

OFFICIAL REPORT OF PROCEEDINGS OF THE HOUSE— LOK SABHA DEBATES

The Official Report of the Proceedings of the House *i.e.* Lok Sabha Debates is prepared by the Lok Sabha Secretariat under the authority of the Speaker. Rules 379 and 382 of Rules of Procedure and Conduct of Business in the Lok Sabha provide that a full report of the proceedings of the House at each of its sittings would be published, printed and distributed as soon as practicable in such form and manner as the Speaker, may from time-to-time direct.

Lok Sabha Debates

2. Three versions of the Lok Sabha Debates are prepared, *viz.*, a Hindi Version, an English Version and an Original Floor Version. Out of these, Hindi and English versions are printed and distributed among the Members and others. The manuscript of Original Floor Version is kept in the Parliament Library for purposes of record and reference.

3. The Original Floor Version contains proceedings in English and Hindi as they actually take place in the House. It also contains English translation of speeches made in regional languages.

4. The Hindi Version comprises all Questions asked and Answers thereto given in Hindi and the speeches made in Hindi besides the verbatim translation into Hindi of all Questions asked and Answers thereto given in English and the speeches made in English or in a regional language. Supplementaries asked on Questions or speeches delivered in Urdu appear in Devanagari as well as Persian scripts in the printed Hindi Version of Debates.

5. The English Version contains Lok Sabha proceedings in English and English translation of the proceedings which take place in Hindi or in any regional language. Corrigenda to Debates, if any, is prepared by Debates (English) Branch and Debates (Hindi) Branch respectively. The corrigenda thus prepared by the Branches is pasted on the inner side of the last cover page of the printed Debate. Only one version out of two versions is supplied to Members as per their choice.

Debates on Lok Sabha Website

6. The Original Floor Version of Lok Sabha Debates “Uncorrected/Not for Publication” and “Corrected Version” are also available on the Parliament of India and Lok Sabha Website and can be viewed at the following addresses www.parliamentofindia.nic.in and www.loksabha.nic.in

Audio and Video recordings of the Proceedings

7. The proceedings are telecast live by LSTV, and complete video recordings of the proceedings are kept

in the Audio-Visual Library. Audio version of the complete proceedings of the day are also kept in the Verbatim Reporting Service under the custody of Director (R).

Languages to be used by Members in Debate

8. Under article 120 of the Constitution, the business of the House is to be transacted in Hindi or in English, but a Member who cannot adequately express herself/ himself in either of the two languages can, with the permission of the Speaker, address the House in any of the languages mentioned in the Eighth Schedule of the Constitution or in her/his mother-tongue. Such a Member should, soon after taking her/his seat in the House, inform the Speaker about it in writing. On each occasion, before speaking in the House, the Member should furnish at least half an hour in advance, to the Officer at the Table or the Parliamentary Notice Office, a notice to the effect that she/he is proposing to speak on such and such an item of the Business in such and such a language. On receipt of such a notice, arrangements will be made to interpret the speech in English and Hindi languages, if the language indicated by the member is one of the following viz. (i) Assamese; (ii) Bengali; (iii) Bodo; (iv) Gujarati; (v) Kannada; (vi) Malayalam; (vii) Manipuri; (viii) Maithili; (ix) Marathi; (x) Nepali; (xi) Odia; (xii) Punjabi; (xiii) Sanskrit; (xiv) Tamil; (xv) Telugu; and (xvi) Urdu.

9. In such cases, the speech is checked from the tape by the Interpreter concerned and the translated version provided by her/him in English, is included in the debates with a footnote indicating the language in which the original speech was delivered.

10. If the speech is made by the member in any other language, the member concerned should furnish in advance to the Officer at the Table or the Parliamentary Notice Office three authenticated copies of the translation in Hindi/English of the speech. Such translation furnished by the member is printed in the Debates with a footnote indicating the language in which the original speech was delivered. Failing this, the fact that the member spoke in a language other than English/Hindi or in any of the languages mentioned above and that she/he did not furnish a translation thereof is mentioned in the Debates and the text of her/his speech does not find place therein.

Written Speeches Laid during the course of debates/discussions

11. As per convention, Members are allowed, with the permission of the Chair, to lay their written speeches on the Table, if the number of Members desirous of participating in a discussion is too large to be accommodated in the time available. Written speeches, so laid, are incorporated in the verbatim proceedings of

the day. While laying their written speeches on the Table, Members have to keep the following points in mind: The text of the speech addressed to the Speaker should be typed in double line space; not to lay their speeches by merely listing points; not to lay enclosures, such as letters addressed to the Government, tabulated statistical statements, maps etc.; and should not contain ironical expressions/unparliamentary expressions, defamatory statements etc.

Association of Members

12. Due to paucity/shortage of time, whenever speeches/submissions are made on the floor of the House that are more or less connected with other Members who have similar problems/grievances pertaining to their respective constituencies/States, the Chair generally permits those Members to associate themselves with the main speaker who has made submission/speech. In those cases, the names of the Members will go on record whom the Chair had permitted to associate with the main speaker who has made the submission/speech. In the verbatim proceedings, after the conclusion of the main speaker's detailed submissions, the following will be shown:

“HON. SPEAKER: Shri_____has been permitted to associate himself with the submissions made by Shri_____.”

Corrections by Members in their Speeches

13. A copy of the transcript of every speech delivered or Question asked by a Member and answers given thereto on a day is supplied to her/him early next morning at her/his residence for confirmation and correction of inaccuracies, if any, which might have occurred in the process of reporting. Only minor corrections namely those in respect of grammatical errors, mis-reporting of quotations, figures, names, etc. are permissible. Improvement in literary form or altering substance by additions, copious substitutions or deletions are not permitted. All corrections are to be made in ink, neatly and legibly and after making the corrections, the member is required to return the transcript by 1500 hours on the following day. If it is not received back by the stipulated time and date, the uncorrected Reporters' version is taken as final. It will not be possible to accept corrections thereafter. While returning the transcript of her/his speech, the member should sign on the slip by way of authentication.

14. Members are required to follow this time limit strictly as the edited verbatim record of proceedings is uploaded on the Lok Sabha Website which is a time bound procedure.

Corrections in replies to Starred and Unstarred Questions

15. When a Minister wishes to correct any inaccuracy in the information which she/he has given in

answer to a starred/unstarred/short notice question or a supplementary question the following procedure shall be followed, namely:—

- (i) The Minister shall give to the Secretary General notice of her/his intention to make a statement. The notice shall be accompanied by a copy of the statement proposed to be made by the Minister.
- (ii) When the House is in session, the Secretary General shall include the item in the List of Business on an appropriate day; and the Minister shall, when called upon by the Speaker, make the Statement in the House.
- (iii) When the House is not in session, the Secretary General shall consider whether the statement shall be made by the Minister during the next session in which case the orders of the Speaker shall be taken. If the matter cannot wait till the next session, the statement shall be included in the official report of the proceedings of the House and a foot-note given in the proceedings in the following manner:

“The original reply or statement by the Minister reads as follows:

‘.....’

The reply as printed above was sent by the Minister afterwards in substitution of the original reply.”

Note: In cases where it is not considered desirable to print the original answer, the revised answer only shall be printed with a suitable foot-note.

Copyright in Debates

16. Under Section 2(k)(ii) of the Copyright Act, 1975, the copyright for the reproduction of any material from the debates and ancillary publications vests in the Lok Sabha Secretariat.

17. A member desirous of reproducing any material from the Lok Sabha Debates or even her/his own speeches is required to seek formal permission from the Speaker giving specific details of the matter to be reproduced. The copyright matters are examined by the Editorial Branch.

Indication in Proceedings Regarding Expunctions

18. Rule 380 of the Rules of Procedure and Conduct of Business in Lok Sabha *inter alia* states that if the Speaker is of opinion that words have been used in Debate which are defamatory or indecent or unparliamentary or undignified, she/he may, in her/his discretion, order that such words be expunged from the proceedings of the House.

19. Rule 381 states that the portion of the proceedings of the House so expunged shall be marked by asterisks and an explanatory foot-note shall be inserted in the proceedings as follows:

'Expunged as ordered by the Chair'

If the expunction is ordered on a subsequent day, the expunged portion is indicated by asterisks and by a foot-note in the printed Debates only. If the Chair has directed that nothing would go on record in respect of a Member's speech or interruption, a foot-note "Not recorded" is inserted in the proceedings.

Unparliamentary Expressions

20. The Speaker is vested with the power to order expunction of words, which, in her/his opinion are defamatory or indecent or unparliamentary or undignified from the proceedings of the House. Similarly, the Speaker may order expunction of words which are defamatory or incriminatory or based on allegation against a high dignitary or authority or organisation without complying with the rules and/or rulings in this regard.

21. Expressions declared as unparliamentary by Presiding Officers of both Houses of Parliament, State Assemblies and some of the Commonwealth

Parliaments during a particular year are published annually under the title 'Unparliamentary Expressions' and these are also published in consolidated form from time to time. This publication can be purchased at the Sales Counter of Parliament House.

Supply of Debates and Index to Debates

22. One copy either of the Hindi Version or English Version of Debates and one copy of Index thereto are supplied free to each member. Members may, if they so desire, have their copies of Debates bound by giving instructions to that effect in writing to the Distribution Branch. Copies of Debates are also endorsed to Parliament Library, Sales and Archives Branch, Printing Branch, Gazette and Debates Branch for further necessary action by these branches. The Debates are also sent to State Legislative Assemblies and libraries of repute as per mailing list of Debates.

23. The indices to the Hindi Version and English Version of Debates are brought out and published session-wise. Their purpose is basically to facilitate reference and access to the official record of the Business of the House. The indices are in accordance with the various items of business dealt with in the House. However, in case of Hindi Version of Debates only Subject Index is prepared.

24. A Member desirous of having a spare copy of one's own speech may download the same from Lok Sabha Website.

[The procedure for preparation and publication of Proceedings of the House is laid down in Rule 379, 380, 381, 382 of Rules of Procedure and Conduct of Business in Lok Sabha. Corrections by Ministers/ Members are governed by Direction 16, of Directions by Speaker. This Abstract also contains reference to Article 120 of the Constitution of India].

37

OFFICIAL REPORT OF
PROCEEDINGS OF THE HOUSE-
LOK SABHA DEBATES



LOK SABHA SECRETARIAT
NEW DELHI

T.O. No. 91

© 2019 BY LOK SABHA SECRETARIAT

Published under Rule 382 of the Rules of Procedure and
Conduct of Business in Lok Sabha (Sixteenth Edition)
and printed by Jainco Art India, New Delhi-110 005

PREFACE

This Abstract is part of the Parliamentary Procedure Abstracts Series and gives a description of various aspects of Official Report of Proceedings *i.e.* Lok Sabha Debates particularly with reference to language to be used by Members while participating in Debates, procedure of making corrections by Members in their speeches, corrections in replies to Starred and Unstarred Questions. It also gives brief information regarding copyright in Debates, supply of Debates and Indices to Debates. The Abstract is based on Rules of Procedure and Conduct of Business in Lok Sabha and the Directions by the Speaker under the Rules of Procedure. It is intended to serve as a handy guide for ready reference.

The information contained in this Abstract is, however, not exhaustive. It will, therefore, be prudent to refer to and rely on the original sources for full information.

NEW DELHI

Secretary General