

LOK SABHA

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BULLETIN-PART II

(General Information relating to Parliamentary and other matters)

Nos. 132 - 140]

[Wednesday, June 19, 2019/ Jyaistha 29, 1941(Saka)

NO. 132

TABLE OFFICE (B)

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.

Oath or Affirmation

In continuation of para 4 dated 3 June, 2019, Members are again informed that Members will make and subscribe the oath or affirmation as required by Article 99 of the Constitution on Monday, the 17th June, 2019 from 11 A.M. onwards in the House. A member who is unable to make and subscribe the oath or affirmation on that day may do so on any subsequent sitting of Lok Sabha at 11 A.M. after giving advance intimation to the Secretary General by 10 A.M. on that day.

2. The following **revised** procedure has been laid down for making and subscribing the oath or affirmation:-

*'On the name of a member being called by the Secretary General, the member will proceed from the place he/she is occupying to the right side of the Secretary General's table, where a copy of the form of oath or affirmation, as the case may be, will be handed over to him/her on production of the original certificate of Election already checked by an officer of the House. The member will face the Chair while making the oath or affirmation **and will then sign Roll of Members which will be placed on the Table on the right hand side of Secretary General's table. Thereafter, the member will go up to and shake hands with, or wish the Chair, who will then give the member permission to take his/her seat in the House. The member will pass behind the Chair to the other side of the Table and take his/her seat in the House.'***

**Amendments to the Motion of Thanks on
President's Address**

Members are informed that notices of amendments to the Motion of Thanks on the President's Address can be tabled on 20 June, 2019 upto 1700 hrs. after a copy of the Address has been laid on the Table of the House.

No 'Zero Hour' on 17th, 18th, 19th and 20th of June, 2019

Members are informed that owing to oath or affirmation by newly elected members in the House, election of Hon'ble Speaker and President's Address during first four days of the first session of the Seventeenth Lok Sabha, there will be no 'Zero Hour' on 17th, 18th, 19th and 20th of June, 2019.

Members are informed that Matters of Urgent Public Importance raised after Question Hour, i.e. during 'Zero Hour' are supposed to be taken up from 21 June, 2019. **However, it is for kind information of members that to raise Matters of Urgent Public Importance during 'Zero Hour' on Friday, the 21.06.2019, they may table notices on Thursday, the 20.06.2019, between 1700 hours and 1800 hours either online through e-portal or manually in the Parliamentary Notice Office.**

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

Hon'ble members are informed that an **e-portal has been put in place to facilitate the members to submit their notices online to raise the Matters of Urgent Public Importance after Question Hour, i.e. during 'Zero Hour'**. Members can also physically hand over the notices of 'Zero Hour' for which **printed form is available** in the Parliamentary Notice Office. The following **procedure for raising** matters of urgent public importance after Question Hour, i.e. during 'Zero Hour' shall be followed: -

- (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/his 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.

Process to submit the notice as well as procedure to call the attention of the Minister to a matter of urgent public importance Under Rule 197

Hon'ble members are informed that **an e-portal has been put in place to facilitate the members of Lok Sabha to submit their notices online** to call the attention of the Minister to any matter of urgent public importance under rule 197 (Calling Attention). However, **the printed form is also available** in the Parliamentary Notice Office to submit the notice to call the attention of Minister. The following process to submit the notice as well as procedure to call the attention of Minister under Rule 197 will be followed: -

- (i) Notices may be submitted **either through printed form or online**;
- (ii) No member shall give more than two notices for any one sitting;
- (iii) A notice signed by more than one member to call the attention of Minister shall be deemed to have been given by the first signatory only;
- (iv) Notices for a sitting received upto 1000 hours shall be deemed to have been received at 1000 hours on that day and a ballot shall be held to determine the relative priority of each such notice on the same subject. Notices received after 1000 hours shall be deemed to have been given for the next sitting;
- (v) Notices received during a week commencing from its first sitting till 1000 hours on the last day of the week on which the House sits, shall be valid for that week. Notices received after 1000 hours on the last day of the week on which the House sits, shall be valid for the following week;
- (vi) In case of five or less number of members giving notices on same subject that is admitted by the Speaker, their *inter se* priority shall be determined with reference to the date and time of receipt of Notices;
- (vii) All the notices which have not been taken up during the week for which they have been given, shall lapse at the end of the week unless the Speaker has admitted any of them for a subsequent sitting:

Provided that a notice referred for facts to a Minister shall not lapse till it is finally disposed of by the Speaker.

Kind cooperation of Hon'ble members is solicited.

STATUTORY RESOLUTION

The following Statutory Resolution has been admitted:-

| From whom received | Ministry concerned | Text of Resolution |
|---------------------------|-------------------------------|--|
| Shri Amit Shah | Home Affairs | That this House approves the continuance in force of the Proclamation dated the 19 th December, 2018 in respect of the State of Jammu and Kashmir, issued under article 356 of the Constitution by the President, for a further period of six months with effect from 3rd July, 2019. |

**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 (copy enclosed) 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