

LOK SABHA

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

Nos. 413 - 440]

[Tuesday, July 23, 2024/ Sravana 01, 1946 (Saka)

No. 413

Members Reference Service (LARRDIS)

Briefing Session for Members of Parliament

A Briefing Session is being organised for Hon'ble Members of Parliament on 24 July, 2024 in 'Sangoshthi – 2', First Floor, Parliament House, as per the following schedule:

Date	Time	Subject
24 July, 2024 (Wednesday)	09:30 a.m. to 10:30 a.m.	Union Budget 2024-25: Key Features

The Briefing Session will also be available on webcast at <https://webcast.gov.in/parliament/>

Hon'ble Members are requested to kindly make it convenient to attend the Briefing Session.

No. 414

Question Branch

Result 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 23rd July, 2024 for the sitting of Lok Sabha to be held on 08.08.2024 was held in the presence of Shri Jitendra Kumar Dohare, MP, Shri Narayandas Ahirwar, MP and Shri Babulal Naik, Director, Lok Sabha Secretariat in Parliament House of India, New Delhi. A total of 1046 notices were received, whereas 256 Members participated in the ballot for 08.08.2024.

2. The result of the ballots has been uploaded on the Homepage viz. loksabha.nic.in.

No. 415

MSA Branch

Secretarial Assistance to Members of Parliament

Under the Members of Parliament (Office expense allowance) Rules 1988, Lok Sabha Secretariat may pay upto Rs. 40,000/- per mensem to the person(s) engaged by a Member for obtaining secretarial assistance. The rule *inter-alia* requires that atleast one person so engaged should be computer literate, duly certified by the Member concerned.

2. Members are required to intimate to the Secretariat requisite details as soon as a person is engaged by them for Secretarial Assistance. However, there have been instances when requisite information regarding persons engaged by the Members was not intimated in time and requests were made for disbursing the allowances with retrospective effect. Disbursement of allowance from retrospective effect causes administrative inconveniences and therefore as a matter of policy, a decision was taken that disbursement of the payment to the persons so engaged by the Members shall be made only from the date on which the intimation regarding engagement of such person (s) is received in the MSA Branch of the Secretariat. This policy decision was notified in the Bulletin Part II No. 2406 dated 28.9.2015.

3. The information received from Members about engagement of person(s) for secretarial assistance is processed accordingly. Members are requested to furnish requisite details if not done yet.

Kind cooperation of Members is solicited.

No. 416

MSA Branch

Processing of Members' TA/DA Claims

Members are informed that while preferring TA/DA claims physically, they are requested to furnish details of journey(s) performed chronologically, along with Air-Tickets and the Boarding Passes, in the prescribed arrival/departure format, to the MSA Branch.

2. In case of online submission of TA claims, Members are requested to submit scanned copies of the aforesaid documents in the prescribed arrival/departure format. This will expedite the processing of TA/DA claims.

3. Members are also requested to countersign all the documents, while submitting TA/DA claims physically/online.

Kind cooperation of the Members is solicited.

No. 417

MSA Branch

Implementation of E-payment system in the Secretariat

Members are informed that e-payment system is functional in the Lok Sabha Secretariat. Accordingly, the practice of making payment by cheque has been discontinued.

2. Members are requested to furnish the following bank and other details alongwith a cancelled cheque to MSA Branch if not done yet.

3. Bank details for receiving payments through electronic mode

(To be filled up in CAPITAL LETTERS)

IC NO	
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1. NAME OF
ACCOUNT
HOLDER

2. COMPLETE
ADDRESS
WITH PIN
CODE

					P	I	N							

3. TELEPHONE
NO. (WITH STD
CODE)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. MOBILE NO.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

5. E-MAIL

6. BANK NAME

7. BANK
BRANCH
NAME

8. BANK
BRANCH
ADDRESS

					P	I	N							

9. COMPLETE ACCOUNT NUMBER																			
10. IFS CODE OF BANK BRNCH																			
11.9-DIGIT MICR CODE OF BRANCH																			

- (I) I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the disbursing authority responsible.
- (II) I hereby authorize the Lok Sabha Secretariat to remit my all payments directly into my bank account.

(SIGNATURE OF MEMBER OF PARLIAMENT)

Note: Please attach one copy of cancelled cheque leaf (after cutting the cheque number)

4. Similar bank details are also required in respect of the personal staff engaged by Members.

Kind cooperation of Members is solicited.

No. 418

MSA Branch

Tax Implication on Salary and Allowances of Members of Parliament

Members are informed of the tax implications on the various components of salary and allowances. These are as under:-

Salary: The salary and allowances received by the Members are taxed under the head "Income from Other sources". Since the salary and allowances are taxed under the head "Income from Other sources", such salary and allowances would not be subjected to Tax Deduction at Source (TDS). Members will have to discharge their tax liability by paying advance tax and/or self-assessment tax.

"Advance tax is to be paid in four installments in the months of June, September, December and March of the financial year in which income is earned. The due dates and percentage of tax liability to be paid is as follows:

Due date of installment	Amount Payable
On or before 15 th June	Not less than 15% of such advance tax.
On or before 15 th September	Not less than 45% of such advance tax, as reduced by the amount, if any, paid in the earlier installment.
On or before 15 th December	Not less than 75% of such advance tax, as reduced by the amount or amounts, if any, paid in the earlier

	installment or installments.
On or before 15 th March	The whole amount of such advance tax, as reduced by the amount or amounts, if any, paid in the earlier installment or installments.”

Daily Allowance: Exempted from tax under section 10(17)(i) of the Income Tax Act, 1961.

Constituency Allowance: Exempted from tax under Section 10(17)(ii) of the Income Tax Act, 1961.

Office Expenses Allowance: Stationery and franking expenses are exempted from income-tax to the extent they are actually spent *vide* Ministry of Finance (Deptt. of Revenue); CBDT Government of India's letter No.200/72/2001ITA.I dated 26.03.2002.

Members are further informed that an Official of the Income Tax Department has been deputed at a counter at Room no. 145, First Floor, Parliament House Annexe, New Delhi to attend to the queries of the Hon'ble Members (Shri Digvijay Singh, Mob: 9891446665).

Members are accordingly requested to discharge their tax liability by paying advance tax on or before the dates as mentioned above.

No. 419

Digitization Unit

Parliament Digital Library

Hon'ble Members are informed that "Parliament Digital Library" has been developed which contains Debates from First Lok Sabha to Seventeenth Lok Sabha, that is, from 1952 to 2024. It also contains digital version of Parliamentary Committee Reports, Presidential Addresses, Budget Speeches, Resume of Work Done by Lok Sabha, Bulletin Part-I, Bulletin Part-II and other publications of LSS. The rich debates of Provisional Parliament, Constituent Assembly, and other documents tracing the history of Indian Parliamentary institutions dating back to the year 1854 are also available in this website.

The website is user friendly and acts as a search engine. The Parliament Digital Library is available at eparlib.nic.in and its link has also been given on the Digital Sansad Home page. For further assistance, Members may kindly contact at 011-23035622, 011-23035065, 011-23034060 and 011-23035481.

No. 420

Parliament Library (Circulation Counter)

Various Facilities and Services provided by the Parliament Library to the Hon'ble Members

1. Members are informed about various services and facilities provided by the Parliament Library, which are:

- Latest Newspapers and Magazines are displayed in Members' Reading Room in Parliament Library Building (PLB) and Parliament House of India (PHI);
- Access to more than 12 million research oriented scholarly articles in 75 disciplines through JSTOR;
- Dedicated Corners for the books written by Sitting Members of Lok Sabha & Rajya Sabha;

High Dignitaries of India, Dr. B.R. Ambedkar and Prof. Ramdhari Singh Dinkar in Members' Reading Room, PLB;

- Press Clippings Service covering 29 Newspapers in Hindi and English, can be
 - accessed through Members' Portal.
 - Hon'ble members can send online request/suggestion regarding purchase of books and other documents and they can also donate books to the Library;
 - Delivery of books at Members' residences in Delhi/NCR; A Members' Lounge has been setup at Room No. G-052, PLB;
 - All library activities are automated through E-Granthalaya Software for online search of documents.
2. Exhibitions are organized in coordination with Parliament Standing Committees, related to the agenda of the meetings; Exhibitions are also organized on the occasion of Floral Tributes of dignitaries at Central Hall, Samvidhan Sadan.
 3. Parliament Library is the custodian of the original Calligraphed Constitution of India (Hindi and English). Printed copies of replicas of original calligraphic Constitution of India in A3 & A4 Sizes (Hindi & English Versions) can be purchased from Sales Branch (Lok Sabha & Rajya Sabha), KVIC and Tribes India.
 4. Members of Parliament are apprised about the facilities and services being provided by the Parliament Library through: Show Rounds of Library, WhatsApp Messages, E- Mails, E-Bibliographies on special subjects, Daily news snapshots and recent addition of books/reports through Members' Portal and access to latest articles appeared in the Periodicals/Magazines through Login Id and Password of Web OPAC of E- Granthalaya Software.

No. 421

Press & Public Relations Wing

Media Briefing Room in North Utility Building of Parliament House

Members are informed that a Media Briefing Room has been set up in Room no. 20 of the North Utility Building of Parliament House to facilitate the Members to give bytes/interviews to media.

2. Members may use the above facility as per their requirements.

No. 422

Parliament Security Service

Security Arrangements in Parliament Estate

Members are requested to co-operate with the Security Staff on security duty in Parliament House Complex and show their Identity Cards on request.

To strengthen the security arrangements in Parliament House Complex, Door-frame Metal Detectors have been installed at various gates. Visitors accompanying Members of Parliament and former Members of Parliament are requested to pass through the Door-frame Metal Detector and may undergo physical search. The baggage, etc., being carried by them may also be scanned/ searched by the Security Staff.

Kind cooperation of Members is solicited.

No. 423

Parliament Security Service

Entry Regulations into the Central Hall, Samvidhan Sadan

Entry in Central Hall, Samvidhan Sadan is regulated according to Rules and Directions issued by the Hon'ble Speaker from time to time. No person without a valid pass is allowed to gain entry even when accompanied by the Hon'ble Members of Parliament. This is in the interest of security in Parliament Estate.

Entry of Governors, Chief Ministers, Ministers of State Governments and Ex-MPs to the Central Hall, Samvidhan Sadan will remain open as in the past.

Kind cooperation of Hon'ble Members is solicited.

No. 424

Parliament Security Service

Restrictions on Admission into Lobby of the Lok Sabha during the Session

The admission to Lobby is restricted to Hon'ble Members and the following categories of persons connected with official business or otherwise: -

- i. Persons holding passes valid for "LOBBY";and
 - ii. C.P.W.D. staff working in the Sansad Bhavan whose presence is functionally required in connection with the discharge of their official duties.
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No. 425

Parliament Security Service

Carrying or Display of Fire Arms in Parliament Estate

The carrying or display of arms and ammunition in any part of the Parliament Estate is strictly prohibited. Only security personnel specifically deployed in the Parliament House with authorization from Parliament Security are permitted to carry arms and ammunition.

Kind co-operation of Hon'ble Members is solicited.

No. 426

Parliament Security Service

Distribution of Literature, Pamphlets, Press Notes, Leaflets within the Precincts of the Parliament Estate

As per established convention, no literature, questionnaire, pamphlets, Press Notes, leaflets or any matter printed or otherwise should be distributed without the prior permission of Hon'ble Speaker within the precincts of the House. Placards are prohibited inside the Parliament Estate.

Kind cooperation of Hon'ble Members is solicited.

No. 427

Parliament Security Service

Stoppage of Entry of Armed Escorts / P.S.O. coming to Parliament Estate

Consequent to the decision taken by the General Purposes Committee of the Rajya Sabha and Meeting of Hon'ble Speaker with Leaders of Parties and Groups in Lok Sabha, "Armed Escorts/ P.S.O. (Personal Security Officer) of Hon'ble Ministers/Hon'ble Members of Parliament would not be permitted inside the Parliament House Estate." They may peel off from the vehicle at the respective Iron Gates itself.

Kind cooperation of the Hon'ble Members is solicited.

No. 428

Parliament Security Service

Speed Regulation of Vehicles entering Parliament Estate

With the installation of modern security gadgets in Parliament Estate, it is essential to observe certain speed regulations for vehicular movements within the Estate. The speed of vehicles may be kept restricted to 10 Kms per hour till the vehicles cross the last barrier at the Iron Gates. Necessary warning signages have been prominently displayed at suitable locations.

Hon'ble Members of Parliament are requested to kindly give suitable instructions to their drivers for observance of speed regulations while driving inside the Estate.

Kind cooperation of Hon'ble Members is solicited.

No. 429

Parliament Security Service

Advisory for Pedestrians regarding movement through Iron Gate No.1

Security Gadgets have been installed at Iron Gate No. 1 to regulate vehicular movements and to strengthen the security arrangements in the Parliament Estate. Pedestrians are, therefore, requested not to cross these Gadgets on foot.

Hon'ble Members of Parliament are requested to use Ferry Services at this gate for their movement from the Iron Gate to Building Gates of Parliament Estate & back and avoid movement on foot through this gate.

Kind cooperation of Hon'ble Members is solicited.

No. 430

Parliament Security Service

Physical Check of Cars / Vehicles and Briefcases

For security reasons, Hon'ble Members are advised to check their cars and briefcases before coming to the Parliament Estate. In case of self-driven cars, Hon'ble Members are requested to check the dickey, seats, engine etc. before proceeding to the Parliament House Complex.

Hon'ble Members who desire to use bicycle as transport may gain access through Iron Gates and are requested to park bicycle at earmarked place in Self-driven Vehicle Parking at Red Cross Road/Raisina Road and lock the bicycle properly. The bicycles used by Hon'ble Members will be treated as self-driven vehicles.

Kind cooperation of Hon'ble Members is solicited.

No. 431

Parliament Security Service

Switching Off the Mobile Phones and Alarm Bell inside Lok Sabha Chamber

In order to ensure smooth and unhindered proceedings of Lok Sabha and as a mark of respect to the Chair, Hon'ble Members are requested to switch off their mobiles and deactivate alarm bells before entering into the Lok Sabha Chamber.

Kind cooperation of Hon'ble Members is solicited.

No. 432

Parliament Security Service

Regulation of Vehicular Entry/Alighting/Parking Arrangement in Parliament Estate

All types of vehicles viz. Private cars of members, Taxis / Auto-rickshaws / Two-wheelers and other types of vehicles etc. without valid Parking Labels issued by Lok Sabha Secretariat will not be allowed entry inside the Parliament House precincts.

Members are informed that reception lounges have been established between Gates TKR-I & TKR-II and at IG-7 along with provision for ferry service to facilitate transportation to Parliament House, Samvidhan Sadan etc. Members using chauffeur driven cars are requested to alight at the newly constructed lounges at the locations referred to above and use battery operated cars for their movements to Parliament House / Samvidhan Sadan and back. This eco-friendly initiative will also contribute

towards reducing congestion near Makar Dwar and its vicinity. Details about traffic movement plan and parking is given below:-

- (i) **Self-driven Vehicles Parking for MPs:** Outside South Utility at Raisina Road and North Utility of Sansad Bhavan at Red Cross Road respectively. Members can enter Parliament Estate through Reception Office from these parkings.
- (ii) **Chauffeur-driven Vehicles Parking for MPs:** Behind Rail Bhawan near Vijay Chowk outside and behind Parliament House Annexe at Gurudwara Rakabganj Road outside.
- (iii) Iron Gate-I and Talkatora Road I & II: Entry/ Exit of authorized labeled vehicles of Hon'ble Members as per practice in vogue.
- (iv) **Facility of Transit Lounge at Iron Gate No.7 (Vijay Chowk Side):** Alighting point of members outside the gate. Members can avail the facility of ferry car/e-vehicle/golf cart upto Makar Dwar of Sansad Bhavan or other buildings in PH Complex. For departure also, these vehicles will be available in front of Makar Dwar or Building Gate No.1 up to Transit Lounge.
- (v) **Facility of Transit Lounge at Talkatora Road:** Alighting point of members. Members can avail the facility of ferry car/e-vehicle/ golf cart upto Sansad Bhavan, Samvidhan Sadan and Parliament Library Building. For departure these vehicles will be available in front of Makar Dwar or Building Gate No.1 at Parliament House Complex upto Transit Lounge.

Kind cooperation of Hon'ble Members is solicited.

No. 433

Parliament Security Service

Issue of PA/PS Passes

Entry Pass for only one PA/PS for entry into Parliament Estate, valid for Session/ Inter Session period, is issued on an application made by the Member on a prescribed format available in Centralised Pass Issue Cell, North Utility Block at Red Cross Road. On every fresh appointment of the PA/ PS, Hon'ble MP's signature is mandatory in the register kept in CPIC.

The following supporting documents i.e. duly filled in prescribed form along with Character Verification Form, Undertaking by Hon'ble MP, two self-attested copies of Aadhaar {in case the applicant bears two addresses (Permanent & Correspondence), supporting documents for both the addresses, old PA Pass (in case of renewal/ change of PA) and one Passport size photograph are required. Entry Pass will be issued to PA/PSs only after verification of documents.

Hon'ble Members are requested to direct their drivers and PA/PSs to comply with security and traffic regulations. The drivers may also be directed to strictly adhere to designated circulation routes and park their vehicles at the specified parking areas.

Kind co-operation of Hon'ble Members is solicited.

No. 434

Parliament Security Service

Access Control of Vehicles

Modern Security Gadgets are installed in the vicinity of Iron Gates within the Parliament House Estate. These security gadgets, equipped with safety features, are designed to allow access to LMV-NT vehicles viz. Motor Cars, Jeeps, SUVs only. As an additional security feature, Radio Frequency Tags have been issued to all authorized vehicles and accordingly, access control of vehicles is regulated through RF Readers installed at the locations. To ensure safety and security of Members of Parliament, vehicles other than those in LMV-NT category viz. Motor Cars, Jeeps, SUVs (carrying authorized Car Parking Label and Radio Frequency Tag), will not be permitted to enter through Iron Gates of Parliament House Estate.

Kind co-operation of Members is solicited.

No. 435

Parliament Security Service

**Functioning of Reception Office and Centralised Pass Issue Cell
in Sansad Bhavan**

Hon'ble Members are informed that the Reception office and Centralised Pass Issue Cell (CPIC) Counters will remain functional at North Utility Block at Red Cross Road and South Utility Block of the Sansad Bhavan at Raisina Road (Opposite Rail Bhavan). The Reception Office and CPIC can be approached through roundabout at Rail Bhavan Red Cross Road & Raisina Road. This is in addition to the already existing arrangements in Parliament House Complex.

Kind co-operation of Hon'ble Members is solicited.

No. 436

Parliament Security Service

Guidelines for Operation of Security Gadgets in Parliament Estate

1. Modern Security Gadgets have been installed in the Parliament House Complex to restrict unauthorized entry.
2. A distance of at least five feet between two vehicles may be maintained while crossing the Boom Barrier as the system allows clearance of only one vehicle at a time. In case any vehicle accidentally hits the Boom Barrier, the driver must **STOP** the vehicle immediately.
3. Kindly adhere to the speed limits displayed at appropriate locations while entering through security gadgets. Members are requested to brief their drivers accordingly.

4. Occupants of vehicles are to be identified at the second Boom Barrier. Members are accordingly requested to stop for checking at Boom Barrier-II.
5. It may be ensured that the speed of the vehicle does not exceed 10 kmph till the vehicle crosses the last gadget at the Iron Gates. The gadgets are designed in such a manner that they may get activated immediately in an emergency. In case the speed of vehicles exceeds the speed limit of 10 kmph, it may be difficult for the person driving the vehicle to bring the vehicle to a safe halt. **Impact against the Tyre Killers and Road Blockers can cause serious damage to the vehicle and injuries to the occupants.**
6. Security Power Fence (SPF) has been installed in the entire perimeter of PH Complex. The power fence will give a deterrent shock (as per internationally permissible standards) to any person coming in contact with the fence. Kindly avoid coming close to the power fence.
7. In case Bollards are being lowered for giving passage to bigger vehicles, the vehicles, which are following such big vehicles, should wait till the Bollards are fully raised and clearance given by the security official at the spot.
8. Pedestrians are requested not to walk over the security gadgets which are installed on road. It may cause grievous hurt in case of sudden activation.
9. Walking on foot behind a vehicle crossing a Boom Barrier is dangerous. The Boom will suddenly hit the person, once the vehicle cross the Boom Barrier. Use only pedestrian path near Boom Barrier.
10. Hon'ble Members are requested to keep Alarm / Reminder Tones of their mobile phones in OFF mode to maintain the decorum in the House and as a consideration to fellow members.

Kind co-operation of Hon'ble Members is solicited.

No. 437

Parliament Security Service

Entry Regulations in the Sansad Bhavan

The entry regulations in the Sansad Bhavan will be as under:

MAKAR DWAR : **Hon'ble Members of Parliament**
(Opposite Building Gate No. 1 Samvidhan Sadan)

GAJ DWAR : **Ceremonial Gate/VVIP Gate**
(Towards Iron Gate No. 2)

HANS DWAR (Near North Utility Block adjacent to Red Cross Road)	:	Hon'ble Speaker/Ministers/MPs
GARUD DWAR (Towards round about Rail Bhawan)	:	Officials,Media,Visitors coming to Lok Sabha Galleries and Material gate
SHARDUL DWAR (Near South Utility Block adjacent to Raisina Road)	:	Hon'ble Ministers/MPs/Officials/Media and Visitors coming to Rajya Sabha Galleries
ASHVA DWAR (Towards Iron Gate No. 1)	:	Hon'ble Chairman/ Deputy Chairman, Rajya Sabha

Entry in the Sansad Bhavan is regulated according to Rules and Directions issued by the Hon'ble Speaker from time to time. No person without a valid pass is allowed to gain entry even accompanied by Hon'ble Members of Parliament. This is an essential requirement in the interest of the security of Hon'ble Members of Parliament and PH Estate.

Kind cooperation of Hon'ble Members is solicited.

No. 438

Parliament Security Service

Show Round of Visitors to Parliament House during Inter-Session Period

The Show Rounds of Parliament House to the visitors will be arranged as usual on all working days during *Inter-Session* period between 1030 hrs. and 1730 hrs. except during weekend, Gazetted Holidays and 05 working days prior to the commencement of the Session due to administrative and security concerns. During inter-session period Group Show round are restricted to maximum 50 persons in one requisition and request for the same should reach 3 working days prior to the visit for verification of antecedents. Show round will not be conducted if the verification is not received or received with adverse remarks. Show rounds are restricted 05 days before the commencement of the Session till the adjournment *sine die* of the Session.

Kind co-operation of Members is solicited.

No. 439

Parliament Security Service

Issue of Visitors' Gallery Passes during Session Period

Hon'ble Members are informed that total five (5) visitors' passes per member per day will be issued and only 02 visitors in a single time slot will be accommodated due to limited seating arrangements in the public gallery during the proceedings of Lok Sabha.

1. Members are requested to provide correct addresses, contact numbers, copies of the Aadhar card of the guests/visitors with the application form for issuing of public gallery passes.
2. Members of Parliament are requested to send the request of sponsored visitors/ guests at least three (3) working days before their scheduled visit for verification.

3. Passes are issued on first cum first served basis as the seating capacity in the visitor gallery is limited.
4. Group passes and same day passes for the Visitors' Galleries are discontinued due to security reasons.
5. Gallery Passes will be issued subject to the completion of verification of character and antecedents through local police/state police. Passes will not be issued in the absence of verification or in case of an adverse remark. All visitors will be subjected to thorough security checks as per norms.
6. Members may avail of the online mode of application for issue of Gallery Passes by accessing <https://darshan.sansad.in> and login through members login credentials followed by steps mentioned therein. In case of any difficulty in accessing the portal, Members may kindly contact (i) Shri Divyansh Sharma: 9560 924 942 and (ii) Shri Dheeraj Chamyal: 9717 494 836.
7. Members may also avail offline mode of application by downloading Public Gallery (Visitors Card) applicant form from <https://sansad.in/ls/download>. Gallery passes forms are also available at CPIC, North Utility Block at Red Cross Road and South Utility Block at Raisina Raod. **However, the visitors are allowed entry from South Utility Reception only.**

STEPS INVOLVED IN ONLINE APPLICATION AND ACCESS OF VISITOR'S PROTOCOL IN THE VISITORS' MANAGEMENT SYSTEM

1. QR Code Approval:

Upon approval of Lok Sabha/ Rajya Sabha Visitors' Gallery visit, the visitor will receive a QR code on his/her mobile phone, as entered in the online application form.

2. Visit Day Protocol:

On the day of scheduled visit, the visitor will present the QR code (hard copy to be arranged by visitor) at the respective Lok Sabha / Rajya Sabha counter at the South Utility Reception along with original Aadhar card for spot verification.

3. Verification and Smart Visitors' Gallery Card Issuance:

After verification of credentials by the Reception Officer, the Issuing Authority at the Reception Counter will take a biometric impression & photograph of the visitor and issue a Smart Visitors' Gallery Card to the visitor.

4. Access to Visitors' Gallery with Smart Card:

To access the Lok Sabha/Rajya Sabha Visitors' Gallery, the visitor will be required to tap the Smart Visitors' Gallery Card and submit their Biometric impression simultaneously at each Flap Barrier along the designated route.

5. Smart Visitors' Gallery Card Deposit during Exit :

Upon completion of the visit, the visitor will proceed to the exit gate at the South Utility Block and tap the Smart Visitors' Gallery Card at the exit point Flap Barrier to gain exit. The Smart Visitors' Gallery Card must be compulsorily handed over to the Security Officer deployed at the Exit Gate.

6. Non-deposition of Smart Visitors' Gallery Card :

Failure to hand over the Smart Visitors' Gallery Card upon completion of the visit may lead to permanent debarment of the visitor from entering the Parliament House precincts.

Kind co-operation of the Hon'ble members is solicited.

Simultaneous Interpretation Facility in Lok Sabha

As per the Direction by the Speaker, Lok Sabha, Members may speak in the 'House' in any of the following 22 languages listed in Eighth Schedule to the Constitution of India:

1. Assamese
2. Bengali
3. Bodo
4. Dogri
5. Gujarati
6. Hindi
7. Kannada
8. Kashmiri
9. Konkani
10. Maithili
11. Malayalam
12. Manipuri
13. Marathi
14. Nepali
15. Odia
16. Punjabi
17. Sanskrit
18. Santhali
19. Sindhi
20. Tamil
21. Telugu
22. Urdu

Members can speak in Assamese, Bengali, Gujarati, Hindi, Kannada, Malayalam, Marathi, Odia, Punjabi, Tamil and Telugu without giving any prior notice. Members are required to give at least half-an-hour notice in advance for speaking in Bodo, Maithili, Manipuri, Nepali and Urdu to the officer at the Table in order to enable the Interpreter concerned to take position in the Interpreters' Booth. However, for Dogri, Kashmiri, Konkani, Sanskrit, Santhali and Sindhi, a minimum of 24 hours advance notice is required to make arrangements as the Interpreters for these languages are engaged on assignment basis.

UTPAL KUMAR SINGH
Secretary General