

Standing Rules For  
Tennessee Federation Annual Meeting  
National Active and Retired Federal Employees Association  
Revised April 16, 2019

Rule 1. The Annual Meeting shall be called to order at the time and date designated in the printed program. Adjournment shall be at the completion of business.

Rule 2. The official printed program of the Annual Meeting is hereby approved and the order of business as shown therein shall be followed unless changed by a majority of members.

Rule 3. Each member must be registered, paid registration fee and must display the proper badge obtained from the Credentials Committee.

Rule 4. If designated seating is provided, members shall be seated in the appropriate section in the meeting room. Guests shall also be seated in sections provided for them.

Rule 5. A member wishing to speak shall rise and address the Chair. When recognized, he/she shall announce their name.

Rule 6. A member shall not speak more than twice on the same question, unless given permission by two thirds of those members present. The first speech shall be limited to three (3) minutes, the second to two (2) minutes.

Rule 7. No member shall interrupt a speaker who is addressing the Meeting, except to call for a point of order to raise a question of privilege. If a call for a point of order is made while a member is speaking the member shall pause until the question or order is decided.

Rule 8. No motion shall be voted upon until the maker has had the opportunity to speak on it, if the maker so desires.

Rule 9. Committees reporting proposed resolutions shall read as much of each resolution as necessary for clarity and shall report approval or disapproval.

Rule 10. It shall require at least twenty-five (25) members to move for a roll call or ballot vote. The presiding officer shall decide which it will be. Election of officers shall be by secret ballot if two (2) or more are running for the same office.

Rule 11. When a vote has been ordered, no adjournment shall take place until the results have been announced.

Rule 12. A motion to reconsider shall be not be entertained unless offered by a member who voted on the prevailing side.

Rule 13. There shall be no smoking in the meeting facilities. Unless specifically authorized, cellular phones, beepers, and other devices shall be silenced while in the meeting room.

Rule 14. In the absence of a specific rule, Robert's Rules Of Order, newly revised, shall prevail.

These Rules were reviewed and adopted by the 63<sup>rd</sup> Annual Meeting as Standing Rules and have been incorporated in the Tennessee Federation Bylaws, Article VIII.

\*\*The rules are subject to revision in accordance with Article <sup>8</sup> of the Tennessee Federation Bylaws.