

## GOVERNMENT NOTIFICATION.—No. 316.

The following Standing Orders and Rules of the Sanitary Board of Hongkong, are published for general information.

By Command,

FREDERICK STEWART,  
*Colonial Secretary.*

Colonial Secretary's Office, Hongkong, 14th July, 1888.

## STANDING ORDERS AND RULES

OF THE

## SANITARY BOARD OF HONGKONG.

*(Adopted unanimously on the 5th of July, 1888.)*

## MEETINGS OF THE BOARD.

1. The Ordinary Meetings of the Sanitary Board shall be held on each alternate Thursday, at 4.30 p.m., but the President may call a Meeting of the Board in any case which may seem to him to be one of emergency and at that Meeting subjects deemed urgent only shall be discussed.
  2. Notice of a Meeting shall be given by the Secretary to each Member of the Board at least one clear day before the day of Meeting, except in case of emergency when as long a notice as possible shall be given.
  3. The Secretary shall transmit the Orders of the Day to each Member of the Board together with the Notice.
  4. If four Members be not present at 4.45 p.m. the Board shall stand adjourned until the next ordinary day of Meeting.
  5. At any time during a Meeting the Board may, on Motion to that effect being carried, adjourn to any other hour or day, and should the adjournment be to another day Notice of such adjournment shall be given to the Members by the Secretary.
  6. When a quorum has been formed, the Minutes of the previous Meeting shall be read, and the question of their confirmation shall be put, but no debate shall be allowed thereon, except as to the accuracy of the Minutes.
  7. The Minutes having been confirmed the order of business shall be as follows:—
    - (a.) Messages and Minutes from the Governor.
    - (b.) Letters, Communications, and Reports.
    - (c.) Notices of Motion.
- After which the Orders of the Day shall be read by the Secretary and business shall be proceeded with accordingly.
8. All communications addressed to the Board shall be sent to the Secretary.
  9. Messages or Minutes of the Governor may be read at any time during a Meeting.
  10. A Member may give Notice of Motion during a Meeting, mentioning the day on which it is intended to bring forward the Motion.
  11. Notice of Motion if not given at a Meeting must be sent in writing to the Secretary to the Board at least two clear days before the Meeting at which it is intended that the Motion should be brought forward.
  12. The following Motions may be made without notice.
    - (a.) Any motion for the confirmation of the Minutes of the Board, or for the adoption, modification, or rejection of the Report of any Committee.
    - (b.) Any motion that a letter or communication do lie on the table or be printed.
    - (c.) Any motion for the adjournment of the Board or of a debate.
    - (d.) Any motion for the suspension of Standing Orders.
    - (e.) Any motion for the reference of any matter to a Committee.
    - (f.) Any motion for the withdrawal of strangers.
    - (g.) Any motion made when the Board is in Committee.
    - (h.) Any motion the urgency of which is admitted by two-thirds of the Members present.
  13. All Meetings of the Board whether in Committee of the whole or as a Board shall be public unless a Motion is made to exclude strangers and carried by a majority of the Members present.

**RULES OF DEBATE.**

14. Every Member except in Committee shall speak standing, and shall address himself to the President.

15. No Member shall interrupt another when speaking, except by *rising to order*. A Member *rising to order* shall simply direct attention to the point which he desires to bring to notice and submit it to the decision of the President.

16. If two Members rise to speak at the same time the President shall call upon one of them to address the Board first. A Member may not read his speech but he may read extracts from written or printed papers in support of his arguments.

17. It shall be the duty of the President to enforce all these Rules, and when the President rises any Member speaking shall immediately resume his seat.

18. No speech shall be made on presenting a letter or communication, beyond such as may be necessary to explain its nature and object.

19. No Member may speak more than once on any question except when the Board is in Committee. The Mover of any Motion may however reply at the close of a debate, and any Member may explain himself if he has been misapprehended in any essential statement.

20. The Mover of any Motion or Amendment may speak in support thereof, but no further debate shall be allowed (whether the Board be in Committee or not), until the Motion or Amendment be duly seconded.

21. If any Amendment be proposed and seconded, it shall be considered before the original question. If an Amendment of a proposed Amendment be moved and duly seconded it shall be considered as if such previous Amendment were an original question.

22. Any Motion or Amendment moved and seconded may be required by the President to be committed to writing by the Mover and delivered to the Secretary.

23. When Bye-Laws are before the Board for consideration each section shall be read by the Secretary and shall then be put from the Chair, without Motion, by this question:—"That this section shall stand part of the Bye-Laws," and the section shall be treated as a Motion, except that a section may be amended portion by portion, the earlier Amendments having precedence of the later. A decision on an earlier portion of the section shall not bar an Amendment of a later portion, but a decision on a later portion of the section shall bar all amendments of an earlier portion, and if an Amendment of a later portion of a section inconsistent with any decision come to upon any earlier portion of the section be proposed, such Amendment cannot be put, and no Amendment of a later section in the Bye-Laws can be put which may be inconsistent with any earlier section as it has been passed, and if by inadvertency any such inconsistent Amendment be put and carried it shall, at any time, be struck out by the President when discovered and brought to the notice of the Chair.

24. On a division, the votes shall be taken by the Secretary in the order in which the Members sit, beginning from the right of the President, and the Secretary shall then read out the result mentioning the total number of votes *for* and *against* respectively.

25. After a question has been put by the President and voted on,—no further discussion thereupon shall be allowed.

26. If any Member dissenting from the opinion of the majority wish to have his dissent recorded; he shall state so forthwith, and may forward the reasons of his dissent in writing to the Secretary who shall record them in the Minutes before confirmation.

27. The Standing Orders of the Board may be suspended by the consent of a majority of the Members present.

28. The matter under discussion and any business not disposed of at the time of any adjournment shall stand as *An Order of the Day* for the next Meeting of the Board.

29. Any stranger present expressing approbation or disapprobation shall be immediately called upon to withdraw.

30. Papers in connection with matters requiring the consideration of the Board shall be circulated by the Secretary among Members as early as practicable before a Meeting. Papers in connection with matters of less importance may be dealt with by the Board at its Meetings without having been so circulated.

**COMMITTEES.**

31. Any matter may be referred by the Board for Special Report to a Select Committee of not less than three Members chosen by the Board.

**PRIVATE RIGHTS.**

32. In any case where individual rights or interests may be peculiarly affected by any act or decision of the Board the parties interested may, upon Motion made by a Member of the Board duly seconded and carried, be heard before the Board or before any Committee thereof either in person or by Counsel.

33. When any witness is examined his evidence shall be taken down by the Secretary, or if deemed requisite by the Board the services of a short-hand writer shall be engaged for the purposes of taking down such evidence.

### THE SECRETARY TO THE BOARD.

34. The Secretary to the Board shall keep an Order Book in which he shall enter and number in succession the subjects intended to be brought under discussion at each Meeting.

35. The Secretary shall also keep Minutes of the Proceedings of the Board, and shall, two clear days at least before each Meeting, send a printed copy of the Minutes of the previous Meeting to each Member.

36. The Secretary shall attend upon any Select Committee if so required.

### GOVERNMENT NOTIFICATION.—No. 317.

The following Circular Despatch, accompanying a copy of an Order of the Queen in Council, is published for general information.

By Command,

FREDERICK STEWART,  
*Colonial Secretary.*

Colonial Secretary's Office, Hongkong, 14th July, 1888.

### CIRCULAR.

DOWNING STREET,  
28th May, 1888.

SIR,—With reference to Lord Carnarvon's Circular Despatch of the 19th of November, 1875, I have the honour to transmit to you, for publication in the Colony under your government, a copy of an Order of the Queen in Council of the 3rd instant, revoking the Order in Council of the 26th October, 1875, respecting the tonnage admeasurement of Netherlands Vessels, and substituting other provisions for the same.

I have the honour to be,

Sir,

Your most obedient humble Servant,

KNUTSFORD.

*The Officer Administering the Government of*  
HONGKONG.

AT THE COURT AT WINDSOR,

The 3rd day of May, 1888.

PRESENT,

### THE QUEEN'S MOST EXCELLENT MAJESTY IN COUNCIL.

WHEREAS by the Merchant Shipping Act Amendment Act, 1862, it is enacted that whenever it is made to appear to Her Majesty that the Rules concerning the measurement of tonnage of merchant ships for the time being in force under the principal Act have been adopted by the Government of any foreign country, and are in force in that country, it shall be lawful for Her Majesty by Order in Council to direct that the ships of such foreign country shall be deemed to be of the tonnage denoted in their Certificates of Registry or other national papers, and thereupon it shall no longer be necessary for such ships to be re-measured in any port or place in Her Majesty's Dominions, but such ships shall be deemed to be of the tonnage denoted in their Certificates of Registry or other papers in the same manner, to the same extent, and for the same purposes, in, to, and for which the tonnage denoted in the Certificates of Registry of British ships is to be deemed the tonnage of such ships:

And whereas by the Merchant Shipping Act, 1876, it is enacted that "where Her Majesty has power, under the Merchant Shipping Act, 1854, or any Act passed or hereafter to be passed amending the same, to make an Order in Council, it shall be lawful for Her Majesty from time to time to make such Order in Council, and by Order in Council to revoke, alter, or add to any order so made":

And whereas it was made to appear to Her Majesty, that the Rules concerning the measurement of tonnage of merchant ships in force under the Merchant Shipping Act, 1854, had been adopted by the Government of His Majesty the King of the Netherlands, with the exception of a difference in the mode in certain steamers of estimating the allowance for engine-room, and such rules were in force in that country, and came into operation on the 1st day of January, 1876: