

कार्यालय रक्षा लेखा महानियंत्रक, उलान बतार रोड, दिल्ली छावनी-10
Office of the CGDA, Ulan Batar Road, Palam, Delhi
Cantt - 110010

AN/III/3012/Circular/Vol-V

(Through CGDA Mail Server)

Dated 30.05.2013

To

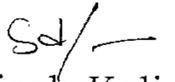
All PCsDA / PCA (Fys) PIFAs
CsDA / CsFA (Fys) / IFAs/RTCs

Subject:-Procedure to be followed by Ministry/Department of Government of India while laying Annual Report/Audited Accounts Report and other documents on the Table of the House.

Please find enclosed a copy of DO letter No. 50/1/2007-Leg.1 dated 3.05.2013 along with its enclosures issued by Secretary, Ministry of Parliament Affairs, emphasizing to adhere to procedure outlined for tabling Annual Reports/Audited Accounts in both Houses of Parliament.

2 It is therefore, requested that instructions as contained in Lok Sabha Secretariat OM No. 18/1/2012-2013/CII/CPC dated 19.03.2013 received as enclosure to the said DO, may kindly be noted for strict compliance and adhered to meticulously in letter and spirit.

This issues with the approval of Dy. CGDA(AN).


(Rajesh Kalia)
A. O. (AN)

Copy to:-

1. All Admin Sections in HQrs Office
2. AT-Coord Section (Local)
3. Accounts Section (Local)
- ✓ 4. EDP Centre (Local).....With request to upload on CGDA website
5. CENTRAD, Brar Square, Delhi Cantt.


(Rajesh Kalia)
A. O. (AN)

DESH DEEPAK VERMA, IAS



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सचिव
संसदीय कार्य मंत्रालय
8, संसद भवन
नई दिल्ली-110001
SECRETARY
MINISTRY OF PARLIAMENTARY AFFAIRS
8, PARLIAMENT HOUSE,
NEW DELHI- 110 001

D.O.No.50(1/2007-Leg.I

May 3, 2013

Dear Shri Sharma,

I am enclosing herewith a copy of O. M. No. H-18/1//2012-13/CII/CPL dated 19 March, 2013 received from Lok Sabha Secretariat regarding Procedure to be followed by Ministries/Departments of Government of India while laying Annual Reports/Audited Accounts Reports and other documents on the Table of the House.

2. The Lok Sabha Secretariat has stated that it has been observed that the Procedure outlined is not being adhered to meticulously in letter and spirit by the Ministries/Departments while laying the Annual Report/Audited Accounts Reports and other documents on the Table of the House. The Committee on Papers Laid on the Table has taken serious view of departure from well established procedure and practice. The Committee, therefore, desires to review the performance of Ministries/Departments with respect to laying of Annual Reports/Audited Accounts on the parameters, in phased manner and will take evidence of the representatives of the Ministries/Departments and other organizations/agencies connected therewith - wherever necessary.

3. May I, therefore, request you to personally look into the matter and ensure that procedure outlined in Rule 305B of the Rules of Procedure and Conduct of Business in Lok Sabha may be adhered to meticulously in letter and spirit while laying Annual Report/Audited Accounts Reports and other documents on the Table of the House.

With regards,

Yours sincerely,

(Desh Deepak Verma)

Shri Shashi Kant Sharma,
Defence Secretary,
Ministry of Defence,
Government of India,
South Block,
New Delhi-110011.

Additional Secretary (A)'s Office
No. 2933
te. 875

LOK SABHA SECRETARIAT

COMMITTEE BRANCH - II
(Committee on Papers Laid on the Table)

Telegrams : LOKSABHA, NEW DELHI
FAX : 23010756

PARLIAMENT HOUSE
NEW DELHI-110001

No. 18/1/2012-2013/CII/CPL

19 March, 2013
28 Phalguna, 1934(Saka)

OFFICE MEMORANDUM

Subject : Procedure to be followed by Ministry/Department of Government of India while laying Annual Report/Audited Accounts Reports and other documents on the Table of the House.

* * *

The undersigned is directed to state Rule 305B of the Rules of Procedure and Conduct of Business in Lok Sabha, mandates the Parliamentary Committee on Papers Laid on the Table, *inter-alia*, to examine all papers laid on the Table of the House by Ministers and Report to the House on (i) whether there has been compliance with the provisions of the Constitution, Act, rule or regulation under which the papers have been laid; (ii) whether there has been any unreasonable delay in laying of the papers; (iii) if there has been such delay, whether a statement explaining the reasons for delay has been laid on the Table of the House and whether those reasons are satisfactory.

2. It is relevant to mention that Central Ministries/Departments to Govt. of India are required to lay copies of Annual Report in English and Hindi versions simultaneously. Besides, the following class of institutions/Organizations/Companies are required to lay their Annual Report/Audit & Accounts Report on the Table of the House:-

- (i) Various Authorities/Organizations constituted under the constitution;
- (ii) Public Undertakings whether created under the Act of Parliament or Companies Act or Specific Act;
- (iii) Statutory/Autonomous bodies, Corporations, Joint Ventures, Societies which are financed out of funds drawn from the Consolidated Fund of India after being voted by Parliament in the form of shares, subsidies, Grant-in-aid etc. either wholly or partially.
- (iv) Societies/Organizations receiving one time assistance of Rs. 50 lakh or more;
- (v) Voluntary Organizations receiving recurring grants-in-aid to the tune of Rs. 25 lakhs and above.

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LOK SABHA SECRETARIAT

Telegrams : LOKSABHA, NEW DELHI
FAX : 23010755

PARLIAMENT HOUSE
NEW DELHI-110001

9. The Committee on Papers Laid on the Table, Lok Sabha desires to review the performance of Ministry/Department with respect to laying of Annual Reports/Audited Accounts on the parameters mentioned above, in phased manner and will take evidence of the representatives of the Central Ministry/Department and other Organisations/agencies connected therewith - wherever necessary.

10. The Ministry of Parliamentary Affairs is requested to bring to the notice of all Ministries/Departments to Government of India, the aforesaid procedure for compliance.

- sd -

(R.S.KAMBO)
JOINT SECRETARY
23034330/23034193

To

The Secretary,
The Ministry of Parliamentary Affairs
Government of India,
Parliament House,
New Delhi.

Copy forwarded for information and necessary action to

The Section Officer,
Parliamentary Section,
The Ministry of Parliamentary Affairs
Government of India,
Parliament House,
New Delhi


(MAYA LINGT)
DEPUTY SECRETARY
23034702/23035331