

**COMMITTEE  
ON  
PAPERS LAID ON THE TABLE  
(1993-94)**

**(TENTH LOK SABHA)**

**FIFTEENTH REPORT**

*[Action taken by Government on the recommendations/observations made by the Committee on Papers Laid on the Table in their Second, Third, Fourth, Fifth and Sixth Reports (Tenth Lok Sabha)]*

*(Presented on 15 December, 1994)*



**LOK SABHA SECRETARIAT  
NEW DELHI**

*November, 1994/Agrahayana, 1916 (Saka)*

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**PERSONNEL OF THE COMMITTEE ON PAPERS LAID  
ON THE TABLE OF LOK SABHA (1993-94)**

- Shri T.J. Anjalose — *Chairman*
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  3. Shri Pankaj Chaudhari
  4. Shri Chhotey Lal
  5. Shri M. Krishnaswamy
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**SECRETARIAT**

1. Shri G.C. Malhotra — *Joint Secretary*
2. Shri Ram Autar Ram — *Deputy Secretary*
3. Shri J.P. Jain — *Under Secretary*

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\*Nominated w.e.f. 19.3.1994 vice Shri Chhedi Paswan resigned.

## INTRODUCTION

I, the Chairman of the Committee on Papers Laid on the Table, having been authorised by the Committee to present the Report on their behalf, present this Fifteenth Report on the Action Taken or proposed to be taken by Government on certain recommendations/observations of the Committee on Papers Laid on the Table made in their Second, Third, Fourth, Fifth and Sixth Reports (Tenth Lok Sabha).

2. The Committee considered and adopted this Report at their sitting held on 30 November, 1994.

NEW DELHI;  
November 30, 1994  
*Agrahayana 9, 1916 (Saka)*

T.J. ANJALOSE,  
*Chairman,*  
*Committee on Papers Laid on the Table.*

## **REPORT**

### **\*ACTION TAKEN BY GOVERNMENT ON THE RECOMMENDATIONS/OBSERVATIONS MADE BY THE COMMITTEE ON PAPERS LAID ON THE TABLE IN THEIR SECOND, THIRD, FOURTH, FIFTH AND SIXTH REPORTS (TENTH LOK SABHA)**

The recommendations/observations made by the Committee on Papers Laid on the Table in their Second, Third, Fourth, Fifth and Sixth Reports (Tenth Lok Sabha) and the action taken replies thereto furnished by the Government have been given in Appendix to this Report.

2. The Committee are happy to note that all the recommendations contained in the aforesaid reports of the Committee have been accepted for implementation. The Committee trust that effective steps will be taken by the Ministries concerned to ensure that in future there is no delay in laying on the Table of the House the Annual Reports and Audited Accounts of the organisations under their administrative control.

NEW DELHI;  
*November 30, 1994*

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*Agrahayana 9, 1916 (Saka)*

T.J. ANJALOSE,  
*Chairman,*  
*Committee on Papers Laid*  
*on the Table.*

## APPENDIX

[Vide paragraph 1 of the Report]

*Statement showing action taken by Government on the recommendations/ observations of the Committee on Papers Laid on the Table made in their Second Report (Tenth Lok Sabha)*

### Recommendations

The Committee note that the Annual Report and Audited Accounts of the National Institute of Hydrology, Roorkee for the year 1987-88 were laid on the Table of Lok Sabha after a delay of about 12 months. These documents for the subsequent year 1988-89 were laid with the delay of about 4 months and those for the year 1989-90 which were required to be laid by 31 December, 1990 are yet to be laid. The Committee note that the delay is of the recurring nature. The Committee express their strong displeasure over the recurring nature of such delay and observe that the recommendations contained in para 3.5 of their First Report (Fifth Lok Sabha) presented to the House on 8 March, 1976 has not been given due importance by the Ministry of Water Resources and the Institute has been allowed to take their own time in finalising their Annual Reports and Accounts. The Committee, therefore, reiterate their aforesaid recommendation which stipulates a period of 9 months from the close of the accounting year for laying of the required documents before Parliament. The Committee would like to emphasise that the delays in laying of the Annual Reports and Audited Accounts of the organisation deprives the Members of Parliament of the opportunity to have an access to those documents in time to evaluate the performance and activities of the organisation, appropriation of funds provided to it and suggest remedial measures in case of shortcomings, if any.

From the information furnished by the Ministry of Water Resources, the Committee find that after receipt of the Audit Report from Auditors, the Institute took about 11 months in holding the Annual General Meeting for approval of their Annual Report and Audited Accounts for the year 1987-88. The argument advanced by the Ministry that their Minister who happens to be the President of the NIH Society decided to hold the meeting on 9 March, 1989 instead of the suggested date in September-October, 1988, is not convincing. In this connection, the Committee note that the following provisions of Rule 20(a) of the Memorandum of Association and Rules and Regulations of the National Institute of Hydrology, Roorkee:—

“The President shall preside over all meetings of the Society. In his absence the Vice-President shall preside over the meetings of the

Society. In the absence of the President and Vice-President, the members present shall choose one from amongst themselves to be the Chairman of the meeting of the Society."

The Committee feel that the Institute have not adhered to their rules for holding the Annual General Meeting. Had they been vigilant and had followed the aforementioned provisions, the delay in holding AGMs could have been minimised to a great extent. The Committee are constrained to observe that it is of no use framing the rules without adhering to it. The Committee trust that the Ministry of Water Resources would keep a careful watch and would ensure that the Annual General Meetings of the Institute are held immediately after receipt of the Audit Reports with a view to see that the delay on this account is eliminated.

[Paras 1.7 and 1.8 of Second Report (Tenth Lok Sabha)]

#### Reply of the Government

The Ministry of Water Resources apologises for the delay in laying of the Annual Reports and Audited Accounts of National Institute of Hydrology for the year 1987-88 and subsequent years on the Table of both the Houses of Parliament. The Ministry has now decided to monitor the progress of Annual Report and Audited Accounts of National Institute of Hydrology at regular intervals so as to ensure that such delays do not occur in future.

[Vide Ministry of Water Resources O.M. No. 11/30/92-E. II dated 24.8.92]

#### Recommendation

The Committee are unhappy to note that the Audited Accounts and Audit Report thereon of Narmada Control Authority for the year 1988-89 were laid on the Table of the Lok Sabha on 8.8.1990, after a delay of about 7 months, and that too without the Review and a statement explaining the reasons for delay in laying the Audited Accounts. The Audited Accounts and Audit Report thereon of the Authority for the subsequent year 1989-90 were laid again after a delay of about 8½ months.

The Committee find from the subsequent information furnished by the Ministry of Water Resources in respect of the documents for the year 1988-89 that the delay took place in furnishing of audit report by the auditors, translation and printing of the report and accounts. The Committee are constrained to observe that the same reasons have been advanced for the delay in the laying of the documents every year without explaining adequately the reasons for the delay of each stage and the remedial measures taken in this regard. The Committee feel that neither the Authority nor the Ministry had taken up the matter seriously with the Principal Director of audit to see that the audit report was submitted to them in time.

[Paras 2.7 & 2.8 of Second Report (Tenth Lok Sabha)]

### Reply of the Government

The delay in the laying of Annual Report & Audited Accounts of Narmada Control Authority for the years 1988-89 and 1989-90 was due to delay in receipt of Audit Certificate of the audit authorities which is beyond the control of Narmada Control Authority, is regretted. Action is being taken to ensure that the accounts of Narmada Control Authority are audited in time and Audit Certificate obtained well in time so as to enable the Authority to place its Annual Report on the Table of Lok Sabha and Rajya Sabha before 31st December of each year. In this connection, a communication has been addressed to Accountant General (Audit-I) Madhya Pradesh, Bhopal.

[Vide Ministry of Water Resources O.M. No. 5/10/90-PP dated 29.7.1992]

#### Recommendation

The Committee recommend that the Ministry of Water Resources should take up the matter with the audit authorities. The Committee also see no reason why the Annual Report of the Authority which is prepared on water year basis (i.e. from 1st July to 30th June) cannot be prepared and laid on the Table of the Lok Sabha alongwith the audited accounts for the financial year by 31st December each year. The Ministry should ensure that in future the Annual Report and Audited Accounts of the Authority are laid on the Table of the House within 9 months of the close of the accounting year. Clause 10 of S.O. No. 770(E) dated 10.9.1980 which permit laying of the Annual Report upto end of the June next year may also be amended to this effect if considered necessary.

[Para 2.9 of Second Report (Tenth Lok Sabha)]

### Reply of the Government

Efforts are being made to see that the Annual Report of Narmada Control Authority are laid on the Table of Parliament every year on time i.e. before the end of December each year. The target could not be achieved in the past due to lack of adequate staff in Narmada Control Authority. An all out effort is being made to fill up the existing vacancies in a time bound manner.

The Authority in its 37th meeting held on 11.01.91 decided that its Annual Reports in future shall conform to the financial year (1st April—31st March) against water year (1st July—30th June) as per clause 10 of the Notification of Ministry of Water Resources, S.O. 770(E). The amendment to this Notification is also being issued.

[Vide Ministry of Water Resources O.M. No. 5/10/90-PP dated 29.7.1992]

#### Recommendation

The Committee are unhappy to note that the Annual Report and Audited Accounts of the Bombay Dock Labour Board for the year 1988-89 were laid on the Table of the House after a delay of about 5 months. The Committee also find that these documents for the subsequent year 1989-90



were laid on the Lok Sabha on 12.7.1991 after a delay of about 6½ months.

It is revealed from the delay statement laid alongwith the report and from the subsequent information furnished by the Ministry of Surface Transport in respect of documents for the year 1988-89 that much of the delay was caused by delayed submission of replies by the Board to the audit queries and in getting the Annual Report and Audited Accounts adopted from the Board.

The Committee note that almost the same reasons have been advanced for the delay in laying the required documents for 1989-90 on the Table of Lok Sabha.

The Committee recommend that the Ministry of Surface Transport should take seriously the recurrence of delays in laying the Annual Report and Audited Accounts of the Board to ensure in future timely finalisation of the Annual Report and Audited Accounts by the Board and prompt submission of replies to queries from auditors. The Committee also suggest that Ministry, in consultation with the Board, should draw up a time bound programme for timely finalisation of each stages of the Report and accounts and lay them on the Table of the House within the prescribed time-limit of nine months of the close of the accounting years.

[Paras 3.7 to 3.10 of Second Report (Tenth Lok Sabha)]

#### Reply of the Government

Chairman, Bombay Dock Labour Board has been informed of the serious view taken by the Committee on Papers Laid of the Lok Sabha regarding the delay in laying the Annual Report and Audited Accounts of Bomaby Dock Labour Board for the years 1988-89 and 1989-90 on the Table of Lok Sabha. Regarding prescribing time schedule for laying the Annual Reports and Audited Accounts of Bombay Dock Labour Board within the prescribed time-limit, it is submitted that this Ministry has already prescribed a time schedule in consultation with Audit. A copy of the prescribed time schedule has been sent to Deputy Chairman, Bombay Dock Labour Board and he has been advised to adhere to the prescribed time-schedule so that the Annual Report and Audited Accounts of Bombay Dock Labour Board could be laid on the Table of Lok Sabha within the prescribed time-limit of 9 months of the close of the accounting years. He has also been advised against recurrence of such delays in future *vide* our D.O. Letter No. LB—17013/392—L.II dated 13.7.92.

[*Vide* Ministry of Surface Transport O.M. No. LB—17013/392—L.II dated 13.7.1992]

### Recommendation

The Committee are unhappy to note that the Annual Report and Audited Accounts of the National Centre for Management of Agricultural Extension (MANAGE), Hyderabad for the year 1988-89 were laid on the Table of Lok Sabha after a delay of about 7 months. These documents for the year 1990-91 were also laid on the Table of the House after a delay of about 2 months.

[Para 4.7 of 2nd Report (Tenth Lok Sabha)]

### Reply of the Government

Noted.

[Vide Ministry of Agriculture (Department of Agriculture & Cooperation) O.M. No. F—20-16/91—P7 dated 29-1-93]

### Recommendation

From the delay statement laid alongwith Annual Report of the Centre and subsequent information furnished by the Ministry of Agriculture (Department of Agriculture & Cooperation), the Committee find that the delay in respect of the documents for the year 1988-89 took place in the appointment of Statutory Auditors and furnishing of Audit Certificate by the Accountant General, Andhra Pradesh.

[Para 4.8 of 2nd Report (10th Lok Sabha)]

### Reply of the Government

The observations of the Committee are noted and also have been sent to AG (Audit-I) A.P., Hyderabad for information.

[Vide Ministry of Agriculture (Department of Agriculture and Cooperation) O.M. No. F.20—16/91—PT dated 29-1-93]

### Recommendation

The Committee feel that had timely action been taken to approach C & AG in the matter of appointment of Auditors and the matter would have been pursued actively with the Audit Certificate much of the delay in laying of the documents on the Table of Lok Sabha could have been avoided.

[Para 4.9 of the Report (Tenth Lok Sabha)]

### Reply of the Government

Views of Committee noted.

[Vide Ministry of Agriculture (Department of Agriculture & Cooperation) O.M. No. F.20—16/91—PT dated 29-1-93]

### Recommendation

The Committee trust that the Ministry of Agriculture (Department of Agriculture and Cooperation) would seriously monitor each stages of finalisation of Annual Reports and Audited Accounts and ensure that these would be submitted in future well within nine months of the close of the accounting year for placing before the Parliament.

[Para 4.10 of 2nd Report (Tenth Lok Sabha)]

### Reply of the Government

The views of the Committee on Papers Laid have been noted. Director MANAGE has been directed to ensure that documents to be laid on the Table of Lok Sabha are submitted well within the time in the Ministry so that the time schedule laid down is strictly adhered to.

[Vide Ministry of Agriculture (Department of Agriculture and Cooperation) O.M. No. F.20—16/91—PT dated 29-1-93]

### Recommendations

The Committee are distressed to note that the Annual Reports and Audited Accounts of the Jammu and Kashmir Horticulture Produce Marketing and Processing Corporation Ltd., Srinagar for the years 1981-82, 1982-83 and 1983-84 were laid on the Table of the House after a delay of about 7 years 4 months, 6 years 4 months and 5 years 4 months respectively. The Committee find from the statement laid by the Ministry of Agriculture that the delay took place mainly in compilation of accounts due to lack of trained manpower. Lack of translation facilities in the organisation and prevailing disturbed conditions are also stated to have contributed towards the delay. The Annual Reports and Audited Accounts of the organisation for the subsequent 7 years from 1984-85 to 1990-91 have not been laid so far. The Committee also note that a firm of Chartered Accountants for finalisation of the accounts for the years in arrear has been engaged and the organisation has been advised by the Ministry of Agriculture (Deptt. of Rural Development) to adhere to the time-limits laid down for the purpose.

The Committee are not satisfied with the reasons adduced by the Ministry and recommend that the Ministry might take up the matter and pursue with both the organisation and the State Government of Jammu and Kashmir at the highest level to expedite clearance of the huge arrears of its reports. The Committee would like the Ministry of Agriculture to apprise the Committee of the action taken from time to time in this behalf and the progress made in clearance of the arrears of Annual Reports and Accounts of the Corporation.

[Paras 5.6 and 5.7 of 2nd Report (Tenth Lok Sabha)]

### Reply of the Government

This Ministry has been constantly pursuing the matter with both the Jammu and Kashmir Horticultural Produce Marketing and Processing Corporation and the State Government of Jammu and Kashmir. The matter was taken up with the State Government at the Chief Secretary's level thrice in February, 1991, December, 1991 and May, 1992. In response to the first letter the Jammu and Kashmir Government had given a time schedule for clearance of the arrears upto 1988-89 by December, 1991. The Ministry has, however, received the Annual Report and Audited Accounts for the year 1984-85 only which has since been forwarded to the Lok Sabha Secretariat on 10th July, 1992 for being placed on the Table of the House.

The Chief Secretary, Government of Jammu and Kashmir in his communication of June, 1992 has informed this Ministry that the time schedule given by the Corporation for completion of the reports upto 1988-89 was unrealistic, not because of lack of serious efforts on the part of the Corporation but due to procedures involved. The conditions in the Valley are such that even the staff of the Chartered Accountants entrusted with the task of carrying out the internal and statutory audit have left the Valley for Delhi. The records pertaining to accounts have, therefore, to be passed on to them from Srinagar to Delhi. Any points requiring clarification take a long time to resolve because the Officers of the Corporation have to come down from the Valley to Delhi. Consequently, the accounts for the year 1985-86 which were passed on to the statutory auditors in July, 1991 could be completed by them only in April, 1992. These accounts are now being audited by the CAG. There have also been difficulties in appointment of the statutory auditors. The CAG who was requested to appoint statutory auditor for the years 1986-87 onwards in December, 1989 had informed the Corporation that this would be done only after the accounts for 1985-86 are completed. Since the accounts for 1985-86 are now nearing completion, the Corporation has again requested CAG for appointment of statutory auditor for the years 1986-87 onwards. The Chief Secretary has, however, informed the Ministry that he is requesting the Additional Chief Secretary (Agriculture) to keep the matter under his constant review and ensure that the work progresses at the best pace achievable under the prevailing conditions.

This Ministry will continue to press the matter both with the Corporation as well as the State Government of Jammu and Kashmir.

[Vide Ministry of Rural Development U.O. No. H—11015/1/92—M, II, dated 30.7.1992]

### Recommendation

The Committee are concerned to note that the Annual Report and Audited Accounts of the Nehru Memorial Museum and Library for the years 1987-88 and 1988-89 were laid on the Table of the House after a

delay of about 16 months and 8½ months respectively and those for the years 1989-90 and 1990-91, which were due for being laid by 31st December, 1990 and 1991, have not yet been laid.

The Committee find from the replies furnished in respect of the documents for the year 1987-88 that about 4 months were taken in auditing of the accounts as against 3 months prescribed for the purpose by the Committee. Further an unduly long time of 8 months was taken to get the accounts adopted from the Governing Body of the Library. There was further delay of about 7 months by the Ministry in laying of the Report on the Table of the House after their receipt from the Library which can hardly be justified. The Committee are constrained to observe that neither the Ministry of Human Resource Development nor the Library have taken up seriously the question of timely completion of auditing of accounts and furnishing of audit report thereon by auditors.

From the delay statement laid alongwith Annual Report for the year 1988-89, the Committee notice that the delay had again taken place in getting the Annual Accounts audited from the Auditors and in laying the Annual Report and Accounts by the Ministry after receiving them from the Library. The Committee are constrained to observe that the Ministry have failed to realise the importance of laying the documents on the Table of the House within the prescribed time limit.

The Committee recommend that the Ministry in consultation with the organisation should draw up a time schedule for each stage within the scheduled time limit should be watched at sufficiently higher levels both in the Library and the Ministry to ensure that in future the required documents are available for being laid in the House within nine months of the close of the relevant accounting years.

[Paras 6.5 to 6.8 of 2nd Report (Tenth Lok Sabha)]

#### Reply of the Government

Nehru Memorial Museum & Library, an autonomous organisation under the administrative control of this Department had been instructed to adopt the following time schedule for each stage of finalisation of Annual Report and Accounts:

- |   |                   |
|---|-------------------|
| (i) Supply of copies of the Annual Accounts to the Audit; | Uptil 30th April  |
| (ii) Date of discussion of Inspection Report;             | Uptil June        |
| (iii) Date/Month for reply of draft audit Report;         | Uptil Mid of July |
| (iv) Date of issue of final audit report;                 | End of July       |

- (v) Date of adoption/approval by **Mid of August**  
Nehru Memorial Museum & Library,  
New Delhi;
- (vi) Submission to the Department **End of August**  
of Culture (Printed version of  
Reports etc.).

All possible measures will be taken for observing this schedule.

[Vide Ministry of Human Resource Development, Department of Culture  
G.M. No. F.10-3/93-C&M dated 18th March, 1993.]

*Statement showing action taken by Government on the recommendations/  
conclusions of the Committee on papers laid on the table in their Third  
Report (Tenth Lok Sabha)*

#### Recommendation

The Committee are unhappy to note that the Annual Report and Audited Accounts of the Indian Law Institute for the years 1987-88, 1988-89, 1989-90 and 1990-91 were laid on the Table of the House on 29 December, 1989, 11.5.1990, 6.9.1991 and 31.3.1992 after a delay of about 9 months, 1½ months, 5 months and 3 months respectively.

From the delay statements laid on the Table of the House alongwith the Reports of the Institute, it is revealed that in respect of the documents for the year 1987-88 about 4 months were taken in compilation of accounts as against 3 months prescribed by the Committee and 1½ months were taken in getting these Audited Accounts approved at the Annual General Meeting. Thereafter, the Ministry of Law and Justice had taken about 10 months to get these documents corrected and revised by the Institute. As for the year 1988-89 the delay was again due to the need for re-conciliation of discrepancies found in the Annual Report of the Institute. For the year 1989-90 the delay took place in getting the Annual Report and Audited Accounts approved from the Governing Council of the Institute. In respect of these documents for the year 1990 91 the delay of about 3 months was again due to the need for seeking clarification by the Ministry from the Institute.

The Committee feel that neither the Institute nor the Ministry of Law and Justice have paid due attention to ensure timely and correct preparation of the Annual Reports and Audited Accounts. They are not convinced with the more or less same reasons for the delay in laying the Report year after year. The Committee recommend that the Ministry in consultation with the Institute should draw up a time schedule for the finalisation of the Reports to ensure that in future the Reports of the Institute are laid within the prescribed period of nine months.

[Paras 1.7 to 1.9 of Third Report (Tenth Lok Sabha)]

### **Reply of the Government**

The recommendation of the Committee that the Ministry of Law and Justice should ensure that there is no undue delay in laying the annual reports and audited accounts on the Table of Parliament has been noted for strict compliance in future. Instructions have been issued to the Indian Law Institute that they should so arrange their affairs that their annual reports and audited accounts, duly adopted by their Governing Council should be forwarded to Government within six months from the close of the financial year of the Institute, in order to enable Government to review their performance before processing them for laying before Parliament.

As regards the recommendation of the Committee that the Ministry in consultation with the Institute should draw up a time-schedule for finalisation of the Reports to ensure that in future the Reports of the Institute are laid within the prescribed period of nine months, the Ministry has, in consultation with the Institute, drawn up the following time-schedule for future:

- (a) Finalisation of Accounts by 15th May.
- (b) Completion of Audit of Accounts by 30th June.
- (c) Approval of Accounts, Auditor's Report and Annual Report of the Institute by the Finance Committee, Executive Committee and Governing Council of the Institute and submission thereof to the Law Ministry by 30th September.
- (d) Processing of the Annual Report & Accounts by the Ministry for laying before Parliament during the Winter Session of Parliament.

The Institute has been instructed to adhere to this time-schedule strictly in future.

[Vide Ministry of Law, Justice and Company Affairs O.M. No. G. 25014/4/92-Adm. III (LA) dated 30.11.1992]

#### **Recommendation**

The Committee recommend that the Ministry in consultation with the University should chalk-out a time schedule for timely finalisation of each stage of the Annual Reports and Audited Accounts and for furnishing them to the Ministry so that these can be laid together in Parliament within the prescribed period of nine months.

[Para 2.10 of Third Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The Aligarh Muslim University was advised to chalk-out a time-bound programme for compilation and preparation of the Annual Report and Audited Accounts of the University so that these could be laid before Parliament within the prescribed period of nine months. The University

has accordingly informed the following time-bound programmes in respect of the Annual Report & Annual Accounts of the University:

*Annual Report*

S. No. Particulars of the work	Date fixed for completion of work
1. Collection of Materials/Data/Report from various University functionaries, faculties & Departments of Studies etc.	31st May
2. Compilation/Typing and Stenciling of Material for Annual Report	30th June
3. Hindi Translation/Typing of the Annual Report	31st August
4. Submission of Annual Report to the Executive Council for consideration and approval	30th September
5. Printing (both in Hindi & English) of the Annual Report	10th November
6. Submission of Annual Report to the Court	15th December
7. Submission of Annual Report to the Ministry	31st December

*Annual Accounts*

S. No. Particulars of the work	Date fixed for completion of work
1. Closing of Cash Books	15th April
2. Compilation of account	15th May
3. Annual adjustments	31st May
4. Receipt & Payment account	15th June
5. Commencement of the Inspection of account by the DA(CR) audit party	15th June
6. Income & Expenditure account	30th June
7. Balance sheet	15th July
8. Completion of audit of accounts by the DA(CR) audit party	31st August
9. Submission of draft audit report on the accounts by the DA(CR) audit party	15th September



10.	Submission of the comments of the University	15th October
11.	Issue of Final audit report (English Version)	31st October
12.	Issue of final audit report (Hindi Version)	15th November
13.	Binding of the accounts & audit report	30th November
14.	Submission of accounts & audit report to the Ministry	1st December

[Vide Ministry of Human Resource Development Deptt. of Education)  
O.M. No. F.3-31/92-Desk(U) dated 18.2.1993]

#### **Recommendation**

The Committee are distressed to note that the Annual Reports and Audited Accounts of the Rashtriya Sanskrit Sansthan, New Delhi for the years 1987-88, 1988-89 and 1989-90 were laid on the Table of the House on 26th March, 1990, 5th May, 1992 and 12th May, 1992 after abnormal delays ranging from 28 months to 15 months. The Ministry of Human Resource Development (Department of Education) did not lay the 'Review' alongwith the documents during the aforesaid 3 years as per requirement.

[Para 3.9 of Third Report (Tenth Lok Sabha)].

#### **Reply of the Government**

The reason for delay in presenting the report has already been mentioned in the delay statement while placing it before the Parliament. The review could not be sent alongwith the reports due to oversight. The 'Review' will, however, be placed alongwith the report to the Parliament from the year 1990-91 onwards regularly. It may, however, be stated that Annual Accounts for 1987-88 were laid on the Table of the House on 9.5.1989 vide Ministry of Human Resource Development O.M. No.26-17/88-SKT. I dated 9.5.1989 and not on 26.3.1990.

[Vide Ministry of Human Resource Development (Department of Education) O.M. No. F.26-8/91-SK.I dated 22.10.92]

#### **Recommendation**

The Committee are concerned to find from the delay statement and subsequent information furnished by the Ministry that during the year 1987-88 much of the delay took place in (i) compilation of accounts (ii) furnishing Audit Report (Hindi version) by the auditors (iii) and getting the finalised Annual Report and Audited Accounts approved from the General Body of the Sansthan. During the subsequent years 1988-89 and 1989-90 the delay was again at the same stages of compilation of accounts, furnishing of the final Audited Report by the auditors and getting the finalised documents approved from Artha Samiti Shasi Parishad

of the Sansthan. The recurrence of delays year after year at the same stages indicate that neither the Ministry of Human Resource Development nor the Sansthan made sincere efforts to ensure timely laying of the Annual Reports and Audited Accounts in Lok Sabha. The Committee take a serious view of the failure on the part of the Ministry to lay a "Review" detailing the activities and performance of the Sansthan during any of the aforesaid 3 years. It is even more regrettable that inspite of having accepted recommendations made by the Committee in their 16th Report (7th Lok Sabha), the Ministry of Human Resource Development (Department of Education) had failed to implement the recommendations. The Committee further regret to observe that the Annual Report and Audited Accounts of the Sansthan, for the year 1990-91 which were due for being laid by 31st December, 1991 have so far not been laid. The Committee recommend that the Ministry should advise the Sansthan to chalk out a time bound programme to clear the arrear for the year 1990-91 without further delay. The Committee trust that the Ministry could have the aforementioned recommendations the Committee contained in 16th Report (7th Lok Sabha) implemented and the different stages involved in finalisation of the Annual Reports and Accounts monitored strictly both in the Ministry and Sansthan to prevent recurrence of delays, in future.

[Para 3.10 of Third Report (Tenth Lok Sabha)]

#### **Reply of the Government**

To ensure speedy finalisation of accounts, the Sansthan had already chalked out a time bound programme for preparation of accounts for its headquarter and its Vidyapeetha as under:—

- (i) Compilation of accounts by 30th April
- (ii) Submission of accounts to local audit by 1st week of the month of May.
- (iii) Local audit be requested to send their draft audit report by 31st July.

On receipt of Audited Accounts for the Units necessary consolidation will be made at Headquarters expeditiously so as to get them audited and placed on the Table of the House by 31st December.

Both the reports, the audited accounts and the Annual report for the year 1990-91 will be placed before the Parliament in its next session.

[Vide Ministry of Human Resource Development (Department of Education) O.M. No. F.26-8/91-SK.I dated 22.10.92]

#### **Recommendation**

The Ministry should invariably lay a Review detailing the activities and performance of the organisation alongwith the Annual Report and Audited Accounts as and when they are laid on the Table of the Lok Sabha as per recommendations of the Committee on Papers Laid contained in paras 3.6,

3.7 and 3.8 of their Second Report (6th Lok Sabha) presented to Lok Sabha on 22.12.1972.

[Para 3.11 of Third Report (Tenth Lok Sabha)]

**Reply of the Government**

'Review' report will be sent alongwith the Annual Report in future regularly.

[Vide Ministry of Human Resource Development (Department of Education) O.M. No. F.26-8/91-SK.I dated 22.10.1992]

**Recommendation**

The Committee regret to find from the delay statements and information furnished by the Ministry of Defence that much of the delay during the last three years took place in auditing of the accounts of the Institute by the Accountant General, U.P. and in getting the Audited Accounts approved from the executive Council of the Institute. The Committee, however, note that the Accountant General, U.P. has now drawn up, on the suggestion of the Ministry, a time schedule for auditing the accounts of the Institute from the year 1991-92 onwards in the first week of May every year to prevent delay in auditing. The Committee, further note the advice of the Ministry to the principal of the Institute to keep the accounts compiled and ready for auditing by the first week of May every year. The Committee however, do not see any reason why the Institute should take long time in getting the finalised Audited Accounts approved from the Executive Council when it is being done every year by way of circulation of the accounts to the president and vice-president of the Executive Council of the Institute. The Committee trust that the time schedule drawn up by Accountant General, U.P. for timely auditing of the accounts would be monitored properly to prevent recurrence of delay, in future.

[Para 4.8 of Third Report (Tenth Lok Sabha)]

**Reply of the Government**

Approval of all the members of the Executive Council of the Institute ~~can not~~ only the President and the Vice-President of the Institute) is necessary and a fortnight's time is given for receipt of their comments, if any. However, it shall be ensured that there is no delay in obtaining the approval of the Executive Council after the receipt of the Audit Report.

The time schedule drawn up by the Accountant General, U.P. for timely auditing of the accounts will be monitored by the Principal of the Institute regularly to prevent recurrence of delays in future. The importance and necessity of doing so has again been emphasized to the Principal.

[Vide Ministry of Defence O.M. No. 1(9)/92-FMI dated 7.9.1992]

### **Recommendation**

The Committee note that the Annual Report and Audited Accounts of the Indian Institute of Geomagnetism, Bombay, for the year 1988-89 were laid on the Table of the House after a delay of about 8½ months and that too without laying a statement explaining the reasons therefor as per requirement. The Committee note from the information furnished by the Ministry of Science & Technology that much of the delay took place in complication of accounts by the Institute and on the part of the Ministry for processing and laying the documents after their receipt in the Ministry. In their opinion, the Ministry should not have taken an unduly long period of 4½ months to prepare the Review and get the documents authenticated for being laid in Lok Sabha. They also take a serious view of the failure on the part of the Ministry to lay of the statement explaining the reasons for the delay in laying these documents before Parliament.

[Para 5.5 of Third Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The Committee has opined that the Ministry should not have taken an undue long period of 4½ months to prepare the report and get the document authenticated for being laid in the Lok Sabha. The delay is deeply regretted. The Annual Report and Audited Accounts were approved by the Governing Council of the Indian Institute of Geomagnetism, Bombay in March, 1990. As sufficient number of copies were received in May, 1990, the Ministry could place in the Lok Sabha in the ensuing session in August, 1990?

[Vide Ministry of Science & Technology (Department of Science & Technology) O.M.No. SP/IIG/010/92 dated 21.10.93]

### **Recommendation**

The Committee, however, note that the Annual Reports and Audited Accounts of the Institute for the subsequent years 1989-90 and 1990-91 were laid without much delay. The Committee desire that the Ministry should closely monitor the time schedule for finalisation of the requisite Annual Reports and Audited Accounts by the Institute to ensure the timely laying of these documents, in future also. Further, whenever there is delay in laying the documents, the Ministry should invariably lay a statement explaining the reasons therefor as per requirement.

[Para 5.6 of Third Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The Ministry is closely monitoring the laying of Annual Reports before Parliament. It is noted for compliance.

[Vide Ministry of Science & Technology (Department of Science & Technology) O.M. No. SP/IIG/010/92 dated 21.10.93]

**Statement showing action taken by Government on the Recommendations / Conclusions of the Committee on ~~papers laid on the table~~ made in their Fourth Report (Tenth Lok Sabha)**

**Recommendations**

The Committee are concerned to note that the Annual Report and Audited Accounts of India Tea Restaurants Ltd. for the year 1987-88 were laid on the Table of the House on 28 May, 1990 after a delay of about 17 months. These documents for the subsequent years 1988-89 and 1989-90 were laid together on 12 July, 1991 after a delay of about 18½ months respectively.

The Committee find from the delay statements laid alongwith Annual Reports and Audited Accounts that an unduly long period of about 8 to 12 months was taken in compilation of accounts of the company for the years 1987-88, 1988-89 and 1989-90. About 7 months were taken in getting the Audited Accounts for the year 1987-88 approved from the Annual General Meeting of the Company. It is found that delay ranging from 4 months to 10 months have taken place in getting the documents translated and printed for the years 1987-88 to 1989-90. The delay of about 2 months in preparing the delay statement by the Company after sending the required reports to the Ministry of Commerce is hardly justified. The Committee, however, note that the Reports and Accounts of the Company for the year 1990-91 were laid on the Table of the House within the prescribed period of nine months. The Committee hope that there would be proper monitoring of the time schedule for the laying of the Annual Reports and Accounts both in the Company and the Ministry to avoid recurrence of the delays, in future.

[Paras 1.8 and 1.9 of Fourth Report (Tenth Lok Sabha)]

**Reply of the Government**

Observations of the Committee have been noted for future guidance. Timely laying of the reports is being monitored. All efforts are being made to lay the report for 1991-92 also within the prescribed period.

[Vide Ministry of Commerce, Deptt. of Commerce O.M. No. C-12018/1/89-Plant-A dated 10.12.1992]

**Recommendation**

The Committee are unhappy to note that the Annual Report and audited accounts of the National Institute for the Orthopaedically handicapped for the years 1988-89, 1989-90 and 1990-91 were laid on the Table of Lok Sabha on 29.8.1990, 12.3.91 and 27.2.92 after a delay of about 8 months, 2½ months and 2 months respectively.

From the delay statements and subsequent information furnished by the Ministry of Welfare in this connection the Committee find that during the

year 1988-89 much of the delay was caused in the appointment of statutory auditors for auditing and on the part of the Ministry in preparing the Review and delay statements for being laid in the Lok Sabha. During the year 1989-90 and 1990-91 the delay was caused in getting finalised Annual Reports and Audited Accounts of the Institute approved from the General Council of the Institute and in submitting them to the Ministry.

[Paras 2.7 and 2.8 of Fourth Report (Tenth Lok Sabha)]

#### **Reply of the Government**

Noted for further action. The Institute has been instructed to take action to get the annual accounts completed within the statutory date of 30th June each year and submit the report positively within the said date to the statutory Auditor (viz. The Principal Director of Audit, Central Calcutta) to enable them to take up the audit thereof on the 1st July in every year or immediately thereafter so that the Audited Annual Accounts duly vetted by the Comptroller and Auditor General of India are received back well in time for incorporating the same in the Annual Reports of the year in due time. In that case the Annual Report is duly approved by the General Council which is received in this Ministry for sending the same alongwith review by the government with reasons for delay by the 31st December every year.

[Vide Ministry of Welfare O.M. No. 2-23/91-NI dated 17.8.1993]

#### **Recommendation**

The Committee recommend that the Ministry should advise the Institute to take timely action to prevent the recurrence of delay in appointment of statutory auditors so that the delay at auditing stage is eliminated. The Institute should ensure that finalised Annual Reports and Audited Accounts of the Institute are approved by the General Council and sent to the Ministry well in time for being laid in Lok Sabha within the prescribed period. The Ministry on their part should also ensure that no delay is caused after receipt of the documents in preparing review and delay statement, if any, for being laid in Lok Sabha.

[Para 2.9 of Fourth Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The recommendation has been noted and the advice has been communicated to the Institute.

The Institute has further been advised to adhere to the schedule date of compilation of Annual Accounts and the Annual Report of the Institute for the year in question so that the same can be laid before the Lok Sabha upto 31st December of the following financial year.

[Vide Ministry of Welfare O.M. No. 2-23/91-NI dated 17.8.1993]

### **Recommendation**

The Committee regret to note that the Annual Reports and Audited Accounts of the Videsh Sanchar Nigam Ltd., New Delhi for the years 1988-89 and 1989-90 were laid on the Table of the Lok Sabha after a delay of about 7½ months and 6½ months respectively.

[Para 3.8 of Fourth Report (Tenth Lok Sabha)]

### **Reply of the Government**

Noted for future guidance. Every effort shall be made to ensure submission of Annual Report and Audited Accounts within the stipulated time frame in future.

[Vide Ministry of Communications (Deptt. of Telecommunications O.M. No. 38/5/92-OC dated 3.11.1992)]

### **Recommendation**

The Committee find from the information furnished by the Ministry of Communications that the delay took place during the two years 1988-89 and 1989-90 was at the stages of (i) appointment of Statutory Auditors for auditing of accounts and (ii) adoption of the accounts by the Board of Directors/Annual General meeting of the Company. The Committee regret to note the repetition of more or less the same reasons for the delay in laying the documents year after year. The Committee, however, note that the Annual Report and Audited Accounts of the Company for the year 1990-91 were laid within the prescribed period. The Committee hope that the Ministry in consultation with the Nigam would draw up time schedule and ensure timely appointment of Statutory Auditor and subsequent finalisation of the Report and Accounts so that the improvement made during the year 1990-91 is sustained, in future.

[Para 3.9 of Fourth Report (Tenth Lok Sabha)]

### **Reply of the Government**

A time schedule has been drawn up in consultation with the Nigam for the completion of various activities leading to finalisation of Annual Report and Audited Accounts and their presentation to the House within the prescribed period in future. However, it is clarified that appointment of Statutory Auditors is done by the Company Law Board at behest of the C&AG.

The Ministry would like to inform the Committee on Papers Laid on the Table of Lok Sabha that the Annual Accounts of VSNL for the year 1991-92 have been finalised and AGM held in the stipulated period of 6 months

from the close of financial year and the Annual Report/Accounts would also be laid on the Table of Lok Sabha within the prescribed period of 9 months.

[Vide Ministry of Communications, Deptt. of Telecom., O.M. No. 38-5/92-CC dated 3-11-1992]

### **Recommendations**

The Committee are concerned to note that the Annual Reports and Audited Accounts of the National Board of Examinations, New Delhi for 1988-89 and 1989-90 were laid on the Table of the House on 12.8.91 and 25.2.92 after a delay of about 19½ months and 14 months respectively and these documents for the subsequent year 1990-91 which were due for being laid by 31.12.91 have not so far been laid.

The Committee regret to find from the delay statements laid and subsequent information furnished by the Ministry of Health and Family Welfare that during the year 1988-89 the abnormal delay took place at the stages of (i) furnishing the final Audit Report to the Institute by the Director of Audit; (ii) getting the finalised Annual Report and Audited Accounts approved by the Governing body of the Institute; (iii) selecting the printer and printing of the documents by the Board; and (iv) preparing the Review and seeking clarification on the Report by the Ministry after receipt of the required documents from the Board. The Committee also find that in respect of the documents for 1989-90 the delay again occurred at the same stages i.e. in selecting the printer and printing of the Report, in translating the documents and in processing the documents by the Ministry of Health and Family Welfare received from the Board for laying on the Table of the House. The Committee feel that had the Ministry and the Board taken timely corrective measures and monitored them properly the recurrence of delays at the same stages year after year could have been avoided. The delay of about 10 months and 5 months in laying of the documents for 1988-89 and 1989-90 after their receipt by the Ministry is hardly justified. The Committee however, note that as a remedial measure the Ministry have proposed to cut down delay in translating and printing of the documents by resorting to computer type setting. The Ministry have further assured that the finalisation of the documents at different stages would be monitored and the Board has been advised to submit the requisite documents well in time to the Ministry for being laid on the Table of the House.

[Paras 4.7 and 4.8 of Fourth Report (Tenth Lok Sabha.)]

### **Reply of the Government**

No comments.



### **Recommendation**

The Committee hope that the proposed remedial measures would actually be implemented and the Annual Reports and Audited Accounts of the Board for 1990-91 would be laid in Lok Sabha without further delay and these documents from the year 1991-92 onwards will be laid within the prescribed period of nine months from the close of the accounting years. To achieve the desired results the Committee recommend that the Ministry might draw up a time schedule indicating each stages of finalisation of Annual Reports and Accounts of the Board and watch its adherence to see that the delay is eliminated.

[Para 4.9 of Fourth Report (Tenth Lok Sabha.)]

### **Reply of the Government**

While furnishing the reasons for delay in laying the Annual Report for 1988-89, the Board had informed that the Report for 1990-91 will be processed quickly but the Report was received in this Ministry only on 15.9.91 after constant follow-up with the President of the Board. The Board have stated that the delay occurred due to the reasons that Annual Report in Hindi had to be got translated from outside.

The Ministry have drawn up a time schedule for laying down the Annual Reports of various undertakings, autonomous bodies. The National Board of Examinations have also been advised to follow the time frame for taking various steps to ensure laying of papers in time.

They have been asked to keep this Ministry informed of the progress made in finalisation of the reports. For 1991-92, the Board have intimated that the audited accounts have been completed in October, 1992. The final audited report alongwith the audited statement of accounts is yet to be received from the Director of Audit (CAG). The audited report alongwith the audited accounts will be placed before the Annual General Body Meeting of the Board to be held during the month of January, 1993. The Board have stated that printed annual report will be submitted to the Government by the first week of February, 1993. This Ministry is also constantly monitoring the position and hopes that in future such delay should not occur.

[Ministry of Health and Family Welfare O.M. No. 26019/1/92-ME (UG)  
dated 5-2-93]

### **Recommendations**

The Committee are unhappy to note that the Annual Report of the Central Vigilance Commission for the Calendar Year 1989-90 was laid on the Table of the House on 10 September, 1991 after a delay of about 14 months and the Annual Reports of the Commission for the subsequent

Calendar years 1990\* and 1991 have not been laid so far.

The Committee find from the information furnished by the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) that much of the delay was caused in (i) compilation of the Report; (ii) translation of the Report in Hindi version; and (iii) preparing the explanatory memorandum by the Ministry in consultation with the concerned Ministries/Departments regarding cases where the Commission's advice was not accepted.

The Committee regret to note the stand taken by the Ministry that the resolution of the Ministry of Home Affairs dated 11 February, 1964 regarding the constitution of the Central Vigilance Commission, does not lay down any time limit for tabling in Parliament the annual report of the Commission and in the report of the Committee on Papers Laid also there was not clear indication about the time limit in respect of statutory bodies like CVC whose report is required to be tabled in accordance with its constitution itself. The Committee would like to point out that the Commission had mentioned in its report for the period from 1.4.78 to 31.12.78 that with a view to enable the report of the Commission being placed before the Parliament during the budget session the period of the report is being changed to calendar year. Thus the Commission itself had fixed the time limit for laying the report. Further, the Committee on Papers Laid had also categorically recommended in paras 1.12. and 1.14 of their Second Report (6th Lok Sabha) that all statutory/autonomous organisations/public undertakings, corporations, joint ventures, societies etc. which are financed out of funds drawn from the Consolidated Fund of India should lay their Annual Reports/Audit Reports (both English and Hindi versions) before both Houses of Parliament irrespective of the fact whether the statutes, rules or regulations of such organisations provided therefor or not. The Committee further recommended that Govt. might consider the feasibility of amending, wherever necessary, the relevant statutes/rules/regulations of such organisations to make it obligatory on the part of the administrative ministry concerned to lay the Annual Reports/Audit Reports of such organisations under their administrative control before Parliament. The Committee regret to note that the Ministry are not even aware of the recommendations of the Committee which concern them, let alone the question of their implementation. The Committee hope that both the Ministry and the Commission will at least now take immediate corrective measures to ensure timely laying of the Reports in Parliament, in future. A statement explaining the reasons for the delay should also be laid alongwith the report in case there is delay in laying the report of the Commission .

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\* The Annual Report of the Commission for the Calendar year 1990 was laid on the Table of the House on 15-7-1992.

The Committee also reiterate that the Ministry should take action to amend the resolution of February, 1964 to make it obligatory on the part of the administrative ministry concerned to lay the Annual Report of the Commission within the prescribed time limit.

[Paras 5.5. to 5.8 of Fourth Report (Tenth Lok Sabha)]

### Reply of the Government

The Government agree with the observations of the Committee to the effect that as in the case of other Autonomous Bodies, the Annual Report of the Central Vigilance Commission, is also due to be tabled before the Lok Sabha, in accordance with the recommendations contained in the Second Report of the Committee on Papers Laid (6th Lok Sabha).

It is also brought to the kind notice of the Committee that the preparation and tabling of the Annual Report of the Central Vigilance Commission in accordance with the Government resolution dated 11.2.1964 stands on a slightly different footing vis a vis the position in respect of other autonomous bodies under the Government, as briefly indicated below:—

- (i) The Report of the Commission is to be tabled alongwith an explanatory memorandum in respect of cases of non-acceptance of its advice by various Ministries/Departments to be prepared by this department in consultation with the Ministries/ Departments concerned, whereas this may not be the case in respect of many other bodies.
- (ii) The cases reported by the Commission in its Annual Report do not exclusively relate to the calendar year under report only, but the said report takes into account old cases also; sometimes as old as 10 years. In view of this the Ministries/Departments concerned have to take strenuous efforts in order to prepare the draft explanatory memorandum in respect of such cases sometimes after obtaining papers from the field formations which are spread all over the country, which consumes considerable time. .
- (iii) Since the draft explanatory memorandum to be tabled in respect of all cases of non-acceptance of advice also requires the approval of the Prime Minister, as the Minister In-charge of the Department of Personnel & Training, the concerned Departments while processing the cases are required to obtain the orders of their Ministers before sending their reports to this Ministry and in the process have to undergo the complete exercise of making checks in such disciplinary cases, with reference to the concerned disciplinary rules, the entire process takes considerable time.
- (iv) The Department of Personnel happens to be only the nodal Ministry which is entirely dependent on various other Ministries

who had, infact, been responsible for differing with the advice of the Central Vigilance Commission in the initial stages and are, therefore, bound to explain their reasons for such differences/non-acceptance of the advice. In view of this, considerable time is taken by this Department in gathering the required material from the Ministries/Departments concerned.

Taking into account all the aspects involved as above and also the recommendations contained in the Fourth Report of the Committee on Papers Laid on the Table (Tenth Lok Sabha) the Government in consultation with the Central Vigilance Commission, propose to chart out a working arrangement on the following lines. The Commission would give special priority to the finalisation of that part of their Annual Report for each Calendar Year, which deals with cases of non-acceptance of the Commission's advice and an advance copy of that part of the Report will be made available to the Department of Personnel & Training as immediately as possible, in any case not later than the 28th February of the following year. Once such an intimation is received, the concerned Ministry/Department will be immediately contacted by the Department of Personnel and the draft explanatory memorandum in respect of such cases got prepared and kept ready. Once this arrangement is finalised and the Central Vigilance Commission also presents its Report in accordance with the commitment already made in the Annual Report of the Commission for 1.4.78 to 31.12.78, this Department is hopeful that the tabling of Annual Report of the Commission, alongwith the explanatory memorandum, will be completed every year well withing the time limit of 6 months from the expiry of the preceding calendar year.

[Vide Deptt. of Personnel O.M. No. 118/6/92-AVD.I, dated 16.2.1993]

*Statement showing the action taken by Government on the Recommendations/Conclusions of the Committee on papers laid on the table in their Fifth Report (Tenth Lok Sabha)*

#### **Recommendation**

The Committee regret to note that the Annual Report and Audited Accounts of the National Horticulture Board, Gurgaon for the years 1987-88, 1988-89, 1989-90 and 1990-91 were laid on the Table of the House after a delay of about 5½ months, 12 months, 7 months and 3 months respectively. The Committee find from the delay statements laid and subsequent information furnished by the Ministry of Agriculture (Department of Agriculture and Cooperation) that the delay in respect of the documents for the year 1987-88 took place in preparation and recasting of the Annual Report and in laying these documents on the Table of the House after their receipt in the Ministry. In respect of these documents for years 1988-89 and 1989-90 the delay was caused in auditing of accounts by the Statutory Auditors. The Ministry of Agriculture (Department of

Agriculture and Cooperation) took about 3 months after receipt of the required documents in respect of the year 1990-91 for laying on the Table of Lok Sabha.

The Committee recommend that the delay at the stage of auditing should be eliminated in order to ensure timely finalisation and laying of the documents. The Ministry should not take unduly long period in laying on the Table of the House the Annual Reports and Audited Accounts after their receipt in the Ministry. The Committee hope that the progress made in reducing the delays might be sustained to ensure that the required documents are laid in Parliament within nine months of the close of the accounting years, in future.

[Paras 1.7 and 1.8 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

The recommendations of the Committee on Papers Laid on the Table (Tenth Lok Sabha) has been noted for guidance and strict compliance, in future. Necessary instructions have been given to all concerned to exercise utmost caution in strict adherence to the prescribed time schedules for preparation of the Annual Reports and for arranging the laying of these documents on the Table of the House.

The Annual Report for the year 1991-92 has been submitted to the Lok Sabha Secretariat within the prescribed time limit for being laid on the Table of the House.

It will be the endeavour of the Department to ensure that the progress made in finalisation of the Annual Reports and Audited Accounts and laying of these documents on the Table of the house within the prescribed time limit, is sustained and that no delays occur in this regard, in future.

[Ministry of Agriculture O.M. No. 17-10/92-HA dated 4.1.193]

### Recommendation

The Committee regret to note that the Annual Reports of the Coir Board, Cochin, for the years 1988-89, 1989-90 and 1990-91 were laid on the Table of the House on 22.5.1990 on 7.1.1991 and 26.2.1992 respectively with delays renging from 2½ months to 5 months while Audited Accounts in respect of the years for 1989-90 and 1990-91 were laid on 7.8.1991 and 18.3.1992 after delay of about 7 months and 2½ months. The Ministry did not lay any statement explaining the reasons for delay as per requirement. The half yearly Reports of the Board for the periods 1st April to 30th September, 1989, 1st April to 30th September, 1990 and 1st April 1991 to 30th September, 1991 were laid after delay ranging from 1 month to 5½ months. No statement was laid alongwith these documents explaining the reasons for delay.

[Para 2.5 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

The observation of the Committee have been noted for compliance. Department of Small Scale Industries & Agro and Rural Industries shall endeavour to lay the Annual Reports, half yearly Reports and Audited Accounts in time in future and shall take necessary steps so that the Committee's observations are complied with properly.

[Ministry of Industry (Department of Small Scale Industries & Agro and Rural Industries) O.M. No. 3 (13)/92-Coir, dated 23.2.1993]

### Recommendation

The Committee take a serious view of the repeated failure of the Ministry of Industry to lay a statement explaining the detailed reasons in a chronological order for the delay in laying the Annual Reports and Audited Accounts and half yearly Reports of the Board for the years 1988-89, 1989-90 and 1990-91. What is more regrettable is that the Annual Reports and Audited Accounts for these years were not laid together as per requirement. This is contrary to the recommendations of the Committee on Papers Laid.

[Para 2.6 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

The observations of the Committee have been noted for compliance and the Department of Small Scale Industries and Agro and Rural Industries assures that in future Annual Report and Audited Accounts of Coir Board shall be simultaneously laid on the Table of the House and in case of delay in laying documents, a statement explaining the detailed reasons for delay in laying Annual Reports and Audited Accounts shall also be laid on the Table of the House.

[Ministry of Industry (Department of Small Scale Industries and Agro and Rural Industries) O.M. No. 3 (13)/92-Coir, dated 23.2.1993]

### Recommendation

The Committee recommend that the Ministry of Industry should draw up a time schedule in consultation with the Coir Board for timely finalisation and submission of the Annual Reports ~~and~~ Audited Accounts to the Ministry for being laid on the Table of Lok Sabha within 9 months of the close of the relevant accounting years and ask the Board to adhere to it in letter and spirit.

[Para 2.7 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

The recommendations of the Committee have been noted for compliance. A time schedule has been finalised in consultation with Coir Board for timely finalisation and submission of the Annual Reports and Audited Accounts to the Ministry of Industry (Department of Small Scale

Industries & Agro and Rural Industries) for being laid on the Table of House within 9 months of the close of the relevant accounting years. The Board has been asked to adhere to it in letter and spirit.

[Ministry of Industry (Department of Small Scale Industries and Agro and Rural Industries) O.M. No. 3 (13)/92-Coir, dated 23.2.1993]

#### Recommendation

The Ministry should strictly monitor the time schedules drawn for the purpose at a higher level to prevent recurrence of delays. It should also be strictly ensured that the Annual Reports and Audited Accounts of the Board are laid *together* with Review and a statement, in case of delay, explaining the reasons for delay in laying these documents. The Ministry may examine whether there is any need for laying both half yearly reports and thereafter the Annual Reports every year so that the duplication of work involved in preparation of these two reports every year is obviated.

[Para 2.8 of 5th report (Tenth Lok Sabha)]

#### Reply of the Government

The recommendation of the Committee has been noted for compliance and the Department of Small Scale Industries & Agro and Rural Industries assures that it will strictly monitor the time schedule. The Department of Small Scale Industries & Agro and Rural Industries shall ensure that Annual Reports and Audited Accounts of the Board are laid together with Review and a Statement in case of delay.

The Department also inform that necessary action is being taken to do away with the requirement of laying a half yearly report in addition to the Annual Report of Coir Board.

[Ministry of Industry (Department of Small Scale Industries and Agro and Rural Industries) O.M. No. 3(13)/92-Coir, dated 23.2.1993]

#### Recommendation

The Committee are concerned to note that the Annual Reports and Audited Accounts of the Medical Council of India, New Delhi, for the years 1988-89, 1989-90 and 1990-91 were laid on the Table of the House after a delay of about 19 months, 8½ months and 7½ months respectively. From the delay statements laid and subsequent information furnished by the Ministry of Health and Family Welfare (Department of Health) the Committee note that the delay in respect of the documents for the year 1988-89 was mainly due to the abnormal period of 19 months taken by the Council in getting the Annual Report translated into Hindi. While for the year 1989-90 the delay was mainly due to period of 7 months taken by the auditor in auditing and furnishing the final audit report to the Council. During the year 1990-91, the delay was caused again at the stage of auditing of accounts and in getting the final Audit Report approved from

the Executive Committee of the Council. The Ministry as well as the Council should have taken the required corrective measures to prevent the delays that have occurred at the aforesaid state.

[Para 3.7 of Fifth Report (Tenth Lok Sabha)]

**Reply of the Government**

No comments.

[Vide Ministry of Health and Family Welfare O.M. No. V. 11025/56/92-ME(UG), dated 24.2.93]

**Recommendation**

The Committee recommend that the Ministry of Health and Family Welfare in consultation with the Council should prepare a time schedule for ensuring timely finalisation and submission of the required documents to the Ministry for being laid in Parliament within nine months of the close of accounting years in future.

The Ministry and Council should monitor the time schedules so prepared and take timely corrective steps to prevent delays at the stage of auditing, translation and printing in future.

[Para 3.8 and 3.9 of Fifth Report (Tenth Lok Sabha)]

**Reply of the Government**

This Ministry has been impressing upon the Medical Council of India for timely submission of reports to the Ministry for laying them before the Parliament by the stipulated date. Inspite of the Assurances earlier given by the Council, the submission of reports to the Ministry had been delayed. Inspite of sincere efforts made by the Ministry, these reports for the year ~~1988-89~~ to 1990-91 could be laid in Parliament only after the stipulated date.

*Remedial Measures taken by the Ministry to avoid delay in submission of the Reports in future:*

The Ministry have drawn up a time schedule for laying down the Annual Reports of various undertakings, autonomous bodies. The Medical Council of India have also been advised to follow the time frame for taking various steps to ensure laying of papers in time.

They have been asked to keep this Ministry informed of the progress made in finalisation of the reports. For the year 1991-92, the reports were duly approved by the Executive Committee of the Council only on 20th December, 1992. These Reports will be laid in Parliament in the current Session. This Ministry is constantly monitoring the position and hopes that in future such delay should not occur.

[Vide Ministry of Health and Family Welfare O.M. No. V. 11025/56/92-ME(UG), dated 24.2.93]



### Recommendation

The Committee hope that the Ministry and the Company would take appropriate measures to prevent such delays at the stages of auditing of accounts and getting the finalised documents approved from the Board of Directors. The Committee trust that, as assured by the Ministry, the Annual Reports and Audited Accounts of the Company for the year 1990-91 would be laid by September, 1992.

[Para 4.8 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

In so far as the question of preventing such delays at the stages of auditing of accounts and getting the finalised documents approved from the Board of Directors is concerned, Pawan Hans Limited, on the directions of the Ministry, have adopted a fixed time schedule for finalisation of accounts and their approval by the Board of Directors. As regards Annual Report and Audited Accounts of Pawan Hans Limited for the year 1990-91, these have been laid on the Table of Lok Sabha and Rajya Sabha on the 20th August, 1992 and 18th August, 1992 respectively.

[Vide Ministry of Civil Aviation O.M. No. AV. 13015/8/91—ACVL dated 1.3.93]

### Recommendation

The Committee regret that the Institute had been laying its Annual Reports and Audited Accounts with delay since 1985-86 and no effort was made to cut down the delay. The reasons explained for the delay since 1987—88 could not justify the delays that had taken place during the Calendar year, i.e. 1985-86 and 1986-87 when the required documents were laid with delays ranging from 3½ months to 8 months. The Committee, however, trust that with the remedial measures taken to prevent delays, the Annual Reports and Audited Accounts of the Institute would be laid together in future within the prescribed period of 9 months from the close of the accounting year.

[Para 5.9 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

The Chittaranjan National Cancer Institute, Calcutta was formed in February, 1989 by amalgamation of Chittaranjan National Cancer Research Centre, an Organisation under the Government of India and the Chittaranjan National Cancer Hospital, an Organisation under the Government of West Bengal. The Director of the Institute has intimated that the Principal Director of Audit, Government of India, Calcutta has been conducting audit in respect of the amalgamated Institute, viz. Chittaranjan National Cancer Institute from the financial year 1988-89 onwards regularly. The requisite staff has been appointed in the Institute to ensue timely compilation of the accounts. The Annual Report of the Institute for the

year 1991-92 has been laid on the table of Lok Sabha on 22.12.92 and the Audited Accounts with Audit Report for the year 1991-92 have been laid on 13.5.93 the director of the Institute has intimated that the audit for the financial year 1992-93 has been completed on 31.8.93. It is expected that the Annual report and audited accounts of the Institute for the year 1992-93 will be laid on the Table of the Sabha within the stipulated period.

[Vide Ministry of Health & family Welfare O.M. No. V. 22011/25/92-R dated 5.11.93]

### Recommendation

The Committee regret to note that the Annual Reports and audited Accounts of the Mahanagar Telephone Nigam Ltd., New Delhi for the year 1988-89, 1989-90 and 1990-91 were laid with delay of about 8 months, 6½ months and 4 months respectively. the remedial measures proposed by the Ministry such as training of the staff and introduction of computerisation should have been resorted to much earlier to prevent the recurrence of delays in compilation of their accounts. The Committee hope that the Ministry would effectively implement the proposed remedial measures and ensure monitoring of the time schedule drawn so that the Annual Reports and Audited Accounts of the Nigam are in future laid in Parliament within the prescribed period of 9 months from the close of the accounting year.

[Para 6.11 of Fifth Report (Tenth Lok Sabha)]

### Reply of the Government

Observations of the Committee are noted for guidance. Computerisation of Finance and Accounting System is in full swing. Functional specifications and system specifications on software have been completed. Procurement of Hardware is in progress and is expected to be completed shortly.

A time schedule for completion of various stages of works relating to the Annual Report and Annual Accounts has been drawn up and MTNL has been instructed to adhere strictly to the time schedule.

In view of the above, it is expected that the Annual Reports and Audited Accounts for the year 1992-93 onwards will be laid on the Table of both the Houses of Parliament within the stipulated period.

[Vide Ministry of Communications O.M. No. 12015/292-OC dated 24.2.93]

*Statement Showing the Action taken by Government on the Recommendations/Observations of the Committee on papers laid on the table in their Sixth Report (Tenth Lok Sabha)*

### Recommendation

The Committee are distressed to note that the 26th Report by the Deputy Commissioner for Linguistic Minorities and 27th and 28th Reports by the Commissioner for Linguistic Minorities for the periods July, 1985 to

June, 1986, July 1986 to June 1987 and July 1987 to June 1988 were laid on the Table of the House after a delay of about 55 months, 43 months and 32 months respectively. The 29th, 30th and 31st Reports for the subsequent periods from July 1988 to June 1989, July 1989 to June, 1990 and July, 1990 to June 1991 have not yet been laid in Parliament.

The Committee find from the explanatory notes and subsequent information furnished by the Ministry of Welfare in this regard that abnormal delay that took place during the years 1985-86, 1986-87 and 1987-88 were at the stages of compilation of the Reports, translation of the Reports into Hindi version; printing of the Reports and in preparation of the requisite explanatory memoranda by the Ministry and subsequent processing of these documents for being laid in Parliament. Abnormal delays at every stage of the finalisation of the Reports indicate the absence of any time schedule and their proper monitoring both in the office of the Commissioner for Linguistic Minorities and the Ministry of Welfare. This is even more regrettable that despite having accepted the recommendations of the Committee on Papers Laid made in their First Report (8th Lok Sabha) to take effective remedial measures to cut down the recurring delays at the same stages in finalisation and laying of 21st Report, no sincere efforts have been made either by the Ministry or the office of the Commissioner in this direction. As a result delays are taking place year after year.

The Committee take a serious view of the abnormal delays taking place in laying the Reports of the Deputy Commissioner/Commissioner for Linguistic Minorities year after year. They recommend that the office of the Commissioner in consultation with the Ministry should draw up a time bound schedule for timely finalisation of the reports and the different stages involved therein should be monitored by senior officers both in the Ministry and the office of the Commissioner to obviate such delays in future.

[Para 1.8—1.10 of 6th Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The Ministry will endeavour to ensure that in future such Reports are laid in Parliament without any undue delay. For this purpose the Commissioner for Linguistic Minorities in Consultation with the Ministry has drawn up a time bound schedule for timely finalisation of the Reports. The different stages involved in finalisation of the Report would be monitored by senior officers, both in the Ministry and the office of the Commissioner, to obviate any delays in future.

[Ministry of Welfare UO NO. 13012/5/92—CLM dated 2.3.1993]

### Recommendation

The Committee are concerned to note that the Annual Reports and Audited Accounts of the National Institute of Ayurveda, Jaipur, for the year 1988-89 were separately laid on the table of the House after a delay of about 5 months and 20 months respectively. However, these documents for the subsequent year 1989-90 were laid together after a delay of about 8 months and for the year 1990-91 the Annual Report of the Institute was laid after a delay of about 7½ 22 months and that too without Audited Accounts.

The Committee note from the information furnished in the delay statements for the years 1988-89 and 1989-90 that an abnormally long period of 9 months and 7 months respectively were taken by the Accountant General, Jaipur, to furnish the final Audit Report after completion of auditing. During the year 1988-89, 7½ months were taken to get the audit report approved from the Finance Committee, 5 months were taken to get the audited accounts translated into Hindi version; and 8 months for getting the audited accounts approved from the President of the Institute. During the year 1989-90 about 21 months were taken to get the annual Report and Audited Accounts finalised and then approved from the President of the Institute.

The Committee are distressed to observe the abnormal delays taking place at the same stages every year could have been avoided, had the Ministry of Health and Family Welfare and the Institute strictly adhered to the time schedules prepared for the purpose as per Committee's recommendations made in their 22nd Report (7th L.S.) presented to the House on 24.8.1984. The Committee feel that neither the Ministry nor the Institute have attached due importance to their earlier recommendations concerning the Institute and instead allowing the matters to prolong for longer time resulting in delay in finalisation of Annual reports and accounts and their placing before Parliament. The Committee take a serious view of the fact that Annual Reports and Audited Accounts of the Institute are being laid separately which is contrary to the recommendation of the Committee. It is needless to say that the incomplete documents laid on the Table of the House do not help the members in any way in giving complete picture of the functioning of the Institute.

The Committee, therefore, reiterate their earlier recommendation to draw up a realistic time schedule and strictly adhere to obviate further recurrence of delays in laying the Annual Reports and Audited Accounts of Institute in Parliament, in future.

[Paras 2.6 to 2.9 of 6th Report (Tenth Lok Sabha)]

### Reply of the Government

Noted. Every effort would be made to streamline the procedure to ensure that the annual reports and audited accounts are placed together, before the Parliament within the stipulated period of 9 months of the close of the years in future. The NIA authorities have been advised to submit Annual Report and statement of audited accounts in accordance with the following time schedule:—

- |   |                         |
|---|-------------------------|
| 1. Making available the accounts to the A.G. Rajasthan for audit. | By 30th June every year |
| 2. Completion of Audit by the Audit Authorities.                  | By 31st August          |
| 3. Issue of Draft Audit Report.                                   | By 30th September       |
| 4. Submission of Reply to the Draft Audit Report.                 | By 30th October         |
| 5. Issue of finalised Audited Report and Audited Certificate.     | By 30th November        |
| 6. Issue of Annual Report.  | By 30th December        |

[Ministry of Health & Family Welfare O.M. No. V. 28011/14/91 Ay. Desk II dated 25.6.1993]

### Recommendations

The Committee regret to note that the Annual Reports and Audited Accounts of the National Institute of History of Art, Conservation and Museology, New Delhi for the year 1989-90 and 1990-91 were laid on the Table of the House after a delay of about 11 1/2 months of 6 1/2 months respectively.

The Committee find from the information furnished by the Ministry of Human Resource Development (Department of Education) in the delay statement for 1989-90 that the delay took place mainly at the stages of appointment of auditors for auditing of accounts and laying on the Table of the House by the Ministry the Annual Report and Audited Accounts after their receipt from the Institute. The Committee feel that had the Ministry sorted out the matter with the Director of Audit well before the close of the accounting year in the matter of appointment of auditors and taken prompt action in the preparation of "Review", delay statement and their authentication by the Minister, the delay would have definitely cut down.

The Committee therefore recommend that the Ministry in consultation with the Institute and the audit authorities should prepare a time-bound schedule for finalisation of annual reports and accounts at each stage and their submission to them well in advance so that they are placed before Parliament within the prescribed period of 9 months from the close of the accounting year. The time schedules so prepared should be monitored both in the Ministry and the Institute by senior officers to prevent the recurrence of delays at various stages. The Committee trust that the

Institute would further improve over the year 1990-91 and ensure that these documents for the subsequent years are laid in time as assured to the Committee.

[Paras 3.6 to 3.8 of 6th Report (Tenth Lok Sabha)]

#### **Reply of the Government**

The CAG has been requested to nominate an Accountant General under section 20(1) of the CAGS (DPCS) Act, 1971 for conducting audit of the National Museum Institute of History, Art, Conservation and Museology so that the Accountant General may be requested immediately after the close of the financial year to conduct audit of the Institute. The Ministry has also chalked out a time schedule for completion of various stages of the reports and the Institute has been requested to follow this scrupulously in order to prevent the recurrence of delay in laying of Annual Reports and Audited Accounts in the Parliament.

[Ministry of Human Resource Development O.M.F. No. 19-20/90-CH.I  
dated 16 July, 1993]

#### **Recommendation**

The Committee are not satisfied with the reason advanced by the Ministry that the delay took place due to the administrative reasons. They recommend that the Ministry in consultation with the Institute should draw up a time schedule for timely finalisation of the Annual Report and Audited Accounts of the Institute at different stages namely compilation of accounts, their auditing, approval from the Governing Council of the Institute, translation, printing, submission of these documents to the Ministry and sending to Parliament for their laying. The Committee trust that the time schedule so drawn up would be strictly adhered to and required document would be placed before Parliament within the prescribed period of nine months of the close of the accounting years, in future.

[Para 4.8 of Sixth Report (Tenth Lok Sabha)]

#### **Reply of the Government**

In pursuance of the recommendations of the Committee, a time schedule has been drawn up, in consultation with NID as follows:—

- (a) Appointment of Statutory Auditors by 30th April.
- (b) Compilation of Annual Report and Annual Accounts and handing it over to Statutory Auditors by 30th June.
- (c) Finalisation of audit and getting auditor's report by 31st July.
- (d) Getting approval of Governing Council by 30th September.
- (e) Printing of report and submission to the Govt. by 30th October.

(f) Laying before Parliament in Winter Session of Parliament.

[Ministry of Industry (Deptt. of Industrial Development) O.M. No. 63/91-PP&C dated 26.2.1993]

### Recommendation

The Committee therefore, recommend that the Ministry in consultation with the Institutions audit authorities and the University should chalk out a time-bound schedule for finalisation and submission of the Annual Report and Audited Accounts of these Institutions to the Ministry and their subsequent laying together in Parliament. The different stages involved in the schedule should be monitored to obviate the recurrence of delays at the same stages every year. Immediate efforts should be made to clear the arrears of the reports and accounts for the years 1989-90 and 1990-91 without further delay.

[Para 5.11 of 6th Report (Tenth Lok Sabha)]

### Reply of the Government

The University of Delhi was advised to chalk out a time-bound programme for compilation and preparation of Annual Accounts of the Maintained Institutions of the University so that these could be laid before the Parliament within the prescribed period of nine months from the close of the financial year. The University was also requested to take such action as may be necessary to activate the time-bound programme formulated by it.

The University has informed that the following time-bound programme has accordingly been chalked by them:

S. No.	Particulars of the Work	Date by which work to be completed
1	2	3
1.	Closing of Cash Books	15th April
2.	Compilation of accounts for the month of March	15th May
3.	Annual Adjustments	31st May
4.	Receipts & Payment Account	15th June
5.	Commencement of the Inspection of Account by the D.A. (CR) audit party	15th June
6.	Income & Expenditure Account	30th June
7.	Balance Sheet	15th July
8.	Completion of audit of accounts by the D.A. (CR) audit party	31st August
9.	Submission of draft audit report on the accounts by the D.A. (CR) audit party	15th September
10.	Submission of the comments of the University	15th October
11.	Issue of Final Audit report (English Version)	31st October

1	2	3
12.	Issue of Final audit report (Hindi Version)	15th November
13.	Binding of the accounts & audit report	3th November
14.	Submission of accounts & audit report to the Ministry	1st December

The Vice-Chancellor of the University has also informed that he has sent a D.O. letter to all the heads of Maintained Institutions impressing upon them to submit the accounts of the Institutions by the scheduled date. He has also enclosed a copy of the time-bound programme chalked out by the University to the Heads of the Institutions with the request to follow the same strictly to avoid the delay in submission of accounts. If necessary, he will also be holding meetings of the Heads of the Institutions at appropriate intervals to review the situation and the representatives of DGCR will also be invited in such meetings.

[Ministry of Human Resource Development (Deptt. of Education) O.M. No. F. 4-62/91-Desk (U) dated 19.4.1993]

#### Recommendation

The Committee are hardly convinced with the reasons advanced by the Ministry for the abnormal delay in laying the Annual Reports and Audited Accounts of the Indian Farmers Fertilizers Cooperative Ltd. (IFFCO) New Delhi for the period 1.7.1987 to 31.3.1989 and the year 1989-90. The delay in respect of the period 1.7.1987 to 31.3.1988 could have been avoided had the Audited Accounts presented in proper form and got them approved at the annual General Meeting in December, 1989. After approval of the Audited Accounts, the organisations should not have taken about 7 months for translation and printing of the Report. Had the delay at this stage been avoided, the document could have been laid in Parliament during Winter Session in 1990 itself.

The Committee, therefore, recommend that the Ministry and the organisations would henceforth be more watchful and avoid delays at the stages of compilation of accounts, auditing of accounts, getting the Audited Accounts approved from annual General Meeting, translation and printing and subsequent laying of these documents, in Parliament in time. To achieve this, a time schedule should be prepared to finalise the requisite documents in time. The time schedules so prepared should be monitored both in the Ministry and the organisation by senior officers so that such avoidable delays are obviated and the required documents are laid in time in Parliament in future.

[Paras 6.9 and 6.10 of Sixth Report (Tenth Lok Sabha)]

#### Reply of the Government

Pursuant to the suggestion made by the Committee, all the Public Sector Undertakings/Cooperative Societies under the Administrative control of the Department of Fertilizers have been advised to adhere to the following



time schedule for compilation and printing of the Annual Reports and laying them on the Tables of both the Houses of Parliament:

- |   |                   |
|---|-------------------|
| (a) Approval of the Board and Auditor's signature on the annual accounts. | By 31st August    |
| (b) CAG's comments  | By 15th September |
| (c) Holding of AGM  | By 30th September |
| (d) Calling of quotations for printing of Annual Reports                  | By 30th September |
| (e) Allocation of printing work to the printer                            | By 15th October   |
| (f) Receipt of printed copies from the printer                            | By 31st October   |
| (g) submission of Annual Reports to the Government                        | By 10th November  |

All the units under the administrative control of this Department have been advised to institute an internal mechanism to ensure timely completion of the above tasks every year so that there is no delay in laying of the Annual Reports in both the Houses during the winter session of Parliament. Similar arrangements have also been made in the Department.

It may be mentioned here that the submission of Annual Reports by PSUs/Cooperatives under the administrative control of Department of Fertilizers was found to be quite timely during the year 1993-94. The Annual Reports for the year 1992-93 of all the undertakings except Paradeep Phosphates Limited (PPL) were laid in both the Houses of Parliament during the 1993 Winter Session. The Report of PPL could not be laid in the Lok Sabha during the Winter Session for technical reasons and was laid on the Table of the House during the 1994 Budget Session.

[Vide Ministry of Chemicals & Fertilizers (Department of Fertilizers) O.M. NO. 13012/1/93—GC, dated 2nd August, 1994]

NEW DELHI;  
November 30, 1994  

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Agrahayana 9, 1916 (Saka)

T.J. ANJALOSE,  
Chairman,  
Committee on Papers Laid  
on the Table.