

**Routine of business in the Senate as set out in standing order 57 and related orders  
(as at 26 October 2010, incorporating temporary orders agreed to on 25 November 2009 and 22 November 2010)—v.2 (24.03.11)**

Monday	Tuesday	Wednesday	Thursday
<p><b>‡10 am</b> Prayers and acknowledgement of country Government business only</p> <p><b>2 pm</b> Questions Motions to take note of answers (<i>Time limit: 30 mins</i>) Petitions Notices of motion Placing of business Discovery of formal business MPI or urgency motion (<i>Time limit: 1 hr, or if no motions to take note, 90 mins</i>) Ministerial statements Tabling of documents Committee memberships Messages from House of Representatives Order of business</p> <p><b>6.30 to 7.30 pm</b> Sitting suspended— (DINNER BREAK)</p> <p><b>7.30 pm</b> Order of business continued</p> <p><b>9.50 pm</b> Adjournment proposed (<i>Time limit: 40 mins</i>)</p>	<p><b>12.30 pm</b> Prayers and acknowledgement of country Government documents (<i>Presented pursuant to order</i>) Government business only</p> <p><b>2 pm</b> Questions Motions to take note of answers (<i>Time limit: 30 mins</i>) Petitions Notices of motion Placing of business Discovery of formal business MPI or urgency motion (<i>SO 75—Time limit: 1 hr, or if no motions to take note, 90 mins</i>) Ministerial statements Tabling of documents Committee memberships Messages from House of Representatives Order of business</p> <p><b>6.50 pm</b> Consideration of government documents tabled earlier in the day (<i>SO 61—Time limit: 30 mins</i>)</p> <p><b>7.20 pm</b> Adjournment proposed (<i>No time limit</i>)</p>	<p><b>9.30 am</b> Prayers and acknowledgement of country Government documents (<i>Presented pursuant to order</i>) Government business only</p> <p><b>12.45 pm</b> Discussion of matters of public interest (<i>SO 57(2)</i>)</p> <p><b>2 pm</b> Questions Motions to take note of answers (<i>Time limit: 30 mins</i>) Petitions Notices of motion Placing of business Discovery of formal business MPI or urgency motion (<i>SO 75—Time limit: 1 hr, or if no motions to take note, 90 mins</i>) Tabling and consideration of committee reports (<i>SO 62(4)—Time limit: 1 hr</i>) Ministerial statements Tabling of documents Committee memberships Messages from House of Representatives Order of business</p> <p><b>6.50 pm</b> Consideration of government documents tabled earlier in the day (<i>SO 61—Time limit: 30 mins</i>)</p> <p><b>7.20 pm</b> Adjournment proposed (<i>Time limit: 40 mins</i>)</p>	<p><b>9.30 am</b> Prayers and acknowledgement of country ‡ General business, orders of the day for consideration of bills (<i>SO 57(1)—Time limit: 2 hrs and 20 mins</i>)</p> <p><b>11.50 am</b> Petitions Notices of motion Placing of business Discovery of formal business Tabling and consideration of committee reports (<i>SO 62(4)—Time limit: 1 hr</i>) Committee memberships Messages from House of Representatives Order of business If agreed to, 'non-controversial' legislation</p> <p><b>2 pm</b> Questions Motions to take note of answers (<i>Time limit: 30 mins</i>) MPI or urgency motion (<i>Time limit: 1 hr, or if no motions to take note, 90 mins</i>) Ministerial statements Government responses to parliamentary committee reports Tabling of documents</p> <p><b>Not later than 4.30 pm</b> <b>General business</b> (<i>Notices of motion and orders of the day</i>)</p> <p><b>Not later than 6 pm</b> <b>General business, cont.</b> (<i>SO 61(3)—Consideration of government documents. Time limit: 1 hr</i>)</p> <p><b>Not later than 7 pm</b> Consideration of committee reports and government responses and Auditor-General's reports (<i>SO 62—Time limit: 1 hr</i>)</p> <p><b>8 pm</b> Adjournment proposed (<i>Time limit: 40 mins</i>)</p>

‡ Temporary order agreed to 22 November 2010 upon adoption of recommendation in the Procedure Committee's 4th report of 2010

## GENERAL TIMES

### Times of meetings of the Senate

Monday†	10 am to 6.30 pm, 7.30 pm to 10.30 pm
Tuesday†	12.30 pm to adjournment
Wednesday†	9.30 am to 8 pm
Thursday	9.30 am to 8.40 pm

### Petitions close (see: Brief Guide\* No. 21—Petitions)

9.30 am on a day on which the Senate sits at 12.30 pm.  
5 pm on the working day prior to the Senate sitting at 9.30 am and 10 am‡.

### Questions on notice close (see: Brief Guide\* No. 17—Questions)

At 5 pm on sitting days and 2 pm on the Wednesday before the next day of sitting in non-sitting weeks.

## SENATE NUMBERS

Quorum	19 (one-quarter)
Absolute majority	39

## DEBATING OPPORTUNITIES AND TIME LIMITS

(see: Brief Guide\* No. 4—Rules of Debate)

### Bills (see: Brief Guide\* No. 9—Consideration of legislation)

1° of non-amendable bill	15 mins	SO 112(2)
2°	20 mins	SO 189(1)
In committee	15 mins	SO 189(3)
	(+ possible extension of 15 mins)	
3°	20 mins	SO 189(1)
Selection of Bills Committee— adoption of report	5 mins	SO 24A(7)
	(limit for debate: 30 mins)	
Reference of a bill to committee	5 mins	SO 115(6)
	(limit for debate: 30 mins)	

SO = standing orders

\* Brief Guides to Senate Procedure at [www.aph.gov.au/senate/pubs/guides/index.htm](http://www.aph.gov.au/senate/pubs/guides/index.htm)

† Broadcast day

‡ Temporary order agreed to 22 November 2010 upon adoption of recommendation in the Procedure Committee's 4th report of 2010

## DEBATING OPPORTUNITIES AND TIME LIMITS—CONTINUED

### Committee reports and government responses (see: Brief Guide\* No. 3—

Opportunities for debating documents and reports)

Motions relating to report on Wednesday or Thursday	10 mins	SO 62(4)
	(limit for debate: 1 hr)	
Resumption (Thursday)	10 mins	SO 62(1)
	(limit for debate: 1 hr)	

### Debate

General	20 mins	SO 189(1)
Extension of time (possible)	10 mins	SO 189(1)
In committee	15 mins	SO 189(3)
In reply	20 mins	SO 189(2)

### Documents (General)

Motions moved by leave	10 mins	SO 169(2)
	(limit for debate: 30 mins per motion, 1 hr for all motions)	

### Government documents—consideration (see: Brief Guide\* No. 3—Opportunities for debating documents and reports)

Motion to take note (Tuesday and Wednesday)	5 mins	SO 61(3)
	(limit for debate: 30 mins)	
Resumption (Thursday)	5 mins	SO 61(3)
	(limit for debate: 1 hr)	

### Matters of Public Importance/Urgency (see: Brief Guide\* No. 10—Matters of public importance and Urgency)

All speakers	10 mins	SO 75(7)
	(limit for debate: 1 hr, or 90 mins if no motions are moved after question time to take note of answers)	

### Discussion of matters of public interest

	15 mins	SO 57(2)
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### Questions (see: Brief Guide\* No. 17—Questions)

▶ Without notice		
Primary question	1 min	SO 72(3)
Answering question	2 mins	SO 72(3)
Supplementary questions (2)	30 sec	SO 72(3)
Answering supplementary	1 min	SO 72(3)
Debate on motions relating to answers	5 mins	SO 72(4)
	(limit for debate: 30 mins)	

### Suspension of standing orders (see: Brief Guide\* No. 5—Suspension of standing orders)

	5 mins	SO 209(4)
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(limit for debate: 30 mins)

### Debate for the election of the President of the Senate

	15 mins	SO 6(2)
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### Adjournment of the Senate

	10 mins	SO 54(5)
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(limit for debate: 40 mins, except for Tuesday which has no limit on debate)

SO = standing orders

\* Brief Guides to Senate Procedure at [www.aph.gov.au/senate/pubs/guides/index.htm](http://www.aph.gov.au/senate/pubs/guides/index.htm)

▶ Temporary order agreed to 25 November 2009; continuation of temporary order agreed to 28 October 2010 upon adoption of recommendation in the Procedure Committee's 3rd report of 2010, 1 March 2011, and 24 March 2011 upon adoption of recommendation in the Procedure Committee's 1st report of 2011