

LOK SABHA

BULLETIN-PART II

(General Information relating to Parliamentary and other matters)

Nos. 7556-7585] [Thursday, December 13, 2018/ Agrahayana 22, 1940(Saka)

No.7556

Table Office

Procedure for making submissions by Members on Statement by Minister of Parliamentary Affairs regarding Government Business for the following week

As the members are aware, the Minister of Parliamentary Affairs makes a statement on the last working day of the week regarding Government Business for the following week.

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.

SECURITY ARRANGEMENTS IN MEMBERS' RESIDENTIAL LOCALITIES

Members are informed that Delhi Police has appointed permanent Nodal Police officer for addressing the issues related to security/safety of the Hon'ble Members of Parliament.

Members are requested kindly to inform the Nodal Police officer as and when they happen to go outside Delhi to enable the Police authorities to make necessary arrangements for the security at their residences. The Nodal Police officer may also be contacted for any other assistance that the Members may require from the local police.

NODAL OFFICER OF DELHI POLICE, NEW DELHI DISTRICT

Dr. Ashok Malik

**Addl.DCP-I /New Delhi District : 9818099061 (M) 23344452 (O) 23347184 (Fax)
& Nodal Officer**

For the matter pertaining to security issues such as PSOs, escorts, security fixtures at residences, etc., Hon'ble Members may kindly contact to the Nodal Officer from Security Unit at following numbers :-

Shri Sanjay Kumar,

DCP (SG) : +918130099080 (M) 011-26872021 (O) 011-26882107 (Fax)

E-Block Control Room : 23012235 (O) 23011021 (Fax)

In case of emergency, Police Control Room "100" may also be contacted so that immediate action is initiated.

APPOINTMENT OF NODAL OFFICERS IN DELHI HOSPITALS

Members are informed that following Nodal Officers have been appointed in various Hospitals to facilitate timely service to them for their health related requirements :-

Hospital	Nodal Officer (Telephone No.)
AIIMS	Dr. D.K. Sharma (Medical Superintendent) 011-26594700(O) 9868397010(M) Dr. Sidhartha Satpathy, Professor & Head, Dept. of Hospital Admn, (Alternative Nodal Officer) 011-26594708, 9868397012
RML	Dr. R.K. Modi CMO (NFSG) 9873334685 (M) 011-23404652 (O) Doctor on Duty 011-23404350 (O) 011-23404653 (MICU)
Lady Hardinge Medical Collage & Associated Hospitals,	Dr. Asha Hans, Addl. M.S. Nodal Officer & Co-ordinator. 9810582078 (M) 011-23367120 (Telefax)
Smt. S.K. Hospital & Kalawati Saran Children's Hospitals) New Delhi.	Dr. S.K. Rasania, HOD, Community Medicine, Link Officer (M) 9810655998/96 Tele. 23741724/23408169
Safdarjung Hospital	Dr. K.T. Bhowmik, Addl. Medical Superintendent, & Nodal Officer 26193792, 26707362 (O) 9911582531 (M) 26163072, 26193792 (Fax No.)

MEDICAL FACILITIES TO MEMBERS IN PHA

Members are informed that Medical Centre Parliament House Annexe shall function from 10 AM to 5 PM during session period for rendering assistance. The visit schedule of the Specialists/Doctors in Medical Centre is indicated below for information of Members:-

LIST OF DOCTORS AT MEDICAL CENTRE, PARLIAMENT HOUSE ANNEXE

Department	Name	Designation	Days	Telephone Nos.	Office
PHYSICIAN	Dr.Vijender Kumar (CGHS)	Sr. CMO (SAG) I/C.	Daily	9560806999	23034449
	Dr. Rajesh Bhatnagar (CGHS)	C.M.O. (SAG)	Daily	9868868660	23034171
	Dr. Jalaja Raj (CGHS)	C.M.O. (NFSG)	Daily	9871155155	23034038
	Dr. Inder Kishore Singh (SJH)	Medical Spl. Gr.III	Mon. Friday	8802569456	23034582
	Dr. Rijul Manaktala (RML)	Medical Spl. Gr.III	Tue, Wed, Thurs.	9643927464	23034447
PATHOLOGY	Dr. (Mrs.) Mukul Singh	Con. Pathologist	Mon, Wed	9810577788	23034592
	Dr. (Mrs.) Rajini (C/PHA)	Senior Pathologist	Tue. Thurs.	9899393110	23034592
	Dr. (Mrs.) Suman Paul (C/PHA)	Consultant Pathologist	Fri, Sat.	9873407685	23034592
SURGERY	Dr. Raj Kumar Chejara (SJH)	Senior Specialist Gr. I	Thursday, Friday	9871170731	23034556
	Dr. Manoj K Dokania (RMLH)	Senior Surgeon	Tue, Saturday	9810949168	23034556
	Dr. Devadatta Poddar (RMLH)	Senior Specialist Gr.I	Mon. Wednesday	9810236988	23034556
ORTHOPEDICS	Dr. Narendra Kumar (SJH)	Prof. Orthopedics	Tue, Friday	9717844136	23034575
	Dr. Hitesh Lal (SJH)	Sr. Spl. Orthopedics	Thurs, Saturday	9868828881	23034575
	Dr. Anurag Jain(SJH)	Ortho Surgeon (SAG)	Mon, Wed	9891511047	23034575
RADIOLOGY	Dr. Akhila Prasad (RMLH)	Sr. Radiologist	Mon, Saturday	9818283079	23034577
	Dr. Ranjan Chandra (SJH)	Sr. Radiologist	Wed, Friday	9810240557	23034577
	Dr. R.K. Mishra (C/PHA)	Radiologist	Tue, Thurs.	9811184970	23034577
DENTAL	Dr. Gautam Khatak(RML)	Staff Surgeon	Tue, Thurs, Fri	9313648715	23034258
	Dr. Meenakshi Panda (RMLH)	Dental Surgeon	Mon, Wed, Sat	9868961202	23034258
EYE	Dr. Rita Aggarwal (SJH)				
		Con. Ophthalmology	Fri, Sat.	9868672232	23034277
	Dr. Anju Metha, RML	Spl. Gr-I & Asso.Prof.	Wed. Thurs.	9312289397	23034277
	Dr. R.K. Duvesh(SJH)	Con.Ophthalmology	Mon, Tue,	9868836568	23034277
E.N.T.	Dr. Priti Lal (SJH)	Prof. ENT	Mon.,Thursday	9818471062	23034260
	Dr. Deepak Gupta (SJH)	Prof. ENT	Wed. Saturday	9910050321	23034260
	Dr. Nishi Sharma (RML)	Consultant ENT	Tue, Friday	9818258480	23034260
CARDIOLOGY	Dr. Mohit Gupta (GB PH)	Cardiologist	Mon. Saturday	9718599108	23034582
DERMATOLOGY	Dr. T.C. Arora(SJH)	Con. Dermatologist	Tue, Wed, Sat	9868900498	23034022
GYNEACOLOGIST	Dr. Alka Goel (RML)	Sr. Gyneacologist	Mon, Wed	9717918884	23034552
	Dr. Harsha (SJH)	Sr. Gyneacologist	Tue, Thurs	9350026713	23034552
	Dr.Saritha Singh (SJH)	Sr. Gyneacologist	Friday, Saturday	8826625892	23034552
UROLOGIST	Dr. Rajiv Sood(RMLH)	Con. Urologist	Wed (10 to 1 pm)	9810005182	23034582
PYSCHIATRY	Dr. Arvind Kumar(RMLH)	Con. Psychiatrist	Mon, Thurs, Fri.	9810048112	23034022
UNANI	Dr. Soofia Utsahi (CGHS)	CMO (UNANI)	Tuesday, Thursday	9310036073	23034064
PAEDIATRICS	Dr. Sandeep Kumar(KSCH)	Sr. Specialist	Wed, Saturday	9818837214	23034064
AYURVEDIC	Dr. Debashis Panda (Dev Nagar, W/C)	Sr. M.O. Ayurvedic	Every Wednesday	9654220998	23034021

	Dr. A. Manjusha (CGHS), Aligang (Hospital)	Sr. M.O. Ayurvedic	Every Monday	9968676642	23034021
HOMEOPATHY	Dr. Ashish Kumar Jaiswal (CGHS)(Kalibari Marg)	CMO (Homeopathic)	Every Thursday	9953321029	23034021
	Dr. Sangeeta A. Duggal (CGHS) (KALKAJI II Dispensary)	CMO (Homeopathic)	Every Tuesday	9868943710	23034021
PHYSIOTHERAPY	Mr. M. Selvam (SJH)	Physiotherapist	Daily (9 to 4 p.m.)	9013182111	23034485
	Mrs. Kanishika (SJH)	Physiotherapist	Daily (9 to 4 p.m.)	9958502148	23034485
EMERGENCY DUTY	Dr. Pankaj Agnihotri (CGHS) (Pandara Rd.)	CMO	X Ray Dental 4857	EMERGENCY	9810161665
	Dr. Hemant Saluja (CGHS)	Store LP- 23035596	ECG-23034139	EMERGENCY	9650320017
	Dr. P.K. Meena (CGHS)				9015115119
Admin. 23034500	Pharmacy- 23034020	M. Store -23034369	X-Ray 23035302	MRT - 23035513	Refraction- 23035332

TIMING OF MEDICAL CENTRE

Further timings and days of operations of various medical facilities are as under:-

(Session period)	Monday to Friday-10AM to 05 PM Saturday-10AM to 01PM
Lunch Hour	02PM to 2.30PM
Pathology	Monday to Friday-08AM to 03PM Saturday-08AM to 11AM
Radiology & Physiotherapy	Monday to Friday-09AM to 04PM Saturday-09AM to 12 Noon

*** Every Second Saturday is holiday.**

FUNCTIONING OF FIRST AID POST, PARLIAMENT HOUSE

Members are informed that First Aid Post is functioning in Parliament House (Central Hall/Lounge) to meet emergent medical requirements of Members of Parliament. The details of the First Aid Post are as under:-

CMO In-charge - Dr. (Smt.) Anjali C. Tigga
Phone Nos. - Tel. Nos. 23017275 and 23014617
Mobile - 9810336317

Timings

Session days - 9.00 AM to till half-an-hour after both the Houses rise for the day.

Inter-Session (on all working days) - 10 AM to 6 PM (Daily)

Lunch Hour - 02 PM to 02:30 PM (Session Period)

Further, the First Aid Post is also kept open during meeting/functions held in Parliament House Complex till such events are over.

RAIL TRAVEL FACILITIES

Members are informed that for making available hassle-free and comfortable Rail Travel Facilities to Members of Parliament, the Railway Board has sought the cooperation of Hon'ble Members of Parliament requesting them:-

- (i) to book the tickets for self/spouse/companion only while using their Identity Cards and not to book railway tickets on their behalf for other MPs;
- (ii) not to permit or authorize any other person(s) to travel against their rail travel facility;
- (iii) while making train reservation on telephone, to ensure that a written confirmation thereof with particulars of self, spouse or companion as the case may be and their Identity Card number is invariably sent within 24 hours of their making the phone call to the concerned Railway authorities;
- (iv) avoid making multiple reservations in various trains departing on the same day as it leads to unnecessary blocking of berths. It also deprive seats/berths to bonafide rail passengers causing avoidable loss to the Secretariat. The reservations may be made for any single train on a particular date as far as possible.

Kind cooperation of Members is solicited.

No.7562

Members' Services Branch

CPWD CALL CENTRE

Members are informed that CPWD has started a Call Centre providing round the clock service for lodging maintenance and electrical (solar water heating system and other misc. electrical gadgets) complaints through Toll Free Nos. 1800114499 and 18002664499. On registration of a complaint, an SMS will be generated showing complaint number and the name of the person deputed for attending the complaint. Members will again be intimated once their complaint has been attended to.

Members are requested to avail this service and give their feedback so as to further improve the services.

No.7563

Members' Services Branch

PNG GRIEVANCES CELL IN PARLIAMENT HOUSE ANNEXE

Members are informed that on the recommendation of the House Committee, the Indraprastha Gas Limited (IGL) has agreed to depute officials in Parliament House Annexe on each **Monday** and **Thursday** during Session period from 1100 hours to 1800 hours in Room No. 402, Parliament House Annexe for the purpose of billing and addressing the other grievances of Members of Parliament. Their details are as under:-

<u>Name</u>	<u>Mobile Number</u>
1. Shri Pankaj Mahajan	9958199337 (M)
2. Shri. Saurabh Purty	9599077844 (M)

Members may avail the facility.

TRANSPORT FACILITIES TO MEMBERS

Members are informed that MPs ferry vehicles ply between their residences and the Parliament House Complex on the following routes:-

ROUTES

- Route No. 1. Gurudwara Rakab Ganj Road to Parliament House:-**
via Gurudwara Rakab Ganj Road (Bungalow Nos. 1 to 29), North Avenue, Right/Left Service Road, Baba Kharak Singh Marg, Swaranjayanti/M.S. Flats, New Delhi Post Office, Shivaji Stadium Metro Station(Airport Line),Pt. Pant Marg, Mahadev Road, Dr. Bishambar Das Marg, Talkatora Road, Talkatora Lane and back to Parliament House.
- Route No. 2. Tughlak Road Police Station to Parliament House:-**
via Tughlak Road, Akbar Road, Krishna Menon Marg, Krishna Menon Lane, K. Kamraj Lane, K. Kamraj Marg, Tyagraj Marg, South Avenue, Service Road (1 to 204), Kushak Road, Teen Murti Marg, Teen Murti Lane, Dalhousie Road, all State Bhawans and back to Parliament House.
- Route No.3. Rajasthan House (Prithviraj Road) to Parliament House:-**
via Rajasthan House (Prithviraj Road), South End Road, Max Muller Marg, India International Centre, CSIR Science Centre, Lodi Garden, Rabindra Nagar, Lodhi Estate, Maharishi Raman Marg, Cornwallis Road, Bapa Nagar, Shahjahan Road, Hamayun Road, Pandara Road, Pandara Park, Man Singh Road, Meena Bagh, Sunehari Bagh and back to Parliament House.
- Route No. 4 Pt. Ravi Shakar Shukla Lane to Parliament House:-**
via Vithal Bhai Patel House, Pt. Ravi Shankar Shukla Lane, Balwant Rai Mehta Lane, Copernicus Marg, Windsor Place, Ferozeshah Road, Harish Chandra Mathur Lane, Western Court, Ashoka Road, Raisina Road Telegraph Lane, Atul Grove Road, Helly Road and back to Parliament House.

Route No. 5.

Purana Quila Road to Parliament House:-

via Purana Quila Road, Tilak Marg, Tilak Lane, C-Hexagon Road, Andhra Bhawan, Dr. Rajendra Prasad Road, Vithal Bhai Patel House Road and back to Parliament House.

TRANSPORT FACILITY TO GOVERNMENT OFFICES

Members are also informed that transport facility to Government Offices located nearby Parliament House Complex in the following Buildings will be provided only for dropping and picking up:-

Transport Bhawan, Niti Ayog, Election Commission, Sardar Patel Bhawan, NDMC Headquarters, Shram Shakti Bhawan, Mayur Bhawan, Rail Bhawan, Krishi Bhawan, Shastri Bhawan, Udyog Bhawan, Nirman Bhawan, Sena Bhawan, Lok Nayak Bhawan, Indira Paryavaran Bhawan, CGO Complex, North Block and South Block.

The route assigned to the vehicles meant for Members of Parliament will be strictly adhered to as plying the vehicles to a route other than the assigned route causes inconvenience to other Members. The drivers are under strict instructions to follow only the approved routes.

DETAINING OF VEHICLES

Members who are availing the Transport Facility are requested not to detain the vehicle with them in order to avoid inconvenience to other Members who are seated in the vehicles or/are waiting for the vehicles to arrive.

USE OF VEHICLES

Members are informed that transport facility is meant for their use only. The PAs of Members shall be permitted to use this facility, only when they are accompanied by the Members with whom they are attached.

WEARING OF SEAT BELT

Members are informed that under Section 138(3) CMVR/177 of the Motor Vehicles Act., it is mandatory to wear the seat belt while sitting in the front seat of a vehicle. Members are, therefore, requested to wear the seat belt while commuting in the transport vehicles provided by the Parliament.

Members are also requested to share the vehicle with other Members proceeding on the same destination/direction and co-operate with the staff of the Transport Desk.

ISSUE OF ADVANCE COUPONS

Members are informed that transport service through MP Special Vehicles is being provided to them between their residences and Parliament House Complex on payment of a token amount of Rs.5/- (Including GST) for each trip. In order to overcome the problem of non-availability of small change/coins for payment of change for use of MP Special Vehicle by Members, it has been decided to provide an additional facility of issuing advance coupons @ Rs.5/- each for the use of Members. This facility is being provided in addition to the existing system of issuing tickets in the vehicles. Members may purchase these coupons in advance as per their requirement and use it as and when they travel in the vehicles provided to them by the Lok Sabha Secretariat. The coupons can be purchased in advance from the drivers of the vehicles or from M.S. Branch, Room No. 402, Parliament House Annexe.

Members are accordingly requested to Contact the staff at Transport Desk on the following telephone numbers:-

- 1 011-23034859
2. 011-23034867
3. 011-23035183
4. 011-23035139

Kind co-operation of Members is solicited.

Payment of fixed charges and water meter rent by Members

Members are informed that as per the Housing and Telephone facilities (Members of Parliament) Rules, 1956, a Member is entitled to 4000 KL of water and 50,000 units of electricity per annum, free in respect of the residence allotted to him/her in Delhi/New Delhi and the charges against the free quota are adjusted / paid directly to the NDMC by the Secretariat. However, dues if any on account of excess usage of electricity and water beyond free quota shall be borne by the member and payment shall be made to NDMC directly as and when excess use of electricity/water is reported to them by NDMC.

2. Over and above the electricity and water charges, NDMC also impose fixed charges as decided by the Delhi Electricity Regulatory Commission (DERC) and water meter rent. These charges are to be borne by the Member and required to be paid by the Member himself/herself directly to the NDMC on monthly basis. Further, electricity/water charges in respect of servant quarter allotted to a Member is also required to be paid by the Member himself/herself but these charges can be adjusted against the free entitlement of water and electricity units available to a Member on their specific request.

3. Notices regarding payment of all such dues which are required to be paid by the Members are sent to them by NDMC from time to time

4. Members are, accordingly, requested to deposit the fixed charges and water meter rent regularly on monthly basis with NDMC (Room No. 314, PHA, Tel. No. 23034314) besides the dues if any on account of excess consumption beyond their entitled quota, in respect of the accommodation allotted to them including their servant quarter.

Kind co-operation of Members is solicited.

NODAL OFFICERS AT IGI AIRPORT

Members are informed that necessary arrangements to extend assistance/courtesy have been made at the IGI Airport for Members on their arrival/departure. The Duty Manager-Guest facilitation may be contacted for intimating travel details at 011-61236852 or by email at GuestRelations.Dial@gmgroup.in.

Further in case of exigencies, the following officials can also be contacted:

Name of Officials

Email Address

Contact No.

**1. Shri Amit Gupta,
8826106262**

Amit.Gupta4@gmrgroup.in

Members may like to avail this facility.

NODAL OFFICERS OF AIR INDIA LIMITED AT IGI AIRPORT

Members are informed that the Air India has deputed the following officers as Nodal Officer at the Indira Gandhi International Airport for extending necessary assistance/courtesy to Members of Parliament at the time of their arrival and departure during the Session period of Parliament.

1. **Dy. MDA, Terminal 3 Delhi Airport- 8826294708**
2. **PRO, Terminal 3 Delhi Airport- 9971998469**

Members may like to avail this facility.

No.7568

Members' Services Branch

Contact number of Nodal Officers of CISF at Airports.

Members are informed that on the recommendation of the House Committee, Lok Sabha, the Central Industrial Security Force, has conveyed the telephone numbers of Nodal Officers (Duty Officer, Control Room) for 61 Airports for extending necessary assistance/courtesy to Members of Parliament at the time of their arrival and departure. Members may like to intimate the said nodal officer regarding their travel programmes while using the airports mention in the list.

SI. No.	NAME OF THE AIRPORT	STD CODE	DUTY OFFICER CONTROL ROOM
1.	AGARTALA	0381	2341047
2.	AGRA	0562	2400568, 2301014
3.	AHMEDABAD	079	22868165
4.	AMRITSAR	0183	2214021
5.	AURANGABAD	0240	2476110
6.	BAGDOGRA	0353	2698314 EXT. 233
7.	BANGALORE	080	22001509,22001514,

			22001513(Fax)
8.	BHAVNAGAR	0278	2210324
9.	BHOPAL	0755	2685341
10.	BHUBANESWAR	0674	2596313
11.	BHUJ	02832	244135
12.	BHUNTAR	01902	266330
13.	CALICUT	0483	2719432 & 2732544
14.	CHANDIGARH	0172	2242417
15.	CHENNAI	044	22563242, 22563240 (Fax)
16.	COCHIN	0484	2611422
17.	COIMBATORE	0422	2573981, 08754286378
18.	DEHRADUN	0135	2412908 & 09761995958
19.	DELHI (IGI AIRPORT)	011	49654286 (T-1) 42489684 (T-2) 61239657 (T-3) 61232665 (Dep.) 61232744 (Arr.) 8800499558
20.	DIBRUGARH	0373	2382024
21.	DIMAPUR	03862	243085 & 08414935483
22.	DIU	02875	275315, 9624818777
23.	GAYA	0631	2210585
24.	GOA	0832	2542529
25.	GUWAHATI	0361	2840013
26.	GWALIOR	0751	2470151,
27.	HYDERABAD	040	66601400/401/402/403/404 & 09491211402
Sl. No.	NAME OF THE AIRPORT	STD CODE	DUTY OFFICER CONTROL ROOM
28.	IMPHAL	0385	2455272
29.	INDORE	0731	2626430
30.	JAIPUR	0141	2726178 (T-1) 2726214, (T-2) 2729361 (T-2)
31.	JODHPUR	0291	6538222
32.	JORHAT	0376	2333091
33.	KANPUR	0512	2150607
34.	KHAJURAHO	07686	272013, 272604 (Fax)
35.	KOLKATA	033	39874585, & 39874573, 25691290

			39874586 (Fax)
36.	KANNUR	0490	2481000/2482300
37.	LILABARI	03752	234806
38.	LUCKNOW	0522	2438861
39.	MADURAI	0452	2690010, 2690305 (Fax-ATC)
40.	MANGALORE	0824	2220418
41.	ASG MUMBAI	022	26264637 (T-1B) 26156560 (Courtesy Fax) 66851298 (SOCC) 9930144130 (SOCC) 66851290 (C/R)
42.	NAGPUR	0712	2807524 & 07721007162
43.	PATNA	0612	2228553
44.	PORBANDAR	0286	2221169
45.	PORTBLAIR	03192	244153
46.	PUNE	020	26611975
47.	RAIPUR	0771	2418555 (Telefax)
48.	RAJKOT	0281	2456449
49.	RANCHI	0651	2253815
50.	SHILLONG	0364	2911813, 2908836
51.	SHIMLA	0177	2736284, 2736681 (Fax)
52.	SHIRDI	02423	246215
53.	SILCHAR	03841	282314
54.	TEZPUR	03712	258429
55.	TIRUPATI	0877	2285179
56.	TRICHY	0431	2340113
57.	TRIVANDRUM	0471	2502323, 2702790 & 2702512
58.	UDAIPUR	0294	2655930 (tele-fax)
59.	VADODARA	0265	2481195 & 2475518
60.	VARANASI	0542	2622378
61.	VIZAG	0891	2851117

Members may like to avail this facility.

No.7569

Members' Services Branch

USE OF MOBILE PHONE WHILE ROAMING ABROAD

Members are informed/advised to switch off data in their mobile handset while roaming abroad. It has been observed that smart phones manufactured by most brands go on utilizing data for various applications even without knowledge of user resulting in surprisingly huge bills. Moreover, rates of data usage are very high in abroad. The data may be switched on in handset settings only for the duration actually used by the Hon'ble Member.

No.7570

Members' Services Branch

**TIME LIMIT FOR SHIFTING FROM TRANSIT/TEMPORARY
ACCOMMODATION TO REGULAR ACCOMMODATION**

Members are informed that as per the decision of the House Committee taken on 17 March, 2005, Members can retain transit accommodation for 14 days from the date of habitability of their regular accommodation. Thereafter, Member has to make payment on market rent for retaining transit accommodation beyond 14 days of habitability of their regular accommodation.

No.7571

Members' Services Branch

Members are informed that the following Nodal Officers of NDMC can be contacted by the Members, in connection with problems relating to electricity, water supply, sanitation, etc. at their official residences.

<u>S.I. No.</u>	<u>Name</u>	<u>Designation</u>	<u>Office Tel. No.</u>	<u>Mobile No.</u>
1.	Sh. Mukesh Kumar	Joint Director (PH)/ Nodal Officer	23034314 23034316	8800711788
2.	Sh. A.K. Joshi	Chief Engineer (Electrical)	23361649	9717241999
3.	Sh. Chaman Lal	Superintending Engineer (E-II)	23745605	9810034499
4.	Sh. Amin Ahmed Tazir	Director (Commercial)	23364210	9870575995
5.	Sh. Ajay Gupta	Superintending Engineer (Sewerage & Water supply)	23366471	9811606869
6.	Sh. Harkesh Meena	Executive Engineer (Water supply)	23745439	9891903970
7.	Dr. P.K. Sharma	MOH (Health and Sanitation)	23742752	9810077166
8.	Dr. R.N. Singh	CMO/Malaria Sanitation (South Block)	23340638	9810854673
9.	Dr. Ramesh Kumar	CMO/Malaria Sanitation (North Block)	23745323	9810409565
10.	Sh. V.K. Gautam	Director Enforcement	23347080	8744073065
11.	Sh. S.S. Sharma	Executive Engineer (Sewer Department)	23347352	9210102776
12.	Sh. S.K. Jha	A.E. (Sewer Deptt.)		9868009897
13.	Sh. K.P. Singh	Director Horticulture	23366785	9891220990
14.	Sh. S. Challiah	Dy. Dir. (Horticulture)	23744283	9868467803

Members are also informed that NDMC has deputed Sh. Dalip Kumar, Supdt. Commercial, NDMC, (Contact No.9717879746), regarding redressal of grievances relating to NDMC, Viz. settlement of electricity and water dues, excess billing, faulty meter, non-receipt of bills and any such related problems. He would be available during Session period outside Room No. 66, First Floor, Parliament House (Chairman, House Committee's Room) on all working days from 12.00 noon to 1.00 pm.

Members may avail this facility.

No.7572

Members' Services Branch

**APPOINTMENT OF NODAL OFFICERS FOR GRIEVANCES PERTAINING TO
CPWD**

Members are informed that the following Nodal Officer has been nominated by CPWD to attend the complaints/ grievances pertaining to Civil and Electrical works :

Sl. No.	Grievances pertains to	Name & Designation of Nodal Officer
1.	Grievances related to the residences of Hon'ble MPs:-	Sh.Ram Nath Ram, SE, DCC-IV & Nodal Officer Mob.No.9650525065 Office – 01123378168 & 23378462 Fax – 011-23378462

Members may avail this facility.

No.7573

Members' Services Branch

NODAL OFFICERS AT AIRPORTS & SCHEDULED DOMESTIC AIRLINES

Members are informed that the Nodal Officers at various airports and scheduled domestic airlines have been nominated for extending assistance/courtesies to Members of Parliament at the time of arrival and departure at the respective airport.

The details are available at

http://164.100.47.193/bull2/2016/Nodal_Officers_airport_and_airlines.pdf

Members may like to avail this facility.

No.7574

Members' Services Branch

LIAISON OFFICERS OF CUSTOMS AT IGI AIRPORT

Members are informed that for Custom related courtesy/assistance PRO-Guest facilitation may be contacted in advance, intimating international travel details at 011-25652088 or the Assistant/Deputy Commissioner of Custom on 011-25656555.

Members may like to avail this facility.

No.7575

Members' Services Branch

Unauthorised construction/encroachment in MPs' residential areas.

Members are informed that Unauthorised construction/encroachment in LBZ areas is not permissible.

2. CPWD has reported that some Members of Parliament, Lok Sabha have made unauthorised constructions at their officially allotted residential units. In this regard, the Director-General (Works), CPWD has issued certain guidelines to his subordinate officers to keep a watch on such activities, to avoid recurrence of unauthorised construction/encroachment on the government land in MPs' residential areas.
3. Members are requested kindly to co-operate with CPWD for removing unauthorised construction(s), if any, in their residential units.
4. Kind cooperation of Members is solicited.

No.7576

Members' Services Branch

Deployment of official of Ministry of External Affairs to Parliament House Annexe during Sixteenth Session of the Sixteenth Lok Sabha.

Members are informed that on the recommendation of the House Committee, Lok Sabha, the Ministry of External Affairs have agreed to depute an official in Parliament House Annexe for the purpose of facilitating Members of Parliament for issuance of Diplomatic Passport and Visa Notes on every Tuesday during Sixteenth Session of the Sixteenth Lok Sabha i.e. 11.12.2018, 18.12.2018, 01.01.2019 and 08.01.2019. The official will sit in Income Tax Cell, Ground Floor, Parliament House Annexe.

Members may like to avail the facilities.

No. 7577

COMMITTEE BRANCH – I

Nomination to the House Committee

The Speaker has nominated Shri Rajiv Pratap Rudy to serve as a member of the House Committee.

No.7578

Legislative Branch-II

**THE JUTE GROWERS (REMUNERATIVE PRICE AND WELFARE) BILL, 2017 BY SHRI
RAJESH RANJAN, M.P.**

[Copy of letter No. 3/4/2018-Jute dated 10 December, 2018 from Shrimati Smriti Zubin Irani, Minister of Textiles to the Secretary General, Lok Sabha].

The President, having been informed of the subject matter of the Jute Growers (Remunerative Price and Welfare) Bill, 2017 By Shri Rajesh Ranjan, Member of Parliament, recommends to the House the consideration of the Bill under article 117(3) of the Constitution.

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.

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.

**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.

No.7584

Table Office (B)

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