**Witness Testimony Protocol (On the Floor of the House or Senate)**

* While any member of the public may testify in *committee meetings*, one must be requested to testify *before the floor* of either the House or Senate by a member of that chamber.
* Wear suitable attire when testifying before the floor of the House or Senate.
* Witnesses can come before the floor to be recognized, to discuss a general subject matter, or to testify on a specific bill only if a member of the General Assembly requests privilege of the floor for them in accordance with House Rule 57 and Senate Rule 23.[[1]](#footnote-1)
* A legislator must first request personal privilege of the floor or privilege of the floor for a witness, and then the presiding officer in the Senate or Speaker of the House can grant that privilege. Once granted, the witness should come to the podium located at the front of the chamber.
* Prior to testifying, state your name, title, and organization for the record.
* Keep in mind that oral or written testimony given while granted the floor of the House or Senate is within the scope of the perjury laws of the State and could be considered false swearing.[[2]](#footnote-2)
* If testifying on a bill, you are typically there to answer legislators’ questions.
* If testifying on a bill, you should bring a copy of the bill in order to refer back to specific places in the text. Bills can also be obtained at the pages’ table. Do not hesitate to ask the presiding officer or someone at the pages’ table for a copy of any proposed amendments to the bill.
* Project your voice clearly and loudly into the microphone, so everyone can hear you.
* Address members of the House and members of the Senate as Representative and Senator, respectively. Do not address members as sir or ma’am.
* Do not approach a member’s desk while the chamber is in session. Remain seated until the presiding officer in the Senate or Speaker of the House has granted you the privilege of the floor.
* Wait until you are excused by the requesting member before leaving the podium.

1. Delaware House of Representatives Rules, Rule 57; Delaware State Senate Rules, Rule 23. [↑](#footnote-ref-1)
2. Del. Code tit. 11, §§ 1223-4 [↑](#footnote-ref-2)