

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

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

ORDER

Subject: Allocation of work to Minister of State in Ministry of Parliamentary Affairs-reg.

In supersession of this Ministry's order of even number dated 11.06.2019 the Minister of Parliamentary Affairs has allocated the following work to Shri Arjun Ram Meghwal, Minister of State-

2. All matters except those mentioned in Para 3 below, but including Starred & Unstarred Parliament Questions and Calling Attention Motions, shall be submitted to the Minister of Parliamentary Affairs through the Minister of State. However, VIP References addressed to the Cabinet Minister will be submitted directly to him.

3. The following matters will be disposed of at the level of Minister of State:

(a) All matters relating to:

- i. Assurances (Fulfilment/Extension of time, request for dropping the Assurance) (Lok Sabha)
- ii. Special Mentions (Lok Sabha).
- iii. Laying of Annual Reports/Rules/Regulations etc (Lok Sabha).
- iv. Authentication of Papers (Lok Sabha).

(b) VIP references addressed to the Minister of State.

(c) The following matters have also been delegated by the Minister of Parliamentary Affairs:

- i. To keep the Minister posted with the various suggestions emanating from Members of Lok Sabha.
- ii. To be in attendance in Lok Sabha throughout the period of Session (Lok Sabha).
- iii. To be constantly in touch with the Chief Whips of the Opposition Parties/Groups for facilitating smooth functioning of Lok Sabha.
- iv. To assist the Minister in Planning and Coordination of Legislative and other official business in Lok Sabha.
- v. To maintain quorum in Lok Sabha.
- vi. To assist the Minister in deciding the lists of speakers on debates in Lok Sabha.
- vii. To assist the Minister in nomination of Members of Lok Sabha on government Committees and Bodies.
- viii. To assist the Minister in the election of Members of Lok Sabha to various Committees and for this purpose prepare whips, as necessary.

- ix. To attend to the work pertaining to Parliamentary Committees of Lok Sabha and assist the Minister in regard to nomination thereon.
 - x. To keep the various Ministers informed of their Business in Lok Sabha and ensure their attendance.
 - xi. To assist the Minister in matters relating to changes desired by members of Lok Sabha on the consultative committees.
 - xii. Matters concerned with All India Whips' Conference and Commonwealth Whips' Conference.
 - xiii. To assist the Minister in the follow up action with regard to matters raised under Rule 377 of the Rules of Procedure and Conduct of Business in the Lok Sabha in respect to Ministries.
 - xiv. To look after the work relating to Consultative Committees.
 - xv. To look after the work pertaining to Youth Parliament Competitions.
 - xvi. Claims of TA/DA of Members of Lok Sabha in connection with meetings of the Consultative committees.
4. It may be ensured that all files are submitted / routed to the Ministers strictly in accordance with this allocation of work.
 5. This issues with the approval of the Minister of Parliamentary Affairs.



(Dr. Satya Prakash)
Additional Secretary
Tel No. 23083861

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)