



Rajya Sabha and its Secretariat:

A Performance Profile — 2011



RAJYA SABHA SECRETARIAT
NEW DELHI
AUGUST 2012

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Rajya Sabha Website:

<http://parliamentofindia.nic.in>

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Price: ₹ 60.00

P R E F A C E

In this publication, an attempt has been made to present, in nutshell, information about the work transacted by Rajya Sabha, its Committees and Rajya Sabha Secretariat during the year 2011 with a view to familiarising readers with different aspects of the functioning of 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;
August 2012

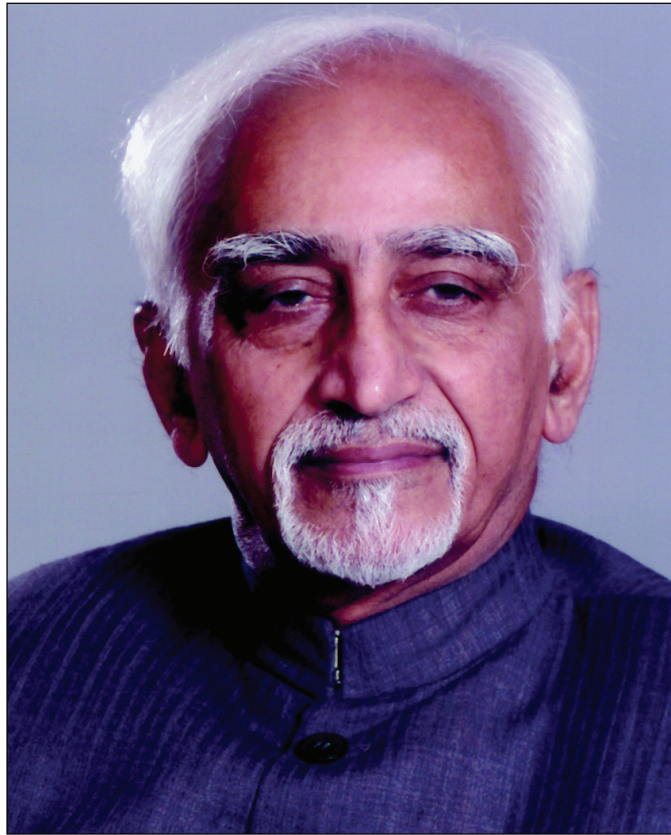
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House at Work

During the year 2011, the Rajya Sabha sat for 73 days—23 days during the 222nd Session, 26 days during the 223rd Session and 24 days during the 224th Session. The 223rd Session was the longest Session of the year. During the year 2011, the House sat for 236 hours and 11 minutes.

Summons for the 222nd Session (Budget Session) was issued on 28 January 2011. The Session which commenced on February 21, 2011 was originally scheduled upto March 16 (first part) and from April 4 to April 21 (second part).

Sessions 2011	Date of Summons	Date of Commencement	Number of Sittings	Date of Termination (Adjournment <i>sine die</i>)	Date of Prorogation	Actual Hours of Sittings Hrs./Mts.
222 nd	28 Jan. 2011	21 Feb. 2011	23	25 March 2011	29 March 2011	80-24
223 rd	13 July 2011	1 Aug. 2011	26	8 Sept. 2011	15 Sept. 2011	81-25
224 th	3 Nov. 2011	22 Nov. 2011	24	30 Dec. 2011	5 Jan. 2012	74-22

However, due to announcement of Assembly elections in five States, the first part was rescheduled and sittings were extended till 25 March 2011. The 222nd Session of the Rajya Sabha was adjourned *sine die* on 25 March 2011 and was prorogued by the President on 29 March 2011. This being the first Session of the year, the President addressed Members of both the Houses of Parliament assembled together in the Central Hall on 21 February 2011. Summons for the 223rd Session was issued on 13 July 2011. The 223rd Session that commenced on 1 August 2011 was adjourned *sine die* on 8 September 2011 and was prorogued by the President on 15 September 2011. Summons for the 224th Session was issued on 3 November 2011. The 224th Session commenced on 22 November 2011 and was adjourned *sine die* on 30 December 2011. It was prorogued by the President on 5 January 2012.

During the year, 218 Lists of Business were issued with regard to the business of the House. In all, 4853 papers were laid on the Table of the House.

The average attendance of Members during the 222nd, 223rd and 224th Sessions was 176, 179 and 177, respectively. The highest attendance on a day during the 222nd, 223rd and 224th Sessions was 197, 202 and 214, respectively.

Simultaneous interpretation of the proceedings of the House and its Committees is done from Hindi to English and *vice-versa*. Arrangements also exist for simultaneous interpretation of speeches made in Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Odia, Punjabi, Tamil and Urdu. The facility of simultaneous interpretation is also provided on request for conferences, seminars and meetings of Consultative Committees of different Ministries.

Question Hour

The first hour of every sitting is generally devoted to the asking and answering of questions. During this Hour, Members exercise their right to seek information on various issues from the Government on the floor of

the House. Questions, in fact, are used by Members as a device to review critically Government's performance in various fields, to assess the impact of the Government programmes and policies as well as to ventilate public grievances on various matters. During the year 2011, a total of 30,109 notices of questions, both starred and unstarred, were received, of which 10,674 were admitted and 1149 notices were admitted by clubbing therewith. Out of these, 1219 questions were listed as starred questions and of these, 166 questions, constituting around 13.61 per cent, were actually taken up for oral answer in the House.

During the year, ten 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, fifty-one notices were received and six were admitted. Besides, thirty-seven notices for Half-an-Hour discussion arising out of the answers given to starred/ unstarred questions were received out of which two were admitted and discussed on the floor of the House.

Legislation

During the year 2011, the Rajya Sabha held 73 sittings in three Sessions, namely, 222nd, 223rd and 224th. Out of the 73 sittings, the House transacted Government Legislative Business and Private Members' Legislative Business in 35 and 3 sittings respectively. Nine Government Bills were introduced in Rajya Sabha during the year and all nine Bills were referred to the Department-related Parliamentary Standing Committees for examination and report. Fifty one Private Members' Bills were introduced in Rajya Sabha and three Private Members' Bills were considered, of which two Bills were withdrawn.

Significant legislative developments during the year 2011

The Sessions held during the year 2011 witnessed significant legislative developments, as detailed below:—

- (i) **The National Capital Territory of Delhi Laws (Special Provisions) Bill, 2011 and the National Capital Territory of Delhi Laws (Special Provisions) Second Bill, 2011:** The Delhi Laws (Special Provisions) Act, 2006 was enacted, *inter alia*, to address several orders and directions passed by the Supreme Court and the High Court of Delhi in cases pending before them regarding contentious issues which were confronting the city of Delhi, namely, unauthorised constructions, commercial use of residential premises, encroachment on public land by slum dwellers and *jhuggi-jhopri* clusters, problems relating to urban street vendors. That Act also required the Central Government with a time period of one year to take all possible steps to finalise norms, policy guidelines and feasible strategies to deal with the problems of certain forms of unauthorised development with regard to mixed land use not conforming to the Master Plan, construction beyond sanctioned plans, encroachment by slum and *jhuggi-jhopri* dwellers, hawkers and urban street vendors. It also provided for *status quo* as on the 1st day of January, 2006 to be maintained in respect of these categories of unauthorised development, subject to certain conditions notwithstanding any judgement, decree or order of any court. As more time was needed for orderly implementation of the programmes and formulation of strategies, schemes, guidelines, policies and plans, etc., accordingly, the enacted law was being extended with modification year after year. The National Capital Territory of Delhi Laws (Special Provisions) Bill, 2011 passed by both the Houses of Parliament in March 2011 sought to extend the implementation of the Delhi Laws (Special Provisions) Act, 2006 for a period beginning from the 1st day of January, 2011 and ending on the 31st day of December, 2011 to give continued effect to the aforesaid programmes, strategies, schemes, guidelines, policies and plans, etc. The Bill was assented to by the President on 29 March, 2011 and became Act No. 5 of 2011.

The National Capital Territory of Delhi Laws (Special Provisions) Second Bill, 2011 passed by both the Houses of Parliament in December 2011, *inter alia*, provided for continuation of the National

Capital Territory of Delhi Laws (Special Provisions) Act, 2011 for a period beginning from 1 January, 2012 to the 31 December, 2014 and also provided for relief and minimise avoidable hardships and irreparable loss to the people of the National Capital Territory of Delhi against any punitive action by any agency in respect of the persons covered by the policies and to complete the revision of the Master Plan and for facilitating its smooth implementation. The Bill was assented to by the President on 23 December, 2011 and became Act No. 20 of 2011.

- (ii) **The Juvenile Justice (Care and Protection of Children) Amendment Bill, 2011:** The Juvenile Justice (Care and Protection of Children) Act, 2000 was enacted to provide for a juvenile justice system for juveniles in conflict with law and children in need of care and protection, by providing for proper care, protection and treatment by catering to their development needs, and by adopting a child-friendly approach in the adjudication and disposition of matters in the best interest of children and for their ultimate rehabilitation. Section 48 (2) of the Act meted out discriminatory treatment to the children found to be suffering from leprosy, sexually transmitted disease, Hepatitis B, open cases of Tuberculosis and such other diseases or of unsound mind. Further, Section 58 provided for the transfer of juvenile or child of unsound mind or child suffering from leprosy or addicted to drugs from special homes to the mental hospital or mental asylum or treatment centre for addicts. The Act of 2000 provided that these children be segregated and dealt with separately through various specialised referral services, thus proving to be discriminatory in nature. The experts were of the view that segregation of these children was not necessary for their treatment. The Union Ministry of Health had also recommended for amendment of the aforesaid Act for removing the discriminatory provisions. Thus, the amendments proposed in the Juvenile Justice (Care and Protection of Children) Amendment Bill, 2010 sought to offset the discriminatory nature of the abovementioned Act by omission of subsection (2) of Section 48 and substitutions in Section 58. The Juvenile Justice (Care and Protection of Children) Amendment Bill, 2011 passed by both the Houses of Parliament in August 2011, *inter alia* provided to remove the discriminatory provisions. The Bill was assented to by the President on 7 August 2011 and became Act No. 12 of 2011.
- (iii) **The Indian Medical Council (Amendment) Bill, 2011:** The Indian Medical Council Act, 1956 was enacted for the purpose of reconstituting the Medical Council of India and to provide for the maintenance of the Indian Medical Register. The Indian Medical Council Act, 1956 was amended, *inter alia*, by the Indian Medical Council (Amendment) Ordinance, 2010 which paved for the supersession of the Medical Council of India for one year with effect from 15 May 2010, by providing for the constitution of a Board of Governors of not more than seven persons to exercise the powers and to perform the functions of the Medical Council of India. The Ordinance was to be replaced by the Indian Medical Council (Amendment) Act, 2010. As per the provisions contained in sub-section (2) of section 3A of the aforesaid 1956 Act, as inserted by the amending Act of 2010, the Council had to be reconstituted within a period of one year from the date of its supersession *i.e.* latest by 14 May 2011. Meanwhile, the Central Government had initiated a proposal to set up a National Commission for Human Resources for Health, an overarching regulatory body for Dental Council of India and the Medical Council for India, but since the process for enacting the proposed legislation would take time and the deadline 14 May 2011 was drawing closer, the Indian Medical Council (Amendment) Ordinance, 2010 was resorted to. The Indian Medical Council (Amendment) Bill, 2011, as passed by both the Houses of Parliament in August 2011, *inter alia* sought to replace the Indian Medical Council (Amendment) Ordinance, 2011. The Bill ensured that the tenure of the Board of the Governors is extended for another year, so that the Medical Council of India or the National Commission for Human Resources for Health is constituted in the aforesaid extended period. The Bill was assented to by the President on 8 September, 2011 and became Act No.13 of 2011.

(iv) **The Orissa (Alteration of Name) Bill, 2011:**

The Government of Orissa forwarded to the Central Government in December 2008, the resolution passed by the Legislative Assembly of Orissa on 28 August, 2008 that the name of the State specified as "Orissa" in the First Schedule of the Constitution be changed as "Odisha" and authorised the Government of Orissa to place the matter before Government of India for change of name of the State and change of language of the State and change of their Hindi translations. As required by the proviso to article 3 of the Constitution, the President referred the Bill to the Legislature of the State of Orissa for expressing its views thereon. The Legislative Assembly of Orissa considered the Orissa (Alteration of Name) Bill, 2009 and adopted a unanimous Resolution agreeing with the Bill. It provides for such alteration of name of the State of Orissa and contains necessary amendments to the provisions of the Constitution and also consequential provisions. The Orissa (Alteration of Name) Bill, 2010, *inter alia*, provided for alteration of name of the State from 'Orissa' to 'Odisha' as specified in the First Schedule of the Constitution. The Bill was passed by Lok Sabha in November 2010 and by Rajya Sabha in March 2011. The formal amendments made by Rajya Sabha were agreed to by Lok Sabha in September 2011. The Bill was assented to by the President on 23 September 2011 and became Act No. 15 of 2011.

(v) **The Constitution (Ninety-Sixth Amendment) Bill, 2011:**

The Constitution (Ninety-Sixth Amendment) Bill, 2011 introduced in Lok Sabha was passed by Lok Sabha in November 2010 and by Rajya Sabha in March 2011, *inter alia*, provided to change the name of the language mentioned in the Eighth Schedule of the Constitution of India,

The following are some of the statistics relating to Bills which came up before Rajya Sabha during the year 2011:—

• Number of sittings during which the Government Bills were introduced, considered and passed in Rajya Sabha	35
• Number of sittings during which the Private Members' Bills were introduced or considered	03
• Number of Government Bills introduced	09
• Number of Private Members' Bills introduced	51
• Number of Government Bills withdrawn/ fallen through during the year	01
• Number of Government Bills negatived	00
• Number of Private Members' Bills withdrawn	02
• Number of Private Members' Bills negatived	00
• Number of Government Bills transmitted by Lok Sabha	32
• Number of Government Bills transmitted by Rajya Sabha	12*
• Number of Government Bills introduced in Rajya Sabha and referred to the Department-related Parliamentary Standing Committees	09
• Number of Bills referred to the Select Committees of Rajya Sabha	00
• Number of Bills reported by the Select Committees of Rajya Sabha	01**
• 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	37\$
• Number of Government Bills pending at the commencement of the year	46
• Number of Government Bills pending at the end of the year	49
• Number of Private Members' Bills pending at the commencement of the year	163
• Number of Private Members' Bills pending at the end of the year	170
• Number of Bills passed by the Houses of Parliament and assented to by the President	36
• Number of Bills on which assent of the President was obtained by the Rajya Sabha Secretariat	17
* On the 12 Bills transmitted by Rajya Sabha, 8 Bills were introduced, considered and passed by Rajya Sabha and transmitted to Lok Sabha and remaining 4 Bills, namely, the Orissa (Alteration of Name) Bill, 2011, the Constitution (One Hundred and Thirteenth Amendment) Bill, 2011, the State Bank of India (Subsidiary Banks Laws) Amendment Bill, 2011 and the Academy of Scientific and Innovative Research Bill, 2011 were Bills of Lok Sabha. Rajya Sabha passed those Bills with amendments and transmitted to Lok Sabha	
** The Wakf (Amendment) Bill, 2010, as passed by Lok Sabha, was referred to a Select Committee of the Rajya Sabha on the 31 st August, 2010. The Committee presented its report to the Rajya Sabha on the 16 th December, 2011.	
# Out of the 41 Bills considered by Rajya Sabha, 37 Bills were considered and passed by the House and the remaining 4 Bills, namely, the Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram Bill, 2011 the Commercial Division of High Courts Bill, 2010, the Architects (Amendment) Bill, 2010, and the Lokpal and Lokayuktas Bill, 2011 were considered by Rajya Sabha but the discussion remained inconclusive.	
\$ Out of the 37 Bills passed/returned by Rajya Sabha, 36 Bills were assented to by the President, one Bill, namely, the Railway Property (Unlawful Possession) Amendment Bill, 2011 was passed by Rajya Sabha and transmitted to Lok Sabha. The Bill is pending in Lok Sabha.	

from 'Oriya' to 'Odia'. The Bill was introduced as the Constitution (One Hundred and Thirteenth Amendment) Bill, 2010. The Bill was assented to by the President on 23 September, 2011.

- (vi) **The Transplantation of Human Organs (Amendment) Bill, 2011:** The Transplantation of Human Organs Act, 1994 was enacted to regulate the removal, storage and transplantation of human organs for therapeutic purposes and to prevent commercial dealings in human organs. In spite of the existing regulatory mechanism there has been a spate of reports of organ trade in the print and electronic media about and the consequential exploitation of the economically weaker sections of the society. An increasing perception in civil society has been that the said Act was not effective in curbing commercial transactions in organ transplant and thwarted genuine cases due to the complicated and long drawn process of organ donation. A committee had been constituted pursuant to the judgment of High Court of Delhi dated 6 September 2004 to examine the lacunae in implementation of the said Act. The Transplantation of Human Organs (Amendment) Bill, 2011 as passed by both the Houses of Parliament in August 2011 includes the draft guiding principles of the organ implementation prepared by the World Health Organisation. The salient features of the Bill are: (i) inclusion of the transplantation of tissues of the human body; (ii) expansion of the definition of "near relative" in order to include the grandfather, grandmother, grandson and granddaughter as near relative; (iii) making it mandatory for the Intensive Care Unit or Treating Medical Staff to request relatives of brain dead patients for organ donation and to provide for the enucleating of corneas by a trained technician; (iv) regulation of the transplantation of organs for foreign nationals, to prevent the exploitation of minors, to provide for Swap Donations of organs, to empower the Central Government to prescribe the composition of Authorization Committees and to empower State Governments and Union territories to set up their own Authorization Committees; (v) constitution of Advisory Committees to advise the Appropriate Authorities; (vi) empowerment of the Appropriate Authorities to summon persons, seek production of documents, issue search warrants, etc.; (vii) establishment of a National Human Organs and Tissues Removal and Storage Network; (viii) to provide for the development and maintenance of a national registry of the recipients of human organs transplants; (ix) appointment of a "transplant coordinator" in all hospitals registered for organ retrieval and transplantation; and to provide for the registration of non-governmental organisations working in the field of organ retrieval, banking and transplantation and (x) enhancement of the penalties provided under the Act. The Bill, *inter alia*, thus puts in place an effective mechanism in curbing commercial transaction in organ transplant. The Bill was assented to by the President on 27 September 2011 and became Act No. 16 of 2011.
- (vii) **The National Council for Teacher Education (Amendment) Bill, 2011:** The National Council for Teacher Education Act, 1993 has been enacted to provide for the establishment of a National Council for Teacher Education with a view to achieving planned and co-ordinated development of teacher education system in the country and the regulation and proper maintenance of norms and standards in the education system. Section 12 (d) of the Act empowered the Council to lay down guideline in respect of minimum qualifications for a person to be employed as a teacher in schools or in recognised institutions. The Supreme Court in its ruling has held that the Act did not deal with educational institutions with primary school etc. thereby, qualifications for appointments as primary teacher in the ordinary educational institutions could not be prescribed under the aforesaid Act, and the essential qualifications are being prescribed by the local Acts and Rules in each State. The purpose of regulation of the education system is to ensure that the quality of teachers is maintained. The National Council for Teacher Education (Amendment) Bill, 2010 which was passed in Lok Sabha in August 2011 and in Rajya Sabha in September 2011 tries to address these shortcomings and have uniform standards of teaching in schools. The Bill, *inter alia*, tries to regulate the teacher education system by laying down minimum qualification for appointment of teachers in all schools

in the country. The Bill was assented to by the President on 12 October 2011 and became Act No. 18 of 2011.

- (viii) **The Cable Television Networks (Regulation) Amendment Bill, 2011:** The Cable Television Networks (Regulation) Act, 1995 was enacted for the purpose of regulating the operations of cable television networks in the country so as to bring uniformity in their operations, avoid undesirable programmes from being made available to the viewers as well as to enable the optimal exploitation of the technology which had the potential of making available to the subscribers a vast pool of information and entertainment. The Cable Television Networks (Regulation) Amendment Bill, 2011 passed by both the Houses of Parliament in December 2011, *inter alia*, intended to carry out certain amendments to the Cable Television Networks (Regulation) Act, 1995 for rectifying certain deficiencies noticed during the operation of the Act for the last fifteen years, namely, systemization of registration of cable operators, providing right of way to cable operators and permission by public authorities, compulsory transmission of certain channels, inspection of cable network services, prescription of interference standards by the Central Government and empowering the Telecom Regulatory Authority of India to specify basic service tier and its tariff. The Bill is a step forward in ensuring the implementation of the Telecom Regulatory Authority of India's (TRAI) recommendations dated the 5 August 2010 on "Implementation of Digital Addressable Cable Systems in India" which recommended "digitalization with addressability be implemented on priority in cable TV services in Non-CAS areas" The Bill sought to replace the Cable Television Networks (Regulation) Amendment Ordinance, 2011. The Bill was assented to by the President on 30 December, 2011 and became Act No. 21 of 2011.
- (ix) **The Prasar Bharati (Broadcasting Corporation of India) Amendment Bill, 2011:** The Prasar Bharati (Broadcasting Corporation of India) Act, 1990 provided for the establishment of a Broadcasting Corporation of India, to be known as Prasar Bharati. The Act provided for transfer of officers or employees serving in the Akashvani or Doordarshan to the Corporation, by the Central Government. It further provided that no such order shall be made in respect of any officer who has intimated, within the specified period, his intention of not becoming an employee of the Corporation. However, the employees were not given option in terms of Section 11 of the Act for transfer of their services to the Corporation. The government kept receiving representation as to their status, as to whether they were to remain as Government employees or as employees on deemed deputation serving in an autonomous organisation. Several meetings of the Group of Ministers tried to resolve the issue, the Group of Ministers in its meeting held on 16 April 2010 considered the issue relating the status of the employees belonging to the Indian Information Service, the Central Secretariat Service and other cadres borne outside the cadre of Akashvani and Doordarshan and recommended that *status quo* be maintained in respect of the said employees subject to the conditions, *inter alia*, that the Ministry of Information and Broadcasting and Prasar Bharati may jointly work out the number of deputation posts manned by the officers. These recommendations of the Group of Ministers settled the long standing issues of the status of the employees working in Prasar Bharati and empowered it with all disciplinary and supervisory powers and control on the officers and employees including the power to transfer them from one place to the other. The Prasar Bharati (Broadcasting Corporation of India) Amendment Bill, 2011, passed by both Houses of Parliament in December 2011, *inter alia*, provided for the terms and conditions of service in the Corporation, and all matters relating to the posts borne on the strength of the cadres of the Indian Information Service, the Central Secretariat Service or any other cadre outside Akashvani or Doordarshan. The Bill was assented to by the President on 8 January, 2012 and became Act No. 6 of 2012.
- (x) **The Factoring Regulation Bill, 2011:** The inadequate working capital in a small scale or an ancillary industrial undertaking caused serious and endemic problems affecting the financial health of such

undertaking or enterprise. Therefore, 'The Interest on Delayed Payments to Small Scale and Ancillary Industrial Undertakings Act' was enacted in 1993. However the Act did not improve the situation of delayed payments and the same was repealed by the Micro, Small, and Medium Enterprises Development Act of 2006 which provided for facilitating the promotion and development and enhancing the competitiveness of the micro, small, and medium enterprises. The Central Government still received complaints regarding the delay in payments to the micro or small industries. The Reserve Bank of India had constituted a Study Group in January 1998 under the chairmanship of Shri C.S. Kalyanasundaram for examining the feasibility and mechanics of starting factoring organisations in the country and making recommendations regarding its theory, constitution, organisational set-up, scope of activities and other related matters. The Study Group had recommended that factoring for small scale industries could be mutually beneficial to both factors and small scale industry units. Further, the recommendations of various other committees setup including the Prime Minister's Task Force on Micro, Small and Medium Enterprises 2010 also recommended development of factoring services for small scale industries through policy and legislative prescriptions to address the problem of liquidity for the micro or small industries. The Factoring Regulation Bill, 2011, was introduced as the Regulation of Factor (Assignment of Receivables) Bill, 2011 in the Lok Sabha in March 2011; it was passed by both the Houses of Parliament in December 2011. The Bill *inter alia* provided for regulating the assignment of receivables by making provision for registration therefore and rights and obligations of parties to contract for assignment of receivables. The factoring service is one of the important mechanisms to address the issue of resources management for the Micro, Small and Medium Enterprises Sector. The legislation provided for a mechanism for assignment of receivables of the industry to a 'factor' and the payment of consideration by the 'factor' to the industrial unit and addressed to develop the factoring services for small scale industries and problem of delay in payment and liquidity for the micro or small industries or enterprise. The Bill was assented to by the President on 22 January, 2012 and became Act No.12 of 2012.

- (xi) **The Academy of Scientific and Innovative Research Bill, 2011:** India's leadership in science and engineering in future will, *inter alia*, depend on its advancement in integrative and inter-disciplinary areas of science and engineering and other advanced courses in such areas. There is an increasing trend among the developed countries for producing more Ph.Ds. hence India has to keep pace with other countries in producing more Ph.Ds. in the field of integrative and inter-disciplinary areas of science and engineering. If it lags behind other nations it may adversely affect India's pace of economic development. The proposed Academy of Scientific and Innovative Research offers a one step solution to meet the requirements of higher education by leveraging the strengths of Council of Scientific and Industrial Research comprising around 4500 scientists in diverse branches of science and engineering and utilizing its research and developmental infrastructure. The Academy of Scientific and Innovative Research Bill, 2011 passed by both the Houses of Parliament in December 2011 provided to establish the Academy of Scientific and Innovative Research for the advancement of learning, and promotion of research in the field of science and technology in association with the Council of Scientific and Industrial Research and further to declare the institution known as the Academy of Scientific and Innovative Research, to be an institution of national importance. The Academy of Scientific and Innovative Research to will substantially increase research in inter-disciplinary and trans-disciplinary areas or science and engineering in a cost effective manner. The Academy is expected to produce 1000 PhDs in science and technology and 120 PhDs in engineering every year. The Bill was assented to by the President on 6 February, 2012 and became Act No.13 of 2012.
- (xii) **The Constitution (Ninety-seventh Amendment) Bill, 2011:** The co-operative sector has made significant contribution to the various sectors of the national economy and achieved voluminous

growth. However, inspite of considerable expansion of co-operatives, their performance in qualitative terms had not been up to the desired level. The 'Cooperative societies' was a State subject under Entry 32 of the State list of the Seventh Schedule of the Constitution and the State Legislatures had accordingly enacted legislations on co-operative societies. The Multi-state Cooperative Societies Act, 1984 for incorporation of the cooperative societies with objects and area of operation not confined to one state and serving the interests of members in more than one State has since been replaced by the Multi-state Cooperative Societies Act 2002. Considering the need for reforms in the Co-operative Societies Act of the States, consultations with the State Governments had been held and a strong need had been felt to keep the co-operatives free from unnecessary outside interferences and also to ensure their autonomous organizational set up and their democratic functioning. Hence, the Constitution (One Hundred and Eleventh Amendment) Bill 2009 passed by the both Houses of Parliament in December 2011 endeavoured to give boost to the cooperative movement and enthuse people to actively participate in the cooperative movement by making the right to form cooperative societies a fundamental right under article 19(1)(c) of the constitution. The object of the Bill was to ensure that the cooperative societies in the country function in a democratic, professional, autonomous and economically sound manner. The proposed amendment in the Constitution, *inter alia*, sought to empower the Parliament in respect of multi-State cooperative societies and the State Legislatures in case of other cooperative societies to make appropriate laws for ensuring the autonomous and democratic functioning of the co-operative, accountability of management to the members and other stakeholders and penalties for the violators. The Bill was assented to by the President on 12 January 2012.

In addition to the above legislative developments, the following Bills were also passed by the Houses of Parliament and assented to by the President, namely: The Coinage Bill, 2011; The Customs (Amendment and Validation) Bill, 2011; The State Bank of India (Subsidiary Banks Laws) Amendment Bill, 2011; The Life Insurance Corporation (Amendment) Bill, 2011; The Cost and Works Accountants (Amendment) Bill, 2011; The Damodar Valley Corporation (Amendment) Bill, 2011; The Constitution (Scheduled Tribes) Order (Amendment) Bill, 2011; The Chartered Accountants (Amendment) Bill, 2011; The Company Secretaries (Amendment) Bill, 2011; The New Delhi Municipal Council (Amendment) Bill, 2011; The State Bank of India (Subsidiary Banks) Amendment Bill, 2011; The Jawaharlal Institute of Post-Graduate Medical Education and Research, Puducherry (Amendment) Bill, 2011; The Petroleum and Minerals Pipelines (Acquisition of Right of User in Land) Amendment Bill, 2011; The Export-Import Bank of India (Amendment) Bill, 2011; The Repatriation of Prisoners (Amendment) Bill, 2011.

Discussion on the working of the Ministries

The working of the following two Ministries, namely Ministry of Minority Affairs on 14 March 2011 and 15 March 2011 and Ministry of Tribal Affairs on 17 March 2011, was discussed during the 222nd Session.

Discussion on matters of urgent public importance

Procedural devices like 'Special Mention', 'Calling Attention', 'Short Duration Discussion' and 'Private Members' Resolution' were utilised 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'. Out of 701 notices given by Members, for 'Matters raised with permission of the Chairman', only 208 matters were allowed to be raised. During the year, in all 414 matters of public importance were mentioned in the House through **Special Mention**. 337 **Calling Attention** notices on the

matters of urgent public importance were received. However, notices of Calling Attention on the following 3 subjects were admitted and discussed in the House:—

- (i) Situation arising out of unprecedented and untimely heavy rains in Andhra Pradesh on 09.03.2011;
- (ii) Situation arising out of utilization of agricultural land for non-agriculture purposes on 15.03.2011; and
- (iii) Situation arising out of frequent rail accidents and action taken by the Government on 04.08.2011.

During the year, 324 notices of **Short Duration Discussion** were received, out of which notices on the following six matters were admitted and discussed in the House:

- (i) Issues arising out of the statement made by the Prime Minister on 18 March 2011 in the newspaper reports on payment of 'cash for votes' (23.03.2011) ;
- (ii) Growing incidents of terrorism in the country with special reference to Mumbai blasts on 13 July 2011 (3.08.2011 and 4.08.2011) ;
- (iii) Statement laid on the Table of the House on 3 August 2011 by the Minister of State (Independent Charge) of the Ministry of Youth Affairs and Sports regarding Commonwealth Games, 2010 (9.08.2011) ;
- (iv) Growing incidents of corruption in the country (24.08.2011) ;
- (v) Unprecedented rise in the prices of food and essential commodities (7.12.2011) ; and
- (vi) Present agrarian crisis resulting in suicide by the Farmers in the country (15.12.2011 and 19.12.2011).

Private Members' Resolutions

During the year 2011, 23 Resolutions were received and admitted. However, discussion on only two Resolutions could take place. During the 222nd Session, three days *i.e.*, 4 March, 18 March, and 8 April 2011 were allotted for Private Members' Resolution. However, two days of Private Members Resolution, *i.e.*, 18 March 2011 and 8 April 2011 were cancelled due to rescheduling of the second part of the Budget Session on account of Assembly elections in States. During the Session, five resolutions were received and admitted. On 4 March 2011, discussion took place on the resolution regarding restructuring the proposed Food Security Bill, moved by Shri N.K. Singh, M.P. However, the discussion remained inconclusive and the Chair, after taking sense of the House, announced that the discussion on resolution would be carried forward to the next Session.

During the 223rd Session, two days *i.e.*, 12 August and 26 August 2011 were allotted for Private Members' Resolution. Nine (9) resolutions were received and admitted. Further discussion on the resolution regarding restructuring of the proposed Food Security Bill moved by Shri N.K. Singh, M.P. in the 222nd Session took place. The discussion was concluded and the Resolution was withdrawn by leave of the House on 12 August 2011. Thereafter, Shri K.N. Balagopal, M.P. moved the Resolution regarding enactment of a comprehensive central legislation regulating fees, admission and academic quality in private professional institutes. The discussion remained inconclusive and the Chair, after taking sense of the House, announced that the discussion on resolution would be carried forward to the next Session, *i.e.*, 26 August 2011. However, the same could not be taken up due to cancellation of the sitting scheduled for the day.

During the 224th Session, two days *i.e.*, 2 December and 16 December 2011 were allotted for Private Members' Resolution. Nine resolutions were received and admitted. However, no resolution could be taken up due to adjournment of the House on both the days allotted for Private Members' Resolutions.

Statutory Resolution

No notice of Statutory Resolution was received during the year. Seven Notices of Government Resolutions were received and processed during the year, which were as follows: —

1. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 2001 relating to grant of upgraded pay scales to Assistants in the CSS by the Minister of Finance;
2. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 2004 relating to revision of rates of Transport Allowance to Central Government Employees by the Minister of Finance;
3. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 3 of 1986 relating to encashment of Earned Leave while in service by the Minister of State in the Ministry of Personnel, Public Grievances and Pensions;
4. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 2 of 2002 relating to grant of House Rent Allowance to Central Government Employees by the Minister of Finance;
5. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 6 of 1995 relating to removal of upper pay limit of Rs. 2199/- per month for eligibility of Night Duty Allowance by the Minister of State in the Ministry of Personnel, Public Grievances and Pensions;
6. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No. 5 of 1993 relating to cash Handling Allowance to Postal Employees by the Minister of Communications and Information Technology; and
7. Resolution seeking Parliamentary approval to facilitate induction of a strategic partner as part of the revival plan for Scooters India Ltd., Lucknow by the Minister of Heavy Industries & Public Enterprises.

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

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

During the year 2011, a total number of 722 notices were received during the 222nd, 223rd and 224th Sessions out of which 694 were admitted. However, none of them was moved.

Privilege Cases

During the year 2011, sixteen (16) notices of breach of privilege and other related matters were received and processed. Six meetings of the Committee of Privileges were held. The Committee presented to the House the 57th Report regarding matter of privilege on the alleged misbehaviour with Shri Rajiv Pratap Rudy, Member, Rajya Sabha by the CEO & MD of Industrial Finance Corporation of India Ltd. on 13 December 2011. Besides, the Chairman, Rajya Sabha referred one petition, praying for disqualifying a Member from the Membership of Rajya Sabha under the Tenth Schedule to the Constitution, to the Committee of Privileges for submitting a report to him in the matter.

Committee on Rules

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

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 comprised a Judge of the Supreme Court, Chief Justice of a High Court and an eminent jurist.

The Report of Judges Inquiry Committee regarding misbehaviour alleged against Justice Soumitra Sen of the Calcutta High Court was submitted to the Chairman, Rajya Sabha on 10 September 2010 and was laid on the Table of both the Houses of Parliament on 10 November 2010.

The motion for removal from office of Justice Soumitra Sen of Calcutta High Court was taken up for consideration in the House on 17 and 18 August 2011. The motion, along with the address to the President, praying for removal from office of Justice Soumitra Sen of Calcutta High Court was put to vote of the House and was passed with the requisite majority as prescribed under article 124(4) of the Constitution. Thereafter, the motion along with the address to the President was sent to the Lok Sabha. However, Justice Sen resigned in the meanwhile and the motion was not proceeded with in Lok Sabha. Another Committee constituted under the Judges (Inquiry) Act, 1968 to enquire into the allegations of misbehaviour/misconduct in respect of Justice P.D. Dinakaran, the then Chief Justice of Karnataka High Court was wound up due to resignation of Justice P.D. Dinakaran.

TABLE

Time taken by Rajya Sabha on various items of business during the 222nd, 223rd and 224th Sessions

Subject	Time Taken		
	222 nd Hrs./ Mts.	223 rd Hrs./Mts.	224 th Hrs./ Mts.
National Anthem/ Song	0-02	0-02	0-02
President's Address to both Houses of Parliament laid on the Table	0-01	—	0-02
Oath or Affirmation	0-01	0-12	0-21
Obituary References	0-24	0-46	0-16
Ruling/Reference/ Announcement by Chair	0-09	0-05	—
Tributes to Martyrs Bhagat Singh, Raj Guru and Sukhdev	0-03	—	0-01
Introduction of Minister(s) by the Prime Minister	0-01	0-03	7-10
Questions	8-21	10-40	0-15
Short Notice Questions	0-30	—	—
Re-scheduling of Question Hour	0-01	—	0-02
Statements by Ministers Correcting Answers to Questions	0-02	0-09	0-28
Papers Laid on the Table	0-35	0-33	0-20
Reports/ Statements of the Committees presented/ laid on the Table	0-24	0-42	0-02
Report on Indian Parliamentary Participation at International Conference	0-01	—	0-02
Report of the Select Committee of the Rajya Sabha on the Wakf (Amendment) Bill, 2010	—	—	0-01
Petition Praying for Re-Examination of the Policy of Making Tunnel-Based Hydropower Projects	—	—	0-01
Petition praying to put a check on manufacture of spurious drugs in our country and other related issues	—	—	0-01
Farewell to the retiring Members	—	0-20	0-02
Welcome to new Members	—	0-01	—
Panel of Vice-Chairmen	—	0-01	—
Information to the House	—	—	0-02
Resignation by Member	—	0-01	0-01
Question of Privilege	—	0-05	—
Leave of Absence	0-01	0-05	0-01
Motion for Suspension of Rule 272	0-01	—	—
Motion for presenting an Address under article 217 read with clause (4) of article 124 of the Constitution	—	—	—
(a) Observation by the Chairman	—	0-05	—
(b) Discussion on the Motion	—	6-58	—

Subject	Time Taken		
	222 nd	223 rd	224 th
	Hrs./ Mts.	Hrs./Mts.	Hrs./ Mts.
Motions for Elections/ Appointments of Members to various Committees/ Bodies	0-06	0-04	0-03
Motion for election to the Select Committee of the Rajya Sabha on the Wakf (Amendment) Bill, 2010	—	—	0-01
Motion for extension of time for presentation of the Report of the Select Committee of the Rajya Sabha on the Wakf (Amendment) Bill, 2010	0-01	0-01	—
Motion for Constitution of a Joint Committee on Welfare of Other Backward Classes (OBCs)	—	—	0-01
Motion for appointment of Joint Parliamentary Committee	3-43	—	—
Matters raised with permission	3-56	1-50	1-24
Special Mentions	3-23	2-02	0-48
Calling attention to matters of urgent public importance	1-13	1-59	—
Statements by Ministers	2-04	10-41	1-22
Messages from Lok Sabha/ Government Bills laid on the Table	0-10	0-11	0-15
Recommendations of the Business Advisory Committee	0-05	0-05	0-05
Statements regarding Government Business	0-05	0-04	0-04
Motion of Thanks on the President's Address	12-53	—	—
President's Message	0-01	—	—
Short Duration Discussions (Discussions under Rule 176)	2-30	15-44	11-14
Budgets laid on the Table	0-02	—	—
Supplementary Demands for Grants-laid on the Table	0-02	0-01	0-02
Budget-General Discussions	19-37	—	—
Discussion on the working of the Ministries	5-09	—	—
Resolution/ Government Resolution	0-01	—	—
Government Legislative Business	6-55	16-20	45-57
Private Members' Business			
- Private Members' Resolutions	1-44	2-29	—
- Private Members' Bills	2-30	5-00	—
Half-an-Hour Discussion	—	0-29	—
Valedictory Remarks	0-03	0-03	—
Points raised	3-34	3-34	3-58
TOTAL:	80-24	81-25	74-22



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 2011, out of a total of 85 reports presented by the Committees of Rajya Sabha, 56 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 2011

<i>No. of Report</i>	<i>Subjects</i>
	<i>Committee on Subordinate Legislation</i> <i>(Total: 7)</i>
190 th	Laying of Statutory Orders on the Table of the Rajya Sabha (220 th Session)
191 st	Report on various rules/regulations examined by the Committee: <ul style="list-style-type: none"> (i) The Railways (Punitive Charges for Overloading of Wagon) Rules, 2007 (ii) The Delhi Advocate's Welfare Fund Rules, 2001-Implementation of 169th Report of the Committee
192 nd	Laying of Statutory Orders on the Table of the Rajya Sabha (221 st Session)
193 rd	Report on various rules/regulations examined by the Committee: <ul style="list-style-type: none"> (i) The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Central Rules, 1998 (ii) State Emblem of India (Regulation of Use) Rules, 2007— Implementation of the 188th Report of the Committee
194 th	Report on the Haj Committee Rules, 2002

195 th	Laying of Statutory Orders on the Table of Rajya Sabha (222 nd Session)	
196 th	Report on the Tea (Marketing) Control Order, 2003 and the Prohibition on Sale of Cigarettes and Other Tobacco Products around Educational Institutions Rules, 2004	
	<i>Committee on Petitions</i>	<i>(Total: 4)</i>
139 th	Petition praying for urgent need to curb female foeticide	
140 th	Petition praying for amendments in Section 498A of Indian Penal Code, 1860	
141 st	Petition praying for development of railway networks in Uttarakhand, Himachal Pradesh and other Himalayan States	
142 nd	Petition praying for grant of one rank one pension to the armed forces personnel	
	<i>Committee on Government Assurances</i>	<i>(Total: 1)</i>
65 th	Implementation of Assurances laid during the 221 st , 222 nd and 223 rd Sessions/ Requests for dropping and extension of time, study visit of the Committee, etc.	
	<i>Committee on Papers Laid on the Table</i>	<i>(Total: 15)</i>
125 th	Regarding laying of the Annual Reports and Audited Accounts of Tea Board, Kolkata; Tobacco Board, Guntur, Andhra Pradesh and Indian Council for Cultural Relations (ICCR), New Delhi	
126 th	Regarding laying of the Annual Reports and Audited Accounts of Employees' State Insurance Corporation (ESIC), New Delhi, Haj Committee of India and Food Corporation of India, New Delhi	
127 th	Regarding laying of the Annual Reports and Audited Accounts of Indian Institute of Technology, Mumbai, National Institute of Industrial Engineering (NITIE), Mumbai and Hyderabad University, Hyderabad	
128 th	Regarding laying of the Annual Reports and Audited Accounts of Asiatic Society, Kolkata, Centre of Excellence on Medicinal Plants and Traditional Knowledge, Bangalore, and Singareni Collieries Company Limited (SCCL), Hyderabad	
129 th	Regarding laying of the Annual Reports and Audited Accounts of Indian Institute of Management (IIM), Bangalore; Sarva Shikshana Abhiyan (SSA), Karnataka and Indian Institute of Science (IISc), Bangalore	
130 th	Regarding laying of the Annual Reports and Audited Accounts of National Bank for Agriculture and Rural Development (NABARD), Mumbai; Damodar Valley Corporation (DVC), Kolkata; Industrial Investment Bank of India (IIBI), Kolkata & Kolkata Port Trust, Kolkata	
131 st	Regarding laying of the Annual Reports and Audited Accounts of Aligarh Muslim University (AMU), Aligarh; Research and Information System (RIS), New Delhi and Indian Red Cross Society (IRCS), New Delhi	

- 132nd Regarding laying of the Annual Reports and Audited Accounts of Gas Authority of India Limited (GAIL) and Petroleum and Natural Gas Regulatory Board (PNGRB)
- 133rd Regarding laying of the Annual Reports and Audited Accounts of Centre for Railway Information System (CRIS), New Delhi; National Commission for Minorities (NCM), New Delhi and National Human Rights Commission (NHRC), New Delhi
- 134th Regarding laying of the Annual Reports and Audited Accounts of Bengal Chemicals and Pharmaceuticals Limited (BCPL), Kolkata; UT Mission Authority, Sarva Shiksha Abhiyan, Andaman & Nicobar Islands and Board of Apprenticeship Training (BOAT), Chennai
- 135th Regarding laying of Annual Reports and Audited Accounts of Rajiv Gandhi National Institute of Youth Development (RGNID), Sriperumbudur, Tamil Nadu; All India Council for Technical Education (AICTE), New Delhi; and Central Information Commission, New Delhi
- 136th Regarding laying of Annual Reports and Audited Accounts of Nehru Memorial Museum and Library (NMML), New Delhi; Sree Chitra Tirunal Institute for Medical Sciences & Technology (SCTIMST), Thiruvananthapuram; and STCL, Bangalore
- 137th Regarding laying of Annual Reports and Audited Accounts of Laying of Annual Reports and Audited Accounts of Kerala State Agro-Industries Corporation Ltd; Sarva Shiksha Abhiyan, Kerala and Kidwai Memorial Institute of Oncology, Bangalore
- 138th Regarding laying of Annual Reports and Audited Accounts of Commissioner for Linguistic Minorities (CLM), Allahabad; National Commission for Women, (NCW) and National Institute of Siddha
- 139th Regarding laying of Annual Reports and Audited Accounts of National Projects Construction Corporation Limited (NPCC), All India Institute of Medical Sciences (AIIMS), New Delhi and University Grants Commission (UGC)

Committee on Rules

NIL

Committee of Privileges

(Total : 1)

- 57th Privileges on the alleged misbehavior with Shri Rajiv Pratap Rudy, Member Rajya Sabha by the CEO & MD of IFCI Ltd.

House Committee

NIL

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

NIL

Committee on Ethics

NIL

Department-related Parliamentary Standing Committee on Commerce (Total: 5)

- 95th Performance of Cement Industry
- 96th Report of the Committee on the Action Taken by Government on the observations/ recommendations contained in its Ninety-third Report on Demands for Grants (2010-11) (Department of Commerce)
- 97th Action Taken by Government on the observations/ recommendations contained in its Ninety-fourth Report on Demands for Grants (2010-11) (Department of Industrial Policy and Promotion)
- 98th Export of Foodgrains-Premium Non-Basmati Rice and Wheat
- 99th Export Promotion of Agricultural and Processed Food Products

Department-related Parliamentary Standing Committee on Home Affairs (Total: 9)

- 148th The New Delhi Municipal Council (Amendment) Bill, 2010
- 149th Action Taken by Government on the observations/recommendations contained in the 145th Report on Demands for Grants (2010-11) of the Ministry of Development of North-Eastern Region
- 150th Action Taken by Government of the recommendations/observations contained in the 144th Report on Demands for Grants (2010-11)
- 151st The Arms (Amendment) Bill, 2010
- 152nd Action Taken by Government on the recommendations/ observations contained in the 136th Report on Revamping and revitalisation of Civil Defence in the country
- 153rd Action Taken by Government on the recommendations/observations contained in the 135th Report on Border Fencing and Floodlighting Projects along Indo-Pak Border
- 154th The Border Security Force (Amendment) Bill, 2011
- 155th The Enemy Property (Amendment & Validation) Second Bill, 2010
- 156th Action Taken by Government on the Recommendations/ Observations contained in the 142nd Report on Implementation of Central Scheme of Modernisation of Prison Administration

Department-related Parliamentary Standing Committee on Human Resource Development (Total: 12)

- 229th The Architects (Amendment) Bill, 2010
- 230th Action Taken by Government on the Recommendations/Observations contained in the 219th Report on the Demands for Grants 2010-11 (Demand No. 104) of the Ministry of Women and Child Development

- 231st Action Taken by Government on the Recommendations/Observations contained in the 220th Report on Demands for Grants 2010-11 (Demand No. 105) of the Ministry of Youth Affairs and Sports
- 232nd Action Taken by Government of the Recommendations/Observations contained in the 222nd Report on Demand for Grants 2010-11 of the Department of School Education and Literacy
- 233rd Action Taken by Government on the Recommendations/Observations contained in the 222nd Report on Demands for Grants 2010-11 (Demand No. 58) of the Department of Higher Education, Ministry of Human Resource Development
- 234th The Central Educational Institutions (Reservation in Admission) Amendment Bill, 2010
- 235th The Juvenile Justice (Care and Protection of Children) Amendment Bill, 2010
- 236th The Prohibition of Unfair Practices in Technical Educational Institutions, Medical Educational Institutions and Universities Bill, 2010
- 237th The Foreign Educational Institutions (Regulation of Entry and Operations) Bill, 2010
- 238th The National Accreditation Regulatory Authority for Higher Educational Institutions Bill, 2010
- 239th The Protection of Women Against Sexual Harassment at Workplace Bill, 2010
- 240th The Protection of Children from Sexual Offences Bill, 2011

Department-related Parliamentary Standing Committee on Industry (Total: 9)

- 218th Revival and Restructuring of Hindustan Paper Corporation Limited pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)
- 219th Revival and Restructuring of Cement Corporation of India Limited pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)
- 220th Action Taken Report on the 215th Report of the Committee on Demands for Grants (2010-11) pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industries)
- 221st Action Taken Report on the 216th Report of the Committee on Demands for Grants (2010-11) pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Public Enterprises)
- 222nd Action Taken Report on the 217th Report of the Committee on Demands for Grants 2010-11 pertaining to the Ministry of Micro, Small and Medium Enterprises
- 223rd Revival and Restructuring of North Eastern Handicrafts and Handlooms Development Corporation Ltd. pertaining to the Ministry of Development of North Eastern Region
- 224th Revival and Restructuring of Hindustan Photo Films Manufacturing Company Ltd. pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industries)

225th Revival and Restructuring of Hindustan Machines Tools Limited pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industries)

226th Study on the working of Memorandum of Understanding System pertaining to the Ministry of Heavy Industries and Public Enterprises (Department of Public Enterprises)

Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests

NIL

Department-related Parliamentary Standing Committee on Transport, Tourism and Culture (Total: 11)

162nd Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred Fifty-fourth Report on Demands for Grants (2010-2011) of the Ministry of Tourism

163rd Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred Fifty-fifth Report on Demands for Grants (2010-2011) of the Ministry of Road Transport and Highways

164th Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred Fifty-sixth Report on Demands for Grants (2010-2011) of the Ministry of Shipping

165th Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred Fifty-seventh Report on Demands (for Grants (2010-2011) of the Ministry of Culture

166th Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred Fifty-eight Report on Demands for Grants (2010-2011) of the Ministry of Civil Aviation

167th Functioning of National Museum

168th Directorate General of Civil Aviation (DGCA) — Issues And Challenges

169th Helicopter Operations in India

170th Modernization of Major Ports

171st Functioning of Sahitya Akademi, Lalit Kala Akademi, Sangeet Natak Akademi and National School of Drama

172nd Development of Tourism in North-Eastern Region

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

- 45th Report on the Marriage Laws (Amendment) Bill, 2010
- 46th Report on the Public Interest Disclosure and Protection to Persons Making the Disclosures Bill, 2010
- 47th Report on the Judicial Standards and Accountability Bill, 2010
- 48th Report on the Lokpal Bill, 2011 and Evidence on the Bill

Department-related Parliamentary Standing Committee on Health and Family Welfare
(Total : 6)

- 48th Action Taken by Government on the recommendations/observations contained in the 41st Report on Demands for Grants (2010-2011) of the Department of Health Research
- 49th Action Taken by Government on the recommendations/observations contained in the 42nd Report on Demands for Grants (2010-2011) of the Department of Aids Control
- 50th Action Taken by Government on the recommendations/observations contained in the 40th Report on Demands for Grants (2010-2011) of the Department of Ayush
- 51st Action Taken by Government on the recommendations/observations contained in the 40th Report on Demands for Grants (2010-2011) of the Department of Health and Family Welfare
- 52nd Action Taken by the Department of Health and Family Welfare on the recommendations/ observations of the Committee contained in its 43rd Report on Action Taken by the Department of Health and Family Welfare on the Recommendations/ Observations of the Committee contained in its 38th Report on 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.
- 53rd The National Institute of Mental Health and Neuro-Sciences, Bangalore Bill, 2010



Parliament and the People

There are two Reception Offices located in the Parliament House Complex, one near Parliament House (PH) and the other at the Parliament House Annexe (PHA). These Reception Offices help visitors to meet Members of Parliament, Ministers, officers and staff of the Rajya Sabha Secretariat. The Reception Offices also issue entry passes to the officials of the Ministries/ Departments coming to the Parliament House and the Parliament House Annexe in connection with their official work. In the year 2011, these Reception Offices issued 33400 Computerized Casual Entry Passes along with 9629 accompanying persons and 30 Manual Casual Entry Passes to the visitors of the Parliament House Complex.

Further, the Parliament Security Office, PHA issued 583 Computerized Casual Entry Passes along with 07 accompanying persons, in advance, for various Committee meetings in Parliament House Annexe, 644 Manual Casual Entry Passes were issued through Talkatora Gate No.1 to the family members of Hon'ble Members of Parliament.

The requests for the Public Gallery passes for witnessing the proceedings of the House, Central Hall passes, General passes, Distinguished Visitors Gallery passes, DVG (Diplomatic) Weekly passes, and the Gallery passes for Central Hall for witnessing the Joint Sitzings are received by the Notice Office. After due processing and approval, the Notice Office forwards these requisitions to the Centralised Pass Issue Cell (CPIC) for issuance of the Passes, Bar Coded or Radio Frequency (RF) Tags, as the case may be. The work pertaining to the issuance of DVG (Diplomatic) Annual passes to high rank Diplomats like Heads of Foreign Missions, Consulates, Honorary Consulates and Heads of the U.N. Organisations is looked after by the Notice Office. The names of such diplomats are sponsored by the Ministry of External Affairs.

During the year, there was an inflow of 5,074 officials of the Ministries, 281 Distinguished Visitors, 3,952 visitors to the Public Gallery to witness the proceedings of the Rajya Sabha. 8,839 attendances of Press Correspondents were registered. On the recommendation of Members of Parliament / Officers of the Secretariat, 42,722 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 1,05,161 persons/visitors except for the officials of the Lok Sabha Secretariat, Rajya Sabha Secretariat, Ministry of Parliamentary Affairs and Allied Services inside the Parliament House Complex during the year.

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

The F&T Wing of the Parliament Security Service is responsible for verifying the character/antecedents of the individuals who intend to visit the Parliament House Complex. A total number of 2,795 verifications were done during the year, which includes 158 journalists, 1,831 visitors of the Public Gallery (PG) and 123 visitors of the Distinguished Visitors Gallery (DVG), 515 casual labourers, 47 casual staff members and 121 PSs/ PAs of the Members of Parliament.

RTI Cell

After the promulgation of the Right to Information (RTI) Act, 2005, the same was implemented in the

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

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

During the year 2011, the RTI Cell received 634 RTI applications, 65 First Appeals and 18 appeals filed with the Central Information Commission (CIC).



New Initiatives

Question Hour

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

1. Loading of answers to Questions on the Website in real-time

To overcome the problem of pendency in e-mailing of replies to Parliament Questions, on the initiative of Secretary-General, a new software *i.e.*, 'Parliament Question Answer Publishing System' (e-reply) has been developed by the National Informatics Centre (NIC), Parliament Informatics Division in co-ordination with Question Branch of Rajya Sabha Secretariat whereunder Ministries are required to upload the answers to Parliament questions. This facilitates uploading of answers to questions immediately after the Question Hour is over or answers are treated to have been laid on the Table of the House. A meeting of representatives of Ministries/ Departments presided over by the Secretary-General was held for explaining the nitty gritty of the new software on 1 November 2011 which was attended by Additional Secretary (VG), officers of Question Branch and representatives of the NIC. The representatives of Ministries/ Departments were apprised of the technical and procedural aspects of the new software. User manual of the new software and user ID and password were handed over to the representatives of the Ministries/ Departments. The new software was made operational during the 224th Session. The performance of the software introduced has been quite encouraging.

2. Adequacy of answers to questions by the Ministries

Adequacy of answers to questions has always been a matter of concern for the Members of Parliament. Many a times, Members have pointed out vagueness or inadequacy of answers. Taking cognisance of such concerns, Hon'ble Chairman, Rajya Sabha directed to cull such answers, which were ambiguous or where ambiguous replies to various parts of the question were necessitated by the nature of the question or Ministry could have given separate replies to different parts but still choose to give an ambiguous reply. The required information was culled out for ten dates during the 221st Session and a statement was prepared and placed for consideration of the Hon'ble Chairman. Thereafter a communication was sent to the Secretaries of all the Ministries pointing out the instances of such replies and to ensure that all the replies given in the House are as per the following direction of the Hon'ble Chairman regarding answers to questions by the Ministries:

- (i) Answers to all questions given in the Rajya Sabha shall be specific and complete and each part of the question or each item of information asked for therein shall be answered separately.
- (ii) If, on his attention being drawn to an answer, the Chairman is satisfied that it does not fulfill this condition, he may direct the Minister to give a specific and complete answer to each part of the question.

Parliament Security Service — HRD initiative

For further strengthening the security management, emphasis is being laid on training and grooming of officials in the Parliament Security Service. During the year 2011, several steps were taken up to enhance the

efficiency, knowledge, skills and personality development of the security personnel. In pursuance of achieving the objectives, a Fire Fighting Programme, Customized Computer Trainings to meet the IT and technological needs, MPs Identification and Familiarization Programmes to facilitate Hon'ble MPs were conducted. Several other training programmes with specialised agencies were attended by the Security officials at national and international level viz., Bomb Disposal/Refresher/Post Blast Course with the National Security Guard (NSG), Identification and Handling of Explosives with Indo-Tibetan Border Police (ITBP), National Bomb Data Center Seminar by the NSG, Chemical Biological Radiological and Nuclear (CBRN) Emergencies Threat Programme with INMAS and National Disaster Management Authority, ATA Courses through the Ministry of Home Affairs, Management Development Programme at Lal Bahadur Shastri National Academy of Administration, Mussoorie and Parliamentary Administration at RIPA, London.

During the year, the Training Wing of the Parliament Security Service covered 271 Security personnel for various in-house trainings and 67 personnel of the Rajya Sabha Secretariat were given training with other agencies. Further, 14 newly recruited Security Assistants Grade-II were nominated to attend the Induction Level Training Course (ILTC) at NISA, Hyderabad which started from 26 December 2011 for duration of 15 weeks. In addition, a total of 63 Security officials from the Parliament Security Service, Lok Sabha Secretariat had attended the "Members Identification & Familiarization Programme" conducted by the Training Wing of the Parliament Security Service, Rajya Sabha Secretariat.

Keeping in view the prevailing threat perception and ensuring security of the VVIPs/VIPs and the Parliament House, special briefing sessions were regularly conducted for the Parliament Security Service staff before the commencement of every Session, in which officers gave briefings to the Security Personnel on various security measures and intelligence inputs in order to enhance their operational and functional efficiency. The Training and Planning Wing of the Service provided the intelligence inputs and requisite study material to the security personnel who proceeded for various training programmes with other security agencies.

Computerisation

During the year, the Committee on Provision of Computer Equipment to Members of Rajya Sabha decided to enhance the financial entitlement of Members by Rs. 50,000/- to facilitate them to acquire a customized e-reader device with a view to reducing their dependency on paper copies of Parliamentary documents and thereby achieving the goal of reduction in the use of paper. For this purpose, software applications to facilitate easy access to daily Parliamentary Papers namely, the latest List of Business, Papers Laid on the Table of the House, latest Parliamentary Bulletins, Questions Lists, and Members Birthdays were got developed. The device is also intended to facilitate Members in their day to day functioning with internet access and other services. Also, a Member's Login application, which is a two way communication channel between Members and the Rajya Sabha Secretariat for delivering information and documents to Members as well as sending communications by Members to the Secretariat, was developed and launched. Some of the other major e- initiatives taken are as follows:

- (i) Development of a software application for providing online access to Members to view the status of their bills/payments;
- (ii) Development and implementation of new software for Parliament Question Answer Publishing System;

Committee for Redesigning of Rajya Sabha Intranet Site

A Committee for Redesigning of Rajya Sabha Intranet Site has been constituted to decide the suitable layering; improve and update material available on the Intranet Site and co-ordinate with Sections like Training Cell, Conference & Protocol Section, Personnel Section, IT Sections (H&S) etc. for finalizing content towards creation of their web pages.

The composition of the committee is as follows: Smt. Sharada Subramanian, Joint Secretary-Chairperson, Shri Mukul Pande, Director- Member, Shri N.S. Arneja, Senior Technical Director- NIC-Member and Shri Rajiva Srivastava, Joint Director-Member Secretary.

- (iii) Creation of separate webpages for Recruitment Section and Rajya Sabha Secretariat Employees Recreation Club;
- (iv) Incorporation of web accessibility features in the English and Hindi websites of Rajya Sabha to enable the visually challenged to use the websites; and
- (v) Launching of a new SMS facility to obtain details of Members of Rajya Sabha through SMS.

During the year, the Secretariat procured 147 Desktop Computers, 3 Laptop Computers, 30 DeskJet/ Office jet Printers, 25 Laserjet Printers, 3 Multifunction Printers, 2 scanners, 43 UPS and 17 Pen Drives for various sections/officers of the Rajya Sabha Secretariat. Besides the above mentioned equipments, LAN items like switches, cables, I/Os, Patch cords and other items like UPS batteries, etc. were also procured for use in the Rajya Sabha Secretariat.

O&M Section

(a) Work Study of Secretary-General, Rajya Sabha

Work load assessment in respect of Secretary-General's Parliamentary/ House related duties was undertaken. It involved collecting and collating data regarding Secretary-General's various engagements both during session and inter-session period. A Report titled "Secretary-General, Rajya Sabha: A Profile and A Work Study of Activities" was prepared.

(b) Work Study on Process Improvement of Ferry Service

On the direction of Secretary-General, work study on Process Improvement of Ferry Service run by M.A. Section was undertaken. Data was collected from Transport Desk through questionnaire from drivers and the Members who avail the Ferry Service and conclusions drawn.

Training Programmes

One of the most important assignments of the Training Cell is to explore new vistas for training initiatives for employees of the Secretariat. The following programmes were conducted in the year 2011:

- (i) One day workshop on Advance Excel was organised at the Hotel Lalit, New Delhi by Princeton Academy Mumbai II Pvt. Ltd. Assistant Director (Estt. A/cs & Budget Section), DDO and Pay and Accounts Officer attended the workshop on 15 January 2011.
- (ii) An Orientation Programme for newly elected/ nominated Members of Rajya Sabha was organised in the month of August 2010. After receiving feedback on Orientation Programme, an interactive session on the topic of 'Understanding Budgetary Papers and Demands for Grants' were organized on 3 March 2011. Secretary and other officers of the Ministry of Finance were invited to speak on the topic.
- (iii) Two workshops were organised on 9 and 26 April 2011 for the Drivers in the Rajya Sabha Secretariat at India Habitat Centre, Lodhi Road, New Delhi in collaboration with Society of Indian Automobile Manufactures. The workshops focussed on enhancing the soft skills of the drivers, *i.e.* the behavioural pattern, stress management and safe driving etc.

- (iv) A training programme on Standard Typing Procedure for preparing items for Papers Laid on the Table (PLOT), List of Business (LOB)/ Bulletin Part I and Part-II (English version) was organised in collaboration with Editorial and Translation (E&T) Service of the Secretariat on 25 July 2011 to enable effective implementation of the MANTRA Software.
- (v) Three 'Experience Sharing Programmes' were organised on 19 July, 27 July and 18 November 2011 for officers of the Secretariat to interact with those officers who attended overseas training/exchange programmes.
- (vi) An Orientation Programme on Tablet and other software developed by the National Informatics Centre (NIC) to provide online access to Members of Rajya Sabha was organized on 29 August 2011 by IT Section. Another familiarisation programme on the same subject was organised on 19 October 2011 for Personal staff of Members of Rajya Sabha.
- (vii) The NIC has integrated its SMS gateway service with the Committees' database so that all Committee branches can send group SMSes to the Members and other officers/users. Accordingly, a workshop on the SMS/Software was organised on 8 September 2011 for officers/officials of Committee Section.
- (viii) Twelve (12) officers belonging to the Editorial & Translation Service and Simultaneous Interpretation Service were nominated to attend a training programme at Centre for Applied Linguistics and Translation (CALTS), University of Hyderabad from 23 to 29 September 2010. On the basis of feedback submitted by the participants and the Course Coordinator, Prof. Korada Subrahmanyam, the Secretary-General directed that a Training Needs Assessment for the Translators/Interpreters of the Secretariat may be conducted by Prof. Subrahmanyam, in the Rajya Sabha Secretariat both during the session and inter- session periods. Accordingly, Shri Subrahmanyam visited the Secretariat during 18-20 May 2011 to have a first hand experience of the working of the Interpreters on duty and Translators. He also held discussions with officers of the Training Cell, E & T Service and Simultaneous Interpretation Service for formulation of suitable course content in respect of the training programme at CALTS, Hyderabad. Based on the report, it has been decided to discontinue the programme.
- (ix) A workshop was organised on 'Sanskrit Conversation Skills' for officials of the Rajya Sabha Secretariat. It was conducted by Shri Rahul Naresh Joshi, Parliamentary Interpreter, Rajya Sabha Secretariat from 10-14 October and 17-21 October 2011 in Parliament House Annexe.
- (x) Two officers accompanied the Hon'ble Deputy Chairman to attend the 66th Session of UN General Assembly from 3 October to 14 October 2011 at New York, USA and Haj Goodwill Delegation 2011 from 1 to 21 November 2011 to Saudi Arabia.

The Library, Reference, Research, Documentation and Information Service

The Service brings out various publications from time to time. The following publications were undertaken during the year 2011 at the initiative of the Secretary-General: (i) Praxis of Indian Parliament: Notes on Procedures in the Council of States; (ii) Praxis of Indian Parliament: Notes on Procedures in the Council Secretariat; (iii) Parliamentary Practices: Secretary-General, Rajya Sabha at Conferences (2002-2011) ; and (iv) Instructions and Observations of the Secretary-General (2007-2011).

Editorial and Translation Service

The new initiatives undertaken by this Service are as follows:

Translation Section-I

The Mantra Translation Software, which is a translation tool jointly developed by the Rajya Sabha Secretariat and C-DAC, Pune, is used to translate Bulletin Part I, Papers Laid on the Table (PLOT), List of Business (LOB) during Session. At present, this section is doing R & D to do translation of Part-II through the said Software under Mantra-Rajya Sabha Project, Phase-II. The computerized diary, despatch and leave package was continuously used and updated throughout the year. The database of legal glossary was also created by the Section. "Translation Section-Daily Papers" software developed by the National Informatics Centre (NIC) for uploading Hindi versions of LOB, PLOT and Bulletin Part-I on the Rajya Sabha website, was updated on regular basis.

Translation Section-II and Translation (OIH) Section

Efforts have been made to computerize the diary of Parliamentary ballots for Lists of Business, and Bulletin Part I and Part II received from Question Branch. During the year, the Section has undertaken the process of updating of Hindi website of Rajya Sabha in respect of items of work handled in the Section. Initiatives were also taken to procure advanced version of glossaries/dictionaries prepared by various Ministries/ Departments and other Government institutions with a view to provide accurate English/Hindi version of the material received for different sections.

Editing (English) Section

Since entire proceedings of Rajya Sabha from 1952 onwards has been put in digitized form in the Rajya Sabha official website and is accessible now, an innovative proposal was mooted by the Section to start the process of online editing of the debates of Rajya Sabha which was approved by the Secretary-General on 6 June 2011.

Editing (Hindi) Section

During the year 2011, Editing (Hindi) Section prepared Hindi version of alphabetical Lists of Members of Rajya Sabha and Council of Ministers and circulated the same to various sections of the Secretariat for use in various publications of the Rajya Sabha at the commencement of the 219th, 220th and 221st Sessions. The lists were sent to the NIC for putting them on the website during the 219th Session. Since August 2010, the Section was assigned the responsibility of uploading as well as updating the Lists of Members of Rajya Sabha and Council of Ministers on the Website. Hence, the Alphabetical List of Members of Rajya Sabha in Hindi from 220th to 224th Sessions had been put on the website by the Section itself. Changes in the names of Members had also been incorporated on the website, after receiving them from Table Office.

Rajbhasha Prabhag

A list of selected officers and staff in the Secretariat was prepared and forwarded to the Training Cell for further action, after analyzing their training requirements, for imparting various stages of working knowledge of Hindi to them. 'Hindi Pakhwara' was organized in the Secretariat from 16 September 2011 to 28 September 2011, with a view to promoting interest among officers and staff for Hindi and encouraging them to use Hindi in their official functioning. To mark the occasion, various competitions were organised for officers/staff of the Secretariat and winners in the competitions were suitably awarded. The "Rajbhasha Shield" was also awarded

to the Section which did the maximum work in Hindi. A workshop for Sanskrit speaking was organized in coordination with Training Unit, in which interested employees of the Secretariat participated. The Sixth issue of Hindi Magazine of Rajya Sabha Secretariat titled "Nutan Pratibimb" was released during the closing ceremony of Hindi Pakhwara. In addition, an exclusive box for "Words of the Day" was also created on the Intranet Website of the Rajya Sabha Secretariat, in which two new randomly selected words in alphabetical order are displayed with its meaning in Hindi on daily basis.

Digitization of Debates (in-house) Unit

With the help of the NIC, more advanced software for meta-data creation as well as meta-data checking was developed for the speedy disposal of meta-data creation and checking work pertaining to the Digitization of Debates (in-house) by the Unit. Official Debates of Rajya Sabha (floor version) from the 219th to 222nd Sessions were digitized and uploaded on the web portal for debates.

Hindi Website Updation Unit

All the dynamic as well as static links/sub-links on Hindi Website of Rajya Sabha was updated in terms of prompt uploading of the contents received in Hindi. Information on the links of Organization Chart/ Organization Set Up and several other dynamic web pages were regularly updated. All efforts were made to present an updated mirror Hindi version of English website of Rajya Sabha, free from technical and spelling errors. Efforts were also made to ensure uploading of all the debates in Hindi from the 204th Session onwards. Wherever contents were not arranged in Hindi, the concerned web pages were hyper-linked to the corresponding English web pages, as per the guidelines. Wherever any link on Hindi website was required to be hyper-linked with any outside official/useful website or web page, efforts were made to hyperlink it with the corresponding Hindi website/ web page, if available.

A new feature was incorporated in the software applications for uploading of Hindi version of Circulars, Office Orders, Notifications, etc. on the online Notice Board of Intranet website of the Secretariat with an objective to encourage bi-lingual uploading of such information on the intranet website. A facility for free downloading of the software for Hindi typing and an Illustrative Guide for its installation were made available under the Intranet Applications to help in enabling the computers of the Secretariat for bi-lingual functioning with a view to encouraging the sections/officers to work in Hindi/update the information pertaining to them in Hindi on the website. It was ensured that data uploaded on Hindi Website should be Unicode font so that the contents and information available in Hindi could be searchable on popular search engines. Some of the concerned sections were got involved in updation of link(s) assigned to them by imparting necessary training and technical assistance, as per the strategy envisaged in the IT Plan 2010-12. An exclusive Feedback Management System was got developed for Hindi Website of Rajya Sabha to receive and process the feedback in Hindi.

Synopsis Section

As a new initiative, a software was developed for preparing the Contents lists in both English and Hindi languages. Another software named Mantra-Rajya Sabha is being developed jointly by C-DAC and the Rajya Sabha Secretariat for assisting the Synopsis writers in preparing synopsis in English and its translation in Hindi.



International cooperation and inter-parliamentary dialogue

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

A. VISITS OF INDIAN PARLIAMENTARY DELEGATIONS ABROAD DURING THE YEAR 2011

1. Indian Parliamentary Delegations to International Conferences/Meetings

	COUNTRY	DATE OF VISIT	PURPOSE OF VISIT	NAME OF RS MEMBERS
1.	Panama City (Panama)	15-20 April 2011	124 th Assembly of the IPU	Shri K. Rahman Khan, HDC (RS), Dr. C.P. Thakur, Shri Jesudasu Seelam and Shri Pyarimohan Mohapatra
2.	Seoul (ROK)	18-20 May 2011	G-20 Speakers' Consultation 2011	Shri K. Rahman Khan, HDC (RS)
3.	Geneva (Switzerland)	18-20 May 2011	Fourth Parliamentary Forum on 'Shaping the Information Society on the Triple Challenge of Cyber- Security: Information, Citizens and Infrastructure'	Shri Ali Anwar Ansari
4.	Kuala Lumpur (Malaysia)	6-9 June 2011	15 th General Assembly of the Asia Pacific Parliamentarians Conference on Environment & Development (APPCED)	Dr. Bhalchandra Mungekar
5.	London (UK)	21-28 July 2011	57 th Commonwealth Parliamentary Conference	Shri Mukut Mithi and Shri BalbirPunj
6.	Bern (Switzerland)	16-19 Oct. 2011	125 th Assembly of IPU	Shri K. Rahman Khan, HDC (RS) and Shri S. S. Ahluwalia *

* Did not attend the conference.

2. Goodwill Delegations

	COUNTRY	DATE OF VISIT	NAME OF RS MEMBERS
1.	UK	16-19 Jan. 2011	Shri Rajiv Pratap Rudy and Shri Mohan Singh*
2.	Mexico	11-13 April 2011	Shri K. Rahman Khan, HDC (RS)* and Shri Shreegopal Vyas
3.	Vietnam	14-17 May 2011	Shri Khekiho Zhimomi and Shri Rajniti Prasad
4.	Sweden and Denmark	13-20 June 2011	Shri P. Rajeeve and Shri Thomas Sangma
5.	Japan	2-6 Oct. 2011	Sardar Sukhdev Singh Dhindsa and Smt. Vasanthi Stanley
6.	Iran	3-6 Nov. 2011	Shri Shivanand Tiwari and Shri Ahmad Saeed Malihabadi

* Did not attend the conference.

B. VISITS OF FOREIGN PARLIAMENTARY DELEGATIONS TO INDIA DURING THE YEAR 2011

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
1.	Austria	5-11 Feb. 2011	10	H. E. Mrs. Barbara Prammer, President of the National Council of the Austrian Parliament. The delegation called on Deputy Chairman, RS on 7 February 2011 at Parliament House, New Delhi.
2.	Indonesia	6-10 March 2011	6	H. E. Awang Ferdian Hidayat, M.P. and Member of Committee on the House of the House of Regional Representatives of Indonesia. The delegation called on Deputy Chairman, RS on 7 March 2011 at Parliament House, New Delhi.
3.	Korea	22-25 March 2011	16	H. E. Mr. Park Hee-Tae, Speaker of the National Assembly of the Republic of Korea. The delegation called on the Vice-President of India/ Chairman, RS on 25 March 2011 at Parliament House, New Delhi.
4.	Afghanistan	12-15 July 2011	20	H. E. Mr. Abdul Raouf Ibrahimi, President (Speaker) of the National Assembly (Wolesi Jirga) of the Islamic Republic of Afghanistan. The delegation meeting with the Vice-President of India/ Chairman, RS fixed for 14 July 2011 at Parliament House was cancelled due to unavoidable circumstances.

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
5.	Sri Lanka	1-4 Aug. 2011	10	H. E. Mr. Chamal Rajapaksa, Speaker of Parliament of Sri Lanka called on the Vice-President of India/ Chairman, RS on 1 August 2011 in Parliament House, New Delhi.
6.	UK	15-20 Aug. 2011	2	H.E. Rt. Hon. John Bercow, Speaker, House of Commons, United Kingdom called on the Vice—President of India/ Chairman, RS on 17 August 2011 at Vice-President's House, 6, Maulana Azad Road, New Delhi.
7.	Czech Republic	9-11 Oct. 2011	4	H. E. Mr. Milan Urban, Chairperson of the Committee on Economic Affairs of the Parliament of Czech Republic called on the Secretary-General, Rajya Sabha on 11 October 2011 at Parliament House, New Delhi.
8.	Bulgaria	26-30 Nov. 2011	17	H. E. Mrs. Tsetska Tsacheva, President of the National Assembly of Bulgaria. The meeting of the delegation with the Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
9.	Italy	1-5 Dec. 2011	11	H. E. Mr. Sardar Gozi, Chairman of the Italy-India Parliamentary Friendship Group in Italian Parliament. The meeting of the delegation with the Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
10.	Indonesia	11-17 Dec. 2011	15	Hon. Adang Daradjatun, Chairman of the Special Committee on Social Conflict of the House of Representatives of the Republic of Indonesia. The meeting of the delegation with the Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
11.	Myanmar	11-17 Dec. 2011	26	(i) H. E. Mr. Thura U Shwe Mann, Speaker of the Pyithu Hluttaw (Lower House of the Parliament of Myanmar) called on the Vice-President of India/Chairman, Rajya Sabha on 12 December 2011 in Parliament House, New Delhi. (ii) H. E. Mr. Thura U Shwe Mann, Speaker of the Pyithu Hluttaw (Lower House of the Parliament of Myanmar) called on Shri Arun Jaitley, Leader of Opposition, Rajya Sabha on 14 December 2011 at Parliament Library Building, New Delhi.
12.	Bhutan	23-26 Dec. 2011	9	H. E. Mr. Lyonpo Jigme Tshultim, Speaker of the National Assembly of Bhutan. The meeting of the delegation with the Vice-President of India/ Chairman, RS could not be fixed due to latter's prior committed engagements during that period.



Visit of the Professors and students of the Touro College, Law Center, New York, USA to the Rajya Sabha Secretariat on 3 June 2011



(From Left to Right) Dr. V. K. Agnihotri, Secretary-General, Rajya Sabha and Shri N. C. Joshi, Secretary, Rajya Sabha Secretariat in an interactive session with a group of students of Political Science of the Leiden University, the Netherlands on 5 July 2011



(From Left to Right) Shri S.N. Sahu, Joint Secretary, Rajya Sabha Secretariat; Shri Mani Shankar Aiyar, Member of Parliament in an interactive Session with the delegation of Members from the National Council of Provinces, Parliament of Republic of South Africa, 16 - 17 August 2011



Secretariat

The total staff strength of the Rajya Sabha Secretariat during the year 2011 stood at 1591 (1590 + 1 ex-cadre), out of which 429 persons were holding Group 'A' posts. On attaining the age of superannuation, 15 employees retired from service in the Secretariat. Besides, 2 employees took compulsory retirement, 1 employee was removed from service and 1 employee passed away during the year.

The Secretariat consists of the following Services:

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

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

O&M: efficiency, transparency, order and method

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

With a view to achieve target oriented performance with greater accountability, Annual Action Plans for the year 2011 setting goals/targets for all sections were compiled after due consultation with concerned sections. Subsequently, at the end of the year, concerned Divisional Heads reviewed achievements *vis-a-vis* targets set out in Action Plans of sections under their charge and submitted a status report. Status Reports of various sections were examined by O&M Section. Steps to collect information regarding Annual Action Plan for the year 2012 were also initiated in December, 2011.

The section compiled and circulated Annual Report for the year 2010 of Rajya Sabha Secretariat. The Report states not only activities undertaken during the year but also highlights the new initiatives taken up during the year. It was put both on the Rajya Sabha internet and Intranet websites. Action has also been taken for preparation of Annual Report for the year 2011.

During the year, inspection of 58 sections of the Secretariat for the purpose of identification of problems and constraints within the Sections and to devise ways and means for improvement was undertaken. The observations of the Inspecting Officers were conveyed to the concerned Sections for follow up action and they were requested to furnish Action Taken Report. Consolidated section-wise summary of important points observed/ recommended by Inspecting Officers during Annual Office Inspection-2011 and status of Action Taken Reports was placed for information of the Secretary-General for taking a view in the matter. Action has also been initiated to conduct inspection of 42 sections of the Secretariat for the year 2011.

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 2011, the Distribution Section received 80, 595 communications. The total number of dispatches made by the Section during the year was 7,20,188 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 3,26,717 pages during the year 2011.

Parliament Security Service — The Administrative Training and Planning Wing

The Administration Wing of Parliament Security Service is entrusted with the task of handling the administrative matters pertaining to the officers/ staff of Parliament Security Service such as career progression, livery, space requirement, work allocation, welfare, grievances, etc. Apart from this, various other matters such as security arrangements at the offices of the Rajya Sabha Secretariat and house keeping arrangements allotted to the Judges Inquiry Committee, Rajya Sabha Secretariat located at Vigyan Bhavan Annexe, New Delhi were also looked after by this wing.

The Wing seeks administrative approval and financial sanction of the bills requested by the outsourced agency for North Avenue, official residence of the Secretary-General, Rajya Sabha and 12-A GRG Road (Rajya Sabha TV Unit) regarding the security arrangements and house keeping arrangements at the offices allotted to the Judges Inquiry Committee serviced by the Rajya Sabha Secretariat located at Vigyan Bhavan Annexe. The renewal of agreement between the Rajya Sabha Secretariat and the agency, on a yearly basis was also undertaken by this Wing.

Training and Capacity Building of Officers and Staff

In this era of rapid scientific and technological advancement, it is imperative to equip manpower with the requisite competencies through training. The objective and strategy of training is to improve the performance

and enhance the professional knowledge and skills, both at individual and collective levels. Training Cell conducts various training programmes for the Members of Parliament, officers and staff of the Secretariat. Training programmes include both in-house training and training at outside institutions. Officers are also nominated for various foreign training programmes.

During the year 2011, Training Cell organised in-house training programmes on subjects such as 'Office Procedures', 'Parliamentary Practices & Procedures' and Computer Training Programmes. Four officials were nominated to attend different training programmes organised by the Institute of Secretariat Training and Management (ISTM) on subjects, viz Reservation in Service for SCs/STs/OBCs; Training Programme on Noting and Drafting; and Training Programme on Establishment Rules.

Besides, eight officials were nominated to attend different training programmes conducted by the Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat such as the 26th International Training Programme on Legislative Drafting; training course for the officials of Lok Sabha, Rajya Sabha and State Legislature Secretariats dealing with the Questions, Legislative and Budgetary Process; and training course for Security officials of Lok Sabha, Rajya Sabha and the State Legislatures.

Two customized Management Development Programmes were organised. Twenty officials attended the programme at the IIM, Indore and twenty-one officers were nominated to attend the programme conducted by the National Institute of Administrative Research (NIAR), Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie.

Thirty-eight persons from the Parliament Security Service were nominated to attend different training programmes such as in-House Computer Training Programme, 7th Induction Level Training Programme at the National Industrial Security Academy (NISA), Hyderabad, Training Programme on Identification and Handling of Explosives at the Indo-Tibetan Border Police Academy (ITBP), Mussoorie and an International Seminar on National Bomb Data Centre at National Security Guards (NSG), Manesar.

Eight-officers of various Services of the Rajya Sabha Secretariat attended the 70th Seminar & Hindi Workshop on Official Language Hindi in today's changing scenario (Official Language Management Policy Implementation, Conducting Workshop, Information Technology and Computerisation & Parliament Committee Questionnaire) organised by the Rajbhasha Sansthan at Hotel Mayur, Solan (Himachal Pradesh) and the 20th Hindi Conference & Workshop organised by the Rajbhasha Evam Prabhandan Vikas Sansthan at Mysore, Karnataka.

During the year, 30 officers of the Rajya Sabha Secretariat were nominated to attend various Exchange/training/study programmes and conference abroad. A group of seven officers attended an Exchange programme at the National Council of Provinces, Parliament of Republic of South Africa. One officer attended the Inter-Parliamentary Study Programme at Canberra, Australia. A group of five officers went on a study visit to the US Congress at Washington D.C. One officer from Parliament Security Service attended New Tetra World Congress at Budapest (Hungary). Seven officers attended Professional Development Programme organised by the House of Commons, Parliament of United Kingdom at London. Three officers attended Legislative Drafting Course organised by the International Legislative Drafting Institute of Tulane Public Law Centre at New Orleans, Louisiana. One officer from the LARRDIS attended the International Federation of Library Associations (IFLA) Conference at San Juan, Puerto Rico. A group of seven officers attended a training programme on 'Parliamentary Administration' at the Royal Institute of Public Administration, (RIPA), London. One officer attended the Parliamentary Officers Study Programme organised by Parliament of Canada in Ottawa, Canada.

The Training Cell also receives delegates from abroad for interaction with the officers of the Secretariat. During the year 2011, students from Touro College Law Centre, U.S.A., and students of Political Science of the

Leiden University, the Netherlands and a Research team of three Members from the King Prajadhipok's Institute, Parliament of Thailand visited the Rajya Sabha Secretariat and interacted with officers of the Secretariat.

Further, Training Cell also hosted two delegations from the National Council of Provinces, Parliament of Republic of South Africa who visited the Rajya Sabha Secretariat on reciprocal visits as part of the bilateral exchange programme that has been established between the Upper Houses of the Parliament of both the countries. The first delegation was a group of Members of the Whippers of the National Council of Provinces. Interactive Sessions were organised for the visiting delegates with the eminent Parliamentarians, Secretary-General, Rajya Sabha and other senior officers of Rajya Sabha Secretariat. A show round of the Parliament Museum was also arranged for both the delegations. One day visit to the Delhi Legislative Assembly was arranged for the visiting Members of Whippers, National Council of Provinces of South Africa and a one day visit to Agra to see the Taj Mahal and other monuments for officers of the National Council of Provinces of South Africa.

Training Cell also organised Computer Clinic for Members and their personal staff in collaboration with the National Informatics Center (NIC). Eleven officials from Pay and Accounts Section attended a training programme on COMPACT and CDDO 2 PAO Software Packages in INGAF, New Delhi. One officer was nominated to attend the Post Graduate Programme on 'Public Policy and Management' at MDI, Gurgaon. The fifteen month course commenced from 30 November, 2011. Three officers are attending the one year part time Post Graduate Diploma in Disaster Preparedness and Rehabilitation at the Indian Red Cross Society at 1 Red Cross Road, New Delhi.

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 2011, the LARRDIS prepared a number of presentations/ papers/ interventions on various items of agenda, for use of the Secretary-General for various Parliamentary Conferences such as the Association for Secretaries General of Parliaments (ASGP) meeting held in Panama, April 2011 and in Bern, 16-19 October 2011; and for the use of the Deputy Chairman for various Parliamentary Conferences such as the Conference of the Presiding Officers of Legislative Bodies in India, Fifth Conference of SAARC Speakers and Parliamentarians and Speakers Consultation of the G-20, Seoul, Republic of Korea, 18 - 20 May 2011.

Besides, 15 Speeches, 5 Write-ups, 7 Papers, 1 Intervention, 2 Messages and 4 articles were prepared for the use of the Chairman, Deputy Chairman and Secretary-General, which included speeches delivered on the occasion of the release of the publication titled 'The Legislature and the Judiciary : Judicial Pronouncements on Parliament and State Legislatures' on 16 March 2011; opening remarks for the lecture by Prof. (Dr.) N. R. Madhava Menon, Dr. S. Radhakrishnan Chair on Parliamentary Studies on the theme 'Role of Legislation in the Promotion of Public Health', on 5 September, 2011 at Parliament House Annexe, New Delhi; speech for the occasion of the release of the publication 'Expression of Thoughts' : Selected Speeches of Hon'ble Deputy Chairman, Rajya Sabha in English and 'Izhaare Khayal' in Urdu on 19 December, 2011; draft message to be published in Hindi for the 6th Edition of *Nutan Pratibimb*; and message in Hindi was also prepared for the souvenir published on the occasion of the convocation function of the Kaneshwar Singh Darbhanga Sanskrit University.

An Occasional Paper titled 'E-Waste in India' had been prepared and brought out by this Service. A note regarding bringing out of an Occasional paper on 'Microfinance Institutions' was prepared and submitted along with the Chapterisation and References for perusal of Secretary-General.

In addition, notes on Parliaments of Chile, Austria, Republic of South Korea, Islamic Republic of Afghanistan, Republic of Sri Lanka, United Kingdom, Bulgaria, Myanmar and Bhutan were prepared for use of the Chairman, Rajya Sabha during the visits of Parliamentary delegations from these countries. Besides, the LARRDIS also involved in the publications, namely 'Rajya Sabha and its Secretariat: A Performance Profile 2010' (English and Hindi); and 'The Legislature and the Judiciary: Judicial Pronouncements on Parliament and State Legislatures' (English and Hindi) published by the Orient Blackswan Pvt. Ltd.

Replies to the questionnaire were prepared for 'The Table' volume for the year 2010 received from the Society of Clerks-at-the-Table in

Commonwealth Parliaments. Inputs in respect of Rajya Sabha for the first 'Global Parliamentary Report' to be brought out by the IPU/UNDP were prepared.

Brief notes were prepared on the following topics (a) Essential features of Parliament of India especially Rajya Sabha with some unique aspects; (b) Statistical and analytical information on sittings, etc., (c) Parliamentary system of Turkey/analytical brief of the GNAT and (d) Parliamentary delegations or friendship societies, for the use of Hon'ble Vice-President of India/Chairman on his visit to Turkey, 10-15 October, 2011.

Besides, brief reviews of the important discussions and legislative business transacted in Rajya Sabha during the 221st, 222nd, and 223rd Sessions were prepared for being published in the Journal of Parliamentary Information (JPI), brought out by the Lok Sabha Secretariat. Statistical information relating to the 221st, 222nd and 223rd Sessions of Rajya Sabha and sittings of the various Committees of Rajya Sabha including latest party positions were also compiled for the same purpose.

The LARRDIS also maintains a small library for use of officers and staff of the Secretariat, who are permitted to borrow books for official use. During the year 2011, 156 books and 514 journals were added to the Library and 300 books/ magazines were issued to the officers and staff of the Secretariat. Besides, 125 reference books were purchased and supplied to officers/ sections. In addition, books are also purchased for addition to the Library as recommended by the Secretary-General on the basis of the book reviews culled out and put up on weekly basis.

Dr. S. Radhakrishnan Chair and Rajya Sabha Fellowships on Parliamentary Studies

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 has been constituted to assist the Hon'ble Chairman in the selection of the Chair and the Fellows as well as their management.

The first two Rajya Sabha Fellowships were awarded to Dr. Rahul Ramagundam and Dr. M. Manisha for the year 2010-11. Prof. (Dr.) N. R. Madhava Menon, an eminent authority on legal education, founder of National Law School of India University (NLSIU) in India and former Member, Commission on Centre-State Relations, Government of India, currently holds the Dr. S. Radhakrishnan Chair on Parliamentary Studies. The Chair commenced its two year research project on *Parliamentary Performance in Socio-Economic Transformation (1950-2000): A Report Card w.e.f. 1 June 2010*. Prof. Dr. N.R. Madhava Menon delivered his first lecture on 'Role of Legislation in Promotion of Public Health' on 5 September, 2011 in Parliament House Annexe, Delhi.

The newly reconstituted Search and Advisory Committee held its first meeting on 7 September, 2011. The Committee approved the names of Dr. Sukanta Ganguly and Ms Survana Damle for the award of two Rajya Sabha Fellowships for the year 2011-2012. Due to the passing away of Dr. Sukanta Ganguly, the Search and Advisory Committee in its meeting on 15 November, 2011 proposed two names for the award of one Rajya Sabha fellowship, of which Hon'ble Chairman approved the name of Dr. Jayaprakash Mavinakuli for the award of Rajya Sabha fellowship 2011-2012.

Media, Education and Audio-Visual Unit Work

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

During the year 2011, Media, Education and Audio-Visual Unit issued 232 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, eight newspapers and two electronic media organisations were admitted to the Rajya Sabha Press Gallery. During the year, names of 668 journalists eligible for the Temporary and Sessional passes were recommended to the Centralized Pass Issue Cell (CPIC) for issuance of bar coded passes. One journalist was given the Central Hall facility during the year. Besides, names of 232 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 2011, 74 Annual Parking Labels and 117 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) Release of publication titled 'The Legislature and the Judiciary: Judicial Pronouncements on Parliament and State Legislatures' on 16 March 2011; and
- (ii) Visits of parliamentary delegations from Austria, Korea, France, Russia, Sri Lanka, China and Myanmar.

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

- (i) Invited media persons to cover the release of publication titled 'The Legislature and the Judiciary: Judicial Pronouncements on Parliament and State Legislatures';
- (ii) Valedictory Remarks by the Hon'ble Chairman, Rajya Sabha on the conclusion of the 222nd and 223rd Sessions of Rajya Sabha;
- (iii) Statistical Information regarding the 222nd, 223rd and 224th Sessions of Rajya Sabha;
- (iv) Invited select media agencies to cover the presentations of committee reports to the Hon'ble Chairman, Rajya Sabha by the Chairman, Committee on Transport, Tourism and Culture on 4 May 2011 and by the Chairman, Committee on Home Affairs on 2 June and 3 November 2011;

- (v) Invited media persons to cover the lecture of Dr. (Prof.) N. R. Madhava Menon, Dr. S. Radhakrishnan Chair on Parliamentary Studies on 'Role of Legislation in the promotion of Public Health' on 5 September 2011;
- (vi) Invited media persons to cover the release of books of Hon'ble Deputy Chairman, Rajya Sabha, namely 'Expression of Thoughts' and '*Izhar-E-Khayal*' released by the Hon'ble Chairman, Rajya Sabha in a function held on 19 December 2011; and
- (vii) Press conferences organized by the Chairmen of various Parliamentary Committees; and
- (viii) Issued press releases on the occasion of foreign visits *viz.* Haj Delegation, IPU meeting, G20 Speakers Consultation by the Hon'ble Deputy Chairman, Rajya Sabha.

The Media Advisory Committee of Rajya Sabha was reconstituted on 2 August 2011. The Committee has four Office Bearers namely, Chairman, Vice- Chairman, Secretary and Joint Secretary appointed by the 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 five 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.

During the year, a total number of 2200 SMSes were sent to journalists informing them about important parliamentary events and dates. The Unit organized press conferences for the Chairman, Committee on Commerce on 24 February 2011; the Chairman, Committee on Transport, Tourism and Culture on 4 May 2011 and 11 August 2011; the Chairman, Committee on Personnel, Public Grievances, Law and Justice on 9 June 2011, 11 August 2011, 30 August 2011 and 9 December 2011; and Chairman of Select Committee on Wakf on 16 December 2011.

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

- (i) Made arrangements for lunch hosted by the Hon'ble Chairman, Rajya Sabha for media persons on 3 March 2011;
- (ii) Invited media persons for dinner held by Hon'ble Deputy Chairman, Rajya Sabha in honour of His Eminence Sheikh Dr. Abdul Rahman Bin Abdulaziz Al-Sudais, the Imam of the holy mosque in Makkah Al-Mukarramah on 27 March 2011; and
- (iii) Processed bills for refreshment/lunch/photographs, etc. from time to time.

Committee Coordination Section

During the year 2011, the Committee Coordination Section dealt with a total of 32 elections and 27 nominations of Members of Rajya Sabha to the various Statutory Bodies/Joint Parliamentary Committees. Action for re-constitution of the Department-related Parliamentary Standing Committees (DPSCs) and nomination of Members of Rajya Sabha thereto as well as appointment of Chairpersons of eight DPSCs coming under the jurisdiction of Hon'ble Chairman, Rajya Sabha was initiated on time and the Committees were reconstituted *w.e.f.* 31 August, 2011. Regarding the existing Standing (House) Committees of Rajya Sabha,

Hon'ble Chairman, Rajya Sabha decided to continue their term with the same composition till they are reconstituted *de novo* after the biennial elections 2012. 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 Salaries and Allowances of Members of Parliament; Committee on Empowerment of Women; Library Committee; Parliamentary Forum on Water Conservation and Management; Parliamentary Forum on Youth; Parliamentary Forum on Children; Parliamentary Forum on Population and Public Health; Parliamentary Forum on Global Warming and Climate Change and a newly constituted Parliamentary Forum on Disaster Management. In addition, the proposals received from the Lok Sabha Secretariat regarding extension of the tenure of the Joint Parliamentary Committee on Security Matters in Parliament House Complex and the Committee on Food Management in Parliament House Complex were also processed and the tenures of these two Committees were extended for one year each.

Apart from the above, a Joint Parliamentary Committee to Examine Matters Relating to Allocation and Pricing of Telecom Licences and Spectrum was constituted on 11 March 2011 with 10 Members from Rajya Sabha represented thereto.

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

The Section compiled, published and distributed to the Members and others concerned, a publication titled 'Rajya Sabha Committees - A Profile (2010)'. Besides, this Section also assisted a Committee of Joint Secretaries in framing the 'Rules of Procedure (Internal Working) of the DPSCs (Rajya Sabha)'. This publication has also been distributed to the concerned officers and Committee Sections of the Secretariat. A total of 239 Reports/Statements of various Committees received from the Lok Sabha Secretariat were also laid on the Table of Rajya Sabha and five Reports were presented to the Hon'ble Chairman, Rajya Sabha during the inter-session period.

This Section took up a new initiative on the issue of office of profit in view of the absence of any provision in the relevant Act/Rules, exempting the Members of Parliament from incurring disqualification for being a Member of the House under Article 102(1)(a) of the Constitution and the conditional recommendations of the Joint Committee on Offices of Profit that its views/recommendations are of advisory nature and cannot give any protection to the Members until and unless they are given a statutory effect by amending the relevant Act. Accordingly, the matter was examined and the feasibility of incorporating a provision in the relevant Act/Rules of various Statutory Bodies/Committees exempting the holding of office therein by the Members of Parliament from being an office of profit was referred to the Ministry of Law and Justice for their advice before further action is taken to this effect. Another proposal for streamlining the procedure for feeding data in the Committee Room Booking Software has also been sent to the IT Section, which will facilitate the process of booking of Committee Rooms as well as display of vacancy position therein. Further, during this year, actual elections were held for the first time for the membership of Public Accounts Committee, Committee on Public Undertakings and Committee on the Welfare of Scheduled Castes and Scheduled Tribes.

During this year, the Section was shifted from Room Number. 537, Parliament House Annexe to its new location (New Complex in the old Distribution Branch) and as a part of the relocation effort, a total of 116 old files were weeded out. Another highlight of the goals achieved by the Section in the year 2011 is the increasing role being played by the Section as a nodal agency of the Secretariat with a variety of miscellaneous subjects especially related to Parliamentary Committees being referred to it from time to time, which required in-depth research/examination.

Simultaneous Interpretation Service

During the year 2011, the Interpretation Service provided simultaneous interpretation in roughly 261 meetings of the Department-related Parliamentary Standing Committees. In addition, the Service also covered around 34 meetings of the Consultative Committees attached to various Ministries/Departments of the Government of India.

During the months of May and June 2011, the Simultaneous Interpretation Service also provided interpretation facility to the Joint Drafting Committee on Lokpal Bill comprising Group of Ministers and Members of Civil Society held in North Block, New Delhi. Interpreters were also deputed to cover the Conference of Governors at Rashtrapati Bhawan held on 29 and 30 October 2011.

Editorial and Translation Service

The Editorial and Translation Service is responsible for translation (from English to Hindi and vice-versa), vetting, editing and finalisation of every paper, document and publication relating to the House, various Committees of Parliament, various wings of Secretariat and Chairman's office, editing and indexing of parliamentary debates and ensuring implementation of the provisions of the Official Languages Act, 1963.

The Service is working through 11 Sections, namely, (i) Translation Section-1, (ii) Translation Section-2, (iii) Translation (Committees-I) Section, (iv) Translation (Committees- II) Section, (v) Translation (O.I.H.) Section, (vi) Editing (English) Section, (vii) Editing (Hindi) Section, (viii) English Debates Section, (ix) Rajbhasha Prabdhag, (x) Digitization and Hindi Web Updation Cell and (xi) Synopsis Section. Each Section in the Service is entrusted with a specific job and therefore a specific set of procedures is followed therein. The jobs entrusted to various Sections are given below:

Translation Section-I deals with the translation of Parliamentary papers directly related with the proceedings of the Rajya Sabha such as Papers laid on the Table, List of Business, Parliamentary Bulletins Part-I & Part-II, Private Members' Bills, Amendments to Government and Private Members' Bills, Motions, Resolutions, Notifications, Notices of Calling Attention, Half-an-Hour Discussion, various publications of the Secretariat, speeches and messages of the Hon'ble Chairman, Deputy Chairman and Secretary General.

Translation Section-II has been entrusted mainly with the task of providing Hindi translation of the Questions Lists to the Question Branch.

Translation (O.I.H.) Section has been entrusted mainly with the task of providing English version of notices of Questions received originally in Hindi.

Translation (Committees) Section — I & II The main functions of these Sections are to provide Hindi version of Committee Reports, Action Taken Reports, Notices, Minutes of Meetings, Memoranda, Press Releases, Questionnaires, Tour Programmes, RTI, Petitions, Representations, opening remarks for the Chairmen of various Committees, Agenda papers Letters, Formulae, Draft LOB Items, Notes, Publications pertaining to Committees of Rajya Sabha. Many of these items are disposed off on the same day. Volume of such work is not foreseeable/predictable.

Editing (English) Section The work of this Section primarily involves editing and preparation of the floor version of Rajya Sabha Debates or 'Official Reports' of Rajya Sabha and also preparation of appendices and indices to these debates. The Section also seeks permission from the Secretary-General of Rajya Sabha with regard to requests received from Hon'ble MPs/Ex-MPs/Institutions/Individuals to use/ reproduce material from official debates of Rajya Sabha.

Editing (Hindi) Section is primarily dealing with the verbatim translation of Rajya Sabha Debates in Hindi, preparation of Master copies of the Edited Debates received from Editing (English) Section and also preparation of Alphabetical Lists (Hindi Version) of the Members of the Rajya Sabha and the Council of Ministers respectively. The Section is also responsible for updating of Hindi Website of Hindi Debates. All the CDs containing Hindi Debates which are received from Printing Section are returned to Printing Section after uploading the matter on website by the Section itself.

Rajbhasha Prabhag was constituted with a view to encourage the use of official language Hindi in the official functioning of Rajya Sabha Secretariat. Rajbhasha Prabhag works throughout the year keeping in view the benchmarks, provisions and objectives related to the use of Hindi formulated by Department of Official Language (Ministry of Home Affairs, Govt. of India) and tries to implement the schemes, programmes and legal provisions.

Digitization and Hindi Website Updation Cell has been entrusted with the responsibility of creating meta-data of the edited debates of the Rajya Sabha from the 214th Session onwards and updating and maintaining the Hindi website of Rajya Sabha on real-time basis.

Synopsis Section has been entrusted with the job of preparing Synopsis in CRC form (both in English and Hindi) of the day-to-day proceedings of the Rajya Sabha during Session periods. Synopsis in English and Hindi is also uploaded on Rajya Sabha website on daily basis during Session periods. Content list/ Index of the Synopsis is prepared after the Session is over.

RAJYA SABHA SECRETARIAT

(As on 05.03.2012)

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 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 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>
Smt. Vandana Garg Additional Secretary (VG) 2303-4212 2379-3412 2301-8708 (Fax)	<i>Questions Branch; Committee Section (Ethics); Committee Section (HRD); Committee Co-ordination Section; Any other work assigned</i>
Dr. D.B. Singh Additional Secretary (D) 2303-4206 2301-2592 2301-5585 (Fax)	<i>Personnel Section; Estt. (General) Section; Committee Section (MPLADS); Committee Section (S & T); Recruitment Cell; Rajya Sabha Television Channel; Any other work assigned</i>
Shri S. N. Sahu Joint Secretary (SN) 2303-4557 2301-2550 2379-2812 (Fax)	<i>Library, Reference, Research, Documentation and Information Service (Units 1 to 3); Committee Section (Industry); Any other work assigned</i>
Shri N. K. Singh Joint Secretary (N) 2303-4733 2309-2207 (Tele-fax)	<i>Library, Reference, Research, Documentation and Information Service (Units 4 to 8); Press & Media; Printing & Publications Service; Committee Section (T& T); Committee Section (Subordinate Legislation); Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Gobind Lal Joint Secretary (R) 2303-4137 2379-3419 2301-6805 (Fax)	<i>Verbatim Reporting Service; Editorial & Translation Service; Any other work assigned</i>
Shri L.B. Shinde Joint Secretary (I) 2303-4456 2301-3927 (Fax)	<i>Simultaneous Interpretation Service; Any other work assigned</i>
Shri S.K. Watts Joint Secretary (W) 2303-4240 2309-3550 2301-3158 (Fax)	<i>M.A. Section including House Committee; Committee Section (COPLOT); Any other work assigned</i>
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>
Shri Deepak Goyal Joint Secretary (DG) & Appellate Authority 2309-4287 2303-4057 2379-4328 (Fax)	<i>Committee Section (Petitions); Committee Section (PPG); Appellate Authority; Any other work assigned</i>
Smt. Sharada Subramaniam Joint Secretary (S) 2303-4212 2379-3412 2301-4948 (Fax)	<i>IT Section; Committee on Provision of Computers Equipment to Members of Rajya Sabha; Committee Section (Commerce); Any other work assigned</i>
Shri P.P.K. Ramacharyulu Joint Secretary (P) 2303-4530 2301-0718 (Fax)	<i>Committee Section (HA); MS & A Branch ; Committee Section (H &FW)); Training Cell; Any other work assigned</i>
Shri S.K. Verma Joint Secretary & Financial Adviser 2303-4202 2301-1805 2301-1245 (Fax)	<i>Pay & Accounts Office; Estt. (Accounts & Budget Section; All files dealing with financial matters involving expenditure beyond Rs. 1 lakh; Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Mukul Pande Joint Secretary 2303-4693 2301-8044	<i>IT Section and Committee on Provision of Computer Equipment to Members of Rajya Sabha; Legislative Section</i>
Shri A. K. Singh Director (MA) & Central Public Information Officer (CPIO) 2303-4543 2301-2819	<i>M.A. Section; Central Public Information Officer</i>
Shri A.K. Chatterjee Director (Stores) 2303-4597 2309-3316	<i>Stores Section; Committee Section (S&T)</i>
Shri M. K. Khan Director (MS&A) 2303-4047 2309-3715	<i>Questions Branch (One Group); MS&A Branch; Committee Section (COPLLOT)</i>
Shri N.S. Walia Director (C&P) 2303-4187 2379-3563	<i>Committee Section (HRD); 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 J.G. Negi Director (E) 2303-4261 2309-3194	<i>Estt. (Accounts) & Budget Section; Work of Director (Finance)</i>
Shri C.B. Rai Director (Co-ord) 2303-4162 2309-3714	<i>Committee Coordination Section</i>
Shri K.P. Singh Director (PPG) 2303-4201 2301-6014	<i>Committee Section (PPG); Questions Branch (One Group)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Jagdish Kumar Director (T&T) 2303-4061 2309-2148	<i>Committee Section (T & T); Committee Section (MPLADS); G.A. Section</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	<i>Committee Section (Commerce)</i>
Shri Mom Raj Singh Director (S&A) 2303-4256 2309-3407	<i>Sales & Archives Section</i>
Smt. Sunita Sekaran Director (Ind) 2303-4063 2309-2147	<i>Committee Section (Ethics); Committee Section (Industry)</i>
Shri S.K. Tripathi Director (Bills) 2303-4967 2301-2163	<i>Bill Office; Committee Section (Govt. Assurances)</i>
Shri A.K. Gandhi Joint Director (Co-ord) 2303-4539	<i>Committee Co-ordination Section</i>
Shri Pradeep Chaturvedi Joint Director (E) 2303-5253	<i>Estt. (Accounts) and Budget Section</i>
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) 2303-4292	<i>Committee Section (Subordinate Legislation); CAPIO</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri S. Jason Joint Director (Rectt.) 2303-4327	<i>Recruitment Cell</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</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 2303-4539	<i>Committee Section (T& T); Distribution Branch</i>
Smt. Arpana Mendiratta Joint Director (H&F) 2303-5428	<i>Committee Section (H&FW)</i>
Shri Trilok Nath Pandey Joint Director (COPLT) 2303-5429	<i>Questions Branch (One Group)</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>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Rakesh Naithani Joint Director (Petitions) 2303-5433	<i>Committee Section (Petitions)</i>
Shri K.N. Earendra Kumar Joint Director (PPG) 2303-5447	<i>Committee Section (PPG)</i>
Shri D.K. Juneja Joint Director (Rectt-II) 2303-5431	<i>Recruitment Cell</i>
Shri Shashi Bhushan Joint Director (RTI) 2303-5448	<i>Questions Branch (One Group); RTI Cell</i>
Shri P. Narayanan Joint Director (Stores) 2303-5459	<i>Pay & Accounts Office</i>
Shri Ravinder Kumar Joint Director (Trg.) 2303-5187	<i>Training Cell</i>
Kum. Bharti Tiwari Director (RSTV) 2303-4532	<i>Rajya Sabha Television Channel</i>
Shri S. D. Nautiyal Director (LARRDIS) 2303-4216	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri Raghav P. Dash Director (LARRDIS) 2303-5426	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri Pawan Kumar Joint Director (LARRDIS) 2303-5583	<i>Library, Reference, Research, Documentation & Information Service</i>
Shri D.S. Prasanna Kumar Joint Director (LARRDIS) 2303-4163	<i>Library, Reference, Research, Documentation & Information Service</i>
Dr. (Smt.) Rosey Sailo Damodaran Joint Director (LARRDIS) 2303-5427	<i>Library, Reference, Research, Documentation and Information Service</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 Narender Kumar Joint Director (RSTV) 2303-4053	<i>Rajya Sabha Television Channel</i>
Shri Ajay Ghosh Director (Reporting) 2303-5454 2309-3560	<i>Verbatim Reporting Service</i>
Shri S. Sundararaman Joint Director (Reporting) 2303-5222	<i>Verbatim Reporting Service</i>
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) 2303-4068	<i>Verbatim Reporting Service</i>
Kum. Manjeet Kaur Sethi Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri T.M. Vijaya Kumar Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Shri Vimal Kumar Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Girija Prakash Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Smt. Meena Pandey Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt. Sangeeta Chawala Joint Director (Reporting) 2303-4775 2303-4068	<i>Verbatim Reporting Service</i>
Shri Kshemendra Singh Joint Director (Reporting) 2303-4731 2303-4080	<i>Verbatim Reporting Service</i>
Shri Tara Datt Bhatt Joint Director (Reporting) 2303-4068 2303-4775	<i>Verbatim Reporting Service</i>
Shri K.G. Grampurohit Joint Director (Reporting) 2303-4080 2303-4731	<i>Verbatim Reporting Service</i>
Shri Kishori Lal Joint Director (Reporting) 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>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Udham 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>
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. Kamlesh Verma Director (PSS) 2303-4124	<i>Private Secretaries & Stenographic Service</i>
Smt. Usha Dhingra Joint Director (PSS) 2303-4123	<i>Private Secretaries & Stenographic Service</i>
Smt. Suman Ahuja Joint Director (PSS) 2301-7048 2303-4699	<i>Private Secretaries & Stenographic Service</i>
Smt. Parvathy Venkitachalam Joint Director (PSS) 2302-4128	<i>Private Secretaries and Stenographic Service</i>
Smt. Saroj Bala Rikh Joint Director (PSS) 2303-4121	<i>Private Secretaries and Stenographic Service</i>
Smt. Shefali Gupta Joint Director (PSS) 2303-4898	<i>Private Secretaries and Stenographic Service</i>
Smt. Manju Aggarwal Joint Director (PSS) 2303-4124	<i>Private Secretaries and Stenographic Service</i>
Smt. Madhu Rajput Joint Director (PSS) 2303-4066	<i>Private Secretaries and Stenographic Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt. Sunita Batheja Joint Director (PSS) 2303-4706	<i>Private Secretaries and Stenographic Service</i>
Smt. Sangita Sharma Joint Director (PSS) 2301-2567 2303-4842	<i>Private Secretaries and Stenographic Service</i>
Shri Choudhury Ramakanta Das Director (Interpretation) 2303-4191 2309-2871	<i>Simultaneous Interpretation Service</i>
Smt. Suman Mala Thakur Director (Interpretation) 2303-4618 2309-4291	<i>Simultaneous Interpretation Service</i>
Dr. Jayantimala Devi Joint Director (Interpretation) 2303-5538 2303-4565	<i>Simultaneous Interpretation Service</i>
Smt. Nishi Chadha Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Joe Mathew Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Shri Vinod Kumar Tyagi Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>
Smt. Kusum Sudhir Joint Director (Interpretation) 2303-4572 2303-4565	<i>Simultaneous Interpretation Service</i>
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>

Name, Designation & Official Telephone Nos.	Main responsibility
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>
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 Chandra Shekhar Mishra Director (E & T) 2303-4239 2301-6431	<i>Editorial & Translation Service</i>
Shri Birendra Kumar Director (E & T) 2303-5342 2301-2522	<i>Editorial & Translation Service</i>
Smt. Sulakshana Sharma Joint Director (E & T) 2303-4237	<i>Editorial & Translation Service</i>
Shri Om Parkash Joint Director (E&T) 2303-4558	<i>Editorial & Translation Service</i>
Shri R.V. Sharma Joint Director (E&T) 2303-4211	<i>Editorial & Translation Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri R.S. Bisht Joint Director (E&T) 2303-5456	<i>Editorial & Translation Service</i>
Shri Brij Mohan Arora Joint Director (E&T) 2303-4230	<i>Editorial & Translation Service</i>
Shri H.C.D. Sharma Joint Director (Security) 2303-4780	<i>Parliament Security Service</i>
Shri Ashis Chakravarty Joint Director (Security) 2303-5077	<i>Parliament Security Service</i>
Shri K.S. Mani Joint Director (Security) 2303-4114	<i>Parliament Security Service</i>
Shri Raj Kumar Verma Joint Director (Security) 2303-4646	<i>Parliament Security Service</i>
Shri Mahinder Singh Joint Director (Security) 2303-4192	<i>Parliament Security Service</i>
Shri Suresh Kumar Bakshi Joint Director (Security) 2303-4483	<i>Parliament Security Service</i>
Shri V.P.S. Yadav Joint Director (Security) 2303-4483	<i>Parliament Security Service</i>

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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>

