

LOK SABHA

BULLETIN-PART II

(General Information relating to Parliamentary and other matters)

Nos.251- 257]

[Tuesday, July 2, 2019/ Ashadha 11, 1941(Saka)

No.251

Editorial Branch

Style of name of Members in Hindi and English to be used in Parliamentary Papers

Members are informed that the style of name of every Member in Hindi and English is mandatorily required for its use in all Parliamentary Papers i.e. Question List, List of Business, Bulletin Part I and II, Debates and Synopsis of Debates, etc. For that purpose, Members were to fill in this information at Serial No. 30 of Page No.7 of the form titled 'Master Data for XVII Lok Sabha' based on which an authenticated Alphabetical List of names of Members is prepared by the Editorial Branch.

Some Members have yet to fill the form. Members are therefore requested to fill the said information in the said form and submit the same at PNO or send their style of name both in Hindi and English in a duly signed slip directly to **Editorial Branch, Room No. 510, Parliament House Annexe, New Delhi** or at the email editorial.ls@sansad.nic.in. In case of any difficulty or query, Members may contact Editorial Branch at phone numbers 23034510 and 23034512.

No.252

**PARLIAMENT LIBRARY
(Circulation Counter)**

Access of Braille and Audio facility

Members are informed that for visually challenged people a well equipped Braille facility has been created in Parliament Library, Parliament Library Building (G-045)

Accordingly, facility of Digital Access Information System has been provided in the main Parliament library. One system printer, one high speed scanner with Fine Reader Optical Character Recognition Software (OCR) and Indo Non Visual Desktop Access (NVDA) Software have been installed to make the holdings of the Parliament Library accessible for visually and print disabled persons.

In case of any further query, the members may contact Additional Director (Circulation Counter) at Tel No. 23034295, 23035060

**RESULTS OF BALLOTS OF NOTICES OF
STARRED AND UNSTARRED QUESTIONS**

Members are informed that ballots in respect of notices of Starred and Unstarred Questions received upto 1000 hrs. on 02nd July, 2019 for the sitting of Lok Sabha to be held on **18th July, 2019** was held in the presence of **SHRI BHAGWANTH KHUBA , MP** in Question Branch, Room No. 324, Parliament House Annexe, New Delhi. A total of 923 notices were received and 248 Members participated in the ballots for the day.

2. The results of the ballots have been uploaded on the Homepage viz. loksabha.nic.in.
 3. The Hard Copies of the ballots are also placed in Parliamentary Notice Office for the information of Members.
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**ORIENTATION PROGRAMME FOR NEWLY ELECTED MEMBERS OF THE SEVENTEENTH
LOK SABHA FROM 03 to 4 JULY AND 09 to 10 JULY 2019**

Orientation Programme for Newly Elected Members of the Seventeenth Lok Sabha is being organised by the Bureau of Parliamentary Studies and Training (BPST) from 03 to 04 July and 09 to 10 July 2019 as per the following schedule:

- 1) Wednesday, 03 July 2019
 - 6.15 PM to 7.00 PM: "Inaugural Session"
- 2) Thursday, 04 July 2019
 - 6.15 PM to 7.30 PM: Session on "Parliamentary Questions and Procedural Devices to Raise Matters in the House"
- 3) Tuesday, 09 July 2019
 - i. 6.15 PM to 7.30 PM: Session on "Jan Sampark Prabhari-Legislative Process-Bills (including Private Members' Bill's) Resolutions/Motions"
 - ii. 7.45 PM to 8.45 PM: Session on "Budgetary Process and Parliamentary Committees (including Financial Committees)"
- 4) Wednesday, 10 July 2019
 - i. 6.15 PM to 7.30 PM: Session on "How to Make Legislation", "Parliamentary Privileges & Ethics"
 - ii. 7.45 PM to 8.45 PM: Session on "Presentation on Facilities for Members including:
 - (a) E-Parliament-Members' Portal
 - (b) Salaries, Allowances, Pensions-Member Services (Housing, Transport, Medical facilities, etc.)
 - (c) Parliament Research, Library & Members' Reference Service

The venue is the Main Committee Room, Parliament House Annexe.

Hon'ble Members are requested to kindly make it convenient to attend the Orientation Programme.

PROCEDURE FOR SUBMITTING CHITS IN THE HOUSE

Attention of Members is invited to Rule 349 (xiii) of Rules of Procedure and Conduct of Business in Lok Sabha which is reproduced below:

“Whilst the House is sitting, a member-

shall not approach the Chair personally in the House. The Member may send chits to the Officers at the Table, if necessary.”

Members are requested to adhere to the above procedure.

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. Since the division numbers have not been allotted to members, the Attendance Register has now been arranged State-wise followed by Union Territory-wise in alphabetical order. 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.

Scheme of Financial Entitlement of Members of Lok Sabha for procurement of Computer Equipment

Members are informed that they are entitled to purchase computer equipment under the 'Scheme of Financial Entitlement of Member for Purchase of Computer Equipment' 2009.

2. The salient features of the Scheme are as under:-

- (i) The financial entitlement of a member for purchase of computer equipment is Rs.3,00,000 w.e.f 13.01.2015.
- (ii) Member is free to purchase more than one unit of any mix of following computer equipment within their financial limit of Rs.3,00,000 from anywhere and from any vendor:
 - (1) Desktop (HP, Dell, Accer, Wipro, Lenovo, Apple, Sony, Samsung, PCS Ltd.). Assembled Desktops are not allowed under the Scheme.
 - (2) Laptop (Any Brand)
 - (3) Pen Drive
 - (4) CDs/DVDs (Maximum number of 100)
 - (5) Printer (Deskjet/Laserjet/Multi-functional/portabal) (Any Brand)
 - (6) Scanner (Any Brand)
 - (7) UPS (With Desktop only)
 - (8) Handheld Communicator/Palmtop Computer (Any Brand)
 - (9) Data Internet Cards
 - (10) MS Office
 - (11) Anti Virus Software
 - (12) Language Software and Speech Recognition Software
 - (13) Other Computer Accessories
 - (14) eReader (iOS or Android based devices or devices having facilities of eReading)
- (iii) Member may purchase the above mentioned items and submit the bill duly signed and stamped by the vendor. Serial/IMEI Number of computer equipment must be mentioned on the Bill.

- (iv) Member may also submit the quotation of a vendor and consent form duly filled in by the vendor along with cancelled cheque for ePayment purpose. The advance shall be issued to vendor through e-payment. Member may take delivery of the items and submit the bill within 30 days of issue of Advance to vendor for settlement of advance for audit purpose.
- (v) The Bill/ Proforma Invoice may be submitted at Members' Query Booth (Computer Management Branch – Hardware Unit), FB-91, Parliament Library Building.
- (vi) Members may access the Scheme of Financial Entitlement of Member of Lok Sabha for Purchase of Computer Equipment under the (i) The Provision of Computer Equipment (Members of Lok Sabha) Rules 2009; and ii) Detailed Procedure governing the scheme on the Lok Sabha website <http://loksabha.nic.in> under the Heading “Members – Sitting Members – Scheme for Computer Equipment”.

3. For any query in this regard, Members are requested to contact Members' Query Booth (Computer Management Branch – Hardware Unit), FB-91, Parliament Library Building New Delhi (Tel.No. 23035055/23794886).

SNEHLATA SHRIVASTAVA
Secretary General