

F.No.5/2/2015-Parl  
Government of India  
Ministry of Water Resources, RD & GR

Shram Shakti Bhawan, Rafi Marg

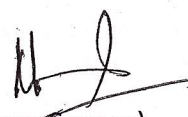
New Delhi, 24<sup>th</sup> April, 2015

OFFICE MEMORANDUM

Sub: Transfer of the matters raised in the Lok Sabha under Rule 377, in the Rajya Sabha under Rule 180-A-E and in 'Zero Hour', reg.

The undersigned is directed to refer to Para No. 15.3 of Chapter 3 of the extant guidelines issued by Ministry of Parliamentary Affairs in the Manual of Parliamentary Procedure (copy enclosed) regarding transfer of matters cited in the subject mentioned above and to say that the 'Subject Matters' marked by Parliament Unit would not be returned back in any case for re-marking to some other section or transfer to any other department/ministry for the sake of saving of time and timely preparation of reply without any delay or noting.

This issues with the approval of JS(A).



(Ram Swrup)

Director

Tel.No.23711459

To

1. All Organisational Heads of Ministry of WR, RD & GR
2. All Wing Heads in the Ministry
3. All Divisional Heads in the Ministry

Copy to: NIC to upload on the intra-net of the Ministry.

## Chapter 15

# Matters Raised in the Lok Sabha under Rule 377, in the Rajya Sabha under Rule 180A-E and in 'Zero Hour'

Matters raised under Rule 377 in the Lok Sabha/Special Mentions in the Rajya Sabha

**15.1** Members of the Lok Sabha who wish to bring to the notice of the House any matter which is not a point of order, are permitted by the Speaker to raise the matter under rule 377 of the Rules of Procedure and Conduct of Business in Lok Sabha. In the Rajya Sabha, the Chairman permits the members to mention the matters of urgent public importance, generally known as Special Mentions, under Rule 180A-E of the Rules of Procedure and Conduct of Business in the Rajya Sabha. These matters are generally raised after the disposal of questions and call attentions.

Replies to matters raised

**15.2** Necessary extracts of the matters raised in the Lok Sabha as well as in the Rajya Sabha on a particular day are forwarded to the concerned departments by LS/RS Secretariats on the succeeding day. Copies of these extracts are also endorsed to the Ministry of Parliamentary Affairs. Each administrative department is required to send replies to the concerned Member(s) of Parliament as expeditiously as possible, preferably within a month, under the signature of their Minister/Minister of State. In case any delay is anticipated, as sometimes the information is to be collected from various agencies including State Governments, an interim reply should be sent to the concerned Member of Parliament. Copies of the communications sent to the members may invariably be endorsed to LS/RS Secretariat and the Ministry of Parliamentary Affairs so that the matters are deleted from the register of pending matters.

Transfer of matters

**15.3** In case the department finds that a matter concerns any other department, it may request that department to accept the transfer of the matter and upon that department accepting the transfer intimate acceptance thereof to the Ministry of Parliamentary Affairs and Parliament Secretariat concerned. Till such an intimation is received from the transferee department the matter will continue to be shown as pending against the department to whom it had been originally addressed. In case of differences between the departments as to which department should deal with the matter, procedure contained in the Cabinet Secretary's D.O. letter No.73/2/15/85-Estt. Dated 25 April, 1995 would be followed.

Effect of retirement/resignation etc. of Members

**15.4** In case of matters raised under Rule 377 in the Lok Sabha, if a member who had raised the matter resigns his seat in the House or passes away, reply to such matters stating the factual position will be sent by the department to the Lok Sabha Secretariat under intimation to the Ministry of Parliamentary Affairs. In case of Special Mentions made in the Rajya Sabha, if a member who had raised it retires, resigns his seat in the House or passes away, no reply need be sent to the Rajya Sabha Secretariat and the Ministry of Parliamentary Affairs. However, if a member who had resigned his seat in the Lok/Rajya Sabha or had retired from the Rajya Sabha is re-elected to the House from which he had resigned or retired the reply will be sent to the member under intimation to the Parliament Secretariat concerned and the Ministry of Parliamentary Affairs.