



# Georgia HOUSE OF REPRESENTATIVES

## Chaplain of the Day - What to Expect

1. The Chaplain will meet with Speaker David Ralston 15 minutes prior to the start of session in the Speaker's office. The Speaker's office is located in Room 332 of the State Capitol.
2. After meeting with the Speaker, a member of the Speaker's staff will escort the Chaplain, the Representative and their guests to their seats on the House floor. Please note that seating is available on the House floor for up to four (4) guests only. All other guests will need to sit in the House Gallery located on the 4th floor of the Capitol.
3. When the Speaker enters the Chamber, the Chaplain and Representative will follow him up onto the rostrum (podium). Facing the audience, the Chaplain will sit in the chair to the right of the center chair. The Representative will stand to the Chaplain's right.
4. The Speaker will call the roll and introduce the Representative.
5. The Representative will walk in front of the Chaplain to the rostrum and introduce the Chaplain.
6. After being introduced, the Chaplain should wait for the Representative to cross in front of them before standing. Upon standing, the Chaplain should shake hands and walk to the rostrum.
7. Once the Chaplain steps to the rostrum, the Representative will sit in his or her chair.
8. The Chaplain will deliver his or her remarks and conclude by asking the audience to join in closing prayer.
9. Everyone will stand during this time.
10. After the Chaplain's closing prayer, he or she should turn to the right toward the American flag and lead the Pledge of Allegiance.
11. After the Pledge of Allegiance, the Chaplain should pause for pictures with the Speaker, their Representative and guests.
12. The Chaplain should step down from the rostrum and greet any Representatives on the House floor who wish to speak with him or her. More photos may be taken at this time.
13. Chaplains are welcome to stay for the remainder of the House session *or* ask their Representative or a member of the Speaker's staff to lead them off the House floor so that they may leave.