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Robert's Rules of Order
were designed to
properly assemble a
group of people, of any
size. It's a form of
organizing assemblies

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intelligently. Any group, society, or assembly who adopts Robert's rules has the liberty to adopt their own rules - eventually creating their own book of rules.

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Robert's Rules provides
for constructive and
democratic meetings,
to help, not hinder, the

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business of the assembly. Under no circumstances should "undue strictness" be allowed to intimidate members or limit full participation. The fundamental right of deliberative assemblies requires all questions to be thoroughly discussed before taking action!

Robert's Rules of Order - Summary Version

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If you're not familiar with 'Robert's Rules of Order', it is the established guide for conducting organized meetings. It's appropriate for formal and informal groups. It's a must-have guide for PTAs, church groups, volunteer organizations, just about any committee that is going to meet regularly to organize projects and fundraisers.

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of ALL business is controlled by the general will of the whole membership - the right of the deliberate majority to decide.

Robert's Rules Of Order | Quick Reference

debate to three (3) minutes per speaker by general consent at the beginning of the meeting. • All remarks must be addressed to

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the chair - no cross
debate is permitted. •
It is not permissible to
speak against one's
own motion (but one
can vote against one's
own. motion)

Robert's Rules of Order - the Basics

Before speaking in
debate, members
obtain the floor. 3. The
maker of the motion
has first right to the
floor if he claims it
properly 4. Debate

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must be confined to the merits of the motion. 5. Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.

ROBERTS RULES CHEAT SHEET

oEveryone has the right to speak once if they wish, before anyone may speak a second time.

oEveryone has the

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right to know what is going on at all times. Only urgent matters may interrupt a speaker. The [members] discuss only one thing at a time.

Simplified Roberts Rules of Order - INTELEC

The authors of Robert's Rules of Order Newly Revised have issued three Official Interpretations

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(2020-1, 2020-2, and
2020-3) relating to
specific questions that
may be especially
pertinent to
organizations having
difficulty conducting
business amid
restrictions due to the
COVID-19 pandemic.

The Official Robert's Rules of Order Web Site

Robert's Rules provides
rules and procedures
that allow a

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deliberative assembly
to make its decisions
efficiently, but with all
due regard for the
rights of the minority.

Following the rules
ensures more a fair
and more achievable
outcome without
wasting time, but
remembering all the
details of
parliamentary
procedure can be a tall
order.

Robert's Rules For
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By C. Alan Jennings,
PRP, PRP Even though
it's the nature of
meetings to have more
said than done,
Robert's Rules helps
keep things on track by
requiring that no
discussion be
undertaken until
somebody proposes an
idea for action. It's
through motions that
everything your group
ever accomplishes gets

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Rules have been updated and expanded upon, and are now used in organizations of all types and sizes.

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Rules of Order were designed to properly assemble a group of people, of any size. It's a form of organizing assemblies intelligently.

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was first established in 1863 as a way to better assist in bringing efficiency, legitimacy, fairness, uniformity, and competence to the way meetings ran among Army personnel. This book covers the topic of Robert's rules and how to understand and implement them yourself.

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