

DPH STANDING RULES FOR 2020 CONVENTION

November 9, 2019

RULE 1. RELATING TO DEFINITIONS

1.1 “Delegate(s) to the State Convention” are all delegates who comprise the State Convention as enumerated under Article VI, Section 2 of the Constitution, Article VI, Section 2 of the Bylaws, and precinct elected delegates and alternates who are seated by the Credentials Committee under Rule 3.

1.2 . “Constitution” means the Constitution of the Democratic Party of Hawai‘i, May 27, 2018.

1.3. “Bylaws” means the Bylaws of the Democratic Party of Hawai‘i, May 27, 2018, as subsequently amended by the State Central Committee

1.4. “Party Member” means a registered member of the Democratic Party of Hawai‘i as defined under Article I of the Constitution and Article I of the Bylaws.

1.5. “Party” means the Democratic Party of Hawai‘i.

1.6. “State Convention” means the State Convention of the Democratic Party of Hawai‘i.

1.7. “State Convention Committees” means the Affirmative Action, Credentials, Platform, Rules, and Resolutions Committees as enumerated in Article VI, Section 6 of the Constitution and Article VI, Section 6 of the Bylaws.

RULE 2. RELATING TO STATE CONVENTION COMMITTEES

2.1. Members of the State Convention Committees and other interested delegates may participate in person or by teleconference, but not by proxy, in any official meeting of the Convention Committees. Teleconference participation requires prior arrangement with Convention Committee Co-Chairs.

2.2. At the call of the appointed Committee Co-Chairs, the respective Convention Committee shall convene on May 9, 9:00 a.m. and may meet on subsequent dates, if necessary.

2.3. All meetings of the State Convention Committees shall be conducted in accordance with “2020 Convention Committee Selection Procedures and Meeting Rules” approved by the State Central Committee (SCC).

RULE 3. RELATING TO CREDENTIALS

3.1. The Credentials Committee of the State Convention, directly after the opening ceremonies of the first business session of the State Convention, shall report the number of Delegates to the State Convention and elected precinct alternates present with the proper credentials, and shall make supplementary reports after the opening ceremonies as required.

3.2. Delegates to the State Convention must register with the Credentials Committee at the designated location on the following dates and times, and at such other times designated by the Credentials Committee: Friday, May 22, 4:00 to 8:00 p.m.; Saturday, May 23, 7:00 a.m. to 4:00 p.m.; Sunday, May 24, 7:00 a.m. to 10:30 a.m. After May 23, 1:00 p.m., unfilled seats will be deemed vacant and eligible to be filled by an alternate. Written notice provided to the Credentials Committee from an appointed delegate wishing to relinquish their Delegate slot will be accepted prior to the 1:00 p.m., Saturday, May 23, 2020 deadline and their seat will be deemed immediately eligible to be filled by elected precinct alternates. Electronically sent notice will be considered as written notice for the purposes of this section.

3.3. Elected precinct alternates to the State Convention may register with the Credentials Committee to fill seats deemed vacant during the hours of registration listed in Rule 3.2. Elected precinct alternates allowed to fill a vacant seat may then become Delegates to the State Convention.

RULE 4. RELATING TO THE SEATING OF DELEGATES, ALTERNATES, AND GUESTS

Only delegates, or alternates replacing a delegate, wearing their certified badges, will be allowed in the voting section. All other persons shall be seated in an observation area designated by the Conventions Committee. The only exceptions to this rule shall be to accommodate a physically challenged delegate or alternate who desires to be seated in a special area; and invited convention speakers, guests, and their supporting staff who will be seated in an area designated by the Conventions Committee.

RULE 5. RELATING TO DECORUM

5.1. Delegates, alternates and guests must maintain proper decorum at all times.

5.2. Any individual that uses profanity, threatens or attacks another individual on or near the general session floor shall be removed by the Sergeant at Arms from the floor for the remainder of the day. This includes the ballroom, exhibit areas and all other general areas on the common premises of the convention main venue.

RULE 6. RELATING TO WEARING OF BADGES

For admission to the general session floor and to facilitate identification and seating, Delegates to the State Convention shall wear a badge issued by the Credentials Committee of the State Convention upon registration.

RULE 7. RELATING TO SUBMISSION OF PROPOSALS AND AMENDMENTS

7.1. Proposals for amendments to the Affirmative Action Plan, Platform, and Rules (Constitution & Bylaws); and Resolutions may be made by the following:

7.1.1. County committees:

7.1.1.1. County committees may recommend amendments to the Rules, Platform and Affirmative Action Plan by way of the resolution's process in the format as required by these rules.

7.1.1.2. Resolutions adopted at the 2020 County Conventions expressing an action or position of statewide or nationwide implication shall be accepted once re-formatted to comply with these convention rules and transmitted by the respective County's Secretary to the Convention Resolutions Committee.

7.1.2. **DPH Standing Committees** (Finance, Platform, Legislation, Rules, Affirmative Action, Membership, Fundraising, Communications, Community Relations, Convention, Campaign, and Compliance Review) and the Health Committee: These standing committees and the Health Committee may submit amendments to the Rules, Platform, and the Affirmative Action Plan; and resolutions that were adopted by their Committee membership, provided they are accompanied by ten (10) signatures of Party members. Resolutions adopted expressing an action or position of statewide or nationwide implication shall be accepted once re-formatted to comply with these convention rules and transmitted by the respective committee co-chairs to the Convention Resolutions Committee.

7.1.3. **Young Democrats and DPH Caucuses** (Education, Environment, Hawaiian Affairs, Kupuna, LGBT, Labor, Veterans Affairs, and Women): Young Democrats and these caucuses may submit amendments to the Rules, Platform, and the Affirmative Action Plan; and resolutions that were adopted by their membership, provided they are accompanied by ten (10) signatures of Party members. Resolutions adopted expressing an action or position of statewide or nationwide implication shall be accepted once re-formatted to comply with these convention rules and transmitted by the respective Young Democrats or caucus co-chairs to the Convention Resolutions Committee.

7.1.4. **Members of the Democratic Party of Hawaii:** Amendments to the Rules, Platform, and Affirmative Action Plan; and resolutions, may be submitted by two delegates to the State Convention (hereinafter, "Proposers") supported by 10 additional signatures of Party Members, which may include other Delegates to the State Convention (hereinafter, "Supporters"). Such submissions will be transmitted to the appropriate State Convention Committee in the format and by the deadline established in these rules. Documents must be accompanied by the approved and completed submittal form and contain the signatures and addresses of the Proposers and Supporters. This form shall not be considered part of the document and will not be printed for circulation.

7.1.5. Courtesy or Memorial Resolutions may be submitted by any Party member in the format required by these rules with the exception that no additional signatures are required.

7.2. The makers of all platform provisions, rules, and affirmative action proposals shall submit one copy printed in Times New Roman, 12 point type, with one-inch margins on all sides on 8.5” by 11” white paper. Proposed resolutions shall be submitted in Arial, 10 point type, with one-inch margins on all sides on 8.5” by 11” white paper and limited to one page and must follow the Parliamentary Advisory and template that are attached.

In addition to a printed copy, a clean digital copy without markup or comment on the document must also be submitted. Digital copies may be submitted in a Microsoft Word document (*.doc, *.docx, *.rtf) and as a PDF. Digital copies may be submitted by email as attachments to:

For Rules submissions: Rules2020@hawaiidemocrats.org

For Platform submissions: Platform2020@hawaiidemocrats.org

For Resolution submissions: Resos2020@hawaiidemocrats.org

For all other State Convention submissions: Convention2020@hawaiidemocrats.org

A confirmation receipt will be sent to persons submitting material via e-mail. Floppy disks, USB drives, and CD-ROM drive submissions will not be accepted.

7.3. Electronic Submissions: E-mail submissions must include the following information in its subject line: “2020 DPH State Convention TYPE OF DOCUMENT;” the words “TYPE OF DOCUMENT” should be replaced with one of the following words: Resolution, Rule, Platform or Affirmative Action. The body of the email should include the following information: type of document (e.g. Resolution, Rule, Platform or Affirmative Action), the title of the document, name of proposer, and the version of Microsoft Word used. Except for non-policy, courtesy or memorial resolutions, submissions shall not be accepted after 5:00 p.m., Monday, May 4, 2020. Late submissions must comply with Rule 7.6 and shall be subject to Rule 7.7

7.4. All documents to be considered by the State Convention committees, including any from the County Conventions, must be received at the Democratic Party of Hawai‘i Headquarters, 627 South Street, Suite 105, Honolulu, HI 96813 by Monday, May 4, 2020, 5:00 p.m. or postmarked by Saturday, May 2, 2020. This includes hard copies and submittal forms with the accompanying digital version as provided above (Rules 7.2, 7.3 and 7.4.) Except for courtesy or memorial resolutions, any document submitted after 5:00 p.m. on Monday, May 4, 2020 is late and must comply with Rule 7.6.

7.5. Responsible Convention Committees may accept late documents at the convention committee meetings on May 9, 2020. Late submissions shall be accepted for consideration if approved by a 2/3 vote of the applicable convention committee members present.

7.6. The committee to which a document is referred shall, by majority vote of the committee members present, have the right to reject any document not complying with Rule 7 requirements.

RULE 8. RELATING TO PROPOSED RULES (AMENDMENTS TO CONSTITUTION AND/OR BYLAWS)

8.1. In addition to requirements under Rule 7 governing the preparation of documents, documents proposing amendments to the Constitution and/or Bylaws shall:

1. State the article, section, subsection, and page number and line numbers of the Constitution and/or Bylaw(s) proposed to be amended.
2. State the present text of the Constitution and/or Bylaw(s).
3. State the Constitution and or Bylaw(s) again with changes, additions or deletions presented in Ramseyer format, i.e., bracket and strikethrough deletions and underline words to be added or inserted.
4. State the rationale for the proposed change to the Constitution and/or Bylaws.
5. State whether the proposal affects precinct clubs, district councils, county committees, state central committee, caucuses, a specific party office, or elected officials.
6. If the proposal affects other sections of the Constitution and/or Bylaws, identify those sections and state the appropriate changes.

8.2. Documents proposing amendments to the Constitution and/or Bylaws shall be referred to and considered by the State Convention Rules Committee. The State Convention Rules Committee shall have the power to revise and amend the proposed amendment(s) and shall prepare a report with recommendations to either approve or deny each proposal to the State Convention.

RULE 9. RELATING TO PLATFORM PROPOSALS

Documents proposing platform changes to the proposed 2020 DPH Platform as drafted by the DPH Standing Platform Committee shall be referred to and considered by the State Convention Platform Committee. The State Convention Platform Committee shall have the power to revise and amend any proposed provision(s) and shall prepare a report with recommendations to either approve or deny each proposal to the State Convention.

RULE 10. RELATING TO RESOLUTION PROPOSALS

10.1 Documents proposing resolutions for consideration by the State Convention shall be referred to the State Convention Resolutions Committee and may be assigned to appropriate State Convention Sub-Committees. The Resolutions Committee is especially urged to consult with respective Caucuses on resolutions that directly impact upon their Caucus.

10.2 The State Convention Resolutions Committee shall have the power to edit, combine resolutions of similar substance, and make non-substantive amendments that do not alter the intent of the resolving clauses. The State Convention Resolutions Committee shall prepare a report to the State Convention listing the resolutions that the committee recommends adopting and a list of resolutions that the committee does not recommend adopting.

RULE 11. RELATING TO AFFIRMATIVE ACTION PROPOSALS

Documents proposing affirmative action by the Democratic Party of Hawai‘i shall be referred to and considered by the State Convention Affirmative Action Committee. The State Convention Affirmative Action Committee shall have the power to revise and amend the proposed document and shall prepare a report with recommendations on each proposal to the State Convention.

RULE 12. RELATING TO DEBATE AND FLOOR RECOGNITION

12.1. Only Delegates to the State Convention may speak on the floor of the State Convention. A Delegate wanting to speak must wait at one of the floor microphones to be recognized and indicate their purpose, for example, whether he/she will speak for, against, or to amend the pending motion. Amendments must comply with rule 14 of these rules.

12.2. No Delegate to the State Convention shall speak in debate more than twice on the same question (debatable motion) on the same day and for no longer than two minutes each time.

RULE 13. RELATING TO LIMITING DEBATE

13.1. A Delegate seeking to request information or to make a point of order may be given preference for recognition, but may not debate when recognized for such purpose.

13.2. Notwithstanding Rule 12, the State Convention Chair may terminate debate on any motion after three speakers in favor of the motion and three speakers opposed to the motion have discussed the motion. This rule may be suspended by a majority vote of the State Convention without debate.

RULE 14. RELATING TO WORD-SMITHING AND FLOOR AMENDMENTS

Motions to amend a pending document from the floor must be submitted in writing before the maker of the motion to amend seeks floor recognition. Only the submitted amendment may be considered; no word-smithing at the microphone will be permitted. Motions to amend must clearly indicate what words are being proposed for striking out and/or what words are being proposed for addition or insertion.

RULE 15. RELATING TO RECORD OF PROCEEDINGS

15.1. All reports and other material for the permanent record or printed proceedings shall be typed and immediately sent to the State Convention Secretary on presentation. The 2020 Convention Platform, Affirmative Action, Rules, and Resolutions committees co-chairs shall within 60 days of the close of the convention provide to the SCC Secretary a digital copy of the finalized Platform, Affirmative Action Plan, Rules (Constitution and Bylaws), and Resolutions, respectively, that were adopted at the convention. The DPH secretary may make non-substantive changes. Within 60 days of the close of the convention, these documents will be posted to the Party website by the DPH secretary. The convention scribe will provide a copy of the convention minutes to each convention committee co-chair within 30 days of adjournment of the convention.

15.2. To the extent possible, the DPH will move to a paperless convention. As all committee reports will be posted to the DPH website and accessible to delegates, only a courtesy copy of each report will be set on each table in the general session. A limited number of hard copy reports will be available on request for the physically and mentally disabled and kupuna (65 years and above) without cost; all others desiring a hard copy will be assessed \$5 for a copy of all convention committee reports that will be presented at the convention.

RULE 16 RELATING TO SEPARATE CONSIDERATION OF RESOLUTIONS, PLATFORM PLANKS AND BYLAW AMENDMENTS

16.1. Proposed resolutions recommended shall be considered for adoption in gross in the form in which the Resolutions Committee has submitted them. A Delegate who opposes or desires to amend any resolution as recommended and submitted by the Resolutions Committee shall give notice to the parliamentarian using the Convention Separation Form and/or the Convention Amendment Form to consider separately that resolution prior to the presentation of the report of the Resolutions Committee and prior to the vote taken for adoption in gross of the remaining resolutions. The Delegate who calls for such separate consideration of a resolution shall be recognized first to speak against and/or offer an amendment to the specified resolution.

16.2. Proposed Changes to the Platform recommended by the Convention Platform Committee shall be considered for adoption in gross in the form in which they were recommended for adoption by the Convention Platform Committee, unless a Delegate who opposes adoption of a particular platform plank as recommended moves to consider separately that platform plank prior to the vote taken for adoption in gross of the remaining platform. The Convention Separation Form and/or the Convention Amendment Form will be used for this purpose. The Delegate who calls for such separate consideration of a recommended platform plank shall be recognized first to speak against the proposed change and/or offer an amendment to the proposed change.

16.3. Proposed Constitution and Bylaw amendments recommended by the Convention Rules Committee shall be considered for adoption in gross in the form in which they were recommended for adoption by the Convention Rules Committee unless a Delegate who opposes adoption of an amendment as recommended moves to consider separately that amendment prior to the vote taken for adoption in gross of the remaining amendments. The Convention Separation Form and/or the Convention Amendment Form will be used for this purpose. The Delegate who calls for such separate consideration of a recommended Constitution and/or Bylaw amendment shall be recognized first to speak against and/or offer an amendment to the specified amendment.

16.4. Proposed amendments to the Affirmative Action Plan as recommended by the Convention Affirmative Action Committee shall be considered for adoption in gross in the form in which they were recommended for adoption by the Convention Affirmative Action Committee unless a Delegate who opposes adoption of an amendment as recommended moves to consider separately that amendment prior to the vote taken for adoption in gross of the remaining amendments. The Convention Separation Form and/or the Convention Amendment Form will be used for this purpose. The Delegate who calls for such separate consideration of a recommended Affirmative Action Plan amendment shall be recognized first to speak against and/or offer an amendment to the specified amendment.

RULE 17. CONSIDERATION OF NON-RECOMMENDED PLATFORM, AFFIRMATIVE ACTION, RULES, AND RESOLUTIONS

Any delegate from the floor may move consideration of a non-recommended proposal (as listed in Part II of the committee's report). Such motion must be seconded, is undebatable, and requires a 2/3 vote of the convention delegates present.

RULE 18. RELATING TO UNFINISHED BUSINESS

In the event that the business of receiving and acting on Resolutions cannot be completed because of time constraints, resolutions that did not receive a vote may be referred to the State Central Committee (SCC), on request by the proposer(s) to the SCC secretary within 30 days of the close of the convention for consideration no later than the second regular meeting it holds following the convention. If then adopted, the final “be it resolved” clause will reflect adoption by the State Central Committee.

RULE 19. RELATING TO NOMINATION PROCESS

19.1. In all cases for which a nominating petition is required, no one may properly sign more than one nominating petition per nominee for that office.

19.2. Nominations for State Party Chairperson shall be limited to one nomination speech of three minutes for each nominee. Candidates for State Party Chairperson may speak for four minutes each. Nominees may also leave campaign materials on tables in the general session.

19.3. Candidates for National Committeeman and National Committeewoman may speak for three minutes. Nominees may also leave campaign materials on tables in the general session.

19.4. Candidates for Presidential Electors may speak for not more than one minute in contested cases. Nominees may leave campaign materials on tables in the general session.

19.5. The Convention Elections Officer will announce nominations for other positions. Nominees for State Central Committee senatorial seats and nominees for Congressional District Level Delegates and Alternates to the Democratic National Convention may only leave campaign materials on tables in the general session.

RULE 20. RELATING TO ELECTIONS

20.1. Election to the positions of District Level Delegates to the Democratic National Convention will be by signed ballot.

20.2. Election to the position of Presidential Electors shall be by signed ballot.

20.3. Election to the positions of Democratic Party of Hawai'i National Committeeman, National Committeewoman, and SCC Senate Representatives shall be by signed ballot.

20.4. Election to the position of Democratic Party of Hawaii Chair shall be by a report of votes by District on the floor of the general session.

20.5. Candidates may each have one observer at the tally of votes.

20.6. Challenges to any election must be made within 30 minutes of the results being announced for that challenged election.

RULE 21. RELATING TO CAMPAIGN SPEECHES

21.1 Presidential candidates or their representatives may speak for not more than two minutes in the general session.

21.2 Candidates for Hawaii Congressional Districts 1 and 2, who are members of the Democratic Party of Hawai‘i, may speak for not more than two minutes.

21.3 All other candidates, who are members of the DPH, who attend the Meet and Greet on Friday evening will be given the opportunity to speak for not more than two minutes at that event. This also includes Presidential candidates or their representatives and congressional Districts 1 and 2 candidates.

RULE 22. RELATING TO ANNOUNCEMENTS

Requests for announcements shall be submitted to the desk of the State Convention Secretary or the desk of the Floor Manager.

RULE 23. RELATING TO STATE CONVENTION GOVERNANCE

The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the State Convention in all cases to which they are applicable, to the extent that it is not inconsistent with the Constitution & Bylaws of the Democratic Party of Hawai‘i, these standing rules, or the 2020 Convention Committee Selection Procedures and Meeting Rules.

RULE 24. RELATING TO APPROVAL OF CONVENTION MINUTES

The State Central Committee is authorized to approve the minutes of the 2020 State Convention.

RULE 25. RELATING TO ELECTRONIC DEVICES

25.1. All cellular phones, pagers, and other electronic devices shall be turned off or set to silent mode.

25.2. There shall be no live streaming of convention reports, related debates, discussions, and votes.

RULE 26. VOTING CARDS

26.1. Each Delegate to the State Convention will be issued at registration a “voting card”, which the delegate must sign as instructed at registration and maintain custody of throughout convention.

26.2. The Delegate shall raise the voting card when called upon by the State Convention Chair to express the Delegate's vote. The delegate may also be required to present the voting card issued to the Delegate to receive a ballot during ballot voting.

26.3. No one except the Delegate to whom the voting card is issued may use the card to vote. In the event that the delegate must leave before final adjournment on Sunday, the Delegate must surrender the voting card & other credentials to the Credentials Committee.

26.4. A voting card left unattended or in the custody or use of anyone except the Delegate to whom it was issued will be confiscated by the Sergeant-at-Arms.

RULE 27. CIRCULATION OF MATERIALS ON THE FLOOR

27.1 Campaign flyers from candidates for Party positions, or for National, State and County elected positions may be placed on tables in the convention hall before 8:00 a.m. on May 23 and May 24, respectively. Flyers will be limited to one sheet no larger than 8.5"x11". Candidates or their representatives must remove their materials from tables at the end of convention.

27.2 Banners will not be allowed in or outside of the convention hall, unless space is purchased through the DPH Convention Committee, or is within the confines of any purchased exhibit space. Anyone failing to abide with this rule will be fined \$200 payable to the Democratic Party of Hawaii.

Attachments:

1. Parliamentary Advisory Relating to Convention Resolutions
2. Sample DPH State 2020 Convention Proposed Resolution
3. Convention Separation Form
4. Convention Amendment Form

Adopted by the State Central Committee on November 9, 2019.

Democratic Party of Hawai'i Parliamentary Advisory Relating to Convention Resolutions

As delegates prepare for the 2020 State & County Conventions, be advised that any delegate, caucus, County, etc. having the right to submit resolutions for consideration should first carefully review the motions previously adopted.

See DPH website at: www.hawaiidemocrats.org (2010, 2012, 2014, 2016 and 2018); and the O'ahu County website at www.oahudemocrats.org/resolutions.html

Article VIII, Section 7A of the Constitution of the Democratic Party of Hawai'i provides that: The resolving clauses of resolutions, except for those clauses that refer to a specific date, event,

or legislative session, once adopted by delegates at a convention of the Democratic Party of Hawai'i shall represent the official policies of the Party and shall remain in force and effect until rescinded or amended by the delegates at an annual or special convention.

Likewise Section 12.2 of the Bylaws of the O'ahu County Democrats provides that:

The platform and resolutions adopted by delegates at conventions of the O'ahu County Democrats shall remain in force and effect until rescinded or amended by a two-thirds roll call vote of the full membership of the O'ahu County Committee or by a majority of votes cast by delegates at an annual or special convention, or until they come into conflict with the platform or resolutions of the Democratic Party of Hawai'i.

Any Resolution submitted that is substantially the same or in conflict with a motion previously adopted as posted online will be ruled out of order unless it is presented either as a resolution to amend a specific, previously adopted resolution or as a resolution to rescind a specific, previously adopted resolution.

Article VIII, Section 5 of the Constitution of the Democratic Party of Hawai'i further provides that the current edition of Robert's Rules of Order Newly Revised shall apply to all precinct Club meetings, District Council meetings, County meetings and conventions and State Conventions, where not inconsistent with the Constitution of the Democratic Party of Hawai'i.

The current edition of Robert's Rules of Order Newly Revised (11th ed.) Provides:

1. "Motions to "reaffirm" a position previously taken by adopting a motion or resolution are not in order. Such a motion serves no useful purpose because the original motion is still in effect; also, possible attempts to amend a motion to reaffirm would come into conflict with the rules for the motion to Amend Something Previously Adopted (35); and if such a motion to reaffirm failed, it would create an ambiguous situation." (p. 104, ll. 24-31)
2. "... motions are out of order if they conflict with a motion that has been adopted by the society and has been neither rescinded, nor reconsidered and rejected after adoption. Such conflicting motions, if adopted, are null and void unless adopted by the vote required to rescind or amend the motion previously adopted." (p. 343, ll. 17-20)

Reintroduction of a motion or resolution substantially the same as one previously adopted is either intended to "reaffirm" the previously adopted motion/resolution or is intended to amend it in some way. In either event, such a reintroduction is improper; the respective Chair or presiding officer will be advised to rule such resolutions out of order for reasons explained above.

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William J. Puette, Ph.D.
Professional Registered Parliamentarian (NAP), Certified Parliamentarian (AIP)

SAMPLE DPH STATE 2020 CONVENTION PROPOSED RESOLUTION:

Title: Urging That Unemployment Insurance include Health Care

Whereas, The expense to unemployed workers of maintaining medical insurance is commonly beyond their means; and

Whereas, Many unemployed workers in Hawai'i,² who must survive on unemployment insurance benefits alone, cannot afford the premium to continue medical insurance; and

Whereas, Hawai'i's workers and their dependents require health care during periods when they are unemployed; now, therefore, be it

Resolved, That the Democratic Party of Hawai'i³ urges expansion of unemployment insurance benefits to include payment of Health Care premiums; and be it

Ordered, That copies of this resolution be transmitted to the members of the Hawai'i Congressional Delegation, the Governor of the State of Hawai'i, the Lt. Governor of the State of Hawai'i, Hawai'i State Legislators who are members of the Democratic Party,

Submitted by: ⁵

Proposer: _____ Proposer: _____

Grammatically, a resolution is a single sentence with only one period at the end. The clauses should all be separate independent clauses ending in a semicolon and the connecting conjunction ("and") or appropriate phrase ("be it"), separated from the following clause by a blank line.

A preamble, consisting of "Whereas" clauses, is non-binding and not necessary or required. When used, the preamble clauses should avoid controversial statements or unsupported assertions that may draw attention and perhaps support from the resolving clause(s). Only the "Resolved," and "Ordered" clause(s) contain the binding and operative substance of the resolution.

Unless stated in the resolution itself, a resolution does not sunset. It is effective indefinitely until rescinded or amended.

The Title briefly describes the intent of the resolution. Do not use all caps for the title or the words, Whereas, Resolved, or Ordered.

Use the Hawaiian diacriticals in the words Hawai'i, O'ahu, Kaua'i and other Hawaiian words & names as appropriate. The 'okina is not an apostrophe. It should look like a miniature "6" in superscript. It can be made in Word on a PC with the following sequence: Alt 0145, or by a left single quote.

The first words after the word "Resolved," should be "That the Democratic Party of Hawai'i" - not "by the Democratic Party ..." If the resolution originated as a county convention resolution, the county secretary needs to change the name of the county in the resolved to the DPH before submission.

Instead of "Resolved", transmission directions to staff should use "Ordered". Do not stipulate that the copies be "certified."

Refer to the convention rules for submission requirements; otherwise, the maker and the second should be convention delegates.

Chair/Secretary's ref. # _____

2020 DPH CONVENTION SEPARATION FORM

I move that proposed

- Proposed Affirmative Action Amendment Number _____
 - Proposed Platform Plank Amendment Number _____
 - Proposed Constitution Amendment Number _____
 - Proposed Bylaws Amendment Number _____
 - Proposed Platform Plank Amendment Number _____
 - Proposed Resolution Number & Title: _____
-

be considered separately so that I may speak against it and/or move the attached amendment.

Requestor: (Print Name) _____ District: _____

Sign: _____

INSTRUCTIONS:

Use one form for each proposed amendment, plank, or resolution you are requesting to consider separately.

If you expect to move an amendment to the above named amendment, plank, or resolution, complete and attach a "Convention Amendment Form."

Turn this form (and attachment if applicable) to the Parliamentarian before going to a microphone to speak

If more than one delegate requests separation, the first delegate to turn this completed form in to the Parliamentarian will be considered the Requestor.

The requestor will be recognized first by the Chair and expected to speak against the above named proposal or resolution and/or to move an amendment to the above named rule, plank, or resolution.

Do not use this form unless you are requesting to speak against and/or amend the rule, plank, or resolution named above.

