

INFORMATION FOR CONFEREES  
2022  
KANSAS SENATE  
COMMERCE COMMITTEE

1. All cell phones and pagers in the committee room shall be in “silent” mode and use of cell phones in the committee room will not be permitted.
2. Anyone wishing to testify before the committee shall contact the committee assistant a minimum of 48 business hours before the meeting at 785-296-7476.
3. All conferees shall have written testimony and shall provide 17 hard copies to the committee assistant by 10 a.m. the day before the hearing to Room 441-E with an attached transmittal page. All conferees are requested to submit an electronic copy in **PDF** format of the hard copy testimony. The electronic copy should be sent to [Connie.Burns@Senate.ks.gov](mailto:Connie.Burns@Senate.ks.gov)
4. When time is separately reserved on the agenda for proponents and opponents of an issue and the time expires for either side, the testimony shall cease. A Conferee’s time limit will be determined by the number of conferees and order of business. The chairman may make exceptions for the original sponsor of a bill, Legislative Staff, and State Agency Personnel. Conferees will be recognized in the order as established by the committee chairman. No conferee will be allowed to “yield” their time to another conferee.
5. Conferees should not read their testimony. Rather, testimony should be presented in summary fashion. Conferees should introduce themselves, identify on whose behalf they appear, identify whether they appear as a proponent, opponent, or neutral party, and should, as briefly as possible, state the reason(s) for their position.
6. If suggestions for the amendment(s) are to be offered, a proposed draft of the amendment(s) must be provided to the staff.
7. Conferees shall address their remarks during testimony to committee members and staff only.
8. No food or drinks will be allowed in the committee room by guests, spectators, or conferees.
9. Any non-committee attendee who sends signals to committee members shall be removed from the committee meeting for the rest of the legislative year.
10. Photography (including cell phones), video, and audio taping is prohibited unless approved in advance by the Chair.
11. Testimony shall relate to the subject matter of the measure under consideration. Conferees testifying on unrelated subjects will be admonished and if unrelated testimony persists, the Chair may terminate the conferee’s testimony.