

VII. PARLIAMENT SECURITY SERVICE

56. PARLIAMENT SECURITY OFFICE

56.1 The Parliament Security Service of the Rajya Sabha Secretariat looks after the security set up in the Parliament House Complex. Director (Security) of the Rajya Sabha Secretariat exercises security operational control over the Parliament Security Service in the Rajya Sabha Sector under the administrative control of the Rajya Sabha Secretariat. Joint Secretary (Security), Lok Sabha Secretariat is the overall in-charge of security operations of entire Parliament Security including Parliament Security Services of both the Secretariats, Delhi Police, Parliament Duty Group (PDG) and all the other allied security agencies operating within the Complex. Parliament Security Service being the in-house security service provides *proactive, preventive and protective* security to the VIPs/VVIPs, building and its incumbents and is solely responsible for managing the access control and regulation of men, material and vehicles within the historical and prestigious Parliament House Complex.

Being the in-house security service its prime approach revolves around the principles of Access Control based on proper identification, verification, authentication & authorization of men and material resources entering into the Parliament House Complex with the help of modern security gadgets. Since the threat perception has been increasing over the years due to manifold growth of various terrorist organizations/outfits, refinement in their planning, intelligence, actions and surrogated war-fare tactics employed by organizations sponsoring and nourishing terrorists. New security procedures have been introduced into the security management to counter the ever-changing *modus operandi* of terrorist outfits/ individuals posing threat to the Parliament House Complex and its incumbent VIPs.

This avowed objective is achieved in close coordination with various security agencies such as Delhi Police (DP), Central Reserve Police Force (CRPF), Intelligence Bureau (IB), Special Protection Guard (SPG) and National Security Guard (NSG). The Parliament Security Service acts as a key controlling and coordinating agency. For providing a fail-proof and user friendly security, the Parliament Security Service maintains proper liaison and effective coordination with these security agencies.

One of the important operational activities of the Parliament Security Service is show around of the Parliament House Complex to the visitors coming to see the Parliament House during inter-session period. The Security Assistants of Parliament Security Service are deputed to ensure that the visitors, foreign dignitaries and delegations are escorted properly and given factual & detailed information about brief history of Parliament and procedures adopted for conducting the smooth proceedings of the Parliament. For the students, it is specially designed more or less on the pattern of an educational tour. Visitors are also given a brief about the statues and portraits installed in the PH Complex.

56.2 RESPONSIBILITIES: In the aftermath of the terrorist attack on Parliament House on December 13, 2001, the security arrangements were beefed up in accordance with the decisions of the Joint Parliamentary Committee on Security Matters in Parliament House Complex. All the access points in the Parliament House Complex were streamlined in order to regulate vehicular and pedestrian movement. With the introduction of hi-tech security gadgets at the Access Control Points, the checking of unauthorized entry has been reassessed and made more effective. The Radio Frequency tag readers have made the identification process more scientific and practical than ever before. It has also controlled the regular vehicular movements inside the Parliament House Complex.

56.3 OPERATIONS WING

56.3.1 OPERATIONS WING –I (Ops-I) Besides their normal security operational duties in Parliament House Complex, the Parliament Security staff also performed duties of facilitation,

ushering of VIPs and showing around of Parliament House to the visitors. Mock Security Drills in order to check the levels of preparedness with respect to evacuation, rescue and casualty management *etc.* in accordance with the norms of Disaster Management & Contingency plans were also carried out during the year.

56.3.2 Reception Office - PH & PHA: The Reception Office, PH facilitated the visitors who came to the Parliament House to meet the Members of Parliament, Ministers and Officers of the Rajya Sabha Secretariat and Ministry of Parliamentary Affairs. This office also assisted the officials who came to Parliament House for their official work.

In the year 2013, these Reception Offices issued 40683 Casual Entry Passes (*19872 passes from R.O. PH, 20037 passes from R.O., PHA*) in favor of the family members / guests of Hon'ble Members of Parliament, guests of officials of Rajya Sabha Secretariat and officials on duty inside Parliament House Complex during the session and inter-session period. In addition to this, 774 Manual Casual Entry Passes for the guests of MP's were issued for medical centre through Talkatora Gate No.-1, PHA & 21169 visitors were taken for show around of the PH by the staff of Parliament Security Service.

The month-wise break-up of passes issued from Reception Offices-PH, PHA and Manual Casual Entry Passes issued from Talkatora -1 (TKR-1) are given below.

| Month | Reception Office, PH | | | | Reception Office, PHA | | | MCEP Issued from TKR-I |
|-----------|----------------------------|-------------|--------------|--------------|-----------------------|-------------|--------------|------------------------|
| | CCEP issued | Acco. Pers. | Total | Show around | CCEP Issued | Acco. Pers. | Total Issued | |
| January | 1324 | 263 | 1587 | 3462 | 1617 | 44 | 1661 | 53 |
| February | 1692 | 361 | 2053 | 3247 | 1475 | 390 | 1865 | 55 |
| March | 1422 | 825 | 2247 | 626 | 1577 | 425 | 2002 | 75 |
| April | 1435 | 445 | 1880 | 3980 | 1536 | 372 | 1908 | 60 |
| May | 1041 | 503 | 1544 | 674 | 1544 | 680 | 2224 | 66 |
| June | 700 | 214 | 914 | 803 | 1186 | 339 | 1525 | 54 |
| July | 1046 | 482 | 1528 | 1284 | 1383 | 480 | 1863 | 64 |
| August | 1605 | 840 | 2445 | NIL | 1039 | 266 | 1305 | 91 |
| September | 910 | 335 | 1245 | 1915 | 1218 | 247 | 1465 | 51 |
| October | 905 | 194 | 1099 | 3045 | 1403 | 195 | 1598 | 57 |
| November | 955 | 217 | 1172 | 1361 | 1201 | 228 | 1429 | 53 |
| December | 1522 | 636 | 2158 | 772 | 996 | 196 | 1192 | 95 |
| | Total | | 19872 | 21169 | Total | | 20037 | 774 |
| | Grand total – 61852 | | | | | | | |

Abbreviations: -

- MCEP : Manual Casual Entry Pass.
 CCEP : Computerized Casual Entry Pass.
 Acco. Persons : Accompanying Persons.
 TKR-I : Talkatora Road Gate No.-1

56.3.3 Alarm Bell Rehearsal: The Contingency Drills/Alarm Bell Rehearsal based on the threat perceptions, latest incidents and thereby creating hypothetical situations were carried out prior to the commencement of every session of Parliament. The Contingency Drill/ Alarm Bell Rehearsal in order to check the levels of preparedness were practiced on the 19th February, 2nd August and 3rd December, 2013 for the 228th, 229th and 230th Session of Rajya Sabha respectively. Thereafter,

briefing sessions were held in GMC Balayogi Auditorium, PLB wherein flaws noticed during the contingency rehearsal and specific prevailing threat were discussed.

56.4 OPERATIONS-II WING (Ops-II)

Operations-II wing is entrusted with the following responsibilities:-

- A] Centralized deployment for the duty points manned by Parliament Security Service, Rajya Sabha in PH Complex and deployment for special Functions/Occasions/Events held within and outside PH Complex.
- B] Facilitate to & fro movements of VVIPs through Iron Gate-7, PH.
- C] Supervision of duty points within the jurisdiction of Rajya Sabha at PLB
- D] To check the punctuality & turnout of subordinate staff and to ensure that they are given a stress-free working environment so that individuals are able to maintain a fine balance between their work, family and social life.
- E] Regulation of incoming/outgoing stores in PH during inter- session period.

56.4.1 Deployment: In addition to the routine access control and operational security duties in Parliament House Complex, the personnel of Parliament Security Service were also deployed for the following occasions / events held within and outside Parliament House Complex during the year 2013:-

1. At the Republic Day Parade on the Rajpath, Beating Retreat ceremony at Vijay Chowk, Flag Hoisting on Independence Day from ramparts of Red Fort & 'At Home' functions in Rashtrapati Bhavan etc.
2. During thirty three [33] floral tribute functions held to pay homage to the freedom fighters and eminent personalities whose portraits are placed in the Central Hall.
3. During Presidential Address to the both Houses of Parliament [**Joint Session**] assembled together in the Central Hall on the 21st February, 2013.
4. Function to pay floral tributes on the Birth Anniversary of Dr. B R Ambedkar held in the lawns of Parliament House on the 14th April, 2013.
5. Statue unveiling function of late N.T. Rama Rao in Waiting Hall No.- 6, Parliament House by Hon'ble Speaker, Lok Sabha in the august presence of Hon'ble Vice-President and Chairman, Rajya Sabha held on the 7th May, 2013.
6. Function to pay floral tributes on the occasion of "**Mahaparinirwan Diwas**" of Dr. B.R.Ambedkar held in the lawns of Parliament House on the 6th December, 2013.
7. At "Aahuti Diwas" function to pay floral tributes to the Martyrs who sacrificed their lives during the terrorist attack on Parliament House was organized on the 13th December, 2013 at the plaque placed between Building Gate No.-11 & 12, Parliament House. Hon'ble Prime Minister, Hon'ble Vice-President of India, Hon'ble Ministers, Members of Parliament, Officers and staff paid Floral Tributes on the Plaque on this occasion. The Indian Red Cross Society organized a blood donation camp in the lawn facing the Plaque.
8. During various Departmental Related Parliamentary Standing Committee Meetings/ Consultative Committee Meetings/ Cabinet Meetings/ Party/All Party Meetings held in the Rajya Sabha Sectors in PH and PHA.
9. During lunch / dinners hosted by Honble Vice-President & Chairman, Rajya Sabha in PH Complex, Hyderabad House & at Chairman's Residence.
10. During shooting of documentary film 'SAMVIDHAN: the making of Indian Constitution', Directed by Sh. Shyam Benegal, Ex-MP Rajya Sabha.

56.4.2 Special Events held at Parliament Library Building in the Year 2013:

1. Hon'ble Speaker, Lok Sabha presided over Lok Sabha Celebrity Function held in GMC Balayogi Auditorium, PLB on the 17th February, 2013.
2. Hon'ble Speaker, Lok Sabha called on meeting of all Party Leaders followed by Lunch at Banquet Hall, PLB on the 20th February, 2013.
3. During the visit of delegations from Vietnam led by H.E. Mrs. Nguyen Thi Kim Ngan, Secretary of the Party Central Committee and Vice-Chairman of National Assembly

- called on Hon'ble Speaker, Lok Sabha at Main Committee Room, PLB on the 21st February, 2013.
4. Visit of delegations from Russian Federation led by H.E. Mrs. Valentia I. Matvienko, Hon'ble Chairperson of the Council of Federation (Federal Assembly of Russia) called on Hon'ble Speaker, Lok Sabha at GMC Balayogi Auditorium followed by the Dinner at Banquet Hall, PLB on the 26th February, 2013.
 5. During the visit of delegations from Iran called on Hon'ble Speaker, Lok Sabha at Banquet Hall, PLB on the 27th February, 2013.
 6. An In-House Cultural cum Prize Distribution Programme was presided over by Hon'ble Speaker, Lok Sabha on the 15th March, 2013 at GMC Balayogi Auditorium, Parliament Library Building.
 7. During the 47th Gyanpith Award presentation ceremony by Hon'ble President of India at GMC Balayogi Auditorium, PLB on the 22nd May, 2013.
 8. During Common Wealth Parliamentary Association Award function presided over by Hon'ble Speaker, Lok Sabha held in GMC Balayogi Auditorium, PLB on the 17th July, 2013.
 9. At various events "Movie / Comedy Shows" organised by Rajya Sabha Secretariat Employees' Recreation Club for its members at GMC Balayogi Auditorium, PLB on the 30th May, 29th July, 28th September & 16th November, 2013 at GMC Balayogi Auditorium, PLB.

56.4.2.1 Show round of Delegations / B.P.S.T. Trainees: -

1. A delegation comprising of 07 officers of National Council of Provinces from Parliament of South Africa headed by Ms. S. Bowers, Procedural Advisor on study tour to India visited the Rajya Sabha Chamber on Thursday, the 17th January, 2013.
2. Women MPs from the Swedish Parliament led by H.E. Ms. Elisabeth Bjornsdotter along with 2 officials from the Embassy of Sweden visited the Rajya Sabha Chamber on Tuesday, the 05th February, 2013.
3. A 05 member's delegation from Bangladesh led by Foreign Minister Dr. Dipu Moni visited the Rajya Sabha Chamber on Thursday, the 07th February, 2013.
4. A 114 Members delegation comprising of 96 Members and 18 officers from Upper House of Parliament, Afghanistan led by H. E. Mohammad Alam Ezedyar visited the Rajya Sabha Chamber on Monday, the 11th February, 2013
5. A twelve member's delegation from Common Wealth Parliamentary Association (CPA), United Kingdom led by Sh. Alun Cairns, MP (Conservative) visited the Rajya Sabha Chamber on Tuesday, the 2nd April, 2013.
6. A nine member's delegation from Federal Republic of Germany led by H.E. Dr. Hermann Otto Solms, Vice-President of German Parliament (Bundestag) visited the Rajya Sabha Chamber on Wednesday, the 3rd April, 2013.
7. A 15 member's delegation from Ethiopia led by Mr. Mulugeta W. Wedeja, State Minister of Federal Affairs, Ministry of Ethiopia visited Rajya Sabha Chamber on the 12th June, 2013.
8. A 19 member's delegation of senior Australian Government officials led by Mr. Bernard Philip, Deputy High Commissioner of Australia in New Delhi visited Rajya Sabha Chamber on the 24th June, 2013.
9. A 15 member's delegation from Japan visited the Rajya Sabha Chamber on the 31st July, 2013.
10. A study visit of delegation led by Hon'ble Speaker of the House of Representatives of Malaysia visited the Rajya Sabha Chamber on the 2nd August, 2013.

56.4.3 VIP Route: The smooth passage for all the vehicles of VVIP cavalcade permitted through VIP Route was ensured throughout the year. An area & turnout report was submitted on routine basis and a comprehensive work report was submitted prior to the commencement of each session. The 02 trucks carrying General Budget Papers after meticulous AS Checks were given entry through VIP Route. Contingency drill in order to check the security gadgets was carried out on

a daily basis during session period, whereas the same was conducted during inter-session period on need based, as and when required.

56.5 Inner Precincts WING (IP)

The IP Wing was entrusted with the responsibilities of safeguarding the Galleries and Lobbies of the Rajya Sabha. This Wing deals with the following assignments:

Security supervision of the Rajya Sabha Chamber, Lobbies, various Galleries of the Rajya Sabha Chamber, Central Hall, Waiting Hall No.-5& 6 (Ground Floor) and Ground Floor (area between Room No.-24 to 44 including basements), Courtyard No.-1 & 9 including AC ducts, First Floor (Area between Room No.- 63 to 73), Second Floor (Area between Room No.-92 to 98 and 103 & 104), Third Floor (Area between Room No.-110 to 124), Rooftops of Central Hall, Rajya Sabha Chamber, Parliament House and Jhanda Floor, Parda Gallery & False Ceiling. Access control and regulation of visitors and officials in the area under jurisdiction of IP Wing.

Duties of Marshal, Rajya Sabha House are assigned to the officers of this wing that includes the responsibility of ushering and facilitating the Hon'ble Chairman, Rajya Sabha at the time of arrival and departure from the Parliament House Complex.

- Interrogation & investigation in the matters of petty theft, carrying out of contingency plan drills and regular briefing of staff.
- Detecting the cases of impersonations / misuse of passes by the visitors during session and inter-session periods.
- Liaison and correspondence with the various Sections of the Secretariats of the Rajya Sabha, Lok Sabha and other related agencies in matters pertaining to security.

56.5.1 Visitors witnessed the proceedings of the Rajya Sabha: Total 6594 visitors witnessed the proceedings of the Rajya Sabha from Public Gallery during the year 2013 and 258 visitors witnessed the proceedings of the Rajya Sabha from Distinguished Visitors Gallery during the year 2013.

56.5.2 Attendance of Journalist/officials of Ministries in the respective Galleries of the Rajya Sabha: The Journalists recorded a total of 8256 attendance in the Press Gallery to cover the proceedings of the House and 4660 officers and staff from various Ministries visited the Official Gallery during the year 2013.

56.5.3 Department Related Parliamentary Standing Committees / Press Conference / Cabinet Committee Meetings etc.

Committee Room No.-63

The total ninety two (92) Committee Meetings [including five Cabinet Committee Meetings] of Department Related Parliamentary Standing Committees were held in Committee Room No.-63, PH.

Committee Room No.-67

The total eight (8) Committee Meetings were held in the Committee Room No.-67, PH.

56.5.4 Oath or Affirmation: Total eleven newly elected/re-elected/nominated Members of the Rajya Sabha made and subscribed oath or affirmation during the year 2013.

56.5.5 Recoveries/ Articles found from the Rajya Sabha Chamber:

| Date / Month | Details of the article | Action taken | Status |
|------------------------------|--|------------------------|-------------|
| 01 st March, 2013 | One spectacles recovered from Rajya Sabha Chamber from Seat No-176 of Sh. Prabhat Jha | Inquired and safe kept | Handed over |
| 06 th March, 2013 | Mobile Phone of Sh. Chandan Mitra | Inquired and safe kept | Handed over |

| | | | | |
|--------------------------|-----------|--|--|---|
| 20 th 2013 | March, | 02 CDs of Dr.(Smt.) Prabha Thakur | Inquired and safe kept | Handed over |
| 20 th 2013 | March, | Spectacles of Smt. Maya Singh | Inquired and safe kept | Handed over |
| 20 th 2013 | March, | Spectacles of Prof. (Smt.) Alka Balram Kshatriya | Inquired and safe kept | Handed over |
| 20 th 2013 | March, | Folder of Sh. Darshan Singh Yadav | Inquired and safe kept | Handed over |
| 12 th 2013 | December, | Ring pertaining to Sh.Parvez Hashmi, MP (RS) found near Rajya Sabha Lobby Wash room. | Inquired | Handed over to Sh. Parvez Hashmi, MP(RS) on 12.12.2013 |
| 13 th 2013 | December, | Mobile Phone of Smt.Manju Aggarwal, JD(PSSS) found near Room No.73 | Inquiry conducted and handed over the article to the person concerned. | Handed over |
| 18 th 2013 | December, | Mobile Phone of Shri Rajeev Shukla, Hon'ble Minister was found inside Hon'ble Chairman/RS chamber | Handed over to Shri Jain PS to Shri Rajeev Shukla on same day. | Handed over |
| 18 th 2013 | December, | Gold ring found inside RS-Chamber | Matter referred to Notice Office/RS for providing due publicity. | Remaining unclaimed. (In custody of IP Wing.) |

56.5.6 Briefing of Quick Reaction Team (Q.R.T.): Routine briefing of Q.R.T. was carried out by the Assistant Director (Security)/ Security Officer. The team was familiarized with the topography of Parliament House and also was briefed about the action to be taken during the course of any contingency situation.

56.5.7 Briefing of staff: The security personnel deployed at Token Point, Lobbies, Central Hall, Rajya Sabha Duct, QRT and Room No.- 30 were briefed by S.O, A.D (S) & D.D (S) on prevailing security threats, during Session/ Inter-session period. The queries as raised by the staff regarding security system were suitably replied with.

56.6 OPERATIONS PHA WING (OPS-PHA)

Operations Wing- PHA is entrusted with the responsibilities of providing security to the area under Parliament House Annexe particularly the Building Gates and Iron Gates. This Wing deals with the following tasks:

- Supervision of security staff deployed in the Inner and Outer precincts of PHA.
- Access control & regulation of Men, Materials and Vehicles.
- Investigation and Interrogation in matters of petty theft in Parliament House Annexe.

56.6.1 Important meetings/events held in PHA:

- BJP Parliamentary Party Meetings held on every Tuesday in MCR, PHA during the session periods only.
- Commonwealth Women Parliamentarians belonging to India Region Seminar held in Main Committee Room, PHA from 08th March, 2013 to 09th March, 2013.
- Hon'ble Chairman, Rajya Sabha attended a function to bid farewell to the retiring Officers/Staff of Rajya Sabha Secretariat on the 30th April, 2013.

56.6.2 Committee meetings held in Committee Room- A, PHA: During the year 2013, a total number of 150 Committee Meetings were held in Committee Room-A, PHA. The month wise break-up of Committee Meetings is as under:

| Sl. No. | Month | No. of Committee Meetings |
|---------|----------|---------------------------|
| 1 | January | 13 |
| 2 | February | 10 |
| 3 | March | 14 |

| | | |
|--------------|-----------|------------|
| 4 | April | 12 |
| 5 | May | 12 |
| 6 | June | 05 |
| 7 | July | 12 |
| 8 | August | 12 |
| 9 | September | 09 |
| 10 | October | 21 |
| 11 | November | 16 |
| 12 | December | 14 |
| Total | | 150 |

56.7 ADMINISTRATIVE WING:

The Administrative Wing of Parliament Security Service is entrusted with the task of handling the administrative matters pertaining to the officers/ staff of Parliament Security Service such as career progression, livery, space requirement, work allocation, welfare and grievances, etc.

Apart from this, various other matters such as security arrangements at the offices of the Rajya Sabha Secretariat located at Flat Nos., 75, 193 and 223, North Avenue, New Delhi and official residence of Secretary-General, Rajya Sabha & Plot of the Rajya Sabha Secretariat at Sector XII, R.K Puram were also looked after by this wing.

56.7.1 Administrative Work:

- Notes were circulated amongst the Officers/Staff of the Parliament Security Service seeking their willingness for empanelment/selection of Marshal in PSS, RSS. After scrutinizing the applications received in this regard, a list of eligible PSS officials was prepared and interviews were held in the office of Director (S), RSS. On the 18th February, 2013 four shortlisted officers in the panel started their training under senior officers of the Secretariat to acquaint them for the praxis followed during the proceedings of the House.
- A total number 17 RTI's applications were received from the RTI Cell seeking information regarding under the RTI Act. Compiled replies after approval from the competent authority were forwarded to the RTI Cell for further necessary action at their end.
- The services of 9 security guards (round the clock) was utilized from M/s. Ex-Servicemen Airlink Transport Services (P) Ltd. in order to provide access control at the offices of the Rajya Sabha Secretariat at North Avenue (Flat Nos. 175, 193 & 223), New Delhi. An agreement to this effect was made between the Rajya Sabha Secretariat and M/s E.A.T.S. (P) Ltd. *w.e.f.* **1st February, 2012 to 31st January, 2013**, which was required to be renewed. After correcting the agreement and placing the required documents, necessary approval from the competent authority was seek out to renew the contract for a period of one year from **1st February, 2013 to 31st January, 2014**.
- A note was received from the G.A. Section requesting the Parliament Security Service to shift the security arrangements from AB-93, Shahjahan Road, New Delhi to 8, Lodhi Estate, New Delhi which was allotted to the Secretary-General, RS as official residence. Necessary arrangements in this regard were made on the same day.
- A note was received from AD Estt.(A/Cs) & Budget Section stating that Budget allocation to the Parliament Security Service under the Head "Office Expenses" (Secretariat) has been reduced by 5%. In this regard a detailed report of Expended and pending bills in a prescribed format was forwarded to Estt.(A/Cs) & Budget Section for further necessary action at their end.
- Sh. Anil Kumar, Senior Security Assistant was summoned to appear before the Metropolitan Magistrate, Patiala House Court, Delhi regarding unauthorized entry of a person in Parliament House through Iron Gate No.-2 by impersonated himself as Shri

- Shatrughan Sinha. Necessary approval in this regard was accorded by the competent authority.
- 7 Record Note of Discussion forwarded by JS(GA) was processed and the action taken are as follows:
 - I. Regarding the Training Budget, a proposal for creation of separate fund for security personnel under the training head was forwarded to the O&M section on 13th March, 2103
 - II. Regarding change in the pattern of Neck tie and provision of winter cap for the security staff. A request note was sent to the G.A. Section on the 18th March, 2013.
 - III. Regarding the Action Plan, the desired information about the number of passes issued and the deployment of staff was provided to the O&M Section on 4th April, 2013.
 - IV. Regarding the counterfeit and duplication of the casual entry passes, a request note was forwarded to the technical wing of Parliament Security Service, LSS to explore the counter measure in this regard.
 - 8 16 Applications were received from the officials of the Parliament Security Service regarding inclusion of their names for the empanelment of Assistant Supervisors/Invigilators for Civil Services (Prelims.) Examination, 2013 and other examinations conducted by UPSC at Delhi Centre. After approval from the competent authority, the applications were forwarded to the Estt.(G) Section for further necessary action at their end.
 - 9 As approved by the competent authority, the contract for providing security guards at the official residence of Secretary-General, Rajya Sabha by M/s Ex-Servicemen Airlink Transport Services (P) Ltd, at Bungalow No-8, Lodi Estate, New Delhi was extended for a further period of one year w.e.f., 24th March, 2013 to 23rd March, 2014. In this regard, fresh contract was prepared and signed by both the parties.
 - 10 M/s Ex-Servicemen Airlink Transport Services (P) Ltd. forwarded a request regarding Revision of Security Service Fee for providing security guards at the offices of the Rajya Sabha Secretariat at North Avenue (Flat Nos. 75, 193 & 223), and the official residence of the Secretary-General Rajya Sabha. The Agency had informed that the office of DGR vide Notification No. 2112/SA/Minimum Wages/Emp dated 28th Jan, 2013 has revised the rate of minimum wages. In this regard, the monthly wages were increased by the competent authority to **Rs. 1,70,811 from Rs. 1,46,649** for North Avenue and **Rs. 56,937 from Rs. 48,883** for official residence of the Secretary-General, R.S.
 - 12 To digitize, systemize and streamline the working of the Parliament Security Service, the ATP Wing of the Parliament Security Service initiated a task to make an official Intranet Web Portal / Application with complete Management System for all the Wings of the Parliament Security Service. In this regard after approval from the competent authority, a note was forwarded to the IT Section for further necessary action at their end.
 - 13 A piece of land was taken over by the G.A Section for which the services of 6 Guards *i.e* 2 Guard per shift, was engaged *w.e.f* 14.01.2013 from EATS. An agreement was prepared and signed by both the parties and financial sanction amounting to **Rs. 1,13,874** per month was sought from the competent authority.
 - 14 As approved by Director (S), **Smt. Luxmi Basnal, AD(S)** was nominated as the nodal officer for the newly constituted Grievance Cell for the lady officials of the Parliament Security Service and Sanitation wing. In this regard, no grievance from the lady officials was received in the year, 2013.
 - 15 The Recruitment Branch, Rajya Sabha had requested for detailing of 02 Armed Guards for 12th & 13th April, 2013 at North Avenue for guarding the recruitment documents. In this regard, financial approval for an amount of Rs. 1,595 (one thousand five hundred and ninety five only) was accorded out of the Budget for the year 2013-2014 under the Head 2011- Parliament/State/ U.T./Leg-01.105-Rajya Sabha Secretariat 01.00.13-Office Expenses for providing Armed security Guards at flat No. 75, North Avenue.
 - 16 A budget of **Rs. 36 Lakhs** was allotted to the Parliament Security Service for the financial year 2013-14 for engaging Security Service for the Rajya Sabha Secretariat. In this regard

Estt. A/c & Budget Section was requested to increase the budget allocation submitting that at present the monthly payments for providing security service at the official residence of the Secretary General, Rajya Sabha Flat Nos. 75, 193 & 223, Office of the Rajya Sabha Secretariat at North Avenue, New Delhi & Sector-12 R.K Puram New Delhi are **Rs. 56937/-, Rs. 170811/- & Rs. 113874/- respectively per month which come out to Rs. 4099464 annually.**

- 17 A note was forwarded to JS(S)/LSS wherein it was mentioned that a Security Assistant from the RSS had noticed an Official Gallery Pass pasted on the wind screen of a car, which was issued to an officer of Ministry of Communication. In this regard, snap shot of the Passes and the car number was forwarded to initiate necessary action from their side. At present, the file is pending in the office of Director(S)-Ops/LSS.
- 18 A note was received from the O&M Section, dated 07th May, 2013 regarding the review of Annual Action plan 2013. A compiled report was made and forwarded to JS(M) for review.
- 19 Subsequent to the promotions in the Parliament Security Service, new work allocation was made for the officers of the Parliament Security Service, Rajya Sabha Secretariat.
- 20 Note(s) were received from the Finance Cell regarding the expenses made on house keeping and procurement by the Parliament Security Service, Rajya Sabha Secretariat. A reply in this regard was forwarded to the Finance cell for further necessary action at their end.
- 21 A letter of **Shri Tarini Kanta Roy**, Member of Parliament, Rajya Sabha dated 29th May, 2013, addressed to the Hon'ble Chairman, Rajya Sabha, was received wherein, he had requested for provision of adequate security in view of physical assault made by suspected Local TMC led hooligan on 24.05.2013, with an intention to kill him. In this regard a UO Note was forwarded through Secretary-General, Rajya Sabha to the Home Secretary requesting him to take up the matter with the concerned authorities of the State Government for provision of adequate security to **Shri Tarini Kanta Roy** at the earliest.
- 22 A gold chain found by a staff of the Rajya Sabha Secretariat in PHA was deposited in Parliament Security Service Office 001 PHA. As there is no provision of depositing/keeping the chain in the custody of Parliament Security Office, a note was forwarded to the competent authority for further directions. As directed, the Chain was deposited at Police Station, Parliament Street by F&T Wing, Parliament Security Service.
- 23 The Security Guards of EATS providing security services at the office of Rajya Sabha, North Avenue had raised some issues regarding their working conditions. A comprehensive report was forwarded to the concerned Section to do the needful.
- 24 After shifting of some offices of Rajya Sabha Secretariat, from PHA to PTI Building, a Senior Security Assistant was posted at PTI Building to supervise the private Security Guards of Hemkunt Security Service.
- 25 As approved by Secretary General, Rajya Sabha, the ATP Wing of PSS organized an "In-house Training Programme" for the officers of Parliament Security Service, Rajya Sabha and Lok Sabha from 08th July to 12th July, 2013 in Committee Room A, PHA. In this regard, several notes were forwarded to Intelligence Bureau, Special Protection Group, IIPA to provide the guest facilities.
- 26 The photocopy of the Annual Performance Appraisal Report-2011 for the entire officials of Security / Sanitation was received from the Personnel Section. The disclosure forms, provided along with the APAR forms and duly filled by all the officials, were forwarded to Personnel Section, Rajya Sabha for further necessary action at their end.
- 27 All the files/records pertaining to the Parliament Security Service, Rajya Sabha were uploaded in the DMIS web application, following the Circular No.RS.1/11/2013-O&M dated 16th August, 2013 issued by the O&M Section wherein, all Services/Branches/Sections/Cells of Rajya Sabha Secretariat were requested to update the file records in the DMIS web Application. In this regard, an action taken report was also forwarded to RTI Cell.
- 28 As approved by the competent authority, all files related to Private Security Service were handed over to the G.A Section for undertaking all the matters regarding the Monthly Bills, Agreement and Renewal of Contracts related to M/s Ex-Servicemens Airlink Transport Services (P) Ltd.

- 29 The ATP Wing of Parliament Security Service organized an "In-house Training Programme" for the officers of Parliament Security Service, Rajya Sabha and Lok Sabha from 08th July to 12th July, 2013 for which Guest faculties were invited from Intelligence Bureau, Special Protection Group & IIPA. In this regard approval from competent authority was sought to provide honorarium of Rs. 500/- per lecture to the faculties.
- 30 A Committee was constituted to recommend various requirements of CCTV cameras/workstations *etc.* with regard to up gradation of CCTV Parliament House Complex. In this regard, all the JDs(S) of Parliament Security Service, Rajya Sabha Secretariat were requested to get the ground level inspection done in their respective sectors with respect to the CCTV requirements and to identify the grey areas not covered under CCTV or shifting presently installed cameras to strategically important locations. A detailed report was forwarded to the Addl. Director(S)/ LSS, Chairman of the committee for up-gradation of CCTV project in PH Complex.
- 31 With reference to the OM of Personnel Section, dated 12th August, 2013 regarding "filling up the post of Security Officer in the Technical Wing of the Parliament Security Service of the Rajya Sabha Secretariat", 04 applications from the Senior Security Assistant from Parliament Security Service, Rajya Sabha Secretariat were forwarded to the Personnel Section for further necessary action at their end.
- 32 A note was received from JD, M.A Section requesting this office to detail some Security Assistants in order to facilitate the evacuation of Q. No. 87 Type-II, Lodhi Road Complex. In this regard, one supervisory officer and 04 Security Assistants were provided to the M.A Section for the work.
- 33 As per annual Action Plan-2013, the process of weeding out the old records pertaining to the Office of the Parliament Security Service, Rajya Sabha Secretariat was initiated.
- 34 A note was received from the Stores Section regarding reviewing the requirement of Shredder Machine installed in various Wings of the Parliament Security Service. In this regard, a compiled justification/requirement was forwarded to the Store Section for further necessary action at their end.
- 35 A note was received from the O&M Section wherein it was requested to forward some information regarding the work assessment of the Parliament Security Services. A compiled report in this regard was forwarded to O&M section in the November, 2013.
- 36 On the 13th December, 2013 during floral tribute function to the Martyrs who sacrificed their life during terrorist attack; Secretary-General, Rajya Sabha had pointed out towards the dilapidated look of the commemorative Martyr's plaque and desired its replacement with a well decorated plaque having highly aesthetic sense. In this regard, note was forwarded to the CPWD authorities to provide sample of plaque.
- 37 With reference to the publication of Obituary Reference in the leading newspapers both English and Hindi to the Martyrs who sacrificed their life during terrorist attack on 13th December, 2001 the following actions were initiated.
 - A) Administrative and financial approval amounting to Rs. 4,00,000/- for publishing Obituary Reference in the leading dailies (English & Hindi) on 13th of December, 2013 from the Head "01.105 Rajya Sabha Secretariat 01 Secretariat 01.00.13 office expenses", if the DAVP does not print the Advertisement free of cost.
 - B) The ATP Wing of the Parliament Security Service forwarded a note to the PPR Wing of the Lok Sabha Secretariat, suggesting to publish single Obituary Reference from both the Secretariat which was further approved.
- 38 The Parliament Security Service contributed an amount of Rs. 40,300/- towards medical the treatment of the then Sh. T.N.Mishra, Joint Director / LARRDIS [now deceased] and forwarded the same to the Welfare Branch of Rajya Sabha Secretariat.
- 39 The ATP Wing received bills pertaining to the training expenditure made on the 8th Induction Level Training Course for the officials of Parliament Security Service, Rajya Sabha Secretariat. In this regard, the bills were forwarded to the Training unit for further necessary action at their end. Subsequently **Demand Draft No- 221071**, amounting to Rs. **5,92,298/- (Five Lakhs Ninety two Thousand Two Hundred Ninety Eight Only was forwarded to**

Assistant Commandant /DDO, National Industrial Security Academy, Hyderabad on 11/11/2013 through Distribution Branch, Rajya Sabha.

- 40 A letter was received from General Secretary, Indian Floor Ball Federation, wherein it was mentioned that Sh. P.S Gill, SSA has been nominated by the President, Indian Floor Ball Federation to attend the International Floor Ball Federation Association meeting to be held on the 13th & 14th December, 2013 at Ostrava, Czech Republic. Necessary approvals from the competent authorities were sought before forwarding the application of Sh. P. S. Gill to Estt. (G) Section for further necessary action at their end.
- 41 A complaint was received from Sh. Kishan Jaitley, Advocate, High Court wherein he had raised an issue regarding not wearing proper uniform by the Marshal during the Session. Necessary reply was prepared and forwarded for the perusal of the senior officers.
- 42 Grievances were received from the Security Assistants of the Parliament Security Service, Rajya Sabha Secretariat wherein they had raised the issue of 12 hours long roster duty during holidays and requested to discontinue the long hour duty citing the stress and fatigue involved in it. In this regard, the grievances were forwarded to JD(S) Ops-II /Deployment for further comments.
- 43 A letter was received from **Ministry of Defence (History Division)** requesting to provide pictures of the Martyr's of 13th December, 2001 from Rajya Sabha, who sacrificed their lives during terrorist attack on Parliament House to include the same in a Coffee Table Book. As desired the information was processed and forwarded.
- 44 O&M Section vide their note dated 17th September, 2013 had desired some information to carry out work study of the Parliament Security Service, Rajya Sabha Secretariat. In this regard, as desired replies of questionnaire and Performa /Statement was forwarded to O&M Section in systematic manner so as to facilitate & expedite the process of work load assessment.

REPORTS

- A note was received from JS(GA) dated 11th February, 2013 regarding the Record note of discussion. In this regard, a detailed reply was prepared and forwarded to the Secretary-General, Rajya Sabha.
- With reference to the Office Circular No. 2/RS/16/1/2013-GRU regarding a newsletter, a periodic report as desired was forwarded for further necessary action.

56.8 TRAINING AND PLANNING WING

In order to plan specific training programmes for Parliament Security Service for the up-gradation of knowledge and professional skills of its personnel and to enhance organizational efficiency, a Training & Planning Wing [T&P Wing] was constituted. The objective of this wing is to explore and come out with innovative ideas in the field of training, planning, knowledge up-gradation and welfare of the security personnel. The basic thrust is to enhance organizational efficiency by improving professional skills of the security personnel, developing the right attitude in an individual so that his/ her skills can be utilized in the best possible way.

56.8.1 Trainings:

A summary of the trainings undergone by security personnel during the year 2013 is as follows:

[A] In House Training Programmes

| Sl. No. | Name of Training & Institution | Duration/ Period | No. of Slots availed | Cumulative Total |
|---------|--|---|-----------------------|------------------|
| 1. | In-House Refresher Programme on WT Sets, Net Discipline. [Communication Control Room, PHA] | 01 week 14 th to 18 th January, 2013 | 84 (+ 27 from LSS) | 84 |
| 2. | Member Identification & Familiarization Programme [ATP, 63, PH] | 02 days 14 th & 15 th February, 2013 | 56 (+01) | 140 |
| 3. | Customized Computer Training | 01 week | 16 | 156 |

| | | | | |
|----|--|---|-------------|------------|
| | Programme, [NIC/TU, PLB] | 08 th to 12 th April, 2013 | | |
| 4. | Training Course for Security Officials [BPST, PLB] | 01 week 03 rd to 07 th June, 2013 | 05 | 161 |
| 5. | In-House Training Programme on Security Issues [ATP, PHA] | 01 week 08 th to 12 th July, 2013 | 48 | 209 |
| 6. | Member Identification & Familiarization Programme [ATP, 63 PH] | 02 days 25 th & 26 th July, 2013 | 78 (+48) | 287 |
| 7. | Refresher Training programme on Office Procedure [TU, PHA] | 01 week 23 rd to 27 th September, 2013 | 07 | 294 |
| 8. | MPs Identification and Familiarization Programme [ATP, 63, PH] | 02 days 25 th & 26 th November, 2013 | 109 | 403 |

[B] Training Programmes with other Agencies

| Sl. | Name of Training & Organized by | Duration/ Period | No. of Slots availed | Cumulative Total |
|-----|---|---|----------------------|------------------|
| 1. | Course ATA-9673 Critical Incident Management [CSWT, BSF, Indore] | 09 days 07 th to 15 th January, 2013 | 01 | 01 |
| 2. | Workshop on Noting & Drafting [ISTM, N. Delhi] | 03 days 30 th January to 01 st February, 2013 | 01 | 02 |
| 3. | 127 th Special Course on Identification & Handling of Explosives [ITBP, Mussoorie] | 04 weeks 07 th January to 04 th February, 2013 | 03 | 05 |
| 5. | 13 th International Seminar on National Bomb Data Center [NSG, Manesar] | 02 days 06 th & 07 th February, 2013 | 02 | 07 |
| 6. | Record Management-Right to Information [ISTM, Delhi] | 04 days 11 th to 14 th February, 2013 | 03 | 10 |
| 8. | Reservation in Services for SC/ST/OBC [ISTM, Delhi] | 03 days 18 th to 20 th February, 2013 | 01 | 11 |
| 10. | Course on VIP Security [IBCTS, New Delhi] | 01 week 13 th to 17 th May, 2013 | 02 | 13 |
| 11. | Introductory Yoga Programme [MDNIY, New Delhi] | 03 weeks 20 th May to 07 th June, 2013 | 75 | 88 |
| 12. | Fire Fighting Course [FSMA, Rohini, Delhi] | 01 week 03 rd to 07 th June, 2013 | 10 | 98 |
| 14. | Training Programme on CBRN threat Issues [NDMA, New Delhi] | 02 days 11 th & 13 th June, 2013 | 10 | 108 |
| 15. | TOT on Radiological & Nuclear Emergencies [NCDC, Nagpur] | 02 weeks 24 th June to 05 th July, 2013 | 03 | 111 |
| 16. | Workshop on Communication Skills [ISTM, New Delhi] | 02 days 01 st & 02 nd July, 2013 | 02 | 113 |
| 17. | Course on Bombs & IEDs, Access Control [IB, New Delhi] | 01 week 01 st to 05 th July, 2013 | 10 | 123 |
| 19. | Departmental Security Briefing, [IB, New Delhi] | 01 day 17 th July, 2013 | 02 | 125 |
| 20. | Human Rights and Sensitivity Course [RAF, Hakimet, Secunderabad] | 12 days 15 th to 25 th July, 2013 | 02 | 127 |
| 22. | Bomb Disposal (SP)-87 Course [NSG, Manesar] | 06 weeks 08 th July to 17 th August, | 01 | 128 |

| | | 2013 | | |
|-----|--|--|----|------------|
| 23. | Chemical Disaster First Responders Course [NCDC, Nagpur] | 03 weeks 02 nd to 20 th September, 2013 | 02 | 130 |
| 24. | Fire Fighting Course [NCDC, Nagpur] | 02 weeks 09 th to 20 th September, 2013 | 10 | 140 |
| 25. | Course on Design of Training, [ISTM, New Delhi] | 01 week 09 th to 13 th September, 2013 | 01 | 141 |
| 26. | Course on Ethics and Values in Public Governance [ISTM, New Delhi] | 04 days 09 th to 12 th September, 2013 | 02 | 143 |
| 27. | Course on Stress Management [ISTM, New Delhi] | 04 days 16 th to 19 th September, 2013 | 02 | 145 |
| 28. | Course on CBRN Awareness and Sensitization [NDMA, New Delhi] | 03 days 17 th to 19 th September, 2013 | 08 | 153 |
| 30. | Training of Trainers on CBRN Preparedness and Response [NDMA, New Delhi] | 03 days 08 th to 10 th October, 2013 | 10 | 163 |
| 31. | CBRN [INMAS, Timarpur New Delhi] | 1 Week 21 st to 25 October, 2013 | 12 | 175 |
| 32. | Human Rights & Sensitivity Course [RAF/CRPF, AP] | 02 weeks 04 th to 14 th November, 2013 | 02 | 177 |
| 33. | Course on Good Governance [ISTM, Delhi] | 1 weeks 18 th to 22 nd November, 2013 | 01 | 178 |
| 35. | National Seminar on Disaster Management [NCDC, Nagpur] | 03 days 11 th to 13 th November, 2013 | 03 | 181 |
| 36. | Bomb Disposal Course SP-89 [NSG, Maneser] | 6 Weeks 11 th November to 21 st December, 2013 | 01 | 182 |
| 37. | Direct Trainer Skills [ISTM, New Delhi] | 01 week 28 th Oct to 01 st Nov 2013 | 02 | 184 |
| 39. | ATA-9674 "Forensic Examination of A Terrorist Crime Scene AP Police Academy, Hyderabad, AP | 2 Week 9 th to 20 December, 2013 | 02 | 186 |
| 40. | Gender Issue [ISTM, New Delhi] | 01 Week 30 th December, 2013 to 03 rd January, 2014 | 02 | 188 |

No. of Training slots availed in the various training programmes held during the year

2013:

| | | |
|-------------------------------|---|------------|
| In-House trainings | - | 403 |
| Training with other agencies | - | 188 |
| Total Training slots utilized | - | 591 |

In addition to the aforesaid trainings, a total number of 105 Security officials from Parliament Security Service, Lok Sabha Secretariat attended the "Members Identification & Familiarization Programme" conducted by ATP Wing, Rajya Sabha prior to the commencement of 228th, 229th & 230th Session during the year 2013.

56.8.2 Planning Wing

The Planning Wing of Parliament Security Service has been entrusted with the task of planning and projecting the future needs and requirements pertaining to the up gradation of security in Parliament House in view of the prevailing security scenario, with an ultimate aim of countering the

threats, dangers and coping with future workload through a strategy of planned preparedness. The following plans, policies and proposals were prepared through extensive research and threadbare discussions and submitted:

- With reference to the note dated 21st February, 2103 from Publications and Who's Who Unit, notes were circulated to all the wings of the Parliament Security Service, Rajya Sabha Secretariat for updating the data pertaining to Chapter-III of the Publication "Rajya Sabha and its Secretariat. A compiled report after approval from the competent authority was forwarded to Publications and Who's Who Unit for further necessary action at their end.
- A note was received from the O&M Section regarding creation of posts in the grade of Security Officers, in this regard a comprehensive report was forwarded to the O&M Section for further necessary action at their end.
- With reference to the note of O&M section regarding "Creation of posts of Officers in the Parliament Security Service", a chart exhibiting allocation of work of the combined strength of 12 JDs/DDs and 23 ADs/SOs in position with additional required strength of 06 JDs/DDs and 18 ADs/SOs was compiled and forwarded to the O&M Section for further necessary action at their end.
- With reference to Circular No. RS. 3/1/2013-O&M, dated the 26th June, 2013, regarding Annual Action Plan-2014, notes were circulated to all the wings of the Parliament Security Service, Rajya Sabha Secretariat to forward the Action Plan for the year, 2014. After receiving the report, a compiled Annual Action Plan-2014 for the Parliament Security Service was forwarded to the competent authority for perusal and approval.
- A proposal from the Parliament Security Service, Rajya Sabha regarding the "Augmentation of manpower for the upcoming Parliament House Annexe Extension Building" in order to provide fail proof and effective security was forwarded to the Personnel Section for further necessary action at their end.
- A note was received from the O&M Section regarding the observations/remarks raised during the Annual Office Inspection-2013 pertaining to Parliament Security Service office. A compliance report after approval from the competent authority was forwarded to the O&M Section for further necessary action at their end.

O&M Section vide their note dated 17th September, 2013 had desired some information to carry out work study of the Parliament Security Service, Rajya Sabha Secretariat. In this regard, as desired replies of questionnaire and Performa /Statement were forwarded to O&M Section in a systematic manner so as to facilitate & expedite the process of work load assessment.

56.9 R&D:- The Research and Development (R&D) Cell of the ATP wing provided the intelligence inputs and required study material to the security personnel. The Weekly Intelligence reports of the security scenario prevailing worldwide, particularly in the South Asian countries / India's neighboring countries was briefed and circulated among the officers and staff which facilitated in the preparation of contingency plans based on the latest *modus operandi* of the terrorists.

56.10 New Initiatives: A special training programme was organized to train the shortlisted officers of Parliament Security Service for empanelment to perform the duties of the Marshal.

56.11 Shortcomings: The issue of shortage of space *i.e.* changes room / rest room for security personnel was taken up with the G.A. Section, Rajya sabha. The present change room [64-C] has not enough space to accommodate Security Assistants & hence staff is not in position to get them refreshed after a longer stint of duty hours. Thus, efficiency of Security Assistants is getting affected due to lack of proper rest.

56.11.1 Distinctions:

1. NIL-

56.12 Inspections: As per rules of the O& M Section, an inspection of the Parliament Security Service and Sanitation Wing was conducted on February 8th, 2013.

56.13 FIRE & TECHNICAL WING (F&T)

This wing has been entrusted with the task of looking after the fire prevention measures in the Rajya Sabha Sectors; verification of character/ antecedents of Visitors, Journalists and Casual Labourers. This wing also deals with the cases of loss of Passes, Identity Cards, Parking Labels and organize demonstration of fire fighting equipments in the Parliament House.

56.13.1 Fire Preventive Measures: The F&T wing conducts a routine checking of fire fighting appliances viz., Fire-Hydrants, Fire Extinguishers, Sirens, and Sensors, etc. installed in the Parliament House Complex. An elaborated checking of all the appliances installed in PH is conducted usually on the first Saturday of every month in co-ordination with the staff of the Parliament Security Service, Lok Sabha, CPWD, Fire Unit/PH and WG Branch/LSS. On noticing any sort of fault/short-coming, this wing immediately informed the concerned officers/staff of CPWD i.e., Exe. Eng. / AE/JE (Civil/Electrical) for rectification and proper maintenance of fire fighting equipment.

56.13.2 Annual Fire-Fighting Drill : A Lecture cum Practical Demonstration programme on Fire-Fighting was organized by the F&T Wing on the 18th April, 2013 in Parliament House. The said programme was attended by 136 staff of PSS (LS/RS), CRPF, Delhi Police and CPWD. The officials from AE/Fire, CPWD, PHA delivered a lecture on fire prevention & safety. The staff of Fire Unit/PH presented a demonstration on proper handling of different types of Fire Extinguishers as per the classification of fire.

56.13.3 Fire Incident

No fire incident was reported in Rajya Sabha Sector during the year 2013

56.13.4 Verification of character/antecedents:

Verifications of character/antecedents of casual Staff, PA/PS attached with Hon'ble MP's, Journalists were got conducted through the concerned Police Authority. Instant Verifications of visitors of Public Gallery/ DVG/ Press Gallery were also got conducted from DCP, Special Branch through Fax Machine during session period. Regarding the Casual Labourers engaged for some tenting/ repair works etc. in PH / PHA, the same procedure was adopted.

(a) The details of the Verifications sent to/ received from the Special Branch, Delhi Police and other states during the year 2013 are as under:

| Sl. No. | Details | Category | | | Total |
|---------|-----------------------|----------|--------------|------------|-------|
| | | PA/ PS | Casual Staff | Journalist | |
| 1. | Verification sent | 89 | 94 | 98 | 281 |
| 2. | Verification received | 95 | 60 | 80 | 235 |
| 3. | Reminders sent | 37 | 18 | 34 | 89 |

56.13.5 Verification of Visitors / Media Personnel during Session Period:-

(b) The antecedent verifications in respect of following number of visitors & media personnel were sent to the Special Branch, Delhi Police through Fax Machine during the 228th, 229th and 230th Session of Rajya Sabha in the year 2013 and obtained instantaneous clearance reports w. r. t. their character verifications as mentioned below:

| Public Gallery | DVG | Press Gallery |
|----------------|-----|---------------|
| 1770 | 68 | 15 |

(c) Apart from above mentioned verifications, total 327 verifications of Casual Labourers were also conducted by the Special Branch, Delhi Police through Fax and the reports were received on the same day.

56.13.6 Loss of Pass/Identity Cards/Parking Labels/RF-Tags: On receipt of information regarding loss of Passes/Identity Cards/Parking Labels /RF-Tags from Hon'ble MP's /Ex-

MP's/Officers/Staff of secretariat and other agencies, the required particulars of the lost item along with the copy of FIR/NCR were forwarded to Security Control Room for making an announcement for information of all concerned so that misuse of the same could be prevented. Comprehensive list of the above losses were sent to the concerned officers for their information and necessary action.

The details of I-Cards/Passes/Parking Labels/RF Tags reported lost during the year 2013 are as follows:

| Sl.No | Details of items | Category | | | | Total |
|-------|-----------------------------|----------|---------|-------|--------|-----------|
| | | M.P. | Ex M.P. | Staff | Others | |
| 1. | I/Cards | 07 | 12 | 16 | 13 | 48 |
| 2. | RF Tags (Individual) | NIL | 03 | 11 | 01 | 15 |
| 3. | Parking Labels | NIL | 02 | 12 | 02 | 16 |
| 4. | RF Tags (Vehicle) | 02 | NIL | 02 | 01 | 05 |
| 5. | Passes | NIL | NIL | 01 | 27 | 28 |

56.13.7 Correspondence/Liaison:

The required correspondence and liaisons were carried out with different offices of the Secretariat and CPWD authorities/other agencies for proper maintenance of fire-fighting equipments and speedy rectification of short-comings.

56.13.8 Special moves pertaining to the process of verification of character/ antecedents of Press Correspondents and Casual Labourer:

Verifications of Character/Antecedents in respect of Press Correspondents and Casual Labourer were got conducted as per the usual process. The verifications of Journalists visiting Press Gallery during session and the Casual Labourers engaged for miscellaneous work was conducted through special move at the same time from Special Branch, Delhi Police through Fax Machine and the report thereof was received in the same manner and immediately sent to the concerned.

56.14 Sanitation Wing

The Sanitation Wing is entrusted with the responsibility of providing clean and hygienic area under the jurisdiction of the Rajya Sabha Secretariat. The purpose of the Sanitation Wing of the Rajya Sabha Secretariat is to maintain a high standard of hygiene and cleaning by managing timely collection/disposal of waste generated in routine course and to accomplish this goal in a manner that generates high levels of satisfaction. In this context, it is submitted that sanitation wing is performing following duties on regular basis in two shifts in Parliament House/PHA/PLB/ North Avenue & 12A, GRG Road, New Delhi.

56.14.1 Functional Duties performed by the Sanitation Wing:

- ❖ Cleaning, Washing and Dusting of all the areas within the precincts of Rajya Sabha in PH/ PHA /PLB/ North Avenue.
- ❖ Cleaning of toilets & Corridors of RSS in PH/PHA/ North Avenue.
- ❖ Spraying of Finite to counter the mosquito menace.
- ❖ Spraying of room freshener.
- ❖ Providing manpower round the clock in order to the opening & closing of rooms under the Rajya Sabha Secretariat.
- ❖ Opening and closing of Committee room 'A' for meetings as per the requirement basis.
- ❖ To conduct enquiry regarding theft cases and missing of articles.
- ❖ Two Farash were detailed round the clock in shifts in PH/ PHA and were instructed to remain available with keys of various Building Gates/ Rooms that comes under the jurisdiction of Rajya Sabha Secretariat.
- ❖ A joint inspection of Grease Chamber situated in the courtyard no.-9 and Chairman's Chamber (Room No. 30/PH) was carried out before the

commencement of every session, in collaboration with NDMC (Health Dept.) and other allied agencies of Parliament House.

- ❖ Before the commencement of every session, Fogging was done in collaboration with NDMC (Health Dept.) to prevent the mosquito breeding in PH Complex, or as and when required.
- ❖ To maintain record of lost and found items.

56.14.2 Details of items found by Security / Sanitation staff which was handed over to the owners:

| S.No. | Date | Deposited by (Sanitation Staff) | Place | Item | Received By |
|-------|------------|---------------------------------|-------------------------------------|--------------------------|--|
| 1. | 01.01.2013 | Sh.Ved Prakash | R. No. 202, PHA | L.P Supporter | Sh. Anil Chopra, Sr. PS, R. No. 202 |
| 2. | 08.01.2013 | Sh.Ved Prakash | R. No. 229, PHA | One Jacket | Sh. Darban Singh Negi, Asstt. |
| 3. | 22.01.2013 | Smt.Shakuntala | Toilet No. 26 | Mega water bottle | Ms. Ruby, Steno |
| 4. | 22.01.2013 | Sh.Brij Bhushan | Parking PHA | Keys of motor cycle | Sh.B. Ram, R. No. 405 |
| 5. | 23.01.2013 | Sh.Kuldeep Chand | R. No. 228, MSA | Lunch Box & water Bottle | Sh.Ram Lakhan Yadav, Sr. clerk |
| 6. | 05.02.2013 | Sh.Ved Prakash | R.No. 208 | Ghee 1 Kg. | Sh.Sudhir Kumar, Messenger |
| 7. | 12.02.2013 | Sh.Ved Prakash | R. No. 221 | Key ring with keys | Sh.Neeraj Bajaj, Translator |
| 8. | 13.02.2013 | Sh.Kuldeep Chand | R. No. 121 | Key ring with keys | Sh. Daya Chand Sharma, Attdt. Gr. I |
| 9. | 14.02.2013 | Sh. Sanjay Kumar | ATM Machine PHA | ATM Card | Suresh Kumar Yadav |
| 10. | 05.02.2013 | Sh.Rajesh Arora | R. No. 144 PHA | 16 GB, Pen Drive | Sh. Manoj Kr. Attdt. Gr.-I, R. No. 208 |
| 11. | 26.02.2013 | Sh.Amol Deshpande AD(S) | In front of Staff Gate | Rs. 500/ | Sh. Prateek Patil, Driver |
| 12. | 02.03.2013 | Smt. Rani | Ladies toilet 2 nd floor | Spectacles | Smt. Indu Bhatnagar, Sr. PA |
| 13. | 28.03.2013 | Sh. Brij Bhushan | R. No. 525 | Mobile Phone (Micromax) | Sh. Vijay Ashwal, Attdt.. Gr I |
| 14. | 14.05.2013 | Smt. Geeta Rani | R. No. 517 | Mobile Phone(Micromax) | Sh. Vijay PS. |
| 15. | 26.08.2013 | Sh. Banwari Lal | Toilet No. 11 (PHA) | Mobile Phone (Micromax) | Mr.Vineet Choudary |
| 16. | 19.09.2013 | Smt. Usha Wanti | R. No. 229 | Mobile Phone(Micromax) | Sh. Bhagwan Singh Negi |
| 17. | 30.10.2013 | Sh. A. Krishna | R. No. 121. PH | Samsung Mobile | Sh. Parveen Kaul, Reporter Branch |
| 18. | 20.11.2013 | Sh. Ashok Kumar | 121 PH (3 Floor) | Samsung Mobile | Manjit Kaur, J.D , Reporting |

56.15 Briefings during the year:

1. Sanitation staff was regularly briefed about the sanitary work for good hygiene and maintaining high standards.
2. Sanitation staff was regularly briefed to ensure that the staff must wear the uniform and maintain proper decorum while on duty.

3. Sanitation staff was regularly briefed to ensure that all rooms were closed properly in the evening and in case, if any item of officers and staff is found, it should be deposited in the office immediately.
4. Sanitary Staff was also advised not to indulge in any unsocial activities.

56.16 Welfare measures:

1. The issue regarding payment of bonus was taken up with Estt. A/c & Budget Section and the casual staff of Sanitation wing were paid the bonus as per their entitlements.
2. Wages were paid to the Casual staff well on time.
3. Welfare aspect of Staff was looked into & applications of the officers/staff applying for no objection certificates for obtaining Passport, higher studies were forwarded to Estt. (G) Section.



Dignitaries paying homage to the martyr's of 2001 terrorist attack on Parliament.



Blood donation camp in Parliament House on 13th December, 2013