly known as *Jefferson's Manual*. This work, having been extensively used in our legislative bodies, and, in some States, expressly sanctioned by law, may be said to form, as it were, the basis of the common parliamentary law of this country. Regarding it in that light, the author of the following treatise has considered the principles and rules laid down by Mr. Jefferson (and which have been adopted by him chiefly from the elaborate work of Mr. Hatsell) as the established rules on this subject, and has accordingly made them the basis of the present compilation, with an occasional remark, in a note, by way of explanation or suggestion, whenever he deemed it necessary.

Members of legislative bodies, who may have occasion to make use of this work, will do well to bear in mind, that it contains only what may be called the *common parliamentary law*; which, in every legislative assembly, is more or less modified or controlled by special rules.

L. S. C.

BOSTON, NOVEMBER 1, 1844

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PARLIAMENTARY PRACTICE.

INTRODUCTION.

1. THE purposes, whatever they may be, for which a deliberative assembly of any kind is constituted, can only be effected by ascertaining the sense or will of the assembly, in reference to the several subjects submitted to it, and by embodying that sense or will in an intelligible, authentic, and authoritative form. To do this, it is necessary, in the first place, that the assembly should be properly constituted and organized; and, secondly, that it should conduct its proceedings according to certain rules, and agreeably to certain forms, which experience has shown to be the best adapted to the purpose.

2 Some deliberative assemblies, especially those which consist of permanent establishments