

PAIVA SABHA & ITS SECRETARIAT
JANUARY & FEBRUARY



RAJYA SABHA AND ITS SECRETARIAT

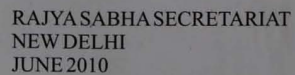
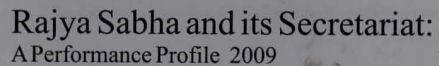
A PERFORMANCE PROFILE —2009



RAJYA SABHA SECRETARIAT

NEW DELHI

JUNE 2010



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PREFACE

In this publication, an attempt has been made to present, in nutshell, information about the work transacted by Rajya Sabha, its Committees and the Rajya Sabha Secretariat during the year 2009 with a view to familiarising readers with different aspects of the functioning of the Rajya Sabha.

We hope Members of Parliament and those interested in knowing about the working of Parliament will find the publication informative and useful.

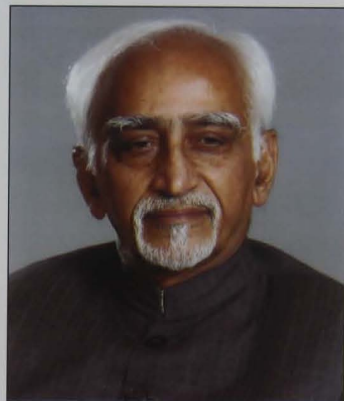
We also invite suggestions for improvement from Members and others.

New Delhi;
June 2010

DR. V.K. AGNIHOTRI
*Secretary-General,
Rajya Sabha*

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Shri Mohammad Hamid Ansari, Vice-President of India and Chairman, Rajya Sabha



Shri K. Rahman Khan, Deputy Chairman, Rajya Sabha



Dr. V.K. Agnihotri, Secretary-General, Rajya Sabha



Shri N.C. Joshi, Secretary, Rajya Sabha Secretariat



House at work

During the year 2009, the Rajya Sabha sat for 63 days -10 days during the 215th Session, 4 days during the 216th Session, 26 days during the 217th Session and 23 days during the 218th Session. The 217th Session was the longest session of the year. During the year 2009, the House sat for 321 hours and 27 minutes.

Summons for the 215th Session was issued on 22 January 2009. The 215th Session of the Rajya Sabha that commenced on 12 February 2009, was adjourned *sine die* on 26 February 2009, and the House was prorogued by the President on 2 March 2009. The President addressed Members of both Houses of Parliament assembled together in the Central Hall on 12 February 2009. Summons for the 216th Session was issued on 26 May 2009. The 216th Session that commenced on 4 June 2009, was adjourned *sine die* on 9 June 2009 and the House was prorogued by the President on 12 June 2009. This was the first Session after the declaration of the results of the General Elections 2009 to the Fifteenth Lok Sabha and the President addressed Members of both the Houses of Parliament assembled together in the Central Hall on 4 June 2009. Summons for the 217th Session was issued on 16 June 2009. The 217th Session that commenced on 2 July 2009, was adjourned *sine die* on 7 August 2009 and the House was prorogued by the President on 11 August 2009. Summons for the 218th Session was issued on 30 October 2009. The 218th Session that commenced on 19 November 2009, was adjourned *sine die* on 22 December 2009 and the House was prorogued by the President on 27 December 2009.

Session 2009	Date of Commence ment	Date of Termination (Adjournment <i>sine die</i>)	Number of Sittings	Actual Hours of Sittings Hrs./Mts.
215 th	12 February	26 February	10	55-01
216 th	4 June	9 June	04	16-57
217 th	2 July	7 August	26	147-27
218 th	19 November	22 December	23	102-02

During the year, 185 Lists of Business were issued with regard to the business of the House. In all, 4719 papers were laid on the Table of the House.

The average attendance of Members during the 215th, 216th, 217th and 218th Sessions was 162, 182, 171 and 150, respectively. The highest attendance on a day during the 215th, 216th, 217th and 218th Sessions was 172, 193, 187 and 170, 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, Oriya, 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 2009, a total of 20129 notices of questions, both starred and unstarred, were received, of which 9631 were admitted and 2968 notices were admitted by clubbing therewith. Out of these, 1119 questions were listed as starred questions and of these, 229 questions, constituting around 20.46 per cent, were actually taken up for oral answer in the House.

During the year, six statements were made/ laid by the Ministers correcting replies given by them to the questions, starred and unstarred, in the Rajya Sabha. For short notice questions, sixty-two notices were received and none was admitted. Besides, thirty-three notices for half-an-hour discussion arising out of the answers given to starred/ unstarred questions were received out of which only one was admitted and discussed on the floor of the House.

Legislation

During the year 2009, the Rajya Sabha held 63 sittings in four sessions, namely 215th, 216th, 217th and 218th. Out of 63 sittings held, the House transacted Government legislative business and Private Members' legislative business in 28 and 5 sittings, respectively. Four (4) Government Bills were introduced during the year and seven (7) Bills were referred to the Department-related Parliamentary Standing Committees for examination and report. Fifty-four (54) Private Members' Bills were introduced in the Rajya Sabha and 4 Private Members' Bills were considered, out of which 2 Bills were withdrawn, 1 was negatived and the remaining 1 was part discussed. During the 216th session of the Rajya Sabha, no legislative business was transacted.

Significant legislative developments during the year 2009

The Sessions held during the year 2009 witnessed significant legislative developments.

- (i) **The Prevention of Money-laundering (Amendment) Bill, 2008:** The Prevention of Money Laundering Act, 2002 was enacted by the Parliament to prevent money-laundering and to provide for attachment, seizure and confiscation of proceeds of crime, obtained or derived, directly and indirectly from money laundering. The Act also addressed the international obligations under the Political Declaration and Global Programme of Action adopted by the General Assembly of the United Nations to prevent money-laundering. The Prevention of Money-laundering (Amendment) Bill, 2008 passed by both the Houses of Parliament in February, 2009, sought to bring certain financial institutions like Full Fledged Money Changers, Money Transfer Service Providers such as Western Union and International Payment Gateways including VISA and Master Card within the reporting regime of the Act. The Bill incorporated provisions to combat financing of terrorism and also introduced a new category of offences which have cross-border implications. The Bill was assented to by the President on 6 March 2009 and became Act No. 21 of 2009.

- (ii) **The Central Industrial Security Force (Amendment) Bill, 2008:** The Central Industrial Security Force (CISF) constituted under the Central Industrial Security Force Act, 1968 provides protection and security to the Central Government Industrial Undertakings, and has been declared as an Armed Force of the Union. With the growing threat of terrorist outfits, industries in the private sector and joint venture, which have contributed to the growth of economy also required security by the CISF. The Central Industrial Security Force (Amendment) Bill, 2008 as passed by both the Houses of Parliament in February, 2009, sought to amend the Central Industrial Security Force Act, 1968 to enable the deployment of the CISF for security of the private sector undertakings and joint ventures on cost reimbursement basis. The main objective of the amendment was that there were several such establishments which were vital to the security as well as the economy of the country. The Bill was assented to by the President on 16 March 2009 and became Act No. 22 of 2009.
- (iii) **The Central Universities Bill, 2009:** There is an urgent need for raising the present level of gross enrolment ratio in higher education sector as also its quality in the country to meet the challenges of a knowledge society and economy in a time bound manner. With this larger objective, the Central Universities Bill, 2009, was passed by both the Houses of Parliament in February, 2009. It sought to establish and incorporate one new Central University in each of the states for teaching and research, namely Bihar, Gujarat, Haryana, Himachal Pradesh, Jammu and Kashmir, Jharkhand, Karnataka, Kerala, Orissa, Punjab, Rajasthan and Tamil Nadu, and to convert Guru Ghasidas Vishwavidyalaya in the State of Chhattisgarh, Doctor Haringing Gour Vishwavidyalaya in the State of Madhya Pradesh and Hemvati Nandan Bahuguna Garhwal University in the State of Uttarakhand into the Central Universities. This was done by issuing an Ordinance when Parliament was not in session. The Central Universities Bill, 2009, therefore, also sought to replace the Central Universities Ordinance, 2009 promulgated by the President on 15 January, 2009. The Bill was assented to by the President on 20 March 2009 and became Act No. 25 of 2009.
- (iv) **The Right of Children to Free and Compulsory Education Bill, 2009:** Article 45 of the Directive Principles of State Policy enumerated in our Constitution lays down that the State shall provide free and compulsory education to all children up to the age of fourteen years. Though there has been a significant expansion of elementary schools in the country, yet the goal of universal elementary education could not be achieved. The number of children, particularly children from disadvantaged groups and weaker sections, who drop out of school before completing elementary education, remains very large. The Parliament enacted the Constitution (Eighty-sixth Amendment) Act, 2002 to provide for free and compulsory education to all children in the age group of six to fourteen years as a fundamental right inserting article 21A in the Constitution. The Right of Children to Free and Compulsory Education Bill, 2009, was passed by the Rajya Sabha in July, 2009 and by the Lok Sabha in August, 2009 to provide for free and compulsory education to all children in

the age group of six to fourteen years as envisaged in article 21A of the Constitution. The Bill seeks to provide every child a right to be provided full time elementary education of satisfactory and equitable quality in a formal school which satisfies certain essential norms and standards. The proposed legislation is based on the belief that the values of equality, social justice and democracy and the creation of a just and humane society can be achieved only through provision of inclusive elementary education to all. The Bill aimed at concerning the drop out rate of children belonging to disadvantaged groups and weaker sections, so that the goal of the universal elementary education could be achieved. The Bill was assented to by the President on 26 August 2009 and became Act No. 35 of 2009.

(v) **The Essential Commodities (Amendment and Validation) Bill, 2009:** Sugar and sugarcane are essential commodities under the Essential Commodities Act, 1955. Under the system of partial control on sugar, a part of the sugar produced by sugar mills is requisitioned as levy sugar and the balance is allowed to be sold as non-levy (free sale) sugar in the open market. While price of non-levy sugar is determined by the market forces, the price of levy sugar is determined by the Central Government under the provisions of the Essential Commodities Act, 1955. The Essential Commodities (Amendment and Validation) Bill, 2009 passed by both the Houses of Parliament in December, 2009, sought to amend the Essential Commodities Act, 1955 and to make provisions for

The following are some of the statistics relating to Bills which came up before Rajya Sabha during the year 2009:

• Number of sittings during which the Government Bills were introduced, considered or laid/ reported as passed by the Lok Sabha	44
• Number of sittings during which the Private Members' Bills were introduced or considered	05
• Number of Government Bills introduced	04
• Number of Private Members' Bills introduced	54
• Number of Government Bills withdrawn/ fallen through during the year	02
• Number of Government Bills negatived	00
• Number of Private Members' Bills withdrawn	02
• Number of Private Members' Bills negatived	01
• Number of Government Bills transmitted by Lok Sabha	34
• Number of Government Bills transmitted by Rajya Sabha	07
• Number of Government Bills introduced in Rajya Sabha and referred to the Department-related Parliamentary Standing Committees	03
• Number of Bills referred to the Select Committees of Rajya Sabha	01
• Number of Bills reported by the Select Committees of Rajya Sabha	00
• Number of Bills referred to the Joint Committees of the Houses of Parliament	00
• Number of Government Bills considered	41
• Number of Government Bills passed/returned	41
• Number of Government Bills pending at the commencement of the year	42
• Number of Government Bills pending at the end of the year	34
• Number of Private Members' Bills pending at the commencement of the year	172
• Number of Private Members' Bills pending at the end of the year	183
• Number of Bills passed by the Houses of Parliament and assented to by the President	*40
• Number of Bills on which assent of the President was obtained by the Rajya Sabha Secretariat	17

* Out of 40 Bills, 3 Bills are yet to receive the President's assent.

validation of certain orders issued by the Central Government determining the price of levy sugar and actions taken under those orders. It also aims at removing the defects and ambiguities in the existing law pertaining to the determination of price of levy sugar and ensuring that a fair and remunerative price of sugarcane is fixed by the Central Government. This was done by issuing an Ordinance when the Parliament was not in Session in October 2009. The Essential Commodities (Amendment and Validation) Bill, 2009, therefore, also sought to replace the Essential Commodities (Amendment and Validation) Ordinance, 2009 promulgated by the President on 21 October 2009. The Bill was assented to by the President on 22 December 2009 and became Act No. 36 of 2009.

(vi) **The Competition (Amendment) Bill, 2009:** The Parliament enacted the Competition Act, 2002 keeping in view the economic developments that resulted in opening up of the Indian economy, removal of controls and consequent economic liberalisation which required that the Indian economy be enabled to allow competition in the market from within the country and outside. The Act, *inter alia*, provided for the establishment of the Competition Commission of India and the Competition Appellate Tribunal. It also provided for repeal of the Monopolies and Restrictive Trade Practices Commission (MRTPC) established thereunder. However, the MRTPC was allowed to continue to exercise jurisdictions and powers under the repealed Act for a period of two years from the date of the commencement of the Competition Act, 2002 in respect of all cases pertaining to monopolistic trade practices or restrictive trade practices. After the expiry of two years, such cases would stand transferred to the Competition Appellate Tribunal for adjudication. All other cases pertaining to unfair trade practices would stand referred to the National Commission constituted under the Consumer Protection Act, 1986. With the MRTPC becoming non-functional, a gap was created for the disposal of the cases pending before the Commission. Therefore, it had become necessary to transfer immediately the pending cases before the MRTPC to the Competition Appellate Tribunal and the National Commission. This was done by issuing an Ordinance when Parliament was not in session. The Competition (Amendment) Bill, 2009 passed by both the Houses of Parliament in December, 2009 sought to amend the Competition Act, 2002. The Competition (Amendment) Bill, 2009, therefore, also sought to replace the Competition (Amendment) Ordinance, 2009 promulgated by the President on 14 October 2009. The Bill was assented to by the President on 22 December 2009 and became Act No. 39 of 2009.

(vii) **The National Capital Territory of Delhi Laws (Special Provisions) Second Bill, 2009:** The National Capital Territory of Delhi Laws (Special Provisions) Act, 2009 was enacted by the Parliament to make special provisions for the areas of the National Capital Territory of Delhi for a period upto 31 December 2009, so as to address the issues of unauthorised constructions, commercial use of residential premises, encroachment on public land by slum dwellers and *Jhuggi* clusters, and problems relating to urban street vendors, which were affecting the lives of millions

of people. The National Capital Territory of Delhi Laws (Special Provisions) Second Bill, 2009 makes a special provision for the National Capital Territory of Delhi for a further period upto 31 December 2010. This was done by issuing an Ordinance when Parliament was not in session. The Bill was passed by both the Houses of Parliament in December 2009. The National Capital Territory of Delhi Laws (Special Provisions) Second Bill, 2009, therefore, also sought to replace the National Capital Territory of Delhi Laws (Special Provisions) Ordinance, 2009 promulgated by the President on 14 October, 2009. The Bill was assented to by the President on 22 December 2009 and became Act No. 40 of 2009.

- (viii) **The Representation of the People (Amendment) Bill, 2009:** In parliamentary form of government and in a democracy, the process of election has to be free, fair and equitable. It had been felt that it was necessary to take some need-based measures to remove certain loopholes noticed in the Representation of the People Act, 1950 and the Representation of the People Act, 1951. The Government considered the proposals on electoral reforms put forth by the Election Commission of India and brought forward the Representation of the People (Amendment) Bill, 2009. The Representation of the People (Amendment) Bill, 2009 was passed by the Rajya Sabha in November 2009 and by the Lok Sabha in December 2009 to amend the Representation of the People Act, 1950 and the Representation of the People Act, 1951. The said amendments in the Bill with respect to the Representation of the People Act, 1950 were:- appointment of the appellate authority within the district against the orders of the electoral registration officers (amendment of section 24). The amendment with respect to the Representation of the People Act, 1951 were:- (i) simplification of procedure for disqualification of a person found guilty of corrupt practices (specifying a time limit in section 8A); (ii) increase in the security deposit of the candidates nominated for elections (amendment of section 34); (iii) inclusion in section 123(7) of all officials appointed in connection with the conduct of elections so as to bring them within the ambit of corrupt practices, if they indulge in furtherance of the prospects of the candidates at elections; and (iv) restricting the publication of results of all exit polls by whatever means till the last poll in an election is held, by insertion of new sections 126A and 126B. The Bill was assented to by the President on 22 December 2009 and became Act No. 41 of 2009.

- (ix) **The Workmen's Compensation (Amendment) Bill, 2009:** The Workmen's Compensation Act, 1923 provides for payment of compensation to the workmen and their dependents in the case of injury by industrial accidents including certain occupational diseases arising out of and in the course of employment resulting in death or disablement. The Act applies to certain railway employees and persons employed in hazardous employments such as factories, mines, plantations, mechanically propelled vehicles, construction work, etc. However, the Act is not applicable to the employees who are covered under the Employees' State Insurance Act, 1948. The Workmen's Compensation (Amendment) Bill, 2009, has empowered the Central Government to enhance the minimum rates of compensation

payable to a worker from Rs.80,000 to Rs.1.20 lakhs for death and from Rs.90,000 to Rs.1.40 lakhs for permanent disability. It revised the wage ceiling for calculation of maximum amount of compensation where death or permanent total disablement or permanent partial disablement results from the injuries, provided for reimbursement of the actual medical expenditure incurred by the workers for treatment of injury caused during course of employment and enhanced the funeral expenses of the deceased workman from an amount of Rs.2,500 to Rs.5000. The Bill was passed by the Lok Sabha in November, 2009 and by the Rajya Sabha in December, 2009. The Bill was assented to by the President on 22 December 2009 and became Act No. 45 of 2009.

- (x) **The National Rural Employment Guarantee (Amendment) Bill, 2009:** The National Rural Employment Guarantee Act, 2005 enacted by Parliament provides for enhancement of livelihood security of the households in the rural areas of the country by providing at least one hundred days of guaranteed wage employment in every financial year to every household whose adult members volunteer to do unskilled manual work. This Act has emerged as one of the largest social safety nets providing employment to crores of rural households. The association of the name of Mahatma Gandhi with the National Rural Employment Guarantee Act, 2005 would reinforce the Act's thrust towards equity and inclusiveness, especially of the deprived groups and socio-economically marginalized communities. The provisions of the Act of public accountability, through social audit and right to information would get central focus with the association of Mahatma Gandhi's name, reflecting his ideals of the sovereignty of the people in a democracy, and underscoring the dignity of labour. It was, therefore, considered befitting that the said Act bears the name of the Father of the Nation, Mahatma Gandhi as it is a concrete expression of his vision for development. Accordingly, the title of the said Act was proposed to be amended as the Mahatma Gandhi National Rural Employment Guarantee Act. The Bill was passed by both the Houses of Parliament in December 2009. The Bill was assented to by the President on 31 December 2009 and became Act No. 46 of 2009.

- (xi) **The Payment of Gratuity (Amendment) Bill, 2009:** The Payment of Gratuity Act, 1972 was enacted by Parliament to provide for payment of gratuity to employees engaged in factories, mines, oilfields, plantations, ports, railway companies, shops or other establishments. The Act empowers the Central Government to apply the provisions of this Act to such other establishments in which ten or more employees are employed. Accordingly, the Central Government had extended the provisions of this Act to the educational institutions employing ten or more persons by notification dated 3 April 1997. The Payment of Gratuity (Amendment) Bill, 2009 was passed by both the Houses in December, 2009, which sought to widen the definition of employee in order to extend the benefit of gratuity to the teachers with retrospective effect. The Bill was assented to by the President on 31 December 2009 and became Act No. 47 of 2009.

- (xii) **The Constitution (One Hundred and Ninth) Amendment Bill, 2009:** Article 334 of the Constitution lays down that the provisions of the Constitution relating to the reservation of seats for the Scheduled Castes and the Scheduled Tribes and the representation of the Anglo-Indian community by nomination in the House of the People (Lok Sabha) and the Legislative Assemblies of the States would cease to have effect on the expiration of the period of sixty years from the commencement of the Constitution. In other words, these provisions would cease to have effect on 25 January 2010, if not further extended. Although the Scheduled Castes and the Scheduled Tribes have made considerable progress in the last sixty years, the reasons for which the Constituent Assembly made provisions with regard to the aforesaid reservation of seats and nomination of members have not ceased to exist. The Constitution (One Hundred and Ninth) Amendment Bill, 2009, therefore, proposed to continue the reservation for the Scheduled Castes and the Scheduled Tribes and the representation of the Anglo-Indian community by nomination for a further period of ten years. The Bill was passed by both the Houses of Parliament in August 2009 and ratified by the Legislatures of not less than one half of the States. The Bill was assented to by the President on 18 January 2010. It has become the Constitution (Ninety-fifth Amendment) Act, 2009.

In addition, various other Bills were also passed by both the Houses of Parliament and assented to by the President during the year 2009. These include the Agricultural and Processed Food Products Export Development Authority (Amendment) Bill, 2009; the High Court and Supreme Court Judges (Salaries and Conditions of Service) Amendment Bill, 2009; the Carriage by Air (Amendment) Bill, 2009; the Metro Railways (Amendment) Bill, 2009; the Rubber (Amendment) Bill, 2009; the State Bank of Saurashtra (Repeal) and the State Bank of India (Subsidiary Banks) Amendment Bill, 2009; the Civil Defence (Amendment) Bill, 2009; the Salaries and Allowances of Ministers (Amendment) Bill, 2009; the Prevention and Control of Infectious and Contagious Diseases in Animals Bill, 2009; the Legal Metrology Bill, 2009, etc.

Discussion on the working of the Ministries

The working of six Ministries, namely (i) Ministry of Health and Family Welfare (21 and 22 July, 2009), (ii) Ministry of Social Justice and Empowerment (22 and 23 July, 2009), (iii) Ministry of Communications and Information Technology (23 and 27 July, 2009), (iv) Ministry of Road Transport and Highways (28 and 29 July, 2009), (v) Ministry of External Affairs (30 and 31 July, 2009) and (vi) Ministry of Environment and Forests (3 and 4 August, 2009) was discussed during the 217th Session.

Discussion on matters of urgent public importance

Procedural devices like 'Special Mention', 'Calling Attention', 'Short Duration Discussion' and 'Private Members' Resolution' were utilized by Members to raise matters of urgent public importance on the floor of the House. Besides, issues of urgent public importance were also raised by Members as 'Matters raised with permission of the Chairman' during the Zero Hour. Out of the 601 notices given by Members for 'Matters raised with permission of the Chairman' during the year, only 197 matters were allowed to be raised. During the year, in all 410 matters of public importance were

mentioned in the House through **Special Mention**. There were 208 notices of **Calling Attention** on the matters of urgent public importance received, out of which the following 14 were discussed in the House:

- (i) Growing number of swine flu cases in the country on 02.07.2009;
- (ii) Depletion of the population of tigers and their extinction in many protected areas of the country on 07.07.2009;
- (iii) Disturbance of peace in North Cachar Hills District of Assam on 10.07.2009;
- (iv) Deteriorating financial condition of Air India on 14.07.2009;
- (v) Hike in price of petrol and diesel and pricing policy of petroleum products on 21.07.2009;
- (vi) Uncertain position of monsoon and deficient rainfall in the country and the contingency plan for the farmers on 24.07.2009;
- (vii) Honour killings and honour related crimes in the country and the role of self proclaimed panchayats on 28.07.2009;
- (viii) Large scale loss of jobs due to retrenchment and closure of industries as a result of global economic slowdown on 04.08.2009;
- (ix) Availability of natural gas for power generation and other national priorities at affordable price on 06.08.2009;
- (x) Climate Change on 24.11.2009;
- (xi) Preparation of Commonwealth Games on 25.11.2009;
- (xii) Disinvestment of profit making PSUs on 01.12.2009;
- (xiii) Present status of WTO negotiations on 08.12.2009; and
- (xiv) Relief to victims of 1984 riots on 14.12.2009.

During the year, 268 notices of **Short Duration Discussion** were received, out of which following seven subjects were discussed in the House:

- (i) Need to strengthen the measures to prevent ragging in the institutions of higher education (02.07.2009 and 03.07.2009);
- (ii) Increasing obscenity and vulgarity in television programmes being shown on channels against cultural ethos of the country (27.07.2009);
- (iii) Continuous rise in prices of essential commodities in the country (04.08.2009 and 06.08.2009);

- (iv) Threat to internal security of the country (02.12.2009);
- (v) Problems of Women Self Help Groups (03.12.2009);
- (vi) Rise in the prices of essential commodities (08.12.2009); and
- (vii) Liberhan Commission Report and Trial of Babri Masjid Case (09.12.2009 and 10.12.2009).

Private Members' Resolutions

During the year 2009, only six days were allotted for transaction of the Private Members' Resolutions. However, out of six days, Private Members' Resolutions were not taken up on two days due to heavy government business pending before the House. The first Private Members' Resolution regarding chronic shortage of energy was moved by Shri Vijay J. Darda on 10 July 2009 during the 217th Session, which was withdrawn by leave of the House. Thereafter, Shri Ramdas Agarwal moved his resolution on relationship between legislature and judiciary, the discussion on which remained inconclusive, and with sense of the House, it was again taken up for discussion on 26 November 2009 during the 218th Session. The resolution was withdrawn by leave of the House. Thereafter, Shri O. T. Lepcha moved his resolution regarding all-round development of Sikkim. Discussion on the resolution continued on 11 December 2009. The resolution was, however, negatived by the House. On the same day, Smt. Brinda Karat moved her resolution regarding the need for ratification of the international treaties and agreements by Parliament. The discussion on the resolution remained inconclusive, and after taking sense of the House, the Chair announced that further discussion on the resolution may be taken up in the next Session as the first item on the first day allotted for the Private Members' Resolutions.

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

During the year 2009, a number of notices were received from the Members under Rule 168, out of which 227 Motions were admitted and accordingly notified in the Part-II Parliamentary Bulletin under the captions 'No-Day-Yet-Named Motions'. Two motions given notice of by Shri Yashwant Sinha during the 215th Session and by Shri Ravi Shankar Prasad during the 217th Session, respectively regarding the revocation of the President's Rule in the State of Jharkhand were moved and discussed. However, these motions were not put to vote of the House as they became infructuous after the statutory resolutions seeking approval/extension of proclamation issued by the President under article 356 of the Constitution in relation to the State of Jharkhand were adopted by the House.

Privilege Cases

During the year, 16 notices of breach of privilege and other receipts relating to matters of privileges were received and examined. Four meetings of the Committee of Privileges were held. The Committee presented to the House two reports, namely 54th Report regarding alleged prevention/interruption of a Member during his speech in the House and inability to raise questions by some Members due to the disturbance caused by some other Members; and the 55th Report on the alleged manhandling and ill-treatment meted out to Dr. Ezaj Ali, Member, Rajya Sabha by the Delhi Police personnel.

Committee on Rules

During the year, three Memoranda received from the Questions Branch, Committee Section (Ethics) and Shri Sreegopal Vyas, Member, Rajya Sabha for incorporation/ amendments of some provisions in the Rules, were considered by the Committee on Rules which held three meetings. The Committee presented its 12th Report to the House on December 14, 2009 recommending amendments in the rules pertaining to the starred questions.

Motions regarding removal of Judges of High Court under article 217 read with article 124 (4) of the Constitution

A motion given by 57 Members of Rajya Sabha under article 217 read with article 124 (4) of the Constitution for removal from office of Justice Soumitra Sen of the Calcutta High Court was admitted by the Chairman, Rajya Sabha on 27 February 2009. A notification dated the 20 March 2009 was issued regarding constitution of a Committee under sub-section (2) of Section 3 of the Judges (Inquiry) Act, 1968 by the Chairman, Rajya Sabha for the purpose of making an investigation into the grounds on which the removal of Justice Soumitra Sen is prayed for. The Committee consists of a Judge of the Supreme Court, Chief Justice of a High Court and an eminent jurist.

Another notice of motion given by Members of Rajya Sabha under article 217 read with article 124(4) of the Constitution for the removal from office of Justice Paul Daniel Dinakaran, Chief Justice of the Karnataka High Court was also admitted by the Chairman, Rajya Sabha on 17 December 2009.

TABLE
Time taken by Rajya Sabha on various items of business during the 215th, 216th, 217th and 218th Sessions

Subject	Time Taken			
	215 th Hrs./ Mts.	216 th Hrs./ Mts.	217 th Hrs./ Mts.	218 th Hrs./ Mts.
National Anthem/ Song	0-02	0-02	0-02	0-02
Oath or Affirmation	0-05	-	0-22	0-03
Obituary References	0-20	0-12	0-13	0-13
Questions	7-42	-	20-43	14-35
Introduction of Prime Minister	-	0-01	-	-
Announcements regarding the Leader of the House and Leader of the Opposition	-	0-01	-	-
Introduction of Ministers	-	0-09	-	-
Statements by Ministers Correcting Answers to Questions	0-03	-	0-02	0-01
Papers Laid on the Table	0-14	0-02	0-39	0-37
Reports/ Statements of the Committees presented/ laid on the Table	0-26	0-10	0-06	0-35
Proclamation under article 356 of the Constitution	0-01	0-01	-	-

Subject	Time Taken			
	215 th	216 th	217 th	218 th
	Hrs./	Hrs./	Hrs./	Hrs./
	Mts.	Mts.	Mts.	Mts.
Reference to the victims of the AILA disaster	-	0-01	-	-
Statement on Quarterly Review under the Fiscal Responsibility and Budget Management Act	-	-	0-01	-
Motion for Suspension of Rule 272 – Adopted	-	-	0-02	-
Statement regarding Ordinance	0-01	-	-	-
Ruling/Reference/ Announcement by Chair	0-01	-	0-03	0-34
Information to the Houses	0-24	-	-	0-16
Resignation by Member	0-01	0-02	0-03	0-01
Leave of Absence	0-04	-	0-05	0-04
Messages from Lok Sabha/ Government Bills laid on the Table	0-10	-	0-11	0-13
Motions for Elections/ Appointments of Members to various Committees/ Bodies	0-02	-	0-14	0-08
Motion regarding the Twelfth Report of the Committee on Rules	-	-	-	0-03
Recommendations of the Business Advisory Committee	0-02	0-01	0-06	0-05
Statements regarding Government Business	0-02	-	0-05	0-07
Special Mentions	0-20	0-04	5-06	2-19
Calling attention to matters of urgent public importance	-	-	11-01	9-49
Half-an-Hour Discussion	0-35	-	-	-
Statements by Ministers	0-48	-	4-01	7-30
Short Duration Discussions	-	-	10-16	20-05
(Discussions under Rule 176)	-	-	-	-
Discussion on the working of the Ministry Resolution/ Government Resolution	-	-	32-35	-
Statutory Resolution	0-29	-	0-11	-
Motion	0-03	-	0-14	-
Government Legislative Business	12-27	-	13-55	29-37
Private Members' Business	-	-	-	-
- Private Members' Resolutions	-	-	5-13	4-50
- Private Members' Bills	2-30	-	4-57	2-31
President's Address laid on the Table/Message	0-02	0-01	-	-
Motion of Thanks on the President's Address	9-48	15-52	-	-
Budgets laid on the Table	0-03	-	0-03	-
Supplementary Demands for Grants-laid on the Table	0-03	-	-	0-02
Budget-General Discussions	14-11	-	28-00	-
Farewell to the retiring Members of the House	-	-	0-11	-
Matters raised with permission	2-40	-	5-42	4-25
Valedictory Remarks	0-02	0-01	0-03	0-02
Points raised	1-20	0-17	3-02	3-11
TOTAL:	55-01	16-57	147-27	102-02



Committees Mini Legislatures

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 2009, out of a total of 52 reports presented by the Committees of Rajya Sabha, 30 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 Rajya Sabha during the year 2009

No. of Report	Subjects
	Committee Subordinate Legislation (Total: 8)
179 th	Report on various Rules/ Regulations examined by the Committee: (i) Senior Citizens Savings Scheme, 2004 (ii) The Animal Birth Control (Dogs) Rules, 2001 (iii) The Coir Board (Registration and Licensing) Rules, 1958- Implementation of the 136 th Report of the Committee on Subordinate Legislation, Rajya Sabha
180 th	Laying of Statutory Orders on the Table of Rajya Sabha (214 th Session)
181 st	Report on Rules/ Regulations examined by the Committee: (i) Drugs and Cosmetics (Eighth Amendment) Rules, 2001 (ii) State Bank of Mysore Officers' Service Regulations, 1979 – Implementation of the 128 th Report of the Committee on Subordinate Legislation, Rajya Sabha
182 nd	Laying of Statutory Orders on the Table of Rajya Sabha (215 th and 216 th Sessions)
183 rd	Banking Ombudsman Scheme – 2006
184 th	The Bio-Medical Waste (Management and Handling) Rules, 1998

- 185th Laying of Statutory Orders on the Table of Rajya Sabha (217th Session)
- 186th The Municipal Solid Waste (Management and Handling) Rules, 2000
- Committee on Petitions (Total: 5)**
- 133rd Petition praying for imposition of certain reasonable restrictions on the use of mobile phone
- 134th Petition praying for grant of exemption to certain categories of charitable organizations from payment of income tax on receipt of anonymous donations
- 135th Petition praying for national debate and evolving consensus on the implementation of the policy for introduction of sex education in the schools and holding back its introduction until then
- 136th Petition praying for benefits of pay revision and pension to the VRS optees and retirees of Industrial Finance Corporation of India Limited (IFCI)
- 137th Action Taken Report on the Observations/ Recommendations contained in its Hundred and Thirtieth Report on the petition praying for enhancement of pension to veteran and renowned artists living in indigent conditions
- Committee on Government Assurances (Total: 1)**
- 63rd Implementation of Assurances laid during the 214th, 215th, 216th and 217th Sessions/ Requests for dropping and extension of time, study visits of the Committee, etc.
- Committee on Papers Laid on the Table (Total: 4)**
- 118th Regarding laying of the Annual Reports and Audited Accounts of the National Institute of Technology (NIT), Srinagar, Central Institute of Buddhist Studies (CIBS), Leh, Jammu and Kashmir Development Finance Corporation Limited (JKDFC), Jammu, Ujala Society Sarva Shiksha Abhiyan, Jammu and Kashmir and Jawahar Institute of Mountaineering and Winter Sports (JIM), Pahalgam
- 119th Regarding laying of the Annual Reports and Audited Accounts of the Kerala Land Development Corporation Limited, Thiruvananthapuram, Kerala Agro Industries Corporation Limited, Thiruvananthapuram, Andhra Pradesh State Irrigation Development Corporation Limited, Hyderabad and Andhra Pradesh Pradhama Vidya Parishad, Hyderabad

- 120th Regarding laying of the Annual Reports and Audited Accounts of the (i) Office of the Chief Commissioner for Persons with Disabilities, New Delhi; (ii) National Institute for the Visually Handicapped (NIVH), Dehradun; (iii) National Academy of Medical Sciences, New Delhi; (iv) Indian Red Cross Society (IRCS), New Delhi; (v) All India Institute of Medical Sciences (AIIMS), New Delhi; (vi) All India Council for Technical Education (AICTE), New Delhi; (vii) School of Planning and Architecture (SPA), New Delhi; (viii) Sports Authority of India (SAI), New Delhi and (ix) India Tourism Development Corporation Limited (ITDC), New Delhi
- 121st Government Notifications/Orders and Annual Reports and Audited Accounts of Government Companies/Organisations laid by the various Ministries/Departments on the Table of the House during the 214th Session of Rajya Sabha
- Committee on Rules (Total: 1)**
- 12th Amendments in Rules 43, 54(3) and deletion of Rules 55 (Starred Questions)
- Committee of Privileges (Total: 2)**
- 54th Allegedly preventing/interrupting a Member during his speech in the House and inability to raise questions by some Members due to disturbance caused by some other Members
- 55th A matter of breach of privilege regarding alleged manhandling and ill-treatment meted out to Dr. Ezaj Ali, Member, Rajya Sabha by the Delhi Police personnel
- House Committee**
- NIL
- Committee on Member of Parliament Local Area Development Scheme (MPLADS)**
- NIL
- Committee on Ethics (Total: 1)**
- 9th On the need to amend the definition of the term 'dependent children' in Explanation (v) to sub-section (5) of Section 75 A of the Representation of the People Act, 1951 in its application to Members under sub-rule 1(i) of Rule 3 of the Members of Rajya Sabha (Declaration of Assets and Liabilities) Rules, 2004

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

- 89th Development of Leather Industry
- 90th Foreign and Domestic Investment in Retail Sector
- 91st Export Infrastructure at Airports, Ports, ICDs and LCSS, etc. and Towns of Export Excellence

Department-related Parliamentary Standing Committee on Home Affairs
(Total: 6)

- 137th Rehabilitation of Jammu and Kashmir Migrants
- 138th The Central Industrial Security Force (Amendment) Bill, 2008
- 139th The Private Detective Agencies (Regulation) Bill, 2007
- 140th and 141st Action Taken Reports on Demands for Grants (2008-09)
- 142nd Implementation of Central Scheme of Modernisation of Prison Administration

Department-related Parliamentary Standing Committee on Human Resource Development
(Total: 6)

- 213th The Right of Children to Free and Compulsory Education Bill, 2008
- 214th to 217th Action Taken Reports on Demands for Grants (2008-09)
- 218th The National Commission for Minority Educational Institutions (Amendment) Bill, 2009

Department-related Parliamentary Standing Committee on Industry
NIL

Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests (Total: 3)

- 201st Action Taken Report on Demands for Grants (2008-09)
- 202nd Coastal Management Programmes
- 203rd The National Green Tribunal Bill, 2009

Department-related Parliamentary Standing Committee on Transport, Tourism and Culture
(Total: 3)

- 148th The National Highways Authority of India (Amendment) Bill, 2008
- 149th Development of Tourism infrastructure and amenities for the Commonwealth Games 2010
- 150th The National Commission for Heritage Sites Bill, 2009

Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice (Total: 4)

- 33rd The Representation of the People (Second Amendment) Bill, 2008
- 34th The High Court and Supreme Court Judges (Salaries and Conditions of Service) Amendment Bill, 2008
- 35th Action Taken Replies of the Government on the Recommendations/Observations contained in the 29th Report of the Committee on "Public Grievances Redressal Mechanism"
- 36th The Constitution (One Hundred and Eighth Amendment) Bill, 2008

Department-related Parliamentary Standing Committee on Health and Family Welfare
(Total: 5)

- 34th The functioning of the three vaccine producing PSUs, namely the Central Research Institute (CRI), Kasauli, the Pasteur Institute of India (PII), Coonoor, and the BCG Vaccine Laboratory (BCGVL), Chennai
- 35th to 37th Action Taken Reports on Demands for Grants (2008-2009)
- 38th Major issues concerning the three vaccine producing PSUs, namely the Central Research Institute (CRI), Kasauli, the Pasteur Institute of India (PII), Coonoor, and the BCG Vaccine Laboratory (BCGVL), Chennai



Parliament and the people

There are two Reception Offices located in the Parliament House Complex, one near Parliament House and the other at Parliament House Annexe. 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 Parliament House Annexe in connection with their official work. In the year 2009, these Reception Offices issued 29,162 computerized casual entry passes to the visitors of 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 Central Hall Gallery passes for witnessing the Joint Sittings are received by the Notice Office. After due processing and approval, the Notice Office forwards these requisitions to the Centralised Pass Issue Cell (CPIC) for issuing 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 Diplomats like Heads of Foreign Missions, Consulates, Honorary Consulates and Heads of the U.N. Organisations is looked after by the Notice Office. The names of such diplomats are sponsored by the Ministry of External Affairs.

During the year, a total number of 5,927 officials of the Ministries, 9,058 Press Correspondents, 199 Distinguished Visitors and 4,978 visitors to the Public Gallery witnessed the proceedings of Rajya Sabha. On the recommendation of Members of Parliament, 5,485 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 43,887 persons/visitors in 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/antecedents of the individuals who intend to visit the Parliament House Complex. A total number of 2,651 verifications were done during the year, which include 149 journalists, 1,670 visitors (same day) of the Public Gallery (PG) and Distinguished Visitors Gallery (DVG), 615 casual labourers, 82 casual staff members and 135 PSs/PAs of the Members of Parliament.



New Initiatives

Question Hour: Initiatives by the Hon'ble Chairman, Rajya Sabha to make the Question Hour more effective

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

- (a) In order to ensure right of the Members to obtain complete and satisfactory answers to their questions, the Question Branch had taken an initiative to evolve a mechanism in the year 2008. Under this initiative, scrutiny of answers to questions raised during the Budget Session 2008 was made, which was further carried forward in 2009 and certain proposals in this regard were placed before the Hon'ble Chairman for his consideration. As per the directions of the Hon'ble Chairman, comments of the Ministry of Parliamentary Affairs have been sought in the matter.
- (b) Parliamentary Bulletin Part-II issued before the commencement of each session has been reviewed and certain modifications/changes have been carried out to make it more informative and friendly.
- (c) Search facility for Ministry-wise subjects for the Question Branch publication, namely "Subjects for which various Ministers are responsible for answering questions in Rajya Sabha", on the Rajya Sabha

Question Hour made more effective

Question Hour is considered an important parliamentary device as it provides an opportunity to members to scrutinize the performance of the Executive as the concerned Minister has to reply to the questions raised by the members right on the floor of the House. It serves the objective of securing the accountability of the Executive to the Parliament. It is, therefore, essential that the Question Hour is fully utilized affording opportunity to maximum number of members to ask question including questions of the absent members. There were instances when members were absent despite of having their names in the Starred List. The questions of the absent members were taken up only in the second round, if time permitted, even if such a member had authorized another member to ask the question on his behalf. It was in rare instances that the Chairman exercised his discretion to take up such questions in the first round itself. The Hon'ble Chairman of Rajya Sabha has taken the initiative to make the Question Hour more effective. Under his direction, a landmark innovation has been made which ensures replies in respect of questions even when the Members who had put them are not present. The Rules Committee of the Rajya Sabha in its Twelfth Report presented to the House in December 2009 has amended the concerned rules of the Rules of Procedure and Conduct of Business in the Council of States which now reads as "If on a question being called it is not put or the Member in whose name it stands is absent, the Chairman shall direct that the answer to it be given." Now even if the main questioner is absent the Chair would allow three supplementaries to that question.

Another step which was taken by the Chairman was to ensure that the maximum answers to the Starred Questions are replied to in the House. As per the existing system, a Member's name can appear in the Starred list for maximum three times once as a first questioner and twice by way of clubbing. Now, as per the amended rule, not more than one Starred Question by the same Member shall be placed on the list of questions for oral answer on any one day. Both these amendments would be implemented from the Budget Session (2010).

website has been made available and all Groups (Ministry-wise) have prepared a list of keywords for each Ministry/ Department to facilitate the search.

- (d) The NIC with the assistance of Question Branch, has prepared a software titled 'e-question' to enable the Members to submit their notices of questions online. The software has been approved in principle by the Committee on Provision of Computer Equipment to Members of Rajya Sabha. The Committee has directed that the required amendments in the Rules be placed before the General Purposes Committee (GPC) and the Rules Committee for consideration. This e-initiative will help the Members overcome constraints of time, place and distance in securing their right to ask questions from the Government.
- (e) During the year, supplementary questions to 229 questions were linked to the corresponding Starred questions on the internet. Answers to Starred and Unstarred questions upto the 218th Session have been put on the Rajya Sabha website. The work of electronic transfer of answers to questions from the Ministries/ Departments of Government of India progressed quite satisfactorily and upto 90 per cent answers were received from the Ministries/ Departments either electronically or through floppies. The answers of remaining 10 per cent of questions were scanned and put on the internet. This could be done after vigorously pursuing the matter with the designated Nodal Officers of the Ministries/ Departments of the Government of India.

Parliament Security Service - HRD initiative

For further strengthening the security management emphasis is being laid on training and grooming of manpower in the Parliament Security Service. During the year 2009, several steps were taken up to enhance the skill and develop the personality of the security personnel. In pursuance of this action, a Fire Fighting Training Programme, a Training Programme on AED (Automated External Defibrillator), two customised computer trainings and two MPs Identification programmes were conducted. Specialised Security Training Inputs were also provided to the personnel in order to enhance their operational and functional efficiency.

Keeping in view the prevailing threat perception and ensuring security of the VVIPs/ VIPs and the Parliament House, special briefing sessions were regularly held for Parliament Security Service staff before the commencement of every session, in which officers gave briefing on various security measures. The Training and Planning Wing of the Service provided the intelligence inputs and required study material to the security personnel.

Computerisation

The Secretariat has taken several new initiatives for adopting information and communication technologies and facilitating and providing various services to Members. The facility of computer equipment is made available to the Members through a "Scheme of Financial Entitlement of Members of Rajya Sabha for Computer Equipment" which is part of the Provision of Computer Equipment (Members of Rajya Sabha and Officers) Rules, 2008. As per the Scheme, Members can purchase computer equipment (Desktop and Laptop Computers, Pen drive, Printer,

Scanner, UPS, Handheld Communicator/ Computer, Data Internet Cards, MS Office Suite and Language software and Speech recognition software) using their financial entitlement. In the year 2009, based on the difficulties faced in operation of the Scheme, suitable amendments were made to the Provision of Computer Equipment (Members of Rajya Sabha and Officers) Rules, 2008 and a procedure to regulate the purchase of computer equipment to facilitate processing of cases of release/ reimbursement of amount towards bills/ invoices received from Members of Rajya Sabha for computer equipment under the "Scheme of Financial Entitlement" was formulated. Also during the year, on the initiative of the Committee on Provision of Computer Equipment to Members of Rajya Sabha, a special package for 3G facility of MTNL/BSNL was made available to Members of Rajya Sabha and officers in the Rajya Sabha Secretariat. Besides, the following initiatives were taken for widening the scope of computerisation and networking in a systematic and focussed manner:

- (a) The Rajya Sabha website has been comprehensively redesigned to make it more user-friendly and easily navigable. The redesigned Website in both English and Hindi were launched by the Hon'ble Vice-President of India and Chairman, Rajya Sabha on 30 July 2009;
- (b) A comprehensive Website Quality Manual for Rajya Sabha websites was prepared, which, *inter alia*, delineates the responsibilities of various sections and officers of the Secretariat regarding updating, monitoring and archiving of various data/ items placed on the websites;
- (c) The Central Data Centre/ Network Monitoring Centre of Rajya Sabha was operationalized from Room No. 110, Parliament House;

- (d) A Dashboard Application Software for preparation of seating chart and identification of Members for asking supplementaries during the Question Hour was developed and implemented for use of the Hon'ble Chairman, Rajya Sabha;

Digitisation of Debates of Rajya Sabha

With the assistance of the National Informatics Centre (NIC) and others, Rajya Sabha Secretariat has launched an ambitious project of Digitisation of Debates of Rajya Sabha since 1952 and bringing them into the public domain through the Internet and the DVD format. The first phase of the project on Digitisation of Verbatim Debates of Rajya Sabha was launched on 18 December 2009 by the Hon'ble Vice-President of India and Chairman, Rajya Sabha. At present, the Digitised Debates data with search facility on numerous parameters from the 190th to 194th and 201st to 212th Sessions have been made available on the website.

- (e) A software module for uploading of Questions Lists (electronic copies received from the Government of India Press), in PDF format, directly on the website, was implemented;
- (f) Personnel Administration and Management Software (PAMS) was enhanced by developing a new application "Employees Portal" through which employees can see their basic details, pay slips, GPF, etc.; and

- (g) A software is being prepared with the help of the NIC which will enable the Media, Education and Audio-Visual Unit of the LARRDIS to electronically store and retrieve the data pertaining to accreditation of media agencies and persons and also increase the efficiency of the work.

During the year, the Secretariat procured 73 desktop computers, 6 laptop computers, 51 deskjet printers, 23 laserjet printers, 11 multifunction printers, 28 UPS and 12 pen drives for various sections/ officers of the Rajya Sabha Secretariat. Besides, LAN items like switches, cables, I/Os, patch cords and other items like UPS batteries, RAM, etc. were also procured for use in the Secretariat.

New initiatives taken by O&M Section for process improvement and monitoring

- (a) **Project on Quality Certification of Certain processes of Rajya Sabha Secretariat:** The project proposal which was received on 27 August 2008 from the National Productivity Council (NPC) for process Quality Assurance and Facilitation Services for the ISO Certification for some of the sections of the Secretariat was kept pending in view of the Staff Inspection Unit (SIU) study to be undertaken on the directions of the Hon'ble Chairman, Rajya Sabha.
- (b) **Handbook on Monitoring of Receipts and Disposal of Files:** A "Handbook for Monitoring Disposal of Receipts and Files of Different Sections/ Services of the Secretariat" was compiled and after the approval of the Secretary-General, it was circulated to all officers/ sections on 11 May 2009. It was also uploaded on the intranet webpage of the Secretariat. It has also been incorporated in the Manual of Office Procedure, 2009 of the Rajya Sabha Secretariat.
- (c) **SIU Study of the Secretariat by the Staff Inspection Unit, Department of Expenditure, Ministry of Finance:**
- (i) A SIU Study to assess the workload related matters in the Secretariat was conducted w.e.f. 6th April 2009 and completed in August 2009.
- (ii) A provisional man-power assessment of the Rajya Sabha Secretariat has been received from the SIU. The same is being examined/ perused by the Divisional Heads and their comments would be forwarded to the SIU for final report to be submitted by them.



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, five Indian parliamentary delegations attended international conferences/meetings in various countries during the year. During this period, a total of eighteen 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 2009

1. INDIAN PARLIAMENTARY DELEGATIONS TO INTERNATIONAL CONFERENCES/ MEETINGS

COUNTRY	DATE OF VISIT	NO. OF DELEGATES		PURPOSE OF VISIT	NAME OF RS MEMBERS	NAME OF LEADER
		LS	RS			
1. Addis Ababa (Ethiopia)	5-10 April 2009	—	2	120 th Assembly of the IPU	Dr. K. Malaisamy and Sardar Tarlochan Singh	—
2. Geneva (Switzerland)	28-29 Sept. 2009	1	1	4 th Conference for Members of Parliamentary Committees on the Status of Women and other Committees dealing with Gender Equality	Smt. Jayanthi Natarajan	Smt. Jayanthi Natarajan
3. Arusha (Tanzania)	28 Sept.-06 Oct. 2009	4	2	55 th Commonwealth Parliamentary Conference	Shri Bhubaneswar Kalita and Shri Vikram Verna	Smt. Meira Kumar, Speaker (LS)
4. Geneva (Switzerland)	19-21 Oct. 2009	4	1	121 st Assembly of the IPU	Shri K. Rahman Khan, Deputy Chairman (RS) and Shri Ramdas Agarwal	Smt. Meira Kumar, Speaker (LS)
5. Bandung (Indonesia)	7-10 Dec. 2009	1	1	4 th Plenary Session of Asian Parliamentary Assembly	Shri Ahmad Saeed Malihabadi	—

2. GOODWILL DELEGATIONS

COUNTRY	DATE OF VISIT	No. OF DELEGATES		NAME OF RS MEMBERS	NAME OF LEADER
		LS	RS		
Austria	14-17 Sept. 2009	4	2	Dr.E.M.Sudarsana Natchiappan and Shri Prabhat Jha	Smt. Meira Kumar, Speaker (LS)

B. VISITS OF FOREIGN PARLIAMENTARY DELEGATIONS TO INDIA DURING THE YEAR 2009

COUNTRY	DATE OF VISIT	No. OF DELEGATES	NAME OF LEADER
1. Indonesia	14-20 January 2009	17	H.E. Prof. Dr. Ginandjar Kartasasmita, Chairman of the Upper House of the Indonesian Parliament, the House of Regional Representatives. The Delegation called on the Vice-President of India/Chairman, RS on 19 January, 2009 at Parliament House, New Delhi.
2. Ukraine	10-12 February 2009	1	H.E. Dr. Mykola Tomenko, Vice-Chairman of the Verkhovna Rada (Parliament) of Ukraine. The dignitary called on the Deputy Chairman, RS on 10 February, 2009 at Parliament House, New Delhi.
3. Afghanistan	14-19 February 2009	12	H.E. Mohammad Younus Qanooni, President of Afghanistan's Wolesi Jirga (Lower House of Parliament). The Delegation called on the Vice-President of India/Chairman, RS on 17 February, 2009 at Parliament House, New Delhi.
4. Germany	17-26 February 2009	7	Ms. Renate Blank, MP. The delegation of the Committee on Transport Building and Urban Affairs of the German Parliament (Bundestag) met the Department-related Parliamentary Standing Committee on Transport, Tourism and Culture on 19 February, 2009 at Parliament House, New Delhi.
5. European Parliament	20-24 February 2009	3	Mr. Paulo Casaca, Member of the European Parliament. The Delegation from European Parliament (South Asia Peace Forum) called on the Deputy Chairman, RS on 24 February, 2009 at Parliament House, New Delhi.
6. Bhutan	24-27 February 2009	12	Mr. Sonam Kinga, MP. The Delegation called on the Secretary-General, RS and the Deputy Chairman, RS on 24 and 25 February, 2009 respectively at Parliament House/ Parliament Library Building, New Delhi, respectively.
7. Indonesia	25-28 February 2009	10	H.E. Mr. Angung Laksono, Speaker of the House of Representatives of the Indonesian Parliament. The Delegation called on the Vice-President of India/Chairman, RS on 26 February, 2009 at Parliament House, New Delhi.

COUNTRY	DATE OF VISIT	No. OF DELEGATES	NAME OF LEADER
8. Indonesia	21-24 May 2009	1	H.E. Prof. Dr. Din Syamsuddin, President/Moderator of Asian Conference of Religions for Peace (ACRP). The dignitary called on the Vice-President of India/Chairman, RS on 22 May, 2009 at Parliament House, New Delhi.
9. Timor-Leste	6-14 Sept. 2009	9	H.E. Mr. Osorio Florindo, President of the Committee on Poverty Reduction, Rural and Regional Development and Gender Equality of the National Parliament of Timor-Leste. The Delegation called on the Vice-President of India/Chairman, RS on 8 September, 2009 at Vice-President's House, 6, Maulana Azad Road, New Delhi.
10. France	23-25 Sept. 2009	4	H.E. Mr. Josselin de Rohan, Member of the French Parliament (Senate), Chairman, Parliamentary Committee on Foreign Affairs, Defence and Armed Forces. The Delegation called on the Vice-President of India/Chairman, RS on 25 September, 2009 at Vice-President's House, 6, Maulana Azad Road, New Delhi.
11. Japan	14-16 Oct. 2009	12	H.E. Mr. Shuji Lkaguchi, Member of the Diet (Parliament) of Japan. The Delegation called on Vice-President of India/Chairman, RS on 16 October 2009 at Vice-President's House, 6, Maulana Azad Road, New Delhi.
12. Finland	25 Oct-3 Nov. 2009	7	Mr. Kimmo Kiljunen, MP. The Delegation of Members of Parliament and Scientist from Finland met the Department-related Parliamentary Standing Committee on Science & Technology, Environment & Forests on 26 October, 2009 at Parliament House, New Delhi.
13. China	24-29 Nov. 2009	8	H.E. Chen Fujin, Chairperson of the Committee for Learning and Cultural and Historical Data of Chinese People's Political Consultative Conference (CPPCC) met the Department-related Parliamentary Standing Committee on Transport, Tourism and Culture on 25 November, 2009 at Parliament House, New Delhi.
14. Afghanistan	27 Nov-4 Dec. 2009	6	H.E. Mr. Mir Ahmad Joyenda, MP (Kabul), Khat-e-Say, Head of Foundation for Culture and Civil Society. The Delegation called on Vice-President of India/Chairman, RS on 2 December, 2009 at Parliament House, New Delhi.
15. Vietnam	13-21 Dec. 2009	12	H.E. Mme Truong Thi Mai, Chairperson of the Parliamentary Committee for Social Affairs of the Parliament of Vietnam. The Delegation called on the Vice-President of India/Chairman, RS on 16 December, 2009 at Parliament House, New Delhi.

COUNTRY	DATE OF VISIT	No. OF DELEGATES	NAME OF LEADER
16. Oman	14-18 Dec. 2009	10	H.E. Dr. Yahya Bin Mahfoudh Bin Salem Al Manthri, Chairman of State Council in the Sultanate of Oman. The Delegation called on The Vice-President of India/ Chairman, RS on 17 December, 2009 at Parliament House, New Delhi.
17. Indonesia	17-19 Dec. 2009	5	H.E. Mr. Haijriyanto Y. Thohari, Deputy Chairman of the People's Consultative Assembly of the Republic of Indonesia. The Delegation called on the Vice-President of India/ Chairman, RS on 17 December, 2009 at Vice-President's House, 6, Maulana Azad Road, New Delhi.
18. Thailand	18-23 Dec. 2009	15	H.E. Mr. Chai Chidchob, President of the National Assembly and Speaker of House of the Representatives of the Kingdom of Thailand. The meeting of the delegation with the Vice-President of India/Chairman, RS could not be fixed due to his prior committed engagements and parliamentary schedule. However, the Delegation witnessed the proceedings of Rajya Sabha on 22 December, 2009 from the special box.



(From Left to Right) Shrimati Mrinal Pandey, former Editor-in-Chief, Hindustan; Shri N. Ram, Editor-in-Chief, The Hindu; Shri Mohammad Hamid Ansari, Hon'ble Vice-President of India and Chairman, Rajya Sabha; Shri K. Rahman Khan, Hon'ble Deputy Chairman, Rajya Sabha and Dr. V.K. Agnihotri, Secretary-General, Rajya Sabha during the Workshop on 'Parliament and Media' held at Parliament House Annexe, New Delhi from 4-6 November 2009



(From Left to Right) Shri K.G. Verma, Director, Department of Personnel and Training (DoPT); Shri N.C. Joshi, Secretary, Rajya Sabha Secretariat; Shri Prabhat Jha, Member of Rajya Sabha; Dr. Yogendra Narain, former Secretary-General, Rajya Sabha and currently Member Secretary, INTACH; Dr. V.K. Agnihotri, Secretary-General, Rajya Sabha; Shri Arvind Kejriwal, RTI Activist and Shri L.C. Singh, Joint Secretary (Law), Central Information Commission during a Panel Discussion on the Right to Information held at Parliament House Annexe, New Delhi on 2 March 2009



Secretary-General, Rajya Sabha and officers of the Rajya Sabha Secretariat in an interactive session with Professors and students of the Touro College, Law Center, USA who visited the Rajya Sabha Secretariat on 29 May 2009 at Parliament House Annex, New Delhi



Secretariat

The total staff strength of the Rajya Sabha Secretariat during the year 2009 stood at 1510 (1509 + 1 ex-cadre), out of which 418 persons were holding Group 'A' posts. On attaining the age of superannuation, 22 employees retired from service in the Secretariat. Besides, 4 employees took voluntary/compulsory retirement, 1 employee was removed from service and 5 employees expired 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, Secretary, Additional Secretary, 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 organizational structure and simplification of procedures, etc.

With a view to achieving target oriented performance with greater accountability, Annual Action Plans for the year 2009 setting goals/ targets for all sections were formulated after due consultation with concerned sections. Subsequently, at the end of the year, concerned Divisional Heads reviewed achievements *vis-à-vis* targets set out in the Action Plans of sections under their

charge and submitted a status report. Status Reports of various sections were examined by O&M Section. Steps to draft Annual Action Plan for the year 2010 were also initiated in December, 2009 by issuing a circular to all sections to furnish their draft plan.

The O&M Section compiled and circulated Annual Report for the year 2008 of the Rajya Sabha Secretariat. The Report was put both on the Rajya Sabha website and Intranet of the Rajya Sabha Secretariat. Action has also been taken for preparation of the Annual Report for the year 2009.

During the year, the O&M Section also coordinated the conduct of inspection of 57 sections of the Secretariat. The observations of the Inspecting Officers were conveyed to the concerned Sections for follow-up action and were requested to furnish the Action Taken Report. Action Taken Reports from 22 sections were received and examined by the O&M Section. Action has also been initiated to conduct inspection of 41 sections of the Secretariat for the year 2009.

During the year, Manual of Office Procedure-2009 of the Rajya Sabha Secretariat containing 10 chapters was prepared by O&M Section. It was approved by the Secretary-General on 22 September 2009. Sectional Manual of Office Procedure of O&M Section was also prepared by O&M Section. It was approved by the Secretary-General on 8 November 2009. A draft of the common Manual for eight Department-related Parliamentary Standing Committee Sections was prepared by O&M Section and sent to the eight Committee Sections and Committee Coordination Section for seeking suggestions on the draft.

Dispatch 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 2009, the Distribution Section received 52,850 communications. The total number of dispatches made by the Section during the year was 6,46,860 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, etc. 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 2,89,828 pages during the year 2009.

Training and Capacity Building of Officers and Staff

Training Cell conducts various training programmes for the Members of Parliament, officers and staff of the Secretariat. Training programmes include both in-house trainings and trainings at

outside institutions. Officers are also nominated for various foreign training programmes.

During the year 2009, Training Cell organized various in-house training programmes on subjects such as Office Procedure and Parliamentary Practice & Procedure.

Sixteen officials were nominated to attend different training programmes organized by the Institute of Secretariat Training and Management (ISTM), namely Workshop on Team Building and Leadership, Professional Development Workshop for PPS and Sr. PPS, Workshop on Noting and Drafting, Training Programmes on Records Management-Right to Information, Direct Trainer Skills (DTS) and Administrative Vigilance Role of Inquiry Officer (IO)/ Presenting Officer (PO).

Besides, twenty six officials were nominated to attend the different training programmes conducted by the Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat such as 24th International Training Programme on Legislative Drafting; Training Course for the Officers/ Assistants of the Lok Sabha, Rajya Sabha and the State Legislature Secretariats dealing with Questions, Legislative and Budgetary Process; Training Course for the officials of Lok Sabha, Rajya Sabha and the State Legislature Secretariats working in the Financial Committees; Training Course for Reporters of Lok Sabha, Rajya Sabha and the State Legislature Secretariats; Training Programme on Research, Reference and Information Service; Management Development Programme for Middle Level Officers of Lok Sabha, Rajya Sabha and the State Legislature Secretariats; Training Course for the Hindi Assistants/ Translators and Editors of Lok Sabha, Rajya Sabha and the State Legislature Secretariats and Training Course for Librarians of Lok Sabha, Rajya Sabha and the State Legislature Secretariats.

Sixteen officials were nominated to attend the Customized Training Programme on Financial Management at the International Centre for Information Systems and Audit (ICISA), Noida. Twenty officials were nominated to attend a training programme on Management Development at the National Institute of Administrative Research (NIAR), Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie (Uttarakhand).

Seventy-nine personnel of the Parliament Security Service attended different training programmes such as Computer Training Programme, Training Programme on Nuclear, Biological and Chemical Warfare Protection Systems (NBC) at Defence Lab, Jodhpur, Rajasthan, Training Programme on Biological Incident First Response at the National Civil Defence College (NCDC), Nagpur, an International Seminar on National Bomb Data Centre at the National Security Guards (NSG) Training Centre, Manesar, District Gurgaon, Haryana, 6th Induction Level Training Programme at the National Industrial Security Academy (NISA), Hyderabad, Training Programme on Unexploded Bombs and Explosive Safety at the NCDC, Nagpur, Training Programme on Identification and Handling of Explosive at the Indo-Tibetan Border Police (ITBP) Academy, Mussoorie, Training Programme on Chemical Disaster First Response, Training Course of Training of Trainers on Radiological and Nuclear Emergencies (TOT RNE) and Training Programme on Basic Life Support at the NCDC, Nagpur.

Eleven officers of the Editorial and Translation Service, Verbatim Reporting Service and Simultaneous Interpretation Service, Private Secretaries and Stenographic Service, LAFEA Service and Parliament Security Service represented the Rajya Sabha Secretariat at the Hindi Workshop at Rajbhasha Sansthan at Solan, Himachal Pradesh, the 22nd All India Official Language Conference at

Port Blair and the 17th Hindi Conference and Workshop at Nizmar Resort, Naikawaddo, Calangute Bardex, Goa.

During the year 2009, twenty-three officers of the Rajya Sabha Secretariat were nominated to attend various training programmes/ conferences abroad. One officer attended the Parliamentary Officers' Study Programme at Ottawa, Canada. One officer from the LARRDIS was nominated to attend the 25th Pre Conference for Research and Library Services for Parliaments in Rome, Italy and the International Federation of Library Associations (IFLA), General Conference and Council held in Milan, Italy in August 2009. Prior to the Conference, he also attended United Nations Development Programme and IFLA's Joint Training Programme on use of Information and Communication Technology (ICT) in Research Services in Parliaments held at Rome, Italy. A group of twelve officers were nominated to attend a tailor made training programme on "Parliamentary Administration" held at the Royal Institute of Public Administration (RIPA), London in October 2009. One officer from the Parliamentary Security Service attended the International Conference for Police and Law Enforcement Executive on the 'Executive Challenges in the Global Environment' in Canada. Two Officers were sent to the Parliament of Republic of South Africa, Cape Town, South Africa to discuss and finalise the modalities of exchange/ study programme of officers of each other's Parliaments. A six member team of officers visited the Australian Parliament in Canberra for exchange programme.

The Training Cell received delegates from abroad for interaction with the officers of the Secretariat. A delegation from Touro College, Law Center, USA visited the Secretariat and interacted with the officers on several issues concerning Parliament and parliamentary democracy in India.

Training Cell also organised a Computer Clinic for Members and their personal staff in collaboration with the National Informatics Center (NIC).

The first Workshop on 'Parliament and Media' for media persons was organised by the Rajya Sabha Secretariat in association with the Media Advisory Committee of Rajya Sabha from 4-6 November, 2009 in the Main Committee Room, Parliament House Annexe, New Delhi. The Workshop was inaugurated by the Hon'ble Vice-President of India and Chairman, Rajya Sabha. The aim of the programme was to familiarise media persons with various aspects of Parliamentary work so as to enable them to put the functioning of the Rajya Sabha in proper perspective in various print and electronic media. Veteran parliamentarians and experts on constitutional and procedural matters deliberated and shared their views with the media persons on various aspects of the functioning of Parliament. A Panel Discussion on 'Parliament-Reflections in Media' and several lectures on important topics such as 'Parliament, Media and Market' and 'Parliament, Media and Farm Sector' were organised. A large number of journalists and reporters from print and electronic media participated in the Workshop.

A two-day training programme on Web Enabled System for all the Committee Sections was held to aid them in putting Committee Reports, Bill referred to the Committees and press releases on the website. One day training programme on the PDF e-Book format for Committee Sections was also organised.

Consequent to the successful organisation of the Workshop on the Right to Information held on 20 November 2008, the Secretary-General directed that a panel discussion should be held, involving stakeholders including representatives of the Government, the Central Information Commission, Members of Parliament, the Media and the NGOs, after which there should be an open house for questions from the audience. In pursuance of the direction of the Secretary-General, a panel discussion on the RTI was organised in Main Committee Room, Parliament House Annexe, New Delhi on 2 March 2009. Prominent speakers, namely an officer each from the Department of Personnel and Training and Central Information Commission, Shri Prabhat Jha, Member of Parliament and Shri Arvind Kejriwal, RTI Activist deliberated upon various facets of the RTI Act and its implementation. Dr. Yogendra Narain, former Secretary-General, Rajya Sabha moderated the panel discussion. A large number of officers attended the Workshop.

As per the direction of the Secretary-General, an Orientation Programme for the newly appointed 12 Chamber Attendants was organised on 11 and 17 November, 2009 to familiarise them about the discipline, decorum and etiquette required to be observed while performing their duties inside the Chamber.

Consequent to the implementation of the 6th Central Pay Commission, the scales of pay in various grades were revised/ changed. Accordingly, on request from the Estt. (G) Section, a two-day 'Workshop on Pay Fixation' was organized in collaboration with the ISTM by inviting their faculties to the Rajya Sabha Secretariat. Twenty five officials attended the Workshop.

With the launch of new website of Rajya Sabha, some of the Members of Parliament complained of the difficulties faced by them in accessing information on the newly designed website. The Secretary-General directed that a programme may be organised for familiarising the Members with the new website of Rajya Sabha. Accordingly, the familiarisation programme was organised in the last week of November, 2009 in Parliament House.

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

The Library, Reference, Research, Documentation and Information Service (LARRDIS) was restructured in September 2008, into 8 Units namely: General Research Unit (Unit 1), Publications and Who's Who Unit (Unit 2), Library and Reference Unit (Unit 3), Media, Education and Audio-Visual Unit (Unit 4), Research Unit-I (Unit 5), Research Unit-II (Unit 6), Research Unit-III (Unit 7) and Research Unit-IV (Unit 8). With the restructuring of the LARRDIS, the erstwhile Research & Library Section and Press and Media Unit have been merged with the aforesaid Units.

During the year 2009, the LARRDIS prepared a number of presentations/ paper/ interventions on various items of agenda for use of the Deputy Chairman and the Secretary General for various Parliamentary Conferences such as the Association for Secretaries General of Parliaments (ASGP) meeting held in Addis Ababa, Ethiopia, in April 2009 and the ASGP Conference held in Geneva, Switzerland in October 2009.

Besides, 10 speeches, 1 message, 1 brief, 1 research note and 1 presentation for the use of Chairman, Deputy Chairman and Secretary-General including a Message in Hindi for publication

in 'Nutan Pratibimb'; a comprehensive research note on 'Non- Traditional Security Threats to India'; Inaugural Addresses at the inaugural ceremony of the 'Workshop on Parliament and Media', held from 4-6 November, 2009, Parliament House Annexe, New Delhi; Brief on 'The Insurance Laws (Amendment) Bill, 2008'; Address on the theme 'Parliamentary Democracy in India' at a book release function in Bangalore on 20 January 2009; speech at the inaugural function of Appreciation Course in 'Parliamentary Processes and Procedures for the Probationers of Indian Revenue Service, Indian Audit and Accounts Service' organised by the BPST, Lok Sabha Secretariat on 23 February 2009; valedictory speech at a seminar on 'Strengthening Democracy- Role of Judiciary' in Bangalore on 8 March 2009; speech at the National Seminar on 'Minority Education in India: Issues of Access, Equity & Inclusion' in Aligarh Muslim University, Aligarh on 7 March 2009; speech at the Seminar on 'Role of Youth in Peace and Development' held on 12 August 2009 at the UN Conference Hall, Lodhi Estate, New Delhi; speech at the launching of Phase-I of the Project on Digitization of the Verbatim Debates of Rajya Sabha on 18 December 2009; draft presentation on the theme 'The Use of Technology in the Parliamentary Context' at the 20th Conference of Speakers and Presiding Officers of Commonwealth Countries in New Delhi scheduled to be held from 4-8 January 2010; vote of thanks at the inaugural ceremony of the 'Workshop on Parliament and Media', held from 4-6 November, 2009, Parliament House Annexe, New Delhi; vote of thanks for the Secretary-General at the launching of Phase-I of the Project on Digitization of the Verbatim Debates of Rajya Sabha on 18 December 2009.

Two occasional papers titled 'Global Economic Crisis and its Impact on India' and 'Genetically Modified Crops: Issues and Challenges in the context of India' and a background on 'Changing Poverty Estimates in India: Some Recent Developments' were prepared for use of the Members, Rajya Sabha. In addition, a legislative synopsis on 'National Commission on Heritage Sites Bill, 2009' was also prepared.

In addition, notes on Parliaments of Indonesia, Ukraine, Afghanistan, East Timor, France, Japan, Egypt, Oman and Vietnam were prepared for use of the Chairman and the Secretary-General during the visits of Parliamentary delegations from these countries. Besides, the LARRDIS also brought out four publications, namely 'Rajya Sabha and its Secretariat: A Performance Profile 2008'; 'Who's Who, Rajya Sabha 2008'; 'Rulings and Observations from the Chair (1952-2008)'; 'Handbook of Publications of Rajya Sabha Secretariat'; brochure on 'Dr. S. Radhakrishnan Chair and Rajya Sabha Fellowships on Parliamentary Studies'; and booklets on 'Structure and Functions of Rajya Sabha Secretariat' and 'Second Chamber in Indian Parliament: Role and Status of Rajya Sabha'.

In addition, 4 research notes on issues likely to be raised during the 217th and the 218th Sessions were prepared for perusal of the Hon'ble Chairman. These included 'Sex Education in Schools and the Recommendations of the Committee on Petitions, Rajya Sabha'; 'Curbing Ragging in Educational Institutions'; 'Revival of Disinvestment Policies'; and 'Climate Change and India: Recent Developments'.

Replies to the three Questionnaires received from the Inter-Parliamentary Union (IPU)/ ASGP on different aspects of 'Inclusiveness in Parliament'; 'Mechanisms and Measures for Gender Sensitive Parliaments' and 'Various Aspects of Parliamentary Autonomy' were prepared.

Write-ups on the following topics (i) 'Law and Academic Service provided to the Members of Parliament and Research and Development for the work of the Parliament'; (ii) Structure,

Composition and Authorities of the Parliament, the House of Representatives and the Senate; (iii) Performance of the Duties of Members of Parliament; (iv) Factors Supporting the Effective Performance of the House and the Committees; (v) Approaches to Systematically Support the Performance of Duties of the Parliament; (vi) Approach to Human Resource Development; and (vii) Secretarial Support to the Parliament and the Committees were prepared for being furnished to the Secretariat of the House of Representatives of the Thai Parliament.

A script on 'Second Chamber in Indian Parliament: Role and Status of Rajya Sabha' was prepared and sent to the BPST, Lok Sabha Secretariat for being distributed to the newly elected members of the 15th Lok Sabha.

During the year 2008, a new initiative was taken by the Hon'ble Chairman, Rajya Sabha to institute Dr. S. Radhakrishnan Chair and two Rajya Sabha Fellowships on Parliamentary Studies with the objective of encouraging high quality research on different aspects of Parliamentary democracy, in general, and Indian Parliament and Rajya Sabha, in particular. A Search and Advisory Committee was constituted consisting of five members, namely two members of Rajya Sabha one each nominated by the Leader of the House and the Leader of the Opposition, Rajya Sabha; two prominent academics to be nominated by the Chairman, Rajya Sabha and the Secretary-General to assist the Hon'ble Chairman in the selection of the Chair and the Fellows as well as their management. Two meetings of the Committee were held during the year 2009 to consider the applications received for the Chair and the Fellowships. The General Research Unit of the LARRDIS provided secretarial assistance to the Committee which, *inter alia*, included issuing of notices for the meetings, compiling information received from the applicants for use of Members of the Committee, making necessary arrangements for lunch/ refreshment for meetings, preparation of minutes of the meetings and follow-up action on the recommendation/ decision of the Committee/ Chairman, Rajya Sabha, preparing budget estimates and the revised estimates for the Chair/ Fellowship, processing of bills for reimbursement, refreshment, lunch, etc.

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 2009, 275 books and journals were added to the Library and 398 books/magazines were issued to the officers and staff of the Secretariat. Besides, 97 reference books were purchased and supplied to officers/sections.

Media, Education and Audio-Visual Unit Work

The erstwhile 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 the work relating to liaison with media organisations, correspondents and journalists.

During the year 2009, Media, Education and Audio-Visual Unit issued 1 pass to a journalist under Long and Distinguished Service category. The Unit also issued 228 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, two newspapers, a news channel and a magazine were admitted to the Rajya Sabha Press Gallery. During the year 2009, names of 482 journalists eligible for the Temporary and Sessional cards were recommended to the Centralized Pass Issue Cell (CPIC) for issuance of bar coded passes. Two journalists were also

given the Central Hall facility during the year. Besides, names of 152 journalists having permanent Rajya Sabha Press Gallery passes were sent to the Centralized Pass Issue Cell (CPIC) for issue of the R.F. Tags.

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 2009, 93 Annual Parking Labels and 150 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 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. This apart, 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) Oath taking ceremonies of newly elected/re-elected/nominated Members of Rajya Sabha held on 27 April 2009;
- (ii) Visits of parliamentary delegations from Indonesia, Afghanistan, Timor Leste, France, Japan, China, Vietnam and Oman;
- (iii) Release of Urdu version of the Wakf Committee Report at the Vice-President's House; and
- (iv) Visit of Committee on Revision of Rules and Procedures of the Kerala Legislative Assembly.

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 events that took place during the year. Some of these included visits by parliamentary delegations from Indonesia, Afghanistan, Timor Leste, France, Japan, China, Vietnam and Oman; valedictory remarks by the Hon'ble Chairman, Rajya Sabha on the conclusion of 215th, 216th, 217th and 218th Sessions of Rajya Sabha; panel discussion on the Right to Information on 2 March 2009; oath taking ceremony by the newly elected/re-elected Members of Rajya Sabha held on 27 April 2009; launch of re-designed Website (English and Hindi) of Rajya Sabha by Hon'ble Vice-President of India and Chairman, Rajya Sabha on 30 July 2009; workshop on 'Parliament and Media' held from 4 to 6 November 2009; and inauguration of Phase-I of the project for Digitization of Verbatim Debates of Rajya Sabha on 18 December 2009. SMSes were sent to the journalists informing them about important parliamentary events and dates. The Unit also organized press conference for the Chairman, Committee on Transport, Tourism and Culture on 24 February 2009 and the Chairperson, Committee on Personnel, Public Grievances, Law and Justice on 17 December 2009.

The Unit prepared Press Releases both in English and Hindi to ensure adequate publicity to a number of important events as enumerated below:

- (i) Oath taking ceremonies of newly elected/re-elected/ nominated Members held from time to time;
- (ii) Visits of foreign parliamentary delegations; and
- (iii) Workshop on Parliament and Media.

The Media Advisory Committee of Rajya Sabha was re-constituted on 27 May 2009. The membership of the Committee has been increased from 11 to 15. The Committee 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 seven meetings. The Media, Education and Audio-Visual Unit provided Secretarial assistance to the Committee which, *inter alia*, included 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.

In addition to the above, the following work was also done by the Unit during the year:

- (i) Organized a lunch hosted by the Hon'ble Chairman, Rajya Sabha for outgoing members of the first Media Advisory Committee of Rajya Sabha on 2 April 2009;
- (ii) Organized a farewell lunch for former Chairman of Media Advisory Committee of Rajya Sabha on 12 July 2009;
- (iii) Organized a luncheon interaction of Hon'ble Chairman, Rajya Sabha with media persons at his residence on 16 November 2009; and
- (iv) Processed bills for refreshment/ lunch/ photographs etc. from time to time.

A three day workshop on "Parliament and Media" was held from 4 to 6 November 2009. Extensive exercise was done to ensure large participation of media persons. The workshop was very well attended on all the three days and it received adequate media coverage.

This Unit is also the nodal section for looking after and coordinating the work relating to setting up of the proposed 24 hour TV channel of Rajya Sabha. During the year, the Unit organized several meetings in this regard, prepared minutes of the meetings, prepared notes/ status notes, liaised with LSTV/ Lok Sabha Secretariat and Broadcast Engineering Consultants of India Limited (BECIL) the consultant for the project, prepared Revised Estimates (RE) and Budgetary Estimates (BE) for the proposed channel, liaised with CPWD for locating the proposed channel in one of the bungalows available in the Rajya Sabha pool, examined the Detailed Project Report (DPR) submitted by the BECIL and took care of various miscellaneous items of work from time to time.

The Unit was assigned the task of revision/ update of a short film titled "Rajya Sabha: The Second Chamber of Indian Parliament" for being distributed to the delegates of the 20th Conference of Speakers and Presiding Officers of Commonwealth Countries held in New Delhi from 4 to 8 January 2010. The Unit updated/ revised the script of the film, engaged the services of M/s Moving Images, Delhi to produce the revised/ updated version of the said film, organised interviews with the Hon'ble Deputy Chairman, Hon'ble Leader of the Opposition, Rajya Sabha, Minister of State for Parliamentary Affairs and the Secretary-General, Rajya Sabha, arranged relevant footage from the Lok Sabha Television/Lok Sabha Secretariat, suggested various modifications after going through the first cut of the film, prepared the bio-profile of the Hon'ble Chairman for being used in the film, prepared the text matter printed on the DVD jacket, conceptualized and finalized the cover design of the jacket and provided three hundred DVD copies to the Conference and Protocol Section for onward transmission to the Lok Sabha Secretariat.

Committee Coordination Section

During the year 2009, the Committee Coordination Section dealt with a total number of 58 elections and 52 nominations of Members of Rajya Sabha to the various Statutory Bodies/ Joint Parliamentary Committees. The Section also initiated timely action for the re-constitution of the Department-related Parliamentary Standing Committees (DRSCs), which were dissolved along with all the Joint Parliamentary Committees consequent upon the dissolution of the 14th Lok Sabha on 18th May, 2009. Accordingly, action for their re-constitution and nomination of Members of Rajya Sabha thereto and appointment of Chairmen of eight DRSCs coming under the jurisdiction of Hon'ble Chairman, Rajya Sabha was initiated immediately after the constitution of the 15th Lok Sabha and the Committees were re-constituted w.e.f. 31 August, 2009. While eight Standing Committees of Rajya Sabha (House related Committees) were re-constituted w.e.f. 24 September, 2009, two other Committees of the Rajya Sabha (House related Committees) viz. Committee on Ethics and General Purposes Committee were re-constituted w.e.f. 8 July, 2009 and 8 October, 2009, respectively. Besides, notices of Motions for election/ requests for nomination of Members of Rajya Sabha to the various Joint Parliamentary Committees/ Parliamentary Fora 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; Joint Committee on Offices of Profit; Joint Committee on Salaries and Allowances of Members of Parliament; Committee on Empowerment of Women; Library Committee; Committee on Food Management in Parliament House Complex; Joint Parliamentary Committee on Installation of Portraits/ Statues of National Leaders and Parliamentarians in the Parliament House Complex; Joint Parliamentary Committee on Security Matters in Parliament House Complex; Parliamentary Forum on Water Conservation and Management; Parliamentary Forum on Youth; Parliamentary Forum on Children; Parliamentary Forum on Population and Public Health; and Parliamentary Forum on Global Warming and Climate Change.

Apart from the above, a new Joint Parliamentary Committee i.e., Joint Parliamentary Committee on Maintenance of Heritage Character and Development of Parliament House Complex was constituted w.e.f. 15 December, 2009, to formulate, *inter alia*, policies, guidelines and programmes on conservation, restoration, rehabilitation and maintenance works in Parliament House Complex in accordance with standard conservation principles and procedure. Besides, the Rajya Sabha at its sitting held on the 22nd December, 2009 adopted a motion referring the Commercial Division of High Courts Bill, 2009 to a Select Committee of the Rajya Sabha and

accordingly the constitution of this Committee was notified in the Rajya Sabha Parliamentary Bulletin Part-II on 24th December, 2009.

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 the Section in accordance with the provisions contained in the Parliament (Prevention of Disqualification) Act, 1959. Wherever considered necessary, references were made to the Joint Parliamentary Committee on Offices of Profit for its opinion/ recommendation in the light of which the cases were thereafter placed before the Chairman, Rajya Sabha for his consideration/orders. During the year 2009, 5 requests seeking approval of the Hon'ble Chairman, Rajya Sabha to the nomination of Members to various bodies were processed in the Section.

In addition, the Section compiled, published and distributed to the Members a publication titled "Rajya Sabha Committees: A Profile (2008)". A total of 75 Reports/ Statements of various Committees received from the Lok Sabha Secretariat were also laid on the Table of Rajya Sabha.

Simultaneous Interpretation Service

During the year 2009, the Interpretation Service provided simultaneous interpretation in roughly 118 meetings of the Department-related Parliamentary Standing Committees. In addition, the Service also covered around 22 meetings of the Consultative Committees attached to various Ministries/ Departments. Simultaneous interpretation services were also provided in the Orientation Programme for Media persons held from 4th to 6th November, 2009.

Complaints Committee for redressal of complaints of sexual harassment of women employees

Pursuant to the directions of the Supreme Court, a three-member Complaints Committee for redressal of complaints of sexual harassment of women employees in the Rajya Sabha Secretariat was constituted by the Secretary-General, Rajya Sabha in 2009. The Committee would, *inter alia*, register and inquire into complaints of sexual harassment within the Rajya Sabha Secretariat and would ensure that the victims or witnesses are not victimized or discriminated against while dealing with such complaints.

RAJYA SABHA SECRETARIAT

(As on 01.06.2010)

Main responsibilities of the officers of the Rajya Sabha Secretariat

Name, Designation & Official Telephone Nos.	Main responsibility
Dr. V.K. Agnihotri 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</i> <i>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>
Shri N.C. Joshi Secretary and Appellate Authority 2303-4604 2309-3713 2301-1328 (Tele-fax)	<i>Printing & Publications Service; Table Office; Notice Office; Lobby Office; Legislative Section; Bill Office; Parliament Security Service; Files relating to policy matters of all Standing Committees and Department-related Committees except House Committee; Any other work assigned</i>
Shri P. Gopalakrishnan Additional Secretary (AS&FA) 2303-4204 2301-4948 (Tele-fax)	<i>Pay & Accounts Office; Estt.(Accounts) & Budget Section; All files dealing with financial matters involving expenditure beyond the delegated powers to JS and below; Training Cell; IT Section and Committee on Provision of Computer Equipment to Members of Rajya Sabha; Committee Section (Commerce); Any other work assigned</i>
Smt. Vandana Garg Additional Secretary (VG) 2303-4212 2379-3412 2301-8708 (Fax)	<i>Questions Branch; Committee Section (H&FW); Committee Section (HRD); Committee Section (COPLLOT); Committee Co-ordination Section; Any other work assigned</i>
Shri Tapan Chatterjee Joint Secretary (C) 2303-4530 2301-0718 2301-2007 (Fax)	<i>Committee Section (HA); Conference & Protocol Section; Committee Section (Petitions); Committee Section (Ethics); Any other work assigned</i>
Shri Sham Sher Singh Joint Secretary (S) 2303-4057 2379-4328 (Tele-fax)	<i>Committee Section (Industry); Committee Section (PPG); MS & A Branch; Any other work assigned</i>

Name, Designation & Official Telephone Nos.

Main responsibility

Shri S. N. Sahu Joint Secretary (SN) 2303-4557 2301-2550 2379-2812 (Fax)	<i>Library, Reference, Research, Documentation & Information Service; Any other work assigned</i>
Smt. Agnes Momin George Joint Secretary (AM) 2303-4202 2301-1805 2301-1245 (Fax)	<i>Committee Section (S&T); G.A. Section; Stores Section; Welfare Unit; Sales & Archives Section; Any other work assigned</i>
Shri N. K. Singh Joint Secretary (N) 2303-4733 2309-2207 2379-3377 (Tele-fax)	<i>Library, Reference, Research, Documentation & Information Service (Units 4 to 8); Media, Education and Audio-Visual Unit; Printing & Publications Service; Committee Section (T&T); Committee Section (Subordinate Legislation); Any other work assigned</i>
Shri Gobind Lal Joint Secretary (R) 2303-4137 2379-3419 2301-6805 (Fax)	<i>Verbatim Reporting Service; Any other work assigned</i>
Dr. D.B. Singh Joint Secretary (D) 2303-4206 2301-2592 2301-5585 (Fax)	<i>Personnel Section; Estt.(General) Section; O & M Section; Committee Section (MPLADS); Distribution Branch; Any other work assigned</i>
Shri L.B. Shinde Joint Secretary (I) 2303-4456 2309-3559 2301-3927 (Fax)	<i>Simultaneous Interpretation Service; Any other work assigned</i>
Shri S.K. Watts Joint Secretary (W) 2303-4240 2301-3158 2309-3550	<i>Committee Section (Commerce); M.A. Section including House Committee; Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri S.K. Ganguli Joint Secretary (G) 2303-4668 2301-2083 2309-3554	<i>Table Office, Notice Office, Lobby Office, Committee Section (Govt. Assurances); Any other work assigned</i>
Smt. Usha Sharma Joint Secretary (E&F) 2303-4239 2301-2522 2301-6431 (Tele-fax)	<i>Editorial and Translation Service; Any other work assigned</i>
Shri Deepak Goyal Director (Q) & Central Public Information Officer (CPIO) 2303-4201 2301-6014	<i>Questions Branch (One Group); RTI Cell</i>
Shri Sanjay Singh Director (Security) 2303-5054 2303-5215 2301-1218 (Fax)	<i>Parliament Security Service</i>
⁴ Kum. Bharti Tiwari Director (Media)	<i>On deputation</i>
Shri P.P.K. Ramacharyulu Director (Home) 2303-4256 2301-3747	<i>Committee Section (HA); Training Cell</i>
Shri Mukul Pande Director (L) 2303-4693 2301-8044	<i>IT Section and Committee on Provision of Computer Equipment to Members of Rajya Sabha; Bill Office; Legislative Section</i>
Smt. Kamlesh Verma Director (PSS) 2303-4124 2301-1973	<i>Private Secretaries & Stenographic Service</i>
Shri A.K. Singh Director (M.A.) 2303-4543 2379-2819	<i>M.A. Section; Committee Section (Industry)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri S. D. Nautiyal Director (LARRDIS) 2303-4216 2301-6806	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri A.K. Chatterjee Director (Stores) 2303-4597 2309-3316	<i>Stores Section; Committee Section(S&T)</i>
Shri R.C. Virwani Director (Reporting) 2303-4275 2379-2848 2301-6805 (Fax)	<i>Verbatim Reporting Service</i>
Shri M. K. Khan Director (MS&A) 2303-4047 2309-3715	<i>Questions Branch (One Group); MS&A Branch</i>
Shri N.S. Walia Director (C&P) 2303-4187 2379-3563	<i>Conference & Protocol Section; Questions Branch (One Group)</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 Choudhury Ramakanta Das Director (Interpretation) 2303-4191 2309-2871	<i>Simultaneous Interpretation Service</i>
Shri Raghav P. Dash Director (LARRDIS) 2303-4532 2301-4957	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri J.G. Negi Director (E) 2303-4261 2309-3194	<i>Estt (Accounts) & Budget Section</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri C.B. Rai Director (Coord) 2303-4162 2309-3714	<i>Committee Coordination Section</i>
Shri K.P. Singh Director (PPG) 2303-4292 2309-2147	<i>Committee Section (PPG); Committee Section (COPLOT)</i>
Shri Jagdish Kumar Director (T&T) 2303-4061 2309-2148	<i>Committee Section (T&T); Committee Section (MPLADS)</i>
Shri Rohtas Director (O&M) 2303-4252 2309-2150	<i>Questions Branch (One Group); Distribution Branch; O & M Section</i>
Shri Jagmohan Sundriyal Director (HRD) 2303-4541 2309-2155	<i>Committee Section (HRD); Committee Section (Petitions)</i>
Shri Ajay Ghosh Director (Reporting) 2303-5454 2309-3560	<i>Verbatim Reporting Service</i>
Shri Mom Raj Singh Director (S&A) 2303-4093 2309-2163	<i>Sales & Archives Section</i>
Smt. Usha Dhangra Joint Director (PSS) 2303-4123 2301-1991 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Shri B.K. Pant Joint Director (PSS) 2303-4018 2379-3243	<i>Private Secretaries & Stenographic Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt Suman Ahuja Joint Director (PSS) 2303-4699 2301-7048 2301-8858 (Tele-fax)	<i>Private Secretaries and Stenographic Service</i>
Kum. L. Lakshmi Joint Director (LARRDIS)	<i>On deputation</i>
Smt. Sunita Sekaran Joint Director (Ethics) 2303-4063	<i>Committee Section (Ethics)</i>
Shri S.K. Tripathi Joint Director (L) 2303-4967	<i>Bill Office; Legislative Section; Committee Section (Govt. Assurances)</i>
Shri A.K. Gandhi Joint Director (Co-ord) 2303-4539	<i>Committee Co-ordination Section</i>
Smt. Vanjula G. Rajan Joint Director (G.A.) 2303-5400	<i>G.A. Section</i>
Shri Pradeep Chaturvedi Joint Director (E) 2303-5253	<i>Estt. (Accounts) and Budget Section</i>
Shri S.K. Chhugani Joint Director (G) 2303-5257	<i>Estt. (G) Section (all matters pertaining to leave)</i>
Shri Pawan Kumar Joint Director (LARRDIS) 2303-5426 2301-4850 (Tele-fax)	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri K. Ravinder Joint Director (Reporting) 2303-5222	<i>Verbatim Reporting Service</i>
Shri S. Sundaraman Joint Director (Reporting) 2303-5222	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Radhe Shiam Sharma Joint Director (Reporting) 2303-4080	<i>Verbatim Reporting Service</i>
Shri Ashok Kumar Anand Joint Director (Reporting) 2303-4731	<i>Verbatim Reporting Service</i>
Smt. Nirmala Bhatt Joint Director (Reporting) 2303-4066	<i>Verbatim Reporting Service</i>
Smt. Parvathy Venkitachalam Joint Director (PSS) 2303-4128 2301-1992 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Smt. Suman Mala Thakur Joint Director (Interpretation) 2303-4618 2303-4725	<i>Simultaneous Interpretation Service</i>
Shri H.C.D. Sharma Joint Director (Security) 2303-4780 2301-7827 (Tele-fax)	<i>Parliament Security Service</i>
Shri Ashis Chakravarty Joint Director (Security) 2303-5077 2301-1370 (Tele-fax)	<i>Parliament Security Service</i>
Shri K.S. Mani Joint Director (Security) 2303-4114 2303-4685 2301-1485 (Tele-fax)	<i>Parliament Security Service</i>
Shri Raj Kumar Verma Joint Director (Security) 2303-4646 2301-1485 (Tele-fax)	<i>Parliament Security Service</i>
Smt. Anita Chugh Joint Director (PSS) 2303-4842 2301-2567	<i>Private Secretaries & Stenographic Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Vimal Kumar Joint Director (Ind.) 2303-5109	<i>Committee Section (Industry)</i>
Shri M. C. Tiwari Joint Director (Com-I) & Central Assistant Public Information Officer (CAPIO) 2303-4353	<i>Committee Section (Subordinate Legislation); RTI Cell</i>
Shri S. Jason Joint Director (Rectt.) 2303-4327	<i>Recruitment Cell</i>
Dr. Jayantimala Devi Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Smt. Saroj Bala Rikh Joint Director (PSS) 2303-4121 2301-2009 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Smt. Saroj Sharma Joint Director (P&P) 2303-5364	<i>Printing and Publications Service</i>
Ms. Manjeet Kaur Sethi Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri D.S. Prasanna Kumar Joint Director (LARRDIS) 2303-4163	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri Chandra Shekhar Mishra Joint Director (E&T) 2303-4031	<i>Editorial & Translation Service</i>
Shri Birendra Kumar Joint Director (E&T) 2303-5342	<i>Editorial & Translation Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Rajendra Singh Chauhan Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Smt. Nishi Chadha Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Bhupinderjeet Singh Joint Director (PSS) 2303-5733 2303-4898	<i>Private Secretaries & Stenographic Service</i>
Shri Arun Sharma Joint Director (HRD) 2303-5368	<i>Committee Section (HRD)</i>
Smt. M. Sasilekha Nair Joint Director (G-II) 2303-5308	<i>Estt. (General) Section (all matters except leave)</i>
Shri Joe Mathew Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri K.S. Somashekhar Joint Director (Interpretation)	<i>On deputation</i>
Shri Mahinder Singh Joint Director (Security) 2303-4192	<i>Parliament Security Service</i>
Smt. Shefali Gupta Joint Director (PSS) 2303-4898 2301-5733 2379-3261 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Shri Gurnam Singh Joint Director (C&P) 2303-5367	<i>Conference & Protocol Section; Questions Branch (One Group)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri M.C. Mangal Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Dr. (Smt.) Rosey Sailo Damodaran Joint Director (LARRDIS) 2303-5427	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri D. K. Mishra Joint Director (Home) 2303-5410	<i>Committee Section (HA)</i>
Shri K. Sudhakaran Joint Director (T) 2303-5445	<i>Lobby Office; Notice Office; Table Office</i>
Shri V. S. P. Singh Joint Director (S&T) 2303-5411	<i>Committee Section (S&T); O & M Section</i>
Shri Swarabji B. Joint Director (T&T) & Web Supervisor 2303-5228	<i>Committee Section (T&T); Distribution Branch</i>
Smt. Arpana Mendiratta Joint Director (H&F) 2303-5428	<i>Committee Section (H&FW)</i>
Shri Trilok Nath Pandey Joint Director (COPLLOT) 2303-5429	<i>Committee Section (COPLLOT)</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; Questions Branch (One Group)</i>
Shri Rakesh Naithani Joint Director (Petitions) 2303-5433	<i>Committee Section (Petitions)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Ratan Kumar Sahoo Joint Director (LARRDIS) 2303-5254	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri T.M. Vijaya Kumar Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Smt. Manju Aggarwal Joint Director (PSS) 2303-4604 2309-3713 2301-1328 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Shri Anil Kumar Joint Director (PSS) 2301-6422 2301-8124 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Smt. Madhu Rajput Joint Director (PSS) 2303-4066 2301-8620	<i>Private Secretaries & Stenographic Service</i>
Shri Vinod Kumar Tyagi Joint Director (Interpretation) 2303-4618 2303-4725	<i>Simultaneous Interpretation Service</i>
Smt. Sulakshana Sharma Joint Director (E&T) 2303-4237	<i>Editorial and Translation Service</i>
Shri Om Parkash Joint Director (E&T) 2303-4558	<i>Editorial and Translation Service</i>
Shri Vimal Kumar Joint Director (Reporting) 2303-4775 2303-4038	<i>Verbatim Reporting Service</i>
Shri K.N. Earendra Kumar Joint Director (PPG) 2303-5447	<i>Committee Section (PPG)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri D.K. Juneja Joint Director (Rectt-II) 2303-5431	<i>Recruitment Cell</i>
Shri Shashi Bhushan Joint Director (MS&A) 2303-5448	<i>MS & A Branch</i>
Shri P. Narayanan Joint Director (Stores) 2303-5459	<i>Stores Section</i>
Dr. (Smt.) Subhashree Panigrahi Joint Director (Comm.) 2303-5446	<i>Committee Section (Commerce)</i>
Shri A.K. Mallick Joint Director (MA) 2303-5361	<i>M.A. Section; Questions Branch (One Group)</i>
Smt. Sunita Batheja Joint Director (PSS) 2303-4706 2301-7421 2301-8066 (Tele-fax)	<i>Private Secretaries & Stenographic Service</i>
Smt. Girija Prakash Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Meena Pandey Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Sangeeta Chawala Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Kshemendra Singh Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Tara Datt Bhatt Joint Director (Reporting) 2303-4068 2303-4775	<i>Verbatim Reporting Service</i>
Shri K.G. Grampurohit Joint Director (Reporting) 2303-4080 2303-4731	<i>Verbatim Reporting Service</i>
Shri Kishori Lal Joint Director (Reporting) 2303-4080 2303-4731	<i>Verbatim Reporting Service</i>
Smt. Selvi Kennedy Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Gyanendra Singh Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Ajit Singh Chalia Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri N. Babu Rao Joint Director (Reporting) 2303-4397 2303-4731	<i>Verbatim Reporting Service</i>
Shri Udharn Singh Yadav Joint Director (Reporting) 2303-4397 2303-4731	<i>Verbatim Reporting Service</i>
Smt. Josyula Padma Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt. Parveen Kaul Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Pradeep Bhatt Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Smt. Lata Prakash Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Kusum Sudhir Joint Director (Interpretation) 2303-4572 2303-4565	<i>Simultaneous Interpretation Service</i>
Smt. Nupur Goswami Joint Director (Interpretation) 2303-4618 2303-4725	<i>Simultaneous Interpretation Service</i>
Shri Babu Ram Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Ashok Kumar Birla Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Dost Mohammed Nabi Khan Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Krishna Menon Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Dr. Sumanta Kumar Bhowmick Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Sanjay Vatsa Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Manoj Kumar Hasija Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Ravinder Kumar Joint Director (Trg.) 2303-5187	<i>Training Cell; Questions Branch (One Group)</i>
Shri Suresh Kumar Bakshi Joint Director (Security) 2303-4483	<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>