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PARLIAMENT OF INDIA

Rajya Sabha and its Secretariat: A Performance Profile — 2012



RAJYA SABHA SECRETARIAT
NEW DELHI

OCTOBER 2013

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P R E F A C E

This publication presents, in nutshell, information about the work transacted by the Rajya Sabha, its Committees and the Rajya Sabha Secretariat during the year 2012 with a view to familiarising readers with different aspects of the functioning of the Rajya Sabha.

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

NEW DELHI;
October 2013

SHUMSHER K. SHERIFF
Secretary-General,
Rajya Sabha.

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OFFICERS OF THE RAJYA SABHA

Shri M. Hamid Ansari
Hon'ble Chairman, Rajya Sabha

Prof. P.J. Kurien
Hon'ble Deputy Chairman, Rajya Sabha

Shri Shumsher K. Sheriff
Secretary-General, Rajya Sabha



House at Work

During the year 2012, the Rajya Sabha sat for 74 days—35 days during the 225th Session, 19 days during the 226th Session and 20 days during the 227th Session. The 225th Session was the longest Session of the year. During the year 2012, the House sat for 248 hours and 26 minutes.

Sessions 2012	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.
225 th	16 Feb. 2012	12 March 2012	35	22 May 2012	28 May 2012	164-12
226 th	19 July 2012	8 Aug. 2012	19	7 Sept. 2012	12 Sept. 2012	26-40
227 th	1 Nov. 2012	22 Nov. 2012	20	20 Dec. 2012	24 Dec. 2012	57-34

Summons for the 225th Session (Budget Session) was issued on 16 February 2012. The Session which commenced on 12 March 2012 was adjourned *sine die* on 22 May 2012 and was prorogued by the President on 28 May 2012. 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 12 March 2012. Summons for the 226th Session was issued on 19 July 2012. The 226th Session that commenced on 8 August 2012 was adjourned *sine die* on 7 September 2012 and was prorogued by the President on 12 September 2012. Summons for the 227th Session was issued on 1 November 2012. The 227th Session commenced on 22 November 2012 and was adjourned *sine die* on 20 December 2012. It was prorogued by the President on 24 December 2012.

During the year, 215 Lists of Business were issued with regard to the business of the House. In all, 4551 papers were laid on the Table of the House.

The average attendance of Members during the 225th, 226th and 227th Sessions was 173, 187 and 179, respectively. The highest attendance on a day during the 225th, 226th and 227th Sessions was 199, 218 and 221, 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 2012, a total of 31,827 notices of questions, both starred and

unstarred, were received, of which, 12,774 were admitted and 1293 notices were admitted by clubbing therewith. Out of these, 1459 questions were listed as starred questions and of these, 157 questions, constituting around 10.76 per cent, were actually taken up for oral answer in the House.

During the year, 17 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, 144 notices were received and 25 were admitted. Besides, 40 notices for Half-an-Hour discussion arising out of the answers given to starred/ unstarred questions were received and only two were admitted and discussed on the floor of the House.

Legislation

During the year 2012, the Rajya Sabha held 74 sittings in three Sessions, namely, 225th, 226th and 227th. Out of the 74 sittings, the House transacted Government Legislative Business and Private Members' Legislative Business in 33 and 5 sittings respectively. Nine Government Bills were introduced in the Rajya Sabha during the year and out of which, six Bills were referred to the Department-related Parliamentary Standing Committees for examination and report. Seventy two Private Members' Bills were introduced in the Rajya Sabha and five Private Members' Bills were considered, of which two Bills were withdrawn.

Significant legislative developments during the year 2012

The Sessions held during the year 2012 witnessed significant legislative developments, as detailed below:—

- (i) **The North-Eastern Areas (Reorganisation) and Other Related Laws (Amendment) Bill, 2012:** The North-Eastern Areas (Reorganisation) Act, 1971 was enacted to provide for the establishment of the States of Manipur and Tripura and the formation of the State of Meghalaya and the Union territories of Mizoram and Arunachal Pradesh by reorganisation of the existing State of Assam. Section 28 of the Act provided that there shall be a common High Court for the States of Assam, Nagaland, Meghalaya, Manipur and Tripura to be called the Gauhati High Court (the High Court of Assam, Nagaland, Meghalaya, Manipur and Tripura). On 9 February 1987, it was decided by the Central Government that separate High Courts for each of the States of the North-Eastern Region *viz.* Arunachal Pradesh, Assam, Meghalaya, Manipur, Mizoram, Nagaland and Tripura may be established. In pursuance of the above decision, permanent Benches of the Gauhati High Court were set up at Imphal, Manipur with effect from 21 January 1992, at Shillong in Meghalaya with effect from 4 February 1998 and at Agartala in Tripura with effect from 16 May 1992. Separate High Courts for each of the States of the North-Eastern Region could not be established as the State Governments concerned could not provide High Court buildings and related infrastructure to the satisfaction of the Chief Justice of the Guwahati High Court. As the new buildings for the High Courts, housing and other infrastructural facilities are now ready, the Governments of Meghalaya, Manipur and Tripura have been requesting for establishment of separate High Courts at their respective State Capitals. The North-Eastern Areas (Reorganisation) and Other Related Laws (Amendment) Bill, 2012 passed by both the Houses of Parliament in May 2012 proposed to amend the North-

60th Anniversary of Parliament of India

A special sitting of both the Houses of Parliament was held on 13th May 2012 to commemorate the 60th Anniversary of the first sitting of Parliament. On this occasion, a discussion on the theme 'Sixty Years Journey of the Indian Parliament' was held in both the Houses.

On this occasion, the Hon'ble Chairman, Rajya Sabha and the Hon'ble Speaker, Lok Sabha moved identical Resolution in respective Houses which was unanimously adopted by each House. The Resolution adopted in Rajya Sabha *inter alia* noted that 'in the last sixty years, the Parliament has through epoch making laws, taken decisive steps towards ensuring equality and justice in all matters for establishing an inclusive society in pursuance of our deep faith and commitment to the ideals enshrined in the Constitution'. Reaffirming their total and abiding commitment to the ideals cherished by our founding fathers, Members resolved to "uphold and maintain the dignity, sanctity and supremacy of Parliament; make Parliament an effective instrument of change and to strengthen democratic values and principles; to enhance the accountability of the Government towards the people through the oversight of Parliament; and to rededicate ourselves completely to the sacred task of Nation Building".

Eastern Areas (Reorganisation) Act, 1971 with the object of setting up separate High Courts for the States of Manipur, Meghalaya and Tripura, instead of the Gauhati High Court being the common High Court, in their respective State Capitals at Imphal, Shillong and Agartala, respectively, to provide easy access, speedy and cost effective justice for the people of those States and also to make the consequential amendments in other related laws. The Bill was assented to by the President on 4 June 2012 and became Act No. 26 of 2012.

(ii) The Copyright (Amendment) Bill, 2012: The Copyright Act, 1957 was enacted to amend and consolidate the law relating to copyrights in India. The Bill proposed to amend the Copyright Act, 1957 in order to provide protection of copyright material in India over digital networks such as Internet and other computer networks in respect of literary, dramatic, musical and artistic works, cinematograph films and sound recording works of performers. The Copyright (Amendment) Bill, 2010 was introduced in the Rajya Sabha on 19 April 2010 and was referred to the Department-related Parliamentary Standing Committee on Human Resource Development on 23 April 2010 for examination and report. The Committee presented its report to the House on 23 November 2010. The Copyright (Amendment) Bill, 2012 was then passed by the Rajya Sabha on 17 May 2012 and by the Lok Sabha on 22 May 2012. The Bill *inter alia* provides for:—

- (i) storing of copyrights material by electronic means in the context of digital technology and the liability of internet service providers;
- (ii) giving independent rights to authors of literary and musical works in cinematograph films;
- (iii) clarification that the authors would have rights to receive royalties and the benefits enjoyed through the copyright societies;
- (iv) ensuring that the authors of the works, in particular, author of the songs included in the cinematograph films or sound recordings, receive royalty for the commercial exploitation of such works;
- (v) allowing the physically challenged persons to access copyright material in specialized formats;
- (vi) introducing statutory licensing for version recordings of all sound recordings to ensure that the interest of the copyright holder is duly protected;
- (vii) introducing a system of statutory licensing to broadcasting organizations to access literary and musical works and sound recordings without any disadvantages to the owners of copyright;
- (viii) formulation and administration of copyright societies by the authors instead of the owners;
- (xi) formulation of a tariff scheme and continuous payment of royalties by aggrieved party; and
- (xiii) strengthening enforcement of rights by making provision of control of importing infringing copies by the Customs Department, disposal of infringing copies and presumption of authorship under civil remedies.

The Bill was assented to by the President on 7 June 2012 and became Act No. 27 of 2012.

(iii) The Anand Marriage (Amendment) Bill, 2012: The Anand Marriage Act, 1909 was enacted to remove doubts on the validity of the marriage ceremony among the Sikhs called 'Anand' (also known

as 'Anand Karaj'). In the year 2007, the Department-related Parliamentary Standing Committee on Personnel, Public Grievances, Law and Justice proposed that a clause be inserted in the Anand Marriage Act, 1909 to provide for registration of Sikh marriages. Furthermore, several representations were received seeking amendments in the Anand Marriage Act, 1909 to provide for compulsory registration of 'Anand Karaj' marriages. The Anand Marriage (Amendment) Bill, 2012 passed by both the Houses of Parliament in May 2012 proposed for registration of Anand Karaj marriages. The marriage registered under this Act shall not be required to be registered under the Registration of Births and Deaths Act, 1969 or any other law for the time being in force. The Bill was assented to by the President on 7 June 2012 and became Act No. 29 of 2012.

- (iv) **The Right of Children to Free and Compulsory Education (Amendment) Bill, 2012:** The Constitution (Eighty-sixth) Amendment Act, 2002 led to the enactment of the Right of Children to Free and Compulsory Education Act, 2009 which provides for free and compulsory education to all children of the age of 6 to 14 years. The Right of Children to Free and Compulsory Education (Amendment) Bill, 2012 was introduced in the Rajya Sabha in April 2010 and was subsequently referred to the Department-related Parliamentary Standing Committee on Human Resource Development, which presented its Report to the House in June 2010. The Right of Children to Free and Compulsory Education (Amendment) Bill, 2012 passed by the Rajya Sabha in April 2012 and by the Lok Sabha in May 2012 proposed to include children with disabilities in the definition of 'child belonging to disadvantaged group' with a view to ensure that their specific needs are given precedence in the elementary education system in the country and enable them to participate as full equal members of the community in which they live. Section 3 (2) of the Act of 2002 states that the 'children suffering from disability as defined in the clause (i) of section 2 of the Persons with Disabilities (Equal Opportunities, Protection and Full Participation) Act, 1995 shall have the right to pursue free and compulsory elementary education in accordance with the provisions of Chapter V of the said Act'. Moreover, since the Persons with Disabilities (Equal Opportunities, Protection and Full Participation) Act, 1995, does not cover children with cerebral palsy, mental retardation, autism and multiple disabilities, who are covered under the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999 (Act of 1999). Accordingly, it was proposed that children with cerebral palsy, mental retardation, autism and multiple disabilities are also explicitly covered under the Right of Children to Free and Compulsory Education Act, 2009. The Bill further proposed to amend Section 21 of the Act of 2002 so as to provide that the School Management Committees constituted under sub-section (1) of section 21 of the aforesaid Act in respect of minority institutions shall function only in an advisory capacity. It also proposed to amend Section 22 of the Act so as to provide that the functions envisaged under the said section 22 for School Management Committees would not apply to minority institutions. The Bill was assented to by the President on 19 June 2012 and became Act No. 30 of 2012.
- (v) **The Protection of Children from Sexual Offences Bill, 2012:** Article 15 of the Constitution confers upon the State powers to make special provision for children. Moreover, the United Nations Convention on the Rights of Children, ratified by India on 11 December, 1992, requires the signatory countries to undertake national, bilateral and multilateral measures to prevent the inducement or coercion of a child to engage in any unlawful sexual activity, the exploitative use of children in prostitution or other unlawful sexual practices, pornographic performances and materials. Therefore, the Central Government proposed to enact a self-contained comprehensive new legislation. The Protection of Children from Sexual Offences Bill, 2011 was introduced in the Rajya Sabha on 23 March 2011 and was referred to the Department-related Parliamentary Standing Committee on Human Resource Development on 28 March 2011. The Committee presented its Report to the House on 21 December 2011. The Protection of Children from Sexual Offences Bill, 2012 was

passed by the Rajya Sabha on 10 May 2012 and by the Lok Sabha on 22 May 2012. The Bill, *inter alia* provides for protection of children from the offences of sexual assault, sexual harassment and pornography with due regard for safeguarding the interest and well being of children at every stage of the judicial process, incorporating child-friendly procedures for reporting, recording of evidence, investigation and trial of offences and establishment of Special Courts for speedy trial of such offences. The Bill was assented to by the President on 19 June 2012 and became Act No. 32 of 2012.

(vi) The Rajiv Gandhi National Institute of Youth Development Bill, 2012: The Rajiv Gandhi National Institute of Youth Development was established at Sriperumbudur in the State of Tamil Nadu in March, 1993 by the Government of India as a Society registered under the Societies Registration Act, 1860 with an objective of undertaking advanced study and applied research in the field of youth related activities and to function as a resource agency for youth programmes, policies and implementation strategies. The University Grants Commission recommended for conversion of the Rajiv Gandhi National Institute of Youth Development as a Deemed-to-be University. Accordingly, the Ministry of Human Resource Development granted it Deemed-to-be University status under the University Grants Commission Act, 1956. The National Youth Commission Report, 2002, highlighted that the Rajiv Gandhi National Institute of Youth Development should offer academic courses and research facilities for the youth programmes and functionaries so that there would be cadre of competent professionals for youth development. The Planning Commission in its 11th Five Year Plan Report advised that the Rajiv Gandhi National Institute of Youth Development should be developed as an apex institution with the status of National Youth University in the country. A Mentor Group constituted by the Ministry of Youth Affairs and Sports on 28 March 2011 also recommended for the conversion of the present Institute into an institution of national importance imperative for addressing the vital needs and challenges of youth development in the country. On the basis of the above recommendations, the Rajiv Gandhi National Institute of Youth Development Bill, 2012 passed by the Lok Sabha in May 2012 and by the Rajya Sabha in August 2012, proposed to declare the Rajiv Gandhi National Institute of Youth Development as an institution of national importance and to evolve it as an Institute of advanced study in the field of youth and youth development. The Bill, *inter alia* also sought to transfer all properties, rights and liabilities of the existing Institute to the Rajiv Gandhi National Institute of Youth Development. It also provided that the Institute shall discharge the following functions, namely, to evolve as an Institute of advanced study in the field of youth and achieve an integrated approach to youth development; to undertake action and applied research in the field of youth related activities; to empower youth to participate in inclusive development and nation building; to provide for higher education in the field of youth development through employment-oriented and inter-disciplinary courses at the post graduate level; to carry out policy research, evaluation and impact analysis on youth programmes and issues of contemporary and future relevance; to function as a repository of knowledge pertaining to data on youth; and to build the professional capacity of youth organisations, both in Government and voluntary sector. The Bill was assented to by the President on 30 August 2012 and became Act No. 35 of 2012.

(vii) The All-India Institute of Medical Sciences (Amendment) Bill, 2012: The All-India Institute of Medical Sciences Act, 1956 was enacted to provide for the establishment of an All-India Institute of Medical Sciences (AIIMS). In pursuance of the *Pradhan Mantri Swasthya Suraksha Yojana* Scheme, initially six All-India Institute of Medical Sciences, one each in the States of Bihar, Chhattisgarh, Madhya Pradesh, Odisha, Rajasthan and Uttarakhand were set up under the Societies Registration Act, 1860 broadly similar to the existing AIIMS, New Delhi. These Institutes set up under the Societies Registration Act, 1860 were not having authority to impart medical education and grant degrees or diplomas. In order to make them operational for imparting medical education, the six All-India Institute of Medical Sciences (similar to the existing AIIMS, New Delhi) had to be given

statutory status by amending the AIIMS Act. The six States in which the aforesaid six Institutes were established had requested the Central Government to make them operational urgently and to commence the academic session at the aforesaid six All-India Institutes of Medical Sciences in September 2012. As Parliament was not in session and immediate steps were required to be taken to commence the academic session at the aforesaid six AIIMS in September 2012 and to make necessary amendments to the AIIMS Act, 1956, the President promulgated the All-India Institute of Medical Sciences (Amendment) Ordinance, 2012. The All-India Institute of Medical Sciences (Amendment) Bill, 2012, passed by the Lok Sabha in August 2012 and by the Rajya Sabha in September 2012 sought to replace the Ordinance. The Bill, *inter alia* sought to provide for the establishment of more than one All India Institute of Medical Sciences at various locations in different States and to change the status of the six AIIMS already registered under the Societies Registration Act, 1860, to be an autonomous body corporate on the lines of the existing All-India Institute of Medical Sciences, New Delhi. The Bill also contained provision to make aforesaid six All-India Institutes of Medical Sciences similar to the existing AIIMS, New Delhi broadly in respect of all matters including nomination of Vice-Chancellor, appointment of President, constitution of the General Body and service matters of staff, etc. The Bill was assented to by the President on 12 September 2012 and became Act No. 37 of 2012.

(viii) The National Institute of Mental Health and Neuro-Sciences, Bangalore Bill, 2012: The National Institute of Mental Health and Neuro-Sciences (NIMHANS), Bangalore was established as an autonomous body registered under the Karnataka Societies Registration Act, 1960 on 27 December, 1974 by integrating the former All India Institute of Mental Health under the Government of India and Mental Hospital, Bangalore under the Government of Karnataka. The NIMHANS is a tertiary care medical and academic institution dedicated to the care of neurological, neurosurgical and psychiatric disorders and manpower development in super speciality branches related to neurosciences, including nursing and basic sciences. The Institute has gained international recognition in patient care and education by integrating mental health and neurosciences. The Institute in its present form had been facing certain constraints such as, evolving new courses in diverse fields relevant to the present national scenario in India; giving greater thrust to inter disciplinary research and innovation and evolving strategies for enhanced service delivery, rehabilitation of patients with neurological and mental disability. Therefore, the Central Government proposed to enact the National Institute of Mental Health and Neuro-Sciences, Bangalore Bill to make the Institute a statutory body and to declare it as an institution of national importance so that it may develop as a high level institution of Mental Health and Neuro-Sciences on the pattern of the All India Institute of Medical Sciences, New Delhi; the Post-Graduate Institute of Medical Education and Research, Chandigarh; and the Jawaharlal Institute of Post-Graduate Education and Research, Puducherry. The National Institute of Mental Health and Neuro-Sciences, Bangalore Bill, 2010 was introduced in the Rajya Sabha in December 2010. Thereafter, it was referred to the Department-related Parliamentary Standing Committee on Health and Family Welfare for examination and report. The Committee presented its Report to the House on 4 March 2011. Keeping in view certain recommendations of the Committee, the National Institute of Mental Health and Neuro-Sciences, Bangalore Bill, 2010 was passed by the Rajya Sabha in August 2012 and by the Lok Sabha in September 2012. The Bill *inter alia* empowers the Institute with academic autonomy to develop its own curriculum, to set new trends in mental health and neuro-sciences, award its own degrees and also enable it to have appropriate delegated administrative and financial powers. The Bill was assented to by the President on 13 September 2012 and became Act No. 38 of 2012.

(ix) The Enforcement of Security Interests and Recovery of Debts Laws (Amendment) Bill, 2012: The Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest

Act, 2002 was enacted with a view to regulating securitisation and reconstruction of financial assets and enforcement of security interest. The Act further provides for setting up of asset reconstruction companies which are empowered to take possession of secured assets of the borrower including the right to transfer by way of lease, assignment or sale and realise the secured assets and take over the management of the business of the borrower. But the Act of 2002 had the following limitations: (a) the reconstruction companies or securitisation companies did not have the facility to convert their debt into equity in cases of business reconstruction or rehabilitation or revival as required under section 9 of the said Act; (b) the banks and financial institutions found it difficult to meet the requirement of considering the representations from borrowers and communicate their response within a period of seven days as required under section 13 of the Act; (c) even though the banks, as secured creditors, are empowered to sell the securities to realise the defaulted loans, they are not empowered to accept the property in full or partial satisfaction of the claim against the defaulted borrower, if no bidder comes to bid or banks are unable to find a buyer for such assets as per the provisions of section 13 of the Act; and (d) there was no provision enabling the banks or persons to file a caveat petition against the application filed by the defaulted borrower before the Debts Recovery Tribunal under section 18 of the Act. The Enforcement of Security Interests and Recovery of Debts Laws (Amendment) Bill, 2012 passed by both the Houses of Parliament in December 2012 sought to amend the Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act, 2002. The Bill, *inter alia* also sought to achieve the following objectives: (a) providing for conversion of any part of debt into shares of a borrower company and such conversion shall be deemed always to have been valid as if the provisions of said conversion were in force at all material times; (b) including the multi-State co-operative banks in the definition of bank; (c) increase the period of response to be sent by the banks or financial institutions to the representation of the borrower from seven days to fifteen days; (d) empowering the banks or financial institutions to accept the immovable property in full or partial satisfaction of the claim of the bank against the defaulting borrower; (e) enabling the banks or any person to file a caveat so that before granting any stay, the bank or such person is heard by the Debts Recovery Tribunal; and (f) providing for registration of transactions of securitisation, reconstruction or creation of security interest in the Central Registry. The Bill also proposed to amend the Recovery of Debts Due to Banks and Financial Institutions Act, 1993 in order to include the multi-State co-operative banks in the definition of bank; permit the multi-State co-operative banks to opt either to initiate proceedings under the Multi-State Co-operative Societies Act, 2002 or to initiate the proceedings before the Debts Recovery Tribunal; enable the banks and financial institutions to enter into settlement or compromise with the borrower and also to empower the Debts Recovery Tribunal to pass an order acknowledging such settlement or compromise; and provide that the recovery proceedings pending in relation to recovery of debts due to any multi State co-operative banks, before this Act comes into force, shall continue in a manner as if such amendments had not come into force. The Bill was assented to by the President on 3 January 2013 and became Act No. 1 of 2013.

- (x) **The Prevention of Money-Laundering (Amendment) Bill, 2012:** The Prevention of Money-Laundering Act, 2002 was enacted to prevent money-laundering and confiscation of property derived from or involved in money-laundering. India being a member of the Financial Action Task Force and

Asia Pacific Group on money-laundering, which are committed to the effective implementation and enforcement of internationally accepted standards against money-laundering and the financing of terrorism, it had become imperative for India to bring its anti money-laundering legislation at par with the international standards. The Prevention of Money-Laundering (Amendment) Bill, 2011 was introduced in the Lok Sabha on 27 December 2011 and referred to the Department-related Parliamentary Standing Committee on Finance for examination and report. The Committee presented its Report to the House in May 2012. The Prevention of Money-Laundering (Amendment) Bill, 2012 was passed by the Lok Sabha in November 2012 and by the Rajya Sabha in December 2012. The Bill, *inter alia* proposed to introduce the concept of 'corresponding law' and 'reporting entity' to link the provisions of Indian law with the laws of foreign countries and included a banking company, financial institution, intermediary or a person carrying on a designated business or profession under the ambit of the law. The Bill expanded the definition of offence under money-laundering to include activities like concealment, acquisition, possession and use of proceeds of crime and also removed the existing limit of five lakh rupees of fine under the parent Act. It also provided for the attachment and confiscation of the proceeds of crime even if there is no conviction so long as it proved that offence of money-laundering had taken place and property in question involved in money-laundering. The Bill further proposed to confer powers upon the Director designated under the Act to call for records of transactions or any additional information that may be required for the purposes of investigation and a provision has been made for appeals against the orders of the Appellate Tribunal to be filed directly in the Supreme Court. The Bill was assented to by the President on 3 January 2013 and became Act No. 2 of 2013.

- (xi) **The Unlawful Activities (Prevention) Amendment Bill, 2012:** The Unlawful Activities (Prevention) Act, 1967 was enacted to provide for the more effective prevention of certain unlawful activities of individuals and associations and for matters connected therewith. The scope of the Act was widened in 2004 and the terrorist activities were brought within the scope of the said Act. The Unlawful Activities (Prevention) Amendment Bill, 2011 was introduced in the Lok Sabha on 29 December 2011. Thereafter, it was referred to the Department-related Parliamentary Standing Committee on Home Affairs for examination and report. The Committee presented its Report to the House on 28 March 2012. The Unlawful Activities (Prevention) Amendment Bill, 2012 was passed in the Lok Sabha in November 2012 and by the Rajya Sabha in December 2012. The Bill *inter alia* proposed to amend the Unlawful Activities (Prevention) Act, 1967 to prevent unlawful activities and dealing with terrorist activities in order to meet the commitments made at the Financial Action Task Force, an inter-governmental organization to combat money-laundering and terrorism financing. The Bill increased the period of declaration of an association as unlawful from two years to five years. The Bill expanded the definition of terrorist act by including certain acts such as (i) threatening the economic security of India and damage to its monetary stability, by production, smuggling or circulation of high quality counterfeit currency; (ii) demanding bombs, explosive inflammable substances, lethal weapons, poisonous chemicals or biological, radiological, nuclear material with the intention of aiding, abetting or committing terrorism; and (iii) acts that involve detention, abduction, threats to kill or injure, or other actions so as to compel an international or inter-governmental organization to comply with some demand. The Bill also enhanced the punishment for raising funds for terrorist act and include within its scope, raising of funds, both from legitimate or illegitimate sources, by a terrorist organization

or by terrorist gang or by an individual terrorist. The Bill inserted new sections to include offences by companies, societies or trusts and provide punishment thereafter. The Bill confers additional powers upon the court to provide for attachment or forfeiture of property equivalent to the counterfeit Indian currency involved in the offence or equivalent to the value of the proceeds of terrorism involved in the offence. The proposed amendments to the Unlawful Activities (Prevention) Act, 1967, aim to bring more clarity to the existing legal regime, and remove the deficiencies identified in the implementation of the provisions of the said Act by the Central and State intelligence and investigating agencies. The Bill was assented to by the President on 3 January 2013 and became Act No. 3 of 2013.

(xii) The Banking Laws (Amendment) Bill, 2012: The Banking Regulation Act, 1949 has been in force for more than six decade, which empowers the Reserve Bank of India to regulate and supervise the banking sector. The banking companies are now operating in a liberalised environment. In this scenario, it had become necessary that the banking companies in India are enabled to raise capital in accordance with the international best practices. The Banking Laws (Amendment) Bill, 2011 was introduced in the Lok Sabha on 22 March 2011 and was referred to the Department-related Parliamentary Standing Committee on Finance for examination and report. The Committee presented its Report on 13 December 2011. The Banking Laws (Amendment) Bill, 2012 was passed by both the Houses of Parliament in December 2012. The Bill, *inter alia* proposed to amend the Banking

The following are some of the statistics relating to Bills which came up before Rajya Sabha during the year 2012:

• Number of sittings during which the Government Bills were introduced, considered and passed in Rajya Sabha	33
• Number of sittings during which the Private Members' Bills were introduced or considered	05
• Number of Government Bills introduced	09
• Number of Private Members' Bills introduced	72
• Number of Government Bills withdrawn/ fallen through during the year	00
• Number of Government Bills negatived	00
• Number of Private Members' Bills withdrawn	05
• Number of Private Members' Bills negatived	00
• Number of Government Bills transmitted by Lok Sabha	27
• Number of Government Bills transmitted by Lok Sabha with amendments	01*
• Number of Government Bills transmitted by Rajya Sabha	11
• Number of Government Bills transmitted by Rajya Sabha with amendments	03**
• Number of Government Bills introduced in Rajya Sabha and referred to the Department-related Parliamentary Standing Committees	06
• Number of Bills referred to the Select Committees of Rajya Sabha	01
• 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	36#
• Number of Government Bills passed/returned	34\$
• Number of Government Bills pending at the commencement of the year	49
• Number of Government Bills pending at the end of the year	50
• Number of Private Members' Bills pending at the commencement of the year	170
• Number of Private Members' Bills pending at the end of the year	147
• Number of Bills passed by the Houses of Parliament and assented to by the President	32
• Number of Bills on which assent of the President was obtained by the Rajya Sabha Secretariat	10

* The Railway Property (Unlawful Possession) Amendment Bill, 2012, originating in and passed by Rajya Sabha, was considered and passed with amendments by Lok Sabha and transmitted to Rajya Sabha for concurrence.

** The National Institutes of Technology (Amendment) Bill, 2012, the Institutes of Technology (Amendment) Bill, 2012 and the Constitution (One Hundred Eighteenth Amendment) Bill, 2012 were Bills originating in and passed by Lok Sabha, which were considered and passed with amendments by Rajya Sabha and transmitted to Lok Sabha for concurrence.

Of the 36 Bills considered by Rajya Sabha, 34 Bills were considered and passed by the Rajya Sabha and the remaining 2 Bills namely, the Tamil Nadu Legislative Council (Repeal) Bill, 2012 (on which the motion for consideration of the Bill was moved but the Minister had not commenced his speech) and the Whistle Blowers Protection Bill, 2011, (the motion for further consideration of the Bill, as passed by Lok Sabha, continued but the discussion remained inconclusive) are under the consideration of the House.

\$ Of the 34 Bills passed/returned by Rajya Sabha, 32 Bills were assented to by the President and the remaining 2 Bills, namely, the Motor Vehicles (Amendment) Bill, 2012 and the Constitution (One Hundred Seventeenth Amendment) Bill, 2012 were passed by the Rajya Sabha and are still pending in the Lok Sabha.

Regulation Act, 1949, the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970 and the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1980 to make the regulatory powers of the Reserve Bank of India more effective and to increase the access of the nationalised banks to capital market to raise capital required for expansion of banking business and also to make certain other consequential amendments in certain other enactments. It made certain changes to (a) enable the nationalised banks to increase or decrease the authorised capital with approval from the Central Government and the Reserve Bank without being limited by the ceiling of a maximum of three thousand crores of rupees; (b) provide the nationalised banks to issue two additional instruments for accessing the capital market to raise capital required for expansion of banking business; (c) raise the ceiling on voting rights of shareholders of nationalised banks from one per cent to ten per cent; (d) make provisions to ensure that control of banking companies is in the hands of fit and proper persons; (e) make it mandatory for the persons to obtain prior approval from the Reserve Bank, who propose to acquire five per cent or more of the share capital of a banking company; (f) confer power upon the Reserve Bank to impose such conditions as it deems necessary while granting such approval for acquisitions of five per cent or more share capital of a banking company if it considers necessary; and (g) remove the existing restriction on voting rights limited to ten per cent of the total voting rights of all the shareholders of the banking company. The Banking Regulations Act, 1949 empowers the RBI to remove a director or any other officers of the banking company but such power is not adequate if the entire Board of Directors of a banking company is functioning in a manner detrimental to the interest of the depositors or the banking company itself. Therefore, the Bill proposed to confer powers on the RBI to supersede the Board of Directors of a banking company for not more than 12 months and appoint an administrator for managing the company during that period. The Bill confers power upon the RBI to levy penal interest in case of non-maintenance of required cash reserve ratio. It also proposed to exempt mergers of the banking companies from the applicability of the Competition Act. It further proposed to establish a Depositor Education and Awareness Fund to take over inoperative deposit accounts which has not been claimed or operated for a period of ten years or more. The Bill also proposed to increase the penalties and fines for violation of the Banking Regulation Act, 1949. The Bill was assented to by the President on 5 January 2013 and became Act No. 4 of 2013.

In addition to the above legislative developments, the following Bills were also passed by both the Houses of Parliament and assented to by the President, namely, the Indian Medical Council (Amendment) Bill, 2012, the Constitution (Scheduled Tribes) Order (Amendment) Bill, 2012, the National Institutes of Technology (Amendment) Bill, 2012, the Central Educational Institutions (Reservation in Admission) Amendment Bill, 2012, the Administrators-General (Amendment) Bill, 2012, the Institutes of Technology (Amendment) Bill, 2012, the Constitution (Ninety-Eighth Amendment) Bill, 2012, the Railway Property (Unlawful Possession) Amendment Bill, 2012 and the Chemical Weapons Convention (Amendment) Bill, 2012.

Discussion on the working of the Ministries

The working of three Ministries, namely Ministry of Labour and Employment on 26 April 2012, the Ministry of Coal on 2 May 2012 and the Ministry of Defence on 7-8 May 2012, was discussed during the 225th 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 738 notices given by Members, for 'Matters raised with permission of the Chairman', only 158 matters were allowed to be raised. During the year, in all 384 matters of public importance were mentioned in the House through **Special Mention**. 343 **Calling Attention** notices on the matters of urgent public importance were received. However, notices of Calling Attention on the following 7 subjects were admitted and discussed in the House:-

- (i) Discrimination and racial profiling faced by the students from the North-Eastern States in some parts of the country by Shri Arun Jaitley, Leader of the Opposition in Rajya Sabha on 4.05.2012;
- (ii) Situation arising out of severe drought in the State of Karnataka resulting into failure of Kharif and Rabi crops by Shri M. Venkaiah Naidu, M.P. on 8.05.2012;
- (iii) Inadequate facilities and safety measures along the Amarnath Yatra route resulting in death of pilgrims by Shri Arun Jaitley, Leader of the Opposition in Rajya Sabha on 14.08.2012;
- (iv) Situation arising due to removal of uterus of females of below poverty line in Bihar and various parts of the country under National Rural Health Mission (NRHM) programme by Shri Ram Vilas Paswan, M.P. on 28.08.2012;
- (v) Situation arising out of casualties during clinical trials in the country and the issues related thereto by Shri P. Rajeeve, M.P. on 30.08.2012;
- (vi) Repeated attacks on Tamil Nadu fishermen by Sri Lankan Navy by Dr. V. Maitreyan, M.P. on 6.09.2012; and
- (vii) Suspension of Indian Olympic Association (IOA) by International Olympic Committee (IOC) by Shri Jagat Prakash Nadda, M.P. on 19.12.2012.

During the year, 175 notices of **Short Duration Discussion** were received, out of which notices on the following four matters were admitted and discussed in the House:

- (i) Issue of reservation for Scheduled Castes and Scheduled Tribes in promotions during service by Shri Satish Chandra Mishra, M.P. on 3.05.2012;
- (ii) Problem of food grains storage in the country by Shri Shanta Kumar, M.P. on 14.05.2012;
- (iii) Normalisation of relations with Pakistan and issues relating to human rights violation of minorities in Pakistan by Shri Balbir Punj on 17.05.2012; and
- (iv) Recent incidents of communal violence in Assam by Shri Balbir Punj, M.P. on 8.08.2012 and 9.08.2012.

Private Members' Resolutions

During the year 2012, 30 Resolutions were received and admitted. However, discussion only on four Resolutions could take place. During the 225th Session, three days *i.e.*, 30th March, 4th May and 18th May 2012 were allotted for Private Members' Resolution. However, one Private Members' Resolution day, *i.e.*, 30 March 2012 was cancelled due to adjournment of the House. During the Session, 13 Resolutions were received and admitted. On 4 May 2012, the Resolution regarding formation of separate State of Telengana was moved by Shri Prakash Javadekar, M.P. and was discussed on 18 May 2012. However, the discussion remained inconclusive and the Chair, after taking sense of the House, announced that the discussion on Resolution would resume in the next Session.

During the 226th Session, two days *i.e.*, 17th and 31st August 2012 were allotted for Private Members' Resolutions. 10 (Ten) Resolutions were received and admitted. Further Discussion on the Resolution regarding formation of separate State of Telengana, moved by Shri Prakash Javadekar, M.P. in the 225th Session resumed. The discussion was concluded and the Resolution was negatived by the House on 17 August 2012. Thereafter, Shri Vijay Jawaharlal Darda, M.P. moved the Resolution regarding Review of Meat Export Policy. The same was also discussed on 31 August 2012. The discussion remained inconclusive and the Resolution lapsed with the prorogation of the Session.

During the 227th Session, two days *i.e.*, 30 November and 14 December 2012 were allotted for Private Members' Resolutions. 7 (Seven) notices of Resolutions were received and admitted. On 30 November 2012, the Resolution regarding transparency in the political funding was moved by Shri Bhupender Yadav, M.P. The Resolution was withdrawn with the leave of the House on the same day. On 14 December 2012, Shri P. Rajeeve, M.P. moved the Resolution regarding need to amend section 66A of the Information Technology Act, 2000. The discussion remained inconclusive and the Vice-Chairman, after taking sense of the House, announced that the discussion on the Resolution would resume in the next Session.

Statutory Resolutions

No notice of Statutory Resolution was received during the year. Six 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 HRA to Central Government Employees by the Minister of Finance;
5. Resolution seeking Parliamentary approval to reject the Award given in C.A. Reference No.6 of 1995 relating to Removal of Upper Pay Limit of Rs. 2199/- per month for Eligibility of Night Duty Allowance by the Minister of State in the Ministry of Personnel, Public Grievances & Pensions; and
6. Resolution seeking Parliamentary approval to reject the Award given in C.A. Ref. No.5 of 1993 relating to Cash Handling Allowance to Postal Employees by the Minister of Communications and Information Technology.

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

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

During the year, a total number of 576 notices were received out of which 539 were admitted. One motion regarding FDI in Retail Sector was moved on 6 December 2012 in the House by Dr. V. Maitreya, M.P. and was negatived.

Felicitations to Shri Mohammad Hamid Ansari, Hon'ble Vice-President of India and Chairman, Rajya Sabha

Shri Mohammad Hamid Ansari was elected on 7th August 2012 as the Vice-President of India for the second consecutive tenure and took oath of Office on 11th August, 2012. After Dr. S. Radhakrishnan, the first

Chairman of the Rajya Sabha, Shri Ansari ji has the distinction of being elected as the Vice-President of India and Chairman of Rajya Sabha for a second time. On 13th August 2012, he was accorded a warm and hearty welcome in the Rajya Sabha by the Hon'ble Prime Minister and Leader of the House, Dr. Manmohan Singh; Leader of the Opposition in Rajya Sabha, Shri Arun Jaitley; Leaders of various political parties in Rajya Sabha and some other Members of the House. They referred to his valuable services to the nation while serving in different capacities. He was lauded for his efficient management of the House in his previous tenure as the Chairman of Rajya Sabha and expressed hope that during his second tenure he would further enrich the legacy of the august House.

While responding to the felicitations of the Members in the House, Hon'ble Chairman assured the Members that he would endeavour to live upto the faith and trust reposed on him. He underlined the legislative and deliberative responsibilities of the Rajya Sabha, which 'unavoidably relate to public concerns in an era of rapidly changing expectations pertaining to good governance, probity in all aspects of public life, justice, inclusive growth, societal cohesion and social peace'. While noting that 'the transition in public mood from passive receptivity to active quest, is real and urgent', he emphasised that 'our responses, consequently, have to encapsulate these emerging trends in public perceptions', which 'would necessitate closer and longer deliberations to ensure greater accountability on the one hand and on the other, a sharper awareness of the changing requirements in legislation'. He reiterated the need to allow room for discussion as well as agitation observing that, "Neither, however, should intrude upon the space earmarked for the other... The manner in which we attend to our business is watched by the citizen body with a discerning eye".

Felicitations to Prof. P. J. Kurien, Hon'ble Deputy Chairman, Rajya Sabha

The Deputy Chairman, Rajya Sabha is an important parliamentary functionary who is elected by the Rajya Sabha from amongst its Members. Shri K. Rahman Khan was the Deputy Chairman of Rajya Sabha from July 2004 to April 2006 and from May 2006 to April 2012. Prof. P. J. Kurien was elected unanimously as the Deputy Chairman of Rajya Sabha on 21st August, 2012. Prof. Kurien is a distinguished parliamentarian who has a long legislative career. He was Member of the 7th, 8th, 9th, 10th, 11th and 12th Lok Sabha. He was a Union Minister of State, Industry (Department of Small Scale, Agro and Rural Industries) with additional charge of Commerce during 1991-93 and Union Minister of State, Non-Conventional Energy Sources during 1995-96. He was elected to the Rajya Sabha in July 2005, July 2006 and July 2012. He was nominated to the Panel of Vice-Chairman, Rajya Sabha in July 2005, July 2006, April 2008 and August 2011. The Prime Minister and the Leader of the House, Dr. Manmohan Singh; the Leader of the Opposition in Rajya Sabha, Shri Arun Jaitley and leaders of various parties felicitated Prof. Kurien on his election. Hon'ble Chairman, Rajya Sabha also associated himself with the felicitations offered to Prof. Kurien.

While responding to the felicitations, Prof. Kurien said, "Democracy becomes meaningful for the people only when the Parliament gains their confidence and trust". He called upon the Members 'to keep that confidence and trust alive and make the Parliament truly responsive to the needs of the people'.

Privilege Cases

During the year 2012, 26 notices of breach of privilege and other related matters were received, processed and examined. Four meetings of the Committee of Privileges were held during the year. A petition seeking disqualification of a Member under the Tenth Schedule to the Constitution was referred to Committee of Privileges by the Chairman, Rajya Sabha. The same was processed and considered by the Committee and the Report of the Committee was submitted to the Chairman, Rajya Sabha.

Committee on Rules

One meeting of the Committee on Rules was held on 12 December 2012 and Memorandum regarding shifting of Question Hour was considered by the Committee at that meeting.

TABLE

Time taken by Rajya Sabha on various items of business during the 225th, 226th and 227th Sessions

Subject	Time Taken		
	225 th	226 th	227 th
	Hrs./ Mts.	Hrs./Mts.	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	-	-
Oath or Affirmation	1-01	0-01	-
Obituary References	0-24	0-28	0-32
Ruling/Reference/ Announcement by Chair	1-18	0-13	0-21
Introduction of Minister(s) by the Prime Minister	0-01	-	0-02
Introduction of Secretary-General, Rajya Sabha	-	-	0-01
Dispensing with Question Hour	-	0-01	0-02
Questions	17-17	1-03	7-41
Short Notice Questions	2-03	0-06	0-32
Statements by Ministers Correcting Answers to Questions	0-07	0-05	0-05
Papers Laid on the Table	0-36	0-21	0-36
Reports/ Statements of the Committees presented/ laid on the Table	0-57	0-25	0-34
Felicitations to the Chairman	-	1-17	-
Election of Deputy Chairman	-	0-05	-
Felicitations to Deputy Chairman	-	0-38	-
Felicitations to the Indian Sportspersons who won medals at London Olympics	-	0-01	-
Felicitations to the Indian Cricket Team for winning the Under-19 World Cup	-	0-01	-
Report on Indian Parliamentary Participation at International Conference	0-01	0-01	-
Cancellation of sitting of Rajya Sabha	-	0-01	-
Retirement of Dr. V.K. Agnihotri as Secretary-General, Rajya Sabha	-	0-03	-

Subject	Time Taken		
	225 th	226 th	227 th
	Hrs./ Mts.	Hrs./Mts.	Hrs./ Mts.
Petition Praying for Amendment in the Employees Pension Scheme, 1995	-	-	0-01
Petition praying for effective implementation of the concept of National Capital Region (NCR) to control both land use and development of infrastructure in NCR so as to avoid any haphazard development of the Region	0-01	-	-
Petition praying for prevention of adulteration of food items and to ensure consumption of safe food in the country	0-01	-	-
Farewell to the retiring Members	2-59	-	-
Welcome to new Members	0-01	-	-
Panel of Vice-Chairmen	-	0-01	0-01
Good wishes to the Deputy Chairman	0-26	-	-
Announcement regarding the Leader of the Opposition	0-01	-	-
Information to the House	0-09	0-01	0-01
Resignation by Member	0-03	-	-
Leave of Absence	0-02	0-01	0-01
Cancellation of sitting of the Rajya Sabha	0-01	-	-
Motion	-	-	9-17
Motions for Elections/ Appointments of Members to various Committees/ Bodies	0-12	0-09	0-07
Motion for extension of time for presentation of the Report of the Select Committee of the Rajya Sabha on the Lokpal and Lokayuktas Bill, 2011	-	0-01	-
Motion for appointment of three Members of Rajya Sabha to serve on the Joint Committee to examine matters relating to Allocation and Pricing of Telecom Licenses and Spectrum	0-02	0-01	-
Matters raised with permission	7-26	2-10	3-53
Special Mentions	3-01	0-33	2-01
Calling attention to matters of urgent public importance	2-08	1-19	0-56
Statements by Ministers	3-12	0-14	0-45
Messages from Lok Sabha/ Government Bills laid on the Table	0-18	0-05	0-06

Subject	Time Taken		
	225 th	226 th	227 th
	Hrs./ Mts.	Hrs./Mts.	Hrs./ Mts.
Recommendations of the Business Advisory Committee	0-09	0-03	0-03
Statements regarding Government Business	0-02	0-04	-
Motion of Thanks on the President's Address	13-19	-	-
President's Message	0-01	-	-
Short Duration Discussions (Discussions under Rule 176)	8-47	3-58	-
Discussion	5-13	-	-
Budgets laid on the Table	0-02	-	-
Supplementary Demands for Grants-laid on the Table	0-01	-	0-01
Budget-General Discussions	22-53	-	-
Discussion on the working of the Ministries	14-39	-	-
Resolution/ Government Resolution	0-04	0-01	-
Statutory Motion	3-39	-	-
Government Legislative Business	32-26	5-26	19-02
Private Members' Business			
- Private Members' Resolutions	3-36	2-24	3-39
- Private Members' Bills	4-57	2-31	2-35
Half-an-Hour Discussion	2-05	-	-
Valedictory Remarks	0-03	0-03	0-02
Points raised	8-24	2-43	4-34
TOTAL:	164-12	26-40	57-34



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 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 2012, out of a total of 98 Reports presented by the Committees of Rajya Sabha, 85 Reports were presented by the eight Department-related Parliamentary Standing Committees which are serviced by the Rajya Sabha Secretariat. The details of the reports presented by the Committees are given in the Table below:

TABLE

Reports presented by the Committees of the Rajya Sabha during the year 2012

<i>No. of Report</i>	<i>Subjects</i>	
	<i>Committee on Subordinate Legislation</i>	<i>(Total:7)</i>
197 th	Laying of Statutory Orders on the Table of the Rajya Sabha (223 rd Session)	
198 th	Laying of Statutory Orders on the Table of the Rajya Sabha (224 th Session)	
199 th	Laying of Statutory Orders on the Table of the Rajya Sabha (225 th Session)	
200 th	Report on (i) Tuticorin Port Trust Employees (Recruitment, Seniority and Promotion) Regulations, 2008 and (ii) Liquefied Petroleum Gas (Regulation of use in Motor Vehicles) Order, 2001	
201 st	Laying of Statutory Orders on the Table of the Rajya Sabha (226 th Session)	
202 nd	Report on (i) Railway Passengers (Manner of Investigation of Untoward Incidents) Rules, 2003 and (ii) The Customs (Compounding of Offences) Rules, 2005	
203 rd	The Tea (Distribution and Export) Control Order, 2005	

Committee on Petitions***(Total:2)***

143rd Representations praying for payment of enhanced gratuity benefits to the retired executives of National Thermal Power Corporation (NTPC) & Bharat Heavy Electronics Limited (BHEL) at par with the retirees of Central Government and Central Public Sector Enterprises (CPSEs)

144th Action taken by Government on the observations/recommendations contained in Hundred and Thirty-sixth Report on the petition praying for benefits of pay revision and pension to the Voluntary Retirement Scheme (VRS) optees and retirees of Industrial Finance Corporation of India (IFCI)

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

66th Implementation of Assurances laid during the 224th, 225th and 226th Sessions/ Requests for dropping and extension of time, study visit of the Committee, etc.

Committee on Papers Laid on the Table***(Total: 3)***

140th Laying of the Annual Reports and Audited Accounts of the Maharashtra Agro Industries Development Corporation Limited (MAIDC), Mumbai; Mormugao Port Trust (MPT), Goa; and Goa Meat Complex Limited (GMCL), Panjim

141st Laying of the Annual Reports and Audited Accounts of the Rajghat Samadhi Committee (RSC), New Delhi; Central Adoption Resource Authority (CARA), New Delhi; and Kumarakruppa Frontier Hotels Private Limited, New Delhi

142nd Laying of the Annual Reports and Audited Accounts of Handicrafts and Handlooms Exports Corporation of India Limited, New Delhi; Bharat Petroleum Corporation Ltd. (BPCL), Mumbai and Lakshadweep Building Development Board (LBDB), Kavaratti

Committee on Rules

NIL

Committee of Privileges

NIL

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: 7)

- 100th Demands for Grants (2012-13) pertaining to Department of Commerce
- 101st Demands for Grants (2012-13) pertaining to Department of Industrial Policy and Promotion
- 102nd Performance of plantation sector - tea and coffee industry
- 103rd Action Taken by Government on the observations/recommendations of the Committee contained in its 98th Report on export of foodgrains - premium non-basmati rice and wheat
- 104th Action Taken by Government on the observations/recommendations of the Committee contained in its 99th Report on Export Promotion of Agricultural and Processed Food Products
- 105th Action Taken by Government on the observations/recommendations of the Committee contained in its 100th Report on Demands for Grants (2012-13) (Department of Commerce)
- 106th Action Taken by Government on the observations/recommendations of the Committee contained in its 101st Report on Demands for Grants (2012-13) (Department of Industrial Policy and Promotion)

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

- 157th The Arms (Amendment) Bill, 2011
- 158th The North-Eastern Areas (Re-Organisation) Amendment Bill, 2011
- 159th The Citizenship (Amendment) Bill, 2011
- 160th The Unlawful Activities (Prevention) Amendment Bill, 2011
- 161st Demands for Grants (2012-13) of the Ministry of Home Affairs
- 162nd Demands for Grants (2012-13) of the Ministry of Development of North Eastern Region
- 163rd Working of Sardar Vallabhbhai Patel National Police Academy, Hyderabad
- 164th The Constitution (One Hundred Eighteenth Amendment) Bill, 2012

Department-related Parliamentary Standing Committee on Human Resource Development (Total: 7)

- 241st The National Academic Depository Bill, 2011
- 242nd The Rajiv Gandhi National Institute of Youth Development Bill, 2011
- 243rd Demands for Grants (2012-13) of the Ministry of Women and Child Development
- 244th Demands for Grants (2012-13) of the Department of School Education and Literacy
- 245th Demands for Grants (2012-13) of the Ministry of Youth Affairs and Sports
- 246th Demands for Grants (2012-13) of the Department of Higher Education

247th The Higher Education and Research Bill, 2011

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

227th Action Taken Note on the 218th Report of the Committee on Revival and Restructuring of Hindustan Paper Corporation Limited of the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

228th Action Taken Note on the 219th Report of the Committee on Revival and Restructuring of Cement Corporation of India Limited of the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

229th Credit Facilities to MS&ME Sector pertaining to the Ministry of Micro, Small and Medium Enterprises

230th Action Taken Note on the 225th Report of the Committee on the Revival and Restructuring of Hindustan Machine Tools Limited of the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

231st Action Taken Note on the 223rd Report of the Committee on Revival and Restructuring of North Eastern Handicrafts and Handlooms Development Corporation Limited of the Ministry of Development of North-Eastern Region.

232nd Action Taken Note on the 224th Report of the Committee on Revival and Restructuring of Hindustan Photo Films Manufacturing Company Limited of the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

233rd Demands for Grants (2012-13) of the Ministry of Heavy Industries and Public Enterprises (Department of Public Enterprises)

234th Demands for Grants (2012-13) of the Ministry of Heavy Industries and Public Enterprises (Department of Heavy Industry)

235th Demands for Grants (2012-13) of the Ministry of Micro, Small and Medium Enterprises

236th Action Taken Note on the 226th Report of the Committee on Study of the working of Memorandum of Understanding System of the Ministry of Heavy Industries and Public Enterprises (Department of Public Enterprises)

237th Revival and restructuring of Hotel Corporation of India Limited of the Ministry of Civil Aviation

Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests (Total: 18)

221st The Nuclear Safety Regulatory Authority Bill, 2011

222nd Demands for Grants (2012-13) of the Department of Atomic Energy

223rd Demands for Grants (2012-13) of the Department of Science and Technology, Ministry of Science and Technology

- 224th Demands for Grants (2012-13) of the Ministry of Environment and Forests
- 225th Demands for Grants (2012-13) of the Department of Space
- 226th Demands for Grants (2012-13) of the Ministry of Earth Sciences
- 227th Demands for Grants (2012-13) of the Department of Scientific and Industrial Research, Ministry of Science and Technology
- 228th Demands for Grants (2012-13) of the Department of Biotechnology, Ministry of Science and Technology
- 229th The Regional Centre for Biotechnology Bill, 2011
- 230th Steps taken by various sectors of the Indian Economy to control pollution
- 231st The Indian Forest (Amendment) Bill, 2012
- 232nd Action Taken by the Government on the recommendations contained in the Two Hundred and Twenty-second Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Department of Atomic Energy
- 233rd Action Taken by the Government on the recommendations contained in the Two Hundred and Twenty-third Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Department of Science and Technology
- 234th Action Taken by the Government on the recommendations contained in the Two Hundred and Twenty-fourth Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Ministry of Environment and Forests
- 235th Action Taken by the Government on the Recommendations contained in the Two Hundred and Twenty-fifth Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Department of Space
- 236th Action Taken by the Government on the Recommendations contained in the Two Hundred and Twenty-sixth Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Ministry of Earth Sciences
- 237th Action Taken by the Government on the Recommendations contained in the Two Hundred and Twenty-seventh Report of the Department-related Parliamentary Standing Committee on Science and Technology, Environment and Forests on the Demands for Grants (2012-13) of the Department of Scientific and Industrial Research
- 238th Action Taken by the Government on the Recommendations contained in the Two Hundred and Twenty-eighth Report of the Department-related Parliamentary Standing Committee on

Science and Technology, Environment and Forests on the Demands for Grants (2012-2013) of the Department of Biotechnology

Department-related Parliamentary Standing Committee on Transport, Tourism and Culture ***(Total: 15)***

- 173rd The National Highways Authority of India(Amendment) Bill, 2011
- 174th Demands for Grants (2012-13) of the Ministry of Civil Aviation
- 175th Demands for Grants (2012-13) of the Ministry of Culture
- 176th Demands for Grants (2012-13) of the Ministry of Tourism
- 177th Demands for Grants (2012-13) of the Ministry of Shipping
- 178th Demands for Grants (2012-13) of the Ministry of Road Transport and Highways
- 179th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Sixty-seventh Report on 'Functioning of National Museum'
- 180th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-second Report on Development of Tourism in North-Eastern Region
- 181st Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Sixty-eighth Report on the Directorate-General of Civil Aviation (DGCA) - Issues and Challenges
- 182nd Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Sixty-ninth Report on the Helicopter Operations in India
- 183rd Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-seventh Report on the Demands for Grants (2012-13) of the Ministry of Shipping
- 184th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-sixth Report on the Demands for Grants (2012-13) of the Ministry of Tourism
- 185th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-fourth Report on the Demands for Grants (2012-13) of the Ministry of Civil Aviation
- 186th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-fifth Report on the Demands for Grants (2012-13) of the Ministry of Culture

187th Report on Action Taken by the Government on the recommendations/observations of the Committee contained in its One Hundred and Seventy-eighth Report on the Demands for Grants (2012-13) of the Ministry of Road Transport and Highways

***Department-related Parliamentary Standing Committee on Personnel,
Public Grievances, Law and Justice*** (Total:6)

49th The Administrators-General (Amendment) Bill, 2011

50th The Prevention of Bribery of Foreign Public Officials and Officials of Public International Organisations Bill, 2011

51st Demands for Grants (2012-13) of the Ministry of Personnel, Public Grievances and Pensions

52nd Demands for Grants (2012-13) of the Ministry of Law and Justice

53rd The Right of Citizens for Time Bound Delivery of Goods and Services and Redressal of their Grievances Bill, 2011

54th The Administrative Tribunals (Amendment) Bill, 2012

***Department-related Parliamentary Standing Committee on
Health and Family Welfare*** (Total:13)

48th Action Taken by Government on the recommendations/observations contained in the Forty-first Report of the Committee on Demands for Grants (2010-11) of the Department of Health Research

49th Action Taken by Government on the recommendations/observations contained in the Forty-second Report of the Committee on Demands for Grants (2010-11) of the Department of AIDS Control

50th Action Taken by Government on the recommendations/observations contained in the Fortieth Report of the Committee on Demands for Grants (2010-11) of the Department of AYUSH

51st Action Taken by Government on the recommendations/observations contained in the Thirty-ninth Report of the Committee on Demands for Grants (2010-11) 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 Forty-third Report on action taken by the Department of Health and Family Welfare on the recommendations/observations of the Committee contained in its Thirty-Eighth 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

54th Demands for Grants 2012-13 of the Department of Health And Family Welfare (Ministry of Health And Family Welfare)

- 55th Demands for Grants (2012-13) of the Department of AYUSH
- 56th Demands for Grants (2012-13) of the Department of Health Research
- 57th Demands for Grants (2012-13) of the Department of AIDS Control
- 58th Action Taken by the Government on the recommendations/observations contained in the Forty-fifth Report of the Committee on issues relating to availability of Generic, Generic-Branded and Branded Medicines, their formulation and therapeutic efficacy and effectiveness
- 59th The Functioning of the Central Drugs Standard Control Organisation (CDSCO)
- 60th The National Commission for Human Resources for Health Bill, 2011



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 2012, these Reception Offices issued 34019 *i.e.*, 16583 passes from Reception Office, PH; 16180 from Reception Office, PHA; 676 manual casual entry passes issued through Talkatora Gate No.1 to the family members of Hon'ble Members of Parliament and 580 computerized casual entry passes from Parliament Security Office, PHA, in advance, for various Committee meetings in Parliament House Annexe. 11129 passes including 4 accompanying persons from Parliament Security Office, PHA to the visitors of the Parliament House Complex were also issued.

The requests for the Public Gallery passes for witnessing the proceedings of the House, Central Hall passes, General passes, Distinguished Visitors Gallery passes, DVG (Diplomatic) Weekly passes, and the Gallery passes for Central Hall for witnessing the Joint Sitzings are received by the Notice Office. After due processing and approval, the Notice Office forwards these requisitions to the Centralized Pass Issue Cell (CPIC) for issuance of the passes, Bar Coded or Radio Frequency (RF) Tags, as the case may be. The work pertaining to the issuance of DVG (Diplomatic) Annual passes to high rank Diplomats like Heads of Foreign Missions, Consulates, Honorary Consulates and Heads of the UN 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 4976 officials of the Ministries, 462 Distinguished Visitors, 10326 visitors of the Public Gallery to witness the proceedings of the Rajya Sabha. 3025 attendances of Press Correspondents were registered. On the recommendation of Members of Parliament/Officers of the Secretariat, 8590 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 72, 525 persons / visitors/guests excluding 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 3180 verifications were done during the year, which include 51 journalists, 2178 visitors (same day) of the Public Gallery (PG), 103 visitors of the Distinguished Visitors Gallery (DVG), 397 casual labourers, 95 casual staff members and 182 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 2012, the RTI Cell received 675 RTI applications, 89 First Appeals and 22 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. Uploading of answers to Questions on the Website in real-time

In the present era of fast transmission of information, it has become essential for every institution to make maximum information available in public domain, more so for the democratic institutions such as Rajya Sabha. While making efforts in this direction, Question Branch in coordination with National Informatics Centre (NIC), Parliament House (PH) has developed a Question Answer Publishing (E-reply) software whereunder as soon as the Question Hour is over, the concerned Ministries upload their answers to questions and the same are uploaded on the Rajya Sabha website in real-time. The system was operationalised with effect from the 224th Session in 2011, which has shown promising progress as 90 per cent of the replies are uploaded within 24 hours. This has benefited not only Members and media but also the public at large. Concerted efforts are being made to achieve the target of uploading of 100 per cent answers in real-time.

2. Orderly conduct of Question Hour

Expressing concern over continuous disruption of the proceedings of the House, particularly Question Hour, the Hon'ble Chairman, Rajya Sabha made the following observation on 12 December 2012:

Hon'ble Members, a situation has arisen in which the Chair has to watch helplessly disruption of the Question Hour very frequently. I, therefore, propose to call a meeting of the Rules Committee and put before the Members of the Committee two options. One, that the Question Hour be moved to another part of the day. Two, since Members don't seem to attach very great importance to the questions being answered, the Question Hour be dispensed with altogether.

Subsequently, a meeting of the Committee on Rules, Rajya Sabha was convened on 12 December 2012 to consider the issue. It was *inter alia* decided by the Committee to form a small group under the Chairmanship of Prof. P. J. Kurien, Deputy Chairman, Rajya Sabha consisting of Shri Rajeev Shukla, Minister of State in the Ministry of Parliamentary Affairs and Ministry of Planning and Dr. Chandan Mitra, MP as Members of the group to have a wider consultation with the political parties on the issue of inviolability of Question Hour and its shifting from the traditional timing of 11.00 am to 12 noon or some other time of the day.

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 2012, 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, Members of Parliament (MPs) Identification and Familiarisation Programmes to facilitate Hon'ble MPs, and Introductory Yoga Programme at Morarji Desai National Institute of Yoga, New Delhi were conducted. Several other training programmes with specialised agencies were attended to by Security officials at national and international level viz., Bomb Disposal/Refresher/Post Blast Course with National Security Guard (NSG), Identification and Handling of Explosives with Indian Tibet Border Police (ITBP), National Bomb Data Center Seminar at NSG, Chemical Biological Radiological and Nuclear (CBRN) Emergencies Threat Programme with INMAS and National Disaster Management Authority, ATA Courses through Ministry of Home Affairs, Management Development Programme at Lal Bahadur Shastri National Academy of Administration, Mussoorie and Exchange Programme with European Parliament, Belgium.

14th Presidential and Vice—Presidential Elections, 2012

The elections to the offices of the President and Vice-President of India are regulated by the Presidential and Vice-Presidential Elections Act, 1952 and the rules made thereunder. For the purposes of these elections, it has been the established practice that the Secretary-General of the Rajya Sabha/Lok Sabha is appointed as Returning Officer by the Election Commission of India.

Elections to the offices of the President of India and the Vice-President of India were held in the month of July and August in 2012. The then Secretary-General, Rajya Sabha (Dr. V. K. Agnihotri) was the Returning Officer for the Presidential Elections 2012 while the then Secretary-General, Lok Sabha (Shri T. K. Viswanathan) was the Returning Officer for the Vice-Presidential Election 2012. Shri Pranab Mukherjee was elected as the President of India on 22 July 2012 and he took oath of Office on 25 July 2012. Shri Mohammad Hamid Ansari was elected on 7 August 2012 as the Vice-President of India for the second consecutive tenure and took oath of Office on 11 August 2012.

During the year, the Training Wing of the Parliament Security Service covered 248 Security Personnel in various in-house trainings and 115 Personnel of the Rajya Sabha Secretariat underwent training with other agencies.

In addition, 48 Security officials from the Parliament Security Service, Lok Sabha Secretariat had attended the "Members Identification and Familiarisation Programme" which was conducted by the Training Wing of the Parliament Security Service, Rajya Sabha Secretariat during the year 2012.

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

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

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

- i. Member's Login Application version-2.0 was introduced for two way communication channels between Members and the Rajya Sabha Secretariat for delivering information documents to Members as well as sending communications by Members to the Secretariat, for use of Members of Rajya Sabha;

- ii. Addition of facility of Inter-Member Communication in Members Login through web SMS/email/Inbox for use of Members of Rajya Sabha;
- iii. RSS Feed on the Apple iPad being used by Members of Rajya Sabha and officers of the Rajya Sabha Secretariat;
- iv. App for the Rajya Sabha Business for Android devices being used by Members of Rajya Sabha and officers of the Rajya Sabha Secretariat;
- v. New Search Engine for Question Answer Data Base in website of the Rajya Sabha;
- vi. New reports for Members MIS on Web being used by Members of Rajya Sabha; and
- vii. Implementation of e-Awas software for G.A. Section for allotment of Government accommodation to employees of the Secretariat.

Besides the above mentioned initiatives, the following computerisation initiatives were also undertaken/made operational during the year:

- i. Completion of Digitisation of Debates Project and launch of Debates Portal of the Rajya Sabha (www.rsdebates.nic.in) by Hon'ble Chairman, Rajya Sabha, which contains repository of all debates of the Rajya Sabha since 1952.
- ii. Setting up of Storage Area Network (SAN) in the Rajya Sabha Secretariat which shall ensure that no data loss occurs due to disk failure in the server and automatic recovery from failed hard disk by using hot spare.
- iii. Re-designing of Intranet site of the Rajya Sabha Secretariat to make it more user friendly and accessible from anywhere.
- iv. Initiatives for preparation of IT Plan (2013-15) for the Rajya Sabha Secretariat.
- v. Initiatives towards setting up of e-payment system in the Rajya Sabha Secretariat.
- vi. Took necessary actions to actively pursue the various projects like in- house Digitisation of Verbatim Debates of Rajya Sabha, MANTRA Phase II, STQC Certification for the Rajya Sabha Websites and implementation of IT Plan (2010-12) for the Rajya Sabha Secretariat.

During the year 2012, the Secretariat also procured 137 Desktop Computers, 02 Laptop Computers, 31 DeskJet/ Office jet Printers, 29 Laserjet Printers, 03 Multifunction Printers, 02 Scanners, 21 UPS and 19 Pen Drives for various Sections/officers of the Rajya Sabha Secretariat. Besides, the 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 receipt and distribution of Parliamentary papers of the Distribution Section**

The initial facts pertaining to receipt and distribution of Parliamentary papers by Distribution Section were collected after interaction with the officials of that Section on 27 July 2012. Further, a questionnaire pertaining to the subject was forwarded to Distribution Section on 11 September 2012, the response to the same was received on 22 October 2012. Keeping in view the observations of Distribution Section and in order to collect further relevant information, comments/views of Committee Sections, Stores Section and Personnel Section were solicited and Distribution Section was also requested to clarify on certain issues/aspects. All the available information regarding the subject has been delved into and the preparation of Report was started.

(b) Processing of Medical Bills and procurement and distribution of liveries of G.A. Section

The comments from G.A. Section regarding processing of medical bills and procurement and distribution of liveries of G.A. Section have been obtained and information received is being examined.

(c) Work Study of Parliament Security Service

The Work Study has been initiated and information sought from the Officer(s) concerned are being examined.

(d) Work Study regarding streamlining of overlapping activities being handled by different Sections of the Secretariat

Comments/views from all the Sections were invited. After receipt of the same, they will be examined and a report will be prepared.

O&M Section was designated to act as nodal Section for the project Digitisation of old records and to coordinate with other Sections of the Secretariat to carry out the digitisation of old records.

Training Programmes

One of the important assignments of the Training Cell is to explore new vistas or take initiatives for imparting training to the employees of the Secretariat. As part of this initiative, a one day Workshop on 'Income Tax - TDS Provisions' was organised on 30 October 2012 for officials of Estt.(A/cs) & Budget Section, P&AO and MS &A Section. For the first time, officers of the Income Tax Department visited the Secretariat to clarify doubts of the officials of the Secretariat regarding various TDS provisions under the relevant sections of the Income Tax Act.

Efforts are also being made to explore more avenues for improving skills of the staff of the Secretariat.

Committee Coordination Section

The following new initiatives were undertaken during the year 2012:

(i) A comprehensive examination of all statutory bodies with respect to exemption of membership from "office of profit" angle was done and it was found that a majority of these bodies do not have any statutory protection exempting Members therein from disqualification on the ground of holding of "office of profit". The Ministry of Parliamentary Affairs was consulted, and it has issued an advisory to all Ministries/Departments of Government of India to mandatorily ensure before sending any request for nomination/notice of motion for election of Members of Parliament to various Statutory Bodies that their memberships therein do not entail any disqualification from the membership of the House on the ground of holding an 'office of profit'. Further, this Section had earlier sought the advice of the Ministry of Law & Justice regarding issuing of an advisory to all the Union Ministries/State Governments for incorporating a provision in the relevant Acts/Rules of the various Statutory Bodies/Committees exempting the holding of office therein by a Member of Parliament from being an 'Office of Profit'. As a result, the proposal of the Committee Coordination Section was considered by the Ministry of Law & Justice, and a draft Bill for amending the Parliament (Prevention of Disqualification) Act, 1959 was prepared by them and submitted to the Joint Committee on Offices of Profit (JCOP). The JCOP has *vide* its Eighth Report, presented to both the Houses of Parliament during the 227th Session, accepted the views of the Ministry. Similarly, a draft Constitution (Amendment) Bill was prepared by them wherein a comprehensive definition of the expression 'Office of Profit' was recommended and the comments of the State Governments are being sought before a final decision of the Government is obtained. These matters are under consideration of the Ministry of Law & Justice and the Section is awaiting further developments.

(ii) The process for laying of Reports/Statements of Parliamentary Committees has been streamlined in consultation with Co-ordination Cell, Lok Sabha Secretariat and a Circular issued by them to all their Committee Branches for adherence.

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

The LARRDIS brings out various publications from time to time. The following publications were undertaken during the year 2012 at the initiative of the Secretary-General:

(i) Notes on Procedures - Judges Inquiry Committee; (ii) Initiating Discussion on various types of Debates in Rajya Sabha (English and Hindi version), (iii) Secretary-General: A Work Profile; (iv) Parliamentary Practices: Secretary-General, Rajya Sabha at Conferences (2002-2011); and (v) Instructions and Observations of the Secretary-General (2007-2011). Besides five publications namely, (i) Selected Speeches of Women Members of the Constituent Assembly; (ii) Welcome Hon'ble Chairman; (iii) Nominated Members of Rajya Sabha; (iv) Sixty Years of Rajya Sabha (1952-2012) and (v) Computerisation in Rajya Sabha: An Overview, were brought out on the occasion of the 60th Anniversary of Parliament.

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 Upper House, various Parliamentary Committees, various Sections of the 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-I, (ii) Translation Section-II, (iii) Translation (Committees) Section-I, (iv) Translation (Committees) Section-II, (v) Translation (O.I.H.) Section, (vi) Editing (English) Section, (vii) Editing (Hindi) Section, (viii) English Debates Section, (ix) Rajbhasha Prabhag, (x) Digitization and Hindi Web Updation Cell and (xi) Synopsis Section.

The new initiatives undertaken by this Service are as follows:

Digitisation and Hindi Web Updation Cell

Official Debates of the Rajya Sabha (floor version) of the 223rd and the 224th Sessions were digitized and uploaded on the Web portal for Debates (<http://rsdebate.nic.in>) with user-friendly search facility. The Portal of Debates now contains all the debates from the First Session to 224th Session.

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

Launch of Debate Portal

Rajya Sabha Secretariat in association with the National Informatics Centre (NIC) created a repository of Rajya Sabha debates since 1952 in searchable format and the entire database has been placed on Internet through a new website of Rajya Sabha namely <http://rsdebate.nic.in>. This Debate Portal was launched by Hon'ble Chairman, Rajya Sabha on 19 May 2012 during the inaugural function of the 'Orientation Programme' for newly elected/nominated Members of Rajya Sabha.

In this Debate portal, all the printed volumes of Official Debates of Rajya Sabha since its first sitting on 13 May 1952 have been scanned and converted into electronic form. The Digital repository of debates contains the Debates in Text (pdf) format as well as Image (pdf) format so that it is possible to make free text search on the debates as well as to keep the original format of the printed debates intact. The Debates comprise Part I (Parliamentary Questions and Answers) and Part II (proceedings other than Question and Answers).



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, eight 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 2012

1. Indian Parliamentary Delegations to International Conferences/Meetings

	COUNTRY	DATE OF VISIT	PURPOSE OF VISIT	NAME OF RS MEMBERS
1.	Riyadh (Saudi Arabia)	24-26 Feb. 2012	3 rd G-20 Speakers' Consultation	Shri. K. Rahman Khan, HDC (RS)
2.	Kampala (Uganda)	31 March- 5 April 2012	126 th Assembly of Inter- Parliamentary Union	Shri. V. Hanumantha Rao (INC) and Smt. Smriti Zubin Irani (BJP)
3.	Colombo (Sri Lanka)	10-15 Sept. 2012	58 th Commonwealth Parliamentary Conference	Prof. P.J.Kurien, HDC(RS) and Shri Kaptan Singh Solanki (BJP)
4.	Vientiane (Lao PDR)	3-4 Oct. 2012	7 th Asia - Europe Parliamentary Partnership Meeting (ASEP7)	Shri D.P. Tripathi (NCP)
5.	Quebec City (Canada)	21-26 Oct. 2012	127 th Assembly of the Inter- Parliamentary Union	Shri Mani Shankar Aiyer (INC) and Shri Ravi Shankar Prasad (BJP)
6.	Islamabad (Pakistan)	4-6 Nov. 2012	6 th Conference of the Association of SAARC Speakers & Parliamentarians	Prof. P.J. Kurien, HDC (RS) and Sardar Sukhdev Singh Dhindsa (SAD)
7.	London (U.K.)	6-8 Nov. 2012	Joint CPA UK/British Group IPU International Parliamentary Conference on Gender and Politics	Smt. Gundu Sudha Rani (TDP)
8.	Geneva (Switzerland)	15-16 Nov. 2012	Annual 2012 Session of the Parliamentary Conference on WTO	Dr. Barun Mukherji (AIFB)

2. GOODWILL DELEGATIONS

	COUNTRY	DATE OF VISIT	NAME OF RS MEMBERS
1.	Chile, Uruguay and Paraguay	13-20 Jan. 2012	Shri Satyavrat Chaturvedi (INC) and Smt. Renubala Pradhan (BJD)
2.	Pakistan	20-25 Feb. 2012	Shri Birendra Prasad Baishya (AGP) and Shri Tarun Vijay (BJP)
3.	New Zealand	14-16 April 2012	Shri Mukhtar Abbas Naqvi (BJP) and Prof. Ram Gopal Yadav (SP)

B. VISITS OF FOREIGN PARLIAMENTARY DELEGATIONS TO INDIA DURING THE YEAR 2012

	COUNTRY	DATE OF VISIT	NO. OF DELEGATES	NAME OF LEADER
1.	Mauritius	1-6 March 2012.	6	H.E. Mr. Rajkeswur Purryag, Speaker of the National Assembly of the Republic of Mauritius. The meeting of the delegation with the Hon'ble Vice-President of India/Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
2.	Trinidad and Tobago	13-21 March 2012.	7	H.E. Mr. Timothy Hamel-Smith, President of the Senate and H.E. Mr. Wade Mark, Speaker of the House of Representatives of Parliament of Trinidad and Tobago. The meeting of the delegation with the Hon'ble Vice-President of India/Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
3.	Finland	23-26 April 2012	4	H.E. Mr. Eero Heinaluoma, Speaker of the Parliament of Finland. The delegation called on Hon'ble Vice-President of India/Chairman, RS on 24 April 2012 at Parliament House.
4.	Saudi Arabia	7-10 May 2012	10	H.E. Dr. Abdullah Bin Mohammed Bin Ibrahim Al Al-Sheikh, Speaker of Majlis Ash Shura (Consultative Council) of the Parliament of Saudi Arabia. The delegation called on Hon'ble Vice-President of India/Chairman, RS on 9 May 2012 at Parliament House.
5.	European Union	19-22 June 2012	1	H.E. Mr. Joao Gomes Cravinho, Ambassador, Head of Delegation of the European Union. The Ambassador called on the Secretary-General, RS on 25 June 2012 at Parliament House.
6.	South Africa	8-14 July 2012	20	H.E. Mr. M.J. Mahlangu, Chairperson, National Council of Provinces of Parliament of South Africa. The delegation called on Hon'ble Vice-President of India/Chairman, RS on 10 July 2012 at Parliament House.
7.	Bhutan	5-10 Aug. 2012	10	H.E. Mr. Namgay Penjore, Chairperson, National Council of the Royal Government of Bhutan. The meeting of the delegation with the Hon'ble Vice-President of India/Chairman, RS could not be fixed due to latter's prior committed engagements during that period.

	COUNTRY	DATE OF VISIT	No. OF DELEGATES	NAME OF LEADER
8.	UK	21-26 Aug. 2012	11	H.E. Rt. Hon. Sir Alan Haselhurst, MP and Chairman, CPA UK Executive Committee called on Hon'ble Vice-President of India and Chairman, Rajya Sabha on 22 August 2012 at Parliament House.
9.	Iceland	20-27 Nov. 2012	4	H.E. Ms. Asta R. Johannesdottir, President (Speaker) Althingi, the Parliament of Iceland. The meeting of the delegation with the Hon'ble Vice-President of India/Chairman, RS could not be fixed due to latter's prior committed engagements during that period.
10.	Hungary	24-30 Nov. 2012	8	H.E. Dr. Laszlo Kover, Speaker of the Hungarian National Assembly of Parliament of Hungary. The delegation called on Hon'ble Vice-President of India/Chairman, RS and Shri Arun Jaitley, the Leader of Opposition, RS on 27 November 2012 at Parliament House.
11.	Pakistan	5-10 Dec. 2012	14	H.E. Senator Syed Nayyer Hussain Bokhari, Chairman of the Senate of the Islamic Republic of Pakistan. The delegation called on Hon'ble Vice-President of India/Chairman, RS on 6 December 2012 at Parliament House.
12.	Iraq	15-20 Dec. 2012	29	H.E. Mr. Osama Al Nujaifi, Speaker, Iraqi Council of Representatives. The delegation called on Hon'ble Vice-President of India/Chairman, RS on 17 December 2012 at Parliament House. The delegation also called on Shri Arun Jaitley, Leader of Opposition, RS on 18 December 2012 at Parliament House.



Secretariat

The total staff strength of the Rajya Sabha Secretariat during the year 2012 stood at 1593 (1520 + 73 tenure), out of which 425 persons were holding Group 'A' posts. On attaining the age of superannuation, 20 employees retired from service in the Secretariat. Besides, 1 employee resigned, 1 employee took voluntary retirement and 2 employees expired during the year.

The Secretariat consists of the following Services:

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

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

New Secretary-General, Rajya Sabha assumed office

Dr. V.K. Agnihotri, relinquished the charge of the Secretary-General, Rajya Sabha on 30 September 2012.

Shri Shumsher K. Sheriff, I.A.S. who served as the Secretary to the Vice-President of India was appointed as the Secretary-General, Rajya Sabha with effect from 1 October 2012.

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 achieving target oriented performance with greater accountability, Annual Action Plans for the year 2012 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-à-vis* targets set out in Action Plans of Sections under their charge and submitted a status report. Status Reports of various Sections were examined by O&M Section. Steps to collect information regarding Annual Action Plan for the year 2013 were also initiated in December, 2012.

The Section compiled and circulated Annual Report for the year 2011 of the 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 2012.

During the year, inspection of 42 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-2012 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 58 Sections of the Secretariat for the year 2012.

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 2012, the Distribution Section received 1,17,826 communications. The total number of despatches made by the Section during the year was 8,00,000 to different addresses.

Printing Work

The Printing and Publications Service is responsible for all work connected with the printing of parliamentary papers such as Bulletins, List of Business, List of Members, Bills, Reports and evidence of Committees, Who's Who of Members of Rajya Sabha, Debates and their Indices, etc. and other publications of the Secretariat brought out from time to time. It also looks after all the preparatory and co-ordination work with the Government of India Press including proof reading, technical advice, monitoring of progress, etc. Printing and Publications Service handled printing of a total of 2,63,261 pages during the year 2012.

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 and grievances, etc. Apart from this, various other matters such as security arrangements at the offices of the Rajya Sabha Secretariat located at Flat Nos. 75, 193 and 223, North Avenue, New Delhi, official residence of Secretary-General, Rajya Sabha and housekeeping 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 Gurudwara Rakabganj 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

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/exchange programmes/study visits.

During the year 2012, Training Cell organized various in-house training programmes on subjects such as 'Parliamentary Practice & Office Procedure' for Private Secretaries and Stenographic Service, 'Office Procedure' for Senior Clerk/Junior Clerk and two programmes on basic computer application titled 'Programme on Office Productivity Tools' for the officers of the Editorial and Translation Service.

Five (5) officials were nominated to attend different training programmes organised by the Institute of Secretariat Training and Management (ISTM) viz, Direct Trainers Skills, Workshop on Noting and Drafting, Fixation of Pay Rules, Ethics and Values in Public Governance.

Besides, seventeen (17) officials were sent to the Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat for attending the training programmes, namely the 27th International Legislative Drafting Course; Training Course for Security officials of the Lok Sabha Secretariat, Rajya Sabha Secretariat and the State Legislatures; Training Course for Hindi Assistant Translator and Editors of the Lok Sabha Secretariat, Rajya Sabha Secretariat and the State Legislatures; Training Course for Reporters of the Lok Sabha Secretariat, Rajya Sabha Secretariat and the State Legislatures and Training Course on Drafting Committee Reports for the officials of the Lok Sabha, the Rajya Sabha and the State Legislatures Secretariats.

Seven (7) officials of Parliament Security Service attended different training programmes such as; (i) Training Programme on Identification and Handling of Explosives at ITBP Academy, Mussoorie; (ii) Course ATA 8472 Forensic Examination of Terrorist Crimes Scenes at Swami Vivekanand State Police Academy (PTC), Barrackpore, West Bengal; and (iii) Bomb Disposal (SP)-84 and 85 at NSG, Manesar, Haryana.

During the year 2012, 36 officers of the Rajya Sabha Secretariat were nominated to attend various exchange/training/study programmes and conferences abroad. A group of seven (7) Officers attended an Exchange Programme at the Senate, Parliament of Canada as well as Legislative Assembly of Ontario Province. Three (3) Officers attended the Professional Development Programme at the House of Commons, Parliament of UK. A group of five (5) Officers attended the exchange programme at the European Parliament in Brussels, Belgium. Five (5) Officers attended an Exchange Programme at the National Council of Provinces, Parliament of South Africa. Three (3) Officers attended the Legislative Drafting Course organized by the International Legislative Drafting Institute of Tulane Public Law Centre at New Orleans, Louisiana, USA. One (1) Officer from the LARRDIS attended the International Federation of Library Associations (IFLA) Conference at Helsinki, Finland.

A group of five (5) Officers attended the Viswa Hindi Sammelan in Johannesburg, South Africa. One (1) Officer attended the Commonwealth Parliamentary Association's 61st Westminster Seminar on Parliamentary Practice and Procedure in London, Parliament of UK. Four (4) Officers, 2 each from the Private Secretaries and Stenographic Service and the Verbatim Reporting Service attended the programme on Parliamentary Reporting at HANSARD, Parliament of UK. Two (2) Officers attended the World E-Parliament Conference, held in Rome, Italy.

Training Cell also hosted one reciprocal Study visit of three (3) Officers of the European Parliament, Brussels (Belgium) as part of the bilateral Exchange Programme. Interactive session was organised for the visiting delegates with the Secretary-General, Rajya Sabha and other Senior officers of Rajya Sabha Secretariat and they also witnessed the proceedings of the Parliament. A show round of the Parliament Museum was also arranged for the visiting delegation.

Two (2) Officers were nominated for the one-year part time Post Graduate Diploma Course in Disaster Preparedness and Rehabilitation at Indian Red Cross Society, New Delhi.

An Orientation Programme for the newly elected/nominated Members of Rajya Sabha was organized on 19 and 20 May 2012 in the Main Committee Room, Parliament House Annexe, New Delhi. The Programme was inaugurated by the Hon'ble Vice-President of India and Chairman, Rajya Sabha and attended by 29 Members. The aim of the Programme was to familiarize newly elected/nominated Members with various aspects of Parliamentary practice and procedure. It consisted of several discussions/sessions/lectures on specific topics, conducted by eminent Parliamentarians. On this occasion, an exhibition on the 'Rajya Sabha and its Working' was also organized. During the Orientation Programme, a feedback form was circulated to the participating Members for giving their suggestions. Based on the suggestions received, the following four Interactive Sessions were organised for Members for further clarifications on 20 and 21 September 2012:—

- (i) Working of Department-related Parliamentary Standing Committees;
- (ii) Raising matters of public importance through Questions and other devices;
- (iii) Working of Rajya Sabha Secretariat with focus on the Sections servicing Members; and
- (iv) Behaviour and Conduct of Members in the House.

Nine Members attended the Programme.

Training Cell also organized a "Refresher Course in IT Skills" for Members of Rajya Sabha and their Personal Staff in collaboration with the National Informatics Centre (NIC) in December 2012. Two Members and nine Personal Staff attended the Programme.

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

During the year 2012, the Library, Reference, Research, Documentation and Information Service (LARRDIS) prepared a number of presentation/papers/interventions on various items of agenda for use of the Secretary-General for various Conferences such as the Association for Secretaries General of Parliaments (ASGP) meeting held in Kampala (Uganda), April 2012 and in Quebec (Canada), 22-26 October 2012 and the Society of Clerks-at-the-Table in Commonwealth Parliaments, Colombo (Sri Lanka), September 2012; and for the use of the Deputy Chairman at the Third G-20 Speakers Consultation held at Riyadh (Saudi Arabia), February 2012.

Besides, 14 speeches, 5 write-ups, 2 papers, 2 messages, 1 presentation, 25 interventions and 6 articles were prepared for use of the Chairman, Deputy Chairman and Secretary-General, which included speeches delivered on the occasion of a function organised to commemorate 60th Anniversary of Parliament of India on 13 May 2012; Orientation Programme for the newly elected/nominated Members of Rajya Sabha held from 19-20 May 2012; 7th Meeting of Women Speakers' of Parliament on Gender Sensitive Parliaments held from 3-4 October 2012; speech on the occasion of the farewell function organised in honour of retiring/retired

Members of Rajya Sabha; opening remarks at the lecture delivered by Prof. (Dr.) N.R. Madhava Menon, who held Dr. S. Radhakrishnan Chair on Parliamentary Studies on 17 May 2012 during the Budget Session; draft message in Hindi for the 7th Edition of *Nutan Pratibimb*, and a Goodwill Message for the special edition of the national daily 'The Media Times'.

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. The first Dr. S. Radhakrishnan Chair on Parliamentary Studies was awarded to 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. As per the Scheme, the Chair would give three/four lectures on the subjects related to his research project during the tenure. Prof. Menon delivered two lectures on the theme 'Role of legislation in promotion of public health' on 5 September 2011 and 'Law-making in culturally diverse federal democracies: Building on experience of stability and change' on 17 May 2012 for Members of Parliament in Parliament House Annexe, New Delhi.

In second round of Rajya Sabha Fellowships for the year 2011-2012, the Fellowships has been awarded to Ms Survana Damle and Dr. Jayaprakash Mavinakuli.

In addition, notes on Parliaments of Trinidad and Tobago, Mauritius, Luxembourg, Saudi Arabia and South Africa and comparative notes on the Parliaments of India and Hungary, Iran, Pakistan, Iraq and Vietnam were prepared as per the format devised by the Secretary-General for the use of Hon'ble Chairman, Rajya Sabha during the visits of Parliamentary delegations from these countries. Besides, the LARRDIS was also involved in the publications, namely 'Rajya Sabha and its Secretariat: A Performance Profile 2011'.

Prior to the commencement of the Sessions of Rajya Sabha held during the year 2012, list of issues likely to be raised during each Session is prepared. The list of issues is then sent to the Ministry of Parliamentary Affairs for obtaining the briefs on the issues from the concerned Ministries for perusal of the Hon'ble Chairman, Rajya Sabha. Since November 2012, on the direction of the Secretary-General, each brief received from the Ministries is added with one page executive summary, one page bullet points and one page additional information not covered in the brief by the Ministry for proper briefing of Hon'ble Chairman, Rajya Sabha. Besides, Ministries are requested to provide brief in a structured format *i.e.* genesis/background of the issue, current status, legislative development, etc. 16 such briefs were prepared for the same purpose.

Besides, brief reviews of the important discussions and legislative business transacted by the Rajya Sabha during the 224th, 225th and 226th 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 224th, 225th and 226th Sessions of Rajya Sabha and sittings of 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 2012, 138 books were added to the Library and 601 books/magazines were issued to the officers and staff of the Secretariat. Besides, 97 reference books were purchased and supplied to officers/sections.

Media, Education and Audio-Visual Unit Work

The 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 2012, Media, Education and Audio-Visual Unit issued 223 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, three newspapers and one electronic media organisation and 13 freelance journalists were admitted to the Rajya Sabha Press Gallery. During the year, names of 690 journalists eligible for the Temporary and Sessional passes were recommended to the Centralized Pass Issue Cell (CPIC) for issuance of bar coded passes. Besides, names of 223 journalists having permanent Rajya Sabha Press Gallery passes and 27 names of journalists having Long and Distinguished (L&D) Service category 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 2012, 55 Annual Parking Labels and 47 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) Farewell function for retired/retiring Members of the Rajya Sabha held on 21 March 2012;
- (ii) Oath taking ceremony held on 30 January 2012, 9 April 2012, 6 July 2012 and 11 July 2012;
- (iii) Briefing-Kits prepared by Indian Association of Parliamentarians on population and development released by the Hon'ble Chairman, Rajya Sabha on 4 May 2012;
- (iv) Visit of Parliamentary delegation from Finland on 24 April 2012, Saudi Arabia on 9 May 2012, United Kingdom on 22 August 2012, Hungary on 27 November 2012, Pakistan on 6 December 2012 and Iraq on 17 December 2012;
- (v) Visit of delegation of media persons from Kuwait on 16 May 2012;
- (vi) Interaction of school children from Belgaum with the Hon'ble Chairman, Rajya Sabha on 31 August 2012;
- (vii) Floral tributes paid in Central Hall on 5 November, 14 November, 19 November, 27 November, 3 December, 10 December, 23 December and 25 December 2012; and
- (viii) Interaction of a group of students from the constituency of Shri Milind Deora, Member of Parliament, with the Hon'ble Chairman, Rajya Sabha on 19 December 2012.

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

- (i) Valedictory Remarks by the Hon'ble Chairman, Rajya Sabha on the conclusion of the 225th, 226th and 227th Sessions of Rajya Sabha;
- (ii) Statistical Information regarding the 225th, 226th and 227th Sessions of Rajya Sabha;
- (iii) Invited select media agencies to cover the presentations of committee reports to the Hon'ble Chairman, Rajya Sabha by the Chairman, Committee on Science and Technology, Environment and Forests on 6 March 2012;
- (iv) Invited select media agencies to cover the farewell function for retired/retiring Members held on 21 March 2012;
- (v) Invited media persons for the release of a book written by Shri N.C. Joshi, Secretary, Rajya Sabha Secretariat released by the Hon'ble Chairman, Rajya Sabha in a function held on 10 May 2012;
- (vi) Invited media persons to cover the lecture delivered by Dr. (Prof.) N. R. Madhava Menon, who held Dr. S. Radhakrishnan Chair on Parliamentary Studies on 'Law Making in Culturally Diverse Federal Democracies: Building on Experience of Stability and Change' on 17 May 2012;
- (vii) Invited media persons to cover the Orientation Programme for newly elected/nominated Members of Rajya Sabha held on 19 and 20 May 2012;
- (viii) Invited media persons to cover the foundation stone laying ceremony for the construction of 14 special type multi-storied flats for Members of Rajya Sabha by the Hon'ble Chairman, Rajya Sabha on 28 August 2012; and
- (ix) Press conferences organized by the Chairmen of various Parliamentary Committees.

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 1900 SMSes were sent to journalists informing them about important parliamentary events and dates. The Unit organized press conferences for the Chairman, Committee on Personnel, Public Grievances, Law and Justice on 29 March, 21 May and 28 August 2012; the Chairman, Committee on Commerce on 21 June 2012; and the Chairman, Select Committee of Rajya Sabha on the Lokpal and Lokayuktas Bill, on 23 November 2012. The Unit also organized press briefings regarding Presidential Election 2012 held by the Secretary-General as the Returning Officer in the said election on 18 June, 3 July, 18 July, 19 July and 22 July 2012.

The Unit issued press releases on the occasion of visit of the Hon'ble Deputy Chairman, Rajya Sabha to Riyadh, Colombo and Islamabad. Press Communiques regarding the summoning of 225th, 226th and 227th Sessions were also issued. Press Communiques regarding the final result of division held in the Rajya Sabha on 7 December and 17 December 2012 were also issued. Press releases were also issued on the occasion of presentation of Committee reports on 6 March, 30 April, 21 May, 28 August and 30 October 2012.

In addition to the above, the following items of work were also done by the Unit during the year:

- (i) Co-ordinated with the Election Commission of India, for the issuing of authority letters to the media persons for covering the polling and counting of votes during the Presidential Election 2012;
- (ii) Issued letters to various media organizations for nominating media persons for coverage of Presidential Election 2012 and also issued Media Advisory for the same;
- (iii) Arranged, co-ordinated and supervised the coverage by the media persons during the polling and counting for Presidential Election 2012;
- (iv) Arranged for media coverage of the filing of nomination for Presidential Election 2012 by Shri Pranab Mukherjee and Shri P.A. Sangma;
- (v) Processed bills for refreshment/lunch/photographs, etc. from time to time;
- (vi) Valedictory address of the Hon'ble Chairman, Rajya Sabha for 225th, 226th and 227th Sessions were uploaded on the Rajya Sabha Website; and
- (vii) Information regarding the re-constitution of Media Advisory Committee was updated on the Rajya Sabha Website.

Committee Coordination Section

During the year 2012, the Committee Coordination Section dealt with a total number of 65 elections and 49 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 re-constituted *w.e.f.* 31 August 2012. The process for re-constitution of nine Standing Committees of Rajya Sabha (House related Committees) was initiated. Two Rajya Sabha Committees *viz.*, Committee on Member of Parliament Local Area Development Scheme and Committee on Provision of Computer Equipment to Members of Rajya Sabha were re-constituted *w.e.f.* 23 August 2012, while the Committee on Ethics was re-constituted *w.e.f.* 28 December 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; Committee on the Welfare of Other Backward Classes; Joint Committee on Offices of Profit; Joint Committee on Salaries and Allowances of Members of Parliament; Committee on Empowerment of Women; Library Committee; Joint Parliamentary Committee on Installation of Portraits/Statues of National Leaders and Parliamentarians in Parliament House Complex; Parliamentary Forum on Water Conservation and Management; Parliamentary Forum on Youth; Parliamentary Forum on Children; Parliamentary Forum on Population and Public Health; Parliamentary Forum on Global Warming and Climate Change and Parliamentary Forum on Disaster Management. Besides, Hon'ble Chairman, Rajya Sabha has given approval for constitution of a new Parliamentary Forum on Artisans and Craftspeople on 28 December 2012.

Apart from the above, the Rajya Sabha at its sitting held on the 21 May 2012 adopted a motion referring the Lokpal and Lokayuktas Bill, 2011 to a Select Committee of the Rajya Sabha and accordingly the constitution of this Committee was notified in the Rajya Sabha Parliamentary Bulletin Part-II on 15 June 2012.

Requests from various Central Government agencies and State Governments seeking approval of Hon'ble Chairman, Rajya Sabha to the nomination of Members of Rajya Sabha to various Committees/Bodies constituted by them were received, examined and processed in accordance with the provisions contained in the Parliament (Prevention of Disqualification) Act, 1959. 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 thereafter placed before the Chairman, Rajya Sabha for his consideration/orders. During the year 2012, seven requests seeking approval of the Hon'ble Chairman, Rajya Sabha to the nomination of Members to various bodies were processed in the Section.

In addition, the Section compiled, published and distributed to the Members and others concerned, a publication titled '*Rajya Sabha Committees - A Profile (2011)*'. A total of 288 Reports/Statements of various Committees received from the Lok Sabha Secretariat were also laid on the Table of Rajya Sabha and six Reports were presented to the Hon'ble Chairman, Rajya Sabha during the inter-session periods.

Simultaneous Interpretation Service

During the year 2012, the Interpretation Service provided simultaneous interpretation in roughly 238 meetings of the Department-related Parliamentary Standing Committees. In addition, the Service also covered around 11 meetings of the Consultative Committees attached to various Ministries/Departments of the Government of India.

Editorial and Translation Service

Translation Section-I

The Section is implementing the concept of e-office vigorously in its various items of work. Apart from Parliamentary papers like List of Business, Papers to be laid on the Table, Parliamentary Bulletins Part-I and Part-II, Amendments to Bills, Private Members' Resolutions, speeches of Hon'ble Vice-President of India and Chairman, Rajya Sabha, RTIs, Notifications, Tender Notices, Circulars, etc. are received through e-mail in this Section and after their translation, Hindi texts are sent to the concerned Sections/offices through e-mail. The publications brought out by various Sections of the Secretariat are translated by this Section and the concerned Sections are persuaded to upload these publications on the Rajya Sabha Web page. The MANTRA software, which is a translation tool jointly developed by the Rajya Sabha Secretariat and C-DAC, Pune, is being used to translate Bulletin Part-I, Papers to be laid on the Table (PLOT), List of Business (LOB) during Session. At present, this Section is doing R&D to do translation of Bulletin Part-II through the said Software under MANTRA-Rajya Sabha Project Phase-II. The computerized diary, dispatch and leave package were continuously used and updated throughout the year. 'Translation Section-Daily Papers' Software developed by the National Informatics Centre (NIC) for uploading Hindi version of List of Business, Papers laid on the Table and Bulletin Part-I and Part-II 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 Questions 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.

Editing (English) Section

The Section deals with the job of editing of floor version of the Rajya Sabha Debates or 'official reports' of the Rajya Sabha which are the full reports of the day-to-day proceedings of the Rajya Sabha. During the year 2012, Editing (English) Section sent 24 Debates of the 224th Session, 35 Debates of the 225th Session and 19 Debates of 226th Session to Printing Section for publication and finalized 8 Debates out of total 20 Debates of the 227th Session. In addition to this, appendices and indices to Debates are also prepared in the Section. The Appendices of the 224th, 225th and 226th Sessions were sent for publication. A new initiative had been undertaken regarding Online preparation of Indices to Debates from the 219th Session onwards in the Section.

Editing (Hindi) Section

During the year 2012, Editing (Hindi) Section sent all the Debates of the 224th Session and 18 Debates of the 225th Session to Printing Section after completing them in all respects, prepared master copies in Hindi from English version of Debates of all the Debates of the 225th Session and 9 Debates of the 226th Session. In addition to it, the Section also extended assistance to other Sections of E&T Service in view of the urgency of work.

English Debates Section

This Section has been entrusted mainly with the work of preparing and editing of English version of the Rajya Sabha Debates. The Section has also assisted other Sections of the Editorial and Translation Service in various tasks during the year.

Rajbhasha Prabhag

During the year 2012, *Hindi Pakhwara* was organised by Rajbhasha Prabhag in the Secretariat from 14 September to 28 September 2012 with a view to promoting interest and encouraging use of Hindi among the officers and staff of the Secretariat in their official functioning. To mark the occasion, various competitions were organised for officers/staff of the Secretariat and the winners in these competitions were suitably awarded with cash incentives and certificates. *Rajbhasha Shield* was awarded to Committee Section (Petition) for doing maximum work in Hindi during the year 2012. The seventh issue of the in-house magazine, *Nutan Pratibimb* was published and released on the occasion of closing ceremony of *Hindi Pakhwara*. Inspection of all sections of the Secretariat was done to assess the official work done by them in Hindi and a report prepared in this regard was presented in the 16th meeting of *Rajbhasha Karyanvayan Samiti*. Quarterly Progress Reports were collected from all the Sections and on the basis of grading of these reports, three sections, namely Committee Section (Transport, Tourism and Culture), Committee Section (Human Resource Development) and Sales and Archives Section were given certificate of excellence. *Sansadiya Shabdawali* was uploaded in complete form on the Rajya Sabha Website to facilitate the search of words under the window 'Words of the Day' at the Rajya Sabha Secretariat Intranet.

Synopsis Section

As an initiative, a software named 'Contents Preparation Software' developed by the NIC for preparing Contents Slips and Contents Lists for Synopsis both in English and Hindi languages, was successfully used. Besides, another software named 'MANTRA-Rajya Sabha' is being developed jointly by the C-DAC and Editorial and Translation Service (Rajya Sabha Secretariat) for assisting the Synopsis writers in preparing synopsis in English and its translation in Hindi.

The Synopsis Section is entrusted with the job of preparing synopsis. During the 225th, 226th and 227th

Sessions held in 2012, the Synopsis Section issued Synopsis/Supplements in CRC form of the day-to-day proceedings of the Rajya Sabha in English containing 1002 pages and 1160 pages in Hindi covering 94 sittings of the Rajya Sabha. Contents Lists and/or Errata, both in English and Hindi containing 113 pages for the 224th, 225th and 226th Sessions was also brought out by the Synopsis Section. Synopsis in English and Hindi was also uploaded on the Rajya Sabha Website on daily basis during the Sessions.

In addition to the above work, the Section shared the work of Editing (Hindi) Section in reviewing and vetting of the Parliamentary Debates.

Verbatim Reporting Service

During the year 2012, the Verbatim Reporting Service provided verbatim reports of all the sittings of the 225th, 226th and 227th Sessions of the Rajya Sabha. The proceedings were uploaded and made available on the internet on a day-to-day basis. The Reporting Service also covered 201 meetings of the various Committees and provided verbatim records of the proceedings of the Committee meetings well in time to facilitate Committees to prepare reports of the Committees. The Service also made available the verbatim reports of the entire Orientation Programme for newly elected Members held on 19 and 20 May 2012.

RAJYA SABHA SECRETARIAT

(As on 21.10.2013)

Main responsibilities of the officers of the Rajya Sabha Secretariat

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Shumsher K. Sheriff, Secretary-General 2303-4695 2301-7355 2301-8676 2379-2940 (Fax) 2303-4142 (PHA) 2301-5557 (PHA)	<i>Parliamentary Adviser to the Hon'ble Chairman, Rajya Sabha and through him to the House. Administrative Head of the Secretariat of Rajya Sabha and overall in-charge of all administrative and executive functions on behalf of and in the name of the Chairman.</i>
Smt. Vandana Garg, Additional Secretary (Q) 2303-4204 2301-8019 2301-8708 (Fax)	<i>Questions Branch; Committee Section (HRD); Committee Co-ordination Section; Committee Section (Ethics); Any other work assigned</i>
Dr. D.B. Singh, Additional Secretary (P) 2303-4206 2301-2592 2301-5585 (Fax)	<i>Personnel Section; Estt.(General) Section; Committee Section (MPLADS); Committee Section (S&T); Recruitment Cell; Rajya Sabha Television Channel; Any other work assigned</i>
Sh. S.N. Sahu, Joint Secretary (LR) 2303-4557 2301-2550 2379-3377 (Fax)	<i>Library, Reference, Research, Documentation and Information Service (Units 1 to 3 & 5 to 8); Any other work assigned</i>
Shri N.K. Singh, Joint Secretary (PP) 2303-4733 2379-3377 2309-2207 (Tele-fax)	<i>Printing & Publications Service; Committee Section (T&T); Committee Section (Subordinate Legislation); Stenographer's Pool; Unit 4 of LARRDIS (Press & Media); Any other work assigned</i>
Shri L.B. Shinde, Joint Secretary (I) 2303-4456 2309-3554 2301-3927 (Fax)	<i>Simultaneous Interpretation Service; E&T Service; Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Deepak Goyal, Joint Secretary (T) 2303-4668 2301-2083 2309-3354 (Tele-fax)	<i>Table Office; Notice Office; Lobby Office; Committee Section (Govt. Assurances); Any other work assigned</i>
Smt. Sharada Subramaniam Joint Secretary (GA) 2303-4212 2379-3412 2301-4948 (Tele-fax)	<i>G.A. Section; O&M Section; Distribution Branch; Committee Section (Commerce); Stores Section; Sales & Archives Section; Welfare Unit; Training Cell; Conference & Protocol Section; Any other work assigned</i>
Shri S.K. Verma, Joint Secretary & Financial Adviser and Appellate Authority 2303-4202 2301-1805 2301-1245 (Fax)	<i>Pay & Accounts Office; Estt.(Accounts) & Budget Section; All files dealing with financial matters involving expenditure beyond Rs. 1 lakh; Appellate Authority; Any other work assigned</i>
Shri P.P.K. Ramacharyulu, Joint Secretary (MSA) 2303-4530 2301-0718 2301-2007 (Fax)	<i>MS&A Branch; Committee Section (HA); Committee Section (H&FW); Any other work assigned</i>
Shri Mukul Pande, Joint Secretary (L) 2303-4693 2301-8044 2309-3965	<i>Legislative Section; Bill Office; IT Section; Committee on Provision of Computers to Members of Rajya Sabha; Parliament Security Service; Any other work assigned</i>
Shri A.K. Singh, Joint Secretary (MA) 2303-4240 2301-3158 2309-3550 (Tele-fax)	<i>M.A. Section including House Committee; Committee Section (COPLLOT); Committee Section (Industry); Any other work assigned</i>
Shri Ajay Ghosh, Joint Secretary (R) 2303-4137 2379-3419 2301-6805 (Fax)	<i>Verbatim Reporting Service; Any other work assigned</i>
Shri A.K. Chatterjee, Joint Secretary (PPG) 2303-4057 2309-4287 2379-4328 (Tele-fax)	<i>Committee Section (PPG); Committee Section (Petitions); Any other work assigned</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri M.K. Khan, Director (MS&A) & CPIO 2303-4047 2309-3715	<i>MS & A Branch; CPIO</i>
Shri N.S. Walia, Director (C&P) 2303-4187 2379-3563	<i>Conference & Protocol Section; Committee Section (HRD); 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; Finance Cell; Work of Director (Finance & Accounts); RSTV</i>
Shri C.B. Rai, Director (Coord) 2303-4162 2309-3714	<i>Committee Co-ordination Section</i>
Shri K.P. Singh, Director (PPG) 2303-4543 2379-2819	<i>Committee Section (PPG); M.A. Section</i>
Shri Jagdish Kumar, Director (GA) 2303-4061 2309-2148	<i>GA Section; Distribution Branch; Stores Section</i>
Shri Rohtas, Director (O&M) 2303-4252 2309-2150	<i>O & M Section ; Questions Branch(One Group); Committee Section (S&T)</i>
Shri J. Sundriyal, Director (Comm) 2303-4541 2309-2155	<i>Committee Section (Commerce); Questions Branch (One Group)</i>
Smt. Sunita Sekaran, Director (Ind) 2303-4063 2309-2147	<i>Committee Section (Industry); Committee Section (Ethics)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri S.K. Tripathi, Director (L) 2303-4967 2309-2163	<i>Legislative Section; Bill Office; Committee Section (Govt. Assurances)</i>
Shri A.K. Gandhi, Director	<i>-on deputation-</i>
Shri Pradeep Chaturvedi, Director (IT) 2303-5253 2309-3946	<i>IT Section (H&SW); Questions Branch (One Group)</i>
Shri Vimal Kumar, Director (HA) 2303-5109 2309-3928	<i>Committee Section (HA); Committee Section (COPLLOT)</i>
Shri M.C. Tiwari, Director (Com-I) 2303-4201 2301-6014	<i>Committee Section (Subordinate Legislation); Committee Section (MPLADS)</i>
Shri S. Jason, 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) 2303-5308	<i>Estt. (General) Section</i>
Shri D.K. Mishra, Joint Director (Home) 2303-5410	<i>Committee Section (HA)</i>
Shri K. Sudhakaran, Joint Director (T) 2303-5445	<i>Table Office; Lobby Office; Notice Office</i>
Shri V.S.P. Singh, Joint Director (S&T) 2303-5411	<i>Committee Section (S&T); O & M Section</i>
Shri Swarabji B., Joint Director (T&T) & Web Supervisor 2303-4539	<i>Committee Section (T&T); Distribution Branch</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt. Arpana Mendiratta, Joint Director (H&F) 2303-5428	<i>Committee Section (H&FW)</i>
Shri Tirlok Nath Pandey, Joint Director (Q) 2303-5429	<i>Questions Branch (One Group); Committee Co-ordination Section</i>
Shri Rakesh Prasad, Joint Director (MPLADS) 2303-5425	<i>Questions Branch (One Group); Committee Section (MPLADS)</i>
Shri Rajiva Srivastava, Joint Director (IT) 2303-5444	<i>IT Section (H&S); Questions Branch (One Group)</i>
Shri Rakesh Naithani, Joint Director (C&P) 2303-5433	<i>Conference & Protocol Section; Committee Section (Petitions)</i>
Shri K.N. Earendra Kumar, Joint Director (E) 2303-5447	<i>Estt. (Accounts) & Budget Section</i>
Shri D.K. Juneja, Joint Director (Rectt-II) 2303-5431	<i>Recruitment Cell</i>
Shri Shashi Bhushan, Joint Director (GA) 2303-5448	<i>G.A. Section</i>
Shri P. Narayanan, Pay & Accounts Officer 2303-5459	<i>Pay & Accounts Office</i>
Dr. (Smt.) Subhashree Panigrahi, Joint Director (T&T-II) 2303-4292	<i>Committee Section (T&T)</i>
Shri A.K. Mallick, Joint Director (Q-II) 2303-5228	<i>Questions Branch (One Group)</i>
Shri Ravinder Kumar, Joint Director (Trg) 2303-5187	<i>Training Cell</i>
Shri A.K. Sahoo, Joint Director (PPG) 2303-5365	<i>Committee Section (PPG)</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Vinay Shankar Singh, Joint Director (Ethics) & CAPIO 2303-5446	<i>Committee Section (Ethics); Sales & Archives Section; CAPIO</i>
Shri S.C. Dixit, Joint Director (MS&A) & Assistant Welfare Officer 2303-4540	<i>MS & A Branch; Welfare Unit</i>
Shri Narmadeshwar Prasad, Joint Director (Comm-III) 2303-5432	<i>Committee Section (Govt. Assurances)</i>
Shri S. Rangarajan, Joint Director (P) 2303-4014	<i>Personnel Section</i>
Shri Sameer Suryapani, Joint Director (COPLLOT) 2303-5415	<i>Committee Section (COPLLOT)</i>
Shri Prem Singh, Joint Director (MA) 2303-5581	<i>M.A. Section</i>
Shri Roshan Lal, Joint Director (Ind) 2303-4353	<i>Committee Section (Industry)</i>
Kum. S. Pankajavalli, Joint Director 2303-5556	<i>Legislative, Financial, Executive and Administrative Service.</i>
Shri Ravindra Singh Rawat, Joint Director (Com-I) 2303-5434	<i>Committee Section (Subordinate Legislation)</i>
Shri Rakesh Anand, Joint Director 2303-4093	<i>Legislative, Financial, Executive and Administrative Service</i>
Shri Sanjeev Chandra, Joint Director 2303-5400	<i>Legislative, Financial, Executive and Administrative Service</i>
Shri J.K. Mallick, Joint Director 2303-5364	<i>Legislative, Financial, Executive and Administrative Service.</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Kum. Bharti Tiwari, Director (LARRDIS) 2303-4532 2301-4850 (Tele-fax)	<i>Library, Reference, Research, Documentation and Information Service.</i>
Shri S.D. Nautiyal, Director (LARRDIS) 2303-4216 2301-6806	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri Raghav P. Dash, Director (LARRDIS) 2303-5426 2301-4850 (Tele-fax)	<i>Library, Reference, Research, Documentation and Information Service</i>
Kum. L. Lakshmi, Joint Director (LARRDIS)	<i>-on deputation-</i>
Shri Pawan Kumar, Joint Director (LARRDIS) 2303-5583	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri D.S. Prasanna Kumar, Joint Director (LARRDIS) 2303-4163	<i>Library, Reference, Research, Documentation and Information Service</i>
Dr. (Smt.) Rosey Sailo Damodaran, Joint Director (LARRDIS) 2303-5427	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri R.K. Sahoo, Joint Director (LARRDIS) 2303-5453	<i>Library, Reference, Research, Documentation and Information Service</i>
Shri Narender Kumar, Joint Director (RSTV) 2303-4053	<i>Rajya Sabha Television Channel</i>
Shri Trilok Nath Mishra, Joint Director (LARRDIS) 2303-5257	<i>Office of the Hon'ble Deputy Chairman, Rajya Sabha</i>
Shri Virender Singh Griwan, Joint Director (LARRDIS) 2303-5257	<i>Library, Reference, Research, Documentation and Information Service</i>
Smt. Meena Kandwal, Joint Director (LARRDIS) 2303-4534	<i>Library, Reference, Research, Documentation and Information Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri S. Sundararaman, Director (Reporting) 2303-4275	<i>Verbatim Reporting Service</i>
Shri Ashok Kumar Anand, Director (Reporting) 2303-5222 2303-5558	<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>
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>

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

Name, Designation & Official Telephone Nos.	Main responsibility
Ms. S. Kalaichelvi, Joint Director (Reporting) 2303-4068	<i>Verbatim Reporting Service</i>
Shri Hitendra Kumar, Joint Director (Reporting) 2303-4080	<i>Verbatim Reporting Service</i>
Shri Kamal Sikri, Joint Director (Reporting) 2303-4731	<i>Verbatim Reporting Service</i>
Shri Gurvinder Singh Popli, Joint Director (Reporting) 2303-5234	<i>Verbatim Reporting Service</i>
Shri Sunil Kumar, Joint Director (Reporting) 2303-4080 2303-4731	<i>Verbatim Reporting Service</i>
Shri Yashpal Singh Rawat, Joint Director (Reporting) 2303-4731	<i>Verbatim Reporting Service</i>
Smt. Usha Dhingra, Director (PSSS) 2303-4123	<i>Private Secretaries & Stenographic Service</i>
Smt. Suman Ahuja, Joint Director (PSSS) 2301-7048 2303-4699	<i>Private Secretaries & Stenographic Service</i>
Smt. Parvathy Venkitachalam, Joint Director (PSS) 2302-4128	<i>Private Secretaries & Stenographic Service</i>
Smt. Saroj Bala Rikh, Joint Director (PSSS) 2303-4121	<i>Private Secretaries & Stenographic Service</i>
Smt. Shefali Gupta, Joint Director (PSSS) 2303-4898	<i>Private Secretaries & Stenographic Service</i>
Smt. Manju Aggarwal, Joint Director (PSSS) 2303-4061	<i>Private Secretaries & Stenographic Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Anil Kumar, Joint Director (PSSS)	<i>-on deputation-</i>
Smt. Madhu Rajput, Joint Director (PSSS) 2303-4066	<i>Private Secretaries & Stenographic Service</i>
Shri Badruddin, Joint Director (PSSS)	<i>-on deputation-</i>
Smt. Sunita Batheja, Joint Director (PSSS) 2303-4706	<i>Private Secretaries & Stenographic Service</i>
Smt. Sangita Sharma Joint Director (PSSS) 2301-1757 2303-4710	<i>Private Secretaries & Stenographic Service</i>
Smt. Anuradha Sharma, Joint Director (PSSS) 2303-4120	<i>Private Secretaries & Stenographic Service</i>
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Shri Joe Mathew, Joint Director (Interpretation) 2303-4725 2303-4618	<i>Simultaneous Interpretation Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri K.S. Somashekhar, Joint Director (Interpretation)	<i>-on deputation-</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>
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>-on deputation-</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Shri Manoj Kumar Hasija, Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Manjul Kumar Pandey, Joint Director (Interpretation) 2303-4565 2303-4572	<i>Simultaneous Interpretation Service</i>
Shri Kamlesh Kumar Mishra, Joint Director (Interpretation) 2303-4565	<i>Simultaneous Interpretation Service</i>
Shri Chandra Shekhar Mishra, Director (E&T) 2303-4239 2301-6431	<i>Editorial & Translation Service</i>
Shri Birendra Kumar, Director (E&T) 2373-8814	<i>Editorial & Translation Service</i>
Smt. Sulakshana Sharma, Director (E&T) 2373-7866	<i>Editorial & Translation Service</i>
Shri Om Parkash, Joint Director (E&T) 2303-4558	<i>Editorial and Translation Service</i>
Shri R.V. Sharma, Joint Director (E&T) 2303-4211	<i>Editorial & Translation Service</i>
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Shri Brij Mohan Arora, Joint Director (E&T) 2303-4230	<i>Editorial & Translation Service</i>
Smt. Suchitra Sanyal, Joint Director (E&T) 2373-7861	<i>Editorial & Translation Service</i>
Shri B.B. Dwivedi, Joint Director (E&T) 2303-4093	<i>Editorial & Translation Service</i>

Name, Designation & Official Telephone Nos.	Main responsibility
Smt. Punam Sahni, Joint Director (E&T) 2373-8813	<i>Editorial & Translation Service</i>
Shri Dinesh Chandra Sharma, Joint Director (E&T) 2309-3255	<i>Editorial & Translation Service</i>
Shri Devendra Yadav, Director (Security) 2303-5054	<i>Parliament Security Service</i>
Shri Ashis Chakravarty, Joint Director (Security) 2303-5077	<i>Parliament Security Service</i>
Shri K.S. Mani, Joint Director (Security) 2303-4114	<i>Parliament Security Service</i>
Shri V.P.S. Yadav, Joint Director (Security) 2303-5565	<i>Parliament Security Service</i>
Shri Rajeev Sharma, Joint Director (Security) 2303-4608	<i>Parliament Security Service</i>
Shri Sunil Shokeen, Joint Director (Security) 2303-4487	<i>Parliament Security Service</i>
Shri Dharam Bir Sharma, Joint Director (Security) 2303-4685	<i>Parliament Security Service</i>
Shri Shajee Augustin, Joint Director (Security) 2303-5186	<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>

