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RULES

OF THE

COMMITTEE ON FOREIGN AFFAIRS
HOUSE OF REPRESENTATIVES

Adopted February 20, 1973

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CONTENTS

		Page
General provisions		1
1.	Date of meeting	1
2.	Quorum	1
3.	Meetings open to the public	1
4.	Announcement of hearings	2
5.	Witnesses:	
	a. Interrogation of witnesses	2
	b. Statements of witnesses	3
6.	Public announcement of committee votes	3
7.	Proxies	3
8.	Staff services	3
9.	Subcommittee staff	4
10.	Broadcasting of committee hearings	4
11.	Referral of bills by chairman	5
12.	Access to classified information	5
13.	Party ratios	6

RULES OF THE COMMITTEE ON FOREIGN AFFAIRS

Adopted February 20, 1973

General Provisions

Section 129(a) of the Legislative Reorganization Act of 1970 (Public Law 91–510) (hereinafter referred to as the "Act"), which amends Clause 27(a) of Rule XI of the Rules of the House of Representatives, includes the following language:

> "The Rules of the House are the rules of its committees and subcommittees so far as applicable * * *. Any committee may adopt additional written rules not inconsistent with the Rules of the House * * *."

Each subcommittee of a committee is a part of that committee and is subject to the authority and direction of that committee. Subcommittees shall follow the procedures of the committee.

1. Date of Meeting

The regular meeting date of the Committee on Foreign Affairs shall be the first Tuesday of every month when the House is in session. (Section 102(b) of the Act, Clause 26(a) of Rule XI of the House.) Additional meetings may be called by the Chairman as he may deem necessary or at the request of a majority of the Members of the Committee in accordance with section 102(b) of the Act, Clause 26(c) of Rule XI of the House of Representatives.

The determination of the business to be considered at each meeting shall be made by the Chairman subject to section 102(b) of the Act, clause 26(c) of Rule XI of the House of Representatives.

A regularly scheduled meeting need not be held if there is no business to be considered.

2. Quorum

No measure or recommendation shall be reported unless a majority of the Committee is actually present. (Section 106(a) of the Act, Clause 27(e) of Rule XI of the House.) For purposes of taking testimony, two Members shall constitute a quorum.

3. Meetings Open to the Public

All meetings of the Committee, or its subcommittees, whether for the transaction of business or to conduct hearings, shall be open to the public, except when the Committee by a majority vote determines otherwise. (Section 103(b) of the Act, Clause 27(f) of Rule XI of the House, and Section 112(b) of the Act, subparagraph (2) of Clause 27(f) of Rule XI of the House.)

The Committee authorizes the Chairman or, with the approval of the Chairman, the subcommittee chairmen to make the initial determination that a meeting of the full Committee or the respective subcommittees shall be closed, except when the Committee or respective subcommittees, by a majority vote, determine otherwise.

4. Announcement of Hearings

Public announcement shall be made of the date, place, and subject matter of any hearing to be conducted by the Committee at least one week before the commencement of that hearing, unless the Committee determines that there is good cause to begin such hearing at an earlier date. (Section 111(b) of the Act, subparagraph (1) of Clause 27(f) of Rule XI of the House.) Such determination shall be made with respect to any hearing by the Chairman, unless the Committee, by majority vote, shall determine otherwise.

Public announcement of all hearings shall be made at the earliest possible date and shall be published in the Daily Digest portion of the Congressional Record.

Members shall be notified in advance by the Chief of Staff of the Committee of all meetings of subcommittees and of the full Committee.

All meetings and hearings are to be cleared in advance with the Chairman through the Chief of Staff.

5. Witnesses

a. interrogation of witnesses

Insofar as practicable, witnesses shall be permitted to present their oral statements without interruption, questioning by the Committee Members taking place afterward, each Member being called in turn by the Chairman. A Member desiring to speak or ask a question shall address the Chairman and not the witness in order to insure orderly procedure.

Each Member may interrogate the witness for 5 minutes, the reply of the witness being included in the 5-minute period. After all Members have had an opportunity to ask questions, the round shall begin again under the 5-minute rule.

The Chairman shall take note of Members who are in their chairs when each day's hearing begins and, insofar as practicable, when the time occurs for interrogation, shall recognize each such Member ahead of all others.

b. STATEMENTS OF WITNESSES

So far as practicable, each witness shall file with the Committee, 48 hours in advance of his appearance, a written statement of his proposed testimony and shall make a brief oral summary of his views.

(Section 113(b) of the Act, subparagraph (3) of Clause 27(f) of Rule XI of the House.)

6. PUBLIC ANNOUNCEMENT OF COMMITTEE VOTES

The result of each roll call vote in any meeting of the Committee shall be made available for inspection by the public at reasonable times at the Committee offices, including a description of the amendment, motion, order or other proposition; the name of each Member voting for and against, and whether by proxy or in person, and the Members present but not voting. (Section 104(b) of the Act, Clause 27(b), Rule XI of the House.)

A roll call vote shall be ordered on any question at the request of 20 percent of those present.

7. PROXIES

A Member may vote by proxy only on final approval of bills or resolutions; not on amendments. Proxy authorizations must be in writing, must designate the person to execute the proxy, and must refer to a specific bill or resolution. (Sec. 106(b) of the Act, Clause 27(e) of Rule XI of the House.)

8. STAFF SERVICES

The Committee staff shall be selected and organized so that it can provide a comprehensive range of professional services in the field of foreign affairs to the Committee, the subcommittees, and all its Members.

The staff shall include persons with training and experience in foreign affairs who have a variety of backgrounds and skills so as to make available to the Committee services of individuals who have a first-hand acquaintance with major countries and areas and with major aspects of United States overseas programs and operations.

It is intended that the skills and experience of all members of the Committee staff shall be available to all Members of the Committee.

In order to assure coordination and an equitable sharing of the work, staff assignments are to be authorized by the Chairman or by the Chief of Staff under the direction of the Chairman. Assignments of staff members selected by the minority shall be made with the concurrence of the ranking minority Member. Assignments of staff members designated by chairmen of subcommittees shall be made with the concurrence of the subcommittee chairmen.

The minority is entitled to and shall receive fair consideration in the appointment of Committee staff financed from investigative funds.

9. Subcommittee Staff

1. Each subcommittee chairman may select and designate at least one staff member to serve his subcommittee subject to the approval of a majority of the majority Members of the full Committee.

2. Salaries shall be fixed by the Chairman of the full Committee in consultation with the subcommittee chairman and the ranking minority Member, as appropriate, in order that salary rates may be in line with other staff salaries.

3. Staff members selected by subcommittee chairmen or by the minority for subcommittee service shall not engage in any work other than Committee business nor be assigned any duties other than those pertaining to Committee business.

4. Secretarial services, stationery, and office supplies will be provided to subcommittees by the full Committee.

10. Broadcasting of Committee Hearings

When requested by the Superintendent of the House Radio and Television Gallery and upon approval by the Committee or its subcommittees, all Committee and subcommittee hearings which are open to the public may be covered, in whole or in part, by television broadcast, radio broadcast, and still photography, or by any such methods of coverage, provided that such request is submitted to the Committee or its subcommittees not later than 4 p.m. of the day preceding such hearings.

The Chairman of the full Committee or the chairmen of the subcommittees are authorized to determine on behalf of the full Committee or its subcommittees respectively whether hearings which are open may be broadcast, unless the Committee or its subcommittees respectively by majority vote determine otherwise.

Such coverage shall be in accordance with the following requirements: (Section 116(b) of the Act, Clause 33(f) of Rule XI of the Rules of the House of Representatives.)

(1) If the television or radio coverage of the hearing is to be presented to the public as live coverage, that coverage shall be conducted and presented without commercial sponsorship.

(2) No witness served with a subpena by the Committee shall be required against his will to be photographed at any hearing or to give evidence or testimony while the broadcasting of that hearing, by radio or television, is being conducted. At the request of any such witness who does not wish to be subjected to radio, television, or still photography coverage, all lenses shall be covered and all microphones used for coverage turned off. This subparagraph is supplementary to paragraph (m) of Clause 27 of Rule XI of the Rules of the House of Representatives, relating to the protection of the rights of witnesses.

(3) Not more than four television cameras, operating from fixed positions, shall be permitted in a hearing room. The allocation among the television media of the positions of the number of television cameras permitted in a hearing room shall be in accordance with fair and equitable procedures devised by the Executive Committee of the Radio and Television Correspondents' Galleries.

(4) Television cameras shall be placed so as not to obstruct in any way the space between any witness giving evidence or testimony and any Member of the Committee or its subcommittees or the visibility of that witness and that Member to each other.

(5) Television cameras shall not be placed in positions which obstruct unnecessarily the coverage of the hearing by the other media.

(6) Equipment necessary for coverage by the television and radio media shall not be installed in, or removed from, the hearing room while the Committee or subcommittee is in session.

(7) Floodlights, spotlights, strobelights, and flashguns shall not be used in providing any method of coverage of the hearing, except that the television media may install additional lighting in the hearing room, without cost to the Government, in order to raise the ambient lighting level in the hearing room to the lowest level necessary to provide adequate television coverage of the hearing at the then current state of the art of television coverage.

(8) Not more than five press photographers shall be permitted to cover a hearing by still photography. In the selection of these photographers, preference shall be given to photographers from Associated Press Photos and United Press International Newspictures. If request is made by more than five of the media for coverage of the hearings by still photography, that coverage shall be made on the basis of a fair and equitable pool arrangement devised by the Standing Committee of Press Photographers.

(9) Photographers shall not position themselves, at any time during the course of the hearing, between the witness table and the Members of the Committee or its subcommittees.

(10) Photographers shall not place themselves in positions which obstruct unnecessarily the coverage of the hearing by the other media.

(11) Personnel providing coverage by the television and radio media shall be then currently accredited to the Radio and Television Correspondents' Galleries.

(12) Personnel providing coverage by still photography shall be then currently accredited to the Press Photographers' Gallery. Committee of Press Photographers.

(13) Personnel providing coverage by the television and radio media and by still photography shall conduct themselves and their coverage activities in an orderly and unobtrusive manner.

11. Referral of Bills by Chairman

All legislation and other matters referred to the Committee shall be referred by the Chairman to the subcommittee of appropriate jurisdiction within 2 weeks. The Chairman may designate a subcommittee chairman or other Member to take responsibility as "floor manager" of a bill during its consideration in the House.

12. Access to Classified Information

Access to classified information supplied to the Committee and attendance at closed sessions of the Committee or its subcommittees shall be limited to Members and to members of the Committee staff and stenographic reporters who have appropriate security clearance

when the Chairman determines that such access or such attendance is essential to the functioning of the Committee.

Notice of the receipt of classified documents submitted to the Committee by the Executive will be sent to Committee Members. Classified documents will be kept in the Committee safe and will be available to Members in the Committee office.

13. Party Ratios

The majority party caucus of the Committee shall determine an appropriate ratio of majority to minority party Members for each subcommittee: *Provided*, *however*, That party representation on each subcommittee or conference committee shall be no less favorable to the majority party than the ratio for the full Committee.