

**Rules of the Committee on Transportation
and Infrastructure
United States House of Representatives
111th Congress
(Adopted January 15, 2009)**

1 **RULE I. GENERAL PROVISIONS.**

2 (a) APPLICABILITY OF HOUSE RULES.—

3 (1) IN GENERAL.—The Rules of the House are
4 the rules of the Committee and its subcommittees so
5 far as applicable, except that a motion to recess
6 from day to day, and a motion to dispense with the
7 first reading (in full) of a bill or resolution, if print-
8 ed copies are available, are non-debatable privileged
9 motions in the Committee and its subcommittees.

10 (2) SUBCOMMITTEES.—Each subcommittee is
11 part of the Committee, and is subject to the author-
12 ity and direction of the Committee and its rules so
13 far as applicable.

14 (3) INCORPORATION OF HOUSE RULE ON COM-
15 MITTEE PROCEDURE.—Rule XI of the Rules of the
16 House, which pertains entirely to Committee proce-
17 dure, is incorporated and made a part of the rules
18 of the Committee to the extent applicable. Pursuant
19 to clause 2(a)(3) of Rule XI of the Rules of the
20 House, the Chairman is authorized to offer a motion

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1 under clause 1 of Rule XXII of the Rules of the
2 House whenever the Chairman considers it appro-
3 priate.

4 (b) PUBLICATION OF RULES.—The Committee's
5 rules shall be published in the Congressional Record not
6 later than 30 days after the Committee is elected in each
7 odd-numbered year.

8 (c) VICE CHAIRMAN.—The Chairman shall appoint a
9 vice chairman of the Committee and of each sub-
10 committee. If the Chairman of the Committee or sub-
11 committee is not present at any meeting of the Committee
12 or subcommittee, as the case may be, the vice chairman
13 shall preside. If the vice chairman is not present, the rank-
14 ing member of the majority party on the Committee or
15 subcommittee who is present shall preside at that meeting.

16 **RULE II. REGULAR, ADDITIONAL, AND SPECIAL MEETINGS.**

17 (a) REGULAR MEETINGS.—

18 (1) IN GENERAL.—Regular meetings of the
19 Committee shall be held on the first Wednesday of
20 every month to transact its business unless such day
21 is a holiday, or the House is in recess or is ad-
22 journed, in which case the Chairman shall determine
23 the regular meeting day of the Committee for that
24 month.

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1 (2) NOTICE.—The Chairman shall give each
2 member of the Committee, as far in advance of the
3 day of the regular meeting as the circumstances
4 make practicable, a written notice of such meeting
5 and the matters to be considered at such meeting.
6 To the maximum extent practicable, the Chairman
7 shall provide such notice at least 3 days prior to
8 such meeting.

9 (3) CANCELLATION OR DEFERRAL.—If the
10 Chairman believes that the Committee will not be
11 considering any bill or resolution before the full
12 Committee and that there is no other business to be
13 transacted at a regular meeting, the meeting may be
14 canceled or it may be deferred until such time as,
15 in the judgment of the Chairman, there may be mat-
16 ters which require the Committee's consideration.

17 (4) APPLICABILITY.—This paragraph shall not
18 apply to meetings of any subcommittee.

19 (b) ADDITIONAL MEETINGS.—The Chairman may
20 call and convene, as he or she considers necessary, addi-
21 tional meetings of the Committee for the consideration of
22 any bill or resolution pending before the Committee or for
23 the conduct of other committee business. The Committee
24 shall meet for such purpose pursuant to the call of the
25 Chairman.

1 (c) SPECIAL MEETINGS.—If at least three members
2 of the Committee desire that a special meeting of the Com-
3 mittee be called by the Chairman, those members may file
4 in the offices of the Committee their written request to
5 the Chairman for that special meeting. Such request shall
6 specify the measure or matter to be considered. Imme-
7 diately upon the filing of the request, the clerk of the Com-
8 mittee shall notify the Chairman of the filing of the re-
9 quest. If, within 3 calendar days after the filing of the
10 request, the Chairman does not call the requested special
11 meeting to be held within 7 calendar days after the filing
12 of the request, a majority of the members of the Com-
13 mittee may file in the offices of the Committee their writ-
14 ten notice that a special meeting of the Committee will
15 be held, specifying the date and hour thereof, and the
16 measure or matter to be considered at that special meet-
17 ing. The Committee shall meet on that date and hour. Im-
18 mediately upon the filing of the notice, the clerk of the
19 Committee shall notify all members of the Committee that
20 such meeting will be held and inform them of its date and
21 hour and the measure or matter to be considered; and only
22 the measure or matter specified in that notice may be con-
23 sidered at that special meeting.

24 (d) PROHIBITION ON SITTING DURING JOINT SES-
25 SION.—The Committee may not sit during a joint session

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1 of the House and Senate or during a recess when a joint
2 meeting of the House and Senate is in progress.

3 **RULE III. MEETINGS AND HEARINGS GENERALLY.**

4 (a) OPEN MEETINGS.—Each meeting for the trans-
5 action of business, including the markup of legislation,
6 and each hearing of the Committee or a subcommittee
7 shall be open to the public, except as provided by clause
8 2(g) of Rule XI of the Rules of the House.

9 (b) MEETINGS TO BEGIN PROMPTLY.—Each meet-
10 ing or hearing of the Committee shall begin promptly at
11 the time so stipulated in the public announcement of the
12 meeting or hearing.

13 (c) ADDRESSING THE COMMITTEE.—A Committee
14 member may address the Committee or a subcommittee
15 on any bill, motion, or other matter under consideration—

16 (1) only when recognized by the Chairman for
17 that purpose; and

18 (2) only for 5 minutes until such time as each
19 member of the Committee or subcommittee who so
20 desires has had an opportunity to address the Com-
21 mittee or subcommittee.

22 A member shall be limited in his or her remarks to the
23 subject matter under consideration. The Chairman shall
24 enforce this subparagraph.

1 (d) PARTICIPATION OF MEMBERS IN SUBCOMMITTEE
2 MEETINGS AND HEARINGS.—All members of the Com-
3 mittee who are not members of a particular subcommittee
4 may, by unanimous consent of the members of such sub-
5 committee, participate in any subcommittee meeting or
6 hearing. However, a member who is not a member of the
7 subcommittee may not vote on any matter before the sub-
8 committee, be counted for purposes of establishing a
9 quorum, or raise points of order.

10 (e) BROADCASTING.—Whenever a meeting for the
11 transaction of business, including the markup of legisla-
12 tion, or a hearing is open to the public, that meeting or
13 hearing shall be open to coverage by television, radio, and
14 still photography in accordance with clause 4 of Rule XI
15 of the Rules of the House. Operation and use of any Com-
16 mittee Internet broadcast system shall be fair and non-
17 partisan and in accordance with clause 4(b) of Rule XI
18 of the Rules of the House and all other applicable rules
19 of the Committee and the House.

20 (f) ACCESS TO THE DAIS AND LOUNGES.—Access to
21 the hearing rooms' daises and to the lounges adjacent to
22 the Committee hearing rooms shall be limited to Members
23 of Congress and employees of Congress during a meeting
24 or hearing of the Committee unless specifically permitted
25 by the Chairman or ranking minority member.

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1 (g) USE OF CELLULAR TELEPHONES.—The use of
2 cellular telephones in the Committee hearing room is pro-
3 hibited during a meeting or hearing of the Committee.

4 **RULE IV. POWER TO SIT AND ACT; POWER TO CONDUCT IN-**
5 **VESTIGATIONS; OATHS; SUBPOENA POWER.**

6 (a) AUTHORITY TO SIT AND ACT.—For the purpose
7 of carrying out any of its functions and duties under Rules
8 X and XI of the Rules of the House, the Committee and
9 each of its subcommittees, is authorized (subject to para-
10 graph (d)(1))—

11 (1) to sit and act at such times and places with-
12 in the United States whether the House is in ses-
13 sion, has recessed, or has adjourned and to hold
14 such hearings; and

15 (2) to require, by subpoena or otherwise, the at-
16 tendance and testimony of such witnesses and the
17 production of such books, records, correspondence,
18 memorandums, papers, and documents, as it deems
19 necessary.

20 (b) AUTHORITY TO CONDUCT INVESTIGATIONS.—

21 (1) IN GENERAL.—The Committee is author-
22 ized at any time to conduct such investigations and
23 studies as it may consider necessary or appropriate
24 in the exercise of its responsibilities under Rule X of
25 the Rules of the House and (subject to the adoption

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1 of expense resolutions as required by Rule X, clause
2 6 of the Rules of the House) to incur expenses (in-
3 cluding travel expenses) in connection therewith.

4 (2) MAJOR INVESTIGATIONS BY SUBCOMMIT-
5 TEES.—A subcommittee may not begin a major in-
6 vestigation without approval of a majority of such
7 subcommittee.

8 (c) OATHS.—The Chairman of the Committee, or any
9 member designated by the Chairman, may administer
10 oaths to any witness.

11 (d) ISSUANCE OF SUBPOENAS.—

12 (1) IN GENERAL.—A subpoena may be issued
13 by the Committee or subcommittee under paragraph
14 (a)(2) in the conduct of any investigation or activity
15 or series of investigations or activities, only when au-
16 thorized by a majority of the members voting, a ma-
17 jority being present. Such authorized subpoenas
18 shall be signed by the Chairman of the Committee
19 or by any member designated by the Committee. If
20 a specific request for a subpoena has not been pre-
21 viously rejected by either the Committee or sub-
22 committee, the Chairman of the Committee, after
23 consultation with the ranking minority member of
24 the Committee, may authorize and issue a subpoena
25 under paragraph (a)(2) in the conduct of any inves-

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1 tigation or activity or series of investigations or ac-
 2 tivities, and such subpoena shall for all purposes be
 3 deemed a subpoena issued by the Committee. As
 4 soon as practicable after a subpoena is issued under
 5 this rule, the Chairman shall notify all members of
 6 the Committee of such action.

7 (2) ENFORCEMENT.—Compliance with any sub-
 8 poena issued by the Committee or subcommittee
 9 under paragraph (a)(2) may be enforced only as au-
 10 thorized or directed by the House.

11 (e) EXPENSES OF SUBPOENAED WITNESSES.—Each
 12 witness who has been subpoenaed, upon the completion of
 13 his or her testimony before the Committee or any sub-
 14 committee, may report to the offices of the Committee,
 15 and there sign appropriate vouchers for travel allowances
 16 and attendance fees. If hearings are held in cities other
 17 than Washington, D.C., the witness may contact the coun-
 18 sel of the Committee, or his or her representative, before
 19 leaving the hearing room.

20 **RULE V. QUORUMS AND RECORD VOTES; POSTPONEMENT**
 21 **OF VOTES**

22 (a) WORKING QUORUM.—One-third of the members
 23 of the Committee or a subcommittee shall constitute a
 24 quorum for taking any action other than the closing of
 25 a meeting pursuant to clauses 2(g) and 2(k)(5) of Rule

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1 XI of the Rules of the House, the authorizing of a sub-
2 poena pursuant to paragraph (d) of Committee Rule IV,
3 the reporting of a measure or recommendation pursuant
4 to paragraph (b)(1) of Committee Rule VII, and the ac-
5 tions described in paragraphs (b), (c) and (d) of this rule.

6 (b) QUORUM FOR REPORTING.—A majority of the
7 members of the Committee or a subcommittee shall con-
8 stitute a quorum for the reporting of a measure or rec-
9 ommendation.

10 (c) APPROVAL OF CERTAIN MATTERS.—A majority
11 of the members of the Committee or a subcommittee shall
12 constitute a quorum for approval of a resolution con-
13 cerning any of the following actions:

14 (1) A prospectus for construction, alteration,
15 purchase or acquisition of a public building or the
16 lease of space as required by section 3307 of title
17 40, United States Code.

18 (2) Survey investigation of a proposed project
19 for navigation, flood control, and other purposes by
20 the Corps of Engineers (section 4 of the Rivers and
21 Harbors Act of March 4, 1913, 33 U.S.C. 542).

22 (3) Construction of a water resources develop-
23 ment project by the Corps of Engineers with an esti-
24 mated Federal cost not exceeding \$15,000,000 (sec-
25 tion 201 of the Flood Control Act of 1965).

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1 (4) Deletion of water quality storage in a Fed-
2 eral reservoir project where the benefits attributable
3 to water quality are 15 percent or more but not
4 greater than 25 percent of the total project benefits
5 (section 65 of the Water Resources Development Act
6 of 1974).

7 (5) Authorization of a Natural Resources Con-
8 servation Service watershed project involving any
9 single structure of more than 4,000 acre feet of total
10 capacity (section 2 of P.L. 566, 83rd Congress).

11 (d) QUORUM FOR TAKING TESTIMONY.—Two mem-
12 bers of the Committee or subcommittee shall constitute
13 a quorum for the purpose of taking testimony and receiv-
14 ing evidence.

15 (e) RECORD VOTES.—A record vote may be de-
16 manded by one-fifth of the members present.

17 (f) POSTPONEMENT OF VOTES.—

18 (1) IN GENERAL.—In accordance with clause
19 2(h)(4) of Rule XI of the Rules of the House, the
20 Chairman of the Committee or a subcommittee,
21 after consultation with the ranking minority member
22 of the Committee or subcommittee, may—

23 (A) postpone further proceedings when a
24 record vote is ordered on the question of ap-

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1 proving a measure or matter or on adopting an
2 amendment; and

3 (B) resume proceedings on a postponed
4 question at any time after reasonable notice.

5 (2) RESUMPTION OF PROCEEDINGS.—When
6 proceedings resume on a postponed question, not-
7 withstanding any intervening order for the previous
8 question, an underlying proposition shall remain
9 subject to further debate or amendment to the same
10 extent as when the question was postponed.

11 **RULE VI. HEARING PROCEDURES.**

12 (a) ANNOUNCEMENT OF HEARING.—The Chairman,
13 in the case of a hearing to be conducted by the Committee,
14 and the appropriate subcommittee chairman, in the case
15 of a hearing to be conducted by a subcommittee, shall
16 make public announcement of the date, place, and subject
17 matter of such hearing at least one week before the hear-
18 ing. If the Chairman or the appropriate subcommittee
19 chairman, as the case may be, with the concurrence of the
20 ranking minority member of the Committee or sub-
21 committee as appropriate, determines there is good cause
22 to begin the hearing sooner, or if the Committee or sub-
23 committee so determines by majority vote, a quorum being
24 present for the transaction of business, the Chairman shall
25 make the announcement at the earliest possible date. The

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1 clerk of the Committee shall promptly notify the Daily Di-
2 gest Clerk of the Congressional Record as soon as possible
3 after such public announcement is made.

4 (b) WRITTEN STATEMENT; ORAL TESTIMONY.—So
5 far as practicable, each witness who is to appear before
6 the Committee or a subcommittee shall file with the clerk
7 of the Committee or subcommittee, at least 2 working
8 days before the day of his or her appearance, a written
9 statement of proposed testimony and shall limit his or her
10 oral presentation to a summary of the written statement.

11 (c) MINORITY WITNESSES.—When any hearing is
12 conducted by the Committee or any subcommittee upon
13 any measure or matter, the minority party members on
14 the Committee or subcommittee shall be entitled, upon re-
15 quest to the Chairman by a majority of those minority
16 members before the completion of such hearing, to call
17 witnesses selected by the minority to testify with respect
18 to that measure or matter during at least one day of hear-
19 ing thereon.

20 (d) SUMMARY OF SUBJECT MATTER.—Upon an-
21 nouncement of a hearing, to the extent practicable, the
22 Committee shall make available immediately to all mem-
23 bers of the Committee a concise summary of the subject
24 matter (including legislative reports and other material)
25 under consideration. In addition, upon announcement of

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1 a hearing and subsequently as they are received, the
2 Chairman shall make available to the members of the
3 Committee any official reports from departments and
4 agencies on such matter.

5 (e) QUESTIONING OF WITNESSES.—The questioning
6 of witnesses in Committee and subcommittee hearings
7 shall be initiated by the Chairman, followed by the ranking
8 minority member and all other members alternating be-
9 tween the majority and minority parties. In recognizing
10 members to question witnesses in this fashion, the Chair-
11 man shall take into consideration the ratio of the majority
12 to minority members present and shall establish the order
13 of recognition for questioning in such a manner as not
14 to disadvantage the members of the majority nor the mem-
15 bers of the minority. The Chairman may accomplish this
16 by recognizing two majority members for each minority
17 member recognized.

18 (f) PROCEDURES FOR QUESTIONS.—

19 (1) IN GENERAL.—A Committee member may
20 question a witness at a hearing—

21 (A) only when recognized by the Chairman
22 for that purpose; and

23 (B) subject to subparagraphs (2) and (3),
24 only for 5 minutes until such time as each
25 member of the Committee or subcommittee who

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1 so desires has had an opportunity to question
2 the witness.

3 A member shall be limited in his or her remarks to
4 the subject matter under consideration. The Chair-
5 man shall enforce this paragraph.

6 (2) EXTENDED QUESTIONING OF WITNESSES
7 BY MEMBERS.—The Chairman of the Committee or
8 a subcommittee, with the concurrence of the ranking
9 minority member, or the Committee or subcommittee
10 by motion, may permit a specified number of its
11 members to question a witness for longer than 5
12 minutes. The time for extended questioning of a wit-
13 ness under this subdivision shall be equal for the
14 majority party and minority party and may not ex-
15 ceed one hour in the aggregate.

16 (3) EXTENDED QUESTIONING OF WITNESSES
17 BY STAFF.—The Chairman of the Committee or a
18 subcommittee, with the concurrence of the ranking
19 minority member, or the Committee or subcommittee
20 by motion, may permit committee staff for its ma-
21 jority and minority party members to question a wit-
22 ness for equal specified periods. The time for ex-
23 tended questioning of a witness under this subdivi-
24 sion shall be equal for the majority party and minor-

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1 ity party and may not exceed one hour in the aggre-
2 gate.

3 (4) RIGHT TO QUESTION WITNESSES FOL-
4 LOWING EXTENDED QUESTIONING.—Nothing in sub-
5 paragraph (2) or (3) affects the right of a Member
6 (other than a Member designated under subpara-
7 graph (2)) to question a witness for 5 minutes in ac-
8 cordance with subparagraph (1)(B) after the ques-
9 tioning permitted under subparagraph (2) or (3).

10 (g) ADDITIONAL HEARING PROCEDURES.—Clause
11 2(k) of Rule XI of the Rules of the House (relating to
12 additional rules for hearings) applies to hearings of the
13 Committee and its subcommittees.

14 **RULE VII. PROCEDURES FOR REPORTING BILLS, RESOLU-**
15 **TIONS, AND REPORTS.**

16 (a) FILING OF REPORTS.—

17 (1) IN GENERAL.—The Chairman of the Com-
18 mittee shall report promptly to the House any meas-
19 ure or matter approved by the Committee and take
20 necessary steps to bring the measure or matter to a
21 vote.

22 (2) REQUESTS FOR REPORTING.—The report of
23 the Committee on a measure or matter which has
24 been approved by the Committee shall be filed within
25 7 calendar days (exclusive of days on which the

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1 House is not in session) after the day on which there
2 has been filed with the clerk of the Committee a
3 written request, signed by a majority of the mem-
4 bers of the Committee, for the reporting of that
5 measure or matter. Upon the filing of any such re-
6 quest, the clerk of the Committee shall transmit im-
7 mediately to the Chairman of the Committee notice
8 of the filing of that request.

9 (b) QUORUM; RECORD VOTES.—

10 (1) QUORUM.—No measure, matter, or rec-
11 ommendation shall be reported from the Committee
12 unless a majority of the Committee was actually
13 present.

14 (2) RECORD VOTES.—With respect to each
15 record vote on a motion to report any measure or
16 matter of a public character, and on any amendment
17 offered to the measure or matter, the total number
18 of votes cast for and against, and the names of those
19 members voting for and against, shall be included in
20 the Committee report on the measure or matter.

21 (c) REQUIRED MATTERS.—The report of the Com-
22 mittee on a measure or matter which has been approved
23 by the Committee shall include the items required to be
24 included by clauses 2(c) and 3 of Rule XIII of the Rules
25 of the House.

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1 (d) ADDITIONAL VIEWS.—If, at the time of approval
2 of any measure or matter by the Committee, any member
3 of the Committee gives notice of intention to file supple-
4 mental, minority, or additional views, that member shall
5 be entitled to not less than two additional calendar days
6 after the day of such notice (excluding Saturdays, Sun-
7 days, and legal holidays) in which to file such views in
8 accordance with clause 2(l) of Rule XI of the Rules of
9 the House.

10 (e) ACTIVITIES REPORT.—

11 (1) IN GENERAL.—The Committee shall submit
12 to the House, not later than January 2 of each odd-
13 numbered year, a report on the activities of the
14 Committee under Rules X and XI of the Rules of
15 the House during the Congress ending on January
16 3 of such year.

17 (2) CONTENTS.—Such report shall include sep-
18 arate sections summarizing the legislative and over-
19 sight activities of the Committee during that Con-
20 gress.

21 (3) OVERSIGHT SECTION.—The oversight sec-
22 tion of such report shall include a summary of the
23 oversight plans submitted by the Committee pursu-
24 ant to clause 2(d) of Rule X of the Rules of the
25 House, a summary of the actions taken and rec-

1 ommendations made with respect to each such plan,
2 and a summary of any additional oversight activities
3 undertaken by the Committee, and any recommenda-
4 tions made or actions taken thereon.

5 (f) OTHER COMMITTEE MATERIALS.—

6 (1) IN GENERAL.—All Committee and sub-
7 committee prints, reports, documents, or other mate-
8 rials, not otherwise provided for under this rule, that
9 purport to express publicly the views of the Com-
10 mittee or any of its subcommittees or members of
11 the Committee or its subcommittees shall be ap-
12 proved by the Committee or the subcommittee prior
13 to printing and distribution and any member shall
14 be given an opportunity to have views included as
15 part of such material prior to printing, release, and
16 distribution in accordance with paragraph (d) of this
17 rule.

18 (2) DOCUMENTS CONTAINING VIEWS OTHER
19 THAN MEMBER VIEWS.—A Committee or sub-
20 committee document containing views other than
21 those of members of the Committee or subcommittee
22 shall not be published without approval of the Com-
23 mittee or subcommittee.

24 (3) DISCLAIMER.—All Committee or sub-
25 committee reports printed pursuant to legislative

1 study or investigation and not approved by a major-
2 ity vote of the Committee or subcommittee, as ap-
3 propriate, shall contain the following disclaimer on
4 the cover of such report: "This report has not been
5 officially adopted by the Committee on Transpor-
6 tation and Infrastructure (or pertinent subcommittee
7 thereof) and may not therefore necessarily reflect
8 the views of its members."

9 (4) COMPILATIONS OF LAWS.—To the max-
10 imum extent practicable, the Committee shall pub-
11 lish a compilation of laws under the jurisdiction of
12 each subcommittee.

13 (g) AVAILABILITY OF PUBLICATIONS.—Pursuant to
14 clause 2(e)(4) of Rule XI of the Rules of the House, the
15 Committee shall make its publications available in elec-
16 tronic form to the maximum extent feasible.

17 **RULE VIII. ESTABLISHMENT OF SUBCOMMITTEES; SIZE**
18 **AND PARTY RATIOS.**

19 (a) ESTABLISHMENT.—There shall be 6 standing
20 subcommittees. These subcommittees, with the following
21 sizes (including delegates) and majority/minority ratios,
22 are:

23 (1) Subcommittee on Aviation (43 Members: 26
24 Majority and 17 Minority).

1 (2) Subcommittee on Coast Guard and Mari-
2 time Transportation (16 Members: 10 Majority and
3 6 Minority).

4 (3) Subcommittee on Economic Development,
5 Public Buildings, and Emergency Management (20
6 Members: 12 Majority and 8 Minority).

7 (4) Subcommittee on Highways and Transit (55
8 Members: 33 Majority and 22 Minority).

9 (5) Subcommittee on Railroads, Pipelines, and
10 Hazardous Materials (45 Members: 27 Majority and
11 18 Minority).

12 (6) Subcommittee on Water Resources and En-
13 vironment (40 Members: 24 Majority and 16 Minor-
14 ity).

15 (b) EX OFFICIO MEMBERS.—The Chairman of the
16 Committee shall serve as an ex officio voting member on
17 each subcommittee.

18 (c) RATIOS.—On each subcommittee there shall be a
19 ratio of majority party members to minority party mem-
20 bers which shall be no less favorable to the majority party
21 than the ratio for the full Committee. In calculating the
22 ratio of majority party members to minority party mem-
23 bers, there shall be included the ex officio member of the
24 subcommittees.

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1 **RULE IX. POWERS AND DUTIES OF SUBCOMMITTEES.**

2 (a) **AUTHORITY TO SIT.**—Each subcommittee is au-
3 thorized to meet, hold hearings, receive evidence, and re-
4 port to the full Committee on all matters referred to it
5 or under its jurisdiction. Subcommittee chairmen shall set
6 dates for hearings and meetings of their respective sub-
7 committees after consultation with the Chairman and
8 other subcommittee chairmen with a view toward avoiding
9 simultaneous scheduling of full Committee and sub-
10 committee meetings or hearings whenever possible.

11 (b) **CONSIDERATION BY COMMITTEE.**—Each bill, res-
12 olution, or other matter favorably reported by a sub-
13 committee shall automatically be placed upon the agenda
14 of the Committee. Any such matter reported by a sub-
15 committee shall not be considered by the Committee unless
16 it has been delivered to the offices of all members of the
17 Committee at least 48 hours before the meeting, unless
18 the Chairman determines that the matter is of such ur-
19 gency that it should be given early consideration. Where
20 practicable, such matters shall be accompanied by a com-
21 parison with present law and a section-by-section analysis.

22 **RULE X. REFERRAL OF LEGISLATION TO SUBCOMMITTEES.**

23 (a) **GENERAL REQUIREMENT.**—Except where the
24 Chairman of the Committee determines, in consultation
25 with the majority members of the Committee, that consid-
26 eration is to be by the full Committee, each bill, resolution,

1 investigation, or other matter which relates to a subject
2 listed under the jurisdiction of any subcommittee estab-
3 lished in Committee Rule VIII referred to or initiated by
4 the full Committee shall be referred by the Chairman to
5 all subcommittees of appropriate jurisdiction within two
6 weeks. All bills shall be referred to the subcommittee of
7 proper jurisdiction without regard to whether the author
8 is or is not a member of the subcommittee.

9 (b) RECALL FROM SUBCOMMITTEE.—A bill, resolu-
10 tion, or other matter referred to a subcommittee in accord-
11 ance with this rule may be recalled therefrom at any time
12 by a vote of a majority of the members of the Committee
13 voting, a quorum being present, for the Committee's direct
14 consideration or for reference to another subcommittee.

15 (c) MULTIPLE REFERRALS.—In carrying out this
16 rule with respect to any matter, the Chairman may refer
17 the matter simultaneously to two or more subcommittees
18 for concurrent consideration or for consideration in se-
19 quence (subject to appropriate time limitations in the case
20 of any subcommittee after the first), or divide the matter
21 into two or more parts (reflecting different subjects and
22 jurisdictions) and refer each such part to a different sub-
23 committee, or make such other provisions as he or she con-
24 siders appropriate.

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1 **RULE XI. RECOMMENDATION OF CONFEREES.**

2 The Chairman of the Committee shall recommend to
3 the Speaker as conferees the names of those members (1)
4 of the majority party selected by the Chairman, and (2)
5 of the minority party selected by the ranking minority
6 member of the Committee. Recommendations of conferees
7 to the Speaker shall provide a ratio of majority party
8 members to minority party members which shall be no less
9 favorable to the majority party than the ratio for the Com-
10 mittee.

11 **RULE XII. OVERSIGHT.**

12 (a) PURPOSE.—The Committee shall carry out over-
13 sight responsibilities as provided in this rule in order to
14 assist the House in—

15 (1) its analysis, appraisal, and evaluation of—

16 (A) the application, administration, execu-
17 tion, and effectiveness of the laws enacted by
18 the Congress; or

19 (B) conditions and circumstances which
20 may indicate the necessity or desirability of en-
21 acting new or additional legislation; and

22 (2) its formulation, consideration, and enact-
23 ment of such modifications or changes in those laws,
24 and of such additional legislation, as may be nec-
25 essary or appropriate.

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1 (b) OVERSIGHT PLAN.—Not later than February 15
2 of the first session of each Congress, the Committee shall
3 adopt its oversight plans for that Congress in accordance
4 with clause 2(d)(1) of Rule X of the Rules of the House.

5 (c) REVIEW OF LAWS AND PROGRAMS.—The Com-
6 mittee and the appropriate subcommittees shall coopera-
7 tively review and study, on a continuing basis, the applica-
8 tion, administration, execution, and effectiveness of those
9 laws, or parts of laws, the subject matter of which is with-
10 in the jurisdiction of the Committee, and the organization
11 and operation of the Federal agencies and entities having
12 responsibilities in or for the administration and execution
13 thereof, in order to determine whether such laws and the
14 programs thereunder are being implemented and carried
15 out in accordance with the intent of the Congress and
16 whether such programs should be continued, curtailed, or
17 eliminated. In addition, the Committee and the appro-
18 priate subcommittees shall cooperatively review and study
19 any conditions or circumstances which may indicate the
20 necessity or desirability of enacting new or additional leg-
21 islation within the jurisdiction of the Committee (whether
22 or not any bill or resolution has been introduced with re-
23 spect thereto), and shall on a continuing basis undertake
24 future research and forecasting on matters within the ju-
25 risdiction of the Committee.

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1 (d) REVIEW OF TAX POLICIES.—The Committee and
2 the appropriate subcommittees shall cooperatively review
3 and study on a continuing basis the impact or probable
4 impact of tax policies affecting subjects within the juris-
5 diction of the Committee.

6 **RULE XIII. REVIEW OF CONTINUING PROGRAMS; BUDGET**
7 **ACT PROVISIONS.**

8 (a) ENSURING ANNUAL APPROPRIATIONS.—The
9 Committee shall, in its consideration of all bills and joint
10 resolutions of a public character within its jurisdiction, en-
11 sure that appropriations for continuing programs and ac-
12 tivities of the Federal Government and the District of Co-
13 lumbia government will be made annually to the maximum
14 extent feasible and consistent with the nature, require-
15 ments, and objectives of the programs and activities in-
16 volved.

17 (b) REVIEW OF MULTI-YEAR APPROPRIATIONS.—
18 The Committee shall review, from time to time, each con-
19 tinuing program within its jurisdiction for which appro-
20 priations are not made annually in order to ascertain
21 whether such program could be modified so that appro-
22 priations therefore would be made annually.

23 (c) VIEWS AND ESTIMATES.—In accordance with
24 clause 4(f)(1) of Rule X of the Rules of the House, the

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1 Committee shall submit to the Committee on the
2 Budget—

3 (1) its views and estimates with respect to all
4 matters to be set forth in the concurrent resolution
5 on the budget for the ensuing fiscal year which are
6 within its jurisdiction or functions; and

7 (2) an estimate of the total amount of new
8 budget authority, and budget outlays resulting there-
9 from, to be provided or authorized in all bills and
10 resolutions within its jurisdiction which it intends to
11 be effective during that fiscal year.

12 (d) BUDGET ALLOCATIONS.—As soon as practicable
13 after a concurrent resolution on the budget for any fiscal
14 year is agreed to, the Committee (after consulting with
15 the appropriate committee or committees of the Senate)
16 shall subdivide any allocations made to it in the joint ex-
17 planatory statement accompanying the conference report
18 on such resolution, and promptly report such subdivisions
19 to the House, in the manner provided by section 302 of
20 the Congressional Budget Act of 1974.

21 (e) RECONCILIATION.—Whenever the Committee is
22 directed in a concurrent resolution on the budget to deter-
23 mine and recommend changes in laws, bills, or resolutions
24 under the reconciliation process, it shall promptly make
25 such determination and recommendations, and report a

1 reconciliation bill or resolution (or both) to the House or
2 submit such recommendations to the Committee on the
3 Budget, in accordance with the Congressional Budget Act
4 of 1974.

5 **RULE XIV. RECORDS.**

6 (a) KEEPING OF RECORDS.—The Committee shall
7 keep a complete record of all Committee action which shall
8 include—

9 (1) in the case of any meeting or hearing tran-
10 scripts, a substantially verbatim account of remarks
11 actually made during the proceedings, subject only
12 to technical, grammatical, and typographical correc-
13 tions authorized by the person making the remarks
14 involved; and

15 (2) a record of the votes on any question on
16 which a record vote is demanded.

17 (b) PUBLIC INSPECTION.—The result of each such
18 record vote shall be made available by the Committee for
19 inspection by the public at reasonable times in the offices
20 of the Committee. Information so available for public in-
21 spection shall include a description of the amendment, mo-
22 tion, order, or other proposition and the name of each
23 member voting for and each member voting against such
24 amendment, motion, order, or proposition, and the names
25 of those members present but not voting.

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1 (c) PROPERTY OF THE HOUSE.—All Committee hear-
2 ings, records, data, charts, and files shall be kept separate
3 and distinct from the congressional office records of the
4 member serving as Chairman of the Committee; and such
5 records shall be the property of the House and all mem-
6 bers of the House shall have access thereto.

7 (d) AVAILABILITY OF ARCHIVED RECORDS.—The
8 records of the Committee at the National Archives and
9 Records Administration shall be made available for public
10 use in accordance with Rule VII of the Rules of the House.
11 The Chairman shall notify the ranking minority member
12 of the Committee of any decision, pursuant to clause
13 3(b)(3) or clause 4(b) of such rule, to withhold a record
14 otherwise available, and the matter shall be presented to
15 the Committee for a determination on written request of
16 any member of the Committee.

17 (e) AUTHORITY TO PRINT.—The Committee is au-
18 thorized to have printed and bound testimony and other
19 data presented at hearings held by the Committee. All
20 costs of stenographic services and transcripts in connec-
21 tion with any meeting or hearing of the Committee shall
22 be paid as provided in clause 1(c) of Rule XI of the House.

23 **RULE XV. COMMITTEE BUDGETS.**

24 (a) BIENNIAL BUDGET.—The Chairman, in consulta-
25 tion with the chairman of each subcommittee, the majority

1 members of the Committee, and the minority members of
2 the Committee, shall, for each Congress, prepare a consoli-
3 dated Committee budget. Such budget shall include nec-
4 essary amounts for staff personnel, necessary travel, inves-
5 tigation, and other expenses of the Committee.

6 (b) ADDITIONAL EXPENSES.—Authorization for the
7 payment of additional or unforeseen Committee expenses
8 may be procured by one or more additional expense resolu-
9 tions processed in the same manner as set out herein.

10 (c) TRAVEL REQUESTS.—The Chairman or any
11 chairman of a subcommittee may initiate necessary travel
12 requests as provided in Committee Rule XVII within the
13 limits of the consolidated budget as approved by the
14 House and the Chairman may execute necessary vouchers
15 thereof.

16 (d) MONTHLY REPORTS.—Once monthly, the Chair-
17 man shall submit to the Committee on House Administra-
18 tion, in writing, a full and detailed accounting of all ex-
19 penditures made during the period since the last such ac-
20 counting from the amount budgeted to the Committee.
21 Such report shall show the amount and purpose of such
22 expenditure and the budget to which such expenditure is
23 attributed. A copy of such monthly report shall be avail-
24 able in the Committee office for review by members of the
25 Committee.

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1 RULE XVI. COMMITTEE STAFF.

2 (a) APPOINTMENT BY CHAIRMAN.—The Chairman
3 shall appoint and determine the remuneration of, and may
4 remove, the employees of the Committee not assigned to
5 the minority. The staff of the Committee not assigned to
6 the minority shall be under the general supervision and
7 direction of the Chairman, who shall establish and assign
8 the duties and responsibilities of such staff members and
9 delegate such authority as he or she determines appro-
10 priate.

11 (b) APPOINTMENT BY RANKING MINORITY MEM-
12 BER.—The ranking minority member of the Committee
13 shall appoint and determine the remuneration of, and may
14 remove, the staff assigned to the minority within the budg-
15 et approved for such purposes. The staff assigned to the
16 minority shall be under the general supervision and direc-
17 tion of the ranking minority member of the Committee
18 who may delegate such authority as he or she determines
19 appropriate.

20 (c) INTENTION REGARDING STAFF.—It is intended
21 that the skills and experience of all members of the Com-
22 mittee staff shall be available to all members of the Com-
23 mittee.

24 RULE XVII. TRAVEL OF MEMBERS AND STAFF.

25 (a) APPROVAL.—Consistent with the primary expense
26 resolution and such additional expense resolutions as may

1 have been approved, the provisions of this rule shall govern
2 travel of Committee members and staff. Travel to be reim-
3 bursed from funds set aside for the Committee for any
4 member or any staff member shall be paid only upon the
5 prior authorization of the Chairman. Travel shall be au-
6 thorized by the Chairman for any member and any staff
7 member in connection with the attendance of hearings
8 conducted by the Committee or any subcommittee and
9 meetings, conferences, and investigations which involve ac-
10 tivities or subject matter under the general jurisdiction of
11 the Committee. Before such authorization is given there
12 shall be submitted to the Chairman in writing the fol-
13 lowing:

14 (1) The purpose of the travel.

15 (2) The dates during which the travel is to be
16 made and the date or dates of the event for which
17 the travel is being made.

18 (3) The location of the event for which the trav-
19 el is to be made.

20 (4) The names of members and staff seeking
21 authorization.

22 (b) SUBCOMMITTEE TRAVEL.—In the case of travel
23 of members and staff of a subcommittee to hearings, meet-
24 ings, conferences, and investigations involving activities or
25 subject matter under the legislative assignment of such

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1 subcommittee, prior authorization must be obtained from
2 the subcommittee chairman and the Chairman. Such prior
3 authorization shall be given by the Chairman only upon
4 the representation by the chairman of such subcommittee
5 in writing setting forth those items enumerated in sub-
6 paragraphs (1), (2), (3), and (4) of paragraph (a) and
7 that there has been a compliance where applicable with
8 Committee Rule VI.

9 (c) TRAVEL OUTSIDE THE UNITED STATES.—

10 (1) IN GENERAL.—In the case of travel outside
11 the United States of members and staff of the Com-
12 mittee or of a subcommittee for the purpose of con-
13 ducting hearings, investigations, studies, or attend-
14 ing meetings and conferences involving activities or
15 subject matter under the legislative assignment of
16 the Committee or pertinent subcommittee, prior au-
17 thorization must be obtained from the Chairman, or,
18 in the case of a subcommittee from the sub-
19 committee chairman and the Chairman. Before such
20 authorization is given there shall be submitted to the
21 Chairman, in writing, a request for such authoriza-
22 tion. Each request, which shall be filed in a manner
23 that allows for a reasonable period of time for review
24 before such travel is scheduled to begin, shall include
25 the following:

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1 (A) The purpose of the travel.

2 (B) The dates during which the travel will
3 occur.

4 (C) The names of the countries to be vis-
5 ited and the length of time to be spent in each.

6 (D) An agenda of anticipated activities for
7 each country for which travel is authorized to-
8 gether with a description of the purpose to be
9 served and the areas of Committee jurisdiction
10 involved.

11 (E) The names of members and staff for
12 whom authorization is sought.

13 (2) INITIATION OF REQUESTS.—Requests for
14 travel outside the United States may be initiated by
15 the Chairman or the chairman of a subcommittee
16 (except that individuals may submit a request to the
17 Chairman for the purpose of attending a conference
18 or meeting) and shall be limited to members and
19 permanent employees of the Committee.

20 (3) REPORTS BY STAFF MEMBERS.—At the
21 conclusion of any hearing, investigation, study, meet-
22 ing, or conference for which travel has been author-
23 ized pursuant to this rule, each staff member in-
24 volved in such travel shall submit a written report
25 to the Chairman covering the activities and other

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1 pertinent observations or information gained as a re-
2 sult of such travel.

3 (d) APPLICABILITY OF LAWS, RULES, POLICIES.—

4 Members and staff of the Committee performing author-
5 ized travel on official business shall be governed by appli-
6 cable laws, resolutions, or regulations of the House and
7 of the Committee on House Administration pertaining to
8 such travel, and by the travel policy of the Committee.

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