

LOK SABHA

BULLETIN-PART II

(General Information relating to Parliamentary and other matters)

Nos. 7928- 7942]

[Friday, February 1, 2019/ Magha 12, 1940(Saka)

No.7928

Table Office

Discussion on the Motion of Thanks on President's Address

Members are informed that **Monday, the 4th and Tuesday, the 5th February, 2019** have been provisionally allotted for discussion on the Motion of Thanks on the President's Address in Lok Sabha.

No.7929

Table Office

MOTION OF THANKS ON THE PRESIDENT'S ADDRESS

The Speaker has admitted the following Motion of Thanks on the President's Address to be moved by **Shri Hukmdev Narayan Yadav** and seconded by **Shri Jagdambika Pal**: -

"That an Address be presented to the President in the following terms:-

'That the Members of the Lok Sabha assembled in this Session are deeply grateful to the President for the Address which he has been pleased to deliver to both Houses of Parliament assembled together on January 31, 2019'."

Balloting of admitted Notices of Half-an-Hour Discussion

Members are informed that the notices for Half-an-Hour Discussion may be tabled by them.

2. Attention of the Members is invited to Rule 55(4) of the Rules of Procedure and Conduct of Business in Lok Sabha which provides as follows:-

“If more than two notices have been received and admitted by the Speaker, the Secretary General shall hold a ballot with a view to draw two notices and the notices shall be put down in the order in which they were received in point of time:

Provided that if any matter put down for discussion on a particular day is not disposed of on that day it shall not be set down for any other day, unless the Member so desires, in which case it shall be included in the ballot for the next available day.”

3. Accordingly, if more than two notices of Half-an-Hour Discussion are admitted, these will be balloted with a view to deciding their priority and included in the List of Business for a particular day. In case, Half-an-Hour Discussion listed for a day is not disposed of on that day for any reasons, it shall not be included in the List of Business for subsequent day unless the Member concerned renews the notice. On such renewal by the Member, it shall be put down for ballot again for deciding its priority along with other admitted notices.

No.7931

MSA Branch

Closing of Financial Year (2018-19) and settlement of TA/DA Bills

The current Financial Year (2018-19) will be closed on 31 March, 2019. More than 300 (approx.) Air India Invoices are pending in MSA Branch for processing as Members have not yet claimed TA/DA. For want of settlement of Air India Invoices, it would not be feasible for MSA branch, Lok Sabha Secretariat to issue 'No Dues Certificate' to the concerned Members of Parliament, whose TA/DA Claims are not submitted and not processed.

2. Therefore, Members are requested to submit their TA/DA Bills as soon as possible for settlement so that these invoices can be processed for payment in the current Financial Year i.e. 2018-19.

Kind cooperation of the Members is solicited.

**STANDING COMMITTEE ON INFORMATION TECHNOLOGY (2018-19)
SELECTION OF SUBJECT**

The Standing Committee on Information Technology have selected the following additional subject for examination during the year 2018-19:-

Ministry of Electronics and Information Technology

Safeguarding citizens' rights on social/online news media platforms

Process to submit the notice as well as procedure for raising matters of urgent public importance after 'Question Hour', i.e. during 'Zero Hour'.

Hon'ble members may be aware that an **e-portal has already been launched to facilitate the members to submit their notices online. So, they can submit their notices online to raise the matters of urgent public importance after Question Hour, i.e. during Zero Hour.** However, members can continue to physically hand over the notices of 'Zero Hour' for which **printed form is available** in Parliamentary Notice Office.

Hon'ble members are informed that pursuant to discussion/consultation with Leaders of Parties in Lok Sabha with Hon'ble Speaker on 28th January, 2018, hereinafter the following would be the **revised procedure for raising** matters of urgent public importance after Question Hour, i.e. during 'Zero Hour': -

- (i) Notices may be given either through printed form at Parliamentary Notice Office or online by the members **from 1700 hours to 1800 hours on the day prior to the day/date** on which the members desire to raise their matters in the House.
 - (ii) The notices received **after 1800 hours** shall be treated as **time-barred**.
 - (iii) **Twenty matters** as per their priority in the **ballot** will be allowed to be raised on a day. However, 4-5 notices over and above these twenty matters of national/international importance could also be tabled on the same day morning on which the matter is sought to be raised in the House, *for which no ballot would be held* and **may** be allowed on the basis of their importance and that too **only at the discretion of Hon'ble Speaker**.
 - (iv) The order in which the matters will be raised, shall be decided by the Hon'ble Speaker at her discretion.
 - (v) A matter proposed to be raised **should be under the jurisdiction of the Government of India only** so that it would be easier for the Minister concerned to respond to it, in case she / he desires to do so.
 - (vi) Matter proposed to be raised **shall not contain any statement making allegations**.
- 2. Notices for Monday or first working day of a week may be given on Friday or last working day of the previous week between 1700 hours and 1800 hours.**

Kind cooperation of Hon'ble members is solicited.

Display of result of ballot regarding matters of urgent public importance after Question Hour, i.e. during 'Zero Hour'

Hon'ble members are informed that the notices on matters of urgent public importance to be raised after Question Hour, i.e. during 'Zero Hour' received between 1700 hours and 1800 hours on the day prior to the day/date on which the members desire to raise their matters in the House shall be balloted in the Parliamentary Notice Office after 1800 hours on the day of receiving of notices. The result of ballot shall immediately, thereafter, be displayed in P.N.O. and Table Office for information of Members.

A copy of the result of ballot shall also be displayed on the Notice Boards in the Outer Lobby of the Lok Sabha Chamber, Parliament House at 1015 hours on the day on which the members are supposed to raise their matters in the House.

The result of the ballot shall also be displayed in scrolled format on the 'updates' column of Lok Sabha website immediately after the ballot process is over.

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.

No.7937

Table Office (B)

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.7938

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.

No.7939

Table Office (B)

**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.

No.7941

Table Office (B)

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.”

No.7942

Parliamentary Museum & Archives

Deposit of archival/historical material in Parliamentary Museum & Archives, Archival books and Photographs are available in Parliamentary Museum & Archives for reference

The Parliamentary Museum & Archives undertakes acquisition, storage and preservation of precious records, historical documents and articles connected with the origin, growth and functioning of parliamentary institutions and the Constitution in India. It is felt that these objects, which are part of our national heritage are collected, scientifically treated and preserved for the benefit of posterity.

Members are requested to consider depositing material which they have in their possession like *Private correspondence, Notes, Articles, Records, Manuscripts, Speeches, Memoirs, Diaries, Relics, Art pieces, Mementos, Personal belongings and collections, Paintings, Photographs or any other material of archival/historical value connected with their career and activities as Parliamentarians and freedom fighters*, in the **Parliamentary Museum & Archives, FB-094, Parliament Library Building (Tel. No. 23034131, 23034226, Fax No. 23035326)** for permanent preservation and display. The material will enrich the Parliamentary Museum & Archives and be useful for research work. If desired, the material received would be returned after making necessary copies. Any secretarial assistance in sorting out and listing the material will be made available to them.

The Parliamentary Museum and Archives have 724 books on/by Members of Parliament. Members who are desirous of consulting these books may contact the PMA.

The Photo Archives too has a collection of 19,000 photographs relating to Parliamentary events and passport size photographs of Members of Parliament from 1st to 15th Lok Sabha. All these Photographs have been digitized and can be retrieved with a click of mouse with help of keywords through software available in the branch.

Kind cooperation of Members is solicited.

SNEHLATA SHRIVASTAVA
Secretary General