



PARLIAMENT OF INDIA

Rajya Sabha and its Secretariat A Performance Profile

2013



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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 Secretariat during the year 2013. 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;
November 2014

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 2013, the Rajya Sabha sat for 75 days — 32 days during the 228th Session, 21 days during the 229th Session and 22 days during the 230th (Part I and Part II) Session. In the whole year, the House sat for 192 hours and 9 minutes.

Summons for the 228th Session (Budget Session) was issued on 5 February 2013. The Session which commenced on 21 February 2013 was adjourned *sine die* on 8 May 2013 and was prorogued by the President on 10 May 2013. This being the first

Sessions 2013-14	Date of Summons/ recovering	Date of Commencement	Number of Sitzings	Date of Termination (Adjournment <i>sine die</i>)	Date of Prorogation	Actual Hours of Sitzings Hrs./Mts.
228 th	5 Feb. 2013	21 Feb. 2013	32	8 May 2013	10 May 2013	82-58
229 th	19 July 2013	5 Aug. 2013	21	7 Sept. 2013	10 Sept. 2013	99-14
230 th (I Part)	13 Nov. 2013	5 Dec. 2013	22	18 Dec. 2013	27 Feb. 2014	27-52
230 th (II Part)	18 Jan. 2014	5 Feb. 2014		21 Feb. 2014		

Session of the year, the President addressed Members of both the Houses of Parliament assembled together in the Central Hall on 21 February 2013. Summons for the 229th Session was issued on 19 July 2013. The 229th Session that commenced on 5 August 2013 was adjourned *sine die* on 7 September 2013 and was prorogued by the President on 10 September 2013. Summons for the 230th Session was issued on 13 November 2013. The first part of the 230th Session commenced on 5 December 2013 and was adjourned *sine die* on 18 December 2013. The second part of the 230th Session took place in 2014; the second part of the 230th Session which commenced on 5 February 2014 was adjourned *sine die* on 21 February 2014 and was prorogued by the President on 27 February 2014.

During the year, 196 Lists of Business were issued with regard to the business of the House. In all, 4383 papers were laid on the Table of the House.

The average attendance of Members during the 228th, 229th and 230th (Part I) Sessions was 180, 188 and 179, respectively. The highest attendance on a day during the 228th, 229th and 230th (Part I) Sessions was 209, 204 and 203, 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 Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Odia, Punjabi, Tamil 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 first 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 2013, a total of 26,883 notices of questions, both starred and unstarred, were received, of which 9623 were admitted and 1173 notices were admitted by clubbing therewith. Out of these, 1099 questions were listed as starred questions and of these, 77 questions, constituting around 7 per cent, were actually taken up for oral answer in the House.

During the year, seven 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, 153 notices were received and 9 were admitted. Besides, twenty-eight notices for Half-an-Hour discussion arising out of the answers given to starred/ unstarred questions were received out of which none were admitted and discussed on the floor of the House.

Legislation

The Rajya Sabha held 75 sittings in three Sessions, namely, 228th, 229th and 230th. Out of the 75 sittings of Rajya Sabha, the House transacted Government Legislative Business and Private Members' Legislative Business in 41 and 3 sittings respectively. Thirty-seven (37) Government Bills were introduced in Rajya Sabha, of which twenty-eight (28) Bills were referred to the Department-related Parliamentary Standing Committees for examination and report. Ten (10) Private Members' Bills were introduced in Rajya Sabha and one Private Members' Bill was considered, and one Bill was negatived.

Significant legislative developments during the year 2013

The Sessions held during the year 2013 witnessed significant legislative developments, as detailed below:

- (i) **The Criminal Law (Amendment) Bill, 2013:** The Criminal Law (Amendment) Bill, 2012 sought to amend the Indian Penal Code, 1860, the Criminal Procedure Code, 1973, the Indian Evidence Act, 1872 and the Protection of Children from Sexual Offences Act, 2012. The Bill was introduced in the Lok Sabha on 4 December 2012 was then referred to the Department-related Parliamentary Standing Committee on Home Affairs on 28 December 2012 for examination and report. The Committee presented its Report on 1 March 2013. Keeping in view the recommendations of Justice Verma Committee and the views and comments received from various quarters including women's groups, the Government drafted the Criminal Law (Amendment) Bill, 2013 which sought to replace Criminal Law (Amendment) Ordinance, 2013 promulgated by the President on 3 February 2013. The Bill was introduced in Lok Sabha on 19 March 2013. The Bill, *inter alia*, makes specific provisions for punishment for the offences of causing grievous hurt by acid attack and also for an attempt thereof. It also defines and prescribes punishment for the offences of stalking, voyeurism and sexual harassment and widens the definition of rape, broadens the ambit of aggravated rape and enhances the punishment thereof. Further, it also provides for women-friendly procedures, speedy trial of rape cases and better recording of evidence. The Bill was passed by the Lok Sabha on 19 March 2013 and by the Rajya Sabha on 21 March 2013. The Bill was assented to by the President on 2 April 2013 and became Act No. 13 of 2013.
- (ii) **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Bill, 2013:** The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Bill, 2013 lays down that no woman shall be subjected to sexual harassment at workplace. For this purpose, the Bill provides, *inter alia*, that every employer shall, by an order in writing, constitute a Committee to be known as the Internal Complaints Committee. Every District Officer shall constitute in the district concerned a committee to be known as the Local Complaints Committee to receive

complaints of sexual harassment from establishments where the Internal Complaints Committee has not been constituted due to having less than ten workers or where the complaint is against the employer himself. The Bill also makes it obligatory on the part of every employer to fulfill certain duties, which amongst others, include providing a safe working environment for women at the workplace. The Bill was introduced in the Lok Sabha as the Protection of Women against Sexual Harassment at Work Place Bill, 2010 on 7 December 2010, which was then referred to the Department-related Parliamentary Standing Committee on Human Resource Development on 30 December 2010 for examination and report. The Committee presented its report on 8 December 2011. The Minister while moving the Bill in the House for consideration and passage made an amendment that the Bill shall be re-named as the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Bill, 2012. The amendment to rename the Bill was adopted by the House and was passed by the Lok Sabha on 3 September 2012. The Bill was passed by the Rajya Sabha with formal amendments on 26 February 2013, which were agreed to by the Lok Sabha on 11 March 2013. The Bill was assented to by the President on 22 April 2013 and became Act No. 14 of 2013.

- (iii) **The Companies Bill, 2013:** The Companies Act, 1956 was enacted to consolidate and amend the law relating to the companies and certain other associations. In view of changes in the national and international economic environment and expansion and growth of economy of our country, the Companies Bill, 2013 seeks to substitute the Act of 1956. The Companies Bill, 2009 was first introduced in the Lok Sabha on 3 August 2009. Thereafter it was referred to the Department-related Parliamentary Standing Committee on Finance on 9 September 2009 for examination and Report. The Committee presented its Report on 31 August 2010. The Central Government withdrew the Companies Bill, 2009 in view of the large amendments to the Bill arising out of the recommendations of the Parliamentary Standing Committee on Finance and various stakeholders. The Companies Bill, 2011 was introduced in Lok Sabha on 14 December 2011 and was referred to the Department-related Parliamentary Standing Committee on Finance on 5 January 2012 for examination and report. The Committee presented its Report on 26 June 2012. The Bill, *inter alia* provides for basic principles for all aspects of internal governance of corporate entities and a framework for their regulation. It articulates shareholders democracy while protecting the rights of minority stakeholders, ensures responsible self-regulation with adequate disclosures and accountability and also reduces the Government control over internal corporate processes. The Bill has several features such as the concept of One Person Company which has been introduced for the first time; provision for independent directors to be appointed on the Boards of Directors; Key Managerial Personnel (KMP) has been introduced in relation to a company; prohibition of insider trading of securities by company director or KMP; establishment of Serious Fraud Investigation Office (SFIO); constitution of National Company Law Tribunal and National Company Law Appellate Tribunal for dealing with rehabilitation of companies, their liquidation and winding up; recognition to both accounting and auditing standards; application of the successful e-governance initiative of the Ministry of Corporate Affairs, etc. The Bill also introduced the concept of Corporate Social Responsibility (CSR) which is applicable to every company having net worth of Rs.500 crores or more, or turnover of Rs.1000 crore or more, or a net profit of Rs.5 crore or more during any financial year. The Board of Directors of such companies shall ensure that the company spends in any financial year at least 2 per cent of the average net profit made during the three immediately preceding financial years in pursuance of its CSR Policy. The Bill also makes provision for atleast one Women Director in the prescribed class or classes of companies. The Companies Bill, 2012 was passed by the Lok Sabha on 18 December 2012. The Rajya Sabha passed the Bill with formal amendments at its sitting held on 8 August 2013 and returned the Bill to the Lok Sabha. The amendments made by the Rajya Sabha in the Bill were agreed to by the Lok Sabha at its sitting held on 13 August 2013. The Bill was assented to by the President on 29 August 2013 and became Act No. 18 of 2013.

- (iv) **The National Food Security Bill, 2013:** The National Food Security Bill 2013 has replaced the National Food Security Ordinance 2013 and provides for food and nutritional security in human life cycle approach by ensuring access to adequate quantity of quality food at affordable prices to people to live a life with dignity. The National Food Security Bill 2011 was introduced in the Lok Sabha on 22 December 2011 and was referred to the Department-related Parliamentary Standing Committee on Food, Consumer Affairs and Public Distribution on 5 January 2012 for examination and report. The Committee presented its report to the Speaker, Lok Sabha on 17 January 2013. The Government in order to ensure that the benefits of the proposed legislation reach the people at the earliest, the President promulgated the National Food Security Ordinance 2013 on 5 July 2013. The National Food Security Bill, 2011 was withdrawn on 7 August 2013 and the National Food Security Bill, 2013 to replace the Ordinance was introduced in the House on the same day. The National Food Security Bill, 2013 was passed by the Lok Sabha on 26 August 2013 and by the Rajya Sabha on 2 September 2013. The Bill, *inter alia*, seeks to provide the right to receive foodgrains at subsidized prices by persons belonging to eligible households under Targeted Public Distribution System. Every person belonging to priority households shall be entitled to receive five kilograms of foodgrains per person per month at subsidized prices at Rs.3 per kg. for rice, Rs.2 per kg. for wheat and Re.1 per kg. for coarse grains. The households covered under Antyodaya Anna Yojana shall be entitled to thirty five kilograms per household per month as per the specified prices. It will cover upto seventy five per cent of the rural population and upto fifty per cent of the urban population. Besides, it provides nutritional support to children, pregnant women and lactating mothers and the right to receive food security allowance in case of non-supply of foodgrains. The Bill also seeks reforms in Targeted Public Distribution System. The Bill was assented to by the President on 10 September 2013 and became Act No. 20 of 2013.
- (v) **The Pension Fund Regulatory and Development Authority Bill, 2013:** The Pension Fund Regulatory Authority Bill, 2005 was first introduced in the Lok Sabha on 21 March 2005 and was referred to the Department-related Parliamentary Standing Committee on Finance on 24 March 2005 for examination and report. The Committee presented its Report on 26 July 2005. However, the Bill lapsed with the dissolution of the Fourteenth Lok Sabha. The Pension Fund Regulatory and Development Authority (PFRDA) Bill, 2011 was introduced in the Lok Sabha on 24 March 2011. The Bill was referred to the Department-related Parliamentary Standing Committee on Finance on 29 March 2011 for examination and report. The Committee presented its Report on 30 August 2011. The Bill which was passed by the Lok Sabha on 4 September 2013 and by the Rajya Sabha on 6 September 2013, provides for the establishment of a statutory Pension Fund Regulatory and Development Authority (PFDRA) to promote old age income security by establishing, developing and regulating pension funds, to protect the interests of subscribers of various pension fund schemes. The PFDRA shall consist of a Chairperson, three whole-time members and three part time members. The Bill, *inter alia*, empowers the PFRDA to regulate the National Pension Scheme and to perform promotional, developmental and regulatory functions relating to pension funds. It also authorizes the PFDRA to levy fees for services rendered to meet its expenses. The Bill was assented to by the President on 18 September 2013 and became Act No. 23 of 2013.
- (vi) **The Prohibition of Employment as Manual Scavengers and their Rehabilitation, Bill 2013:** The Prohibition of Employment as Manual Scavengers and their Rehabilitation Bill, 2013 was introduced in the Lok Sabha on 3 September 2013. It was realised that despite concerted efforts made in the past to eliminate the dehumanizing practice of manual scavenging, the practice still persists in many parts of the country. The existing laws have not proved adequate in eliminating the twin evils of insanitary latrines and manual scavenging. The Bill was passed by the Lok Sabha on 6 September 2013 and by the Rajya Sabha on 7 September 2013. The Bill, *inter alia*, seeks to eliminate manual scavenging and insanitary latrines and provides for rehabilitation of manual scavengers in alternate occupations. As

the existing laws have not proved adequate in eliminating the twin evils of insanitary latrines and manual scavenging, which are inconsistent with right to live with dignity which is an essence of the Fundamental Rights guaranteed under the Constitution, there was a need to make comprehensive and stringent provisions for the prohibition of insanitary latrines and employment of persons as manual scavengers. A multi-pronged strategy has been worked out in the provisions of the Bill which consists of both legislative as well as programmatic interventions. The Bill was assented to by the President on 18 September 2013 and became Act No. 25 of 2013.

- (vii) **The Rajiv Gandhi National Aviation University Bill, 2013:** The Rajiv Gandhi National Aviation University Bill, 2013 was introduced in the Lok Sabha on 20 August 2013. The Bill, *inter alia* seeks to establish a national aviation university to be called as ‘Rajiv Gandhi National Aviation University’ as a Central University and an autonomous body under the administrative control of the Ministry of Civil Aviation. The University would facilitate and promote aviation studies, teaching, training, research and extension work with focus on emerging areas of studies such as aviation management, aviation regulation and policy, aviation history, aviation science and engineering, aviation law, aviation safety and security, aviation medicine, search and rescue, transportation of dangerous goods, environmental studies and other related fields. The University would further act as a knowledge partner to safety and security regulators by providing required academic inputs and help them execute their enforcement responsibility better. The Bill was passed by the Lok Sabha on 6 September 2013 and by the Rajya Sabha on 7 September 2013. The Bill was assented to by the President on 18 September 2013 and became Act No. 26 of 2013.
- (viii) **The Wakf (Amendment) Bill, 2013:** The Wakf Act, 1995 which came into force 1 January 1996 provides for the better administration of *auqaf*. In order to address widespread concerns that the Act has not proved effective enough in improving the administration of *auqaf* and keeping in view the recommendations of the Prime Minister’s High Level Committee for Preparation of Report on Social, Economic and Educational Status of the Muslim Community of India (Sachar Committee) of 2006 and the Joint Parliamentary Committee on Wakf of 2008, it had been proposed to amend the Wakf Act, 1995. The Wakf (Amendment) Bill, 2010 was introduced in the Lok Sabha on 27 April 2010. The Bill *inter alia* provides for change in the composition of the Central Wakf Council and State Wakf Boards; prohibition of sale and gift of Wakf properties; stringent penal provisions to prevent encroachments and to streamline the process of removal of encroachments; statutory power of monitoring to the Central Wakf Council and to authorize it to issue directives and advice in specific cases, along with the provision for independent dispute resolution machinery in the shape of a Board of adjudication to be constituted by the Central Government, to be presided over by a retired Judge of the Supreme Court. When the Bill as passed by the Lok Sabha on 7 May 2010 came up for consideration and passage in Rajya Sabha, it referred the Bill to a Select Committee of the Rajya Sabha on 31 August 2010, which presented its Report to the House on 16 December 2011. The Wakf (Amendment) Bill, 2013 with amendments was passed by the Rajya Sabha on 19 August 2013. The amendments made by the Rajya Sabha were agreed to by the Lok Sabha on 5 September 2013. The Bill was assented to by the President on 20 September 2013 and became Act No. 27 of 2013.
- (ix) **The Parliament (Prevention of Disqualification) Amendment Bill, 2013:** Article 102 of the Constitution provides that a person shall be disqualified for being chosen as, and for being a Member of either House of Parliament, if he holds any office of profit under the Government of India or the Government of any State other than office declared by Parliament by law not to disqualify its holder. In pursuance of this provision, the Parliament (Prevention of Disqualification) Act, 1959 was enacted to exempt certain offices, the holding of which will not render the holders of such offices from

incurring disqualification. The Act also exempted the Chairperson of the National Commission for the Scheduled and Scheduled Tribes for incurring disqualification. With the bifurcation of the National Commission for the Scheduled Castes and Scheduled Tribes by the Constitution (Eighty-ninth Amendment) Act, 2003, consequential amendments were required in sub clause (ii) of clause (b) of section 3 of the Parliament (Prevention of Disqualification) Act, 1959 so as to exclude the Chairperson of the National Commission for the Scheduled Castes and Chairperson of the National Commission for the Scheduled Tribes from incurring any disqualification for being chosen as or for being a Member of Parliament. The Bill seeks to amend section 3 of the Parliament (Prevention of Disqualification) Act, 1959 as stated above. As the Constitution (Eighty-ninth Amendment) Act, 2003 came into force from 19 February 2004, the Bill proposes to give effect to the amendment with effect from the same date. The Bill was introduced in the Rajya Sabha on 8 August 2013 and passed by the House on 22 August 2013. The Lok Sabha passed the Bill on 6 September 2013. The Bill was assented to by the President on 20 September 2013 and became Act No. 28 of 2013.

- (x) **The Representation of the People (Amendment and Validation) Bill, 2013:** The Representation of the People (Amendment and Validation) Bill, 2013 seeks to amend the Representation of the People Act, 1951. The Bill was introduced in the Rajya Sabha on 26 August 2013. The Representation of the People Act, 1951 provides for the conduct of elections of the Houses of Parliament and the House or Houses of the Legislature of each State, the qualifications and disqualifications for membership of those Houses, the corrupt practices and other offences at or in connection with such elections. A Division Bench of the Supreme Court in its order dated 10 July 2013 in the case of *Chief Election Commissioner vs. Jan Chaukidar and others* upheld the order of the High Court of Patna declaring that a person who has no right to vote by virtue of subsection (5) of section 62 of the said Act is not an elector and therefore not qualified to contest the election of either House of Parliament or the Legislative Assembly of a State. In order to suitably address the situation arising out of the Supreme Court's order in the aforesaid case, the Representation of the People (Amendment and Validation) Bill, 2013, seeks to amend the definition of the term "disqualified" in clause (b) of section 7 so as to expressly provide that a member of Parliament or the Legislature of a State shall be disqualified for being chosen as or for being such member only if he is so disqualified under the provisions of Chapter III of Part II of the said Act. Further, the Bill seeks to insert a proviso to sub-section (5) of section 62 so as to expressly provide that by reason of the prohibition to vote under the said sub-section, a person whose name has been entered in the electoral roll shall not cease to be an elector. The Bill was passed by the Rajya Sabha on 27 August 2013 and by the Lok Sabha on 6 September 2013. The Bill was assented to by the President on 20 September 2013 and became Act No. 29 of 2013.
- (xi) **The Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Bill, 2013:** The Land Acquisition Act, 1894 relating to acquisition of land for public purposes and companies, and for determining the amount of compensation to be made on account of such acquisition was found to be inadequate in addressing certain issues related to exercise of the statutory powers of the State for involuntary acquisition of private land and property and issues of rehabilitation and resettlement to the affected persons and their families. The Bill was introduced in Lok Sabha as the Land Acquisition, Rehabilitation and Resettlement Bill, 2011 on 7 September 2011 which was then referred to the Department-related Parliamentary Standing Committee on Rural Development on 13 September 2011 for examination and report. The Committee presented its report on 17 May 2012. The Minister while moving the Bill in the House for consideration and passage made an amendment that the Bill be re-named as the Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Bill, 2013. The amendment to rename the Bill was adopted by the House and was passed by the Lok Sabha on 29 August 2013. The Bill, *inter alia* seeks to

ensure, in consultation with institutions of local self-government and Gram Sabhas, established under the Constitution, a humane, participative, informed and transparent process for land acquisition for industrialisation, development of essential infrastructural facilities and urbanisation with the least disturbance to the owners of the land and other affected families. It provides just and fair compensation to the affected families whose land has been acquired or proposed to be acquired or are affected by such acquisition and make adequate provisions for such affected persons for their rehabilitation and resettlement. It seeks to ensure that the cumulative outcome of compulsory acquisition should be that affected persons become partners in development leading to an improvement in their post acquisition social and economic status, etc. When the Government acquires land for public private partnership (PPP) projects, and for private companies for public purpose, prior consent of at least 70% of the affected families in the case of the PPP projects and at least 80% of the affected families in the case of private companies is required. It proposes the payment of compensation which is upto four times the market value of acquired land in rural areas and two times the market value in urban areas. The Bill was passed by the Lok Sabha on 29 August 2013 and thereafter by the Rajya Sabha with amendments on 4 September 2013. Subsequently, the Lok Sabha passed the Bill as passed by the Rajya Sabha on 5 September 2013. The Bill was assented to by the President on 26 September 2013 and became Act No. 30 of 2013.

The following are some of the statistics relating to Bills which came up before Rajya Sabha during the year 2013:

* Number of sittings during which the Government Bills were introduced, considered or laid/reported as passed by the Lok Sabha	41
* Number of sittings during which the Private Members' Bills were introduced or considered	03
• Number of Government Bills introduced	37
• Number of Private Members' Bills introduced	10
• Number of Government Bills withdrawn/ fallen through during the year	08
• Number of Government Bills negatived	00
• Number of Private Members' Bills withdrawn	00
• Number of Private Members' Bills negatived	01
• Number of Government Bills transmitted by Lok Sabha	41
• Number of Government Bills transmitted by Lok Sabha with amendments	00
• Number of Government Bills transmitted by Rajya Sabha	09*
• Number of Government Bills transmitted by Rajya Sabha with amendments	09
• Number of Government Bills introduced in the Rajya Sabha and referred to the Department-related Parliamentary Standing Committees	29
• Number of Bills referred to the Select Committee of Rajya Sabha	00
• Number of Bills reported by the Select Committee of Rajya Sabha	00
• Number of Bills referred to the Joint Committees of the Houses of Parliament	00
• Number of Government Bills considered	49
• Number of Government Bills passed/returned	49
• Number of Government Bills pending at the commencement of the year	50
• Number of Government Bills pending at the end of the year	66
• Number of Private Members' Bills pending at the commencement of the year	147
• Number of Private Members' Bills pending at the end of the year	136
• Number of Bills passed by the Houses of Parliament and assented to by the President	43**
• Number of Bills on which assent of the President was obtained by the Rajya Sabha Secretariat	10
* Of the 9 Bills, 3 Bills were passed by both Houses of Parliament, 5 Bills as passed by Rajya Sabha namely, the Registration of Births and Deaths (Amendment) Bill, 2013, the Citizenship (Amendment) Bill, 2013, the National Waterway (Lakhipur - Bhanga Stretch of the Barak River), 2013, the Marriage Laws (Amendment) Bill, 2013 and the Constitution (One Hundred and Twentieth Amendment) Bill, 2013 are pending in Lok Sabha and the remaining one Bill, the Securities and Exchange Board of India (Amendment) Bill, 2013, as passed by Rajya Sabha, was withdrawn by the Lok Sabha with the concurrence of the Rajya Sabha.	
** Of the 43 Bills passed by both Houses of Parliament, 42 Bills were assented to by the President and remaining 1 Bill is yet to be assented to by the President.	

- (xii) **The Lokpal and Lokayuktas Bill, 2013:** The Lokpal and Lokayuktas Bill, 2013 seeks to provide for the establishment of a body of Lokpal for the Union and Lokayukta for States to inquire into allegations of corruption against certain public functionaries. It may be noted that the Bill was introduced in the Lok Sabha as the Lokpal Bill, 2011 on 4 August 2011. The Bill was referred to the Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice on 8 August 2011 for examination and report. The Committee presented its 48th report on 9 December 2011. Based on the recommendations of the Standing Committee, the Lokpal Bill, 2011 was withdrawn by the Government and the Lokpal and Lokayuktas Bill, 2011 was introduced in Lok Sabha on 22 December 2011. The Bill was passed by the Lok Sabha on 27 December 2011 with certain amendments. When the Bill, as passed by the Lok Sabha came up for consideration and passage in

the Rajya Sabha, it adopted a motion on 21 May 2012 to refer the Bill to a Select Committee of the Rajya Sabha, for examination and report. The Select Committee of Rajya Sabha presented its report on the Bill on 23 November 2012. The Bill as amended on the basis of recommendations of the Select Committees, was passed by the Rajya Sabha on 17 December 2013. The amendments made by the Rajya Sabha in the Bill were agreed to by the Lok Sabha on 18 December 2013. The key features of the Bill are as follows: (i) the Lokpal shall consist of a Chairperson and not more than eight Members of which fifty per cent shall be judicial members. Fifty percent of the Members of the Lokpal shall be from amongst the persons belonging to Scheduled Castes (SCs), the Scheduled Tribes (STs), Other Backward Classes (OBCs), minorities and women. The Members shall have special knowledge and expertise in the matters relating to anti-corruption policy, public administration, vigilance, policy making, finance including insurance and banking, law and management; (ii) the Chairpersons and Members of the Lokpal shall be appointed by the President after obtaining the recommendations of the Selection Committee consisting of the Prime Minister, Speaker, Lok Sabha, the Leader of the Opposition, Lok Sabha, the Chief Justice of India or a Judge of the Supreme Court nominated by him and one eminent jurist nominated by the President as recommended by the Members of the Selection Committee; (iii) the Lokpal shall inquire any allegation of corruption in respect of the present and former Prime Ministers with certain safeguards, present and former Union Ministers, current and former Members of Parliament, Group A,B,C and D officers and officials of the Central Government, employees of a body, Board, corporation, authority, company, society, trust or autonomous body set up by an Act of Parliament, or wholly or partly financed or controlled by the Central Government, employees of association of persons, society or trust which are financed by the Government and have an annual income above a specified amount, or received donation from any foreign source under the Foreign Contribution (Regulation) Act, 2010 in excess of rupees ten lakhs in a year; (iv) an inquiry against the Prime Minister has to be held in-camera and approved by two-thirds majority of the full bench of the Lokpal. Besides, the Prime Minister shall not be investigated if the complaint is related to international relations, external and internal security, public order, atomic energy and space; (v) the Lokpal shall constitute an Inquiry Wing headed by the Director of Inquiry for purpose of conducting preliminary inquiry into any offence alleged to have been committed by a public servant punishable under the Prevention of Corruption Act, 1988. Besides, it shall constitute a Prosecution Wing headed by the Director of Prosecution for the purpose of prosecution of public servants in relation to any complaint by the Lokpal; (vi) the Bill provides for protection against false and frivolous or vexatious complaints by imposing imprisonment for upto one year and a fine of upto rupees one lakh; (vii) the Bill provides that the Lokpal shall function as the final appellate authority in respect of appeals arising out of any other law for the time being in force providing for delivery of public services and redressal of public grievances by any public authority in cases where the decision contains findings of corruption under the Prevention of Corruption Act, 1988 and (viii) the Bill also mandates that every State shall set up the Lokayukta, if not so established, constituted or appointed by law made by the State Legislature to deal with complaints relating to corruption against certain public functionaries within a period of one year from the date of the commencement of this Act. The Bill was assented to by the President on 1 January 2014 and became Act No. 1 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 National Highways Authority of India (Amendment) Bill, 2013; the Securities and Exchange Board of India (Amendment) Bill, 2013 and the Constitution (Scheduled Tribes) Order (Amendment) Bill, 2013.

Discussion on the working of the Ministries

During the year 2013, there was no discussion on the working of the Ministries.

Discussion on matters of urgent 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' Resolution'. Issues of urgent public importance were also raised by Members as 'Matters raised with permission of the Chairman'. Out of 659 notices given by Members, for 'Matters raised with permission of the Chairman', only 121 matters were allowed to be raised. During the year, in all 272 matters of public importance were mentioned in the House through **Special Mention**. 243 **Calling Attention** notices on the matters of urgent public importance were received. However, notices of Calling Attention on the following 3 subjects were admitted and discussed in the House:

- (i) Plight of Tamils in Sri Lanka by Dr. V. Maitreyan, M.P. on 27.02.2013;
- (ii) Recent All India strike by trade unions and workers of organised and unorganized sector by Shri Prakash Javadekar, M.P. on 15.03.2013; and
- (iii) Situation arising out of repeated attacks on Indian fishermen by Sri Lankan Navy by Dr. V. Maitreyan, M.P. on 22.08.2013.

During the year, 147 notices of **Short Duration Discussion** were received, out of which notices on the following six matters were admitted and discussed in the House:

- (i) Purchase of VVIP helicopters from Augusta Westland by Shri Prakash Javadekar, M.P. on 27.0.2013;
- (ii) Increasing pollution in various rivers of the country particularly Ganga and Yamuna rivers by Shri Ravi Shankar Prasad, M.P. on 11.03.2013;
- (iii) Atrocities and exploitation of women and girl child in country resulting in growing sense of insecurity in the society by Shrimati Maya Singh, M.P. on 22.04.2013;
- (iv) Large scale devastation caused by cloud bursts, flash floods and landslides in Uttarakhand by Shri Bhagat Singh Koshyari, M.P. on 05.08.2013, 06.08.2013 and 22.08.2013;
- (v) Economic situation of the country by Shri Ravi Shankar Prasad, M.P. on 14.08.2013; and
- (vi) Abnormal rise in prices of onion and other essential commodities by Shri Naresh Agrawal, M.P. on 27.08.2013 and 07.09.2013.

Private Members' Resolutions

During the year 2013, 33 Resolutions were received and admitted. However, discussion on only three Resolutions could take place. During the 228th Session, four days *i.e.*, 1st and 15th March, 4th April and 10th May 2013 were allotted for Private Members' Resolution. However, one Private Members' Resolution day, *i.e.*, 10th May 2013 was cancelled due to early *sine die* adjournment of the House. During the Session, 17 resolutions were received and admitted. On 1st March 2013, further discussion resumed on the Resolution regarding need to amend Section 66A of the Information Technology Act, 2000 moved during the 227th Session by Shri P. Rajeev, M.P. The discussion was concluded and the Resolution was withdrawn by leave of the House. Thereafter, Shri Prakash Javadekar, M.P. moved the Resolution regarding need to create conducive atmosphere for the working class. Further discussion on the Resolution was concluded on the 15th March 2013

and the Resolution was withdrawn by leave of the House on the same day. Thereafter, Shri Y.S. Chowdary, M.P. moved the Resolution regarding formation of an independent and empowered authority to take action against erring media. The Resolution was discussed, concluded and withdrawn by leave of the House. On 15th March 2013, Shri Rangasayee Ramakrishna, M.P. while moving for the consideration of a Private Members' Resolution regarding Panchayati Raj institutions could not conclude his speech. The discussion on the resolution could not commence on the subsequent Private Members' Resolution day as well and it lapsed with the prorogation of the Session.

During the 229th Session, two days *i.e.*, 16th August and 30th August 2013 were allotted for Private Members' Resolutions. However, Private Members' Resolutions day, *i.e.* 16th August 2013 was cancelled due to cancellation of the sitting scheduled for the day. Nine (9) notices of Resolutions were received and admitted. Shri Shantaram Naik, M.P. moved the Resolution regarding need to regulate ownership and transfer of land in the State of Goa on 30th August 2013. The Resolution was discussed and withdrawn by leave of the House on the same day. Thereafter, Shri M. Rama Jois, M.P. moved the Resolution regarding establishing a communal riot free India. The Resolution was discussed and withdrawn by leave of the House on the same day.

During the 230th Session, one day *i.e.* 13th December 2013 was allotted for Private Members' Resolutions. Five (5) notices of Resolutions were received and admitted. However, no Resolution could be taken up due to the early adjournment of the House on the day scheduled for Private Members' Resolutions.

Statutory Resolutions

The following five notices of Statutory Resolutions were received and processed during the year:

1. Statutory Resolution regarding disapproval of Criminal Law (Amendment) Ordinance, 2013 promulgated by the President of India on 3 January 2013 (Negatived on 21.03.2013);
2. Statutory Resolution regarding approval of Proclamation issued by President of India on 18 January 2013 under article 356 of the Constitution in respect of State of Jharkhand (Adopted on 26.02.2013);
3. Statutory Resolution regarding rejection of National Food Security Ordinance (No. 7 of 2013) promulgated by the President of India on 5 July 2013 (Negatived on 02.09.2013);
4. Statutory Resolution regarding disapproval of Security Laws (Amendment) Ordinance (No. 8 of 2013) promulgated by the President on 18 July 2013 (not moved); and
5. Statutory Resolution regarding approval of Notification No. 44/2013- Customs issued under Section 8A of Customs Tariff Act, 1975 (Adopted on 18.12.2013).

Government Resolutions

The following nine (9) notices of Government Resolutions were received and processed during the year:

1. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 2001 relating to grant of upgraded pay scales to Assistant in CSS by the Minister of Finance;
2. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 2004 relating to revision of rates of Transport Allowance to Central Government Employees by the Minister of Finance;

3. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference 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;
4. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 2002 relating to grant of HRA to Central Government Employees by the Minister of Finance;
5. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference 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;
6. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 5 of 1993 relating to cash handling allowance to postal employees by the Minister of Communications and Information Technology;
7. Resolution seeking approval of the proposal to reject the Award given by Board of Arbitration in C.A. Reference No. 2 of 2004 relating to payment of overtime allowance by Minister of State in the Ministry of Personnel, Public Grievances and Pensions;
8. Resolution seeking approval of the proposal 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;
9. Resolution seeking approval of the proposal to reject the Award given on 9.8.2005 by Board of Arbitration in C.A. Reference No. 6 of 2004 relating to payment of night duty allowance and another award given on 6.9.2005 in C.A. Reference No. 2 of 2004 relating to payment of overtime allowance by the Minister of State in the Ministry of Personnel, Public Grievances and Pensions;

However, none of the above mentioned notices of Government Resolutions were moved.

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

During the year 2013, a total number of 419 notices were received out of which 178 were admitted. However, none of the admitted motions was taken up for discussion in the House.

Privilege Cases

During the year 2013, twenty-seven (27) notices of breach of privilege and other related matters were received, processed and examined. Two meetings of the Committee of Privileges were held during the year. A report on the matter of alleged misbehavior with Shri G.N. Ratanpuri, M.P. by the Superintendent of Police, Pulwama (J&K) was presented to the House on 30 August 2013.

Committee on Rules

No Memorandum pertaining to amendments in the Rules of Procedure and Conduct of Business in the Council of States was received during the year. No meeting of the Committee on Rules was held.

TABLE

Time taken by Rajya Sabha on various items of business during the 228th, 229th and 230th Sessions

Subject	Time Taken		
	228 th	229 th	230 th
	Hrs./ Mts.	Hrs./Mts.	Hrs./ Mts.
National Anthem/ Song	0-02	0-03	0-05
President's Address to both Houses of Parliament laid on the Table	0-01	-	-
Oath or Affirmation	0-05	0-04	0-02
Obituary References	0-31	0-18	0-34
Ruling/ Reference/ Observation/ Announcement by the Chair	1-30	0-11	0-19
Felicitations by the Chair	-	0-03	0-02
Introduction of Minister(s) by the Prime Minister	-	0-01	-
Questions	8-02	4-22	0-00
Short Notice Questions	0-30	0-16	0-20
Announcement by the Chair regarding Suspension of Question Hour	-	-	0-01
Motion under Rule 267 to suspend Question Hour	0-20	-	-
Statements by Ministers Correcting Answers to Questions	0-03	0-03	0-01
Papers Laid on the Table	0-35	0-26	0-33
Reports/ Statements of the Committees presented/ laid on the Table	0-50	0-36	0-58
Reports on Indian Parliamentary Participation at International Conferences	0-02	-	0-01
Petition Praying for Review of Meat Export Policy	0-01	-	-
Petition praying to put a check on Cyber Pornography by amending the IT Act, 2000	0-01	-	-
Petition praying to take immediate steps to control the increasing Non Performing Assets (NPAs) in the Banking Sector	-	0-01	-
Proclamation under Article 356 of the Constitution	0-01	0-01	0-01
Direction by the Chair	0-01	-	-
Farewell to the retiring Members	0-48	-	2-57
Resignation by Members	0-01	0-02	0-03
Submissions by Members	-	1-54	0-06
Withdrawal of Members	-	0-04	-
Panel of Vice-Chairmen	-	0-01	-

Subject	Time Taken		
	228 th	229 th	230 th
	Hrs./ Mts.	Hrs./Mts.	Hrs./ Mts.
Information to the House	-	-	-
Leave of Absence	0-09	-	0-02
Motions for Elections/ Appointments of Members to various Committees/ Bodies	0-04	0-06	0-04
Motion for appointment of two Members of Rajya Sabha to serve on the Joint Committee to Examine Matters Relating to Allocation and Pricing of Telecom Licences and Spectrum	-	0-03	-
Motion for appointment of Joint Committee	0-11	-	-
Matters raised with permission	2-52	6-46	1-46
Special Mentions	0-57	2-12	0-20
Calling attention to matters of urgent public importance	3-40	0-59	0-03
Statements by Ministers	5-21	10-50	2-07
Messages from Lok Sabha/ Government Bills laid on the Table	0-08	0-19	0-08
Recommendations of the Business Advisory Committee	0-06	0-10	0-03
Statements regarding Government Business	0-05	0-03	0-02
Motion of Thanks on the President's Address	10-54	-	-
President's Message	0-01	-	-
Short Duration Discussions (Discussions under Rule 176)	10-03	9-02	-
Supplementary Demands for Grants-laid on the Table	0-02	0-01	0-05
Budgets laid on the Table	0-04	-	0-02
Budget-General Discussion	10-37	-	0-31
Resolution/ Government Resolution	0-05	0-03	0-02
Statutory Resolution	1-19	0-35	0-15
Statements regarding Ordinances-laid on the Table	0-02	0-01	0-01
Government Legislative Business	8-57	44-24	11-45
Private Members' Business			
- Private Members' Resolutions	4-59	1-57	0-02
- Private Members' Bills	2-37	-	-
Valedictory Remarks	0-02	0-03	0-02
Points raised 6-19	13-14	4-29	
TOTAL:	82-58	99-14	27-52



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 to 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 members are from the Lok Sabha.

During the year 2013, out of a total of 128 reports presented by the Committees of Rajya Sabha, 111 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 2013

<i>No. of Report</i>	<i>Subjects</i>
<i>Committee on Subordinate Legislation (Total: 9)</i>	
204 th	Laying of Statutory Orders on the Table of the Rajya Sabha (227 th Session)
205 th	Report on Regional Rural Banks (Appointment and Promotion of Officers and Employees) Rules, 2010
206 th	Report on Gas Cylinder Rules, 2004
207 th	The Motor Spirit and High Speed Diesel (Regulation of Supply and Distribution and Prevention of Malpractices) Order, 2005 and the Electrical Wires, Cables, Appliances and Protection Devices and Accessories (Quality Control) Order, 2003
208 th	Laying of Statutory Orders on the Table of the Rajya Sabha (228 th Session)
209 th	The Hallmarking Scheme and Certain Rules/Regulations framed under the Bureau of Indian Standards Act, 1986
210 th	Report on (i) The Cigarettes and Other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Rules, 2004 and (ii) Kandla Port Trust (Authorization of Pilots) Regulations, 1964-Implementation of 163 rd Report of the Committee
211 th	The Border Roads Engineering Services Group 'A' (Amendment) Rules, 1988

- 212th Report on the Delay in the Framing of Subordinate Legislation under the Acts of Parliament and Delay in the Laying of Rules/ Regulations/ Orders on the Table of the House

Committee on Petitions (Total: 3)

- 145th Petition praying for protection of interest of *bona fide* Indian nationals residing in Sikkim prior to its merger with India in 1975

- 146th Petition praying for effective implementation of the concept of National Capital Region (NCR) to control both land use and development of infrastructure in NCR so as to avoid any haphazard development of the region.

- 147th Petition praying for amendment in the Employees Pension Scheme, 1995

Committee on Government Assurances (Total: 1)

- 67th Implementation of Assurances laid during the 227th, 228th and 229th Sessions/Requests for dropping and extension of time, study visit of the Committee, etc.

Committee on Papers Laid on the Table (Total: 2)

- 143rd Laying of the Annual Reports and Audited Accounts of Government Companies/Organisations on the Table of Rajya Sabha during the 228th Session

- 144th Laying of Annual Reports and Audited Accounts of Government Companies/Organisations on the Table of Rajya Sabha during the 229th Session

Committee on Rules

NIL

Committee of Privileges (Total: 1)

- 58th Breach of Privilege arising out of the alleged misbehaviour with Shri G.N. Ratanpuri, Member, Rajya Sabha by Shri Amit Kumar, the Superintendent of Police, Pulwama, Jammu & Kashmir on 18 August 2011, Pulwama.

House Committee

NIL

Committee on Member of Parliament Local Area Development Scheme (MPLADS) (Total: 1)

- 7th Review of Guidelines on MPLAD Scheme

Committee on Ethics

NIL

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

- 107th Demands for Grants (2013-14) pertaining to Department of Commerce, Ministry of Commerce and Industry

- 108th Demands for Grants (2013-14) pertaining to Department of Industrial Policy and Promotion, Ministry of Commerce and Industry

- 109th Action Taken by Government on the observations/ recommendations of the Committee contained in its 102nd Report on Performance of Plantation Sector - Tea and Coffee Industry

- 110th FDI in Pharmaceutical Sector

- 111th The National Institute of Design Bill, 2013
- 112th Action Taken by Government on the observations/ recommendations of the Committee contained in its 107th Report on Demands for Grants (2013-14) pertaining to Department of Commerce, Ministry of Commerce and Industry
- 113th Action Taken by Government on the observations/recommendations of the Committee contained in its 108th Report on Demands for Grants (2013-2014) of the Department of Industrial Policy and Promotion, Ministry of Commerce and Industry

Department-related Parliamentary Standing Committee on Home Affairs (Total: 11)

- 165th Action Taken by Government on the observations/ recommendations of the Committee contained in its 161st Report on Demands for Grants (2012-13) of the Ministry of Home Affairs
- 166th Action Taken by Government on the observations/recommendations of the Committee contained in its 162nd Report on Demands for Grants (2012-13) of the Ministry of Development of North-Eastern Region
- 167th The Criminal Law (Amendment) Bill, 2012
- 168th The Governors (Emoluments, Allowances and Privileges) Amendment Bill, 2012
- 169th Demands for Grants (2013-2014) of the Ministry of Home Affairs
- 170th Demands for Grants (2013-2014) of the Ministry of Development of North- Eastern Region
- 171st The North-Eastern Council (Amendment) Bill, 2013
- 172nd Action Taken by Government on the observations/ recommendations of the Committee contained in its 163rd Report on Working of Sardar Vallabhbhai Patel National Police Academy, Hyderabad
- 173rd Strengthening of the working of Ministry of Development of North- Eastern Region for effective implementation of Policies, Programmes, Schemes and Projects meant for North-Eastern Region
- 174th Action Taken by Government on the observations/ recommendations of the Committee contained in its 169th Report on Demands for Grants (2013-14) of the Ministry of Home Affairs
- 175th Action Taken by Government on the observations/ recommendations of the Committee contained in its 170th Report on Demands for Grants (2013-14) of the Ministry of Development of North Eastern Region

Department-related Parliamentary Standing Committee on Health and Family Welfare (Total: 19)

- 61st Action Taken by Government on the observations/ recommendations of the Committee contained in its 55th Report on Demands for Grants (2012-13) of the Department of AYUSH.
- 62nd Action Taken by Government on the observations/ recommendations of the Committee contained in its 57th Report on Demands for Grants (2012-13) of the Department of AIDS Control
- 63rd Action Taken by Government on the observations/ recommendations of the Committee contained in its 56th Report on Demands for Grants (2012-13) of the Department of Health Research

- 64th Action Taken by Government on the observations/ recommendations of the Committee contained in its 54th Report on Demands for Grants (2012-13) of the Department of Health and Family Welfare
- 65th The Proposal to Introduce the Bachelor of Science (Community Health) Course
- 66th Action Taken by Government on the observations/ recommendations of the Committee contained in its 57th Report on the Functioning of Central Drugs Standards Control Organisation (CDSCO)
- 67th Demands for Grants (2013-14) of the Department of Health and Family Welfare
- 68th Demands for Grants (2013-14) of the Department of AYUSH
- 69th Demands for Grants (2013-14) of the Department of Health Research
- 70th Demands for Grants (2013-14) of the Department of AIDS Control
- 71st Functioning of Central Government Health Scheme (CGHS)
- 72nd Alleged Irregularities in the Conduct of Studies using Human Papilloma Virus (HPV) vaccine by PATH in India
- 73rd The Indian Medical Council (Amendment) Bill, 2013
- 74th The Mental Health Care Bill, 2013
- 75th Action Taken by Government on the observations/ recommendations of the Committee contained in its 68th Report on Demands for Grants (2013-14) of the Department of AYUSH
- 76th Action Taken by Government on the observations/ recommendations of the Committee contained in its 70th Report on Demands for Grants (2013-14) of the Department of AIDS Control
- 77th Action Taken by Government on the observations/ recommendations of the Committee contained in its 69th Report on Demands for Grants (2013-14) of the Department of Health Research
- 78th Action Taken by Government on the observations/ recommendations of the Committee contained in its 67th Report on Demands for Grants (2013-14) of the Department of Health and Family Welfare
- 79th The Drugs and Cosmetics (Amendment) Rules, 2013

***Department-related Parliamentary Standing Committee on Human Resource Development
(Total: 13)***

- 248th The Universities for Research and Innovation Bill, 2012
- 249th Action Taken by Government on the observations/ recommendations of the Committee contained in its 243rd Report on Demands for Grants (2012-13) of the Ministry of Women and Child Development
- 250th Action Taken by Government on the observations/ recommendations of the Committee contained in its 244th Report on Demands for Grants (2012-13) of the Department of School Education and Literacy
- 251st Action Taken by Government on the observations/ recommendations of the Committee contained in its 245th Report on Demands for Grants (2012-13) of the Ministry of Youth Affairs and Sports

- 252nd Action Taken by Government on the observations/ recommendations of the Committee contained in its 246th Report on Demands for Grants (2012-13) of the Department of Higher Education
- 253rd Demands for Grants (2013-14) of the Department of School Education and Literacy
- 254th Demands for Grants (2013-14) of the Ministry of Women and Child Development
- 255th Demands for Grants (2013-14) of the Ministry of Youth Affairs and Sports
- 256th Demands for Grants (2013-14) of the Department of Higher Education
- 257th The Central Universities (Amendment) Bill, 2012
- 258th The Indecent Representation of Women (Prohibition) Amendment Bill, 2012
- 259th The National Institutes of Technology, Science, Education and Research (Amendment) Bill, 2013
- 260th The Indian Institutes of Information Technology Bill, 2013

Department-related Parliamentary Standing Committee on Industry (Total: 19)

- 238th Action Taken Note on the 234th Report of the Committee on Demands for Grants (2012-13) pertaining to the Department of Heavy Industry, Ministry of Heavy Industries and Public Enterprises
- 239th Action Taken Note on the 229th Report of the Committee on the Credit Facilities to MSME Sector pertaining to the Ministry of Micro, Small and Medium Enterprises
- 240th Action Taken Note on the 235th Report of the Committee on the Demands for Grants (2012-13) pertaining to the Ministry of Micro, Small and Medium Enterprises
- 241st Action Taken Note on the 233rd Report of the Committee on Demands for Grants (2012-13) pertaining to the Department of Public Enterprises, Ministry of Heavy Industries and Public Enterprises
- 242nd Demands for Grants (2013-14) pertaining to the Department of Public Enterprises, Ministry of Heavy Industries and Public Enterprises
- 243rd Demands for Grants (2013-14) pertaining to the Department of Heavy Industry, Ministry of Heavy Industries and Public Enterprises
- 244th Demands for Grants (2013-14) pertaining to Ministry of Micro, Small and Medium Enterprises
- 245th Review of the Implementation of Micro, Small and Medium Enterprises Development Act, 2006 pertaining to the Ministry of Micro, Small And Medium Enterprises
- 246th Revival of Nagaland Pulp and Paper Co. Ltd. pertaining to the Department of Heavy Industry, Ministry of Heavy Industries and Public Enterprises
- 247th Implementation of Interest Subsidy Eligibility Certification (ISEC) Scheme pertaining to the Ministry of Micro, Small and Medium Enterprises
- 248th Capacity Addition and Expansion of Manufacturing Facilities of the Madras Fertilizers Ltd. pertaining to the Department of Fertilizers, Ministry of Chemicals and Fertilizers
- 249th Revival and Restructuring of the Fertilizers and Chemicals Travancore Ltd. pertaining to the Department of Fertilizers, Ministry of Chemicals and Fertilizers
- 250th Impact of Foreign Direct Investment (FDI) in Multi-brand Retail on MSME Sector pertaining to the Ministry of Micro, Small and Medium Enterprises
- 251st Implementation of Prime Minister's Employment Generation Programme (PMEGP) pertaining to the Ministry of Micro, Small and Medium Enterprises

- 252nd Action Taken on the 242nd Report of the Committee on Demands for Grants (2013-14) pertaining to the Department of Public Enterprises, Ministry of Heavy Industries and Public Enterprises
- 253rd Action Taken on the 244th Report of the Committee on Demands for Grants (2013-14) pertaining to the Ministry of Micro, Small and Medium Enterprises
- 254th Action Taken on the 248th Report of the Committee on Capacity Addition and Expansion of Manufacturing Facilities of the Madras Fertilizers Ltd.
- 255th Action Taken on the 249th Report of the Committee on Revival and Restructuring of the Fertilizers and Chemicals Travancore Ltd.
- 256th Action Taken on the 243rd Report of the Committee on Demands for Grants (2013-14) pertaining to Department of Heavy Industry, Ministry of Heavy Industries and Public Enterprises

Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice (Total: 12)

- 55th The Registration of Births and Deaths (Amendment) Bill, 2012
- 56th Action Taken by Government on the observations/ recommendations of the Committee contained in its 51st Report on Demands for Grants (2012-13) of the Ministry of Personnel, Public Grievances and Pensions
- 57th Action Taken by Government on the recommendations/observations of the Committee contained in the 52nd Report on Demands for Grants (2012-13) of the Ministry of Law and Justice
- 58th Demands for Grants (2013-14) of the Ministry of Law and Justice
- 59th The Readjustment of Representation of Scheduled Castes and Scheduled Tribes in Parliamentary and Assembly Constituencies Bill, 2013
- 60th Demands for Grants (2013-14) of the Ministry of Personnel, Public Grievances and Pensions
- 61st Electoral Reforms-Code of Conduct for Political Parties and Anti Defection Law
- 62nd The Status of Women in Government Employment and in Public Sector Undertakings with regard to the service conditions, protection against exploitation, incentives and other related issues
- 63rd The Rajasthan Legislative Council Bill, 2013
- 64th The Judicial Appointments Commission Bill, 2013
- 65th The Representation of the People (Second Amendment and Validation) Bill, 2013
- 66th The Right to Information (Amendment) Bill, 2013

Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests (Total: 14)

- 239th Demands for Grants (2013-14) of the Department of Atomic Energy
- 240th Demands for Grants (2013-14) of the Department of Science and Technology, Ministry of Science and Technology
- 241st Demands for Grants (2013-14) of the Ministry of Environment and Forests
- 242nd Demands for Grants (2013-14) of the Department of Space
- 243rd Demands for Grants (2013-14) of the Ministry of Earth Sciences

- 244th Demands for Grants (2013-14) of the Department of Scientific and Industrial Research, Ministry of Science and Technology
- 245th Demands for Grants (2013-14) of the Department of Biotechnology, Ministry of Science and Technology
- 246th Action Taken by the Government on the recommendations of the Committee contained in its 239th Report on the Demands for Grants (2013-14) of the Department of Atomic Energy
- 247th Action Taken by the Government on the recommendations of the Committee contained in its 240th Report on the Demands for Grants (2013-14) of the Department of Science and Technology
- 248th Action Taken by the Government on the recommendations of the Committee contained in its 241st Report on the Demands for Grants (2013-14) of the Ministry of Environment and Forests
- 249th Action Taken by the Government on the recommendations of the Committee contained in its 242nd Report on the Demands for Grants (2013-14) of the Department of Space
- 250th Action Taken by the Government on the recommendations of the Committee contained in its 243rd Report on the Demands for Grants (2013-14) of the Ministry of Earth Sciences
- 251st Action Taken by the Government on the recommendations of the Committee contained in its 244th Report on the Demands for Grants (2013-14) of the Department of Scientific and Industrial Research
- 252nd Action Taken by the Government on the recommendations of the Committee contained in its 245th Report on the Demands for Grants (2013-14) of the Department of Biotechnology

Department-related Parliamentary Standing Committee on Transport, Tourism and Culture (Total: 16)

- 188th Functioning of Commission of Railway Safety
- 189th Development of National Waterways- Potential and Challenges
- 190th Development of Tourism in Darjeeling and Sikkim
- 191st Demands for Grants (2013-14) of the Ministry of Civil Aviation
- 192nd Demands for Grants (2013-14) of the Ministry of Culture
- 193rd Demands for Grants (2013-14) of the Ministry of Road Transport and Highways
- 194th Demands for Grants (2013-14) of the Ministry of Shipping
- 195th Demands for Grants (2013-14) of the Ministry of Tourism
- 196th The National Waterway (Lakhipur-Bhanga stretch of the Barak River) Bill, 2013
- 197th The Merchant Shipping (Amendment) Bill, 2013
- 198th Management of Road Transport in National Capital Region: Issues and Challenges
- 199th Action Taken by the Government on the observations/ recommendations of the Committee contained in its 189th Report on the Development of National Waterways-Potential and Challenges

- 200th Development of Tourism, National Highways and Water Transport in Kerala and Cochin Shipyard Limited
- 201st Functioning of National Akademis and other Cultural Institutions : Issues and Challenges
- 202nd The Merchant Shipping (Second Amendment) Bill, 2013
- 203rd Privatization of Services at Airports



Parliament and the People

There are two Reception Offices located in the Parliament House Complex, one near 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 2013, these Reception Offices issued 40683 *i.e.* 19872 passes from Reception Office, PH; 20037 from Reception Office, PHA; 774 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 on duty inside the Parliament House Complex.

The requests for the Public Gallery passes for witnessing the proceedings of the House, Central Hall passes, General passes, Distinguished Visitors Gallery passes, DVG (Diplomatic) Weekly passes, and the Gallery passes for Central Hall for witnessing the Joint Sitzings are received by the Notice Office. After due processing and approval, the Notice Office forwards 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 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.

During the year, there was an inflow of 4660 officials of the Ministries, 258 Distinguished Visitors and 6594 visitors of the Public Gallery to witness the proceedings of the Rajya Sabha. 8256 attendances of Press Correspondents were registered. On the recommendation of Members of Parliament / officers of the Secretariat, 21169 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 81,620 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 2461 verifications were done during the year which include 113 journalists, 1770 visitors (same day) of the Public Gallery (PG), 68 visitors of the Distinguished Visitors Gallery (DVG), 327 casual labourers, 94 casual staff members and 89 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

During the year 2013, RTI Cell in collaboration with the Computer Cell and NIC developed a new software - 'RTI MS' and the same has been made operational. The software enables an information seeker to know or to search the status of his/ her application/ appeal filed/ received on transfer in the Secretariat.

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.

During the year 2013, the RTI Cell received 764 RTI applications, 72 First Appeals and 14 appeals filed with the Central Information Commission (CIC), 37 miscellaneous applications and 105 Link applications.



New Initiatives

Question Hour

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

1. Examination of evasive/ unsatisfactory replies:

The Question Branch took up two answers days each for all five Groups of Ministries during the 227th and 228th Sessions for scrutiny of replies to questions for examination of evasive or unsatisfactory replies. The study was undertaken to identify the replies having infirmities in the light of Hon'ble Chairman's Direction regarding answers to questions by Ministries. Accordingly, the replies were examined on the basis of the following two parameters:

- (i) Instances where each part of the question was not replied separately (Omnibus replies).
- (ii) Instances where each item of information asked was not answered (Incomplete/ evasive replies).

During the two Sessions, out of the replies to 400 Starred Questions, replies to 60 questions, *i.e.* 15% were found to be having infirmities and out of these, replies to 39 questions, *i.e.* 9.75% were omnibus, *i.e.* the replies were not given part-wise and replies to 21 questions, *i.e.* 5.25% were incomplete/evasive, *i.e.* each item of information asked was not answered. Moreover, replies to 19 questions, *i.e.* 4.75% were both omnibus as well as incomplete/evasive.

Similarly, out of the replies to 3100 Unstarred Questions, replies to 429 questions, *i.e.* 13.8% were found to be having infirmities and out of these replies to 257 questions, *i.e.* 8.3% were omnibus, *i.e.* the replies were not given part-wise and replies to 172 questions, *i.e.* 5.6% were incomplete/evasive, *i.e.* each item of information asked was not answered. Moreover, replies to 122 questions, *i.e.* 3.9% were both omnibus as well as incomplete/evasive.

2. Publication entitled-Demystifying Question Hour: Budget Session, 2013:

A publication entitled 'Demystifying Question Hour: Budget Session, 2013' was brought out by the Question Branch. The publication highlights the significant features and contains interesting facts pertaining to Questions, Short Notice Questions, Half-an-Hour Discussions during the Budget Session, 2013 *i.e.* 228th Session. The publication analyses questions asked during the Session that may have a bearing on the policy framework of Government. It also reflects upon the participation of Members in terms of number of notices submitted by them, ballot position secured by Members and their participation through supplementaries during the Question Hour. It also provides party-wise participation of Members as well as the participation of women Members in the proceedings of Rajya Sabha during the Question Hour. The publication also identifies the initiatives taken by the Chair for smooth functioning of the House during Question Hour in the Session.

3. Uploading of replies to Short Notice Questions on the Rajya Sabha Website

For uploading of replies to the Short Notice Questions (SNQs) on the Rajya Sabha Website, the National Informatics Centre (NIC) was requested to make provision for uploading the same on the lines of Starred and

Unstarred Questions. Accordingly, NIC developed the new module for uploading the replies to the SNQs and the same has been successfully incorporated in the E-reply software. It is being implemented from the 229th Session.

4. Modification in the Parliament Question Processing System (Diary Software) by introducing a suitable mechanism in Pre-Ballot chart to check duplicity of Members' names:

To check any duplicity of Members' names appearing in the Pre-Ballot chart, NIC was requested to develop a suitable mechanism in the Parliament Question Processing System (Diary Software). Accordingly, in order to make the system fool-proof, a check mechanism had been developed and incorporated in the Software Application that can check any duplicity in the data before generating the Pre-Ballot chart.

Parliament Security Service — HRD initiative

For further strengthening the security management, emphasis is being laid on training and grooming of officials in the Parliament Security Service. During the year 2013, several steps were taken up to enhance the efficiency, knowledge, skills and personality development of the security personnel. In pursuance of achieving the objectives, a Fire Fighting Programme, Customized Computer Trainings to meet the IT and technological needs, Members of Parliament Identification and Familiarization Programmes to facilitate Hon'ble MPs were conducted. Several other training programmes with specialised agencies were attended to by the Security officials at national and international level viz., Bomb Disposal/ Refresher/ Post Blast Course and the National Bomb Data Center Seminar with the National Security Guard (NSG), Identification and Handling of Explosives with Indo-Tibetan Border Police (ITBP), Basic Life Support, Chemical Disaster First Responders, National Seminar on Disaster Management and TOT on Radiological and Nuclear Emergencies at the National Civil Defence College, Nagpur; Chemical Biological Radiological and Nuclear (CBRN) Emergencies Threat Programme with INMAS and the National Disaster Management Authority, ATA Courses through the Ministry of Home Affairs.

During the year, the Training Wing of the Parliament Security Service covered 344 Security personnel for various in-house trainings and 78 personnel of the Rajya Sabha Secretariat were given training with other agencies. Further, during the year 2013, a total number of 100 Security officials from the Parliament Security Service, Lok Sabha Secretariat had attended the 'Members Identification and 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 and intelligence inputs in order to enhance their operational and functional efficiency. The Training and Planning Wing of the Service provided the intelligence inputs and requisite study material to the security personnel who proceeded for various training programmes with other security agencies.

Computerisation

I.T. Sections (Hardware & Software) makes continuous and concerted efforts for the systematic growth and expansion of computerisation of the Rajya Sabha Secretariat, provision of advanced IT services for Members of Rajya Sabha and making available more and more information regarding the Rajya Sabha and its proceedings to Members, Media and the general public.

During the year 2013, the following software applications had been developed/ modified for Members and concerned Sections of the Secretariat and had been implemented/are at various stages of implementation as envisaged in the IT Plan (2010-2012) for the Rajya Sabha Secretariat or otherwise required:

- (i) e-MSA: An application containing the modules, namely TA/DA, Members and PA salary, NDMC, MTNL, MP Pension, various bills and medical reimbursement were developed of which TA/DA, Members and PA salary, NDMC, MTNL, MP Pension modules were implemented.
- (ii) Pensioner's Information System: An application for maintaining database of pensioners of the Rajya Sabha Secretariat.
- (iii) Conference and Protocol System: An application for maintaining and displaying on the Rajya Sabha website information relating to tours of Parliamentary delegations visiting abroad.
- (iv) Committee Meeting Attendance System: An application has been developed for keeping a record of Members' attendance in various Committee meetings;
- (v) Committee Reports Search Page (English and Hindi website): A search page has been developed for English and Hindi websites.

New IT plan (2013-2015)

During the year 2013, a new IT Plan (2013-2015) was launched with the following objectives: (i) to strengthen the Information and Communication Technology (ICT) infrastructure by way of Local Area Network (LAN) upgradation, replace obsolete equipment and procure latest hardware; (ii) to enhance the web content and web updation by an institutionalised mechanism; (iii) keep the information up-to-date; (iv) to make the desired information available in the right form to the right person and at the right time; (v) to use the most efficient methods of processing data; (vi) value addition or need based modifications in the existing softwares; (vii) to develop new softwares; and (viii) to create E-awareness.

During the year, application oriented modules were developed/ modified regarding RTI and section-wise indexing of files displayed on the intranet site. Further, uploading of datasets of Questions, Members' attendance, Special Mention, RSS feeds on data.gov.in; RSS feeds for i-pad applications in English and Hindi, installation of Storage Area Network (SAN), STQC audit of Rajya Sabha website were undertaken. Apart from the above, the other computerisation initiatives/modification work undertaken/ made operational during the year were Synopsis Index Preparations System, Synopsis Publishing System, Picture Gallery, LTC application, Question Processing Ballot, Web Com, Web SMS, Record Management Information System (RMIS), Parliamentary Bulletin Part II, Document Management Information System (DMIS), Recruitment Cell and Bill Information Online System (BIOS). Another important initiative in respect of hardware undertaken by the Section was the setting up of the Storage Area Network (SAN) based on the recommendations of the Computerisation Coordination Committee. This initiative would provide 100 % uptime of servers and software applications that have been installed in Rajya Sabha. The SAN ensures that there is no data loss due to disk failure in the server, automatic recovery from failed hard disk by using hot spares and higher performance with the help of 16 GB cache available in storage.

During the year, the following initiatives were undertaken by the Committee on Provision of Computer Equipment to Members of Rajya Sabha:

- (i) The Committee approved the proposal for providing an e-reader device to the Secretary to the Leader of Opposition (LOP), Rajya Sabha;
- (ii) The Committee approved the customized application for Apple iPad devices to make available Parliamentary information on these devices; and
- (iii) In order to make policy/ directions in respect of creating more e-awareness among Members, the Committee has sent a request to the Department of Electronics and Information Technology, Ministry of Communications and Information Technology to develop complimentary online customized courses on basic computer concept of digital literacy programme for the Members. Besides, NIC has also been requested to design an introductory course for helping Members in using Rajya Sabha websites, IT facilities, software applications, etc.

New INTRANET Site of the Rajya Sabha Secretariat

During the year 2013, the Intranet site, which is the primary source of all content and information, was comprehensively redesigned and hosted under the domain name of <http://rsintranet.nic.in>. The newly launched site is now accessible from any location within or outside the Parliament Complex. However, in order to secure employee related information available through some links/ applications, they were made accessible only after entering the personalized PAMS username and password provided to each employee of the Secretariat.

During the year 2013, the Secretariat procured 82 Desktop Computers, 1 Laptop Computer, 26 DeskJet/ Office jet Printers, 29 Laserjet Printers, 1 Multifunction Printers, 2 scanners, 12 UPS, 4 servers and 20 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

The following work study and process improvement and monitoring were undertaken under new initiatives during the year:

- (a) The Annual Report, 2012 was made more illustrative and exhaustive. An overview was incorporated in the Report apart from important pictures/ photographs.
- (b) Secretary-General held mid-term review of the Annual Action Plan-2013. Accordingly, a *proviso* was added to the Annual Action Plan-2014 of O&M that the two review meetings would be conducted for the calendar year 2014.
- (c) The schedule for Annual Action Plan has been modified *vide* circular dated 26th June, 2013 whereby the Annual Action Plan for subsequent year is to be compiled by the month of October.
- (d) Work Study of RTI Cell - The work study has been initiated and RTI Cell has been requested to furnish information/ data required for the work study.
- (e) Digitization of old records - Digitization work was initiated in the year 2012 in O&M Section. During the year 2013, almost 1 lakh pages of old records of the Secretariat were digitized.

Document Management Information System (DMIS) Software

The provisions of Section 4(1)(a) of the Right to Information (RTI) Act, 2005 require that every public authority should maintain all its records duly catalogued/ indexed and place the information in public domain with the objective of facilitating right to information. In order to comply with the provisions of the RTI Act, 2005 and the directions of the Central Information Commission (CIC) dated 30 April 2013, all the Services/ Branches/ Sections/ Cells of the Rajya Sabha Secretariat entered the index of current files maintained by them using the Document Management Information System (DMIS) application. The file details once entered in the DMIS module were published automatically on the Rajya Sabha website and could be viewed section-wise/ period wise. For this purpose, each Section was provided a DMIS username/ password by the National Informatics Centre (NIC).

Training Programmes

One of the important assignments of the Training Cell is to explore new vistas or take new initiatives for imparting training to the employees of the Secretariat. Following new initiatives were undertaken during the year 2013:

- (i) As directed by the Secretary-General, Rajya Sabha, Training Cell organised a half-day 'Workshop on Corporate Social Responsibility and Sustainability' in collaboration with the Department of Public Enterprises, Ministry of Heavy Industries & Public Enterprises on 11 June 2013 for Senior Officers of the Rajya Sabha Secretariat. Nineteen (19) Officers attended this workshop.
- (ii) Training Cell organised a 'Workshop on e-filing of Income Tax Returns' for all the officials of the Secretariat on 23 July 2013. Officers from the Income Tax Department visited the Secretariat to clarify doubts of the officials of the Secretariat regarding e-filing system.
- (iii) As directed by the Secretary-General, Rajya Sabha, Training Cell organised five (two-day) Workshops on 'Business of the House' in October 2013 for Joint Directors in all Services of the Secretariat. Ninety two (92) Joint Directors attended these workshops.
- (iv) Training Cell organised a 'Workshop on Drafting of Committee Reports' on 13 November 2013 for officers/officials of Committee Sections. One hundred six (106) officers/ officials attended the workshop.

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 2013:

- (i) As per past practice, election of Members of Rajya Sabha to various Committees/ Statutory Bodies were done on the basis of consensus arrived at between various major Party Leaders and the actual elections were not held. However, for the last few years, actual elections are finding favour among the Members of Rajya Sabha. Hence, such elections used to be held with the help of experienced officers from outside the Secretariat. The Secretariat has, in the process, gained some experience and since 2013, elections are being held independently by in-house officers/ staff quite smoothly.
- (ii) A write-up on "Proportional representation by means of the single transferable vote (STV) - Genesis and Philosophy - its application in Rajya Sabha" was prepared, which will serve as a guide book for the conduct of elections to various Committees/ Statutory Bodies.
- (iii) Since Rajya Sabha has no regulations for the conduct of elections to various Committees/ Statutory Bodies, elections of Rajya Sabha Members thereto are held under the Regulations of Lok Sabha. It has been decided to frame similar Regulations of Rajya Sabha. The work has already started in this regard.

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

The following new initiatives were undertaken by the LARRDIS during the year 2013:

- (i) *Documentation of Acts of national importance passed by the Parliament:* A new initiative was taken to prepare Documentation of Acts of national importance passed by the Parliament which would include an executive summary of the Bill alongwith the copy of the Bill as introduced, 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, manuscript of the first in the series of Documentation on the National Food Security Act, 2013 was prepared.
- (ii) *Sessional Newsletter:* As directed by the Secretary-General, after the conclusion of every Session, a Newsletter 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 Newsletter is sent by the Secretary-General, Rajya Sabha to the Secretary-General, Lok Sabha. Two Newsletters relating to the 228th and 229th Sessions were prepared by the LARRDIS.
- (iii) *Reference Notes on topical issues and Legislative briefs on Bills:* As per the direction of the Secretary-General, a total of 18 reference notes on topical issues and legislative briefs on Bills likely to be taken up for discussion in the House were prepared for use of Members of Rajya Sabha. Of these reference notes/briefs, three notes namely, the Land Acquisition, Rehabilitation and Resettlement Bill, 2011; Financial Inclusiveness: Direct Cash Transfer Initiative and Foreign Direct Investment in Multi-brand Retail were circulated to Members during the 228th session. As the Secretary-General has directed to prepare compendium/documentation on major Acts passed by the Parliament, the practice of reference notes and legislative briefs has, therefore been dispensed with.
- (iv) *Publication of Presidential Address/Debates:* As per the direction of the Secretary-General, a publication on the Presidential Address and debates on the Motion of Thanks to the President Address in both Houses will be brought out. The first publication will cover the year 2013 and thereafter subsequent publications will be brought out covering previous years.

- (v) *Rulings and Observations from the Chair (1952-2008)* : The Secretary-General has directed that the publication may be updated covering the period from 2009 to December 2013. Accordingly, the work relating the compilation of Supplement to the Rulings and Observations from the Chair has been undertaken.
- (vi) *Updating/revision of the publication titled 'Rajya Sabha at Work'*: The Secretary-General has directed that the publication may be updated till 2013 (230th Session of Rajya Sabha). Accordingly, communication from JS (LR) has been sent to Divisional Heads of the concerned sections for obtaining the information.
- (vii) *E-catalogue*: Library of the Rajya Sabha Secretariat has prepared an e-catalogue as per the direction of the Secretary-General. The e-catalogue contains details such as title of the book, author, publisher, etc. Further, the list has been uploaded on the Rajya Sabha Secretariat Intranet site with the help of the National Informatics Centre (NIC) which had designed the software for Library. The list of books is being updated on a real time basis.
- (viii) *Making publications available on the Rajya Sabha Website and the Rajya Sabha Secretariat Intranet* : As per the direction of the Secretary-General, all the publications brought out by the Sections of the Secretariat shall be made available to the LARRDIS for maintaining and updation of link 'Publications' on the Rajya Sabha Website.



International cooperation and Inter-parliamentary dialogue

Inter-parliamentary cooperation 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, six Indian parliamentary delegations attended international conferences/meetings in various countries during the year. During this period, a total of twelve 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 2013

1. INDIAN PARLIAMENTARY DELEGATIONS TO INTERNATIONAL CONFERENCES/MEETINGS

	COUNTRY	DATE OF VISIT	PURPOSE OF VISIT	NAME OF RS MEMBERS
1.	Nepal	14-18 Jan. 2013	16 th General Assembly of Asia-Pacific Parliamentarians Conference on Environment and Development	Shri Sukhendu Sekhar Roy (AITC)
3.	Dhaka (Bangladesh)	30-31 July 2013	Multi-Country Seminar on Parliaments and Accountability for Women's and Children's Health	Smt. Rajani Patil (INC)
4.	Johannesburg* (South Africa)	28 Aug.-6 Sept. 2013	59 th Commonwealth Parliamentary Conference	Prof. P.J. Kurien, HDC (RS) and Dr. V. Maitreya (AIADMK)
5.	Geneva (Switzerland)	7-9 Oct. 2013	129 th Assembly of IPU	Prof. P.J. Kurien, HDC (RS) and Shri Birendra Prasad Baishya (AGP)
6.	Male (Maldives)	21-23 Dec. 2013	7 th Conference of the Association of SAARC Speakers And Parliamentarians	Shri Bhubaneswar Kalita (INC) and Shri Sanjay Raut (SS)

* Visit cancelled due to the extension of the Parliament Session till 6 September 2013.

2. GOODWILL DELEGATIONS

	COUNTRY	DATE OF VISIT	NAME OF RS MEMBERS
1.	Belarus	20-23 May 2013	Shri K.C. Tyagi [JD(U)] and Shri Avinash Pande (INC)
2.	Slovenia	27-31 May 2013	Shri Tiruchi Siva (DMK) and Shri Rama Chandra Khuntia (INC)

B. VISITS OF FOREIGN PARLIAMENTARY DELEGATIONS TO INDIA DURING THE YEAR 2013

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
1.	Vietnam	20-25 Feb. 2013	11	H.E. Mrs. Nguyen Thi Kim Ngan, Secretary of the Party Central Committee, Vice-Chairman of the National Assembly of Vietnam. The delegation called on the Hon'ble Vice-President of India/ Chairman, RS on 21 February 2013 at Parliament House.

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
2.	Russia	25-27 Feb. 2013	10	H.E. Mrs. Valentina I. Matvienko, Chairperson of the Council of Federation, Parliament of Russian Federation. The delegation called on the Hon'ble Vice-President of India/ Chairman, RS on 26 February 2013 at Parliament House.
3.	Iran	24- 28 Feb. 2013	12	H.E. Dr. Ali Ardeshir Larijani, Speaker of the Islamic Parliament of Iran. The delegation called on the Hon'ble Vice-President of India/ Chairman, RS on 27 February 2013 at Parliament House.
4.	Macedonia	3-8 March 2013	6	H.E. Mr. Trajko Veljanoski, President of the Parliament of Republic of Macedonia. The delegation called on the Hon'ble Vice-President of India/ Chairman, RS on 5 March 2013 at Parliament House.
5.	Peru	20-24 April 2013	8	H.E. Mrs. Lourdes Alcorta Suero, President of the Peru-India Parliamentary Friendship League. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
6.	Paraguay	9-12 May 2013	5	H.E. Mr. Victor Alcides Bogado, President of the House of Representatives of Paraguay. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
7.	Maldives	4-8 May 2013	10	H.E. Mr. Abdullah Shahid, Speaker of the People's Majilis (Parliament) of Maldives. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
8.	Papua New Guinea	26-30 Aug. 2013	11	H.E. Theodore Zurenuoc, Speaker of the Parliament of Papua New Guinea. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
9.	China	31 Oct. -5 Nov. 2013	6	H.E. Mr. Wang Zhengwei, Vice-Chairman of the National Committee of the Chinese People's Political Consultative Conference. The delegation called on the Hon'ble Deputy Chairman, RS on 4 November 2013 at Parliament House.
10.	Myanmar	2-5 Dec. 2013	20	H.E. Mr. U Khin Aung Myint, Speaker of the Amyotha Hluttaw (Upper House) of the Parliament of Myanmar. The delegation called on the Hon'ble Vice-President of India/ Chairman, RS on 5 December 2013 at Parliament House.
11.	Armenia	4-8 Dec. 2013	19	H.E. Mr. Hovik Abrahamyan, President of the National Assembly of the Republic of Armenia. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
12.	Kyrgyz Republic	17-21 Dec. 2013	-	H.E. Mr. Asylbek Djeenbekov, Speaker of the Parliament of Kyrgyz Republic. The meeting of the delegation with the Hon'ble Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.



Secretariat

The total staff strength of the Rajya Sabha Secretariat during the year 2013 stood at 1593 (1519 + 73 tenure + 1 ex-cadre), out of which 425 persons were holding Group 'A' posts. On attaining the age of superannuation, 20 employees retired from service in the Secretariat. Besides, 1 employee resigned, 1 employee took voluntary retirement and 3 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 & Despatch 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 2013 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. 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 2014 was initiated in August 2013. Annual Action Plan 2014 was compiled in December 2013.

The Section compiled and circulated Annual Report for the year 2012 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 2013.

During the year, inspection of 58 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-2013 and status of Action Taken Reports are submitted for information to the Secretary-General. Action has also been initiated to conduct inspection of 42 sections of the Secretariat for the year 2013.

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 2013, the Distribution Section received 1,06,885 communications. The total number of despatches made by the Distribution Section during the year was 5,04,257 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, 82, 570 pages during the year 2013.

Training and Capacity Building of Officers and Staff

Training Cell conducts various training programmes for the Members of Parliament, officers and staff of this 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 2013, Training Cell organised various in-house training programmes and workshops on various subjects such as 'Parliamentary Practice and Procedures' for Senior Executive Assistants/Senior Clerks/ Junior Clerks. A Customized Computer Training Programme on 'MS Excel and MS Power Point' was organised for officials of Committee Co-ordination Section and a Customized Computer Training Programme was organised for the officials of the Parliament Security Service. As directed by the Secretary-General, for the first time, four(4) Refresher Training Programmes on 'Office Procedure' were organised for officials of the LAFEA Service, LARRDI Service, E & T Service, Printing and Publications Service and Parliament Security Service. One hundred and two (102) officials attended these programmes.

Twenty one (21) officials were nominated to attend different training programmes organised by the Institute of Secretariat Training and Management (ISTM) viz, Workshop on Noting and Drafting, Record Management-Right to Information, Reservation in Services for SC/ ST/ OBC, Stress Management, Right to Information, Direct Trainer Skills, Pension & other Retirement Benefits and Workshop on Team Building and Leadership.

Besides, four (4) officials were sent to the Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat for attending the Training Course for the officials in Lok Sabha, Rajya Sabha and State Legislature Secretariats dealing with Question, Legislative and Budgetary Process and the Training Programme for Reporters of Lok Sabha, Rajya Sabha and State Legislature Secretariats.

Two hundred and twenty-four (224) officials of Parliament Security Service attended the following training programmes: Course ATA 9673 Critical Incident Management at Central School of Weapons and Tactics,

Border Security Force, Indore (Madhya Pradesh); Special Identification and Handling of Explosives Course at Indo-Tibetan Border Police (ITBP) Academy, Mussoorie; Introductory Yoga Programme at Morarji Desai National Institute of Yoga, New Delhi; Fire fighting course at the Fire Safety Management Academy, GNCTD, Sector-14, Rohini, Delhi; Swimming practice at Dr. Shyama Prasad Mukherjee Swimming Pool Complex, Talkatora Stadium, New Delhi; Bombs & IEDs, Access Control, AS Check Equipments & their Applications conducted by the Intelligence Bureau, New Delhi; Bomb Disposal (SP-87) Course at NSG Training Centre, Manesar, Gurgaon (Haryana); Human Rights and Sensitivity Course at 99 Bn. RAF, Hakimpet, Secunderabad, Andhra Pradesh; Course ATA 9674 Forensic Examination of Terrorist Crimes Scenes, Andhra Pradesh Police Academy, Hyderabad; two Courses on Direct Trainer Skills, ISTM, New Delhi; Chemical Disaster First Responders Course at National Civil Defence College (NCDC), Nagpur, Maharashtra; Course ATA 9679 Suicide Bomber Prevention Workshop Seminar at Gujarat Police Academy, Gandhinagar, Gujarat; Fire fighting course at NCDC, Nagpur; Course on 'Design of Training' at ISTM, New Delhi; Course on 'Ethics and Values in Public Governance' at ISTM, New Delhi; Bomb Disposal (SP-88) Course at National Security Guards (NSG) Training Centre, Manesar, Haryana; 'Basic Life Support' at National Civil Defence College, Civil Lines, Nagpur; 'Disaster Management' at National Civil Defence College, Civil Lines, Nagpur and in-House Workshop on Security Issues. The Training Cell processed the payment & financial formalities for the above-mentioned training programmes.

During the year 2013, nine (9) officers of the Rajya Sabha Secretariat were sent to participate in various training/ study programmes and conferences abroad. A group of eight (8) officers attended the 'Parliamentary Administration' Course at the Royal Institute of Public Administration (RIPA), London, UK. One (1) officer from the LARRDI Service attended the International Conference of Library Associations (IFLA) Conference at Singapore.

Training Cell also hosted two reciprocal Study visit of 16 (8 each) officers of the National Council of Provinces, Parliament of South Africa as part of the bilateral Exchange Programme in January and December, 2013. It also hosted five (5) officers of the Senate, Parliament of Republic of Kenya in December, 2013. Interactive sessions were organised for the visiting delegates with the Secretary-General, Rajya Sabha and other senior officers of the Rajya Sabha Secretariat. A show round of the Parliament Museum and local sightseeing tours were also arranged for the visiting delegations.

Training Cell hosted a group of officers of the Manipur State Government Secretariat. Interactive sessions were organised for the visiting officers with the officers of Rajya Sabha Secretariat and a show round of the Parliament House was also arranged for the visiting officers. Twenty five (25) officers of the Manipur Government Secretariat attended the interactive sessions.

In addition, 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 May, 2013. Five (5) Members and ten (10) Personal Staff attended the Programme.

Two (2) 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. Twenty (20) officials were nominated for Training Programme in Financial Management at the National Institute of Financial Management, Faridabad, Haryana. One (1) officer was nominated for a Seminar on Corporate Social Responsibility (CSR) held at New Delhi, organised by the Department of Public Enterprises, Ministry of Heavy Industries & Public Enterprises.

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

During the year 2013, 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 Quito, Ecuador, 23-27 March 2013 and in Geneva, October 2013; and

for the use of the Deputy Chairman for various Parliamentary Conferences such as 4th Speakers' Consultative Meeting of the G-20, Mexico City, 3-5 April 2013, IPU Conference, October 2013 and the 22nd Conference of Speakers and Presiding Officers of the Commonwealth, Wellington, New Zealand, January 2014.

Besides, 22 Speeches, 4 notes, 1 message, 1 discussion paper, 1 rejoinder one agenda paper and one short note were prepared for the use of the Chairman, Deputy Chairman and Secretary-General, which included speeches delivered on the occasion of the 125th Anniversary of the Kerala Legislative Assembly, Thiruvananthapuram, 11 September 2013; address on the occasion of the presentation of the Outstanding Parliamentarian Awards in the Central Hall of Parliament, 9 December 2013; 5th Prof. Hiren Mukerjee Memorial Annual Parliamentary Lecture in Central Hall of Parliament, 13 December 2013; an address on the need to involve youth in the political discourse of the nation at the concluding session of 'Manthan' organised by the Association of Citizens for Accountable Governance, New Delhi, October 2013; an address at the inauguration of the National Conference of the Institute of Chartered Accountants of India, Kochi, Kerala, November 2013; address at the annual convocation of the Hindustan Science and Technology University, Chennai, 21 November 2013; a message in Hindi for the 8th edition of Nutan Pratibimb.

In addition, comparative notes on Parliaments of Vietnam, Peru, Germany, Yemen, USA, Maldives, Paraguay, Papua New Guinea, Tonga, China, Kenya, South Africa, Afghanistan, Russian Federation, Iran, Macedonia, France, Bangladesh, Serbia, Seychelles, Belarus, Kyrgyzstan, Armenia and Romania were prepared for use of the Chairman, 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 2012' (English and Hindi); and 'Who's Who Rajya Sabha 2012'.

Two Questionnaires on 'Representation' and 'Oversight and Law-making' were received from the Inter-Parliamentary Union for updation of information on the IPU website. Replies to the questionnaire were prepared and sent to the Conference and Protocol Section, Rajya Sabha Secretariat for further action.

Prior to the commencement of the Sessions of Rajya Sabha held during the year 2013, 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. Since November 2012, on the direction of the Secretary-General, each brief received from the Ministries is added with one page executive summary, one page bullet points and one page additional information not covered in the brief by the Ministry for proper briefing of Hon'ble Chairman, Rajya Sabha. Besides, Ministries are requested to provide brief in a structured format *i.e.* genesis/ background of the issue, current status, legislative development, etc. 37 such briefs were prepared for the same purpose.

Besides, brief reviews of the important discussions and legislative business transacted in Rajya Sabha during the 227th, 228th, and 229th 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 227th, 228th

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.

and 229th Sessions of Rajya Sabha and sittings of the various Committees of Rajya Sabha including latest party positions were also compiled for the same purpose.

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 2013, 64 books were added to the Library and 357 books/ magazines were issued to the officers and staff of the Secretariat. Besides, 133 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 2013, Media, Education and Audio-Visual Unit issued 227 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. During the year, 6 newspapers and 2 freelance journalists were admitted to the Rajya Sabha Press Gallery. During the year, names of 823 journalists eligible for the Temporary (weekly) and Sessional passes were recommended to the Centralized Pass Issue Cell (CPIC) for issuance of bar coded passes. Besides, names of 227 journalists having annual Rajya Sabha Press Gallery passes and a journalist 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 2013, 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) Observance of silence on 30 January 2013 in memory of those who gave their lives in the struggle for India's freedom;
- (ii) Paying of floral tributes on 32 occasions in Central Hall on the birth anniversaries of national leaders and former speakers of Lok Sabha;
- (iii) Oath taking ceremonies held on 17 June and 26 July 2013;
- (iv) Committee Report Presentations held on 6 February, 30 May, 26 June, 23 July, 24 September, 20 November and 27 November 2013; and
- (v) Visit by Parliamentary delegations on 21 February, 26 February, 27 February, 5 March 2013, 4 November and 5 December 2013.

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 228th and 229th Sessions of Rajya Sabha;

- (ii) Statistical Information regarding the 228th, 229th and 230th (First Part) Session 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 6 February 2013;
- (iv) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Vietnam on 21 February 2013;
- (v) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Russian Federation on 26 February 2013;
- (vi) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Iran on 27 February 2013;
- (vii) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Macedonia on 5 March 2013;
- (viii) Invited select media organisations to cover the presentation of committee report to the Hon'ble Chairman Rajya Sabha, by the Chairman, Committee on Home Affairs on 30 May 2013;
- (ix) Invited select media organisations to cover the Oath taking ceremony of Dr. Manmohan Singh on 17 June 2013;
- (x) 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 26 June 2013;
- (xi) Invited select media organisations to cover the presentation of committee report to the Hon'ble Chairman Rajya Sabha, by the Chairman, Committee on Industry on 23 July 2013;
- (xii) Invited select media organisations to cover the Oath taking ceremony of Members from the State of Tamil Nadu on 26 July 2013;
- (xiii) 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 24 September 2013;
- (xiv) Invited select media organisations to cover the call on the Hon'ble Deputy Chairman, Rajya Sabha by the Parliamentary Delegation from China on 4 November 2013;
- (xv) 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 20 November 2013;
- (xvi) 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 27 November 2013;
- (xvii) Invited select media organisations to cover the call on the Hon'ble Chairman, Rajya Sabha by the Parliamentary Delegation from Myanmar on 5 December 2013;
- (xviii) Press Conferences organized by the Chairmen of various parliamentary committees; and
- (xix) Since 2013, Unit started communicating expunged portion/ words from the proceedings of the Rajya Sabha to the media organizations/ persons.

The Media Advisory Committee is constituted by Hon'ble Chairman, Rajya Sabha amongst the media persons holding annual Rajya Sabha Press Gallery passes. The Committee was constituted on 30 November

2012. 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 organizations to the Press Gallery of Rajya Sabha to enable them to cover the proceedings of the House. During the year, the Committee held four meetings. 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 2400 SMSes were sent to journalists informing them about important parliamentary events. The Unit organized press conferences for the Chairman, Committee on Transport, Tourism and Culture on 6 February 2013, 3 May 2013, 27 August 2013, 17 October 2013 and 20 November 2013; the Chairman, Committee on Home Affairs on 1 March 2013; the Chairman, Committee on Personnel, Public Grievances, Law and Justice on 25 April 2013, 26 August 2013, 30 August 2013 and 9 December 2013; the Chairman, Committee on Industry on 23 July 2013; and the Chairman, Committee on Commerce on 13 August 2013.

The Unit issued press releases on the occasion of visit by Parliamentary Delegation from Iran, Russia and Macedonia. Press Communique regarding the summoning of the 228th, 229th and 230th Session were also issued. Press releases were also issued on the occasion of presentation of Committee reports on 6 February, 27 February, 1 March, 2 May, 3 May, 30 May, 26 June, 23 July, 13 August, 26 August, 27 August, 3 September, 6 September, 24 September, 17 October, 20 November and 17 December 2013. References made by Hon'ble Chairman, Rajya Sabha were also issued on 22 February, 26 February, 7 March, 8 March, 20 March, 22 March, 9 April, 22 April, 2 May, 5 August and 6 December 2013. Information regarding expunction of the proceedings of Rajya Sabha was also communicated on 1 March, 4 March, 11 March, 5 August, 6 August, 7 August, 20 August, 30 August, 3 September, 4 September, 5 September, 9 September, 10 September, 9 December and 10 December 2013. Press Release was also issued on 18 March 2013 on the occasion of visit to Vatican City by the Hon'ble Deputy Chairman. Press Release regarding the business to be transacted by the Department-related Standing Committees serviced by the Rajya Sabha Secretariat, during the budget session, was also issued on 1 April, 2 April, 3 April and 4 April 2013. A Press Release regarding farewell function for the retiring Members of the Rajya Sabha graced by the Hon'ble Chairman, Rajya Sabha was also issued on 30 April 2013. Press Release regarding the utilisation of the MPLAD Fund for the calamity relief in Uttarakhand was also issued on 25 June 2013. Press Release on the occasion of Oath taking ceremony was also issued on 17 June and 26 July 2013.

Committee Coordination Section

During the year 2013, the Committee Coordination Section dealt with a total number of 50 elections and 34 nominations of Members of Rajya Sabha to the 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 the Welfare of Other Backward Classes; Joint Committee on Offices of Profit; Joint Committee on Salaries and Allowances of Members of Parliament; Committee on Empowerment of Women; Library Committee. Further, action for re-constitution of the Department-related Parliamentary Standing Committees (DPSCs) and nomination of Members of Rajya Sabha thereto as well as appointment of Chairpersons of eight DPSCs coming under the jurisdiction of Hon'ble Chairman, Rajya Sabha was initiated and the Committees were re-constituted *w.e.f.* 31 August, 2013. 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.* 9 May, 2013. Hon'ble Chairman, Rajya Sabha is the *ex-officio* Chairman of two of these Committees, *viz.* Business Advisory Committee and Committee on Rules, while Hon'ble Deputy Chairman is the *ex-officio* Chairman of the Committee of Privileges. Besides, General Purposes Committee was also re-constituted *w.e.f.* 7 September 2013 under Rule 279(1) of the Rules of Procedure & Conduct of Business in the Council of States. The Hon'ble Chairman, Rajya Sabha is the *ex-officio* Chairman of the Committee.

In addition, during the year, the requisite numbers of Members of Rajya Sabha to each of the six Parliamentary Fora were also nominated *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; and Parliamentary Forum on Disaster management. Further, two new Parliamentary Fora *viz.*, Parliamentary Forum on Artisans and Craftspeople; and Parliamentary Forum on Millennium Development Goals were constituted by the Hon'ble Speaker, Lok Sabha and Hon'ble Chairman, Rajya Sabha, in consultation with each other *w.e.f.* 26 April 2013 and 11 December 2013 respectively.

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, five requests seeking approval of the Hon'ble Chairman, Rajya Sabha to the nomination of Members to various bodies were referred to the Joint Committee on Offices of Profit for its view/recommendation.

In addition, the Section compiled, published and distributed to the Members and others concerned, a publication titled 'Rajya Sabha Committees - A Profile (2012)'. Besides, a total of 257 Reports/Statements of various Committees received from the Lok Sabha Secretariat were also laid on the Table of the Rajya Sabha and four Reports were presented to the Hon'ble Chairman, Rajya Sabha during the inter-session period.

Simultaneous Interpretation Service

During the year 2013, the Interpretation Service provided simultaneous interpretation in roughly 244 meetings of the Department-related Parliamentary Standing Committees. In addition, the Service also covered around 21 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 finalisation of every paper, document and publication relating to the House, various committees of Parliament, various wings of Secretariat and Chairman's office, 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, Notifications, Tender Notices, Advertisements, Press Releases, Notices of Calling Attention, Half-an-Hour Discussion, various Publications of the Secretariat, Speeches and Messages of the Hon'ble Chairman, Deputy Chairman, 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 24721 pages during the year 2013, with the break-up, parliamentary papers: 11048 pages, RTIs/ Notifications/ Orders/ Memoranda/ miscellaneous work: 7657 pages, Publications: 5373 pages and Speeches of Hon'ble Vice-President of India/ Chairman, Rajya Sabha and Deputy Chairman, Rajya Sabha consisting: 643 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 the 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 2013, total numbers of pages received for translation were 18004, out of which there were 97 Committee Reports consisting 9962 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 and it will continue to be posted in future also.

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 eleven (11) 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 Paper laid on the Table, Committee on Ethics, House Committee, Committee of Privileges, Committee on Rules, Joint Parliamentary Committee on Wakf.

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 2013, total numbers of pages received for translation were 13477, out of which there were 82 Committee Reports consisting of 6805 pages. All the 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 the 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 the 'Outcome Circular' providing a report on the said compliance was posted on the Rajya Sabha Intranet and it will continue to be posted in future also.

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, etc.

During the year, 2013, 1241 Starred Questions and 9676 Unstarred Questions were translated and vetted, 104 pages of Parliamentary Bulletin Part-II were translated and vetted, 118 pages of Errata to the Question Lists were carried out. Proof of 114 Question Lists were checked, 107 pages of Hindi version of Statistical Information and 159 pages of Hindi version of ballot were prepared. Eleven (11) pages of Short Notice Question and 4 pages of Half-an-Hour Discussion were translated and vetted. Two hundred and forty-five (245) minutes of Synopsis was prepared. Forty (40) pages of amendments to the Motion of Thanks on the President's Address were translated and 22 pages vetted. Twenty-four (24) pages of miscellaneous work of translation and vetting were also done. This Section also assisted other Sections of the Editorial and Translation Service by translating 3063 pages, vetting 2943 pages and reviewing 2349 pages of debates and also translating 448 pages and vetting 19 pages of Committee Reports.

Translation (OIH) Section

This Section deals with the translation of Notices of Questions originally received in Hindi, Listed Questions, Notices of Half-an-Hour Discussion and Short Notice Questions. 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 other miscellaneous work.

Translation of 3053 and vetting of 3584 Listed Questions, translation and vetting of 3 pages of Notices of Half-an-Hour Discussion, translation and vetting of 9 Short Notice Questions were undertaken during the year 2013. This Section also assisted other Sections of the Editorial and Translation Service by translating 1085 pages, vetting 1017 pages and reviewing 177 pages of Parliamentary Debates and also translating 56 pages and vetting 32 pages of Committee Reports and typing 190 pages.

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 2013, Editing (English) Section sent 20 Debates of the 227th Session, 32 Debates of the 228th Session and 21 Debates of the 229th Session to Printing Section for publication. All the 10 Debates of the 230th Session have been edited and vetted and will be sent to Printing Section for publication after inserting L.T. Nos. therein, which are awaited from the Lok Sabha Library Section. In addition to this, appendices and indices to Debates are also prepared in the Section. The Appendices of the 227th, 228th and 229th Sessions were sent for publication.

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 2013, Editing (Hindi) Section sent all 35 Debates of the 225th Session, 19 Debates of the 226th Session and 5 Debates of the 227th Session to Printing Section after completing them in all respects.

Fifteen (15) Debates of the 227th Session and 3 Debates of the 228th Session are at different stages of finalization. Alphabetical Lists of Members of Rajya Sabha and Lists of Council of Ministers were also updated at the commencement of each Session of the year. Apart from this, this Section also uploaded all the CDs up to the 225th Session and 1 CD of the 226th 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. During the year 2013, the Section assisted other Sections of the Editorial and Translation Service, namely Editing (Hindi) Section by vetting 6496 pages and reviewing 64 pages of Rajya Sabha Debates; Translation Section-I by vetting 40 amendments to the Motion of Thanks on the President's Address; Translation Section-II by translating 15 and vetting 182 Unstarred Questions and Translation (O.I.H.) Section by translating 70 Notices of Questions received in Hindi.

Rajbhasha Prabhog

During the year 2013, *Hindi Pakhwara* was organized by *Rajbhasha Prabhog* in the Secretariat from 14 to 28 September 2013 with a view to promote interest and encourage the use of Hindi among officers and staff of the Secretariat in their official functioning. To mark the occasion, various competitions were organized for officers/staff of the Secretariat and the winners in these competitions were suitably awarded with cash incentives and certificates. *Rajbhasha* Shield was awarded to Committee Section (Petitions) for doing maximum work in Hindi during September 2012 to August 2013. The 8th issue of the in-house magazine, *Nutan Pratibimb* was published and released on the occasion of closing ceremony of *Hindi Pakhwara*. Quarterly Progress Reports were collected from all Sections and on the basis of grading of these reports, three sections, namely Committee Section (Commerce), Committee Section (Subordinate Legislation) and Committee Section (Petitions) were given certificate of excellence. Review report of Quarterly Progress Reports received during October 2011 to September 2012 was prepared and presented in the 17th 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 report prepared in this regard was presented in the 18th meeting of *Rajbhasha Karyanvayan Samiti*. *Hindi Salahkar Samiti* of the Rajya Sabha Secretariat was reconstituted on 11 December 2013.

Digitization and Hindi Web Updation Cell

Official Debates of the Rajya Sabha (floor version) of the 225th to 228th 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 228th Session.

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 228th, 229th and 230th Sessions held in 2013, the Synopsis Section issued Synopses/Supplements in CRC form of the day-to-day proceedings of the Rajya Sabha containing 825 pages in English and 862 pages in Hindi covering 63 sittings of the Rajya Sabha. Contents Lists and/or Errata, both in Hindi and English containing 53 pages for the 228th, 229th and 230th 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 (Committee-I) Section and Translation (Committee-II) Section in reviewing and vetting the Parliamentary Debates, Parliamentary Questions and Committee Reports.

As a continuing initiative, a software named 'MANTRA-Rajya Sabha' is being developed jointly by the 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 trial version was made available and was tested during the 229th and 230th Sessions. Further enhancements in the software are being carried out by the C-DAC.

Verbatim Reporting Service

During the year 2013, the Verbatim Reporting Service provided verbatim reports of all the sittings of the 228th, 229th and 230th Sessions of the Rajya Sabha. The proceedings were uploaded and made available on the internet on a day-to-day basis. The Reporting Service also covered 179 meetings of the various Committees and provided verbatim records of the proceedings of the Committee meetings well in time to facilitate Committees to prepare reports of the Committees.

During the year, the Service also rendered, on loan basis, reporting service for the Vice-Chancellors' Conference, Governors' Conference and NIT Directors' Conference at the Rashtrapati Bhavan.

RAJYA SABHA SECRETARIAT

(As on 22.10.2014)

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>
Smt. Vandana Garg, Additional Secretary (Q) 2303-4204 2301-8019 2301-8708 (Fax)	<i>Questions Branch; Committee Section (HRD); Committee Co-ordination Section; Committee Section (Ethics); Any other work assigned</i>
Dr. D.B. Singh, Additional Secretary (P) 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 N. K. Singh, Joint Secretary (PP) 2303-4733 2379-3377 2309-2207 (Tele-fax)	<i>Printing & Publications Service; Committee Section (T&T); Committee Section (Subordinate Legislation); Stenographer's Pool; Unit 4 of LARRDIS (Press & Media); Any other work assigned</i>
Shri Deepak Goyal, Joint Secretary (T) 2303-4668 2301-2083 2309-3354 (Tele-fax)	<i>Table Office; Notice Office; Lobby Office; Committee Section (Govt. Assurances); 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; All files dealing with financial matters involving expenditure beyond Rs. 1 lakh; Appellate Authority; Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri P.P.K. Ramacharyulu, Joint Secretary (MSA) 2303-4530 2301-0718 2301-2007 (Fax)	<i>MS&A Branch; Committee Section (HA); Committee Section (H&FW); 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>
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 Section; Stores Section; Sales & Archives Section; Welfare Unit; Training Cell; Conference & Protocol Section; Any other work assigned.</i>
Shri C. S. Mishra, Joint Secretary (E&T) 2303-4239 2301-6431(Fax)	<i>Editorial & Translation Service; Verbatim Reporting Service; Any other work assigned.</i>
Shri Choudhury Ramakanta Das, Joint Secretary (I) 2303-4456 2301-3927 (Tele-fax)	<i>Simultaneous Interpretation Service; Any other work assigned.</i>
Shri M.K. Khan, Joint Secretary (S&T) 2303-4047 2309-3715	<i>Committee Section (S&T); Committee Section (Petitions); Any other work assigned.</i>
Shri N. S. Walia, Director (HRD) 2303-4187 2379-3563	<i>Committee Section (HRD); Questions Branch (One Group; MS & A Branch</i>
Shri R.B. Gupta, Director (H&F) & Welfare Officer 2303-4056 2379-2852	<i>Committee Section (H&FW); Welfare Unit; Questions Branch (One Group)</i>
Shri J.G. Negi, Director (E) 2303-4261 2309-3194	<i>Estt.(Accounts) & Budget Section; Finance Cell; Work of Director (Finance & Accounts); RSTV</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri K.P. Singh, Director (PPG) & CPIO 2303-4543 2379-2819	<i>Committee Section (PPG); M.A. Section; CPIO</i>
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 2303-4541 2309-2155	<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	<i>-on deputation-</i>
Shri Pradeep Chaturvedi, Director (IT) 2303-5253 2309-3946	<i>IT Section (H&S); Questions Branch (One Group)</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)</i>
Shri S. Jason, Director (C&P) 2303-4327	<i>Recruitment Cell; Conference & Protocol Section</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
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Smt. M. Sasilekha Nair, Joint Director (G) 2303-5308	<i>Estt. (General) Section</i>
Shri D.K. Mishra, Joint Director (Home) 2303-5410	<i>Committee Section (HA)</i>
Shri K. Sudhakaran, Joint Director (T) 2303-5445	<i>Table Office; Lobby Office; Notice Office</i>
Shri V.S.P. Singh, Joint Director (S&T) 2303-5411	<i>Committee Section (S&T)</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 (H&F) 2303-5428	<i>Committee Section (H&FW)</i>
Shri Tirlok Nath Pandey, Joint Director (Q) 2303-5429	<i>Questions Branch (One Group); Committee Co-ordination Section; Committee Section (Ethics)</i>
Shri Rakesh Prasad, Joint Director (MPLADS) 2303-5425	<i>Questions Branch (One Group); Committee Section (MPLADS)</i>
Shri Rajiva Srivastava, Joint Director (IT) 2303-5444	<i>IT Section (H&S); Finance Cell</i>
Shri Rakesh Naithani, Joint Director (Petitions) 2303-5433	<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 (Rectt-II) 2303-5431	<i>Recruitment Cell</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
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Dr. (Smt.) Subhashree Panigrahi, Joint Director (T&T-II) 2303-4292	<i>Committee Section (T&T)</i>
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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) & CAPIO 2303-5446	<i>Committee Section (HRD); CAPIO</i>
Shri S.C. Dixit, Joint Director (MS&A) & Assistant Welfare Officer 2303-4540	<i>MS & A Branch; Welfare Unit</i>
Shri Narmadeshwar Prasad, Joint Director (Comm-III) 2303-5432	<i>Committee Section (Govt. Assurances)</i>
Shri S. Rangarajan, Joint Director (P) 2303-4014	<i>Personnel Section</i>
Shri Sameer Suryapani, Joint Director (COPLLOT) 2303-5415	<i>Committee Section (COPLLOT)</i>
Shri Prem Singh, Joint Director (MA) 2303-5581	<i>M.A. Section</i>
Shri Roshan Lal, Joint Director (Ind) 2303-4353	<i>Committee Section (Industry)</i>

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Shri Ravindra Singh Rawat, Joint Director (Com-I) 2303-5434	<i>Committee Section (Subordinate Legislation)</i>
Shri Rakesh Anand, Joint Director (COSL) 2303-4093	<i>Committee Section (Subordinate Legislation)</i>
Shri Sanjeev Chandra, Joint Director (RTI) 2303-5400	<i>RTI Cell; Questions Branch (One Group)</i>
Shri J.K. Mallick, Joint Director (Stores) 2303-5364	<i>Stores Section; Sales & Archives Section</i>
Shri Girija Shankar Prasad, Joint Director (O&M) 2303-5582	<i>O&M Section</i>
Shri Narendra Kumar, Joint Director (Comm) 2303-4084	<i>Committee Section (Commerce)</i>
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Shri Raghab P. Dash, Director (LARRDIS) 2303-5426 2301-4850 (Tele-fax)	<i>Library, Reference, Research, Documentation and Information Service</i>
Kum. L. Lakshmi, Joint Director (LARRDIS)	<i>-on deputation-</i>
Shri Pawan Kumar, Joint Director (LARRDIS) 2303-5583	<i>Library, Reference, Research, Documentation and Information Service</i>

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Shri Virender Singh Griwan, Joint Director (LARRDIS) 2303-5257	<i>Library, Reference, Research, Documentation and Information Service</i>
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Shri Vimal Kumar, Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
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Shri Gurvinder Singh Popli, Joint Director (Reporting) 2303-5234	<i>Verbatim Reporting Service</i>
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Shri Yashpal Singh Rawat, Joint Director (Reporting) 2303-4731	<i>Verbatim Reporting Service</i>
Shri Vinod Kumar, Joint Director (Reporting) 2303-4080	<i>Verbatim Reporting Service</i>
Shri Arun Kumar Gupta, Joint Director (Reporting) 2303-4080	<i>Verbatim Reporting Service</i>

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Smt. Parvathy Venkitachalam, Joint Director (PSSS) 2302-4128	<i>Private Secretaries & Stenographic Service</i>
Smt. Saroj Bala Rikh, Joint Director (PSSS) 2303-4121	<i>Private Secretaries & Stenographic Service</i>
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Smt. Manju Aggarwal, Joint Director (PSSS) 2303-4061	<i>Private Secretaries & Stenographic Service</i>
Shri Anil Kumar, Joint Director (PSSS)	<i>-on deputation-</i>
Smt. Madhu Rajput, Joint Director (PSSS) 2303-4066	<i>Private Secretaries & Stenographic Service</i>
Shri Badruddin, Joint Director (PSSS)	<i>-on deputation-</i>
Smt. Sunita Batheja, Joint Director (PSSS) 2303-4706	<i>Private Secretaries & Stenographic Service</i>
Smt. Sangita Sharma, Joint Director (PSSS) 2301-1757 2303-4710	<i>Private Secretaries & Stenographic Service</i>
Smt. Anuradha Sharma, Joint Director (PSSS) 2303-4120	<i>Private Secretaries & Stenographic Service</i>

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Smt. Nishi Chadha, Director (Interpretation) 2303-4725	<i>Simultaneous Interpretation Service</i>
Shri Joe Mathew, Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri K.S. Somashekhar, Joint Director (Interpretation) 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Vinod Kumar Tyagi, Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Smt. Kusum Sudhir, Joint Director (Interpretation) 2303-4572 2303-4565	<i>Simultaneous Interpretation Service</i>
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Shri Babu Ram, Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>

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Shri Krishna Menon, Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Dr. Sumanta Kumar Bhowmick, Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
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Shri Manoj Kumar Hasija, Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Manjul Kumar Pandey, Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Kamlesh Kumar Mishra, Joint Director (Interpretation) 2303-4565	<i>Simultaneous Interpretation Service</i>
Shri Birendra Kumar, Director (E&T) 2373-8814	<i>Editorial & Translation Service</i>
Smt. Sulakshana Sharma, Director (E&T) 2373-7866	<i>Editorial & Translation Service</i>
Shri R.V. Sharma, Joint Director (E&T) 2303-4211	<i>Editorial & Translation Service</i>
Shri R.S. Bisht, Joint Director (E&T) 2373-8815	<i>Editorial & Translation Service</i>
Smt. Suchitra Sanyal, Joint Director (E&T) 2373-7861,	<i>Editorial & Translation Service</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
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Shri Punam Sahni, Joint Director (E&T) 2373-8813	<i>Editorial & Translation Service</i>
Shri Dinesh Chandra Sharma, Joint Director (E&T) 2309-3255	<i>Editorial & Translation Service</i>
Shri Jugal Kishor, Joint Director (E&T) 2373-6808	<i>Editorial & Translation Service</i>
Shri Subhash Chander , Joint Director (E&T) 2303-4237	<i>Editorial & Translation Service</i>
Shri Devendra Yadav, Director (Security) 2303-5054	<i>Parliament Security Service</i>
Shri Ashis Chakravarty, Joint Director (Security) 2303-5077	<i>Parliament Security Service</i>
Shri V.P.S. Yadav, Joint Director (Security) 2303-5565	<i>Parliament Security Service</i>
Shri Rajeev Sharma, Joint Director (Security) 2303-4608	<i>Parliament Security Service</i>
Shri Sunil Shokeen, Joint Director (Security) 2303-4487	<i>Parliament Security Service</i>
Shri Dharam Bir Sharma, Joint Director (Security) 2303-4685	<i>Parliament Security Service</i>
Shri Shajee Augusteen, Joint Director (Security) 2303-5186	<i>Parliament Security Service</i>
Shri Dharmendra Kumar Gautam, Joint Director (Security) 2303-4608	<i>Parliament Security Service</i>

Name, Designation & Official Telephone Nos.	Main Responsibility
Shri J.M. Bhardwaj, Joint Director (Security-Technical) 2303-4608 2301-1218	<i>Parliament Security Service</i>

Do you want more information on Rajya Sabha?

For more information readers may like to refer to the following publications:

1. Rules of Procedure and Conduct of Business in the Council of States
2. Rajya Sabha At Work
3. Rajya Sabha Practice & Procedure Series (1-21)
4. An Introduction to Parliament of India

These publications can be purchased from the Sales Counter, Rajya Sabha Secretariat, Parliament House Reception Office, New Delhi (Tel.: 23034360) and also from the Executive Officer, Sales and Archives Section, Rajya Sabha Secretariat, Room No.002, Parliament House Annexe, New Delhi-110001 (Tel.: 23034160).

Information regarding Rajya Sabha is also available on the Internet at <http://parliamentofindia.nic.in> and <http://rajyasabha.nic.in>.