

## Role-play Toolkit

### Committee Script Set: House of Representatives

<b>COMMITTEE CHAIR SCRIPT</b>	
<i>Instructions</i>	Script
<i>Lead the committee members into the room and sit down. Say:</i>	I declare open this meeting of the House of Representatives committee on _____ (topic) at _____ (time) on _____ (date).
<i>Then say:</i>	The committee will now hear from three witness groups who have expressed interest in this issue.  I welcome representatives from the _____ group. Please come to the table.
<i>Once the first group has taken their seats say:</i>	Please state your name for the <i>Hansard</i> record.
<i>When each member of the group has given their name say:</i>	Please read your statement to the committee.
<i>When the statement has been read say:</i>	Do any members have any questions for these witnesses?
<i>Repeat until the questioning is over; then say:</i>	I thank the representatives from the _____ group for their attendance.
<i>When the first group has left the table, call the second witness group. Say:</i>	I welcome representatives from the _____ group. Please come to the table.
<i>Once the second group has taken their seats say:</i>	Please state your name for the <i>Hansard</i> record.
<i>When each member of the group has given their name say:</i>	Please read your statement to the committee.
<i>When the statement has been read say:</i>	Do any members have questions for these witnesses?
<i>Repeat until the questioning is over, then say:</i>	I thank the representatives from the _____ group for their attendance.
<i>When the second group has left the table, call the third witness group. Say:</i>	I welcome the representatives from the _____ group. Please come to the table.
<i>Once the third group has taken their seats say:</i>	Please state your name for the <i>Hansard</i> record.
<i>When each member of the group has given their name say:</i>	Please read your statement to the committee.
<i>When the statement has been read say:</i>	Do any members have any questions for these witnesses?
<i>Repeat until the questioning is over, then say:</i>	I thank the representatives from the _____ group for their attendance.

<i>End the session by saying:</i>  <i>Then lead the members out of the room.</i>	<b>This meeting is now adjourned. The committee will consider the evidence heard here today and will table its report in the House of Representatives.</b>
--	--

The committee adjourns to write a [brief] report including recommendations.

<i>Table the report during a meeting of the House and deliver the committee's recommendations by saying:</i>	<b>Mr/Madam Speaker, the committee has considered the evidence and has decided to recommend that</b> _____.
--	--