

*a guide for*

# MEMBERS OF PARLIAMENT

*of the*

# NEW SAROVIAN EMPIRE



SARHOLM 323 AS



# A Guide for Members of Parliament

## Table of Contents

- **Introduction**
- **The House of Commons**
  - *Traditions*
  - *Rules & Etiquette*
  - *Procedure*
- **The Speaker**
- **The Constituency Office**
- **Motions**
  - *Types of Motions*
  - *How to pass a motion*
- **Bills & laws**
  - *Types of bills & laws*
  - *How to write laws*
- **Committees**
- **Ministries & Cabinet**
- **Government papers**
  - *White papers*
  - *Green papers*
  - *Blue papers*



# A Guide for Members of Parliament

## Introduction

Congratulations on your election into the House of Commons! As of the minute you swear the oath of allegiance to the *Rozirre*, you've officially stepped into one of the most influential roles in the entirety of the Empire. As a Member of Parliament (MP), your responsibilities are immense - you are the voice of your constituents and a key decision-maker for the Empire, and can change the course of history.

The choices you make directly impact the lives of Sarovian citizens, and even those Carodia, Philippia or nations outside the Sarovian Commonwealth in a more limited manner. From shaping laws that everyone will abide by to participating in the Government's work, your decisions will affect everything from the economy to public services, education, and even national security. In short, you hold the power of life and death, literally and figuratively, in your hands.

Your role goes **beyond simply showing up to meetings or voting**. You will help craft policies, debate their merits, and offer criticism and amendments when needed. You will be given multiple smaller roles within the Parliament, and genuinely offer advice. You will be expected to not only listen but to take action. You'll be expected to help and advocate for the behalf of the people who elected you.

As an MP, your words can spark movements, and your votes can either create or dissolve laws. Parliament is not just about authority; it's about service to the people who elected you.

As Prime Minister, I welcome you to our house - the House of Commons.

*D. Alberos  
Lord Lorville*



# A Guide for Members of Parliament

## The House of Commons

Parliament is not just a place of lawmaking, but a chamber of rich traditions, strict protocols and unique and complex systems to ensure the best laws are put in place. This system is known as the *Sarholm system*.

In case you are unaware, the Parliament consists of two different “chambers” - in other words, two groups of people. The first is the House of Commons, commonly abbreviated to as “HoC”. This is where you are, and it consists of people who are elected by the everyday Sarovians to represent them. This is where Sarovian democracy exists.

The other group is known as the Assembly of Peers, which makes up the nobility. The old veterans of the Sarovian political system serve here as a group of experienced and intelligent statesmen and stateswomen to offer advice and also vote on laws. As you will see later on in this book, both chambers have to work together in order to improve the lives of Sarovians.

As a member of the House of Commons, your title is a *Member of Parliament*. This grants you the post-nominals *MP* (which can go after your name, as a sign of respect), and the style of address *The Honourable*. This means your name, for the duration of your service as a Member of Parliament, would be similar to *The Honourable John Smith, MP*.

Not very many people get this special treatment!



# A Guide for Members of Parliament

## The House of Commons

### Traditions

There are a few traditions in the House of Commons that must be followed.

#### The Mace

The Speaker of the House of Commons, or a Deputy Speaker, will come into every session with a Parliamentary Mace, gilded in gold. This Mace was given by the *Rozirre* which symbolises the majesty and authority of the Crown. No session of Parliament can occur legally without the presence of the mace.

#### The Standing Orders

Each chamber, including the House of Commons, has a document known as the Standing Orders. This is a one-page document of basic rules of Parliament, which must be followed. Failure to adhere to the Standing Orders might nullify your vote or give huge fines.

#### The Reluctance of the Speaker

Dating back to the days of Emperor William, the Speaker of the *Riksdag*, the predecessor of the Parliament, would often fear the rage of the Emperor. The *Riksdag* would often report bad news about the Saro-Oxerian union to the Emperor, and the Speaker would be the subject of Emperor William's wrath. To this day, when a new Speaker is elected by the House, they are "dragged" to the Speaker's chair to symbolise their fear to serve in this position.



# A Guide for Members of Parliament

## The House of Commons

### Traditions

There are a few traditions in the House of Commons that must be followed.

#### The Anthem

Prior to every meeting of the Commons, *tel Saroviana* must be sung. In times of emergency, the Speaker may select not to sing the song at the beginning, but must sing at the end.

#### Seating Plans

It is custom tradition that within the House of Commons, the seating plan matters. The government (the Prime Minister and his party) will always sit on the left side, and the opposition will always sit on the right side. If a certain side is full and there are no remaining seats, then MPs will sit on the opposing side. The Prime Minister will always sit in the centre of the table, and all Cabinet ministers should be in the first row.

#### Supremacy of the Speaker

The Speaker is the most important person in the House of Commons. Since they wield the parliamentary mace which represents the power of the *Rozirre*, the Speaker is actually the one handling the debate. No MP can speak to any other MP. The talking must go to the Speaker informally. This is also why no names are permitted in the House of Commons - instead, we call each other “friends” or by their district.



# A Guide for Members of Parliament

## The House of Commons

### Rules & Etiquette

Within the House, there are a variety of rules that need to be followed, mostly regarding etiquette. These rules are mainly written in the Parliamentary Standing Orders.

#### Dress Code

All Members of Parliament must wear **half-dress** or **full-dress** with the exception of Privy Counsellor uniforms and hats. These dress codes are outlined in the Imperial Etiquette handbook. In short, this means all sorts of suits and dresses are permitted so long as they are worn without hats, and are black, dark gray, dark blue or any other dark colour. Medals & sashes may be worn. Women may wear any colour so long as it is not white.

#### Standing

If you need to speak in any way, it is mandated that you stand first and wait for the Speaker to call on you. Again, Always refer to your fellow MPs by their riding or official title, not by their name (e.g., "*The Honourable Member for the Cape of Brianna*" instead of "*Mr. Name*"). This keeps debates focused on the relevant ideas, motions or statements not personalities.

#### Language

No foul language is permitted within the House of Commons. At any point, if any member is offended at language, they may ask the Speaker by raising a “motion of privilege” (see later in the handbook.)



# A Guide for Members of Parliament

## The House of Commons

### Procedure

The Procedure within the House of Commons is outlined very simply within various different legal documents. Below is the procedure, followed by an example. When a bill (a law) is proposed in Parliament, the individual who wishes to propose the law will first propose it in the House of Commons channel in the New Sarovian Discord server. They will label it as:

#### **# First Reading - NAME OF LAW**

**\* < 100 words explaining the basics of the law > \***

The Speaker will then choose which in-game session the law will be proposed for the First Reading. When that time comes, the MP who proposed the law (or a representative) will stand up and ask the Speaker if they can introduce the law. The Speaker will then ask if any other MP “seconds” the motion - this basically asks if anyone else agrees that this law should be proposed. Another MP needs to stand up and say “I second, Mr. Speaker”.

The Speaker will then ask the original MP to introduce the law, but they can only speak for five minutes. Afterward, anyone who wishes to argue against the proposal may ask the Speaker to speak, and may speak for a maximum of seven minutes. This can go back and forth as much as necessary. Eventually, someone will ask for a “motion to proceed”, and if someone “seconds” the motion to vote, the Speaker will begin the vote. If the vote passes, the proposal has passed the first reading, and the Speaker will send it to a committee.





# A Guide for Members of Parliament

## The House of Commons

### Procedure

The Speaker will then post the law in a Committee, with the following:

#### **# Second Reading - NAME OF LAW**

**\*<100 words explaining the basics of the law>\***

The Committee will then discuss if the law is good or bad for the Empire, and, if necessary, rewrite (known as amendments) or agree. The Committee cannot reject a law, but they can change it so much that it becomes unrecognisable. The Committee, once every member of the Committee or the Chair of the Committee commands, will vote on the law as it stands. If it passes, it will be given back to the Speaker. If it is rejected, they must provide a new version of it within one week.

The Speaker will then post the following in the House of Commons channel:

#### **# Third Reading - NAME OF LAW**

**\*<100 words explaining the basics of the law>\***

In-game, the Speaker will permit an MP to introduce the law for a third and final time, and follow the same structure as the First Reading (Propose, seconded by another MP, introduce briefly.) If there are no complaints, a motion to vote will occur, and this vote is the final vote. If it passes, it goes to the Assembly of Peers to be finalised.



# A Guide for Members of Parliament

## The House of Commons

### Procedure - Example

The Member of Parliament for **Sarholm Proper** introduces the **FLUFFY PUPPIES ACT**. He posts the PDF or link to the law in #house-of-commons as well as:

#### # First Reading - The Fluffy Puppies Act

**\*This Act requires the Government to look into purchasing a series of very fluffy and very cute puppies for all Sarovians. Inside the law are the criteria & the details of which puppies and where they shall be acquired from.\***

The Speaker sees and confirms this, and says this will be discussed next Tuesday. On Tuesday, the Speaker will ask the The Member of Parliament for **Sarholm Proper** if he would like to introduce the act. The Member of Parliament for **Sarholm Proper** will say yes. The Speaker asks if anyone will second. The Member of Parliament for **Nira** will also stand and say “I second, Mr. Speaker.”

The Speaker will allow the Member of Parliament for **Sarholm Proper** to speak for five minutes, and he explains the purpose of the Fluffy Puppies Act. Nobody disagrees, so the the Member of Parliament for **Sarholm Proper** says “I motion for a vote, Mr. Speaker.” The Speaker asks if anyone seconds this, and again the Member of Parliament for **Nira** says “I second, Mr. Speaker.”

The Speaker will hold a vote. The Fluffy Puppies Act passes First Reading.



## A Guide for Members of Parliament

# The House of Commons

## Procedure - Example

The Speaker will then pick which Committee this will go to - usually a Committee that is roughly related to this. The Speaker picks the Cultural Committee, and he posts there:

### # Second Reading - The Fluffy Puppies Act

**\*This Act requires the Government to look into purchasing a series of very fluffy and very cute puppies for all Sarovians. Inside the law are the criteria & the details of which puppies and where they shall be acquired from.\***

The MPs and Peers in the Committee will then discuss this. Some believe they should have fluffy cats instead, but the Committee overall agrees that fluffy dogs are better. The Committee votes that the law should continue to the **Third Reading** as is. The Committee gives the law to the Speaker, who will post it in the #house-of-commons as:

### # Third Reading - The Fluffy Puppies Act

**\*This Act requires the Government to look into purchasing a series of very fluffy and very cute puppies for all Sarovians. Inside the law are the criteria & the details of which puppies and where they shall be acquired from.\***

Next in-game session, the Speaker will ask the Member of Parliament for **Sarholm Proper** if he would like to vote for the law. Once again, the Member of Parliament for **Nira** says "I second, Mr. Speaker". The vote passes and it goes to the Assembly of Peers.



# A Guide for Members of Parliament

## The Speaker

The Speaker is the most important person in the House of Commons except for the Prime Minister. The Speaker chooses which laws are proposed, who gets to speak, when sessions happen, and where laws go for Committee. This is why when a Speaker is chosen, they are legally required to be politically neutral. Failure to be politically neutral could be punishable by death.

Speakers will post every Monday two separate posts for what is known as *tel fasitios eui tel Masson* - or *house affairs*. This is a jot note list that says what every single MP is doing for each session. This is one of the most important jobs of the Speaker (see image.)

In addition, whenever a seat of the House of Commons is empty (due to death or a “resignation”) - the Speaker is responsible for requesting from the *Rozirre* a *writ of pur elecos* - “by election”. The *Rozirre* will agree, and the Speaker will announce a by election in the empty district, and will handle the election alongside the Lord President.

The Speaker is automatically involved in all committees (but excluded from contributing in any way, due to their political neutrality). Speakers will also hire **Civil Servants, especially Home Clerks & Home Administrators** to transcribe all meetings of the House and the Assembly. In the event of no able civil servant, they may assign an MP to this duty. Failure for a session to be transcribed is laid in the hands of the Speaker.

### TEL FASITIOS EUI TEL MASSON

*The House Affairs of the House of Commons*

Tel Majis Imperialo comariare tu Mebros eui Parlamente a parsipir tel recontriros eui Parlamente, terrir carle:

#### **TUESDAY, DAY, YEAR, TIME**

The Member for Sarholm Proper ( @Username ) will ATTEND, and will <insert action>.

The Member for Nira ( @Username ) will ATTEND, and will <insert action>.

The Member for Fort Nafetia ( @Username ) will ATTEND, and will <insert action>.

The Member for East Kiev ( @Username ) will ATTEND, and will <insert action>.

The Member for West Kiev ( @Username ) will ATTEND, and will <insert action>.

The Member for Northern Preuze ( @Username ) will ATTEND, and will <insert action>.

The Member for Kiba ( @Username ) will ATTEND, and will <insert action>.



# A Guide for Members of Parliament

## The Constituency Office

The Constituency Office may be one of the most important roles a MP has, despite being new. A Member of Parliament will, upon being elected, being given command of a unique **forum channel**. This will be their own office that anyone in their province can come ask questions or come ask for help.

As a MP, your job is to be a community leader & help your fellow citizens, or “constituents”. When a citizen has a problem, you will be expected to help them, not the Emperor, the Prime Minister or others. There are a variety of roles and things you can help citizens with, such as:

### Roles & Money

If someone feels they haven't been paid their appropriate amount, somebody has scammed them, they accidentally gave money to a wrong account, or they don't have the necessary Discord roles (citizen, property, etc), they should come to their Member of Parliament constituency office. The Member of Parliament will be able to verify if the problem is a genuine problem, and they can ask the necessary people to fix it.

### Families & Names

If someone needs to join an official family, register a wedding or new children, form a family or fix their name in the Discord server (to adhere to Stefanic names), they should come to their Member of Parliament constituency office. The Member of Parliament will be able to verify if the problem is a genuine problem, and they can ask the necessary people to fix it.



# A Guide for Members of Parliament

## The Constituency Office

### Citizenship & Moving Provinces

If someone wants to take the citizenship exam, move provinces, they should come to their Member of Parliament constituency office. The Member of Parliament should be able to give them the appropriate forms, as well as ask the necessary people to fix it.

### Education & Employment

If someone is having difficulty in the provincial public school systems, they should come to their Member of Parliament constituency office. The Member of Parliament can speak to their teachers or other administrators to try to solve the problem on your behalf. Similarly, if someone is having difficulty finding a job they would like to do, they should come to their MP to help find them a job.

### Petitions & Laws

If someone has proposals for laws or petitions, they should come to their Member of Parliament constituency office. The Member of Parliament will pass these ideas onto the Prime Minister and the government.

Additionally, as a Member of Parliament, you ***have an obligation to help your people***. If you try to help them and it fails, your next step should be to ask the Prime Minister or the Constabulary to intervene and help. As a MP, you can put serious pressure on people!



# A Guide for Members of Parliament

## Motions

All MPs should know that a motion is the most important type of “resolution” that happens in the House of Commons. A **motello** (motion) is an informal proposal made by an MP that recommends the House do something. It does not change law, but the motion *needs a decision, then and there*. A **legeiela** (law) is a proposal that is written on a document and changes Sarovian law.

There are a few types of motions, and they are unique from their real world counterparts. When a motion is proposed, the MP will stand up and say “Mr. Speaker, motello <type>”. The Speaker will then ask them to clarify. All motions & law proposals need a **motello ahalir**.

- **Motello sugesto** (Motion of proposal)
  - A **motello sugesto** is a motion that basically can propose anything. A MP who perhaps wants to suggest that another Member of Parliament be rewarded, or that the Parliament should investigate something, would use this. **The Speaker will then call a vote on this.**
- **Motello ahalir** (Motion of support)
  - A **motello ahalir** is a motion that is basically “seconding” - it is supporting another MP’s actions. When you say “I second”, you are technically saying motello ahalir. **This motion is needed for all other motions and laws.**
- **Motello no preasir** (Motion of displeasure)
  - A **motello no preasir** is a motion that basically says the Commons believes another MP is doing a very bad job. **The Speaker will then call a vote on this.**
- **Motello machare** (Motion of proceeding)
  - A **motello machare** is a motion that says the topic at hand should proceed. Examples would be motioning for a vote, motioning to adjourn, etc. **There is no vote - the Speaker decides.**
- **Motello no confian** (Motion of no confidence)
  - Prime Ministers can only be PM if they have “confidence of the House.” A **motello no confian** is a motion that says the PM does not have the confidence. **The Speaker will then call a vote on this.**
- **Motello prevelo** (Motion of privilege)
  - A **motello prevelo** is a motion that basically says that an MP believes some infringement or rule breaking has occurred. **The Speaker will decide if it is true.**



# A Guide for Members of Parliament

## Motions

### How to pass a motion

Passing a motion is very simple. You do not need to write a document at all - just say what you think. If you have an idea for a motion, likely a *motello sugesto*, *motello no preasir*, & *motello no confian* (as the other motions are often spur-of-the-moment things), write it down somewhere so you don't forget it.

During the proceedings of the House of Commons, simply stand up when the time is right and say "Mr. Speaker, motello <TYPE>". The Speaker may call on you if there is nothing else going on, or may ask you to sit for awhile and come back to you. When the Speaker calls on you, you can say what you wrote down. Always try to have someone be able to pass a *motello ahalir* (aka, seconding it) so the motion actually passes. Then, the Speaker will call a vote for the motion and you hope it passes!

If a *motello sugesto* passes, the Speaker **must** tell the Prime Minister that the House believes in the motion. If a *motello no praesir* passes, the Speaker **must** punish the Member of Parliament, possibly through a fine. If a *motello no confian* passes, the Prime Minister **is automatically forced to resign as Prime Minister**.

A common template for motions is:

"Whereas this House of Commons believes that <ITEM>".





# A Guide for Members of Parliament

## Bills & Laws

Bills (what a law is called before becoming approved by the *Rozirre*) are written documents that change the rules. 90% of laws must be written in a document to be proposed but there are exceptions.

The *Mathiveas Code of Law*, the law that has all of the crimes in Sarovia, can be amended (changed) by simple Discord text, but it must follow the First/Second/Third Reading systems.

There are a few types of laws that can be proposed, but this is somewhat informal and unofficial. There are three - *budgets, legislation & Royo-da-Conseilis* (RdCs).

Budgets are mandatory at the beginning of every month. They are complex and difficult, and anyone who wishes to understand them should attend the Public Administration degree at the Universette Consteynnos in Sarholm. In summary, they detail all the money that goes in & out of the Empire that month. The government cannot simply “print money” as it makes the money people already have worth less. The budget has to get rid of money and introduce money equally. The budget is **always treated as a motello no confian** - if a budget does not pass a vote, the Prime Minister resigns.

Legislation is the most common. It is what you think of your regular, every-day laws on a document. They can be about anything, but criminal law is always an amendment to the *Mathiveas Code of Law*.

Lastly are RdCs. RdCs are decisions the Prime Minister & the Cabinet take by themselves, via the authority of the Emperor. It also serves as a record of what the government is doing, and happens outside of the Commons.



# A Guide for Members of Parliament

## Bills & Laws

### How to write a law

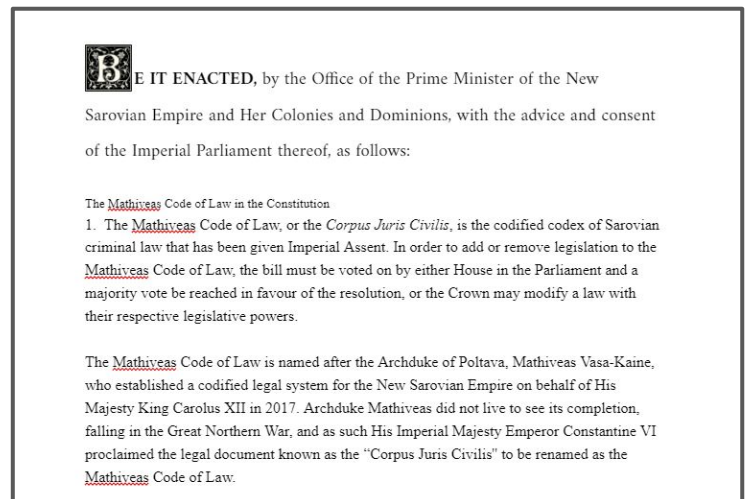
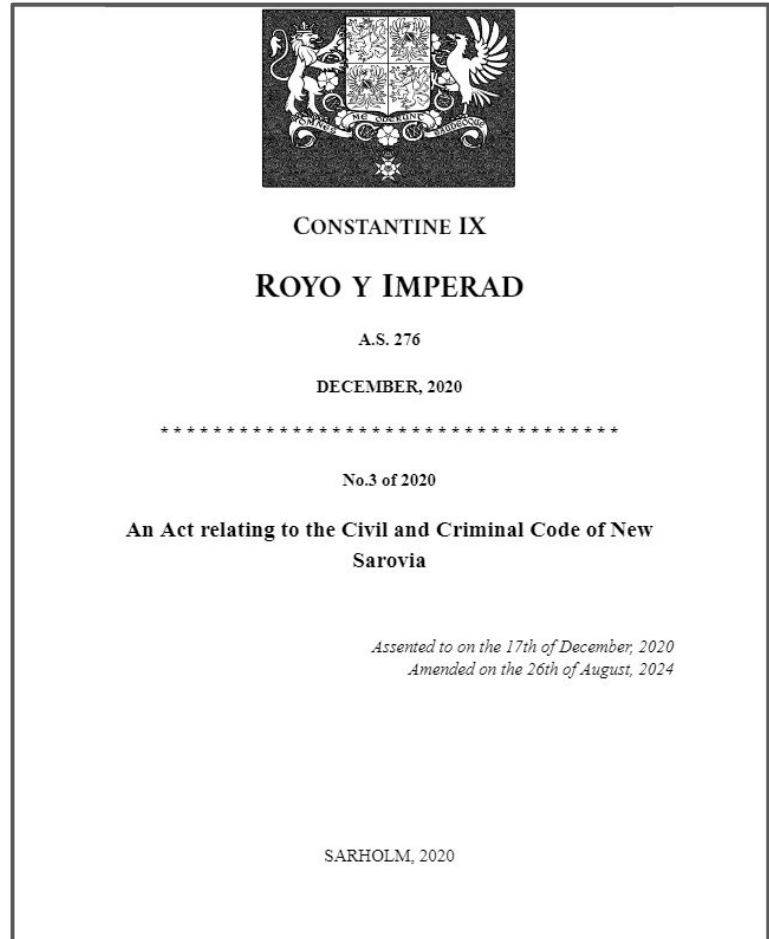
In order to pass a law, you must first write it on a document. The current law template will always be pinned in the #parliament-lobby channel.

The law template is simple. It will always have the name of the reigning monarch at the top, followed by ROYO Y IMPERAD, then the Stefanic year it is introduced, followed by the Christian month/year.

Below that says No.# of a the year it is proposed. This is simply the #th law proposed that year.

Below that is the full title of the law. Below will have when the *Rozirre* agreed, or if it was amended.

The actual law content will always be a subtitle in small font, followed by a #, and then the text of the law. You can write as many subcategories as you want.





# A Guide for Members of Parliament

## Committees

Committees are groups of Members of Parliaments and Peers alike who form groups within #parliament-lobby threads to debate, discuss and propose ideas, as well as review possible laws.

Committees are formed on the order of the Prime Minister, and it is common (but not mandatory) that an MP has one committee. Some have many. Committees usually revolve around a certain theme, such as defence, foreign affairs and diplomacy, finance, and more.

Committees are organised very simply - there is a Chair of the Committee, appointed by the Prime Minister. The Chair of the Committee's job is to keep the committee active and propose ideas as well as stimulate debate. Committees should be the intellectual discussions of Parliament, not in-game.

The Chair of the Committee has two powers - to force a *committee vote* and to *suggest informal proposals*. The latter allows him or anyone to simply suggest an idea, and have it discussed. The former allows him to force all Committee members to vote via Discord reactions on a law in second reading or a informal proposal. All votes that pass must be given to the Speaker - laws will continue to third reading, but informal proposals are simply told to the Prime Minister.

The Prime Minister and the Speaker are officially members of all Committees, but the Speaker is politically neutral and does not speak. All Committee members are expected to contribute at risk of fines & punishments as dictated by the Speaker or the Prime Minister.



## A Guide for Members of Parliament

### Ministries & Cabinet

The Cabinet is a group of important people chosen by the Prime Minister to help run the government. They join His Imperial Majesty's Privy Council as part of the Executive Committee, and thus everything discussed in Cabinet is mandatory to stay secret on penalty of death.

These people are picked because they have special skills and are trusted by the Prime Minister. Cabinet members have jobs called "portfolios," and each one focuses on a different area like defense, finance, or foreign relations. Some ministers have more than one portfolio, meaning they manage several jobs at once. Ministers are the "tag leaders" of the government.

The decisions made by the Cabinet need to be approved by the *Rozirre*, but it is expected that the *Rozirre* always accept. Once the *Rozirre* says it's okay, the decisions are published via the *Royo-da-Conseili* (RdC). One important rule for Cabinet ministers is that they can't be part of the Army or Navy while serving in the Cabinet - they must be fully civilian. This can sometimes with explicit permission of the *Rozirre* be waived, and they can serve as part-time militia soldiers.

The Prime Minister has the power to choose who is in the Cabinet and can also remove ministers when needed. The *Rozirre's* powers allow him to promote/remove Ministers, and since the Prime Minister wields the *Rozirre's* powers, this is also something he can do.

This helps make sure the government can make changes quickly if something isn't working well. Ministers are expected to work hard and do their jobs well, and the Prime Minister makes sure everyone is doing their part.



# A Guide for Members of Parliament

## Government Papers

The Government can commission (or demand/have someone write) a series of papers, informally known as the *rainbow papers*. These papers (of which there are three types) are simple names for different types of documents that do different tasks.

### White Paper

A White Paper is an official document, approved by the Privy Council (usually the Cabinet), that is published for all to read in Parliament. It is often a type of *report*, such as reporting details, such as statistics, or if the army is doing good or bad. White papers also often provide solutions to the issues that they find in their report.

### Green Paper

A Green Paper is an official document, that any MP or Peer can write themselves, discussing a problem that they want to bring attention to. A Green Paper is more of a persuasive document trying to recommend options for a problem.

### Blue Paper

A Blue Paper is an official document, that any MP or Peer can write themselves (but usually on the order of the Government) that discusses foreign policy or diplomacy with another guild, and examines and explains possible opportunities to better relations.

All templates for these papers can be found in their respective places (white papers in Cabinet, and green & blue in #parliament-lobby).