

STANDING ORDERS  
OF THE HOUSE OF REPRESENTATIVES  
OF THE REPUBLIC OF INDONESIA



PUBLISHED BY THE SECRETARIAT OF DPR - RI

STANDING ORDERS  
OF THE HOUSE OF REPRESENTATIVES  
OF THE REPUBLIC OF INDONESIA



**PERPUSTAKAAN**  
Dewan Perwakilan Rakyat Republik Indonesia  
No: A. 30 881  
Tgl: 28-2-89



PUBLISHED BY THE SECRETARIAT OF D.P.R. - R.I.

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# DECISION

of

## THE HOUSE OF REPRESENTATIVES OF THE REPUBLIC OF INDONESIA

No. 7/D.P.R. — RI/III/71 — 72

on

## STANDING ORDERS OF THE HOUSE OF REPRESENTATIVES OF THE REPUBLIC OF INDONESIA

### THE HOUSE OF REPRESENTATIVES

In its 10th open plenum on January 8, 1972,

*Considering :*

1. that following the formation of the House of Representatives through general elections in 1971 the standing orders of the D.P.R.G.R. (Gotong-reyong House of Representatives) have become invalid.
2. that standing orders need to be established governing the status, function, task, authority, responsibility as well as the administration of the House of Representatives ruled by the principles of the PANCASILA (the five principles of the State Ideology) and the 1945 Constitution;

*In view of :*

1. the Preamble of the 1945 Constitution which emphasizes that people's sovereignty shall be ruled by the wisdom of deliberation/representation;
2. the 1945 Constitution, Article 2 paragraph (3) which emphasizes that all decisions shall be taken by a majority of votes, Articles 5 paragraph (1) and 20 paragraph (1) which requires collaboration bet-

ween the President and the House of Representatives in making legislation;

3. The decision of M.P.R.S. (Provisional People's Consultative Assembly) No. XXXVII/MPRS/1968 on Directives on the Exercise of People's Sovereignty ruled by the Wisdom of Deliberation/Representation;
4. Act No. 15/1969 on General Elections and Act No. 16/1969 on the Structure and Status of M.P.R. (Congress), D.P.R. (House of Representatives), and D.P.R.D. (Regional Councils);
5. the Decision of the Plenum of the House of Representatives on October 29, 1971, and on November 22, 1971;

*Having heard :*

The Report of the ad hoc Committee on the Formulation of Standing Orders of the House of Representatives of the Republic of Indonesia which, by decision of the plenum of the House of Representatives on November 2, 1971, has acquired full powers in order to formulate the Standing Orders of the House of Representatives of the Republic of Indonesia formed through General Elections in 1971;

HEREBY RESOLVES

*To enact :*

Standing Orders of the House of Representatives of the Republic of Indonesia formed through General Elections in 1971 as hereunder :

## CHAPTER I GENERAL PROVISIONS

### Article 1.

- (1) The House of Representatives referred to in these Standing Orders shall be the one through General Elections which has started functioning since October 28, 1971.
- (2) The House of Representatives shall perform its task on the basis of the PANCA-SILA and the 1945 Constitution.
- (3) The members of the House of Representatives being representatives of the People shall in performing their task pay genuine attention to the interest of the People.

## CHAPTER II

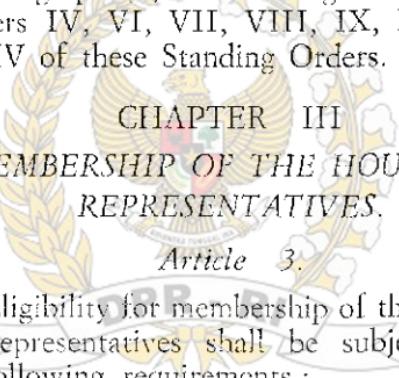
### Article 2

#### STATUS, TASK AND AUTHORITY OF THE HOUSE OF REPRESENTATIVES.

##### *Status of the House*

- (1) The House of Representatives being an Institution of State shall bear the responsibility and authority for the execution of the following main tasks :
  - a. In collaboration with the Government, to prepare the State Budget in accordance with article 23 paragraph (1) of the 1945 Constitution and its clarification.
  - b. In collaboration with the Government, to make laws in accordance with articles 5 paragraph (1), 20, 21 paragraph (1), 22 of the 1945 Constitution and its clarification.

- c. To exercise supervision on the implementation of laws, the execution of the State Budget, and the policy of Government in accordance with the spirit of the 1945 Constitution and its clarification.
- (2) The execution as mentioned in article 2 paragraph (1) shall be regulated in Chapters IV, VI, VII, VIII, IX, X, XI and XV of these Standing Orders.



### CHAPTER III

#### MEMBERSHIP OF THE HOUSE OF REPRESENTATIVES.

##### Article 3.

*Membership of the House*

- (1) Eligibility for membership of the House of Representatives shall be subject to the following requirements :
  - a. Citizens of the Republic of Indonesia having reached the age of 21 and serving God Almighty;
  - b. Ability to use the Indonesian language and capability of writing and reading the Latin alphabet;
  - c. Loyalty to the PANCASILA as the Principle and Ideology of the State, to the 1945 Constitution and to the Revolution of Independence of the Indonesian people for the fulfilment of the Message of People's Sufferings;
  - d. Being not a former member of the outlawed organization Partai Komunis Indonesia (Indonesian Communist Party).

inclusive of its mass organizations, or being not a person involved, directly or indirectly, in the "Counter-Revolutionary Movement G.30.S/PKI" or any other outlawed organizations;

- e. Not being deprived of his right to vote based on an irrevocable verdict of the court;
- f. Being in no state of undergoing imprisonment for crime or detention based upon irrevocable verdict of the court for criminal action liable to imprisonment of at least five years;
- g. Being positively in no state of mental disturbance.

(2) The members of the House of Representatives shall reside in the territory of the Republic of Indonesia.

(3) Membership of the House of Representatives shall be authorized by Decision of the President.

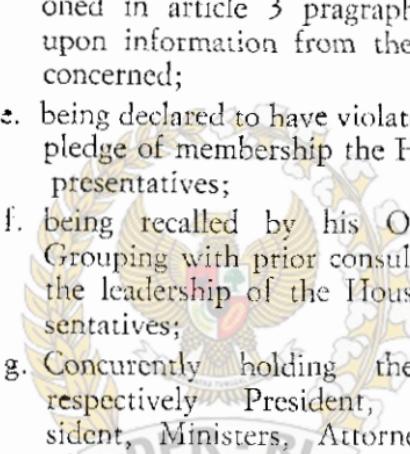
#### *Article 4.*

The term of membership of the House of Representatives shall be 5 (five) years; they (the members) shall resign *en bloc* at the termination of their membership.

#### *Article 5.*

(1) A member of the House of Representatives terminates his membership *ad interim* by reasons of :

- a. death;
- b. own request in writing to the leadership of the House of Representatives;



- c. residence outside the territory of the Republic of Indonesia;
- d. failure to meet the requirements mentioned in article 3 paragraph (1) based upon information from the authorities concerned;
- e. being declared to have violated the oath/pledge of membership the House of Representatives;
- f. being recalled by his Organization/Grouping with prior consultations with the leadership of the House of Representatives;
- g. Concurrently holding the post of respectively President, Vice President, Ministers, Attorney General, Chairman and Member-Judge of the Supreme Court, Chairman and Member of the Supreme Advisory Council and other inconsistent post regulated by law.

(2) A member retired *ad interim* as mentioned in paragraph (1) of this article shall have his seat substituted by :

- a. a candidate of the organization concerned;
- b. a candidate of an Official either at the proposal of the government agency/organization concerned or at the initiative of that Official.

(3) A member substituting *ad interim* shall resign when the termination of the replaced member finished.

- (4) Retirement of any member due to failure to meet the requirements mentioned in article 3 paragraph (1) letters c, d, f, any longer and for reasons mentioned in paragraph 1) letter e of this article shall be considered dishonourably.
- (5) Retirement of member of the House of Representatives shall be adjusted to the Decision of the President.

#### *Article 6.*

- (1) Before assuming office the members of the House of Representatives shall jointly take their oath/make their pledge according to their respective religious faiths before and in the presence of the Supreme Judge during an open plenum of the House of Representatives.
- (2) The Speaker of the House of Representatives or any other member of the leadership shall officiate the taking of oath/making of pledge by those members of the House of Representatives who have not as yet been sworn in before and in the presence of the Supreme Judge in accordance with paragraph (1) of this article.

#### *Article 7.*

The reading of the oath/pledge mentioned in article 6 is as follows :

"I swear (pledge) that to become a member (the Speaker/Deputy Speaker) of the House of Representatives I shall not, directly or indirectly, under any name or pretext whatsoever, give or

promise or even shall give anything to anyone whomsoever.

I swear (promise) that in order to do or not to do anything in this office, I shall not under any circumstances receive, directly or indirectly, any promise or gift from anyone whomsoever.

I swear (promise) that I shall consistently uphold the Message of People's Sufferings, that I shall be loyal to and defend the Pancasila as the Principle and Ideology of the State, the 1945 Constitution and all laws and other regulations in force in the State of the Republic of Indonesia, that I shall to the best of my ability endeavor to promote the happiness of the people of Indonesia, and that I shall pay allegiance to the State, the Nation, and the Republic of Indonesia."

## CHAPTER IV

### THE RIGHTS OF THE MEMBERS OF THE HOUSE OF REPRESENTATIVES

#### *Rights of the Members*

#### *General Provisions*

##### *Article 8.*

- (1) In order to perform the duty and authority of the House of Representatives as provided for in article 2 its members shall have the following rights :
  - a. of posing questions individually;
  - b. of interpellation;
  - c. of inquiry;
  - d. of amendments;
  - e. of statement of views;
  - f. of suggesting/recommending any person if so provided by law.

(2) The right of initiative shall be regulated in Chapter X concerning Legislation and Initiative Proposals.

*Individual Rights of Members  
to Pose Questions.*

*Article 9.*

- (1) Every member of the House of Representatives, either individually or jointly, may pose questions to the President.
- (2) Such a question should be formulated concisely and clearly and submitted in writing to the Leadership of the House of Representatives.
- (3) If deemed necessary the Leadership of the House of Representatives may consult the questioner as to the contents, form and nature of such questions.
- (4) The Leadership of the House of Representatives shall, after having passed on such a question to the President together with a request in order that answers be obtained in the shortest possible time, multiply such questions for distribution to the Members.
- (5) Before being passed on to the President such questions shall not be made public.

*Article 10.*

- (1) Should the answers to the questions posed as mentioned in article 9 be served in writing by the President no debates shall be held thereon.

(2) The questioner concerned may request in order that the questions be answered by word of mouth. Should the President comply with such a request the questioner concerned may at a session fixed thereto readvance concisely clarifications concerning his questions in order that the President may be able to provide more extensive information regarding the matter embodied therein.

*Interpellation.*

*Article 11.*

(1) Not less than thirty member of the House of Representatives comprising not only one Faction may propose to the House of Representatives an interpellation to the President regarding some policy of the Government.

(2) The proposal provided for in paragraph (1) of this article shall be submitted to the Leadership of the House of Representatives, formulated concisely, clearly and signed by the proposer.

(3) The Secretariat of the House of Representatives shall provide such a proposers with a main number.

*Article 12.*

(1) During a subsequent plenary session the Leadership of the House of Representatives shall inform the House of a proposed interpellation. Such proposal shall later be multiplied and distributed to the members.

(2) During a meeting of the Steering Committee the proposers shall be given the opportunity to clarify the aim and objective of said interpellation, if necessary by mutual discussion. Subsequently the Steering Committee shall fix the date and time on which said proposal be debated in a plenary session.

(3) The proposers shall make their clarifications during a plenary session. Decision whether to agree to or to reject such a proposed interpellation to become the House of Representatives' own shall be taken at the aforesaid or another plenum.

#### *Article 13.*

(1) So long as any proposed interpellation has not been decided upon to become the House of Representatives' own the proposers shall be entitled to forward alterations or to revoke it.

(2) Notification concerning any alterations or revocation shall be submitted in writing to the Leadership of the House of Representatives and shall be signed by the proposers, subsequently multiplied and distributed to the members.

(3) Should the number of signatories to any proposed interpellation not having as yet entered first-term reading prove to be less than 30 (thirty) additional signatories shall be procured in order to involve at least 30 (thirty) members and representing not only one Faction. Should this provision

not be met in two sessions the said proposal shall become invalid.

*Article 14.*

- (1) Should the proposed interpellation to the President be accepted as being the House of Representatives' own interpellation said interpellation shall be sent to the President and the President shall be invited to serve the information asked for.
- (2) Debates shall be held on the President's statement as provided for in paragraph (1) of this article, giving the opportunity to the proposers or the other members to bring up their views.
- (3) The President shall serve answers to the views of the proposers and the other members.

*Article 15.*

- (1) At the proposal of not less than thirty members of the House of Representatives not comprising merely one Faction the House may express its views on the aforesaid answers given by the President.
- (2) For the purpose provided for in paragraph (1) of this article a proposal for a statement of views may be brought up to be dealt with in accordance with the provisions in articles 25 up to and including 29 of these Standing Orders.
- (3) Should the President's answers mentioned in article 14 paragraph (3) not be followed by any proposal for a statement of views

the debates concerning the President's statement as provided for in article 14 paragraphs (1) and (3) shall be declared closed by the House of Representatives.

### *Inquiries.*

#### *Inquiries*

#### *Article 16.*

- (1) In accordance with the provisions by law any number of members comprising not merely one Faction may propose an inquiry into any matter.
- (2) The proposal mentioned in paragraph (1) shall be embodied in a formulation which shall clearly describe the substance of the matter to be inquired into followed with an explanation and a specification of the expenses involved.
- (3) Such a proposal shall be submitted in writing to the Speaker of the House of Representatives and be signed by the proposers.

#### *Article 17.*

The proposal mentioned in article 16 as well as the explanation and specification of expenses shall after having been given a main number and a letter number by the Secretariat of the House of Representatives be multiplied and distributed to the Members of the House of Representatives and forwarded to the President.

#### *Article 18.*

Prior to being debated in plenum the Steering Committee shall fix the date and time on

which preliminary investigations be made into the proposal by the Factors.

*Article 19.*

- (1) As long as any proposal for an inquiry into some matter has not been agreed upon by the House of Representatives the proposers shall be entitled to make alterations to or revoke such a proposal entirely.
- (2) Notification on alterations or revocation shall be served in writing to the Leadership of the House of Representatives and shall be signed by the proposers and subsequently following multiplication distributed to the members of the House.
- (3) Should the number of signatories to any proposal for inquiry into some matter not as yet having entered first term reading prove to be less than provided in article 16 paragraph (1) additional signatories shall be procured in order to reach the required number.  
Should the number of signatories not be reached within two sessions said proposals shall become invalid.

*Article 20.*

- (1) When the House of Representatives decides to accept such proposal it shall set up a Committee of Inquiry comprising not less than 10 (ten) members and fix the amount of expenses involved.
- (2) Any decision by the House of Representatives to make inquiries shall at the same

time determine the period of time in which the Committee of Inquiry concerned shall perform its work.

(3) At the request of the Committee mentioned in paragraph (1) of this article its working period may be prolonged/shortened by the House of Representatives.

*Article 21.*

(1) The Committee of Inquiry shall be obliged to submit a monthly report in writing to the House of Representatives. This report shall after having been provided with a main number and a letter number by the Secretariat of the House of Representatives be multiplied and distributed to the members of the House.

(2) Such a periodical report may be discussed at a session of the House of Representatives at the proposal of 10 (ten) members unless the House should decide otherwise.

*Article 22.*

(1) The Committee of Inquiry shall, after completion of its work, report in writing to the House of Representatives. Such a report shall, after the Secretariat of the House has given it a main number and a letter number, be multiplied and distributed to the members of the House and subsequently debated in plenum unless the House should decide otherwise.

(2) The House of Representatives shall decide on said Committee of Inquiry's account and pass such a decision on to the President

(2) During the plenum to be fixed above the proposers shall be given the opportunity to present their explanation orally on said proposal of statement of views.

(3) Debates on any proposed statement of views shall be conducted in two terms by giving the opportunity to :

- a. the other members of the House of Representatives to present their views;
- b. the President to present his views.

Both during the first and second readings the proposers shall serve their answers on the views presented by the members and by the President.



Article 28,

- (1) As long as any proposed statement of views has not been approved by the House of Representatives the proposers shall have the right to bring about alterations in or to revoke said proposal entirely.
- (2) Notification on said revocation or alterations shall be served in writing to the Leadership of the House of Representatives and signed by the proposers, subsequently multiplied and distributed to the members of the House of Representatives and the President.
- (3) Should the number of signatories to the proposed statement of views not having as yet entered the first-term reading prove

to be less than thirty additional signatories must be procured so as to reach not less than thirty, Comprising not merely one Faction of the House.

Should said number of signatories not have been reached within two sessions said proposal shall become invalid.

#### *Article 29.*

- (1) Prior to any debate being conducted concerning the formulation of any proposal not less than 10 (ten) members may propose amendments.
- (2) The proposed amendments mentioned in paragraph (1) of this article accompanied by a concise explanation shall be served in writing to the Secretariat of the House of Representatives.
- (3) Said proposed amendments may only alter the formulation of the proposed statement of views provided it be agreed to by the proposers of such statement of views.
- (4) Such proposed amendments shall be deliberated upon during sessions held prior to the fourth reading plenum.

#### *Article 30.*

Debates shall be closed by decision of the House of Representatives either to accept or to reject said proposed statement of views.

*Suggesting/recommending any person  
if so provided by law.*

*Article 31.*

- (1) Should any legislation provide that the House of Representatives shall be obliged to suggest/recommend any person to become candidate for filling up any official post such a suggestion/recommendation of candidate shall be discussed in the Steering Committee.
- (2) The suggestion/recommendation mentioned in paragraph (1) of this article shall be not less than twice the number of official posts to be filled.
- (3) The candidates be decided upon by a plenum of the House of Representatives based on considerations of the Steering Committee.

*Article 32*

The candidates decided upon by a plenum of the House of Representatives shall be submitted in writing to the President.

**CHAPTER V**

**FACTIONS**

*The Fac-*

*Article 33*

*tions*

- (1) A faction shall denote a grouping of members of the House of Representatives reflecting a constellation of political assemblage in the society and consisting of ele

ments of either Political or Functional Grouping.

- (2) Factions shall be formed with the aim to step up working efficiency among members in the execution of their duties as representatives of the people.
- (3) Every member of the House of Representative shall be obliged to become a member of a Faction.
- (4) By virtue of paragraphs (1) and (2) of the article there shall be in the House of Representatives :
  - a. the Armed Forces Faction;
  - b. the Development Democratic Faction;
  - c. the Development Functional Faction;
  - d. the Development Unity Faction;as mentioned in Annex I of these Standing Orders.
- (5) Each Faction shall be fully responsible for the handling of its own respective affairs.
- (6) The House of Representatives shall make available facilities for the regular work of the respective Factions.

## CHAPTER VI

### LEADERSHIP OF THE HOUSE OF REPRESENTATIVES

#### *General Provisions*

##### *Article 34.*

*Leader-*

*ship of the House* (1) The Leadership of the House of Representatives shall be a united collective Leader-

ship which shall reflect the Factions in the House.

- (2) The Leadership of the House of Representatives shall consist of a Speaker and 4 (four) vice Chairmen.
- (3) The term of office of the Leadership of the House of Representatives shall be the same as the duration of the House.

*Election of the Leadership of the House of Representatives*

*Article 35.*

*Election  
Leader-  
ship of the  
House*

- (1) As long as the Leadership of the House of Representatives has not been fixed as yet the deliberations shall for the time being be presided over by the most senior member assisted by the most junior member and this shall be called Provisional Leadership of Deliberations.
- (2) The Leadership of the House of Representatives shall be elected from and by the Members of the House.
- (3) Candidates for the Speaker/Deputy Speaker shall be moved by the members in one package.
- (4) Every package proposal must be supported by not less than thirty members of the House of Representatives.
- (5) Said package proposal shall be submitted in writing to the Deliberations' Leadership together with the list of the proposers' signatures.

- (6) The proposers shall be given the opportunity to provide explanation on their proposal through their respective spokesmen.
- (7) The election of the Leadership of the House of Representatives shall be attempted as far as possible to take place through "mushawarah untuk mufakat" (deliberations aimed at reaching a consensus of opinion) in order to arrive at an unanimous decision.
- (8) Should the number of signatories to any package proposal or to any others of the same substance have surpassed a majority of votes as provided for in the 1945 Constitution the Deliberations' Leadership shall in an effort to reach a consensus ask for the opinion of those members no signatories to the packages or the packages of the same substance either individually or in groups.  
Based upon such opinions the Deliberations' Leadership shall decide the package having the majority of supporting votes to be adopted as the decision of the House of Representatives.
- (9) Should the decision in accordance with paragraphs (6) and (7) of this article not have been reached election shall be conducted by decision on the basis of majority of votes as regulated in CHAPTER XII of these Standing Orders.
- (10) When the Leadership of the House of Representatives has been elected the Pro-

ing the actual, current state of affairs or restoring the deliberations to the main topic of discussion.

(2) Should the Speaker/Deputy Speaker of the House of Representatives wish to take the floor on matters to be debated he shall for the time being leave his Chair and return thereto at the termination of his speech. In such a case the chairmanship of the session shall temporarily be regulated in accordance with article 38 paragraph (2).

## CHAPTER VII

### STEERING COMMITTEE

#### *Status and duties of the Steering Committee*

##### *Article 41.*

###### *Duties of the Steering Committees*

(1) The Steering Committee of the House of Representatives shall be permanent and have the duty:

- to fix the agenda of the House of Representatives for 1 (one) session year or 1 (one) session period or a part of a session period and fix the scheduled time for settlement of any matter, inclusive of settlement of a Bill, without attenuating the right of the plenum of the House of Representatives to make alterations;
- to direct and serve counsel to the Leadership of the House of Representatives in outlining wisdom pertaining to the

basic duty of the House of Representatives as well as concerning other duties relevant to due implementation of such basic duty;

- c. to determine the house-hold policy of the House of Representatives and to set up a House-hold Committee for such as its executive.

(2) The membership of the Steering Committee shall consist of delegates of the Factions of the House whereby one member of the Steering Committee shall represent 10 (ten) members of the House of Representatives under the following specification :

1. the Development Functional Faction shall be represented by 26 members;
2. the Development Unity Faction shall be represented by 9 members;
3. the Armed Forces Faction shall be represented by 7 members;
4. the Development Democratic Faction shall be represented by 4 members.

(3) The Steering Committee shall be led by the Leadership of the House of Representatives.

*Meetings and Decisions of the  
Steering Committee*

*Article 42.*

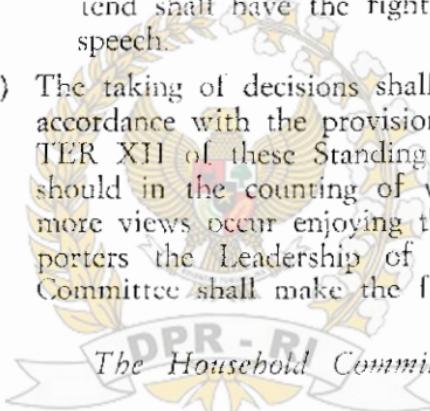
*Decisions  
in the  
Steering  
Committee*

(1) a. Meetings of the Steering Committee to fix the agenda of the sessions of the House of Representatives may be attended by the chairmen of the Com-

mittees or their deputies and by members of the Committees or Inter-Committee Working Group deemed necessary by the Steering Committee.

b. The Chairman of the Committee or his deputy and the members invited to attend shall have the right to deliver a speech.

(2) The taking of decisions shall be made in accordance with the provisions in CHAPTER XIII of these Standing Orders, and should in the counting of votes two or more views occur enjoying the same supporters the Leadership of the Steering Committee shall make the final decision.



*The Household Committee.*

*Article 43.*

(1) The Steering Committee shall form a Household Committee in due implementation of the household policy of the House of Representatives.

(2) The Household Committee shall have 23 (twentythree) members representing the Factions as specified below :

1. Development Functional Faction represented by 12 members;
2. Development Unity Faction represented by 5 members;
3. Armed Forces Faction represented by 4 members;

4. Development Democratic Faction represented by 2 members;

(3) The membership of the Household Committee shall either be combined with that of the Budget Committee nor with the Leadership of any other Committees.

(4) The Leadership of the Household Committee shall be determined by the Steering Committee and comprise one Chairman and three Deputy-Chairmen who shall reflect the Factions.

(5) The duties of the Household Committee shall be :

- a. to supervise the execution of the duties of the Secretariat of the House of Representatives;
- b. to serve counsel to the Steering Committee to be passed on to the Leadership of the House of Representatives concerning :
  1. finding of the investigation of the Budget of the House of Representatives earlier prepared by the Secretariat of the House.
  2. policy and broad outlines of the Secretariat's organisation of duty and performance;
  3. smoothening of all household affairs of the House of Representatives and ways and means of facilitating the duties of Members of the House;
  4. appointment, dismissal and welfare of the Secretariat's personnel.

(6) In the execution of its duties the Household Committee shall be responsible to the Steering Committee. A written report on the Household Committee's accountability shall be submitted to the Members of the House of Representatives during every session period.

CHAPTER VIII  
COMMITTEES AND COMMITTEES AD HOC

*General Provisions.*

*Article 44.*

*The Committees*

(1) Committees shall be permanent and perform duties in the field of legislation and supervision.

(2) Every member of the House of Representatives save the Leadership of the House shall become a Member of one of the Committees.

(3) The House of Representatives shall at the commencement of every session year determine the membership of the Committees based upon an equilibrium between the numbers of Committees and the number of members of the House save the Budget Committee whose term of membership shall be the same as that of the House Representatives'.

(4) The Committees' composition and members shall be determined at the commencement of every session year in harmony

with the equilibrium in the total membership of Factions of the House.

(5) The Factions may assign incumbency to any other Committee member to substitute for anyone among those Committee members who may be in abeyance.

(6) In order to facilitate Committees to perform their duties said Committees may set up one or more Committees *ad hoc* whose membership shall be derived from the Committee concerned.  
Such committees *ad hoc* shall be temporary and may take any decision on the Committees' behalf.

(7) In respect of matters relating to several Committees a meeting of Joint Committees may be conducted.  
Such Joint Committees' meeting may set up an Inter-Committee Working Group whose membership shall be proportional.  
Such Working Group shall have the same right as the Committees.

(8) Every member of the House of Representatives may attend meetings of any Committees other than his own Committee provided that he notifies the meeting's leadership in advance.

*Leadership.*

*Article 45.*

(1) The Leadership of Committee shall comprise one Chairman and 4 (four) Vice-Chairmen who shall reflect the Factions

and be elected at the commencement of every session year save the Leadership of the Budget Committee.

- (2) The Leadership of any Committee shall be elected from and by the Committee's members at a meeting to be led by the Leadership of the House of Representatives.
- (3) The Leadership of a Committee shall be of a united and collective nature.
- (4) The distribution of duties among the Committee's leadership shall be regulated by themselves based upon the basic duties of the Committees.

*Basic Duties of the Committees.*

*Article 46.*

*Duties of  
the Steer-  
ring Com-  
mittee*

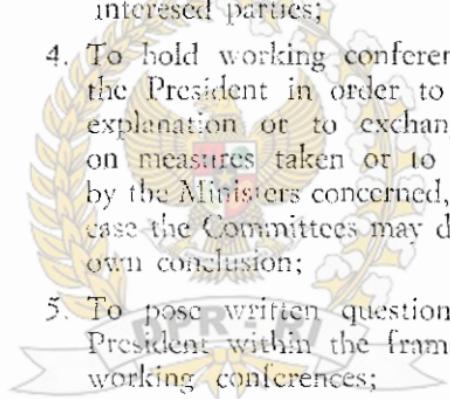
- (1) In the field of Legislation :
  - a. to prepare formulation and eventual passing of Bills in accordance with the provision of articles 90 and 93, these being affairs within the scope of the respective Committees;
  - b. 1. To perform any duty imposed by decision of the House of Representatives;
  2. To present to the House of Representatives any proposed Bill or proposals and reports on matters within the scope of the respective Committees;
  3. To propose to the Steering Committee matters deemed necessary

to be included in the House of Representatives' agenda;

4. To make observation trips the Commissions may consider necessary for which the expenses shall be burdened upon those of the House of Representatives provided that should there be any difference of opinion between the Leadership of the House and the Committees the Steering Committee's decision shall prevail;
5. To conduct hearings and public hearings on matters within the scope of the respective Committees, among others, by taking cognizance of all the letters sent to the House of Representatives and by receiving the interested parties.
- c. To serve informative counsel on budgetary affairs to the Budget Committee for consideration in the formulation of the Budget.

(2) In the field of supervision :

- a. 1. To perform any duty imposed by decision of the House of Representatives;
2. To assist in overcoming any difficulty encountered by the President in the execution of laws and the pursuit of policy within the scope the respective Committees, in which case the Committees may draw their own conclusion;



3. To conduct hearings and public hearings on matters within the scope of the respective Committees, among others, by taking cognizance of any letters sent to the House of Representatives and by receiving the interested parties;
4. To hold working conferences with the President in order to hear his explanation or to exchange views on measures taken or to be taken by the Ministers concerned, in which case the Committees may draw their own conclusion;
5. To pose written questions to the President within the framework of working conferences;
6. To propose to the Steering Committee matters which may be deemed necessary to include in the House of Representatives' agenda;

b. To make observation trips the Committees may deem necessary for which the expenses shall be burdened upon those of the House of Representatives provided that should there be any difference of opinion between the Leadership of the House and the Committees the Steering Committee's decision shall prevail.

c. To supervise the execution of the Budget within the scope of the respective Committees.

## Article 47.

The number of Committees as well as their scope shall be determined by the House of Representatives and shall be embodied in Annex II of these Standing Orders.

### *The Budget Committee*

## Article 48.

### *The Budget Committee*

- (1) The duties of the Budget Committee shall be:
  - a. during the preliminary formulation of the Budget to serve informative counsel to the Government to be used as material for contemplation by the Government in framing her policy.  
As to the formulation the Government herself shall eventually draw it.
  - b. To report its views to the House of Representatives in respect of the Financial Note and the Budget which the President shall present to the House;
  - c. To deal with and discuss all information concerning the Budget obtained from:
    1. the general debate by the members of the House of Representatives and the Government's reply;
    2. the views/suggestions of the members of the Steering Committee;
    3. the proposals and intentions of each Committee;
    4. the proposals and intentions of each Faction;

- d. To examine the financial development of the State as a whole;
- e. To supervise the execution of the Budget following its formulation by the House of Representatives and to express its views on any Additional Budget and Amended Budget presented by the President;
- f. To examine the accountability of the Budget and to express its views to the House of Representatives;
- g. To impart its views to the House of Representatives on the auditing result of the Supreme Audit Board;

(2) In the frame of implementing the provision in paragraph (1) of this article the Budget Committee may communicate with all Departments and Institutions of State.

(3) The Budget Committee whose members number 46 persons shall be made up of:

The Development Functional Faction	:	26 members
The Development Unity Faction	:	9 members
The Armed Forces Faction	:	7 members
The Development Democratic Faction	:	4 members

(4) The Leadership of the Budget Committee shall be determined by the plenum of the House of Representatives following prior consultations with the Faction's Leadership

## *Committees Ad Hoc.*

### *Article 49.*

- (1) If the House of Representatives deem it necessary to form a Committee *Ad Hoc* comprising some members of the House to be assigned with certain tasks, *inter alia* on any matter relating to any Bills or any Bills initiated by the House to be passed within a short period of time and or whose passing may concern several Committees.
- (2) The Committee *Ad Hoc* shall consist of at least 5 (five) members inclusive the Chairman, to be decided upon by the House of Representatives at the proposal of the Leadership of the House following consultations regarding the intentions of the Factions.
- (3) The formation of any Committee *Ad Hoc* must be followed by the provisions for its task and duration to complete it.
- (4) The provisions applying to the Committees concerning meetings shall likewise apply to the Committee *Ad Hoc*.
- (5)
  - a. The work of the Committee *Ad Hoc* shall be reported to the House of Representatives.
  - b. The House of Representatives shall decide on how to take benefit of the work of the Committee *Ad Hoc*.

(6) The Committee *Ad Hoc* shall be dissolved as soon as its task is considered as completed.

## CHAPTER IX

### SESSIONS AND MEETINGS OF THE HOUSE OF REPRESENTATIVES

#### *General Provisions*

##### *Article 50.*

###### *Sessions and Meet ings*

(1) The Session of the House of Representatives shall commence on 16th August and terminate on 15th August of the following year. Should the 16th August fall on a holiday the opening of the Session Year may be on the working day preceding it.

(2) The main point on the agenda of the opening day of any Session Year shall be the State Message to be delivered by the President before a Plenum of the House of Representatives.

###### *Sessions and Meetings.*

##### *Article 51.*

(1) The Session Year shall be divided into 4 (four) periods of session.

(2) Each period of session shall cover the period of session and the period of recess.

(3) Periods of session shall be fixed by the Steering Committee with due consideration to having the Bill on the Budget and the

Additional/Amended Budget passed exactly on time.

(4) Should the Steering Committee be unable to convene a meeting the Leadership of the House of Representatives may if necessary convene meetings/make observation trips during the period of recess.

*Article 52.*

(1) The Speaker or any Deputy Speaker of the House of Representatives shall open the Session on the first day of the Year of Session Year with an opening speech and shall close the Session on the last day of a period of session with a closing speech.

(2) The Session opening speech shall in the main elaborate on the work to be faced by the House of Representatives while the Session closing speech shall deal with the work accomplished by the House of Representatives during such session.

*Article 53.*

(1) Any Extraordinary Plenary Session may be held during any period of recess should:

- a. the President so demand;
- b. the Leadership of the House of Representatives so require and with the approval of the Steering Committee.
- c. such be proposed by not less than thirty members of the House of Representatives and with the approval of the Steering Committee.

(2) In cases provided for in paragraph (1) of this article the Leadership of the House of Representatives shall summon the members of the House to attend such an Extraordinary Plenary Session.

*Article 54.*

*Days and hours of meeting*

The time table for sessions of the House of Representatives shall be :

a. in the morning : on Mondays till Thursdays from 9 a.m. to 2 p.m.;  
on Fridays from 8.30 a.m. till 11 a.m.;  
on Saturdays from 9 a.m. to 12.30 p.m.;

b. in the evening : from 7.30 p.m. till 11.30 p.m.

*Article 55.*

(1) Before attending a session each member shall sign the attendance register.

(2) Only after the attendance register shall have been signed by more than half of the members in session shall the Leadership open the session.

(3) Should at the time fixed for the session's opening the required number not have been reached the Leadership shall postpone the session for not longer than one hour.

(4) Should at the end of the postponed time the required number still not have been reached as provided for in paragraph (2) of this article the Leadership shall open the session.

(5) In order to be able to take decisions a quorum shall be required as regulated in CHAPTER XII on the Methods of Taking Decisions.

*Article 56.*

(1) After the Session has been opened the Secretary shall announce the incoming and outgoing letters since the last session.

(2) The incoming and outgoing letters shall be discussed at the session if deemed necessary by the session.

*Deliberations.*

*Article 57.*

*Deliberations*

(1) Any member may take the floor after having obtained permission from the Chairman and at the place reserved therefor.

(2) The Speaker shall only be allowed to take the floor to enunciate the actual, current state of affairs or to restore the deliberations to the main topic of discussion.

(3) Should the Speaker wish to take the floor on affairs under discussion he shall cede the chairmanship to another member of the Leadership and leave his chair for the time being.

(4) A member shall not be disturbed while delivering a speech.

*Article 58.*

(1) The Leadership may fix the time to be allotted to any member delivering a speech.

(2) Whenever a member exceed the time limit already fixed the Speaker shall remind him to end his speech and said member must abide by it.

*Article 59.*

(1) Before taking the floor a member shall first register his name; said registration may also be effected by his Faction.

(2) The member who has not yet registered his name as provided for in paragraph (1) of this article shall have no right to take the floor unless there are acceptable reasons there for in the opinion of the Chairman.

*Article 60.*

(1) The order of speeches shall be regulated according to the order of request thereto.

(2) For the sake of the deliberations the Speaker may divert from the order of speeches provided for in paragraph (1) of this article.

(3) A member failing to take his turn of speech may be substituted for by any member of his own Faction to take the floor.

*Article 61.*

A member may at any time be allowed to interrupt for the purpose of:

1. requiring an explanation about the true state of affairs concerning the topic being discussed;

- b. clarifying matters concerning himself;
- c. advancing any proposal of procedure concerning the matter being discussed;
- d. forwarding any proposal to temporarily delay the deliberations.

#### *Article 62.*

To be allowed to become a subject matter for deliberations any proposal of procedure concerning the matter being discussed and any proposal to postpone deliberations as provided for in article 61 under c and d must be supported by at least one member who attending the meeting unless such a proposal be brought up by the Chairman.

#### *Article 63.*

*Interruptions*

- (1) Any member given the opportunity to make interruptions for any of the matters provided for in article 61 shall not have more than ten minutes.
- (2) No debates shall take place in respect of discussions concerning matters mentioned in article 61 under a and b.
- (3) Before any meeting shall continue deliberations regarding matters on the agenda of the day's session the Speaker may if deemed necessary decide to discuss matters mentioned in article 61 under c and d.

#### *Article 64.*

- (1) No diversion shall be allowed from the main topic of discussion except in cases mentioned in article 61.

(2) In the event of a member diverting from the main topic of discussion the Chairman may remind him and request him to return to the main topic of discussion.

*Article 65.*

*Disorder by member* (1) In the event of a member using improper language, disturbing order or inciting illegal actions during a session the Speaker may counsel and remind him to restore himself to order.

(2) In such a case the Chairman of a meeting (Speaker or Deputy Speaker) shall allow the member concerned to withdraw the language which has been the cause of this reprimand. When he complies with the Speaker's request the language in question shall not be included in the minutes, reports or records on the discussions and shall be regarded unspoken.

*Article 66.*

(1) Should a member pay no heed to the Speaker's warnings mentioned in articles 64 and 65 paragraph (1) or repeat the aforesaid transgression the Speaker may forbid him to continue his speech.

(2) If deemed necessary the Chairman of a meeting (Speaker or Deputy Speaker) may forbid the member mentioned in article 65 paragraph (1) to continue attending the meeting which discusses the matter concerned.

(3) Should the member in question not be willing to accept the Speaker's decision

as provided for in paragraph (2) of this article said member shall be allowed to speak for not longer than ten minutes to make the necessary clarification provided that the meeting should not open a debate on such a clarification and the Speaker immediately decides whether or not the member in question may be allowed to remain attending the meeting.

#### *Article 67.*

- (1) In the event of a member disturbing order during a meeting the Speaker shall remind and ask him to cease his action.
- (2) In the event that the warning mentioned in paragraph (1) of this article be ignored the Speaker may order him to leave the meeting.
- (3) Should said member ignore the order mentioned in paragraph (2) of his article he may by order of the Speaker be ousted by force from the assembly hall.
- (4) An assembly hall shall be understood to be the space used for a meeting inclusive of space for the public, invitees and other guests.

#### *Article 68.*

- (1) The Speaker may at his own discretion adjourn any meeting.
- (2) The duration of adjournment may not exceed twentyfour hours.

## *The Nature of Meetings*

### *Article 69.*

*Open and behind closed door meetings*

- (1) Sessions of the House of Representatives shall in principle be open save meetings of the Steering Committee.
- (2) In given cases meetings behind closed doors may be held.

### *Article 70.*

- (1) Any plenary session behind closed doors may be held by decision of the plenum of the House of Representatives or the Steering Committee.
- (2) Meetings of the Committees/Joint Committees/Committees *Ad Hoc* may be held behind closed doors by decision of the Committees / Joint Committees / Committees *Ad Hoc* concerned.
- (3) Meetings behind closed doors shall only be attended by the members and persons invited to attend.

### *Article 71.*

- (1) In the event that the Chairman of a meeting (Speaker or Deputy Speaker) deem it necessary or one of the Factions or the Government request to convert any open session into one behind closed doors the Chairman of a meeting shall request invitees and observers to leave the assembly hall.
- (2) Subsequently the meeting shall decide whether further deliberations be held behind closed doors.

## Article 72.

- (1) Any discussion behind closed doors shall not be made public unless the meeting decides to make public the whole or a part of them.
- (1) At the proposal of the Speaker or any one of the Factions or the Government the meeting may likewise decide whether the discussions during the meeting behind closed doors shall be of a secret nature.
- (3) The lifting of such secret nature may be applied to the whole or a part of the discussions.
- (4) Such a secrecy must be kept by those persons who by virtue of their work may come to know the substance of the discussions afterwards.

## Minutes, Records and Reports.

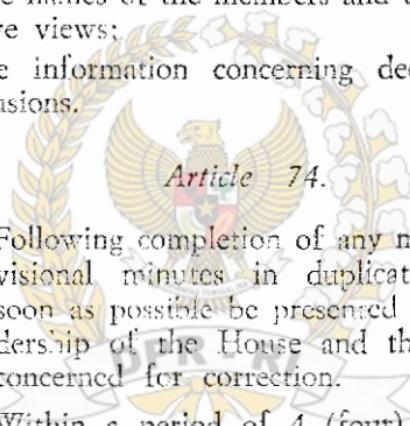
### Article 73.

#### Hazards and Re- cords

Of every plenary session of the House of Representatives as well as of the discussions in joint meetings of all Committees official minutes shall be made, to wit, report in short-hand which besides including all announcements and discussions made during meetings shall also contain :

- a. the place and agenda of meetings;
- b. the day/date of meetings and the time of the start and the end of meetings;
- c. the Speaker and the Secretary of meetings;

- d. the names of the members of the House of Representatives attending;
- e. the names of the Ministers/Government Representatives attending;
- f. the names of the members and their respective views;
- g. the information concerning decisions/conclusions.



*Article 74.*

- (1) Following completion of any meeting provisional minutes in duplicate shall as soon as possible be presented to the Leadership of the House and the members concerned for correction.
- (2) Within a period of 4 (four) days since the presentation of the provisional minutes each members concerned shall be allowed to make corrections in the part of the minutes containing his speech and return said minutes to the Minutes Department.
- (3) At the termination of the period of time mentioned in paragraph (2) of this article the official minutes shall be made and after being signed by the Chairman of the meeting (Speaker or Deputy Speaker) presented as soon as possible to the members and the Government.
- (4) The Leadership of the House shall decide in the event that any dispute arise as to the substance of the official minutes.

Article 75.

- (1) At the start of the discussions in the third reading, the Committees/Joint Committees /Committees *Ad Hoc* concerned shall appoint one or more rapporteurs from among their members.
- (2) A brief report and provisional records shall be made by the Secretary of a meeting of every discussion in the Committee /Joint Committee/Committees *Ad Hoc*.
- (3) A brief report containing conclusions/decisions of any meeting shall be made as soon as such a meeting be terminated and presented to the Leadership of the House of Representatives and the Chief of the Secretariat of the House.
- (4) After corrections shall have been made to the Provisional Records by the members concerned Definitive Records shall be drawn up containing :
  - a. the place and agenda of meetings;
  - b. the day/date and time of the start and close of meetings;
  - c. Speaker and Secretaries of meetings;
  - d. the names of the members of the House of Representatives attending;
  - e. the names of the Ministers/Government Representatives attending;
  - f. the name(s) and the function(s) of the person(s) summoned for hearings/public hearings;
  - g. the names of the members and their respective views;
  - h. information on decisions/conclusions.

(5) The Definitive Records mentioned in paragraph (4) of this article shall after having been signed by the Chairmen of meetings and the Rapporteurs be multiplied and presented to the members of the Committees/Joint Committees/Committees *Ad Hoc* and the Ministers concerned.

### *Article 76*

(1) Following completion of the discussions in the third reading the Rapporteurs together with the Leadership of the Committees/Joint Committees/Committees *Ad Hoc* and assisted by the personnel of the Secretariat shall soon draw up Committee/Joint Committee/Committees *Ad Hoc* Reports containing the main substance and the conclusions of the discussions in the Committees/Joint Committees/Committees *Ad Hoc*.

(2) Such reports shall not specify the names of the members concerned.

(3) Such reports shall be signed by the Chairmen of the meetings and the Rapporteurs concerned.

### *Article 77.*

(1) The Committee/Joint Committee/Committees *Ad Hoc* Reports shall be presented to the members of the House of Representatives during a plenary session.

(2) Following the presentation of the Committee/Joint Committee/Committees *Ad Hoc*

Reports to the plenum of the House of Representatives the work of said Committees shall be considered completed.

### *Article 78.*

*Records  
at the clos-  
ed door  
meeting*

- (1) Minutes of meeting behind closed doors shall be made or, upon instruction of the Leadership of House, only records of the meetings shall be made on the discussions held.
- (2) Said minutes or meeting records must clearly contain notes concerning the nature of meetings like :
  - a. "ONLY FOR INVITEES" for meetings behind closed doors in general;
  - b. "SECRET" for meetings behind closed doors provided for in article 72 paragraph (2).
- (3) The Meeting may decide that anything discussed in meetings behind closed doors shall not be entered into the reports.

### *Attendance by the President and the Ministers.*

#### *Article 79.*

- (1) The House of Representatives may invite the President or the Ministers to attend sessions of the House.
- (2) Should he be unable to attend the President shall be represented by the Ministers concerned.

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### *Article 80*

- (1) At the invitation of the House of Representatives the President or the Minister authorised by him shall attend sessions of the House.
- (2) The invitation mentioned in paragraph (1) of this article shall be presented to the President or the Ministers authorised by him giving notice of matters to be deliberated upon as well as ample time to study such matters.
- (3) The ministers may also attend plenary sessions of the House of Representatives without any invitation.

### *Article 81.*

- (1) The President and the Ministers shall be given pre-designated seats in the assembly hall of the House of Representatives.
- (2) The Speaker of the session shall ask the President or the Ministers to take the floor any time he or they so desire.

### *The way to alter Pre-fixed Agenda of Meetings*

### *Article 82.*

#### *Agenda of meetings*

The Agenda of meetings fixed by the Steering Committee shall be multiplied and distributed to the members of the House of Representatives not less than three days before such agenda shall become effective.

### *Article 83.*

Any proposed alteration to the agenda already fixed by the Steering Committee, either on the time to be altered or on any new topic to be included therein, shall be presented in writing to the House of Representatives for immediate discussion in Steering Committee meetings. In the second case the proposed topic and time to be required for inclusion in the agenda must be mentioned.

### *Article 84.*

- (1) Such proposed alteration must be presented by one of the Factions or by the Leadership of Committees/Joint Committees/ Committees *Ad Hoc*.
- (2) Such proposed alteration must be presented not less than two days before the agenda of the meetings concerned shall become effective.

### *Article 85.*

- (1) On the day the agenda of meetings become effective the Steering Committee shall discuss the proposed agenda alteration received within the fixed time as provided for in article 84 paragraph (2).
- (2) When no proposals appear to have been filed within the fixed time the agenda of meetings earlier determined by the Steering Committee shall be maintained.

### *Article 86.*

#### *Special meeting*

In cases of emergency proposals for alterations may be made during a plenary session by :

1. the President;
2. the Leadership of the House of Representatives;
3. the Steering Committee;
4. by one of the Factions.

#### *Invitees and Observers to Meetings.*

### *Article 87.*

- (1) An invitee to a meeting shall be anyone being non-member of the House of Representatives who attends a meeting at the invitation of the Leadership of the House.
- (2) Invitee may take the floor at the request of the Leadership of the House.
- (3) Invitee shall have no right of vote.
- (4) Invitee shall be obliged to abide by the Standing Orders of the House of Representatives.
- (5) Invitee shall occupy the seat designated to him.

### *Article 88*

- (1) An observer to a meeting shall be anyone being non-member of the House of Representatives who attends any meetings of the House.
- (2) Observer shall be obliged to abide by all provisions concerning order regulated by the House of Representatives.

- (3) Observer shall not be allowed to state any agreement or disagreement, either orally or by any other means.
- (4) Observer shall occupy the seat designated to him.

#### *Article 89.*

- (1) The Chairman of a meeting shall see to it that the provisions in articles 87 and 88 shall be paid attention to and preserve an orderly atmosphere.
- (2) In case of any violation of the provisions the Chairman of a meeting may request the observers who disturb order to leave the assembly hall.
- (3) The Chairman of a meeting shall have the right to oust by force from the assembly hall any observer who may fail to heed such a request, if necessary with the assistance of the apparatus of the State.
- (4) In the event that the provision in paragraph (2) of this article does take place the Chairman of a meeting may also terminate the meeting.

### **CHAPTER X** **LEGISLATION AND SETTLING** **PROPOSALS**

#### *General Provisions.*

#### *Article 90.*

*The Stage  
of the Procedure*

- (1) All Bills either introduced by the Government or by initiative and all other proposals, after having been received by the

the Secretariat of the House of Representatives, shall be given a main number and shall be multiplied and presented to the members of the House.

(2) Any legislation and settling any other proposals provided for in paragraph (1) of this article shall be subject to discussions in respectively :

- the first reading — open plenary session;
- the second reading — open plenary session;
- the third reading — meetings of Committees;
- the fourth reading — open plenary session;

unless the Steering Committee may decide otherwise.

(3) Prior to any discussion in the second, third and fourth reading there shall be meetings of the Factions.

(4) Should the Steering Committee deem it necessary the discussions in the third reading as provided for in paragraph (2) of this article may be conducted in inter-committee joint meetings or in any Committees *Ad Hoc* meeting as provided for in article 49 of these Standing Orders.

#### *Article 91.*

The discussion in the first reading shall be :

An elucidation in an open plenary session on any Bill/Initiative Bill and any other pro-

posals by the Government/the movers as provided for in article 90 paragraph (1).

*Article 92.*

(1) The discussions in the second reading shall be :  
A general debate in open plenary session by the members of the House of Representatives;

(2) a. In respect of any general debate by the members on any Bill introduced by the Government, she shall be allowed to serve comments.

b. In respect of any general debate and as far as any Initiative Bill or any other proposal is concerned, the members and the representatives of the movers shall be allowed to serve comments, whereafter also the Government shall be allowed to serve her comments.

*Article 93.*

(1) The discussions in the third reading shall be:  
Analyses given in the Committees/Joint Committees/Committees *Ad Hoc*.

(2). The analyses mentioned in paragraph (1) of this article shall be conducted:

a. jointly with the Government in the event of the Bills being introduced by the Government.

b. jointly with the movers and the Government in the event of analysing Initiative Bills and any other proposals.

- c. in one's own circle if deemed necessary without attenuating the provisions mentioned under a and b of this paragraph.
- (3) In the event of the analyses provided for in paragraph (1) being conducted in any Joint Committee meeting the Steering Committee shall determine which Committee Leadership shall preside thereover.

#### *Article 94.*

The discussion in the fourth reading shall be :

The taking of decisions in an open plenary session, to be preceded by statements of conclusive views by the Factions, which may also embody any remark about their respective attitudes (note of the minority), and when it deemed necessary the Government may serve her comment.

#### *Bills*

#### *Article 95.*

- (1) Any Bills introduced by the Government to the House of Representatives by virtue of article 5 paragraph (1) juncto article 20 paragraph (1) of the Constitution of 1945 shall be so done with a message of the President to the Leadership of the House.
- (2) The message of the President as provided for in paragraph (1) of this article shall also mention the Minister(s) who shall represent the Government in any discussion with the House of Representatives.

### *Article 96.*

During the subsequent plenum following acceptance of said Bill by the Leadership of the House, the Chairman of the meeting shall impart to the members of the House of Representatives the aims and objectives of said Bill.

### *Article 97.*

- (1) In the event of the Leadership of the House of Representatives receiving any Bill and any Initiative Bill on one and the same question and these being not as yet put on the agenda the Steering Committee shall determine which Bill shall be made the main subject and which one shall be considered complementary material after the discussions on the second reading.
- (2) Should either of the Bills mentioned in paragraph (1) of this article have entered discussions in the first reading the other Bill shall be considered complementary material.

### *Article 98.*

Any Bill introduced by the Government to the House of Representatives may be rescinded by the Government before its entry into discussion in the fourth reading.

### *Initiative Bills.*

### *Article 99.*

#### *Bill Initiative by the members*

- (1) Any Bill introduced by the members of the House of Representatives by virtue of article 21 paragraph (1) of the Constitution of 1945 must be followed by an

explanatory memorandum and signed by not less than thirty members of the House who shall not represent one Faction only.

- (2) Any Initiative Bill as provided for in paragraph (1) of this article must be introduced to the Leadership of the House of Representatives with a covering letter and a list of signatures of the movers as well as the names of their Factions.
- (3) During the subsequent plenum the Leadership of the House of Representatives shall notify the House of the introduction of said Initiative Bill.
- (4) The Initiative Bill after having been given a main number by the Secretariat of the House of Representatives shall be multiplied and distributed to the members of the House and presented to the Government.
- (5) During a meeting of the Steering Committee the movers shall be allowed to serve an explanation on the aims and objectives of such Initiative Bill. Subsequently the members of the Steering Committee shall be allowed to conduct a game of yes and no with movers.
- (6) As to further dealings, the provisions in article 90 up to and including article 94 shall be applicable, in due consideration of any special provisions applicable in the discussions of such Initiative Bill.

*Article 100.*

- (1) As long as any Initiative Bill has not been agreed upon to become one of the House's

own the movers shall be entitled to propose alterations or to rescind it entirely.

(2) Any notice on alteration or cancellation shall be served in writing to the Leadership of the House of Representatives and shall be signed by the movers, subsequently multiplied and presented to the members of the House.

### *Article 101.*

Should the number of signatories to any Initiative Bill or any other proposals not having entered first reading discussions prove to be less than thirty as provided for in paragraph (1) of article 99 additional signatures must be procured so as to reach not less than thirty and not comprising one Faction only.

Should in two periods of session the number of signatories required not have been reached the Initiative Bill and any other proposals concerned shall become invalid.

### *Government Regulation in lieu of Statutes.*

#### *Article 102.*

Any Government Regulation in lieu of Statutes as provided for in article 22 of the Constitution of 1945 shall be discussed by the the House of Representatives at the earliest opportunity during any period of session after the issuance of such Government Regulation in lieu of Statutes.

#### *Article 103.*

As to further dealings with any Government Regulation in Substitution for Legislation,

thereto shall apply the provisions in article 90 up to and including article 98 of these Standing Orders.

## CHAPTER XI

### DETERMINATION OF THE BUDGET

#### *Article 104.*

*Financial Note and the Budget*

In order that the House of Representatives shall exercise its right to determine the Budget as provided for in article 23 paragraph (1) of the Constitution of 1945 the President shall every year introduce a Financial Note and the Budget to the House during the first week of the commencement of the calendar year.

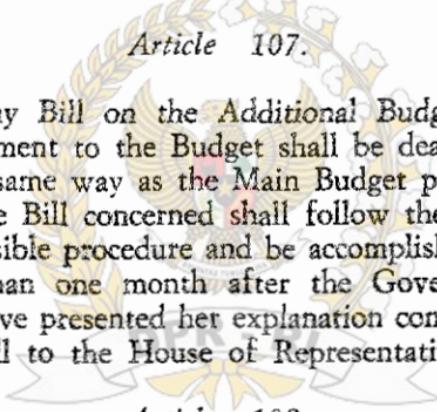
#### *Article 105.*

The Leadership of the House of Representatives shall present the Financial Note and the Budget to the Budget Committee and said Committee shall express its views thereon.

#### *Article 106.*

- (1) For the settlement of the Financial Note and the Budget the provisions applying to the settlement of any Bill shall be used provided that :
  - a. the working conferences with the Government shall be conducted by the Committees.
  - b. the working conferences in the final stages of settlement of the Budget shall be held between the Budget Committee and the Government.

- c. the Budget Committee shall heed the suggestions/views of the members of the House, the Steering Committee, the Committees and the Factions.
- (2) The discussions on the Financial Note and the Budget must be accomplished not later than one month prior to 1st April.



*Article 107.*

Any Bill on the Additional Budget and Amendment to the Budget shall be dealt with in the same way as the Main Budget provided that the Bill concerned shall follow the shortest possible procedure and be accomplished not later than one month after the Government shall have presented her explanation concerning said Bill to the House of Representatives.



*Article 108.*

- (1) The Leadership of the House of Representatives shall place incumbency upon the Budget Committee examine the accountability of the Budget and the report of the Supreme Audit Board on the Statement of Government Account as provided for in article 23 paragraph (5) of the Constitution of 1945.
- (2) The examination of the accountability of Budget and the report of the Supreme Audit Board as mentioned in paragraph (1) of this article shall be accomplished by the House of Representatives in the short-

est possible time according to the procedure effective for Bills on Additional Budget and on Amendment of the Budget.

## CHAPTER XII

### METHODS OF TAKING DECISIONS

#### *General Provisions.*

##### *Article 109.*

###### *Taking Decisions*

- (1) The taking of decisions shall in principle be conducted as far as possible by means of "mushawarah untuk mencapai mufakat" (deliberations aimed at reaching a consensus of opinion) and in the event of such being impossible any decision shall be by majority of vote.
- (2) Any consensus of opinion and/or decision by majority of votes as a result of the deliberations must be of high, responsible subtlety and not contrary to the basic principles of the State, the Pancasila, nor to the ideals of the Proclamation of Independence on 17th August 1945 as prescribed in the Preamble and the Main Body of the Constitution of 1945.
- (3) Any deliberation shall be aimed at preserving unity by giving priority to participation by all Factions in the House of Representatives while starting from the standpoint of mutual appreciation of the attitudes by each participant.

(4) Every participant in any deliberation shall have the same right and the same vast and free opportunity to advance his view and express his criticism which shall be constructive in nature without any pressure from any side whatsoever.

#### *Article 110*

(1) To be able to take any decision any deliberation shall require a quorum as regulated in articles 113 and 116 of these Standing Orders.

(2) Should the provision in paragraph (1) of the article not have been attained the deliberation shall be deferred till *maximally* twice the interval of at least twenty four hours.

(3) Should after two adjournments the provisions in paragraphs (1) and (2) of this article have not come up to still :

- a. if it takes place at a plenary session of the House of Representatives, the point at issue shall be cancelled.
- b. if it takes place in a Committee/Joint Committee, solution of the issue shall be referred to the Steering Committee.

#### *Article 111.*

(1) Having assumedly given enough opportunity to the members to express their views and suggestions, and having considered the latter adequately accepted as contributory views and thoughts for the set

lement of the matter under deliberation the Leadership of the House shall wisely attempt in order that the deliberations may soon arrive at a consensus of opinion.

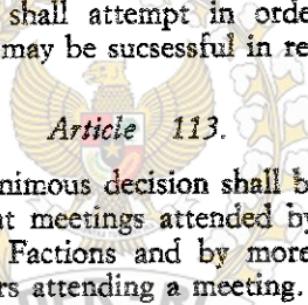
(2) In order to come up to the provision in paragraph (1) of this article the Leadership of the House or the Committees given incumbency thereto must prepare a draft decision which shall reflect the views alive during the deliberations.

*Decision by Consensus of Opinion*

*Article 112.*

*Decision  
by Con-  
sensus*

(1) The substance of the "Mushawarah untuk Mufakat" (deliberations aimed at reaching a consensus of opinion) is essentially a specific way which originates in the idea of people's sovereignty under the guidance of deliberations/representation to formulate and or to decide upon anything based on the will of the People by dint of giving prominence to the blessing of wisdom which shall be no other than a sound rationale which expresses and considers the national union and unity, the people's interest identified with the objective of the formation of the Government provided for in paragraph IV of the Preamble of the Constitution of 1945, the influence of time, by all representatives/delegates who reflect the emergence of the whole People, to arrive at a decision based upon unanimity (mufakat) being made the conviction to be executed with sincerity and responsibility.



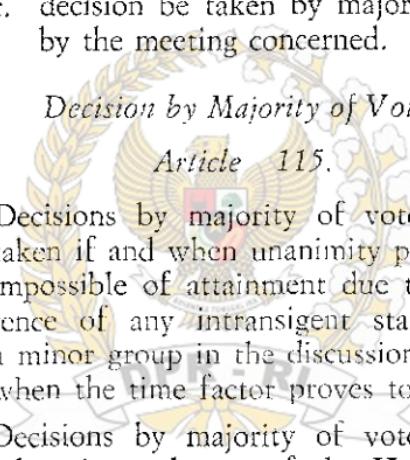
- (2) All decisions shall be made by means of "musyawarah untuk mufakat" (deliberations aimed at reaching a consensus of opinion) among all Factions.
- (3) In case the provisions in paragraph (2) of this article may not be capable of immediate implementation the Chairman of a meeting shall attempt in order that the meeting may be successful in reaching unanimity.

#### *Article 113.*

Any unanimous decision shall be authentic when taken at meetings attended by all representatives of Factions and by more than half of all members attending a meeting.

#### *Article 114.*

- (1) When at any deliberation outside any meeting of the Steering Committee and any plenum of the House of Representatives it may be very difficult to reach a consensus of opinion said meeting shall refer the question concerned to the Steering Committee which shall adopt a wisdom to solve such question properly.
- (2) When such question shall be capable of unanimous solution at the Steering Committee such decision shall be imparted to the members of the meeting concerned.
- (3) In case the Steering Committee fail to arrive at a solution by consensus of opinion the Steering Committee shall determine whether:



- a. the question be referred to the plenum of the House of Representatives;
- b. the question be shelved for later discussion;
- c. decision be taken by majority of vote by the meeting concerned.

### *Decision by Majority of Votes*

#### *Article 115.*

##### *Methods of voting*

- (1) Decisions by majority of votes shall be taken if and when unanimity proves to be impossible of attainment due to the existence of any intransigent standpoint of a minor group in the discussions or if and when the time factor proves to be urgent.
- (2) Decisions by majority of votes shall be taken in a plenum of the House of Representatives at the proposal of one of the Faculties.
- (3) Decisions by majority of votes outside a plenum of the House of Representatives shall be taken :
  - a. by decision of the Steering Committee /the plenum of the House of Representatives, or
  - b. by decision of the meeting concerned.
- (4) Prior to any meeting which shall take decisions by majority of votes the members shall be allowed beforehand to study the draft or the formulation of the matter concerned.

(5) The voting shall be carried out by the members orally/by holding up their hands/ by standing up/in writing, signifying either agreement or rejection or abstention.

*Article 116.*

(1) Decisions by majority of votes shall be legal when:

- a. taken at any meeting attended by not less than two thirds of the total membership (quorum);
- b. approved by more than half of the number of the members attending fulfilling the quorum;
- c. supported by not less than two Factions.

(2) Should by the nature of the question concerned it be impossible to reach an immediate decision by majority of votes further efforts shall be made in such a way as to make the final decision based on a majority of votes.

(3) Should in taking decisions by majority of votes there be an equality of votes with all members attending the matter concerned shall be considered rejected, or in any other case the taking of decisions shall be postponed until the next meeting.

(4) Should in the next meeting there again be an equality of votes the matter concerned shall be considered rejected.

*Voting  
concern-  
ing indi-  
viduals*

- (5) Any voting concerning individuals and or any matter considered important by the meeting shall be by ballot or in writing, and should there be an equality of votes the voting shall be repeated, and should there again be an equality of votes the individuals and or the matter concerned shall be considered rejected.
- (6) The provision in paragraph (1 c) shall not apply to any voting by ballot concerning any individual while the provisions mentioned in paragraph (3), (4), and (5) of this article shall not apply to the Steering Committee.

*Article 117.*

Should any voting not be feasible due to non-fulfilment of the provisions mentioned in paragraph (1 a) of article 116 the question concerned shall be referred to the Steering Committee.

*Article 118.*

Any voting for majority shall be conducted by direct Faction-by-Faction counting except in case of voting by ballot.

*Implementation of Decisions*

*Article 119.*

Any decision taken either by consensus or by majority of votes must be accepted and implemented with sincerity, honesty and a sense of responsibility.

## CHAPTER XIII

### RELATIONS WITH THE SUPREME AUDIT BOARD

#### Article 120.

*Audit Bureau and Budget's Bill*

- (1) The House of Representatives shall invite the Supreme Audit Board to attend every meeting of the House of Representatives/ Budget Committee when budgetary affairs shall be discussed.
- (2) The meeting provided for in paragraph (1) shall discuss affairs relating to :
  - a. the drawing up of the Budget.
  - b. the views of the House of Representatives on the Financial Note.
  - c. The Bill on the Budget.
  - d. the Bill on Amendment of the Budget and Additional Budget.
  - e. the scrutiny of the accountability of the Budget.

## CHAPTER XIV

### SECRETARIAT OF THE HOUSE OF REPRESENTATIVES

#### Article 121.

*Business of the Secretariat of the House*

- (1) The Secretariat of the House of Representatives shall perform the task of meeting everything needed for the work of the House.
- (2) The Secretariat shall assist the Leadership of the House of Representatives in preparing a budget for the House.

(3) The Secretariat shall submit a written report to the Leadership of the House of Representatives concerning its work at the start of every period of session, with copies sent to the members of the Steering Committee and the Household Committee.

*Article 122.*

(1) The general outlines of the organisation, the task and the working method of the Secretariat shall be fixed by the Leadership of the House of Representatives after taking due notice of the views of the Steering Committee.

(2) The working method of the Secretariat in respect of the activities of the Leadership/Steering Committee/Committees/Joint Committee/Committee's sub-committees/Committees *Ad Hoc*/Factions shall be fixed by the Leadership of the House of Representatives after hearing the bodies concerned.

*Article 123.*

*The Secretary General*

(1) The Secretariat of the House of Representatives shall be headed by a Secretary General who shall be responsible to the Leadership of the House of Representatives concerning the work incumbent upon him

(2) In the execution of his task the Secretary General shall be assisted by a Deputy Secretary General.

## Article 124.

The Secretary General and the Deputy Secretary General shall be appointed and dismissed by the President after taking due notice of the views of the House of Representatives.

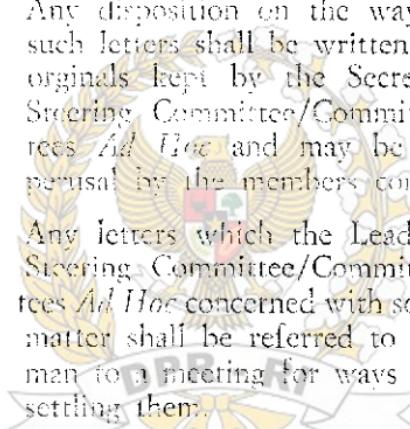
## CHAPTER XV

### CORRESPONDENCE

#### *Incoming Letters*

## Article 125.

- (1) After having been registered and numbered by the Secretariat of the House all incoming letters shall be sent to the Leadership of the House of Representatives by the Secretary General.
- (2) The Leadership of the House of Representatives shall direct what shall be done with said incoming letters or forward them to the Steering Committee/Committees/ Committees *Ad Hoc* concerned unless the House may decide otherwise.
- (3) As to all letters forwarded to the Steering Committee/Committees/ Committees *Ad Hoc*, the Secretariat concerned shall draw up a list containing synopses of such letters.
- (4) Copies of the lists of the letters mentioned in paragraph (3) shall be distributed for information to all members of the Steering Committee, the Committees/Committees *Ad Hoc* concerned.

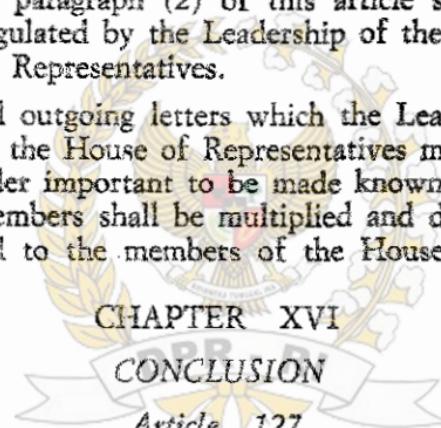


- (5) The Leadership of the Steering Committee/Committees/Committees *Ad Hoc* shall examine said letters for further handling.
- (6) Any disposition on the way of handling such letters shall be written down on the originals kept by the Secretariat of the Steering Committee/Committees/Committees *Ad Hoc* and may be available for perusal by the members concerned.
- (7) Any letters which the Leadership of the Steering Committee/Committees/Committees *Ad Hoc* concerned with some important matter shall be referred to by the Chairman to a meeting for ways and means of settling them.
- (8) Any member of the Steering Committee/Committees/Committee: *Ad Hoc* having received a copy of the list of letters mentioned in paragraph (4) and or the original of the list mentioned in paragraph (3) may also move that the letters they deem to be of some importance be brought up at a meeting for discussing and determining the way of their settlement.

*Outgoing letters*

*Article 126.*

- (1) All outgoing letters shall be registered and numbered by the Secretariat of the House of Representatives.



- (2) All outgoing letters shall be signed by the Speaker/Deputy Speaker of the House of Representatives or by the Secretary General on behalf of the Leadership of the House.
- (3) Further provisions on the implementation of paragraph (2) of this article shall be regulated by the Leadership of the House of Representatives.
- (4) All outgoing letters which the Leadership of the House of Representatives may consider important to be made known to the members shall be multiplied and distributed to the members of the House.

## CHAPTER XVI

### CONCLUSION

*Article 127.*

*Moved on  
the Standing Orders*

- (1) Any proposed amendment and addition in respect of these Standing Orders may only be moved by not less than thirty members of the House of Representatives who shall not represent one Faction only.
- (2) Any proposed amendment or addition provided for in paragraph (1) of this article shall be signed by the movers and supported by an explanation. After being given a main number and multiplied by the Secretariat such proposed alteration and addition shall be presented to the Steering Committee and the members of the House of Representatives.

*Article 128.*

- (1) Any proposed amendment and addition mentioned in article 127 supported by a recommendation of the Steering Committee shall be presented to the plenum of the House of Representatives by the Leadership of the House.
- (2) The House of Representatives shall decide whether such proposal be wholly approved or approved with alterations or rejected.

*Article 129.*

Anything not regulated in these Standing Orders shall be decided upon by the House of Representatives.

*Article 130*

These Standing Orders shall take effect on the day of its making.

**Sanctioned in Jakarta  
on the eight day of the  
first month of the  
year nineteenhundred  
and seventytwo.**

THE LEADERSHIP  
OF THE HOUSE OF REPRESENTATIVES  
OF THE REPUBLIC OF INDONESIA

The Speaker  
(Dr. K.H. Idham Chalid)

The Deputy Speaker   The Deputy Speaker  
(Dr. Sumiskum)   (J. Naro, Master of Law)

The Deputy Speaker   The Deputy Speaker  
(S. Domo Pranoto)   (Mh. Isnaeni)



## ANNEX I

on

### FACTIONS

*(Article 33 of the Standing Orders)*

(In accordance with the statement of the members of the House of Representatives in the plenum of the House on 29th October 1971).

The Factions of the House of Representatives comprise :

1. THE ARMED FORCES FACTION
2. THE DEVELOPMENT DEMOCRATIC FACTION
3. THE DEVELOPMENT FUNCTIONAL FACTION
4. THE DEVELOPMENT UNITY FACTION

The Development Democratic Faction is a grouping of members of :

1. The Partai Nasional Indonesia (P.N.I.).
2. The Partai Kristen Indonesia (PARKINDO) and
3. The Partai KATHOLIK.

The Development Unity Faction is a grouping of members of :

1. The Partai Nahdlatul Ulama (N.U.)
2. The Partai Muslimin Indonesia
3. The Partai Sjarikat Islam Indonesia (P.S.I.I.) and
4. The Partai Islam PERTI

## ANNEX II

on

### *The Number of Committees and Their Scope (Article 47 of the Standing Orders)*

1. The BUDGET COMMITTEE :  
All Departments and State Institutions concerned with the Budget.
2. COMMITTEE I :  
The Department of Defence/Security, the Department of Foreign Affairs, the Department of Information, the Presidency, the People's Consultative Assembly, the House of Representatives, the Supreme Advisory Council, the National Defence and Security Council, and the State Intelligence Coordination Body.
3. COMMITTEE II :  
The Department of Internal Affairs, the State Administrative Reform, the State Secretariat, the Institute of State Administration, the Bureau of Personnel Affairs, and the National Archives.
4. COMMITTEE III :  
The Department of Justice, the Supreme Court and the Attorney Generals Office.
5. COMMITTEE IV :  
The Department of Agriculture, the Department of Manpower, and the Department of Transmigration and Cooperatives.
6. COMMITTEE V :  
The Department of Communications, the Department of Public Works and Electric Power, the Telecommunication Council, the National Aviation and Space Institute, and the National Aviation and Space Council of the Republic of Indonesia.

7. COMMITTEE VI :

The Department of Industries, the Department of Mining and the National Atomic Agency.

8. COMMITTEE VII:

The Department of Finance, the Department of Trade, the Supreme Audit Board, the National Planning Board, the Central Bank, the Central Bureau of Statistic, and the Logistic Board.

9. COMMITTEE VIII :

The Department of Health, the Department of Social Affairs and the National Family Planning Coordination Board.

10. COMMITTEE IX:

The Department of Religious Affairs, the Department of Education and Culture, and the Indonesian Institute of Science.