

LOK SABHA

BULLETIN-PART II

(General Information relating to Parliamentary and other matters)

Nos. 7636-7646]

[Thursday, December 20, 2018/ Agrayayana 29, 1940(Saka)

No.7636

Table Office

Procedure for making submissions by Members on Statement by Minister of Parliamentary Affairs regarding Government Business during the remaining part of the Session

The Minister of Parliamentary Affairs shall make a statement on Friday, 21st December, 2018 regarding Government Business during the remaining part of the Session.

Members who desire to suggest fresh subjects (not already included in the Statement by Minister) for discussion in the House during the following week should give notice, in writing, to the Secretary-General by 10.00 hours on the day on which item has been included in the List of Business, mentioning in brief only two such subjects.

2. In this connection, attention of members is invited to the following observation made by the Speaker in the House on 9 August, 1991 :-

“You have just to mention the subject. You do not have to read it out. Otherwise, it will be very difficult and everybody will be making a long speech on the subjects to be included. You just mention the name of the subject.”

3. In selecting the matters, following guidelines as usual shall be followed :-
- (i) On the day when Minister of Parliamentary Affairs makes statement regarding Government business, ten members who give notices by 10 A.M. may be allowed to make submissions. If there are notices by more than ten members, their *inter-se*-priority shall be determined by ballot.
 - (ii) No other members shall be allowed to make submissions even if someone from those ten is absent.
 - (iii) Members of Business Advisory Committee shall not be allowed to make submissions.
 - (iv) The Submissions proposed to be made should be within the parameters of Rule 352 of the Rules of Procedure and Conduct of Business in Lok Sabha.

4. On the day submissions are made by Members, matters under rule 377 shall not be permitted.

Kind cooperation of members is solicited.

No.7637

Legislative Branch-II

Result of Ballot of Private Members' Resolutions

As a result of ballot held on the 20th December, 2018 in respect of notices received from members for moving resolutions under rule 170, the following members have secured priorities in the order as given below :-

Name of the member	Priority secured at ballot
Shri Hukmdev Narayan Yadav, M.P.	First
Shri A.P. Jithender Reddy, M.P.	Second
Shri Sharad Tripathi, M.P.	Third

2. Text of resolutions in this regard may be given by the members concerned by 27th December, 2018 till 1515 hrs. so as to enable their resolutions to be included in the List of Business for 4th January, 2019. If notices of resolutions proposed to be moved are not received by the specified date and time, the resolutions will not be included in the List of Business for 4th January, 2019.

DETENTION AND RELEASE OF SHRI MANOJ KUMAR TIWARI

The following communication dated 19 December, 2018 from Deputy Commissioner of Police, North Delhi District, New Delhi was received on 19 December, 2018 :-

“This is to inform that Shri Manoj Kumar Tiwari, Member of Lok Sabha was detained on 19th December, 2018 at 1315 hrs from 24 Akbar Road in the area of Police Station Tughlak Road, New Delhi under section 65 of Delhi Police Act, 1978 for the maintenance of law & order and public peace in the area of New Delhi District. He was later released at 1325 hrs on the same day.”

DISPLAY OF NAMES OF MEMBERS DURING ZERO HOUR

Hon'ble Members, as an initiative towards digitization, the names of Members who shall be participating in Zero Hour, will be displayed in an inbox in the Display Panels installed in the Chamber above Gate Nos. 2 and 6. The actual time taken by a Member and her/his party affiliation will also be shown on this display inbox. The correct name of the member would be indicated on the display inbox with party affiliation and time taken only when member speaks from her/his allotted seat in Lok Sabha Chamber. This system is presently being initiated on an experimental basis.

Kind cooperation of Members is solicited.

Attendance Register of Members

Section 3 of the ***Salary, Allowances and Pension of Members of Parliament Act, 1954*** (as amended by Act. No. 17 of 2018) relating to 'Salary and daily allowances' provides as follows: -

"3. Salaries and Daily Allowances. – (1) A member shall be entitled to receive a salary, at the rate of **one lakh** rupees per mensem during the whole of his term of office and subject to any rules made under this Act an allowance at the rate of **two thousand** rupees for each day during any period of residence on duty:

xxx

xxx

xxx

Provided that no member shall be entitled to the aforesaid allowance unless he signs the register, maintained for this purpose by the Secretariat of the House of People or, as the case may be, Council of States, on all the days (except intervening holidays for which no such signing is required) of the session of the House for which the allowance is claimed".

2. For the convenience of members, the Attendance Register, split into four parts, is kept on separate rostrums in the Inner Lobby for signature of members.
3. In view of the provisions of section 3 of the ***Salary, Allowances and Pension of Members of Parliament Act, 1954***, quoted in para 1 above, members are requested to sign in ink, in the space provided against their names in the Attendance Register and as per the specimen signatures furnished to the Lok Sabha Secretariat.

Turning off the head phones in Lok Sabha Chamber by members

The volume of the headphones provided at the seats of members in the House, if not turned down when not in use, create disturbance in the House, as the voice of the member who is speaking in the House or that of the Interpreter who is translating the member's speech, is also simultaneously heard through them. With a view to improving the audibility of speeches in the House and to prevent such disturbance, members are requested to turn down the volume of their headphones to the minimum using the volume push button immediately after use.

Rules to be observed by members

Attention of members is invited to Rule 349 of the ***Rules of Procedure and Conduct of Business in Lok Sabha*** regarding Parliamentary customs and conventions to be observed by members. Particular attention is invited to sub-rule (xvi) of the Rule wherein members are requested **not to display flags, emblems or any exhibits (including PLACARDS) in the House.**

Kind co-operation of Members is solicited.

No. 7643

Table Office (B)

Operation of Automatic Vote Recording System

The procedure for operating the Automatic Vote recording system installed in the Lok Sabha Chamber is as follows :-

1. Before a Division starts, every Hon'ble Member should occupy his or her own seat and operate the system from that seat only.
2. When the Hon'ble Speaker says "Now Division", the Secretary-General will activate the voting button whereupon "**RED BULBS**" above individual result display boards on both sides of Hon'ble Speaker's Chair will glow and a **GONG** sound will be heard simultaneously.
3. For voting, Hon'ble Members may please press the following two buttons simultaneously "**ONLY**" after the sound of the **GONG**; **repeat** only after the sound of the **GONG** :-

Red "VOTE" button in front of every Hon'ble Member **on the Head phone plate**

and

Any one of the following buttons fixed on the top of desk of seat:

Ayes	:	Green Colour
Noes	:	Red Colour
Abstain	:	Yellow Colour

4. It is essential to keep both the buttons pressed till another **GONG** is heard and the **Red BULBS** above individual result display boards are "**OFF**".
 5. Hon'ble Members may please note that their votes will not be registered:
 - (i) If buttons are kept pressed **before** the first **GONG**; or
 - (ii) Both buttons are not kept simultaneously pressed till the second **GONG**.
 6. Hon'ble Members can actually "**SEE**" their vote on individual result display boards installed on either side of Hon'ble Speaker's Chair and on the LED screens fixed on parapet on either sides of the Public gallery.
 7. In case vote is not registered, they may call for voting through slips.
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**Corrections in Votes recorded by members by operating the Automatic Vote
Recording System**

A member who is not able to record his/her vote by pressing the button due to any reason considered sufficient may, with the permission of the Chair, have his/her vote recorded before the result of the Division is announced. If a member finds that he/she has by mistake voted incorrectly by pressing the wrong button or voted from a wrong seat, he/she may be allowed to correct his/her mistake, provided he/she brings it to the notice of the Chair before the result of the Division is announced.

For effecting correction in the votes recorded by operating the Automatic Vote Recording System, the following correction slips are available: -

- (i) SLIP FOR CORRECTING VOTE RECORDED FROM A WRONG SEAT – This slip is printed on white paper and is to be used by a member who has recorded his/her vote from a wrong seat (*i.e.* seat allotted to another member).
- (ii) SLIP FOR RECORDING VOTE FOR 'AYE' – This slip is printed on cream paper and is to be used by a member for recording vote for 'Aye' in case the vote has not been recorded by the machine or for correcting the vote from 'No' or 'Abstain' to 'Aye', as the case may be.
- (iii) SLIP FOR RECORDING VOTE FOR 'NO' – This slip is printed on pink paper and is to be used by a member for recording the vote for 'No' in case the vote has not been recorded by the machine or for correcting the vote from 'Aye' or 'Abstain' to 'No', as the case may be.
- (iv) SLIP FOR RECORDING ABSTENTION – This slip is printed on yellow paper and is to be used by a member for recording 'Abstain' in case the vote has not been recorded by the machine or for correcting the vote from 'Aye' or 'No' to 'Abstain', as the case may be.

These slips have been printed in English on one side and Hindi on the reverse.

Immediately after votes have been recorded by the machine and flashed on the Individual Result Display Boards, a member who has voted from a wrong seat, or whose vote has not been recorded by the machine, or who has by mistake voted incorrectly and desires correction in the results as flashed on the Individual Result Display Boards, should rise in his/her seat whereupon a Division Clerk will hand over to him/her one of the four slips, as the member may ask for.

The member concerned should make sure as to whether the mistake in recording the vote of his/her choice has actually occurred by referring to the Individual Result Display Board. In case of doubt, the member should consult the Officer at the Table.

The member desiring a correction to be made should fill in the requisite correction slip precisely and completely in all respects and then hand it over, without any delay, to the Division Clerk. While filling in the correction slip, the portions of the correction slip which are not applicable should be struck off clearly.

Kind co-operation of members is solicited.

Parliamentary Customs, Conventions and Etiquette

Attention of members is invited to paragraphs 42 and 43 (pages 79 – 87) of the **Handbook for Members (16th edition)** regarding Parliamentary Customs and Conventions and Parliamentary Etiquette required to be observed by members. Particular attention is invited to the following: -

‘42. **Parliamentary Customs and Conventions**

x x x

- (16) The decorum and the seriousness of the proceedings of the House require that no member should shout slogans of any kind or sit on *dharna* in the pit of the House or stand up on the seat.

x x x

- (19) Rulings given by the Chair should not be criticised directly or indirectly inside or outside the House.

x x x

(23) Display of placards/exhibits on the floor of the House is not in order.

x x x

43. **Parliamentary Etiquette**

x x x

- (6) A member should keep to her/his usual seat while addressing the House;

x x x

- (11) A member should not sit or stand with her/his back towards the Chair;**

- (12) A member should not approach the Chair personally in the House. She/he may send chits to the Officers at the Table, if necessary;**

x x x

- (16) A member should not leave the House immediately after delivering her/his speech; **courtesy** to the House requires that after finishing their speeches members resume their seats and leave the House only afterwards, if necessary;

x x x

- (23) Members should not stand in the passage of the Chamber. They should either sit down or go out;**

(24) A member should not “cross the floor” when the House is sitting – that is, she/he should not pass between the Chair and the member who is speaking;

x x x

(28) Two members should not keep standing in the House at the same time;

(29) A member while speaking should not –

x x x

(ii) make personal reference by way of making an allegation imputing a motive to or questioning the *bona fides* of any other member of the House unless it be imperatively necessary for the purpose of debate being itself a matter in issue or relevant thereto;

x x x

(viii) use her/his right of speech for the purpose of obstructing the business of the House;

(ix) make any reference to the strangers in any of the galleries;

(x) refer to Government officials by name;

x x x

(31) Every member should resume her/his seat as soon as the Speaker rises to speak, or calls out “Order” and also when any other member is in possession of the floor (*i.e.* speaking with the permission of the Chair) or has interposed in the course of the debate to raise a point of order;

x x x

(34) No member is to argue with another member when the latter is speaking. She/he may, however, ask through the Chair questions with a view to obtaining information from the member who is speaking. But a member who is addressing the House with the permission of the Chair should not be interrupted by another member persistently. It is open to the former not to give way but to go on with her/his speech if the interruption is not for raising a point of order;

x x x

(37) It is not in order for members other than Ministers to consult officials in the Official Gallery from inside the House.’

Kind co-operation of members is solicited.

Withdrawal and Suspension of members

Attention of the members is specifically invited to the provisions of Rule 373, 374 and 374A of the *Rules of Procedure and Conduct of Business in Lok Sabha* regarding withdrawal and suspension of members, respectively. The Rules read as under: -

“**373.** The Speaker, if is of the opinion that the conduct of any member is grossly disorderly, may direct such member to withdraw immediately from the House, and any member so ordered to withdraw shall do so forthwith and shall remain absent during the remainder of the day’s sitting.

374. (1) The Speaker may, if deems it necessary, name a member who disregards the authority of the Chair or abuses the rules of the House by persistently and wilfully obstructing the business thereof.

(2) If a member is so named by the Speaker, the Speaker shall, on a motion being made forthwith put the question that the member (naming such member) be suspended from the service of the House for a period not exceeding the remainder of the session:

Provided that the House may, at any time, on a motion being made, resolve that such suspension be terminated.

(3) A member suspended under this rule shall forthwith withdraw from the precincts of the House.

374A. (1) Notwithstanding anything contained in rules 373 and 374, in the event of grave disorder occasioned by a member coming into the well of the House or abusing the Rules of the House persistently and wilfully obstructing its business by shouting slogans or otherwise, such member shall, on being named by the Speaker, stand automatically suspended from the service of the House for five consecutive sittings or the remainder of the session, whichever is less:

Provided that the House may, at any time, on a motion being made, resolve that such suspension be terminated.

(2) On the Speaker announcing the suspension under this rule, the member shall forthwith withdraw from the precincts of the House.”

SNEHLATA SHRIVASTAVA
Secretary General