

SPONSORS: Donna Willard-Jones (Principal Sponsor), Cara Lee Neville, Judy Kaleta, John Tunheim

PROPOSAL: Amends §49.2 of the House Rules of Procedure to change the name of the Committee on Drafting to the Committee on drafting Policies and Procedures and to clarify the role of the Committee in providing assistance in format, language and style of reports with recommendations.

Amends House of Delegates Rules of Procedures §49.2 to read as follows:

1 **§49.2 Standing Committees.** The designation, functions, and size of the
 2 standing committees of the House of Delegate are as follows:
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 4 ...
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 6 Drafting Policies and Procedures Committee. The Committee on Drafting
 7 Policies and Procedures consisting of five delegates, shall be knowledgeable
 8 about format, language and style of reports with recommendations and serve as
 9 a resource for all members who are interested in bringing reports with
 10 recommendations to the House for consideration. Drafters are encouraged to
 11 seek the committee's assistance prior to the deadline for submission of reports.
 12 In addition, the Committee shall report to the House on any resolution, report,
 13 recommendation, or other matter referred to it by the House or the Chair for
 14 revision as to scope, substance, or phraseology.

(Legislative Draft – Additions underlined; deletions struck through)

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Policies and Procedures consisting of five delegates, shall be knowledgeable
about format, language and style of reports with recommendations and serve as
a resource for all members who are interested in bringing reports with
recommendations to the House for consideration. Drafters are encouraged to
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In addition, the Committee shall report to the House on any resolution, report,
 recommendation, or other matter referred to it by the House or the Chair for
 revision as to scope, substance, or phraseology.

REPORT

In furtherance of the mission of the American Bar Association (ABA or Association) to be the national representative of the legal profession, serving the public and the profession by promoting justice, professional excellence and respect for the law, the ABA House of Delegates considers reports with recommendations that, with adoption of the recommendation by the House, become Association policies. It is critical that these reports with recommendations are clearly understood by members of the House, by members of the Association, and by those to whom these policies are directed. Reports with recommendations that are well-written will allow the original sponsors to get their message across with less chance that their proposed policies will be misunderstood and/or amended at the request of the Committee on Rules and Calendar or on the floor of the House.

In 1999, the ABA adopted policy urging agencies to use plain language in writing regulations as a means of promoting the understanding of legal obligations. It is equally important that policies adopted by this Association are clearly understood.

We are proposing, therefore, to change the name of the Committee on Drafting to the Drafting Policies and Procedures Committee and to define the role of the Committee as a resource of Association members who are interested in proposing policies. The five members of the Committee will be knowledgeable about appropriate language, format and style for reports with recommendations. The Committee will be accessible at any time during the drafting process as a resource to Association entities and members. The Committee will also develop a guide to ensure that all sponsors draft reports with recommendations with appropriately consistent format language and style. The Committee will be available to provide education regarding the use of the guide.