

He shall place appropriate endorsements upon all papers presented to the House, and after entering the same in books kept for that purpose, send to the Printer of the House such as are to be printed, and to the appropriate Committees such as are referred without printing.

He shall convey all messages from the House to the Senate, preceded by the Sergeant-at-Arms.

He shall receive all messages from the Senate, when presented by that body.

He shall, every morning, arrange, agreeably to seniority, all resolutions which have been once read and are entitled to a second reading, and all bills which have been once or twice read and are entitled to a second or third reading, and place them on the Speaker's desk.

#### THE READING CLERK.

Shall call the roll each day at the opening of the House, read all bills, resolutions and other matter when handed him by the Speaker.

#### THE SERGEANT-AT-ARMS

Shall attend the House during its sitting, to aid in the enforcement of order, under the direction of the Speaker; to execute the commands of the House from time to time, together with all such process, issued by authority thereof, as shall be directed by the Speaker..

The symbol of his office (the Mace) shall be borne by him when in the execution of his office.

#### THE COMMITTEE CLERKS

Shall copy all manuscripts handed them by the Chief Clerk in such manner as he shall direct, and return the original copy to him when completed.

#### THE PAGES

Shall, each morning, lay upon the desks of the several members a copy of the printed Journal, and all other printed matter ordered by the House.