

LOK SABHA

BULLETIN-PART II (General Information relating to Parliamentary and other matters)

Nos.6265- 6299]

[Friday, January 12, 2018/ Pausha 22, 1939(Saka)

No.6265

Table Office

Commencement of Fourteenth Session of the Sixteenth Lok Sabha

Members are informed that the Fourteenth Session of the Sixteenth Lok Sabha will commence on Monday, the 29th January, 2018.

No.6266

Table Office

President's Address to both Houses of Parliament

The President will address both Houses of Parliament assembled together on Monday, the 29th January, 2018 at 11 A.M. in the Central Hall, Parliament House, New Delhi.

No.6267

Table Office

Sitting of Lok Sabha on the 29th January, 2018

On the 29th January, 2018, half-an-hour after the conclusion of the President's Address, there will be a separate sitting of Lok Sabha for the transaction of Government Business.

Allotment of Days for the transaction of Business during the Fourteenth Session

(1) As at present arranged, sittings of Lok Sabha for transaction of business have been fixed provisionally for :-

January : 29th

February : 1st, 2nd, 5th, 6th, 7th, 8th and 9th.

[In order to enable the Departmentally Related Standing Committees to consider the Demands for Grants of Ministries/Departments and prepare the reports, the House will adjourn on 9th February, 2018 to meet again on 5th March, 2018]

March : 5th, 6th, 7th, 8th, 9th, 12th, 13th, 14th, 15th, 16th, 19th, 20th, 21st, 22nd, 23rd, 26th, 27th and 28th.

April : 2nd, 3rd, 4th, 5th and 6th.

(2) A Provisional Calendar of Sittings is being circulated to members separately.

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Time of Sittings of Lok Sabha

Unless the Speaker otherwise directs, on days when there are sittings, Lok Sabha will sit from 11 A.M. to 1 P.M. and 2 P.M. to 6 P.M.

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Private Members' Business during the Fourteenth Session

The following days have been allotted for the transaction of Private Members' Business during the Fourteenth Session of Sixteenth Lok Sabha :-

Bills	.	.	.	Friday, the 2 nd February;
	.	.	.	Friday, the 9 th March; and
	.	.	.	Friday, the 23 rd March, 2018.
Resolutions	.	.	.	Friday, the 9 th February;
	.	.	.	Friday, the 16 th March; and
	.	.	.	Friday, the 6 th April, 2018.

Table showing dates of ballot of Private Members' Bills

Days allotted for Private Members' Bills	Dates of ballot (in Lobby of Central Hall, Parliament House at 1 P.M.)
Friday, the 2 nd February, 2018	} Thursday, the 18 th January, 2018
Friday, the 9 th March, 2018	
Friday, the 23 rd March, 2018	} Monday, the 12 th March, 2018

Private Members' Resolutions

Members who desire to give notices of Resolutions may in the first instance give written intimation to that effect. The intimation should be addressed to the Secretary General and sent to the Parliamentary Notice Office. The names of members from whom such intimation is received will be balloted and those securing the first three places in the ballot for the day allotted for Private Members' Resolutions will be informed in writing requesting them to give notice of one resolution each within two days after the date of ballot. Those resolutions, if admitted, will be put down in the List of Business. The dates of ballot are given below :-

Days allotted for Private Members' Resolutions	Dates of ballot (in Lobby of Central Hall, Parliament House)
Friday, the 9 th February, 2018	Wednesday, the 24 th January, 2018
Friday, the 16 th March, 2018	Wednesday, the 28 th February, 2018
Friday, the 6 th April, 2018	Thursday, the 22 nd March, 2018

No.6273

Table Office

Advance Publicity of Notices

Attention of members is invited to Rule 334A of the Rules of Procedure and Conduct of Business in Lok Sabha regarding prohibition of advance publicity of notices, which is reproduced below: -

“334A. A notice shall not be given publicity by any member or other person until it has been admitted by the Speaker and circulated to members:

Provided that a notice of question shall not be given any publicity until the day on which the question is answered in the House.”

Kind co-operation of members is requested in observing the provisions of this Rule.

Procedure for Receiving Notices in PNO

Attention of members is invited to Rule 332 of Rules of Procedure and Conduct of Business in Lok Sabha which reads as follows:-

“332.(1) Every notice required by these rules shall be given in writing addressed to the Secretary-General and signed by the member giving notice, and shall be left at the Parliamentary Notice Office which shall be kept open for this purpose between the hours to be notified from time-to-time on every day except Sunday or a public holiday.

(2) Notices left at the Parliamentary Notice Office after the hours notified under sub-rule (1) shall be treated as given on the next day.”

Every notice should be signed by the member giving the notice, indicating the Division Number and the name of member in capital letters.

Members are further informed that as an initiative towards e-Parliament and Paperless Secretariat, an e-portal for the benefit of members is functioning w.e.f. 17 July, 2016. The portal offers several online services including submission of notices for various parliamentary devices in electronic form, online references, etc.

Members who wish to submit their notices online may file their notices (as intimated *vide* Bulletin Part-II, para no. 3739 dated 17 July, 2016). The Parliamentary Notice Office will continue to receive notices, signed in ink, from members or through their authorised representatives. Notice period required for such notices received in Parliamentary Notice Office from members or through their authorised representatives is as under:-

(i) Questions	Not less than fifteen clear days.
(ii) Amendments to Bills, Motions and Resolutions	One day
(iii) Cut Motions	One day
(iv) Half-an-hour Discussions arising out of replies to Questions	Three days
(v) Matters of urgent public importance raised after Question Hour	Same day from 0830 hours to 0900 hours

(vi) Other Notices

As prescribed under the relevant
Rules

All notices delivered in Parliamentary Notice Office including Notices submitted online are date stamped and the time of their receipt is also indicated thereon.

The Parliamentary Notice Office is responsible for transmission of notices received, to the Branches/Officers concerned, without delay.

Members are also requested not to deposit their notices either at the Table of the House or with any other Officer/Branch of the Lok Sabha Secretariat.

The hours specified for Notices (except notices on matters of urgent public importance raised after 'Question Hour' and notices of question of privilege) being received from members or through their authorised representatives in Parliamentary Notice Office are between 1000 hours and 1515 hours every day except Saturday, Sunday or a public holiday. Notices left at the Parliamentary Notice Office after 1515 hours on week days are treated as given at 1000 hours on the next working day. However, this is not intended to preclude members from sending notices addressed to the Secretary-General by post.

Communications on different matters may not be combined in one letter.

Kind co-operation of members is solicited.

Notices required to be given before the commencement of the Sitting

Members are informed that notices which are required to be given before the commencement of the sitting on the day on which the matter is proposed to be raised in the house, will be entertained only from Tuesday, **the 23rd January, 2018 (10 A.M.)**. Such notices received prior to the said date will not be admissible.

No. 6276

Parliamentary Notice Office**Keeping of Notice Boxes outside P.N.O. and Reception Office**

Members are informed that a Notice Box, duly locked is kept outside Parliamentary Notice Office to enable them to deposit notices before or after office hours. For the convenience of members who send their notices through their messengers or representatives not holding passes for entry into the Parliament House, a Notice Box duly locked is kept at the Reception Office also. Notices can be deposited in this box between 0945 hours and 1700 hours on all working days. The notices from the box placed at the Reception Office will be taken out at 1000 hours and thereafter at an interval of one hour.

Allotment of Days for Answering Questions during Fourteenth Session of the Sixteenth Lok Sabha

The Speaker has been pleased to allot the following days for answering questions by Ministers in the rotational order set out below during Fourteenth Session of the Sixteenth Lok Sabha:-

Dates of Sittings	Allotment of Ministries and Departments	Groups
1	2	3
Monday, 29 th January	JANUARY, 2018 President's Address - No Question Hour	-
Tuesday, 30 th January	No Sitting	-
Wednesday 31 st January	No Sitting - Guru Ravidas' Birthday	-
Thursday, 1 st February	FEBRUARY, 2018 Presentation of Union Budget (Including Railways) at 11.00 A.M. – No Question Hour	-
Friday, 2 nd February	Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Corporate Affairs; Environment, Forest and Climate Change; Finance; Health and Family Welfare; Women and Child Development.	E
Monday, 5 th February	Commerce and Industry; Culture; Human Resource Development; Labour and Employment; Micro, Small and Medium Enterprises; Petroleum and Natural Gas; Skill Development and Entrepreneurship; Steel; Tourism; Tribal Affairs.	A
Tuesday, 6 th February	Agriculture and Farmers Welfare; Chemicals and Fertilizers; Consumer Affairs, Food and Public Distribution; Food Processing Industries; Heavy Industries and Public Enterprises; Home Affairs; Housing and Urban Affairs; Parliamentary Affairs; Social Justice and Empowerment.	B
Wednesday, 7 th February	Prime Minister; Atomic Energy; Coal; Communications; Defence; Development of North Eastern Region; Earth Sciences; Electronics and Information Technology; External Affairs; Law and Justice; Minority Affairs; Personnel, Public Grievances and Pensions; Planning; Railways; Science and Technology; Space; Statistics and Programme Implementation.	C
Thursday, 8 th February	Civil Aviation; Drinking Water and Sanitation; Information and Broadcasting; Mines; New and Renewable Energy; Panchayati Raj; Power; Road Transport and Highways; Rural Development; Shipping; Textiles; Water Resources, River Development and Ganga Rejuvenation; Youth Affairs and Sports.	D

House will adjourn on 09.02.2018 to meet again on 05.03.2018

MARCH, 2018

Monday, 5 th March	}	As shown earlier in the respective Groups	A
Tuesday, 6 th March			B
Wednesday, 7 th March			C
Thursday, 8 th March			D
Friday, 9 th March			E
Monday, 12 th March	}	As shown earlier in the respective Groups	A
Tuesday, 13 th March			B
Wednesday, 14 th March			C
Thursday, 15 th March			D
Friday, 16 th March			E
Monday, 19 th March	}	As shown earlier in the respective Groups	A
Tuesday, 20 th March			B
Wednesday, 21 st March			C
Thursday, 22 nd March			D
Friday, 23 rd March			E
Monday, 26 th March	}	As shown earlier in the respective Groups	A
Tuesday, 27 th March			B
Wednesday, 28 th March			C
Thursday, 29th March		Holiday – Mahavir Jayanti	-
Friday, 30th March		Holiday – Good Friday	-

APRIL, 2018

Monday, 2 nd April	}	As shown earlier in the respective Groups	A
Tuesday, 3 rd April			B
Wednesday, 4 th April			C
Thursday, 5 th April			D
Friday, 6 th April			E

No.6278

Question Branch

Tabling of Notices of Questions

A Chart showing dates of holding Ballots and last dates of receipt of notices of Starred and Unstarred Questions for each sitting is being circulated to the Members separately.

Holding of Ballots for Notices of Starred and Unstarred Questions

Members are informed that Hard Copies of Notices of Starred and Unstarred Questions for Fourteenth Session of the Sixteenth Lok Sabha will be received in the Parliamentary Notice Office and other designated places and Members may also table notices of Questions online as well from **Saturday, 13th January, 2018**. Separate Ballots will be held for Notices of Starred and Unstarred Questions on dates specified in column 4 of the Chart showing the dates of holding Ballots and last dates of receipt of notices of questions circulated separately. Notices for a particular date of sitting received upto 1000 hours of the date of holding Ballot for that sitting will be included in the said Ballot. **Where the notices of Starred and Unstarred questions are received before fifteen days from the day for which they are intended to be included in the List of Questions, they will be deemed to have been received at 1000 hours on the 15th day before such day** and their *inter-se* priority will be determined by ballots.

The Ballots will be held in the Question Branch, Room No.324, Parliament House Annexe or Lobby of the Central Hall, between the First-Aid-Post and Lounge No. 5-B, Parliament House after 1400 hrs.

Members are requested to make it convenient to witness the balloting of the Notices of Starred and Unstarred Questions on the dates of ballot.

Ballot Results of Notices of Questions on Lok Sabha Website

Members are informed that Ballot results of Notices of Questions (both Starred and Unstarred) are available on the Lok Sabha website. Since the information has been put under limited circulation, a login page has been created for the purpose which can be accessed through the following path:

loksabha.nic.in → Questions → Ballot List

Guidelines to use this facility:

For the convenience of the Members, a dropdown list of names of Members participating in the Ballot has been created against the '**User id**' box. Members can just click in the box and select their names as '**User id**'. For the **Password**, the IC number of the Members has been preset in three digits. If the IC number of a Member is in single or the double digit, Zero (0) digit is accordingly required to be prefixed to make up the total of three. For example, if the IC number is '1' or '11', the same is required to be entered as '001' or '011' respectively as Password. Finally, a randomly generated **captcha number** has to be entered before the '**Submit**' command is given to access the desired information.

Hard copies of Ballot results are also available in the Parliamentary Notice Office (PNO) of Lok Sabha.

Notices of Questions

Attention of the Members is invited to the following paragraph in the "Handbook for Members (Sixteenth Edition, 2014)" :-

"10(2) (xii) Notices of questions should be clear, self-contained and complete. Questions which are illegibly hand written are liable to be returned to the members. Proper names wherever occurring in the text of questions may be written in block letters."

Sometimes notices of questions tabled by the Members are illegibly written or typed/handwritten on a separate sheet of paper and stapled/pasted on the prescribed/printed form. Such notices which are not in order are returned to the Members.

Members are, therefore, requested kindly to have the notices typed or handwritten legibly on the printed proforma itself. Every notice of question which is tabled on the printed form should be signed in ink by the Member. Members are requested kindly to indicate their names in CAPITAL LETTERS and the IC Number at appropriate place in the notices tabled by them.

No. 6282

Question Branch

Notice Period and Number of Questions

Members are informed that in accordance with Rule 33 of 'Rules of Procedure and Conduct of Business in Lok Sabha' fifteen clear days have been prescribed for tabling notices of Questions. Further, according to Direction 10-B of the Directions by the Speaker, Lok Sabha, a Member is permitted to table not more than ten notices of Questions, for a given date. Members are requested to indicate the Order of Preference at the appropriate place, in the Question proforma including online notices.

Members are requested not to table more than 10 notices, for a particular date in compliance with Direction 10-B.

No.6283

Question Branch

Identical Notices of Questions

Members are informed that as per Parliamentary convention developed over the years, identical questions are disallowed. It has also been observed that sometimes Members raise two or more different and unrelated subjects, involving more than one Ministry/Department in one notice of question. This causes administrative inconvenience to the Ministry/Department. Accordingly, Members are requested to address their notices of questions appropriately to one Ministry/Department only.

Addressing of Notices of Questions - "Demarcation of Responsibilities in Government of India"

At times, notices of questions tabled by the Members are addressed to Ministers who are not concerned with the subject-matter thereof. This necessitates transfer of questions from one Ministry to another causing avoidable inconvenience to the Members themselves. They may, therefore, address the notices of questions to the Ministers who are responsible for their subject-matter. For this purpose, the Members may like to make use of publication "Demarcation of Responsibilities in Government of India" available on the Lok Sabha Website which is accessible through the following path:

**loksabha.nic.in → Questions → Home → Demarcation of Responsibilities
in Government of India**

It indicates the subjects for which the various Ministers are responsible for answering questions in Lok Sabha.

Procedure regarding Questions

Members are informed that the notices for Questions can be given after issuance of summons in the prescribed forms which are available in the Parliamentary Notice Office. Members can also table notices of questions online through Members' e-Portal.

The procedure for Questions is governed by Rules 32 to 54 of the Rules of Procedure and Conduct of Business in Lok Sabha and Direction 10-A of the Directions by the Speaker, Lok Sabha. In particular, attention is invited to the following provisions of Rules/Directions concerning admissibility of notices of Questions:-

Speaker to decide admissibility

43(1). The Speaker shall decide whether a question, or a part thereof, is or is not admissible under these rules and may disallow any question, or a part thereof, when in the opinion of the Speaker, it is an abuse of the right of questioning or is calculated to obstruct or prejudicially affect the procedure of the House or is in contravention of these rules.

Admissibility of Questions

41(2). The right to ask a question is governed by the following conditions, namely:-

- (i) it shall be clearly and precisely expressed and shall not be too general incapable of any specific answer or in the nature of a leading question;
- (ii) it shall not bring in any name or statement not strictly necessary to make the question intelligible;
- (iii) if it contains a statement, the Member shall make oneself responsible for the accuracy of the statement;
- (iv) it shall not contain arguments, inferences, ironical expressions, imputations, epithets or defamatory statements;
- (v) it shall not ask for an expression of opinion or the solution of an abstract legal question or of a hypothetical proposition;
- (vi) it shall not ask as to the character or conduct of any person except in that person's official or public capacity;
- (vii) it shall not ordinarily exceed 150 words;
- (viii) it shall not relate to a matter which is not primarily the concern of the Government of India;
- (ix) it shall not ask about proceedings in the Committee which have not been placed before the House by a report from the Committee;
- (x) it shall not reflect on the character or conduct of any person whose conduct can only be challenged on a substantive motion;
- (xi) it shall not make or imply a charge of a personal character;
- (xii) it shall not raise questions of policy too large to be dealt with within the limits of an answer to a question;
- (xiii) it shall not repeat in substance questions already answered or to which an answer has been refused;
- (xiv) it shall not ask for information on trivial matters;
- (xv) it shall not ordinarily ask for information on matters of past history;

- (xvi) it shall not ask for information set forth in accessible documents or in ordinary works of reference;
- (xvii) it shall not raise matters under the control of bodies or persons not primarily responsible to the Government of India;
- (xviii) it shall not ask for information on matter which is under adjudication by a court of law having jurisdiction in any part of India;
- (xix) it shall not relate to a matter with which a Minister is not officially concerned;
- (xx) it shall not refer discourteously to a friendly foreign country;
- (xxi) it shall not seek information about matters which are in their nature secret such as composition of Cabinet Committees, Cabinet discussions, or advice given to the President in relation to any matter in respect of which there is a constitutional, statutory or conventional obligation not to disclose information;
- (xxii) it shall not ordinarily ask for information on matters which are under consideration of a Parliamentary Committee; and
- (xxiii) it shall not ordinarily ask about matters pending before any statutory tribunal or statutory authority performing any judicial or quasi-judicial functions or any commission or court of enquiry appointed to enquire into, or investigate, any matter but may refer to matters concerned with procedure or subject or stage of enquiry, if it is not likely to prejudice the consideration of the matter by the tribunal or commission or court of enquiry.

Direction 10-A. Besides the conditions of admissibility of questions mentioned in Rule 41, a question shall be inadmissible on any of the following grounds:-

- (i) it seeks information on matters which tend to encourage fissiparous and divisive tendencies and weaken the unity and integrity of the country;
- (ii) it relates to a matter of day-to-day administration or tends to further the interest of an individual or a few individuals;
- (iii) it relates to a matter falling primarily within the jurisdiction of the Chief Election Commissioner, CAG, courts and other such functionaries;
- (iv) it relates to petitions and memoranda received by Ministers which are not of public importance;
- (v) it relates to a matter under negotiation with a government of other country and its disclosure may affect the course of negotiations to the detriment of the national interests; and
- (vi) it relates to matter within the jurisdiction of the Speaker.

Members are requested to kindly take note of the above provisions while tabling notices of Questions so as to avoid disallowance of the questions on the above grounds.

Questions of Excessive Length

Attention of Members is invited to Rule 41(2) (vii) of the Rules of Procedure and Conduct of Business in Lok Sabha which is reproduced below:-

"41(2) The right to ask a question is governed by the following conditions, namely:-

* * * * *

(vii) it shall not ordinarily exceed 150 words."

Sometimes notices of questions tabled by the Members are of excessive length and these have either to be disallowed or referred back to the Members.

Members are, therefore, requested to keep in view, the above provisions, while tabling notices of questions.

Admissibility of Questions seeking information upto Block or District levels about implementation of Centrally Sponsored programmes /schemes

As information about block or district-wise outlays/expenditure/physical targets/achievements is primarily the concern of State Government, such information is not normally reported to or monitored by the Union Government. Members are, therefore, informed that questions seeking information about implementation of various centrally sponsored programmes/schemes at block or district levels are ordinarily inadmissible.

Members are, therefore, requested to keep in view the above position, while tabling notices of questions.

No. 6288

Question Branch

Questions on Newspaper Reports

Sometimes newspaper reports including vernacular newspaper reports are referred to in the notices of questions tabled by the Members without indicating the place of edition of such newspapers. As many of such news-items particularly vernacular newspapers are not easily traceable, the notices are returned to the Members to make them specific or to furnish a copy of press clipping referred to in such notices for processing them.

Members are, therefore, requested kindly to enclose a copy of the press clipping with the notices of questions, which have the reference of newspaper reports.

No. 6289

Question Branch

Treatment of Notices of Questions in Excess of 230

Members are informed that in accordance with Rule 45, not more than 230 questions are to be included in the list of questions for written answers on any one day. Such notices of questions in Excess of 230 stand lapse. The status of Notices of Questions is hosted on Lok Sabha Website. However, the copies of notices of Questions, in Excess of 230 shall be provided to the Members, if so, requested by them.

Status of Notices of Questions on Lok Sabha Website

Members are informed that Status of Notices of Questions is available on the Lok Sabha website. Since the information has been put under restricted circulation, a login page has been created for the purpose which is accessible through the following path:

loksabha.nic.in → Questions → Status of Notices of Questions

Guidelines to use this facility:

For the convenience of the Members, a dropdown list of names of Members, who have tabled notices of questions, has been created against the '**User id**' box. Members may just click in the box and select their names as '**User id**'. Whereas IC number of the Members has been preset as **Password** and the same will be in three digits. If the IC number of a Member is in single or double digit, Zero (0) digit is accordingly required to be prefixed to make up the total of three. For example, if the IC number is '1' or '11', the same is required to be entered as '001' or '011' respectively as Password. Finally, a randomly generated **captcha number** has to be entered before clicking '**Submit**' key to access the search option page. Members may select any or all of the search parameters appearing on the search option page and get the desired results.

Dispensing with Circulation of Unstarred Question List

Members are informed that the circulation of List of Unstarred Questions has been dispensed with, from Budget Session-2016. The List is now being hosted on Lok Sabha Homepage.

Errata to the printed lists of Questions

Members are informed that printed lists of admitted questions for a day are circulated to Members at least five days in advance of the date(s) on which those are due for answer. Lists of questions for oral answers are printed on green paper and those of questions for written answers on white paper. Patent errors, mistakes in spellings of names, etc. noticed by them in the printed lists of admitted questions may be brought to the notice of the Secretariat, so as to facilitate issuing of necessary corrigenda in the matter.

Confidentiality of answers to questions

Members are informed that the contents of reply made in response to a question is strictly confidential until the Question for Oral Answer has actually been asked and answered in the House. In case the question has not reached for answer, the reply to the Question should not be released till the conclusion of Question Hour. Questions included in the lists of written answers are also to be treated as confidential until the same have been laid on the Table of the House after the Question Hour is over. A reply to an answer is treated as final, only in the form, in which it appears in the proceedings of the House, for a particular date.

Short Notice Questions

Rule 54(1) of the Rules of Procedure and Conduct of Business in Lok Sabha provides as follows:-

"A question relating to a matter of public importance may be asked with notice shorter than ten clear days and the Speaker, if, is of opinion that the question is of an urgent character, may direct that an enquiry may be made from the Minister concerned if such Minister is in a position to reply and, if so, on what date."

2. Further, Rule 54(5) of Rules ibid also provides as follows:

"Where a Member desires an oral answer to a question at a shorter notice, such member shall briefly state the reasons for asking the question with short notice. Where no reasons have been assigned in the notice of the question, the question shall be returned to the Member."

3. Members are, therefore, requested to indicate in the appropriate column of the notice form, the reasons as to why the question is being asked at a short notice. A general statement that the matter is of "wider public importance" or "public interest" is not sufficient, for this purpose.

e-filing of Notices of Questions

As Members are aware, at present under the provisions of Rules of Procedure and Conduct of Business in Lok Sabha, every notice is required to be given in writing and signed and the same should be submitted in Parliamentary Notice Office. As an initiative towards e-Parliament and paperless Secretariat, an e-portal namely Members' Portal was launched on 17 July, 2016 for the benefit of the Members. This portal is offering several online services to the Members including submission of notices for various parliamentary devices in electronic form, online references, etc.

Members who wish to submit their notices of Questions online may do so as intimated vide Bulletin Part-II Para No. 3739 dated 17th July, 2016. However, the Parliamentary Notice Office will continue to receive physical notices from Members who choose to submit the same.

Kind cooperation of Members is solicited.

Uploading of Replies to Questions on Members' e-portal

Members are informed that under a new initiative, replies to Starred Questions are being uploaded by the concerned Ministry/Department on Members' e-portal by 10 O' Clock on the reply day. This initiative has been taken to facilitate Members to frame supplementaries. Similarly, replies to Unstarred Questions are being uploaded immediately after Question Hour. Instructions have been issued to Ministries/Departments concerned to ensure uploading of replies by the stipulated time.

2. It may be noted that since the replies are login and password protected on the Members' e-portal, they are exclusively for the use of Members only. Members are, therefore, requested to maintain confidentiality of the replies and not to share the contents with others until the Question Hour is over.

3. Members are further informed that the hard copies of the replies will continue to be made available in the Outer Lobby and PNO for reference, as before.

Kind cooperation of Members is solicited.

Questions Not-Asked/Questions of Absent Members

Attention of the Members is invited to Rule 48(3) of the Rules of Procedure and Conduct of Business in Lok Sabha. It reads as follows:-

“If on a question being called it is not asked or the member in whose name it stands is absent, the Speaker may direct that the answer to it be given.”

Accordingly, if a question being called is not asked or the Member in whose name the question stands is absent, such question may be put down for discussion in the House.

Notices of Half-an-Hour-Discussion

Members are informed that, as per Parliamentary convention developed over the years, no Half-an-Hour Discussion is listed during the Budget Session, till the conclusion of Financial Business.

Members are, therefore, requested to keep in view the above convention, while tabling notices for raising Half-an-Hour Discussion.

Procedure for giving Notices of Motions under Rule 184 and of Short Duration Discussions under Rule 193.

- (I) Attention of the Members is invited to Direction 113BB of Directions by the Speaker relating to 'Procedure for giving notices of motions under Rule 184 and of Short Duration Discussions under Rule 193' which provides as follows:-**

“113BB. (1) Notices of Motions under Rule 184 and Short Duration Discussions under Rule 193 shall be accepted from the date following the date of issue of summons for a session.

(2) Such notices regarding statements to be made in the House by Ministers or statements, reports or papers to be laid on the Table shall be accepted from 10.00 hours on the day the list of business wherein the item has been included, is circulated to members.

(3) In a case where a supplementary list of business is circulated in the House in regard to a statement, notices in respect of that statement received within fifteen minutes of circulation of the list of business, shall be deemed to have been received at the same point of time and their *inter-se* priority determined by ballot.

- (4) In a case where an announcement is made by the Chair about a statement to be made by a Minister in the House, notices in respect of that statement shall be accepted from the time the announcement is made by the Chair in the House.
- (5) In a case where a statement is made without being included in the list of business or supplementary list of business, notices in respect of such statement shall be accepted from the time the statement is actually made in the House.
- (6) All notices received within fifteen minutes of announcement by the Chair, or statement by the Minister under clauses (4) and (5) respectively, shall be deemed to have been received at the same point of time and their *inter-se* priority determined by ballot.

Explanation – The period of fifteen minutes referred to in clauses (3) and (6) shall be computed from the time of completion of circulation of list of business or the announcement by the Chair or the statement of the Minister, as the case may be.”

2. Members are requested to deliver all such notices in the Parliamentary Notice Office and not to pass them on to any officer at the Table of the House. In any case the time of receipt of the notice in the Parliamentary Notice Office alone is taken into account for purposes of ballot, etc.

(II) Attention of the Members is also invited to Rule 193 of the Rules of Procedure and Conduct of Business in Lok Sabha which states: –

“193. Any member desirous of raising discussion on a matter of urgent public importance may give notice in writing to the Secretary-General specifying clearly and precisely the matter to be raised:

Provided that the notice shall be accompanied by an explanatory note stating reasons for raising discussion on the matter in question:

Provided further that the notice shall be supported by the signatures of at least two other members.”

The notices of Short Duration Discussions not conforming to the above provisions in the Rules of Procedure are liable to be held out of order.

SNEHLATA SHRIVASTAVA
Secretary General