



PARLIAMENT OF INDIA

Rajya Sabha and its Secretariat A Performance Profile

2014



RAJYA SABHA SECRETARIAT
NEW DELHI
DECEMBER 2015

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P R E F A C E

This publication provides information about the work transacted by the Rajya Sabha, its Committees and the Rajya Sabha Secretariat during the year 2014. It is meant to familiarize the readers with different aspects of the functioning of the Rajya Sabha.

As an overview, it provides relevant details which are interesting about the working of Parliament and will be of use to the Members of Parliament as well as the general public.

NEW DELHI;
December 2015

SHUMSHER K. SHERIFF
*Secretary-General,
Rajya Sabha.*

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OFFICERS OF THE RAJYA SABHA

Shri M. Hamid Ansari

Hon'ble Chairman, Rajya Sabha

Prof. P. J. Kurien

Hon'ble Deputy Chairman, Rajya Sabha

Shri Shumsher K. Sheriff

Secretary-General, Rajya Sabha



House at Work

In 2014, the Rajya Sabha sat for 64 days - 12 days during the 230th Session (Reconvened), 3 days during the 231st Session, 27 days during the 232nd Session and 22 days during the 233rd Session. In the whole year, the House sat for 250 hours and 31 minutes.

Summons for the 230th Session was issued on 13 November 2013. The Session was held in two parts. The first part commenced on 5 December 2013 and the House, which was earlier scheduled to adjourn on 20 December 2013, adjourned *sine die* on 18 December 2013. The second part of the 230th Session which commenced on

Sessions 2013-14	Date of Summons/reconvening	Date of Commencement	Number of Sitzings	Date of Termination (Adjournment <i>sine die</i>)	Date of Prorogation	Actual Hours of Sitzings Hrs./Mts.
230 th (II Part)	18 Jan. 2014	5 Feb. 2014	12	21 Feb. 2014	27 Feb. 2014	16-25
231 st	30 May 2014	9 June 2014	03	11 June 2014	13 June 2014	15-28
232 nd	24 June 2014	7 July 2014	27	14 Aug. 2014	14 Aug. 2014	142-23
233 rd	30 Oct. 2014	24 Nov. 2014	22	23 Dec. 2014	23 Dec. 2014	76-15

5 February 2014 was adjourned *sine die* on 21 February 2014 and was prorogued by the President of India on 27 February 2014. Summons for the 231st Session of the Rajya Sabha was issued on 30 May 2014. The 231st Session commenced on 9 June 2014 and was adjourned *sine die* on 11 June 2014 and was prorogued by the President on 13 June 2014. It being the first Session after the constitution of the 16th Lok Sabha, the President addressed Members of both the Houses of Parliament assembled together in the Central Hall on 9 June 2014. Summons for the 232nd Session of the Rajya Sabha was issued on 24 June 2014. The Session commenced on 7 July 2014. The sitting of the House fixed for 28 July 2014 was cancelled and an announcement in this regard was made in the House on 24 July 2014. The House was adjourned *sine die* on 14 August 2014 and was prorogued by the President on 14 August 2014. Summons for the 233rd Session of the Rajya Sabha was issued on 30 October 2014. The Session commenced on 24 November 2014 and was adjourned *sine die* on 23 December 2014. The House was prorogued by the President on 23 December 2014.

During the year, 203 Lists of Business were issued with regard to the business of the House. In all, 5530 papers were laid on the Table of the House.

The average attendance of Members during the 230th (Part II), 231st, 232nd, and 233rd Sessions was 178, 199, 192 and 181, respectively. The highest attendance on a day during the 230th (Part II), 231st, 232nd, and 233rd Sessions was 198, 202, 203 and 199 respectively.

Simultaneous interpretation of the proceedings of the House and its Committees is done from Hindi to English and *vice-versa*. Arrangements also exist for simultaneous interpretation of speeches made in Bengali, Gujarati, Kannada, Malayalam, Marathi (till May 2014), Odia, Punjabi, Tamil, Telugu and Urdu. The facility of

simultaneous interpretation is also provided on request for conferences, seminars and meetings of Consultative Committees of different Ministries.

Question Hour

The second hour of every sitting is generally devoted to the asking and answering of questions. During this Hour, Members exercise their right to seek information on various issues from the Government on the floor of the House. Questions, in fact, are used by Members as a device to review critically Government's performance in various fields, to assess the impact of the Government programmes and policies as well as to ventilate public grievances on various matters. During the year 2014, a total of 19,173 notices of questions, both starred and unstarred, were received, of which 10,103 were admitted and 717 notices were admitted by clubbing therewith. Out of these, 1,140 questions were listed as starred questions and of these, 129 questions, constituting around 11 per cent, were actually taken up for oral answer in the House.

During the year, 7 statements were made or laid by the Ministers correcting replies given by them to the questions, starred and unstarred, in the Rajya Sabha. For short notice questions, 64 notices were received and 6 were admitted. Besides, 8 notices for Half-an-Hour discussion arising out of the answers given to starred/unstarred questions were received and none was admitted and discussed on the floor of the House.

Legislation

The Rajya Sabha held 52 sittings in three Sessions, namely, 231st, 232nd and 233rd. (It may be mentioned that the 230th Session was held in two parts; while first part was held from 5 to 18 December 2013, the second was held from 5 to 21 February 2014. Information regarding the number of sittings in which the Government and Private Members' Legislative Business was transacted during the 230th Session was incorporated in the previous issue of the Rajya Sabha and its Secretariat - A Performance Profile). Out of the fifty-two (52) sittings, the House transacted Government Legislative Business and Private Members' Legislative Business in thirty-two (32) and five (5) sittings respectively. One Bill was introduced in the Rajya Sabha during the year. Six (06) Bills were referred to the Department-related Parliamentary Standing Committees for examination and report during the year, of which five (05) Bills were referred again to the Committees under the administrative control of the Lok Sabha, after the 16th Lok Sabha was constituted. These five (05) Bills were introduced during the 229th and 230th Sessions of the Rajya Sabha. Fifty-one (51) Private Members' Bills were introduced in the Rajya Sabha during the year. The House considered eight (08) Private Members' Bills and five (05) out of these were withdrawn by the leave of the House, two (02) were negatived and the discussion on one (01) was not concluded.

Significant legislative developments during the year 2014 (230th (II Part), 231st, 232nd & 233rd Sessions)

The Sessions held during the year 2014 witnessed significant legislative developments as detailed below:

(i) The Street Vendors (Protection of Livelihood and Regulation of Street Vending Bill, 2014:

The Street Vendors (Protection of Livelihood and Regulation of Street Vending) Bill, 2014 sought to protect the rights of urban street vendors and regulate the street vending activities. The Bill shall not apply to any land, premises and trains owned and controlled by the Railways under the Railways Act, 1989. It *inter alia* sought to provide for the compulsory registration, issue of certificate of vending and identity cards to every person intending to carry out street vending activities, rights and obligations of street vendors, redressal of their grievances and disputes, promotional measures for making available credit, insurance and other welfare schemes of social security for street vendors, prevention of their

harassment by police or any other authority, and for penal provisions, in case they contravene the terms and conditions of street vending. The Bill also provides that any person above the age of 14 years intending to undertake any street vending activity may register with the Town Vending Committee (TVC). The TVC may be constituted in each local authority with minimum 40% representation of street vendors, out of which one-third shall be women and reasonable representation of the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, minorities and persons with disabilities. Also, every local authority shall in consultation with the planning authority and on the recommendation of the TVC, once in every five years, prepare a street vending plan to promote the vocation of street vendors. Also, the State Governments shall frame a scheme for street vending in consultation with planning authority and TVC. The Street Vendors (Protection of Livelihood and Regulation of Street Vending) Bill, 2012 was introduced in the Lok Sabha on 6 September 2012 and was referred to the Department-related Parliamentary Standing Committee on Urban Development on 10 September 2012 for examination and report. The Committee presented its report on 13 March 2013. Subsequently, the Bill was passed by the Lok Sabha on 6 September 2013 and by the Rajya Sabha on 19 February 2014. The formal amendments made by the Rajya Sabha in the Bill were agreed to by the Lok Sabha at its sitting held on 20 February 2014. The Bill was assented to by the President on 4 March 2014 and became the Act No. 7 of 2014.

- (ii) **The Andhra Pradesh Reorganisation Bill, 2014:** The Andhra Pradesh Reorganisation Bill, 2014 sought to reorganise the existing State of Andhra Pradesh into two separate States, namely the State of Andhra Pradesh and the State of Telangana. The Bill, *inter alia*, provided for the territories of the two successor States of Andhra Pradesh and Telangana, and necessary provisions relating to representation in Parliament and State Legislatures, authorization of expenditure, distribution of revenues, apportionment of assets and liabilities, mechanisms for the management and development of water resources, power and natural resources, infrastructure and special economic measures for the progress and sustainable development of the successor States, etc. The Bill also provided that Hyderabad shall be the common capital of both Andhra Pradesh and Telangana for a period of ten years. After this period, Hyderabad shall be the capital of Telangana and the Central Government shall constitute an expert committee to recommend a new capital for Andhra Pradesh. It made provisions casting responsibility on the Central Government to assist the State of Andhra Pradesh in identification of its new capital and to assist that State financially in the creation of essential facilities in the new capital. The Governor of the existing State of Andhra Pradesh shall be the common Governor for both States till such period as determined by the President. The Bill also proposed consequential amendments to the Representation of the People Act, 1950, the Delimitation of Parliamentary and Assembly Constituencies Order, 2008, the First and the Fourth Schedules to the Constitution of India, the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribes) Order, 1950 etc. The Andhra Pradesh Reorganisation Bill, 2014 was introduced in the Lok Sabha on 13 February 2014 and passed by that House on 18 February 2014. The Rajya Sabha passed the Bill on 20 February 2014. The Bill was assented to by the President on 1 March 2014 and became the Act No. 6 of 2014.

- (iii) **The Public Interest Disclosure and Protection to Persons Making the Disclosures Bill, 2010 (passed as 'The Whistle Blowers Protection Bill, 2011'):** The Public Interest Disclosure and Protection to Persons Making the Disclosures Bill, 2010 was introduced in the Lok Sabha on 26 August 2010. It, *inter alia*, sought to establish a mechanism to receive complaints relating to disclosure on any allegation of corruption or willful misuse of power or willful misuse of discretion against any public servant and to inquire or cause an inquiry into such disclosure. The Bill aimed to

provide for adequate safeguards against victimization of the whistle-blower, *i.e.* the person making such disclosure and provides that any public servant or any other person including any Non-Governmental Organization may make a public interest disclosure before the Competent Authority. The Bill also prescribed punishment for revealing the identity of a complainant negligently or with *malafide* intention and also for false or frivolous complaints. The Bill exempts certain matters from disclosure if it is likely to affect the sovereignty and integrity of India, security of the State, friendly relations with foreign State, public order, decency or morality or in relation to contempt of court, defamation or incitement to an offence which might involve the disclosure of proceedings of the Cabinet of the Union Government and Cabinet of the State or any Committee of the Cabinet. The Bill was referred to the Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice on 15 September 2010 for examination and report. The Committee presented its report to the hon'ble Chairman, Rajya Sabha on 9 June 2011 and laid on the Table of the Lok Sabha and Rajya Sabha on 10 and 11 August 2011, respectively. The Bill was passed by the Lok Sabha on 27 December 2011 as the Whistle Blowers Protection Bill, 2011 and the Rajya Sabha on 21 February 2014. The Bill was assented to by the President on 9 May 2014 and became the Act No. 17 of 2014.

- (iv) **The School of Planning and Architecture Bill, 2014:** The School of Planning and Architecture Bill, 2014 was introduced in the Lok Sabha on 2 December 2014. The Bill sought to confer the status of "*institution of national importance*" to all the three Schools of Planning and Architecture at New Delhi, Bhopal and Vijayawada, thereby enabling them to emerge as "centers of excellence" with the objective of meeting the national and international standards of planners and architects in an ever increasing environment of urbanization and industrialisation. The Bill, *inter alia*, proposed to establish a Council for Schools of Planning and Architecture similar to the Indian Institute of Technology and the National Institute of Technology to advise the Central Government on policy matter in the field of architecture and planning. The Bill also sought to empower these institutes to grant degrees to students of these Schools of Planning and Architecture. The Bill was passed by the Lok Sabha on 3 December 2014 and by the Rajya Sabha on 10 December 2014. The Bill was assented to by the President on 18 December 2014 and became the Act No. 37 of 2014.
- (v) **The National Institute of Design Bill, 2013:** The National Institute of Design Bill, 2013 was introduced in the Rajya Sabha on 11 March, 2013. The Bill, *inter alia*, sought to declare the National Institute of Design, Ahmedabad, as an institution of national importance and make it a body corporate to nurture and promote quality and excellence in design education; to conduct research and training in all disciplines related to design; to confer honorary degrees, diplomas, certificates, awards and other academic distinctions or titles in disciplines relating to design and to act as a nucleus for interaction between academia and industry by encouraging exchange of designers and other technical staff between the institute and the industry and by undertaking sponsored and funded research as well as consultancy projects. The Bill was passed by the Rajya Sabha on 7 July 2014 and by the Lok Sabha on 9 July 2014. The Bill was assented to by the President on 17 July 2014 and became the Act No. 18 of 2014.
- (vi) **The Constitution (One Hundred and Twenty-first Amendment) Bill, 2014 (passed as 'The Constitution (Ninety-ninth Amendment) Bill, 2014'):** The Constitution (One Hundred and Twenty-first Amendment) Bill, 2014, introduced in the Lok Sabha on 11 August 2014, was an enabling constitutional amendment which sought to amend the provisions of the Constitution of India relating to the appointment of the Supreme Court and High Court Judges and the transfer of High Court Judges. The Bill sought to amend Article 124 of the Constitution by inserting Articles 124A, 124B and 124C in it, to provide for the establishment of the National Judicial Appointments Commission which would

make recommendations to the President of India for appointment of the Supreme Court and High Court Judges. The Bill also provided for the composition and the functions of the proposed National Judicial Appointments Commission. Further, it provided that the Parliament may, by law, regulate the procedure for appointment of Judges and empower the National Judicial Appointments Commission to lay down procedure to regulate the discharge of its functions and the manner of selection of persons for appointment. The Bill sought to broad base the method of appointment of Judges in the Supreme Court and High Courts, enable participation of judiciary, executive and eminent persons and ensure greater transparency, accountability and objectivity in the appointment of Judges in the Supreme Court and High Courts. The Bill was passed by the Lok Sabha on 13 August 2014 and by the Rajya Sabha on 14 August 2014 and ratified by the Legislatures of not less than one-half of the States as the Constitution (Ninety-ninth Amendment) Bill, 2014. The Bill was assented to by the President on 31 December 2014 and became the Constitution (Ninety-ninth Amendment) Act, 2014.

- (vii) **The National Judicial Appointments Commission Bill, 2014:** The National Judicial Appointments Commission Bill, 2014, introduced on 11 August 2014 in the Lok Sabha, was in conjunction with the Constitution (One Hundred and Twenty-first Amendment) Bill, 2014 which provided for establishment of the National Judicial Appointments Commission. The Bill sought to regulate the procedure to be followed by the National Judicial Appointments Commission for recommending persons for appointment as the Chief Justice of India and other Judges of the Supreme Court and Chief Justices and other Judges of the High Courts and their transfer. It *inter alia* provided for the time frame to initiate the process of filling up of vacancies in the Supreme Court and High Courts and the procedure for selection of Chief Justice of India, Chief Justice of High Courts and Judges of the Supreme Court and High Courts. It further provided that if two members of National Judicial Appointments Commission do not agree, then the Commission shall not make such recommendation. It also provided that the President may if necessary require the Commission to reconsider the recommendation. However, if the Commission makes unanimous recommendations on such reconsideration, then the President shall make the appointment accordingly. Further, the Commission may make regulations specifying the criteria of suitability with respect to the appointment of the Judges of the Supreme Court and High Courts, the procedure and conditions for selection and appointment of Judge of the Supreme Court and High Court, the procedure for transfer of Judges from one High Court to another High Court and the procedure to be followed by the Commission in discharge of its functions. The Bill aimed to broad base the appointment of Judges in the Supreme Court and High Courts and to ensure greater transparency, accountability and objectivity in the procedure thereto. The Bill was passed by the Lok Sabha on 13 August 2014 and by the Rajya Sabha on 14 August 2014. The Bill was assented to by the President on 31 December 2014 and became the Act No. 40 of 2014.
- (viii) **The Merchant Shipping (Amendment) Bill, 2013:** The Merchant Shipping (Amendment) Bill, 2013 was introduced in the Rajya Sabha on 18 March 2013. The Bill proposed to amend the Merchant Shipping Act, 1958 to provide for the enforcement of the Anti Fouling Systems (AFS) Convention, 2001 and thereby making it mandatory for Indian flag vessels to comply with Anti-Fouling Systems and to obtain a certificate of compliance thereof. The Merchant Shipping Act, 1958 aimed to ensure development and efficient maintenance of the Indian mercantile marine in a manner best suited to serve the national interest. Under the provisions of the Merchant Shipping (Amendment) Bill, 2013, all Indian flag vessels having 400 gross tonnage or more engaged in international voyages, would be issued with an International Anti-Fouling System Certificate after due verification. This would enable them to engage in international shipping activities without having to approach Government of other countries, who have ratified the Convention for such certificates. Further, India would be able to

ensure that all foreign flag vessels entering territorial waters of India, or any marine areas adjacent thereto over which India has, or may hereafter have, exclusive jurisdiction in regard to control of pollution were duly certified in accordance with the requirement of the AFS Convention, 2001. The Bill further provided for the levy of the Penalty for non-compliance of the provisions of the Convention. The Bill was passed by the Rajya Sabha on 1 December 2014 and by the Lok Sabha on 2 December 2014. The Bill was assented to by the President on 9 December 2014 and became the Act No. 31 of 2014.

- (ix) **The Merchant Shipping (Second Amendment) Bill, 2014:** The Merchant Shipping (Second Amendment) Bill, 2013 was introduced in the Rajya Sabha on 19 August 2013. The Bill proposed to amend the Merchant Shipping Act, 1958 to make enabling provisions for implementation and enforcement of the International Labour Organisation's Maritime Labour Convention (MLC), 2006, thereby making it mandatory for Indian flag vessels to comply with its provisions and obtain a Maritime Labour Certificate to that effect. The Convention is considered as the 'Bill of Rights' for the seafarers across the world and provides for international standards for the living and working conditions to them. On ratification of the MLC, India would ensure to provide Indian national seafarers, *inter alia*, safe and secure workplace on ship, fair terms of employment, decent working and living conditions on a ship, and right to health protection, medical care and other social protection. Further, under the provisions of the Bill, every Indian flag vessel of 500 gross tonnage or more and engaged in international voyage(s), would be issued with a Maritime Labour Certificate after an inspection of the ship concerned. This would enable them to get preferential treatment and exemption from their inspection for this purpose at foreign ports thereby reducing operational time and transaction costs. Further, the Bill provided that all foreign flag vessels entering the territorial waters of India, or any marine areas adjacent thereto, over which India has, or may hereafter have an exclusive jurisdiction, are subject to an inspection under the MLC, by which the rights of all seafarers regardless of their nationality are protected. The Bill was passed by the Rajya Sabha on 1 December 2014 and by the Lok Sabha on 2 December 2014. The Bill was assented to by the President of India on 9 December 2014 and became the Act No. 32 of 2014.
- (x) **Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by certain Establishments) Amendment Bill, 2011:** The Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by certain Establishments) Amendment Bill, 2011 sought to amend the Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by certain Establishments) Act, 1988. The Bill proposed to expand the coverage of the Act of 1988 to establishments employing up to five hundred workers and to prescribe simplified user friendly Forms and to provide for maintenance of registers or records in computer, computer floppy, diskette or other electronic media and submit the returns through electronic mail. The Bill *inter alia* sought to revise the definition of the expression "small establishment" so as to cover those establishments in which not less than ten and not more than forty persons are employed or were employed on any day of the preceding twelve months within the meaning of that expression, instead of not less than ten and not more than nineteen persons, as at present. The Bill was introduced in the Rajya Sabha on 23 March 2011 and, as amended, was passed by the House on 25 November 2014. The Lok Sabha passed the Bill on 28 November 2014. The Bill as, Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by certain Establishments) Amendment Bill, 2014 was given assent by the President on 10 December 2014 and became the Act No. 33 of 2014.
- (xi) **The Delhi Special Police Establishment (Amendment) Bill, 2014:** The Delhi Special Police Establishment (Amendment) Bill, 2014 sought to amend the Delhi Special Police Establishment

Act, 1946, whose Section 4A provided for a Committee for recommending a Panel of officers to the Central Government for appointment of the Director of the Delhi Special Police Establishment. As per the provision in clause (b) of sub-section (1) of Section 4A, the Leader of Opposition in the House of the People is one of the Members of this Committee. To resolve the situation of making selection if there is no Leader of Opposition, the Bill proposed for enabling provision for inclusion of the Leader of the single largest Opposition Party in the Lok Sabha as a Member of the said Committee. It proposed that no appointment of a Director shall be invalid merely by reason of any vacancy or absence of a Member in the Committee. The Delhi Special Police Establishment (Amendment) Bill, 2014 was introduced in the Lok Sabha on 25 November 2014 and was passed by the House on 26 November 2014. The Rajya Sabha passed the Bill on 27 November 2014. The Bill was given assent by the President on 29 November 2014 and became the Act No. 28 of 2014.

In addition to the above legislative developments, the following Bills were also passed by both the Houses of Parliament and assented to by the President, namely, the Governors (Emoluments, Allowances and Privileges) Amendment Bill, 2014; the National Institutes of Technology, Science Education and Research (Amendment) Bill, 2014; the Rani Lakshmi Bai Central Agricultural University Bill, 2014; the Narcotic Drugs and Psychotropic Substances (Amendment) Bill, 2014; the Telecom Regulatory Authority of India (Amendment) Bill, 2014; the Security Laws (Amendment) Bill, 2014; the Indian Institutes of Information Technology Bill, 2014; the Constitution (Scheduled Castes) Orders (Amendment) Bill, 2014; the Central Universities (Amendment) Bill, 2014 and the Textile Undertakings (Nationalisation) Laws (Amendment and Validation) Bill, 2014.

Discussion on the working of the Ministries

During the year 2014, the working of the following Ministries was discussed:—

- (i) Ministry of Power on 05.08.2014 and 06.08.2014.
- (ii) Ministry of Home Affairs on 07.08.2014 and 11.08.2014.
- (iii) Ministry of Women and Child Development on 12.08.2014 and 13.08.2014.

The following are some of the statistics relating to Bills which came up before Rajya Sabha during the year 2014:

• Number of sittings during which the Government Bills were introduced, considered or laid/reported as passed by the Lok Sabha	32
• Number of sittings during which the Private Members' Bills were introduced or considered	05
• Number of Government Bills introduced	01
• Number of Private Members' Bills introduced	51
• Number of Government Bills withdrawn/ fallen through during the year	07
• Number of Government Bills negatived	00
• Number of Private Members' Bills withdrawn	05
• Number of Private Members' Bills negatived	02
• Number of Government Bills transmitted by Lok Sabha	27
• Number of Government Bills transmitted by Lok Sabha with amendments	00
• Number of Government Bills transmitted by Rajya Sabha	04
• Number of Government Bills transmitted by Rajya Sabha with amendments	00
• Number of Government Bills introduced in the Rajya Sabha and referred to the Department-related Parliamentary Standing Committees	6*
• Number of Bills referred to the Select Committee of Rajya Sabha	03
• Number of Bills reported by the Select Committee of Rajya Sabha	01
• Number of Bills referred to the Joint Committees of the Houses of Parliament	00
• Number of Government Bills considered	24
• Number of Government Bills passed/returned	24
• Number of Government Bills pending at the commencement of the year	66**
• Number of Government Bills pending at the end of the year	57
• Number of Private Members' Bills pending at the commencement of the year	71**
• Number of Private Members' Bills pending at the end of the year	83
• Number of Bills passed by the Houses of Parliament and assented to by the President	24
• Number of Bills on which assent of the President was obtained by the Rajya Sabha Secretariat	13
* Out of 6 Bills, 5 Bills were re-referred to the Department-related Parliamentary Standing Committee following the reconstitution of the 16th Lok Sabha.	
** The figure was taken from 230th Session pending part as that Session was held in two parts (from November 2013 to February 2014).	

Discussion on matters of public importance

Procedural devices like 'Calling Attention' and 'Short Duration Discussion' were utilised by Members to raise matters of urgent public importance on the floor of the House. Besides, Members raised matters of public importance through 'Special Mention' and 'Private Members' Resolutions'. Issues of urgent public importance were also raised by Members as 'Matters raised with permission of the Chairman'. Out of 1082 notices given by Members for 'Matters raised with permission of the Chairman', only 144 matters were allowed to be raised. During the year, in all 325 matters of public importance were mentioned in the House through **Special Mention**. 179 **Calling Attention** notices on the matters of urgent public importance were received. However, of the total notices, notices of Calling Attention on the following four (04) subjects were admitted and discussed in the House:-

- (i) Situation arising out of repeated attacks on Indian fishermen by Sri Lankan Navy by Dr. V. Maitreya, M.P. on 20.02.2014. On the direction of the Chair, the Minister of State in the Ministry of External Affairs, laid on the Table a Statement (in English & Hindi) on the matter. However, no clarifications were sought.
- (ii) Pollution on sea beaches in Goa caused by tar balls formed due to discharge from sea vessels by Shri Shantaram Naik, M.P. on 08.07.2014.
- (iii) Plight of stranded workers from India in Iraq and Government's response thereto by Shrimati Ambika Soni, M.P. on 04.08.2014.
- (iv) Reported move of the Government to introduce changes in the Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) by reducing the wage component of the fund allocation and restricting the areas of work by Shri D. Raja, M.P. on 27.11.2014.

During the year, 177 notices of **Short Duration Discussion** were received, out of which notices on the following six (06) matters were admitted and discussed in the House:

- (i) Deficient rainfall, prevailing drought conditions and plight of farmers in various parts of the country by Prof. Ram Gopal Yadav, M.P. on 09.07.2014.
- (ii) Unprecedented spurt in violence in Gaza and West Bank area of Palestine causing death of scores of civilians by Shri Ghulam Nabi Azad, M.P. on 21.07.2014.
- (iii) Natural calamities occurring in various parts of the country and relief measures taken by the Government by Shri Tarun Vijay, M.P. on 07.08. 2014.
- (iv) Situation arising from the reported attempts to curb the independence of media and restrict the freedom of expression by Shri Y.S. Chowdary, M.P. on 08.08.2014.
- (v) Money held in foreign bank accounts by Indian citizens and business entities in violation of law by Shri Anand Sharma, M.P. on 26.11.2014.
- (vi) Prevailing agrarian crisis in the country by Shri Anand Sharma, M.P. on 11.12.2014.

Private Members' Resolutions

During the reconvened 230th Session, 21 February 2014 was allotted for Private Members' Resolution. Three (3) resolutions were received and admitted. Shri K.N. Balagopal, M.P. moved the resolution regarding need to relook into the functioning of Public-Private Projects (PPP) which remained part-discussed and was carried forward to the next session by the Chair after taking sense of the House. No day was allotted for Private Members' Resolutions during the 231st Session.

During the 232nd Session, two days *i.e.*, 18 July 2014 and 01 August 2014 were allotted for Private Members' Resolutions. Ten (10) notices of resolutions were received and admitted. Further discussion on the

resolution moved by Shri K.N. Balagopal, M.P. on 21.02.2014 regarding need to relook into the functioning of Public-Private Projects (PPP) was concluded and the same was withdrawn by leave of the House on 18.07.2014. Thereafter, Dr. T. Subbarami Reddy, M.P. moved the resolution regarding need to bring forward reforms in the power sector. The discussion on the same was concluded on 01.08.2014 and was withdrawn by leave of the House on the same day. Thereafter, Shri Vijay Jawarharlal Darda, M.P. moved the resolution regarding prevailing agrarian crisis and suicides by farmers in the region of Vidarbha. However, discussion on the same could not be concluded and it was carried forward to the next session by taking sense of the House.

During the 233rd Session, two days *i.e.*, 5 December 2014 and 19 December 2014 were allotted for Private Members' Resolutions. Five (05) Resolutions were received and listed for the Private Members' day *i.e.* 05.12.2014. However, none of them could be taken up on that day. Five Resolutions were received and listed for the Private Members' day *i.e.* 19.12.2014. The discussion on the Private Members' Resolution, moved by Shri Vijay Jawaharlal Darda, M.P. on 01.08.2014 regarding agrarian crisis and suicides by farmers in the Vidarbha region, was concluded and negatived by the House on 19.12.2014. Thereafter, Dr. E.M. Sudarsana Natchiappan, M.P. moved the Private Members' Resolution regarding development of Tamil language which was negatived by the House on the same day. Thereafter, Shri Avinash Pande, M.P. moved the Resolution regarding need to bring more clarity in the guidelines for *Saansad Adarsh Gram Yojna*. The discussion on the same could not be concluded and it was carried forward to the next Session by leave of the House.

Statutory Resolutions

The following four (04) notices of Statutory Resolutions were received and processed during the year:

- (i) Statutory Resolution regarding approval of the Order under article 239AB of the Constitution issued by the President on the 16 February 2014 under Section 50 of the GNCTD Act, 1991 read with clauses (2) and (3) of Article 356 of the Constitution in relation to the Government of National Capital Territory of Delhi by Shri R.P.N. Singh, MoS in the Ministry of Home Affairs (Adopted on 21.02.2014).
- (ii) Statutory Resolution regarding disapproval of Andhra Pradesh State Reorganisation (Amendment) Ordinance, 2014 was moved by Dr. K. Keshava Rao, M.P. on 14.07.2014 (Negatived).
- (iii) Statutory Resolution regarding disapproval of Telecom Regulatory Authority of India (Amendment) Ordinance, 2014 was moved by Dr. T. Subbarami Reddy, M.P. on 15.07.2014 (Negatived).
- (iv) Statutory Resolution regarding disapproval of the Coal Mines (Special Provisions) Ordinance, 2014 was received and processed (Not moved).

Government Resolutions

The following seven (07) notices of Government Resolutions were received and processed during the year:

- (i) Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No. 3 of 2004 relating to revision of rates of Transport Allowance to the Central Government Employees by the Minister of Finance.
- (ii) Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No. 3 of 1986 relating to encashment of Earned Leave while in service by the Minister of State in the Ministry of Personnel, Public Grievances and Pensions.
- (iii) Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No.2 of 2002 relating to grant of HRA to the Central Government Employees by Minister of Finance.

- (iv) Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No. 5 of 1993 relating to grant of Cash Handling Allowance to Post Office Staff by Minister of Communications and Information Technology.
- (v) Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No. 6 of 1995 relating to removal of upper pay limit of Rs. 2199/- per month for eligibility of Night Duty Allowance by the Minister of State in the Ministry of Personnel, Public Grievances and Pensions.
- (vi) Resolution seeking approval of the proposal of the Government to reject the Award given by Board of Arbitration in C.A. Reference No. 2 of 2004 relating to Payment of Overtime Allowance (OTA) by Minister of State in the Ministry of Personnel, Public Grievances and Pensions.
- (vii) Resolution seeking approval of the proposal of the Government to reject the Award given by Board of Arbitration in C.A. Reference No. 6 of 2004 relating to Payment of Night Duty Allowance by Minister of State in the Ministry of Personnel, Public Grievances and Pensions.

The above mentioned notices of the Government Resolutions were admitted, however, none of the resolutions was moved.

Motions under Rule 168 (No Day-Yet-Named Motions)

During the year 2014, a total number of 294 notices were received out of which 64 were admitted. However, none of the admitted motions was taken up for discussion in the House.

Privilege Cases

During the year 2014, twenty-one (21) notices of breach of privilege and other related matters were received, processed and examined. One meeting of the Committee of Privileges was held during the year on 17 November 2014. The following two Reports of the Committee were presented to the House on 27.11.2014:-

- (i) Fifty-ninth Report on the matter of alleged breach of privilege arising out of the complaint of a Member, Rajya Sabha regarding his inability to participate in the debate due to the adjournment of the House by disruptions caused by some Members; and
- (ii) Sixtieth Report on the matter of alleged manhandling and discourteous behaviour with a Member, Rajya Sabha by the Delhi Police personnel while taking part in a *dharna*.

Committee on Rules

One meeting of the Committee was held on 7 November 2014 during the year and one Report (Thirteenth) of the Committee on Rules was presented to the House on 25.11.2014. Motion for consideration of the Thirteenth Report of the Committee on Rules was adopted on 26.11.2014 regarding: (i) Amendment in rule 38 relating to change in time of Questions Hour from 11:00 a.m. to 12:00 noon to 12:00 noon to 01:00 p.m. (ii) Amendment in rule 51A relating to reduction in the number of Starred Questions from 20 to 15, and (iii) Amendment in rule 180(5) relating to Calling Attention was adopted with amendment that the proposed matter shall be taken up at 02:00 p.m. instead of 05:00 p.m, as recommended by the Committee.

TABLE

Time taken by Rajya Sabha on various items of business during the 231st, 232nd and 233rd Sessions*

Subject	Time Taken		
	231 st	232 nd	233 rd
	Hrs./ Mts.	Hrs./ Mts.	Hrs./ Mts.
National Anthem/ Song	0-03	0-02	0-02
President's Address to both Houses of Parliament laid on the Table	0-01	-	-
Oath or Affirmation	0-22	0-16	0-14
Obituary References	0-18	0-06	0-31
Ruling/ Reference/ Observation/ Announcement by the Chair	0-02	0-15	0-20
Felicitations by the Chair	0-01	0-02	0-06
Introduction of Prime Minister	0-01	-	-
Announcements regarding the Leader of the House and the Leader of the Opposition	0-01	-	-
Introduction of Minister(s) by the Prime Minister/ Leader of the House	0-08	0-01	0-06
Questions	-	10-23	5-50
Short Notice Questions	-	0-01	0-22
Dispensing with Question Hour	-	0-04	-
Statements by Ministers Correcting Answers to Questions	-	0-03	0-05
Motion under Rule 267 to suspend rest of the Business for the day	-	-	0-13
Motion for suspension of Rule 272	-	0-01	-
Papers Laid on the Table	0-02	0-38	0-35
Reports/ Statements of the Committees presented/ laid on the Table	0-03	-	0-32
Report of the Select Committee of the Rajya Sabha on the Insurance Laws (Amendment) Bill, 2008	-	-	0-01
Proclamation under Article 356 of the Constitution	0-02	-	0-01
Farewell to the retiring Members	-	-	0-32
Resignation by Members	0-01	-	0-01
Withdrawal of Members	-	-	0-02
Arrest of Members	-	-	0-02
Panel of Vice-Chairmen	-	0-02	-
Information to the House	-	0-03	-
Leave of Absence	-	0-11	0-02

*Time Taken by Rajya Sabha on various items of business during the 230th Session (Part I & Part II) was included in Rajya Sabha and its Secretariat-A Performance Profile, 2013.

Subject	Time Taken		
	231 st	232 nd	233 rd
	Hrs./ Mts.	Hrs./ Mts.	Hrs./ Mts.
Motions for Elections/ Appointments of Members to various Committees/Bodies	-	0-18	0-05
Motion for appointment to the Select Committee of Rajya Sabha on the Insurance Laws (Amendment) Bill, 2008	- -	-	0-01
Motion for extension of time for presentation of the Report of the Select Committee of Rajya Sabha on the Insurance Laws (Amendment) Bill, 2008	-	-	0-37
Motion regarding adoption of the Thirteenth Report of the Committee on Rules	-	-	0-53
Matters raised with permission	-	3-58	4-42
Special Mentions	-	2-00	3-08
Calling attention to matters of urgent public importance	-	2-29	2-23
Statements by Ministers	-	6-47	3-43
Messages from Lok Sabha/ Government Bills laid on the Table	-	0-14	0-16
Recommendations of the Business Advisory Committee	0-01	0-07	0-04
Statements regarding Government Business	-	0-04	0-04
Motion of Thanks on the President's Address	13-23	-	-
Short Duration Discussions (Discussions under Rule 176)	-	12-13	8-58
Discussion on Price Rise and Food Inflation	-	3-30	-
Supplementary Demands for Grants-laid on the Table	-	-	0-01
Budgets laid on the Table	-	0-03	-
Budget-General Discussion	-	28-11	-
Discussion on the Working of Ministries	-	22-13	-
Resolution/ Government Resolution	-	-	0-02
Statutory Resolution	-	0-14	-
Government Legislative Business	-	19-33	21-26
Private Members' Business			
- Private Members' Resolutions	-	4-49	2-26
- Private Members' Bills	-	7-14	5-00
Valedictory Remarks	0-01	0-02	0-01
Points raised	0-58	16-16	12-48
TOTAL:	14-48	139-03	71-75



Committees

Parliamentary work is transacted not only in the House but also in the Committees, which, in fact, are called mini legislatures. There are at present 12 Standing Committees of the House, to which Members are nominated by the Chairman, Rajya Sabha. With a view to streamlining the committee system and making the parliamentary scrutiny of the executive wider and effective, the number of Department-related Parliamentary Standing Committees was increased from 17 to 24 in July 2004, out of which, eight function under the control and direction of the Chairman, Rajya Sabha and sixteen function under the direction and control of the Speaker, Lok Sabha. The membership of these Committees was also reduced from 45 to 31, out of which 10 members are from the Rajya Sabha and 21 are from the Lok Sabha.

During the year 2014, out of a total of 61 reports presented by the Committees of Rajya Sabha, 44 reports were presented by the eight Department-related Parliamentary Standing Committees which are serviced by the Rajya Sabha Secretariat. The details of the reports presented by the Committees are given in the Table below:

Table

Reports presented by the Committees of the Rajya Sabha during the year 2014

<i>No. of Reports</i>	<i>Subjects</i>	<i>(Total: 8)</i>
<i>Committee on Subordinate Legislation</i>		
213 th	Laying of Statutory Orders on the Table of the Rajya Sabha (229 th Session)	
214 th	Report on Marble Development and Conservation Rules, 2002	
215 th	Report on the Hours of Working of loco running staff in the Indian Railways	
216 th	Laying of Statutory Orders on the Table of the Rajya Sabha (230 th Session)	
217 th	Report on the issue of Taking over of Distance Education Council (DEC) of IGNOU by the University Grants Commission (UGC) through an administrative order in violation of IGNOU Act, 1985 and the Statutes framed thereunder	
218 th	Laying of Statutory Orders on the Table of the Rajya Sabha (231 st and 232 nd Sessions)	
219 th	Report on the Khadi and Village Industries Commission Rules, 2006	
220 th	Report on the Rules and Regulations framed under the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999	
<i>Committee on Petitions</i>		<i>(Total: 4)</i>
148 th	Petition praying to put a check on manufacture of spurious drugs in our country and other related issues	

- 149th Petition praying for re-examination of the policy of making tunnel-based hydropower project
- 150th Petition praying for prevention of adulteration of food so as to ensure right to safe food to every individual in the country
- 151st Petition praying for review of Meat Export Policy

Committee on Government Assurances **(Total: 1)**

- 68th Implementation of Assurances laid during the 230th, 231st and 232nd Sessions/Requests for dropping and extension of time, study visit of the Committee, etc.

Committee on Papers Laid on the Table **(Total: 1)**

- 145th Annual Reports and Audited Accounts of Government Companies/Organisations laid on the Table of Rajya Sabha during the 230th Session

Committee on Rules **(Total: 1)**

- 13th Amendment to Rules of Procedure and Conduct of Business in the Council of States[†] regarding:-
- (i) Amendment in rule 38 relating to change in time of Question Hour from 11:00 a.m. to 12:00 noon to 12:00 noon to 01:00 p.m.
 - (ii) Amendment in rule 51A relating to number of Starred Questions to reduce their number from 20 to 15.
 - (iii) Amendment in rule 180(5) relating to Calling Attention was adopted with amendment to be taken up at 02:00 p.m. instead of as proposed by the Committee to be taken up at 05:00 p.m.

Committee of Privileges **(Total: 2)**

- 59th Fifty-ninth Report on the matter of alleged breach of privilege arising out of the complaint of a Member, Rajya Sabha regarding his inability to participate in the debate due to the adjournment of the House by disruptions caused by some Members
- 60th Sixtieth Report on the matter of alleged manhandling and discourteous behaviour with a Member, Rajya Sabha by the Delhi Police personnel while taking part in a *dharna*

House Committee

NIL

Committee on Member of Parliament Local Area Development Scheme (MPLADS)

NIL

Committee on Ethics

NIL

[†]The Report was presented to the House on 25 November 2014 and motions for consideration of the Report were adopted on 26.11.2014.

Department-related Parliamentary Standing Committee on Commerce (Total: 3)

- 114th Report on Activity and Functioning of India Trade Promotion Organisation (ITPO)
- 115th Action Taken by Government on the observations/ recommendations of the Committee contained in its 110th Report on FDI in Pharmaceutical Sector
- 116th Action Taken by Government on the observations/recommendations of the Committee contained in its 114th Report on Activities and Functioning of India Trade Promotion Organisation (ITPO)

Department-related Parliamentary Standing Committee on Home Affairs (Total: 8)

- 176th Report on the Functioning of Delhi Police
- 177th Report on the Coastal Security Scheme
- 178th Report on the Disaster Management in the Country
- 179th Action Taken by the Government on the recommendations/observations of the Committee contained in its 137th Report on Rehabilitation of J&K Migrants
- 180th Report on the Administration of Union Territories (Daman & Diu, Dadra & Nagar Haveli and Chandigarh)
- 181st Action Taken by Government on the recommendations/observations of the Committee contained in its 180th Report on Administration of Union Territories (Daman & Diu, Dadra & Nagar Haveli and Chandigarh)
- 182nd Rescue, rehabilitation and reconstruction in the aftermath of the floods and landslides in J&K
- 183rd Problems being faced by refugees and displaced person in J&K

Department-related Parliamentary Standing Committee on Health and Family Welfare (Total: 2)

- 80th Food Safety and Standards (Amendment) Bill, 2014
- 81st Action Taken by Government on the recommendations/observations of the Committee contained in its 72nd Report on 'Alleged Irregularities in the Conduct of Studies using Human Papilloma Virus (HPV) Vaccine by PATH in India'

Department-related Parliamentary Standing Committee on Human Resource Development (Total: 3)

- 261st Indira Gandhi National University for Women Bill, 2013
- 262nd Report on the Functioning of National Sports Federations
- 263rd Report on the Functioning of the Indira Gandhi National Open University

Department-related Parliamentary Standing Committee on Industry***(Total: 7)***

- 257th Action Taken by Government on the recommendations/observations of the Committee contained in its 250th Report on Impact of Foreign Direct Investment (FDI) in Multi-brand Retail on MSME Sector pertaining to the Ministry of Micro, Small and Medium Enterprises
- 258th Action Taken by Government on the recommendations/observations of the Committee contained in its 245th Report on Review of the Implementation of Micro, Small and Medium Enterprises Development Act, 2006 pertaining to the Ministry of Micro, Small and Medium Enterprises
- 259th Report on Review of the Implementation of Khadi and Village Industries Commission (KVIC) Act, 1956 pertaining to Ministry of Micro, Small and Medium Enterprises
- 260th Action Taken by Government on the recommendations/observations of the Committee contained in its 251st Report on Implementation of Prime Minister's Employment Generation Programme (PMEGP) pertaining to the Ministry of Micro, Small and Medium Enterprises
- 261st Action Taken by Government on the recommendations/observations of the Committee contained in its 247th Report on Implementation of Interest Subsidy Eligibility Certificate (ISEC) Scheme pertaining to the Ministry of Micro, Small and Medium Enterprises
- 262nd Action Taken by Government on the recommendations/observations of the Committee contained in its 237th Report on Revival and Restructuring of Hotel Corporation of India Ltd.
- 263rd Action Taken by Government on the recommendations/observations of the Committee contained in its 246th Report on Revival of Nagaland Pulp and Paper Co. Ltd. pertaining to Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice***(Total: 7)***

- 67th The Infrastructure Development and Strengthening of Subordinate Courts
- 68th Action Taken by Government on the recommendations/observations of the Committee contained in its 60th Report on Demands for Grants (2013-14) of the Ministry of Personnel, Public Grievances and Pensions
- 69th The Prevention of Corruption (Amendment) Bill, 2013
- 70th The Assam Legislative Council Bill, 2013
- 71st Action Taken by Government on the recommendations/observations of the Committee contained in its 58th Report on Demands for Grants (2013-14) of the Ministry of Law and Justice
- 72nd The Delhi High Court (Amendment) Bill, 2014
- 73rd The Repealing and Amending Bill, 2014

***Department-related Parliamentary Standing Committee on Science and Technology,
Environment and Forests*** ***(Total: 1)***

253rd The Wild Life (Protection) Amendment Bill, 2013

Department-related Parliamentary Standing Committee on Transport, Tourism and Culture ***(Total: 13)***

204th The Civil Aviation Authority of India Bill, 2013

205th Action Taken by the Government on the recommendations/observations of the Committee contained in its 192nd Report on the Demands for Grants (2013-14) of the Ministry of Culture

206th Action Taken by the Government on the recommendations/observations of the Committee contained in its 193rd Report on the Demands for Grants (2013-14) of the Ministry of Road Transport and Highways

207th Action Taken by the Government on the recommendations/observations of the Committee contained in its 194th Report on the Demands for Grants (2013-14) of the Ministry of Shipping

208th Action Taken by the Government on the recommendations/observations of the Committee contained in its 195th Report on the Demands for Grants (2013-14) of the Ministry of Tourism

209th Action Taken by the Government on the recommendations/observations of the Committee contained in its 191st Report on the Demands for Grants (2013-14) of the Ministry of Civil Aviation

210th Action Taken by the Government on the recommendations/observations of the Committee contained in its 188th Report on Functioning of Commission of Railways Safety

211th Upkeep of various Monuments in Delhi, National Museum and other important issues pertaining to the Ministry of Culture

212th Action Taken by the Government on the recommendations/observations of the Committee contained in its 190th Report on Development of Tourism in Darjeeling and Sikkim

213th Action Taken by the Government on the recommendations/observations of the Committee contained in its 200th Report on Development of Tourism, National Highways and Water Transport in Kerala and Cochin Shipyard Limited

214th Action Taken by the Government on the recommendations/observations of the Committee contained in its 201st Report on Functioning of National Akademis and other Cultural Institutions - Issues and Challenges

215th Action Taken by the Government on the recommendations/observations of the Committee contained in its 203rd Report on Privatization of Services at Airports

216th Action Taken by the Government on the recommendations/observations of the Committee contained in its 211th Report on Upkeep of various Monuments in Delhi, National Museum and other important issues pertaining to the Ministry of Culture



Parliament and the People

There are two Reception Offices located in the Parliament House Complex, one at Parliament House (PH) and the other at the Parliament House Annexe (PHA). These Reception Offices help visitors to meet Members of Parliament, Ministers, officers and staff of the Rajya Sabha Secretariat. The Reception Offices also issue entry passes to the officials of the Ministries/ Departments coming to the Parliament House and the Parliament House Annexe in connection with their official work. In the year 2014, these Reception Offices issued 37875 passes *i.e.* 21635 passes from Reception Office, PH; 15491 from Reception Office, PHA; 749 manual casual entry passes issued through Talkatora Gate No.1 to the family members/guests of Hon'ble Members of Parliament, guests of the officials of the Rajya Sabha Secretariat and officials of allied agencies on duty inside the Parliament House Complex.

The requests for the Public Gallery passes, Distinguished Visitors Gallery passes, DVG (Diplomatic) Weekly passes for witnessing the proceedings of the Rajya Sabha and the Central Hall/Central Hall Gallery passes for witnessing the Joint Sittings or other functions are received by the Notice Office. After due processing and approval, the Notice Office, in turn, forward these requisitions to the Centralized Pass Issue Cell (CPIC) for issuance of the Passes {Bar Coded or Radio Frequency (RF) tags}, as the case may be. The request for issuance of Radio Frequency (RF) Tags is received by the CPIC directly; however, request for granting access to the restricted areas in Rajya Sabha Sector through RF Tags is received by the CPIC *via* Notice Office only. The work pertaining to the issuance of DVG (Diplomatic) Annual passes to high rank Diplomats like Heads of Foreign Missions, Consulates, Honorary Consulates and Heads of the U.N. Organizations is looked after by the Notice Office. The names of such diplomats are sponsored by the Ministry of External Affairs.

In addition to the above, CPIC, Rajya Sabha Secretariat issued/returned/updated 1739 Radio Frequency tags. Further, CPIC also issued/renewed 1186 Driver passes, 465 casual passes, 6952 Official Box/Diplomat passes, 1345 Press Gallery passes, 5372 Public /Distinguished Visitors Gallery passes (including group passes) and 270 Central Hall passes in favour of the visitors for the year, 2014.

During the year 2014, there was an inflow of 4442 officials of the Ministries, 469 Distinguished Visitors, 5927 visitors of the Public Gallery to witness the proceedings of the Rajya Sabha. Besides, 6927 attendances of the Press Correspondents were also registered. On the recommendation of Members of Parliament / Officers of the Secretariat, 10170 visitors were taken for show-around of the Parliament House by the Parliament Security Service staff. In all, the security staff regulated a flow of 65,810 persons/visitors/guests excluding the passes issued to officials of the Lok Sabha Secretariat, Rajya Sabha Secretariat, Ministry of Parliamentary Affairs and Allied Services inside the Parliament House Complex during the year.

Verification done by Fire and Technical (F&T) Wing

The F&T Wing of the Parliament Security Service is responsible for verifying the character/antecedent of the individuals who intend to visit the Parliament House Complex. A total number of 2334 verifications were done during the year which include 79 Journalists, 1851 Visitors (same day) of the Public Gallery (PG), 45 visitors (same day) of the Distinguished Visitors Gallery (DVG), 61 Press Gallery (Same Day), 66 casual labourers, 33 casual staff members and 199 PSs/PAs of the Members of Parliament.

RTI Cell

After the promulgation of the Right to Information (RTI) Act, 2005, the same was implemented in the Rajya Sabha Secretariat *w.e.f.* September 2005. The RTI has played a pivotal role in bringing the citizens of the country closer to the working of the Parliament. The first Central Public Information Officer (CPIO) and the first Appellate Authority of the Secretariat were appointed *vide* notifications dated 30.09.2005 and 07.10.2005, respectively. Later on, an RTI Cell was set up in May 2007. The Cell is dealing with all RTI related work under the supervision of the CPIO, Rajya Sabha Secretariat to carry out the provisions of the RTI Act in the Secretariat. The RTI Cell has mainly been entrusted with the following responsibilities:

- (i) All work relating to the applications received under Section 6(1) of the RTI Act, 2005.
- (ii) All work connected with the transfer of application under Section 6(3) of the RTI Act, 2005.
- (iii) All work relating to appeals received under Section 19(1) of the RTI Act, 2005.
- (iv) All work relating to second appeals under Section 19(3) of the RTI Act, 2005; and
- (v) All work relating to discharge of other responsibilities cast upon the Public Authority under the RTI Act, 2005.

The Section has been using a Computerised Diary Software since 2006 to maintain the information pertaining to the Applications/First Appeals/Second Appeals and the other receipts received in the Section. The information pertaining to each of the above receipt type has to be maintained and updated in the Software at the section level. Since the work concerning RTI is time-bound, the Section maintains through the diary software information regarding the receipts, *i.e.* details of the Sections from whom assistance is being sought. Reminders are issued to the concerned Sections/Branches which have not supplied information. The software is monitored at all levels, including CPIO to monitor pendency of receipts and their disposal as well.

During the year 2014, the RTI Cell received 842 RTI applications, 72 First Appeals and 13 appeals filed with the Central Information Commission (CIC), 37 miscellaneous applications and 115 link applications. The Secretariat received a total of Rs. 16,921/- in the form of application fees and towards cost of information under the RTI Act, details of which is separately maintained in a Cash Register in 2014.



New Initiatives

Question Hour

The following initiatives were taken to make the Question Hour more effective:

1. Direction by the Chairman, Rajya Sabha, regarding Time for Questions:

Under rule 38 of the Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha), the first hour of every sitting, unless the Chairman directs otherwise, is available for asking and answering of questions.

In pursuance of this rule, the Chairman on 11 November 2014 directed that from the 233rd Session onwards the Question Hour shall be from 12.00 noon to 1.00 p.m.

2. Amendments to Rules 38 and 51A:

The Thirteenth Report of the Committee on Rules which was adopted by the Rajya Sabha at its sitting held on 26 November 2014 *inter alia* amended Rules 38 and 51A of Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha). On 27 November 2014, following amendments to the said Rules came into force:-

Rule 38. *Time for Questions:* Unless the Chairman otherwise directs, the Question Hour shall be from 12.00 noon to 1.00 p.m.

Rule 51A. *Limit on number of questions for oral and written answers:* The total number of questions to be included in the lists of questions for oral and written answers for any one day shall be limited to 175 including 15 questions for oral answers, questions postponed from one list of questions to another for written answers and fifteen questions pertaining to the States under the President's Rule.

3. Change in Ballots for Starred and Unstarred Questions:

Due to amendment in Rule 51A of Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha) during

Amendments in the Rules of Procedure relating to the time of the Question Hour, etc.

The Question Hour provides opportunities to Members to scrutinize the performance of the Government and helps to secure the accountability of the executive to the Parliament. Based on the experience of the Rajya Sabha in the past few years in which the Question Hour was frequently disrupted for various reasons, the General Purposes Committee *inter alia* proposed to schedule the Question Hour from 12.00 noon - 1.00 p.m. instead of 11.00 a.m. - 12.00 noon. Consequently, the first item to be taken up at 11.00 a.m. is laying of papers followed by matters of recent and urgent public importance to be raised with permission of the Chair (Zero Hour) subject to a maximum of 15 such matters and thereafter the Special Mentions to be taken up till 12.00 noon, subject to availability of time. The Committee also recommended to extend the normal time of the sittings of the House by an hour and accordingly the House would sit from 11.00 a.m. to 1.00 p.m. and from 2.00 p.m. to 6.00 p.m. except on Fridays when the House would reassemble after lunch at 2.30 p.m.

Accordingly, the Committee on Rules in its 13th Report presented to the House on 25 November 2014 recommended amendments to the Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha) regarding change in the timings of the Question Hour, reduction in the limit of number of questions for oral answers from 20 to 15 and increasing the number of questions for written answers from 155 to 160 while retaining the overall number of questions as 175 for any one day and change in the timing for taking up Calling Attention. The Report of the Committee was adopted by the House on 26th November 2014 with the amendment that the Calling Attention would be taken up at 2.00 p.m. instead of 5.00 p.m. as proposed earlier. These amendments/changes were effected during the 233rd Session of Rajya Sabha held in November-December, 2014.

the 233rd Session and adoption thereof starting from 27 November 2014, the number of Questions in the Starred List have been reduced from twenty (20) to fifteen (15) and the number of Questions in Unstarred List have been increased to one hundred and sixty (160) from one hundred fifty-five (155). Since, the lists of questions for the sitting of 8 December 2014 was to be sent for printing on 28 November 2014, these changes were brought into effect from the lists of questions starting from the sitting of 8 December 2014 onwards.

Due to changes in Rule 51A, holding of ballots for twenty-five (25) names of the Members was started on the 28 November 2014 during the 233rd Session and from these names of Members, fifteen (15) names were taken for inclusion in the Starred List. Before amending Rule 51A, ballots were used to be held for thirty (30) names of the Members out of which twenty (20) names were taken for inclusion in the Starred List of Questions.

Parliament Security Service - HRD initiative - ATP Wing

To strengthen the security management, emphasis is laid on training and grooming of officials in the Parliament Security Service. During the year 2014, several steps were taken up to enhance the efficiency, knowledge, skills and personality development of the security personnel. In pursuance of achieving this objective, Parliament Security Service organised various in-house trainings and courses with specialized agencies at national and international level. Furthermore Parliament Security Service personnel also participated in other in-house programmes conducted by the Training Unit of the Rajya Sabha Secretariat.

All the Parliament Security Service officials attended "MPs Identification and Familiarization Programme", fifty (50) officials attended "Introductory Yoga Programme" at Morarji Desai National Institute of Yoga, New Delhi and twenty (20) officials were imparted training on "Customized Computer Training Programme". In addition, two (02) officials attended course on "Gender Issue", four (04) officials on "Ethics & Values", two (02) officials attended "Workshop on Communication Skills" and two (02) officials attended course on "Stress Management" at ISTM, Delhi.

During the year, one (01) official underwent "VIP Security course" at Intelligence Bureau, Delhi, two (02) officials attended "14th National Bomb Data Center" Seminar at NSG, Manesar, five (05) officials attended "Induction Level Course" at Police Training College, Jharoda Kalan, New Delhi, two (02) officials attended course on "Self Development and Conflict Management" at Central Detective Training School, Kolkatta, two (02) officials attended "Chemical Biological Radiological and Nuclear - Command Course" at INMAS, DRDO, Delhi and three (03) officials underwent course on "Networking for security officials of Technical Wing" at ECIL, Hyderabad.

Further, specialized courses on Anti-Terrorism Assistance Programme (ATA) were conducted by the Ministry of Home Affairs wherein, two (02) officials attended "ATA-10037 (Hostage Negotiations Training) at NSG, Manesar, two (02) officials attended "ATA-9669 (Identifying and Developing Investigative Information) course at Centre for Police Research, Pune, one (01) official attended "ATA-9676 (Interviewing Terrorist Suspects)" at Northern-Eastern Police Academy, Umsaw, Shillong, Meghalaya and two (02) officials attended "ATA-9678 (Interdicting Terrorist Activities)" at Haryana Police Academy, Madhuban, Karnal, Haryana.

As regards overseas training/course, one (01) officer underwent "ATA-10196 (Post Blast Investigation {PBI})" course and two (02) officials underwent "ATA-10149 (Explosive Incident Countermeasures)" course at Montross, Virginia, USA and one (01) officer underwent Parliamentary Administration training at RIPA, London, UK.

During the year 2014, the Training Wing of the Parliament Security Service covered almost all the Security Personnel *vide* 505 slots in the various in-house training programmes. Besides, 86 Security Personnel of the Parliament Security Service, Rajya Sabha Secretariat also underwent training with other agencies. Furthermore,

a total number of 53 Security officials from the Parliament Security Service, Lok Sabha Secretariat also attended the "Members Identification & Familiarization Programme" which was conducted by the Training Wing of the Parliament Security Service, Rajya Sabha Secretariat.

Keeping in view the prevailing threat perception and ensuring security of the VVIPs/VIPs and the Parliament House, special briefing sessions were regularly conducted for the Parliament Security Service staff before the commencement of every Session, in which officers gave briefings to the Security Personnel on various security measures on the basis of intelligence inputs received from the Intelligence Agencies of the country in order to enhance their operational and functional efficiency.

Computerisation

During the year, I.T. Section (Hardware & Software), undertook various tasks relating to implementation of IT Plan, computerization of Rajya Sabha Secretariat, provision of IT services for Members of Rajya Sabha and making available information regarding Rajya Sabha and its proceedings to Members, Media and the general public.

During the year 2014, the following customised software applications were developed for Members/ concerned Sections of the Secretariat:

- (i) RTI Application Management System: This software has been developed for RTI Cell. It is used for new entry, editing, report generation and searching the status of RTI applications. Searching can be done on the basis of name, status of application, date of application, file no. and type. Different reports like total pendency, all receipts, disposal statistics etc. can be generated through it.
- (ii) e-Requisition visitor passes meant for officials/guest who visit the Parliament House Annexe from the Ministries and other organizations.
- (iii) PAO Information Management System: By using this application, information is sent to the Members of Parliament about their TA/DA and salary payments. Members can view the payments made by the Rajya Sabha Secretariat through the Member's Login page.
- (iv) Rajya Sabha Library Books Catalogue: This software is particularly meant for the Library and Reference Unit of the LARRDIS to facilitate the officers/staff of the Secretariat to browse through the Library books catalogue online.
- (v) RSS Credit & Thrift Society MIS: This application deals with for computerization of Society records for facilitating its members to see the vital information including their personal account.
- (vi) Sales & Archives MIS developed for Sales & Archives Section: This software maintains inventory of various items in the central store as well as inventory of items at various sales counters. It will also facilitate sale of items and maintain the sale records online.
- (vii) Store Inventory MIS: This software is used by Stores Section and all the other sections/officers of Rajya Sabha Secretariat to request inventory online. The application has all the features such as item procurement, item issue, inventory status, item wise ledger, accounting etc.
- (viii) Ballot for obsolete items: This application has been used for draw of lots of computer equipments which have been declared obsolete by IT Section.

- (ix) Conversion of Paper Laid MIS from asp to Net: This Application is used to manage and monitor the various papers/reports laid by various Ministries/Departments/Organizations. The Application generates various kinds of reports for the use of the Committee on Papers Laid on the Table (COPLOT) Section.
- (x) e-MSA: This Application is used to maintain record of various bills and payments made to MPs. This software will be used to monitor budget of MSA Branch. Other modules in the software are the NDMC, MTNL, Salary, Pension, Medical Reimbursement, TA / DA / EO, etc.
- (xi) Leave Application: This application is used to settle the LTC reimbursement claim and also to make an entry in this regard in the Service Book of the individual employee.
- (xii) Pension Information Management System: This application is being used to maintain the Rajya Sabha Secretariat employees' records by the Personnel Section and the Estt. (G) Section.

Besides the above software applications, the following new initiatives were undertaken for the benefit of Members:

- (i) Customized app to make available Parliamentary information on e-reader devices on platform i-OS and Android has been developed. Both the Hindi and English versions of the iPad application have also been uploaded on the Apple iTunes store and can be freely downloaded. A similar app for Android platform has been placed on the Rajya Sabha website;
- (ii) The financial entitlement of Members has been enhanced by an amount equal to 50 per cent of the present entitlement, *i.e.* Rs. 1 Lakh, which would be available to a Member only after a period of three years of his/her term subject to the condition that minimum period of term left is not less than six months. For those Members who have been elected for a term of less than three years, there shall be no change in the existing financial entitlement; and
- (iii) Members have been allowed to procure any branded e-reader tablet device which operates on i-OS or Android or Windows Operating System and the earlier restriction of Apple/Samsung brand has been removed.

During the year 2014, the Secretariat also procured 151 Desktop Computers, 7 Laptop Computers, 54 DeskJet/OfficeJet Printers, 34 LaserJet Printers and Multifunction Printer, 2 Scanners, 36 UPS, 2 Servers, 16 MS Office Suite 2013 and 10 Pen Drives for various Sections/Officers of the Rajya Sabha Secretariat. Besides the above mentioned equipments, LAN items like switches, cables, I/Os, patch cords and other items like UPS batteries, etc. were also procured for use in the Rajya Sabha Secretariat.

O&M Section

Following process improvement and monitoring were initiated during the year:

- (i) Review of Inspection Performa of all the sections of the Secretariat was undertaken.
- (ii) Review of the retention period of records/files of the Secretariat as indicated in Annexure VII of Manual of Office Procedure of the Secretariat was undertaken. Sections/branches/services were requested to revisit the existing retention period of various common and section/service specific records as delineated in Annexure VII of the Manual of Office Procedure of the Secretariat and furnish their views in the light of their experience on the utility of records *vis-à-vis* their retention schedule.

Training Programmes

One of the important assignments of the Training Cell is to explore new vistas for training of the employees of the Secretariat. The following new programmes were conducted in the year 2014:

- (i) Officers of other Services of Rajya Sabha Secretariat apart from the LAFEA Service were nominated to attend the customised training programme on Parliamentary Administration: European Study Tour at RIPA International, London in which specific modules were created Service-wise. The Interpretation and Editorial & Translation Services benefited from the two-day attachment at the European Parliament, Brussels, Belgium. An officer from the Printing Service was sent for special attachment at the UK Parliament relating to their work.
- (ii) As desired by the Secretary-General, Training Cell got two officers of the Conference and Protocol Section trained in Protocol Matters at the Foreign Service Institute, Ministry of External Affairs, New Delhi.
- (iii) As for specialised training of the Parliament Security Service, three officers of the Service attended course on Anti-Terrorism Assistance in the United States under a collaborative programme of the Governments of the United States and India sponsored by the Ministry of Home Affairs.

Efforts are being made to explore more avenues for improving skills of officers and staff of all the Services of the Secretariat.

Committee Co-ordination Section

The following new initiatives were taken during the year 2014:

- (i) Since a majority of the Statutory/Other Bodies, where the Members of Rajya Sabha are represented, did not have a protection clause exempting them from disqualification from the House under article 102(1)(a) of the Constitution on account of holding 'Office of Profit', Members nominated/elected to such Bodies run a risk of disqualification from the membership of the House. The Section, in consultation with the Ministry of Parliamentary Affairs, took a policy decision that all the Ministries/Departments of the Government of India should ensure before sending any request for nomination/Notice of Motion for election of Members to such Bodies, that holding of memberships therein do not entail their disqualification from the House. As a result, the Ministry of Parliamentary Affairs had, in 2012, issued a direction to all Ministries/Department to review all such existing cases of election/nomination. Since the review of such cases resulted in pendency of filling up of vacancies in various Bodies, this Section pursued the matter with the Ministry, which in turn, issued another reminder to the Ministries/Departments in this regard and also to expedite filling up of these vacancies.
- (ii) The Section compiled, published and distributed a publication titled 'Rajya Sabha Statistical Information 1952-2013' to the Members and others concerned. The publication contains an elaborate statistical data regarding the functioning of the Rajya Sabha since its inception in 1952. It aims to provide the Members and the public authentic data concerning some of the important facets of the working of the Rajya Sabha.

Committee Section (MPLADS)

As a new initiative, it was decided by the Committee Section (MPLADS) that in order to enable Members of the Rajya Sabha to recommend out of their MPLADS funds works upto their full entitlement before their retirement, those Members who were to retire during the year 2014 would be informed about the status of utilization of their MPLADS fund on obtaining the information from the Ministry of Statistics & Programme Implementation, a Nodal Ministry for administration of the MPLAD Scheme. The information of Members due to retire during the year 2014 was procured from the Table Office and 50 Members who had not recommended works from their MPLADS funds up to their full entitlement were provided with such information.

The Library, Reference, Research, Documentation and Information Service (LARRDIS)

The following new initiatives were undertaken by the LARRDIS during the year 2014:

- (i) *Rajya Sabha at Work (updated edition)*: Secretary-General has directed that the publication be updated till 2014. In this regard, information was collected from the concerned sections. Communication from JS(LR) was sent to the Divisional Heads of the concerned sections for obtaining the information. Six Chapters of the 'Rajya Sabha at Work' approved by the Secretary-General were sent for printing. Eight more Chapters are under submission.
- (ii) *Supplement to the 'Rajya Sabha Who's Who 2012'*: The Secretary-General had directed that a Supplement to 'Rajya Sabha Who's Who 2012' containing the bio-data of the newly elected Members along with their coloured photograph may be published. The manuscript of the publication containing the bio-data of 63 members (newly elected or nominated after July 2013 and during the year 2014) were prepared and put up for approval of the Secretary-General. The Secretary-General, however, has directed that the 'Who's Who 2014' may be brought containing the bio-data of all members.
- (iii) *Publication on Presidential Address/Debates*: A publication on the Presidential Address and debates and discussion on the Motion of Thanks to the President's Address in both Houses was to be brought out. The first publication would cover the year 2013 and thereafter subsequent publications would be brought out covering previous years. The manuscript of the 'President's Address and the Motion of Thanks-2013' was prepared and submitted for approval. The duly approved manuscript was then sent to the Printing Section. The work relating to the printing of the publication is in progress.
- (iv) *Supplement to the 'Rulings and Observations from the Chair (1952-2008)'*: As per the direction of the Secretary-General to update the publication covering the period till December 2013, select Rulings/Observations from the Chair from 2009-2013 were culled from corrected debates of Rajya Sabha and framed. The same were approved by the Secretary-General. Rulings/Observations for the year 2014 have also been culled out and are being framed. All approved Rulings/Observations covering the period from 2009-2014 will be brought out as a supplement to the publication titled 'Rulings and Observations from the Chair (1952-2008).'
- (v) *Documentation of Acts of national importance passed by the Parliament*: As per the direction of the Secretary-General, Documentation of Acts of national importance passed by Parliament has been undertaken, which would include an executive summary of the Bill along with the copy of the Bill as introduced, a report of the DRPSC, debates in Rajya Sabha and Lok Sabha (as reproduced from synopsis of debates), copy of the Bill as passed and a reading list of references. In this regard, the first in the series of Documentation on the National Food Security Act, 2013 was brought out in 2014.



International Cooperation and Inter-parliamentary dialogue

Inter-parliamentary co-operation promotes understanding at the level of people's representatives. In order to promote understanding among parliamentarians of the world and also put forth India's viewpoint at various fora, five Indian parliamentary delegations attended international conferences/meetings in various countries during the year. During this period, a total of five foreign parliamentary delegations visited India. The details of these visits are given in the Tables (A & B) below:

A. VISITS OF INDIAN PARLIAMENTARY DELEGATIONS ABROAD DURING THE YEAR 2014

INDIAN PARLIAMENTARY DELEGATIONS TO INTERNATIONAL CONFERENCES/MEETINGS

	COUNTRY	DATE OF VISIT	PURPOSE OF VISIT	NAME OF RS MEMBERS
1.	Wellington, New Zealand	21-24 Jan., 2014	22 nd Conference of Speakers and Presiding Officers of Commonwealth	Prof. P. J. Kurien, HDC (RS)
2.	Geneva, Switzerland	16-20 March, 2014	130 th Assembly of IPU	Prof. P. J. Kurien, HDC (RS), Shri Balbir Punj (BJP), Shri H. K. Dua (Nominated) and Ms. Anu Aga (Nominated)
3.	Dhaka, Bangladesh	23-25 Sept., 2014	Regional Seminar on Ending the Cycle of Violence against Girls in Asia-Pacific	Dr. T. N. Seema, CPI(M)
4.	Yaoundé, Cameroon**	2-10 Oct., 2014	60 th CPA Conference	Shri Kalpataru Das (BJD), Shri K.T.S. Tulsi (Nominated)
5.	Geneva, Switzerland	10-17 Oct., 2014	131 st Assembly of IPU	Prof. P. J. Kurien, HDC (RS), Shri Harivansh [JD(U)]

** Rajya Sabha component of the visit was cancelled.

B. VISITS OF FOREIGN PARLIAMENTARY DELEGATIONS TO INDIA DURING THE YEAR 2014

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
1.	Bhutan	13-16 Jan., 2014	13	H.E. Mr. Jigme Zangpo, Speaker of the National Assembly of Bhutan. The meeting of the delegation with the Hon'ble Vice-President of India and Chairman, RS could not be fixed due to latter's prior committed engagements during that period.

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
2.	Mexico	22-29 Jan., 2014	11	Senator Gabriela Cuevas, Head of the Mexican Senate's Foreign Relations Committee. The delegation called on the Hon'ble Vice-President of India and Chairman, RS on 28 January 2014 at 6, Maulana Azad Road.
3.	Bangladesh	12-15 Feb., 2014	--	H.E. Dr. Shirin Sharmin Choudhury, Speaker of the National Parliament of Bangladesh. The meeting of the delegation with the Leader of Opposition, RS held on 13 February 2014 at Parliament House.
4.	African Countries	8-15 March 2014	14	A meeting with the young parliamentary delegation from African countries with Secretary-General, Rajya Sabha was held on 11 March 2014 at Parliament House.
5.	Romania	6-12 Dec., 2014	8	H.E. Mr. Valeriu Stefan Zgonea, President of the Chamber of Deputies of the Parliament of Romania. The delegation called on the Hon'ble Vice-President of India and Chairman, RS on 9 December 2014 at Parliament House.



Secretariat

The total staff strength of the Rajya Sabha Secretariat during the year 2014 stood at 1592 (1517 + 74 tenure + 1 ex-cadre), out of which 424 persons were holding Group 'A' posts. On attaining the age of superannuation, 16 employees retired from service in the Secretariat. Besides, 1 employee took voluntary retirement and 4 employees passed away during the year.

The Secretariat consists of the following Services:

- (i) Legislative, Financial, Executive and Administrative Service;
- (ii) Library, Reference, Research, Documentation and Information Service;
- (iii) Verbatim Reporting Service;
- (iv) Private Secretaries & Stenographic Service;
- (v) Simultaneous Interpretation Service;
- (vi) Printing & Publications Service;
- (vii) Editorial and Translation Service;
- (viii) Parliament Security Service;
- (ix) Drivers & Dispatch Riders Service; and
- (x) Messenger Service.

A brief description of the mandate of the Secretary-General, Additional Secretaries, Joint Secretaries, Directors and Joint Directors in-charge of different divisions/ services is given in the table at the end of the Chapter.

O&M: Efficiency, transparency, order and method

The primary responsibility of the O&M Section is to bring out efficiency and transparency in the working of the Secretariat through improvement in the organisational structure and simplification of procedures, etc.

With a view to achieve target oriented performance with greater accountability, Annual Action Plans for the year 2014 setting goals/targets for all sections were formulated after due consultation with concerned sections. It was also uploaded on intranet for ready reference of concerned sections. A mid-year review on the status of the Annual Action Plan-2014 was carried out by the Secretary-General. Subsequently, at

the end of the year, concerned Divisional Heads reviewed achievements *vis-à-vis* targets set out in Action Plans of sections under their charge and submitted a status report. Status Reports of various sections were examined by O&M Section. In accordance with the directions of Secretary General, the work of the compilation of Annual Action Plan-2015 was initiated in August 2014.

The Section compiled and circulated Annual Report for the year 2013 of the Rajya Sabha Secretariat. The Report besides containing narration of activities undertaken during the year also records the year's achievements *vis-à-vis* targets and new initiatives taken up. It was put both on the Rajya Sabha internet and Intranet websites. Action has also been taken for preparation of Annual Report for the year 2014.

During the year, inspection of 42 sections of the Secretariat for identification of problems and constraints within the Sections and to devise ways and means for improvement was undertaken. The observations of the Inspecting Officers were conveyed to the concerned Sections for follow up action and they were requested to furnish Action Taken Reports. Consolidated section-wise summary of important points observed/recommended by Inspecting Officers during Annual Office Inspection-2014 and status of Action Taken Reports are submitted for information to the Secretary-General. Action has also been initiated to conduct inspection of 58 sections of the Secretariat for the year 2014.

The work relating to digitization of old records was initiated in the year 2012 in O&M Section. During the year 2014, almost 30,000 pages of old records of the Secretariat were digitized.

Despatch and Distribution Work

Distribution Section of the Secretariat is the nodal Section for receiving the communications for and on behalf of the Secretariat, its Officers and Sections. It also distributes parliamentary papers to the Presiding Officers, Members, Ministers, Ministries and Departments of the Government and others. Within the Secretariat, the distribution of papers amongst different Sections and Officers is also done by this Section. During the year 2014, the Distribution Section received 1,18,244 communications. The total number of despatches made by the Distribution Section during the year was 7,53,439 to different addresses.

Printing Work

The Printing and Publications Service is responsible for all work connected with the printing of parliamentary papers such as Bulletins, List of Business, List of Members, Bills, Reports and evidence of Committees, Who's Who of Members of Rajya Sabha, Debates and their indices and other publications of the Secretariat brought out from time to time. It also looks after all the preparatory and co-ordination work with the Government of India Press including proof reading, technical advice, monitoring of progress, etc. Printing and Publications Service handled printing of a total of 2,54,055 pages during the year 2014.

Training and Capacity Building of Officers and Staff

Training Cell conducts various training programmes for the Members of Parliament, officers and staff of the Secretariat. Training Programmes include both in-house trainings and trainings at outside institutions. Officers are also nominated for various foreign training programmes/ exchange programmes/ study visits.

During the year 2014, Training Cell organised various in-house training programmes and workshops

such as Comprehensive Training Programme Level JL-2 for Senior Clerks, Comprehensive Training Programme Level JL-4 for Senior Executive Assistants (twice) and Comprehensive Training Programme Level OL-1 for Executive Officers. A training programme on Mantra-Rajya Sabha Translation Software Phase-I was organised for officers and translators of Editorial and Translation Service and a Customized Computer Training Programme was organised for the officials of the Parliament Security Service. Also, Refresher Course on IT Skills was conducted for Printing and Publications Service and Private Secretaries and Stenographic Service.

One (1) official was nominated to attend a 'Workshop on Pay Fixation' organised by the Institute of Secretariat Training and Management (ISTM) New Delhi. Besides, four (4) officials from Parliament Security Service were sent to the Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat for attending the Training Programme for Security Officials of Lok Sabha, Rajya Sabha and State Legislature Secretariats.

Two hundred and sixty-nine (269) officials of the Parliament Security Service attended the following training programmes: Course ATA-9669 Identifying and Developing Investigative Information at the Centre for Police Research, Pune, Maharashtra; An International Seminar on National Bomb Data at Centre (NBDC), at the National Security Guards (NSG) Training Centre, Manesar, Haryana; 4 weeks training programme at the Police Training College, Jharoda Kalan, New Delhi; Yoga Training Programme at Morarji Desai National Institute of Yoga, New Delhi; Course ATA-9676 (Interviewing Terrorist Suspects), at Local Police Academy, Northern-Eastern Police Academy, Umsaw, Shillong, Meghalaya; Training on Networking at ECIL, Hyderabad Head Office; Course ATA-9678 (Interdicting Terrorist Activities Training Course) at Haryana Police Academy, Madhuban, Karnal, Haryana; Self Development and Conflict Management Course at the Central Detective Training School, Kolkata; three Phases of Power Point Presentation by officials of Parliament Security Service; Human Rights and Sensitivity Course at RAF Academy 108 Br. Partapur, Meerut.

During the year 2014, twenty-three (23) officers of the Rajya Sabha Secretariat were sent to participate in various training programmes and conferences abroad-two (2) officers attended the Professional Development Programme at the House of Commons, Parliament of United Kingdom, London, UK; one (1) officer attended Parliamentary Officers' Study Programme at Ottawa, Canada; four (4) officers attended Study Visit to the Australian Senate at Canberra, Australia; two (2) officers attended Training Course on Organisation of Parliamentary Work at Ecole Nationale d' Administration (ENA), Paris; one (1) officer from Parliament Security Service attended the Course ATA-10196 (Post Blast Investigation {PBI}) at Moyock, North Carolina, USA; one (1) officer from LARRDI Service attended the 30th IFLA Pre-Conference for Library and Research Service for Parliament and 80th IFLA Conference, Paris and Lyon, France; ten (10) officers from seven (7) different services attended Training programme on Parliamentary Administration: European Study Tour at RIPA International, London and at European Parliament, Brussels, Belgium; two (2) officers from Parliament Security Service attended the Course ATA-10149 (Explosive Incident Counter Measures) at Montross, Virginia, USA.

An Orientation Programme for newly elected/nominated Members of Rajya Sabha was organised on 19 and 20 July 2014 in the Main Committee Room, Parliament House Annexe, New Delhi. The programme was attended by 32 Members. The programme was inaugurated by Hon'ble Chairman, Rajya Sabha. The aim of the programme was to familiarize newly elected/nominated Members with various aspects of the functioning of Parliament especially Rajya Sabha. It consisted of several sessions/lectures/discussions on

specific topics, conducted by eminent Parliamentarians. On this occasion, an exhibition on 'Rajya Sabha and its Working' was also organized.

Training Cell also organised a Refresher Course in IT Skills for the Members of Rajya Sabha and their Personal Staff in collaboration with the National Informatics Centre (NIC) in August 2014. Three (3) Members of Rajya Sabha and thirteen (13) Personal Staff attended this Programme.

Three (3) officers of the Parliament Security Service were nominated for the one-year part time Post Graduate Diploma Course in Disaster Preparedness & Rehabilitation at the Indian Red Cross Society, New Delhi. Two (2) officers from Conference & Protocol Section were sent for the training programme on Protocol Matters organised by the Foreign Service Institute, Ministry of External Affairs, New Delhi. Seven (7) officials were sent for the Long Term Hindi Stenography Programme and Long Term Hindi Typing Programme organised by the Ministry of Home Affairs, Department of Official Language, Hindi Teaching Scheme, New Delhi.

Research notes/interventions/speeches/messages, etc., for use of Presiding Officers and Secretary-General

During the year 2014, the Library, Reference, Research, Documentation and Information Service (LARRDIS) prepared a number of presentations/papers/interventions on various items of agenda for use of the Secretary-General for various Parliamentary Conferences such as the Association for Secretaries General of Parliaments (ASGP) meeting held in Geneva, Switzerland on 17-20 March 2014 and 13-16 October 2014, SOCATT Conference held in Cameroon in October 2014; and for the use of the Deputy Chairman at 22nd Conference of Speakers and Presiding Officers of the Commonwealth (CSPOC) held at Wellington, New Zealand, 21-24 January 2014.

Besides 9 Speeches, 12 notes, 2 brief write ups, 1 message, 1 concept paper and 1 rejoinder were prepared for the use of the Chairman, Deputy Chairman and Secretary-General, which included speeches delivered at the meeting of Members of Parliament held at the auspices of the Indian Parliamentary Group in honour of President of the Russian Federation, H.E. Vladimir V. Putin in Central Hall, Parliament House on 11 December 2014; speech at Newman College, Thodapuzha on 'Challenges before the higher education sector in India'; Inaugural address, Welcome address, Vote of Thanks and Valedictory address at the Orientation Programme organised for the newly elected/nominated Members of Rajya Sabha, 19-20 July 2014; and a message in Hindi for the 9th edition of *Nutan Pratibimb*.

In addition, comparative notes on Parliaments of Mexico, New Zealand, United Kingdom, House of Lords (UK), Bangladesh, Australia, Romania, Victorian Parliament and the European Parliament were prepared for use of the Chairman and Secretary-General, Rajya Sabha during the visits of Parliamentary delegations from these countries. Besides, the LARRDIS also involved in the publications, namely 'Rajya Sabha and its Secretariat: A Performance Profile 2013' (English and Hindi); and 'Who's Who Rajya Sabha 2014'.

Three Questionnaires on 'Working Methods and Transparency', 'Representation of indigenous People' and 'Youth Participation in the National Parliaments' were received from the Inter-Parliamentary Union for updation of information on the IPU website. Replies to these questionnaires were prepared and sent to the Conference and Protocol Section, Rajya Sabha Secretariat for further action. Besides, replies to questionnaire received from SOCATT for 'The Table' volume 2013 were prepared and sent.

Prior to the commencement of the Sessions of Rajya Sabha held during the year 2014, list of issues likely to be raised during the Session is prepared. The 'list of issues' is then sent to the Ministry of Parliamentary Affairs for obtaining the briefs on the issues from the concerned Ministries for perusal of the Hon'ble Chairman, Rajya Sabha. Ministries are requested to provide brief in a structured format *i.e.* genesis/background of the issue, current status, legislative development, etc. Since February 2014, as per the direction of the Secretary General, one page summary in bullet points is prepared for each brief and 16 such briefs were prepared during the year for the perusal of the Secretary-General.

Besides, brief reviews of the important discussions and legislative business transacted in Rajya Sabha during the 230th, 231st, and 232nd Sessions were prepared for being published in the Journal of Parliamentary Information (JPI), brought out by the Lok Sabha Secretariat. Statistical information relating to the 230th, 231st, and 232nd Sessions of Rajya Sabha and sittings of the various Committees of Rajya Sabha including latest party positions were also compiled for the same purpose.

As directed by the Secretary-General, after the conclusion of every Session, a letter containing significant developments on parliamentary procedures, points of constitutional or procedural importance, rulings/observations/directions from the Chair, number of reports presented by the Committees including DRPSCs, etc. is prepared. This letter is sent by the Secretary-General, Rajya Sabha to the Secretary-General, Lok Sabha. Three letters relating to the 230th, 231st and 232nd Sessions were prepared by the LARRDIS and sent to the Secretary-General, Lok Sabha.

The LARRDIS also maintains a small library for use of officers and staff of the Secretariat who are permitted to borrow books for official use. During the year 2014, 51 books were added to the Library and 279 books/magazines were issued to the officers and staff of the Secretariat. Besides, 20 reference books were purchased and supplied to officers/sections.

Media, Education and Audio-Visual Unit Work

The Press & Media Unit, created on 17 November 2003, was rechristened as the Media, Education and Audio-Visual Unit as part of the restructuring of the LARRDIS *w.e.f.* 19 September 2008. The Unit continues to function as the nodal section for liaising with media organisations, correspondents and journalists.

During the year 2014, Media, Education and Audio-Visual Unit issued 235 permanent photo passes to the correspondents of newspapers/news agencies/electronic media having a sanctioned quota for the Rajya Sabha Press Gallery for one-year duration and 29 Long and Distinguished (L&D) Service category passes. During the year, 2 news channels and 3 freelance journalists were admitted to the Rajya Sabha Press Gallery. During the year, names of 841 journalists eligible for the Temporary (weekly) and Sessional passes were

Dr. S. Radhakrishnan Chair and Rajya Sabha Fellowships

The Council of States (Rajya Sabha) has instituted a Chair named after Dr. S. Radhakrishnan, the first Vice-President of India and Chairman of Rajya Sabha and two Rajya Sabha Fellowships with the objective of promoting an in-depth inquiry and research on different aspects of parliamentary democracy in India. A Search and Advisory Committee has been constituted to assist the Hon'ble Chairman, Rajya Sabha in the selection as well as operation of the Chair and the Fellowships. The duration period of the Chair is for two years and that of the Fellowships is for one year.

Prof. (Dr.) N. R. Madhava Menon, an eminent authority on legal education, founder of National Law School of India University (NLSIU) in India and former Member, Commission on Centre-State Relations, Government of India, was awarded the first Dr. S. Radhakrishnan Chair. Prof. Menon worked on the research project namely, Parliament and India's Socio-Economic Transformation-1950-2000: A Review Report. He submitted the final report in May 2013 and has got it published.

The first two Rajya Sabha Fellowships were awarded to Dr. Rahul Ramagundam and Dr. M. Manisha for the year 2010-11. In the second round of Rajya Sabha fellowships for the year 2011-2012, the fellowships were awarded to Ms. Suvarna Damle and Dr. Jayaprakash Mavinakuli. The latter however, expressed his inability to carry on the research project and therefore is no longer a Fellow.

Applications have been invited for the next round of the Chair and the Rajya Sabha Fellowships. A meeting of Search and Advisory Committee was held on 14 July 2014 to consider the applications, and as follow up action, comments/opinion of Ethics Committee, Rajya Sabha and Joint Committee on Office of Profit were sought.

recommended to the Centralized Pass Issue Cell (CPIC) for issuance of bar coded passes. Besides, names of 235 journalists having annual Rajya Sabha Press Gallery passes and 29 names of journalists having Long and Distinguished (L&D) Service category pass were sent to the Centralized Pass Issue Cell (CPIC) for issuance of the R.F. Tag.

The Unit also handles the work relating to the issuance of Parking Labels to press correspondents to enable them to have access to the Parliament House Complex. During the year 2014, 68 Annual Parking Labels and 51 Sessional Parking Labels were issued to the media persons.

The Unit manages a Press Counter near the Press Gallery of Rajya Sabha. During the session period, one person is deputed to the Press Counter to provide parliamentary papers to the correspondents of both print and electronic media covering the proceedings of the Rajya Sabha. Copies of Parliamentary papers such as Bills, List of Business, List of Starred/Unstarred Questions, Statements made by the Ministers, Reports of the various Parliamentary Committees, Special Mentions, etc. were supplied/made available at the Press Counter during the sessions. Apart from this, various press releases and notices were also supplied to media persons through the Press Counter.

The Unit made arrangements for still photography of the following events:

- (i) Paying of floral tributes on 32 occasions in Central Hall on the birth anniversaries of national leaders and former speakers of Lok Sabha;
- (ii) Farewell function in honour of retired/retiring Members of Rajya Sabha on 20 February 2014;
- (iii) Oath taking ceremonies held on 6 March, 22 April, 23 April, 28 April and 21 October 2014;
- (iv) Committee Report Presentations held on 24 January, 30 January and 6 May 2014;
- (v) Visit by Parliamentary Delegations on 28 January, 11 March, 20 September, 9 December and 15 December 2014.
- (vi) Drawing of lots for allocation of seven sitting members of the State of Andhra Pradesh to the State of Telangana on 28 May and 30 May 2014.

The Unit also did a large amount of liaison work with different news agencies, newspapers, correspondents of electronic and print media for giving wide publicity to the following activities and events that took place during the year:

- (i) Valedictory Remarks by the Hon'ble Chairman, Rajya Sabha on the conclusion of the 230th, 231st, 232nd and 233rd Sessions of Rajya Sabha;
- (ii) Statistical Information regarding the 230th (Second Part), 231st, 232nd and 233rd Sessions of Rajya Sabha;
- (iii) Invited select media organisations to cover the presentation of committee report to the Hon'ble Chairman Rajya Sabha, by the Chairman, Committee on Transport, Tourism and Culture on 24 January 2014;
- (iv) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Mexico on 28 January 2014;

- (v) Invited select media organisations to cover the presentation of committee report to the Hon'ble Chairman Rajya Sabha, by the Chairman, Committee on Human Resource Development on 30 January 2014;
- (vi) Invited select media organisations to cover the farewell function held in honour of retired/retiring Members of Rajya Sabha on 20 February 2014;
- (vii) Invited select media organisations to cover the Oath taking ceremony of Nominated Member on 6 March 2014;
- (viii) Invited select media organisations to cover the call on the Secretary-General, Rajya Sabha by the Parliamentary Delegation from African Countries on 11 March 2014;
- (ix) Invited select media organisations to cover the Oath taking ceremony of newly elected/re-elected Members held on 22, 23 and 28 April 2014;
- (x) Invited select media organisations to cover the presentation of committee report to the Hon'ble Chairman Rajya Sabha, by the Chairman, Committee on Human Resource Development on 6 May 2014;
- (xi) Invited select media organisations to cover the orientation programme for newly elected/nominated Members of Rajya Sabha held on 19 and 20 July 2014;
- (xii) Invited select media organisations to cover the meeting of the Chairman, Committee on Science and Technology, Environment and Forests with European Union Delegation on 11 September 2014;
- (xiii) Invited select media organisations to cover the Oath taking ceremony of a Member held on 21 October 2014; and
- (xiv) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Romania on 9 December 2014.

The Media Advisory Committee of Rajya Sabha has four Office Bearers namely, Chairman, Vice-Chairman, Secretary and Joint Secretary appointed by the Hon'ble Chairman, Rajya Sabha from amongst the members of the Committee. The primary function of the Committee is to render advice to the Rajya Sabha Secretariat regarding admission of various media organisations to the Press Gallery of Rajya Sabha to enable them to cover the proceedings of the House. During the year, the Committee held five meetings (3 meetings of Media Advisory Committee and 2 meetings of Sub-Group constituted by Media Advisory Committee). The Media, Education and Audio-Visual Unit provided secretarial assistance to the Committee which *inter alia* included preparing agenda for the meetings, issuing notices for the meetings, making necessary arrangements for lunches/refreshments for the meetings, preparation of minutes of the meetings and follow-up action on the recommendations of the Committee.

During the year, a total number of 1600 SMSes were sent to journalists informing them about important parliamentary events. The Unit organized press conferences for the Chairman, Committee on Personnel, Public Grievances, Law and Justice on 6 February and 28 November 2014; the Chairman, Committee on Transport, Tourism and Culture on 6 February 2014; and the Chairman, Committee on Science and Technology, Environment and Forests on 16 December 2014. Media persons are informed through Notice Board, emails, SMSes and telephonically.

The Unit issued press releases on the occasion of visit by Parliamentary Delegation from Mexico, U.S. and European Delegation. Press Communique regarding the summoning and prorogation of 231st, 232nd and 233rd session were also issued. Press releases were issued on the occasion of presentation of Committee reports and Press Conferences on 13, 14 and 28 February, 28 November and 16 December 2014. Information regarding expunction of derogatory/offensive remarks ordered by the Chair from the proceedings of Rajya Sabha was communicated to the media on 13 and 19 February, 10 and 11 June, 9, 11, 15, 24 and 31 July 2014. Also, Press Release was issued on 17 February 2014 on the occasion of farewell function in honour of retired/retiring Members of Rajya Sabha on 20 February 2014. Press Release regarding the oath taking ceremony was also issued on 6 March and 22, 23 and 28 April and 21 October 2014. Press release regarding address delivered by Prof. P. J. Kurien, the Hon'ble Deputy Chairman, Rajya Sabha at the Inter-Parliamentary Union conference in Geneva on 18 March, 15 and 16 October 2014 was also issued. Press Release regarding draw of lots for allocation of seven sitting Members of the State of Andhra Pradesh to the State of Telangana on 30 May 2014 was issued. Press Releases regarding Orientation Programme for newly elected/nominated Members of Rajya Sabha held on 19 and 20 July 2014, Hindi Pakhwada held in the Rajya Sabha Secretariat on 26 September 2014, the contribution made by the employees of the Rajya Sabha Secretariat to the Prime Minister's Relief Fund to assist in the rehabilitation of flood victims in the State of J&K on 5 November 2014 and the Eighth V. M. Tarkunde Memorial Lecture delivered by the Vice-President of India and the Chairman, Rajya Sabha on 21 November 2014, were issued. In addition to the above, the Unit also processed bills for refreshment/photographs, etc. from time to time.

Committee Co-ordination Section

During the year 2014, the Committee Coordination Section dealt with a total number of 66 elections and 45 nominations of Members of Rajya Sabha to various Statutory Bodies/Committees. Accordingly, Notices of Motions for election/requests for nomination of Members of Rajya Sabha to the various Joint Parliamentary Committees/Statutory Bodies were processed and the specified number of Members got elected/nominated thereto. These included Committee on Public Accounts; Committee on Public Undertakings; Committee on the Welfare of Scheduled Castes and Scheduled Tribes; Committee on Welfare of Other Backward Castes; Joint Committee on Offices of Profit; Joint Committee on Salaries and Allowances of Members of Parliament; Committee on Empowerment of Women; Library Committee; Joint Committee on Food Management in Parliament House Complex; Committee on Installation of Portraits/Statues of National Leaders and Parliamentarians in Parliament House Complex; and Joint Parliamentary Committee on Maintenance of Heritage Character and Development of Parliament House Complex. Further, action for re-constitution of the Department-related Parliamentary Standing Committees (DRPSCs) and nomination of Members of Rajya Sabha thereto as well as appointment of Chairpersons of eight DRPSCs coming under the jurisdiction of Hon'ble Chairman, Rajya Sabha was initiated and the Committees were re-constituted *w.e.f.* 1 September 2014. Besides, the process for re-constitution of eight Standing Committees of Rajya Sabha (House Committees) and nomination of Members of Rajya Sabha thereto as well as appointment of Chairmen/Chairpersons to five of these Committees was initiated and the Committees were re-constituted *w.e.f.* 15 September 2014. Hon'ble Chairman is the Chairman of two of these Committees *viz.* Business Advisory Committee and Committee on Rules, while Hon'ble Deputy Chairman is the Chairman of the Committee of Privileges. Besides, the Committee on Ethics as well as the Committee on Member of Parliament Local Area Development Scheme were also re-constituted *w.e.f.* 28 October and 2 December 2014 respectively.

In addition, during the year, the requisite numbers of Members of Rajya Sabha were also nominated to each of the eight Parliamentary Fora *viz.* Parliamentary Forum on Water Conservation and Management; Parliamentary Forum on Youth; Parliamentary Forum on Children; Parliamentary Forum on Population and Public Health; Parliamentary Forum on Global Warming and Climate Change; Parliamentary Forum on Disaster Management; Parliamentary Forum on Artisans and Craftspeople; and Parliamentary Forum on Millennium Development Goals. The matter regarding their re-constitution is presently pending with the Lok Sabha Secretariat.

Requests from various Central Government agencies and State Governments seeking approval of Hon'ble Chairman, Rajya Sabha to the nomination of Members of Rajya Sabha to various Committees/Bodies constituted by them were received, examined and processed in accordance with the provisions contained in the Parliament (Prevention of Disqualification) Act, 1959 and other relevant Statutes. Wherever considered necessary, references were made to the Joint Committee on Offices of Profit for its opinion/recommendation in the light of which, cases were placed before the Chairman, Rajya Sabha for his consideration/orders. During the year, ten requests seeking approval of the Hon'ble Chairman, Rajya Sabha to the nomination of Members to various bodies as well as queries relating to 'Offices of Profit' were referred to the Joint Committee on Offices of Profit for its view/recommendation.

In addition, a total of 203 Reports/Statements of various Committees received from the Lok Sabha Secretariat were also laid on the Table of Rajya Sabha and 18 Reports were presented to the Hon'ble Chairman, Rajya Sabha during the inter-session period.

Simultaneous Interpretation Service

During the year 2014, the Interpretation Service provided simultaneous interpretation in roughly 127 meetings of the Department-related Parliamentary Standing Committees. In addition, the Service also covered around 14 meetings of the Consultative Committees attached to various Ministries/Departments of the Government of India.

Editorial and Translation Service

The Editorial and Translation Service is responsible for translation (from English to Hindi and *vice-versa*), vetting, editing and finalization of every paper, document and publication relating to the House, various committees of Parliament, Chairman's office and various sections of the Secretariat, editing and indexing of parliamentary debates and ensuring implementation of the provisions of the Official Languages Act, 1963. The Service is working through 11 Sections as under:

Translation Section-I

This Section deals with the translation of Parliamentary papers directly related with the proceedings of the Rajya Sabha such as Papers laid on the Table (PLOT), List of Business (LOB)/Revised List of Business, Parliamentary Bulletins Part-I & Part-II, Private Members' Bills, Amendments to Government and Private Members' Bills, Motions, Resolutions, Notices of Calling Attention, Half-an-Hour Discussion, various Publications of the Secretariat, Speeches and Messages of the Hon'ble Chairman and Deputy Chairman, Notifications, Tender Notices, Advertisements, Press Releases, RTIs, Memoranda, Disciplinary proceedings, etc. The MANTRA software, which is a translation tool jointly developed by the Rajya Sabha Secretariat and C-DAC, Pune, is being used to translate Bulletin Part-I, PLOT, LOB during Session. At present, this Section is also using the tool for translation of Bulletin Part-II on experimental basis under MANTRA Rajya Sabha Project Phase-II. The computerized diary and dispatch package was continuously used and updated throughout the year. 'Translation Section-Daily Papers' Software developed by the National Informatics Centre (NIC) for uploading Hindi version of LOB, PLOT and Bulletin Part-I and Part-II on the Rajya Sabha Website, was updated on regular basis.

The Section translated, vetted and finalized total 25836 pages during the year 2014, with the break-up, parliamentary papers: 11678 pages, RTIs/Notifications/Orders/ Memoranda/miscellaneous work: 10486 pages, Publications: 3159 pages and Speeches of Hon'ble Vice-President of India/Chairman, Rajya Sabha and Deputy Chairman, Rajya Sabha: 513 pages.

Translation (Committee-I) Section

This Section provides Hindi version of the Committee Reports, Action Taken Reports (ATRs), Notices, Agenda Papers, Minutes of the Meetings, Memoranda, Press Releases, Questionnaires, Tour Programmes, Letters, Opening Remarks for the Chairman, RTIs, Items & Formulae, Draft List of Business (LOB) items, Notes and Publications. This Section looks after Hindi translation of 11 committees of Rajya Sabha namely, the Committee on Human Resource Development, Committee on Home Affairs, Committee on Industry, Committee on Transport, Tourism and Culture, Committee on Subordinate Legislation, Committee on Petitions, Committee on Provision of Computer Equipment to Members of Rajya Sabha, Committee on Member of Parliament Local Area Development Scheme, General Purposes Committee, Business Advisory Committee, Committee Co-ordination.

Apart from the above, the reports of ad-hoc Committees when constituted are also received from time to time for translation. Besides, this Section also provides English version of various papers such as letters, representations/memoranda, etc. received by the Parliamentary Committees in Hindi language. During the year 2014, total number of pages received for translation was 7706, out of which there were 68 Committee Reports consisting 4093 pages. All these papers were translated, vetted and finalized with the help of other Sections of the Editorial and Translation Service.

Before the commencement of each Session of Parliament, a Circular under the heading 'Translation of Parliamentary Committee Reports' seeking cooperation and compliance by the Parliamentary Committees of Rajya Sabha on the Guidelines contained therein and 'Outcome Circular' providing a report on the said compliance was posted on the Rajya Sabha Intranet.

Translation (Committee-II) Section

This Section provides Hindi version of Committee Reports, ATRs, Notices, Agenda Papers, Minutes of the Meetings, Memoranda, Press Releases, Questionnaires, Tour Programmes, Letters, Opening Remarks for the Chairmen, RTIs, Items & Formulae, Draft LOB items, Notes and Publications pertaining to the ten (10) Committees of Rajya Sabha namely, Committee on Commerce, Committee on Science and Technology, Environment and Forests, Committee on Health and Family Welfare, Committee on Personnel, Public Grievances, Law and Justice, Committee on Government Assurances, Committee on Papers Laid on the Table, Committee on Ethics, House Committee, Committee of Privileges and Committee on Rules.

Apart from these, the reports of ad-hoc Committees when constituted are also received from time to time for translation. Besides, this Section also provides English version of various papers such as letters, representations/memoranda, etc. received by the Parliamentary Committees in Hindi language. During the year 2014, total number of pages received for translation were 5569, out of which there were 40 Committee Reports consisting of 1623 pages. All the papers were translated, vetted and finalized with the help of other Sections of the Editorial and Translation Service.

Translation Section-II

This Section has been entrusted mainly with the task of providing Hindi translation of the Starred and Unstarred Question Lists to the Question Branch. During the inter-session periods, it also assists other Sections of the Editorial and Translation Service in translation and vetting of Debates, Committee Reports and Notices of Questions originally received in Hindi, etc.

During the year 2014, translation of 1165 Starred Questions, 8336 Unstarred Questions and vetting of 1050 Starred Questions and 7713 Unstarred Questions was undertaken. Ballots of Question (Hindi Version) of 210

pages were also prepared. Errata to Question Lists of 112 pages were issued and corrections were carried out in 83 Questions Lists at proof stage. English version of Statistical Information of 49 pages were translated into Hindi and vetted. Bulletins Part-II relating to Questions of 92 pages were translated and vetted. Translation and vetting of 10 pages of Short Notice Questions was also done. Translation of 3088 pages of debates and vetting of 2510 pages of debates was done. One hundred and twenty-one (121) pages of Committee Reports were translated. Translation and vetting of 18 pages of Amendments to the Motion of Thanks on President's Address were also done. Subject Pamphlet of 210 pages was translated into Hindi and vetted. Forty-three (43) pages of miscellaneous work were also translated and vetted.

Translation (OIH) Section

This Section has been entrusted mainly with the task of providing translation of Notices of Questions originally received in Hindi. During the session and inter-session periods, this Section also assists other Sections of the Editorial and Translation Service in translation and vetting of Debates, Committee Reports and other miscellaneous work.

Translation and vetting of 4001 Questions originally received in Hindi (OIH), and translation of 157, vetting of 2790 and review of 415 Listed Questions was undertaken during the year 2014. This Section also assisted other Sections of the Editorial and Translation Service by translating 21 pages of Committee Reports, vetting of 1549 pages of debates and also vetting of 67 pages of Subject Pamphlets.

Editing (English) Section

The Section deals with the job of editing of floor version of Rajya Sabha Debates or 'Official Reports' of the Rajya Sabha which are the full reports of the day-to-day proceedings of the Rajya Sabha. During the year 2014, the Section sent 22 Debates of the 230th Session, 3 Debates of the 231st Session and 27 Debates of the 232nd Session to Printing Section for publication. In addition to this, appendices and indices to Debates are also prepared in the Section. The Appendices of the 230th, 231st and 232nd Sessions were sent for publication during the said year.

Editing (Hindi) Section

Editing (Hindi) Section is primarily dealing with the verbatim translation of Rajya Sabha Debates in Hindi, preparation of Master copies of the Edited Debates and also preparation of Hindi version of Alphabetical Lists of Members of Rajya Sabha and the Lists of Council of Ministers.

During the year 2014, Editing (Hindi) Section sent 17 Debates of the 227th Session, 32 Debates of the 228th Session and 3 Debates of the 229th Session to Printing Section after completing them in all respects. Eighteen (18) Debates of the 229th Session are at different stages of finalization. Alphabetical List of Members of Rajya Sabha and List of Council of Ministers were also updated at the commencement of each session of the year. Apart from this, this Section also uploaded 14 CDs of 226th Session, 12 CDs of the 227th Session and 19 CDs of 228th Session on the Hindi website of Rajya Sabha after receiving the same from Printing Section. In addition to it, the Section also extended assistance to other Sections of the Editorial and Translation Service particularly during the Session periods as per the urgency of work in those Sections.

English Debates Section

This Section has been entrusted mainly with the work of preparing English version of Rajya Sabha Debates. The Section has been assisting other sections of the Service. During the year 2014, the Section assisted Editing (Hindi) Section by vetting 4080 pages of parliamentary Debates, Translation-II Section by translating 42 Unstarred

Questions, by vetting 662 Unstarred Questions and translating 10 Starred Questions and Translation (OIH) Section by translating 47 Questions and vetting 120 Questions. Master copy dated 22 February 2013 was vetted and Master copies dated 22 February, 7 March, 5 and 6 August, 9 and 10 December 2013 were also prepared during the period.

Rajbhasha Prabhag

During the year 2014, *Hindi Pakhwara* was organised by *Rajbhasha Prabhag* in the Secretariat from 14 to 28 September 2014 with a view to promote interest in Hindi and encourage the use of Hindi among officers and staff of the Secretariat in their official functioning. To mark this occasion, various competitions were organised for officers/staff of the Secretariat and the winners in these competitions were suitably awarded with cash incentives and certificates. *Rajbhasha Shield* was also awarded to Committee Section (Petitions) for doing maximum work in Hindi during September, 2013 to August 2014. The 9th issue of the in-house magazine *Nutan Pratibimb* was published and released on the occasion of Prize Distribution ceremony of *Hindi Pakhwara* on 26 September 2014. Quarterly Progress Reports were collected from all Sections of the Secretariat and on the basis of grading of these reports, three Sections, namely Committee Section (Commerce), Members Amenities Section and Committee Section (Petitions) were given certificate of excellence. Review Report of Quarterly Progress Reports received during October, 2012 to September, 2013 was prepared and presented in the 19th meeting of *Rajbhasha Karyanvayan Samiti*. Inspection of all sections of the Secretariat was done to assess the official work done by them in Hindi and the report prepared in this regard was presented in the 20th meeting of *Rajbhasha Karyanvayan Samiti*. Fifth meeting of *Hindi Salahkar Samiti* of the Rajya Sabha Secretariat was held on 16th December 2014 under the chairmanship of Hon'ble Chairman, Rajya Sabha.

Digitization and Hindi Web Updation Cell

Official Debates of the Rajya Sabha (floor version) of the 229th to 231st Sessions were digitized and uploaded on the Web portal for Debates (<http://rsdebate.nic.in>) with user- friendly search facility. The Portal of Debates now contains all the debates from the First Session to the 231st Session. Also, the Debates Portal of Rajya Sabha was got shifted to a new, dedicated and faster server. The entire database of digitized Debates, having more than 6 lakh meta-data, hosted on the Portal of Debates was thoroughly reviewed. Technical errors found in the database were analyzed and rectified in consultation with the NIC.

All the dynamic as well as static links and web pages on Hindi Website of Rajya Sabha were regularly updated and contents received in Hindi from the concerned Sections were promptly uploaded in accordance with the provisions of Website Quality Manual. Sustained efforts were made to present an updated mirror Hindi version of English website of Rajya Sabha.

Synopsis Section

The Synopsis Section is entrusted with the job of preparing Synopsis. During the 230th (second part), 231st, 232nd and 233rd Sessions held in 2014, the Synopsis Section issued Synopsis/Supplements in CRC form of the day-to-day proceedings of the Rajya Sabha containing 882 pages in English and 966 pages in Hindi covering 64 sittings of the Rajya Sabha. Contents Lists containing 35 pages in English and 37 pages in Hindi for the 230th, 231st and 232nd Sessions were also brought out by the Synopsis Section. Synopsis in Hindi and English was also uploaded on the Rajya Sabha Website on daily basis during the Sessions.

In addition to the above work, the Section shared the work of other Sections of the Editorial and Translation Service, namely Editing (Hindi) Section, Translation Section-II, Translation (OIH) Section, Translation (Committees) Section-I and Translation (Committees) Section-II in reviewing and vetting the Parliamentary Debates, Parliamentary Questions and Committee Reports.

As part of a continuing new initiative, software named 'MANTRA-Rajya Sabha Software for the Synopsis Section' is being developed jointly by the Synopsis Section, Editorial and Translation Service (Rajya Sabha Secretariat) and C-DAC, Pune for assisting the Synopsis writers in preparing Synopsis in English and its translation into Hindi. Its alpha version was made available and was tested during the 230th (second part), 231st, 232nd and 233rd Sessions. Further enhancements in the software are being carried out by the C-DAC.

Verbatim Reporting Service

During the year 2014, the Verbatim Reporting Service provided verbatim reports of all the sittings of 230th (second part), 231st, 232nd and 233rd Sessions of Rajya Sabha. The proceedings were uploaded and made available on the internet on a day-to-day basis. The Verbatim Reporting Service also covered 105 meetings of various Committees and provided verbatim reports of the proceedings of the Committee meetings well in time to facilitate the Committees to prepare their Reports. It also covered the Orientation Programme for Newly Elected and Nominated Members of Rajya Sabha held from 19-20 July 2014.

During the year, the Verbatim Reporting Service also rendered, on loan basis, reporting services for the Conference of Vice-Chancellors of Central Universities, Conference of Governors, Meeting of Directors of Indian Institutes of Science, Education & Research and Indian Institute of Science, Conference of Chairmen, Board of Governors and Directors of IITs and Conference of Directors of NITs held at Rashtrapati Bhawan. In addition to this, it also provided its services for covering the speech of the hon'ble Prime Minister from the ramparts of Red Fort on the Independence Day.

RAJYA SABHA SECRETARIAT

(As on 4.12.2015)

Main responsibilities of the Officers of the Rajya Sabha Secretariat

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri Shumsher K. Sheriff, Secretary-General 2303-4695 2301-7355 2301-8676 2379-2940 (Fax) 2303-4142 (PHA) 2301-5557 (PHA)	<i>Parliamentary Adviser to the Hon'ble Chairman, Rajya Sabha and through him to the House. Administrative Head of the Secretariat of Rajya Sabha and overall in-charge of all administrative and executive functions on behalf of and in the name of the Chairman.</i>
Dr. D. B. Singh, Secretary 2303-4206 2301-2592 2301-5585 (Fax)	<i>Personnel Section; Estt.(General) Section; Committee Section (MPLADS); Committee Section (PPG); Recruitment Cell; Rajya Sabha Television Channel; Any other work assigned</i>
Sh. S. N. Sahu, Joint Secretary (LR) 2303-4557 2301-2550 2379-2812 (Fax)	<i>Library, Reference, Research, Documentation and Information Service (Units 1 to 3 & 5 to 8); Any other work assigned</i>
Shri P. P. K. Ramacharyulu, Joint Secretary (Q) 2303-4530 2301-0718 2301-2007 (Fax)	<i>Questions Branch; Committee Co-ordination; Committee Section (HA); Committee Section (H&FW); Any other work assigned</i>
Shri S. K. Verma, Joint Secretary & Financial Adviser and Appellate Authority 2303-4202 2301-1805 2301-1245 (Fax)	<i>Pay & Accounts Office; Estt.(Accounts) & Budget Section; Committee Section (Commerce); Finance Cell; All files dealing with financial matters involving expenditure beyond Rs. 1 lakh; Appellate Authority; Any other work assigned</i>
Shri Mukul Pande, Joint Secretary (L) 2303-4693 2301-8044 2309-3965	<i>Legislative Section; Bill Office; IT Section; Committee on Provision of Computer Equipment to Members of Rajya Sabha; Parliament Security Service; Any other work assigned.</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri A. K. Singh, Joint Secretary (MA) 2303-4240 2301-3158 2309-3550 (Tele-fax)	<i>M.A. Section including House Committee; Committee Section (COPLLOT); Committee Section (Industry); G.A. Section; O&M Section; Distribution Branch; Stores Section; Sales & Archives Section; Training Cell; Conference & Protocol Section; Any other work assigned</i>
Shri C. S. Mishra, Joint Secretary (E&T) 2303-4733 2379-3377 2309-2207(Tele-Fax)	<i>Editorial & Translation Service; Any other work assigned.</i>
Shri Choudhury Ramakanta Das, Joint Secretary (I) 2303-4456 2309-3559 2301-3927 (Tele-fax)	<i>Simultaneous Interpretation Service; Any other work assigned</i>
Shri M. K. Khan, Joint Secretary (MSA) 2303-4047 2309-3715 2379-4328	<i>MS&A Branch; Committee Section (Ethics); Committee Section (S&T); Committee Section (Petitions); Any other work assigned</i>
Shri S. Sundararaman, Joint Secretary (R) 2303-4137 2379-3419 2301-6805 (Tele-fax)	<i>Verbatim Reporting Service: Any other work assigned</i>
Shri J. G. Negi, Joint Secretary (P&P) 2303-4261 2309-3194 2309-2213	<i>Printing and Publications Service; Committee Section (Subordinate Legislation); Committee Section (T&T); Welfare Unit; Any other work assigned</i>
Shri Tarsem Chand, Joint Secretary (P) 2303-4204 2301-8019 2301-8708 (Tele-fax)	<i>Personnel Section; Estt. (G) Section; Recruitment Cell; Any other work assigned</i>
Shri K. P. Singh, Joint Secretary (HRD) 2303-4056 2379-2852 2379-3563	<i>Committee Section (HRD); Stenographer's Pool; Press & Media (Unit 4 of LARRDIS); Work relating to Dr. S. Radhakrishnan Chair and Rajya Sabha Fellowships; Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri Jagdish Kumar, Director (G.A.) 2303-4061 2309-2148	<i>G.A. Section; Distribution Branch; Stores Section; Sales and Archives Section</i>
Shri Rohtas, Director (O&M) 2303-4252 2309-2150	<i>O & M Section ; Questions Branch (One Group); Committee Section (S&T)</i>
Shri J. Sundriyal, Director	<i>-on deputation-</i>
Smt. Sunita Sekaran, Director (Ind) 2303-4063 2309-2147	<i>Committee Section (Industry); Committee Section (Ethics)</i>
Shri S. K. Tripathi, Director (L) 2303-4967 2309-2163	<i>Bill Office; Committee Section (Govt. Assurances); Legislative Section</i>
Shri A. K. Gandhi, Director (Comm) 2303-4216 2301-6806	<i>Committee Section (Commerce); Questions Branch (One Group)</i>
Shri Pradeep Chaturvedi, Director (IT) 2303-5253 2309-3946	<i>IT Section (H&S); Questions Branch (One Group); Committee Section (H&FW)</i>
Shri Vimal Kumar, Director (HA) 2303-5109 2309-3928	<i>Committee Section (HA); Committee Section (COPLLOT)</i>
Shri M. C. Tiwari, Director (Com-I) 2303-4201 2301-6014	<i>Committee Section (Subordinate Legislation); Committee Section (MPLADS); Committee Section (HRD)</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri S. Jason, Director (C&P) 2303-4327 2301-2522	<i>Recruitment Cell; Conference & Protocol Section</i>
Shri Arun Sharma, Director (Co-ord) & CPIO 2303-5368 2301-4850	<i>Committee Co-ordination Section; Questions Branch (One group; CPIO)</i>
Smt. M. Sasilekha Nair, Director (G) 2303-4541 2309-2155	<i>Estt. (General) Section; Training Cell; M.A. Section</i>
Shri D. K. Mishra, Director (E) 2303-5410 2301-4957	<i>Estt. (A/cs) & Budget Section; Finance Cell</i>
Shri K. Sudhakaran, Director (T) 2303-5445 2309-2047	<i>Table Office; Lobby Office; Notice Office</i>
Shri V.S.P. Singh, Director (MSA) 2303-5411	<i>MS&A Branch; Question Branch (One Group)</i>
Shri Swarabji B., Joint Director (T&T) & Web Supervisor 2303-4539	<i>Committee Section (T&T); Distribution Branch</i>
Smt. Arpana Mendiratta, Joint Director (HA) 2303-4084	<i>Committee Section (HA)</i>
Shri Tirlok Nath Pandey, Joint Director (Q) 2303-5429	<i>Questions Branch (One Group); Committee Co-ordination Section</i>
Shri Rakesh Prasad, Joint Director (Q-III) 2303-5425	<i>Questions Branch (One Group)</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri Rajiva Srivastava, Joint Director (IT) 2303-5444	<i>IT Section (H&S); Finance Cell</i>
Shri Rakesh Naithani, Joint Director (Petitions) 2303-5257	<i>Committee Section (Petitions)</i>
Shri K. N. Earendra Kumar, Joint Director (E) 2303-5447	<i>Estt. (A/Cs) & Budget Section</i>
Shri D. K. Juneja, Joint Director (Recdt-II) 2303-5431	<i>Recruitment Cell</i>
Shri Shashi Bhushan, Joint Director (Q-II) 2303-5448	<i>Questions Branch (One Group)</i>
Shri P. Narayanan, Pay & Accounts Officer 2303-5459	<i>Pay & Accounts Office</i>
Dr. (Smt.) Subhashree Panigrahi, Joint Director (Comm III) 2303-4292	<i>Committee Section (Govt. Assurances)</i>
Shri A. K. Mallick, Joint Director (GA) 2303-4093	<i>G. A. Section</i>
Shri Ravinder Kumar, Joint Director (Trg) 2303-5187	<i>Training Cell</i>
Shri A. K. Sahoo, Joint Director (PPG) 2303-5365	<i>Committee Section (PPG)</i>
Shri Vinay Shankar Singh, Joint Director (HRD) & CPIO 2303-5446	<i>Committee Section (HRD); CPIO</i>
Shri S.C. Dixit, Joint Director (MSA) 2303-4540	<i>MS & A Branch</i>

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Shri Narmadeshwar Prasad, Joint Director 2303-5432	<i>Research Support to Cadre Review Committee</i>
Shri S. Rangarajan, Joint Director (P) 2303-4014	<i>Personnel Section</i>
Shri Sameer Suryapani, Joint Director (COPLOT) 2303-5415	<i>Committee Section (COPLOT)</i>
Shri Prem Singh, Joint Director (MA) 2303-5583	<i>M.A. Section</i>
Shri Roshan Lal, Joint Director (Stores) 2303-4353	<i>Stores Section</i>
Kum. S. Pankajavalli, Joint Director (S&A) 2303-4163	<i>Sales & Archives Section</i>
Shri Ravindra Singh Rawat, Joint Director (Com-I) 2303-5254	<i>Committee Section (Subordinate Legislation)</i>
Shri Rakesh Anand, Joint Director (COSL) 2303-5556	<i>Committee Section (Subordinate Legislation)</i>
Shri Sanjeev Chandra, Joint Director (RTI) 2303-5433	<i>RTI Cell; Questions Branch (One Group)</i>
Shri J. K. Mallick, Joint Director (Ind.) 2303-5364	<i>Committee Section (Industry)</i>
Shri Girija Shankar Prasad, Joint Director (O&M) 2303-5428	<i>O&M Section</i>

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Shri B. M. S. Rana, Joint Director (G) 2303-5308	<i>Estt.(General) Section; Committee Section (Ethics)</i>
Shri Rajendra Prasad Tiwari, Joint Director (MPLADS) 2303-5434	<i>Committee Section (MPLADS)</i>
Shri Dinesh Singh, Joint Director (H&FW) 2303-5581	<i>Committee Section (H&FW)</i>
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Shri Raghab P. Dash, Director (LARRDIS) 2372-4701 2372-4744	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri Pawan Kumar, Director (LARRDIS) 2372-4703 2372-4746	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri D. S. Prasanna Kumar, Joint Director (LARRDIS) 2372-4705	<i>Library, Reference, Research, Documentation and Information Service</i>
Dr. (Smt.) Rosey Sailo Damodaran, Joint Director (LARRDIS) 2372-4704	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri R. K. Sahoo, Joint Director (LARRDIS) 2372-4707	<i>Library, Reference, Research, Documentation and Information Service</i>

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Shri T. M. Vijaya Kumar, Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Shri Vimal Kumar, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Girija Prakash, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Meena Pandey, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Smt. Sangeeta Chawala, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Tara Datt Bhatt, Joint Director (Reporting) 2303-4068 2303-4775	<i>Verbatim Reporting Service</i>
Shri K. G. Grampurohit, Joint Director (Reporting) 2303-4080 2303-4731	<i>Verbatim Reporting Service</i>
Shri Kishori Lal, Joint Director (Reporting)	<i>on Deputation</i>
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Shri Gyanendra Singh, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Ajit Singh Chalia, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri N. Babu Rao, Joint Director (Reporting) 2303-4397 2303-4731	<i>Verbatim Reporting Service</i>
Shri Udham Singh Yadav, Joint Director (Reporting) 2303-4397 2303-4731	<i>Verbatim Reporting Service</i>
Smt. Parveen Kaul, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>

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- 4 An Introduction to Parliament of India

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