2019 Legislative Drafting Seminar

Tuesday, October 9, 2018
Brynhild Haugland Room, State Capitol
Bismarck, North Dakota
LEGISLATIVE RESEARCH RESOURCES ON THE LEGISLATIVE BRANCH WEBSITE
Legislative research resources

- Century Code
- Session Laws
- Research Center
- Budget and fiscal information
- Session information
- Search
- Bill Tracking
Open legislative branch website www.legis.nd.gov

• Click on Century Code
Click on a **Title** to view Chapters and select the desired Chapter.
Click on the desired **Chapter** to view the Sections for the Chapter.
Click on the desired **Section** to view the Section within the Chapter.
CENTURY CODE –
AGENCY PREFILE BILL DRAFTING

Format
• Templates, forms, and prefile information available at www.legis.nd.gov/agency-prefile-documents
• Copy and paste Century Code from the legislative branch website
• Draft bills using Microsoft Word or Open Office.
• Do not use line numbering.
• Ensure text flows properly by removing returns at the end of each line.
• Apply textual changes using track changes in your word processing software.

Submission Options
Drafts may be submitted in the following manner:
• Email - Word or Open Office document along with properly completed prefile form to lcouncil@nd.gov. Limit of one draft and prefile form per email.
• Flash drive – Word or Open Office documents along with properly completed prefile form may be delivered to the Legislative Council office. Multiple bill drafts and prefile forms may be submitted on a single flash drive.
• Paper – Paper copy of bill draft and prefile form may be delivered to the Legislative Council office.
Open legislative branch website www.legis.nd.gov

- Click on Session Laws
Click on the desired legislative session

Session Laws

Session Laws of North Dakota are published after each regular and special legislative session and contain the laws enacted during that session. The Session Laws also contain veto messages of the Governor, measures submitted to the electorate since the last session, and resolutions.

- 2016 Special Session Session Laws
- 2015 Session Laws
- 2013 Session Laws
- 2011 Special Session Session Laws
- 2011 Session Laws
- 2009 Session Laws
- 2007 Session Laws
- 2005 Session Laws
- 2003 Special Session Session Laws
- 2003 Session Laws
- 2001 Special Session Session Laws
- 2001 Session Laws
- 1999 Session Laws
- 1997 Session Laws
- 1995 Session Laws
- 1994 Special Session Session Laws
- 1993 Session Laws
- 1991 Special Session Session Laws
- 1991 Session Laws
- 1989 Session Laws
- 1987 Session Laws

Select the desired legislative session.
Select to view Session Laws information by category, bill/Session Laws chapter index, NDCC Sections affected, NDCC Sections affected by bill, or subject matter.

The Chapter Categories is the online version of the Session Laws derived from the printed version of the Session Laws. Every bill is placed within a category that reflects the general subject matter of that bill. Within a category, bills generally are arranged in ascending order by Century Code section number, and then a Session Laws chapter number is assigned. Thus, Session Laws chapter numbers do not have any relationship to date of enactment. Selecting the appropriate category will lead you to the bills that are compiled under that category for purposes of publication of the Session Laws.

The Index to Bills and Resolutions is a tabular listing of bills and resolutions, in ascending numerical order, with a cross-reference to the Session Laws chapter number of the bill or resolution.

The Century Code Sections Affected is a tabular listing, in ascending Century Code number order, of all Century Code provisions amended, created, or repealed, with a cross-reference to the Session Laws chapter number of the bill affecting that provision.

The Century Code Sections Affected by Bill is a tabular listing, in ascending bill number order, of all Century Code provisions amended, created, or repealed, with a cross-reference to the Session Laws chapter number of the bill affecting that provision.

The General Index is an index by subject matter of all chapters of the Session Laws. Note that the Session Laws contain matter in addition to bills and resolutions enacted or approved by the Legislative Assembly.
Open legislative branch website [www.legis.nd.gov](http://www.legis.nd.gov)

- Click on **Research Center**
Click on **Legislative Bill Histories**. Session Laws are also available in the Research Center.
Click on the desired legislative session

Select the desired legislative session.
Select to view Bill History information
BUDGET AND FISCAL INFORMATION

Open legislative branch website [www.legis.nd.gov](http://www.legis.nd.gov)

- Click on the desired ND Budget Information links in the web page footer

<table>
<thead>
<tr>
<th>Constitution, Laws, &amp; Rules</th>
<th>Legislator Information</th>
<th>ND Budget Information</th>
<th>Information Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constitution</td>
<td>Biographies</td>
<td>Biennium Information</td>
<td>Agency Rules Information</td>
</tr>
<tr>
<td>Century Code</td>
<td>Contact Information</td>
<td>Agency Budget Information</td>
<td>General Information</td>
</tr>
<tr>
<td>Session Laws</td>
<td>Find My Legislators</td>
<td>Budget and Fiscal Trends</td>
<td>Research Center</td>
</tr>
<tr>
<td>Administrative Rules</td>
<td>Current Legislators by District</td>
<td>North Dakota Finance Facts</td>
<td>Legislative Drafting Manual</td>
</tr>
<tr>
<td></td>
<td>Legislative Districts</td>
<td>Related Publications</td>
<td>Legislative Links</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Student Legislative Tour Information</td>
</tr>
</tbody>
</table>

Select desired North Dakota Budget Information.
Open legislative branch website [www.legis.nd.gov](http://www.legis.nd.gov)

- Click on the desired Legislative Assembly
Click on Budget Information
Open legislative branch website www.legis.nd.gov
• Click on the desired Legislative Assembly
SESSION INFORMATION

Click on the Regular session
Select the desired session information

63rd Legislative Assembly Regular Session

Convened Tuesday, January 8, 2013
Adjourned Saturday, May 4, 2013

Legislative information from the 63rd Legislative Assembly is available through this website without charge. Generally, some information will become available before the Legislative Assembly convenes, and some information becomes available after the Legislative Assembly adjourns (effective dates of legislation and Session Laws). During the legislative session this information is updated daily.

There were 842 bills (467 in the House and 375 in the Senate). 74 concurrent resolutions (44 in the House and 30 in the Senate), and 2 memorial resolutions introduced during the regular session. Of the total 916 bills and resolutions introduced, 272 House bills, 235 Senate bills, 24 House concurrent resolutions, 17 Senate concurrent resolutions, 1 House memorial resolution, and 1 Senate memorial resolution passed. The Governor signed 503 bills into law and vetoed 3 bills. One veto was an item veto that did not affect the entire bill. Thus, 503 bills have, or will, become law.

63rd Legislative Assembly (2013)
- 63rd Internim (2015-14)
- 63rd Budget Information (2013-15)

Session Information
- 2013 Effective Dates of Legislation (21.3 KB pdf)
- 2013 Final Bill Status (1.10 MB pdf)
- 2013 Legislative Deadlines (11.0 KB pdf)
- 2013 Legislative Document Subscription Service (8.0 KB pdf)
- 2013 Legislative Rules
- 2013 Major Topic Index to Bills
- 2013 Session Laws
- 2013 The Summaries
- Bills Signed by Governor
- House Standing Committees (54.0 KB pdf)
- Legislative Bill Tracking System
- Orientation and Organizational Sessions
- Prefile Bills and Committee Assignments (73.0 KB pdf)
- Senate Standing Committees (22.0 KB pdf)

House Membership
House Membership for the 63rd Assembly
- House Members
- Members by District
- House Leadership

Senate Membership
Senate Membership for the 63rd Assembly
- Senate Members
- Members by District
- Senate Leadership
# SESSION INFORMATION

Select the desired session information

<table>
<thead>
<tr>
<th>House Daily Calendars</th>
<th>Senate Daily Calendars</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Calendar</td>
<td>• Senate Calendar</td>
</tr>
<tr>
<td>Printable versions (as distributed) of House Calendar</td>
<td>Printable versions (as distributed) of Senate Calendar</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Committee Hearing Schedules</th>
<th>Committee Hearing Schedules</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Updated every half hour between 10 a.m. and 11 p.m.)</td>
<td>(Updated every half hour between 10 a.m. and 11 p.m.)</td>
</tr>
<tr>
<td>• Committee Hearings</td>
<td>• Committee Hearings</td>
</tr>
<tr>
<td>No standing committee meetings are scheduled for the week of April 29-May 3, 2013</td>
<td>No standing committee meetings are scheduled for the week of April 29-May 3, 2013</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Conference Hearing Schedules</th>
<th>Conference Hearing Schedules</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Conference Committee Schedule</td>
<td>• Conference Committee Schedule</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>House Bills and Resolutions</th>
<th>Senate Bills and Resolutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Bills</td>
<td>• Senate Bills</td>
</tr>
<tr>
<td>• House Resolutions</td>
<td>• Senate Resolutions</td>
</tr>
<tr>
<td>• House Concurrent Resolutions</td>
<td>• Senate Concurrent Resolutions</td>
</tr>
<tr>
<td>• House Memorial Resolutions</td>
<td>• Senate Memorial Resolutions</td>
</tr>
<tr>
<td>• House Bills with Title</td>
<td>• Senate Bills with Title</td>
</tr>
<tr>
<td>• 2013 Major Topics Index to Bills</td>
<td>• 2013 Major Topics Index to Bills</td>
</tr>
<tr>
<td>• 2013 House Bills and Resolution History</td>
<td>• 2013 Senate Bills and Resolution History</td>
</tr>
<tr>
<td>• Bill Status Inquiry</td>
<td>• Bill Status Inquiry</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>House Bills by Sponsor</th>
<th>Senate Bills by Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Sponsors</td>
<td>• Senate Sponsors</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>House Journal</th>
<th>Senate Journal</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Journal</td>
<td>• Senate Journal</td>
</tr>
<tr>
<td>• Combined Journal Index (Passed, Failed, Governor Signed, Vetoed)</td>
<td>• Combined Journal Index (Passed, Failed, Governor Signed, Vetoed)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Daily Roll Call Votes</th>
<th>Daily Roll Call Votes</th>
</tr>
</thead>
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<td>• Daily Roll Call Votes</td>
<td>• Daily Roll Call Votes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>House Video</th>
<th>Senate Video</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Video</td>
<td>• Senate Video</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>House Member Video</th>
<th>Senate Member Video</th>
</tr>
</thead>
<tbody>
<tr>
<td>• House Member Video</td>
<td>• Senate Member Video</td>
</tr>
</tbody>
</table>
Select the desired topic

Major Topics Index

A

- ABANDONED PROPERTY - SEE ALSO PROPERTY
- ABORTION
- ABSENT VOTERS BALLOTS - SEE ELECTIONS; BALLOTS
- ABSTRACTERS - SEE ALSO OCCUPATIONS AND PROFESSIONS
- ACCOUNTANTS - SEE ALSO OCCUPATIONS AND PROFESSIONS
- ADDICTION COUNSELOR - SEE ALSO OCCUPATIONS AND PROFESSIONS
- ADJUTANT GENERAL - SEE ALSO NATIONAL GUARD
- ADMINISTRATIVE AGENCIES - SEE ALSO STATE GOVERNMENT
- ADMINISTRATIVE COMMITTEE ON VETERANS' AFFAIRS
- ADMINISTRATIVE RULES
- ADOPTION

Click on the desired Topic to view Categories and links to Bill Text, Bill Actions, and Bill Videos.
Open legislative branch website [www.legis.nd.gov](http://www.legis.nd.gov)

- Key a bill number and press ENTER
Options for viewing bill documents and other bill information

Click to view Bill Status Actions.

Click to view video for this bill.

Click to view specific versions of the bill, amendment, marked up version, or fiscal notes.
Open legislative branch website search page www.legis.nd.gov/search or open legislative branch website www.legis.nd.gov

• Click Search or key search text and press ENTER
Select to search all legislative branch website content or limit your search to specific content.

Select to search all content on the legislative branch website or select to limit your search to specific content via the dropdown.

Enter your search text and click Search.
SEARCH - TIPS

“AND” Searches

• By default the search engine returns content that includes all of your search terms. There is no need to include “AND" between terms. For example, to search for the words “tax” and “water”, enter:

  tax water

• To broaden or restrict the search, include fewer or more terms.

“OR” Searches

• The search engine supports the logical “OR” operator. To retrieve content that include either word A or word B, use an uppercase “OR” between terms. For example, to search for content with “tax” or “water”, enter:

  tax OR water
Excluding Words

• You may exclude a word from your search by putting a minus sign ("-") immediately in front of the term you want to exclude. Make sure you include a space before the minus sign. For example, the search:

   tax -liquor

• will return content containing “tax” that do not contain the word “liquor”

Does Capitalization Matter?

• Searches are not case sensitive. All letters, regardless of how you enter them, are understood as lower case. For example, searches for “north dakota,” “North Dakota,” and “NORTH DAKOTA” all return the same results.
**Phrase Searches**

- You can search for phrases by adding quotation marks. Words enclosed in double quotes ("tax in lieu of") appear together in all returned documents.

- Certain characters serve as phrase connectors. Phrase connectors work like quotes because they join your search words in the same way double quotes join your search words. For example, the search:

  water-related

- is treated as a phrase search even though the search words are not enclosed in double quotes. The search engine recognizes hyphens, slashes, periods, equal signs, and apostrophes as phrase connectors.
BILL TRACKING

Open legislative branch website [www.legis.nd.gov]

- Click on the desired Legislative Assembly
Click on the Regular session

63rd Legislative Assembly

The 63rd Legislative Assembly consists of a Senate of 47 senators and a House of Representatives with 94 representatives. The 63rd Legislative Assembly organized December 3-6, 2012, convened in regular session from Tuesday, January 8, 2013, to Saturday, May 4, 2013.

Generally, the senators from odd-numbered districts were elected to four-year terms at the 2010 general election and the senators from even-numbered districts were elected to four-year terms at the November 2012 general election.

Two representatives were elected from each of 47 senatorial districts. Generally, the representatives from odd-numbered districts were elected to four-year terms at the 2010 general election and the representatives from even-numbered districts were elected to four-year terms at the November 2012 general election.

63rd Legislative Assembly (2013)

- 63rd Regular (2013)
- 63rd Interim (2013-14)
- 63rd Budget Information (2013-15)

Assembly Information

- 2013 Effective Dates of Legislation (21.0 KB pdf)
- 2013 Legislative Deadlines (11.0 KB pdf)
- Orientation and Organizational Session

Membership Information

Membership for the 63rd Assembly

All Members
- House Members
- Senate Members
- Members by District
- Members by Party

Leadership
- House Leadership
- Senate Leadership
Click on Legislative Bill Tracking System.
Click to view the user manual or login to bill tracking application.
**BILL TRACKING**

See the user manual for feature and functionality documentation.

**North Dakota Legislative Branch**

**Legislative Bill Tracking - Sixty-fifth Assembly (2017)**

<table>
<thead>
<tr>
<th>Tracking Lists</th>
<th>Standing Committee Tracking Lists</th>
<th>Interim Committee Tracking Lists</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Bills</td>
<td>Number of Bills</td>
</tr>
<tr>
<td>List 1</td>
<td>HB 1128, HB 1133, SB 2160</td>
<td>3</td>
</tr>
<tr>
<td>List 2</td>
<td>SB 2160</td>
<td>1</td>
</tr>
<tr>
<td>List 3</td>
<td>HB 1133, SB 2160</td>
<td>2</td>
</tr>
<tr>
<td>(Shared) My Bill List</td>
<td>HB 1004, HB 1009, SB 2004, SB 2010</td>
<td>4</td>
</tr>
</tbody>
</table>

Search/Add Bills | Add Shared List
ND LEGISLATIVE DAILY MOBILE APP

LEGISLATIVE DAILY SCHEDULE MADE EASY!

FOLLOW THE LEGISLATIVE ASSEMBLY

- Schedules - Standing, conference, interim, and administrative rulemaking hearings
- Access to Bill Status and documents
- View floor session schedules
- View meeting rooms map
- Link the app with the Legislative Bill Tracking System and view your personalized schedule

Search for North Dakota Legislative Daily

Available on the App Store

Get it on Google play

www.legis.nd.gov
QUESTIONS