

F. No.10(1)/2014-Admn.
Government of India
Ministry of Parliamentary Affairs

S61, Parliament House,
New Delhi,
Dated: 14th June, 2024

Subject: Allocation of work amongst the Minister of Parliamentary Affairs and Ministers of State in the Ministry of Parliamentary Affairs.

The Minister of Parliamentary Affairs has approved that Minister of State Shri Arjun Ram Meghwal will be in-charge of work in respect of Lok Sabha and Minister of State Dr. L. Murugan will be in charge of work in respect of Rajya Sabha as per orders of even number dated 14th June, 2024 (copy enclosed).

For the sake of internal working in the Ministry and for marking files, abbreviations for the two Ministers of State will be as under:-

Shri Arjun Ram Meghwal	-	MoS(LS)
Dr. L. Murugan	-	MoS(RS)



(Dr. Satya Prakash)

Additional Secretary to the Govt. of India

To,

Secretary, Ministry of Parliamentary Affairs

Copy To:

1. Principal Secretary to the Prime Minister
2. Cabinet Secretary
3. PS to Minister
4. PS to Minister of State (LS)
5. PS to Minister of State (RS)

Allocation of work among the Minister and Ministers of State, Ministry of Parliamentary Affairs

MINISTER

1. To be overall in-charge of all functions allocated by the President to the Ministry of Parliamentary Affairs under Article 77(3) of the Constitution, viz. –
 - a) Dates of summoning and prorogation of the two Houses of Parliament, dissolution of the Lok Sabha, President's Address to Parliament.
 - b) Planning and coordination of legislative and other official business in both Houses.
 - c) Allocation of Government time in Parliament for discussion of motions given notice of by members.
 - d) Liaison with Leaders and Whips of various Parties and Groups represented in Parliament.
 - e) Lists of Members of Select and Joint Committees on Bills.
 - f) Appointment of Members of Parliament on committees and other bodies set up by Government.
 - g) Functioning of Consultative Committees of Members of Parliament for various Ministries.
 - h) Implementation of assurances given by Ministers in Parliament.
 - i) Government's stand on Private Members' Bills and Resolutions.
 - j) Secretarial assistance to the Cabinet Committee on Parliamentary Affairs.
 - k) Advice to Ministries on procedural and other Parliamentary Matters.
 - l) Coordination of action by Ministries on recommendations of general applications made by Parliamentary Committees.
 - m) Officially sponsored visits of Members of Parliament to places of interest.
 - n) Matters connected with powers, privileges and immunities of Members of Parliament.
 - o) Parliamentary Secretaries – Functions.
 - p) Organisation of Youth Parliament Competitions in Schools/Colleges throughout the country.
 - q) Organisation of All India Whips' Conference.
 - r) Exchange of Government Sponsored Delegations of Members of Parliament with other Countries.
 - s) Determination of policy and follow up action in regard to matters raised under Rule 377 of the Rules of Procedure and Conduct of Business in Lok Sabha and by way of Special Mentions in Rajya Sabha.
 - t) Manual of Parliamentary Procedures in the Government of India.
 - u) The Salaries and Allowances of the Officers of Parliament Act, 1953. (20 of 1953)
 - v) The Salary, Allowances and Pension of Members of Parliament Act, 1954 (30 of 1954).
 - w) The Salary and Allowances of Leaders of Opposition in Parliament Act, 1977 (33 of 1977).
 - x) The Leader and Chief Whips of Recognised Parties and Groups in Parliament (Facilities) Act, 1998 (5 of 1999)
2. To assist the Leaders of the Lok Sabha and the Rajya Sabha in carrying out the functions allotted to the Leaders of the two Houses in the Rules of Procedures and Conduct of Business in the Lok Sabha and Rajya Sabha.
3. To keep liaison with Leaders of Opposition Parties/Groups in Parliament.
4. To advise the Prime Minister on Parliamentary matters.
5. All matters relating to establishment and administration of Ministry.
6. Approval of replies to Starred questions & Unstarred questions relating to both the Houses.
7. Approval of Daily List of Government Business for Lok Sabha/Rajya Sabha