

## **Opportunities to Speak**

This document explains the opportunities members have available to speak on any subject of his or her choosing outside of the time traditionally reserved for debating bills. These times are known as “Morning Hour,” “One-Minute speeches,” “Five-Minute special orders,” and “One-Hour special orders.” For additional information or questions, please contact the Republican Cloakroom at (x57350).

**Morning Hour debates:** A period is set aside at the beginning of the day for members to address the House. On the first legislative day of the week, between 12:00 and 2:00 pm, Members will be recognized for up to five minutes for these speeches, alternating between majority and minority members on a rotating basis. On the middle days of the week, the time set aside for Morning Hour is between 10:00 am and 12:00 p.m. There will be no Morning Hour debates on the last legislative day of the week.

**How does a member reserve time to speak?** Morning Hour Debates: members wishing to speak should call the Cloakroom (x57350) no more than a week ahead of time to reserve time. Members will be recognized on a first come first served basis.

**One-Minute speeches:** A member has the opportunity to address the House in the form of a One-Minute speech immediately following the Pledge of Allegiance or at the end of the legislative day. A One-Minute speech may be on any topic. At the beginning of the week, the Speaker of the House will announce how many One-Minutes will be allowed each day following the Pledge of Allegiance and prior to the start of legislative business. One-Minutes, at the end of each legislative day, are never limited. Members may give a One-Minute speech only once per day.

**How does a member reserve time to speak?** Members should arrive on the floor prior to the opening of the House each morning or stay on the floor at the conclusion of legislative business. The speaking order for One-Minutes is based upon a first come first served basis. Members should keep in mind that the number of One-Minutes allowed per day prior to the start of legislative business decreases as the week progresses.

**Five-Minute special order:** After the conclusion of legislative business and after One-Minute speeches, members have the opportunity to speak under a process known as Five-Minute special orders. The Five-Minute special order allows a member to speak for up to five minutes. Five-Minute special orders are allowed every legislative day and are unlimited in number. **These will be phased out beginning in February 2011 in favor of an expanded Morning Hour debate period.**

**How does a member reserve time to speak?** Five-Minute special orders: members should call the Republican Cloakroom (x57350) to be placed on the list. Members will be recognized on the floor in the order by which they call the Cloakroom. The list will be read into the Congressional Record authorizing the member to speak for a Five-Minute special order.

**One-Hour special order:** After legislative business, members have the opportunity to speak under a process known as special orders. Both parties will be allowed one “Leadership Hour” and two half-hour special orders each day. Also, the majority and minority alternate who controls the first hour each day. Special orders are not allowed after 10:00 pm.

**How does a member reserve time to speak?** The “Leadership Hour” and is reserved for members who wish to speak on a topic that is consistent with the House Republican message. Members wishing to be designated by the Republican Leadership for the Leadership Hour should contact the Republican Conference (x55107). For all other half-hours, members should contact the Republican Cloakroom (x57350) to sign up for special orders up to one week ahead of the day the member wishes to speak and will be given priority in recognition accordingly. Republican Leader’s floor staff maintains this recognition list.

**How will a member know he or she controls a One-Hour special order?** The Republican Leader's floor staff will confirm each day with the member that he or she still plans to use the time for which the member is assigned. Occasionally, the assigned member may decline to control the One-Hour, at which time the floor staff will contact the next member on the list or other members who have expressed interest in controlling the time. **ANY MEMBER WHO SIGNS UP AND CONFIRMS CONTROLLING THE TIME MUST BE ON THE FLOOR IN ORDER TO CLAIM THAT TIME.** The floor staff will monitor how time is progressing and contact the next member on the list, providing him or her an approximate time when that member's special order will begin. If the member fails to be on the floor at the exact moment for recognition, the time is forfeited and can result in forfeiting all subsequent One-Hour special orders for that day, resulting in the House adjourning prematurely.

**How can a member get a written speech inserted in the Congressional Record when the member is unable to actually give the Speech on the Floor?**

Members can submit written statements to the Congressional Record on any bill considered by the House within five legislative days of the bill's consideration, commonly known as "general leave." Members may also insert written statements on any desired topic in the Extension of Remarks section of the Congressional Record. Both Extensions of Remarks and General Leave documents are limited to two printed pages of the Congressional Record which is roughly equivalent to five single-spaced or ten double-spaced typed pages. These written materials must bear the original signature of the submitting member. Floor staff cannot accept faxed or electronic copies of Extension of Remarks or General Leave Statements. Call the Republican Page Service at (x56377) to arrange for delivery of material for the Congressional Record. Staff may also bring the statements to the Cloakroom while the House is in session. In addition to the hard copy, an electronic copy may be sent to the Reporters of Debates to help ensure that the member's statement is printed properly. Click [here](#) for instructions on how to submit electronic copies. In order to insert something into the Congressional Record which is longer than the two-page limit, the member must obtain a cost estimate from GPO and get unanimous consent to get the materials inserted into the Record. For further information, please call the Office of Official Reporters at (x55621).