



सत्यमेव जयते

PARLIAMENT OF INDIA

# RAJYA SABHA

**RULES, PROCEDURES AND IMPORTANT  
RECOMMENDATIONS OF THE COMMITTEE ON  
GOVERNMENT ASSURANCES**



**RAJYA SABHA SECRETARIAT  
NEW DELHI**

**JULY, 2022**



COM. GOVT. ASSURANCES

Parliament of India  
**Rajya Sabha**

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*For official use only*

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**Rules, Procedures and Recommendations  
relating to the  
Committee on Government Assurances**

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## **PREFACE**

The Rules of Procedure and Conduct of Business in the Rajya Sabha, made under clause (1) of article- 118 of the Constitution, came into force on 1 July, 1964. The Committee on Government Assurances in the Rajya Sabha is constituted under rule 212A of the Rules of Procedure and Conduct of Business in the Rajya Sabha. The Committee was constituted for the first time in the Rajya Sabha on 1 July, 1972. The Committee at its sitting held on 24 July, 1972 adopted a set of rules for its internal working. The Committee presented its First Report to the House on 13 November, 1972.

This monograph reproduces for facility of reference, Rules 212A to 212G of the Rules of Procedure and Conduct of Business in the Rajya Sabha relating to the Committee on Government Assurances as well as Rules framed for its internal working. It also contains the standard list of expressions constituting Assurances and recommendations made from time to time by the Committee for compliance by the Ministries/Departments of the Government of India. Some of the important recommendations of the Committee have also been highlighted.

**NEWDELHI**

**P. C. MODY,**  
*Secretary-General*





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## **COMMITTEE ON GOVERNMENT ASSURANCES RAJYA SABHA**

### **I       Genesis of the Committee**

In a Parliamentary Democracy, the Executive is accountable to Legislature or Parliament for all its acts of omission and commission. The control which Parliament exercises over the Executive emanates from the principle of Parliamentary supremacy as it represents the will of the people. Parliament as a watch-dog of the people's rights, through its various procedures and devices, not only elicits information on various public matters but also extracts from the Ministers' promises or undertakings for action. The Legislature as a body cannot effectively scrutinize the fulfilment of assurances given by the Ministers on the floor of the House. Thus a need was felt for creating a body with a distinct and useful role to play in enforcing executive's accountability to Parliament. The Committee on Government Assurances is a unique Committee of its kind and is a wholly Indian invention.

During the course of replies to questions or participating in the debates on Bills, Resolutions, Motions, etc., Ministers often use expressions like 'The matter is under consideration', 'I shall look into it', 'I shall consider it', 'Information is being collected and will be laid on the Table of the House', 'I shall supply it to the Hon. Member', etc. It was in 1949 that the Government at the centre for the first time made arrangements to extract such assurances from the proceedings and to report to the House regarding action taken on them from time to time. Since there was no mechanism of the House to ascertain whether all the assurances given by the Ministers on the floor of the House had been extracted and fulfilled, it was left to the individual Member to monitor the progress of implementation of assurances given by Ministers. It was in 1953, the first Committee on Government Assurances was constituted by the Speaker in the Lok Sabha for systematic follow up of Ministerial assurances.

The Committee was constituted for the first time in the Rajya Sabha on the 1st July, 1972, following the recommendation of the Committee on Rules. While recommending the setting up of a Committee, the Committee on Rules took note of the then existing arrangement with regard to the assurances given by the Ministers on the floor of the Rajya Sabha. The procedure was that the Department of Parliamentary Affairs used to pursue the matter with, and collected the necessary information from, the Ministry/Department concerned and the

same was laid on the Table of the House by the Minister of Parliamentary Affairs in due course. This practice was considered ineffective because it left the entire thing to the will of the Ministries. Hence, the need for a Committee of the Rajya Sabha was felt and the Committee came into existence.

## **II. Constitution and functions of the Committee**

The Committee on Government Assurances in the Rajya Sabha is constituted under rule 212A of the Rules of Procedure and Conduct of Business in the Rajya Sabha. The Committee consists of ten Members nominated by the Chairman and holds office until a new Committee is nominated\*. Normally, the Committee is reconstituted every year. The Chairman of the Committee is appointed by the Chairman, Rajya Sabha, from amongst the Members of the Committee. If the Chairman of the Committee is absent from any meeting, the Committee chooses another Member to act as Chairman of the Committee for that meeting. In order to constitute a meeting of the Committee, the quorum is five.

The functions of the Committee are to scrutinize the assurances, promises, undertakings, etc. given by the Ministers, from time to time on the floor of the House and to report (a) the extent which such assurances, promises, undertakings, etc. have been fully or satisfactorily implemented; and (b) when implemented, whether such implementation has taken place within the minimum time necessary for the purpose or whether there has been an inordinate delay in implementation of the assurances and if so, the reason therefor.

## **III. Procedure for the working of the Committee**

The Committee determines its own procedure in respect of all matters relating to the consideration of any question of assurances, promises, undertakings, etc. As per the rules adopted by the Committee for its internal working\*\* at its sitting held on the 24th July, 1972, the concerned officers of the Secretariat go through the daily proceedings of the House to cull out assurances from the verbatim proceedings of the House on the basis of a standard list of expressions, constituting assurances\*\*\*. This list or statement of assurances is checked by the Secretariat with the Statements received from the Ministry of Parliamentary Affairs and those assurances which are not included by the Ministry of Parliamentary Affairs are referred to that Ministry for their comments in the first instance and those comments of the Ministry are brought to the

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\*See Annexure (A) for relevant provision of the Rajya Sabha relating to the Committee.

\*\*See Annexure (B) for Internal Working Rules of the Committee.

\*\*\*See Annexure (C) for 'Standard List of Expressions'.

notice of the Chairman of the Committee, who may either dispose of the matter himself or if he considers it necessary, place the matter before the Committee for its decision as to whether a particular statement by a Minister is or is not to be treated as an assurance. However, as per practice, in view of Committee's inherent power in treating any statement by a Minister as an assurance, the assurances culled out by the Secretariat and which are not included by the Ministry of Parliamentary Affairs are included in the list of assurances and the Ministry of Parliamentary Affairs is informed to include the same in their list.

#### *Grant of Extension of Time*

The Committee Chairman has been authorized to grant extension of time for implementation of assurances in respect of cases where request of Ministries for such extensions from time to time does not exceed the period of one year.

#### *Study Visits of Committee*

The Committee also undertakes on-the-spot study visits in order to ascertain the facts relating to the implementation of an assurance.

#### *Requests for Dropping of Assurances*

On specific requests from the Ministries for dropping of particular assurances giving satisfactory reasons, the Committee also drops such assurances from the list of pending assurances, but it is not necessary that all such requests are acceded to. In such cases the Committee directs the concerned Department/ Ministry to submit a detailed Status Note or if need be calls the Secretary of the concerned Ministry to appear in person before the Committee to explain the position.

#### *Laying of Implementation Reports*

The Ministry of Parliamentary Affairs through its Minister lays on the Table of the House from time to time statements showing action taken by the Government in implementation of the assurances, etc. given by Ministers in the House. These statements showing the action taken by the Government in implementation of assurances, etc. as laid on the Table of the House, are examined by the Secretariat and such assurances which do not appear to have been fully or satisfactorily implemented, or where inordinate delay, considering the nature of the assurances, has occurred in its implementation, are placed before the Committee for its consideration.

#### **IV. Report**

The Report of the Committee is presented to the House by the Chairman of the Committee or in his absence, by any Member of the Committee so authorized by the Committee. Apart from specific cases of assurances, the report generally contains analysis of cases where the Government has taken a long time in the implementation of assurances, issues of seeking extension of time in implementation of assurances, assurances are not fully or satisfactorily implemented, review of pending assurances, and assurances which have been considered and dropped. The Report of the Committee, as a convention, is not discussed in the House. So far the Committee has presented 75 Reports (upto 254<sup>th</sup> Session, 2021).

#### **V. Some important recommendations of the Committee**

It may be pertinent to refer to some of the important recommendations made by the Committee in its various reports presented to the House—

- (i) In its First Report, the Committee has stressed the need to take all necessary steps to implement assurances, etc. within the prescribed period of three months.
- (ii) In its Second Report, the Committee had observed that assurances, etc., made on the floor of the House would become obsolete and lose all their significance if their implementation was delayed inordinately and it had, therefore, urged upon the Government to ensure that all assurances, etc., were implemented within the prescribed period.
- (iii) The Committee in its Thirty-first Report dealt with the question of treating certain statements as assurances even though they did not conform to the Standard List of Expressions constituting assurances.

The Committee made it clear to the Ministries that the Standard List of Expressions was not exhaustive but only illustrative and an expression synonymous or analogous to an expression in the list or any other expression having the slightest semblance of an assurance, would be treated as such. The Committee in the said Report also made it clear that it was within the exclusive jurisdiction of the Committee to decide whether or not a particular reply constituted an assurance and that the Ministries were not competent to question such decisions.

- (iv) In its 52nd Report, the Committee made the following recommendation -Ministries should take all care and circumspection while formulating implementation statements so that the entire spectrum of the issues involved in the assurance is covered and the main thrust of information sought for in the question is not sidetracked.
- (v) In its 55th Report, the Committee made the following recommendations:
  - (a) The Committee realising the time taken in conducting investigations by investigating agencies observed that the cases under investigation are required to be finalized and not allowed to remain pending indefinitely. The Committee was of the view that there is an imperative need for overhauling the investigating procedure and setting up of definite time-frame for completion of investigation and submission of reports so as to reduce administrative delays. The Committee recommended that the concerned Ministry should also seek regular progress report from the investigating agencies and this should be reviewed at least quarterly at the level of the Secretary of the Department.
  - (b) The Committee emphasises the need for setting up of Ministry wise computerized database of pending assurances for proper coordination and monitoring of long pending assurances. The Committee also expects that Parliament Sections of respective Ministries should keep track of all the assurances given by their Ministers on the floor of the House so that all assurances are accounted for and fulfilled within the shortest time without waiting for communication from the Secretariat or the Ministry of Parliamentary Affairs.
- (vi) In respect of extension of time for fulfillment of assurances, the Committee made the following observations:—
  - (a) The Committee therefore impresses upon the Ministries to desist from seeking extension in routine manner. The Ministries while seeking extension must spell out the efforts made by them to fulfil the assurance. (63<sup>rd</sup> Report)

- (b) The Committee observes that often Ministries send requests for extensions of time for fulfillment of assurances to the Ministry of Parliamentary Affairs. It has also been observed that at times such requests are made as a routine matter simply stating more time is required without giving details of steps/progress made justifying the extension sought and often are without approval of the Minister.

The Committee again reiterates that the power to grant extension of time rests with the Committee and recommends that the Ministries should send such requests invariably to the Committee supported by details of steps taken/progress made in the matter duly approved by the Minister concerned. (72<sup>nd</sup> Report)

- (c) The Committee observes that Ministries/Departments often send Implementation Reports to the Ministry of Parliamentary Affairs or upload it on the OAMS Portal and do not seek further extension, presuming that the assurance has been fulfilled in contravention of the well established procedure and rule position in this regard.

The Committee, in view of the above, reiterates its recommendation that Ministries/Departments shall keep on seeking extension of time for fulfillment of the assurance, till the Implementation report is laid on the floor of the House by the Minister of Parliamentary Affairs and is treated as fulfilled by the Committee. Merely sending the Implementation Report to the Ministry of Parliamentary Affairs or its uploading on the OAMS Portal does not amount to the fulfillment of an assurance. (75<sup>th</sup> Report)

- (vii) In respect of dropping of the assurances, the Committee made the following observations:

- (a) Ministries should not approach the Committee in the matter on the plea that investigations will take considerable time or it is not practicable to foresee how long it will take to fulfil an assurance. (26<sup>th</sup> Report)



- (b) Merely informing the Committee that expeditious action is being taken in furtherance of the assurance is no substitute for, and does in no way wipe out, the imperative need for action in concrete terms to fulfil an assurance. (26<sup>th</sup> Report)
- (c) During the course of scrutiny of implementation reports in respect of the various assurances, the Committee noticed a few instances where the Ministries concerned had failed to furnish the details co-extensive with the terms of the assurances given by the respective Ministers. They contended that information more than what had been furnished in the implementation report could not be made available in the public interest. Though the Committee chose not to insist on the details of the information which had been held back, it nevertheless felt that the refuge taken by them behind the omnibus plea of public interest was by itself not a sufficient ground in certain cases for not giving information which was needed to liquidate or drop an assurance. (26<sup>th</sup> Report)
- (d) As regards requests from Ministries/Departments for dropping assurances on the ground that the Minister did not intend to give any assurance and that he simply stated the factual position available at the time of replying to the question, the Committee has observed; “An observation made by a Minister is viewed in a given context by way of giving information and is matched with the intention behind seeking such information. If on scrutiny of a given observation made by a Minister, it is found that information sought for by a member could have been furnished but for its timely non-availability, the intention to make the requisite information available subsequently is evident, such an expression of the intention becomes the concern of the Committee to follow up with the Ministry concerned for its concretisation.” (25<sup>th</sup> and 31<sup>st</sup> Reports)
- (e) Ministries/Departments should desist from approaching the Committee for dropping of an assurance on flimsy grounds, more so in respect of those which have already been considered and not agreed to by the Committee. Requests for dropping of assurances should be made only

in very genuine cases where it is practically not possible to fulfil them. It should be an exception not a rule. (40<sup>th</sup> Report)

- (f) Ministries should scrupulously adhere to the jurisdiction defined by the Constitution of India and should not approach the Committee for dropping the assurance at a later stage on the grounds that the matter relates to State subject. (52<sup>nd</sup> Report)
- (g) There is need for evolving a mechanism to obtain information from defaulting State Governments so that assurances given on the floor of the House are fulfilled within shortest time to ensure the right to information of Members of Parliament who raised the Question in the House. The Committee also observes that in an increasing number of cases the mechanism to obtain information from State Governments seems to be non-functional, and expresses its serious concern about the implications of this phenomenon on the federal structure. (53<sup>rd</sup> Report)
- (h) The Committee would like to make it clear that an observation by a Minister on the floor of the House is viewed in a given context by way of giving information and is matched with the intention behind seeking such information in its entirety. Moreover, it should be clearly understood that it is the prerogative of the Committee alone to treat a reply as an assurance and once it is so treated, the Government is not authorised to question the decision of the Committee. The Committee, therefore, directs that the Ministries/Departments should desist from transgressing the exclusive domain of the Committee in the matter of treating a reply as an assurance. (56<sup>th</sup> Report)
- (i) The Committee is constrained to observe that in the case of some of the assurances, some of the Ministries have tried to sit in judgment over the decisions of the Committee in the matter of treating the replies as assurances. The Committee would like to make it amply clear that whether or not a reply constitutes an assurance is for the Committee to decide and that decision of the Committee should be considered final.

The Committee, therefore, directs that the Ministries/ Departments should avoid moving it for dropping of assurances on the grounds like 'this is an on-going process and, therefore, but this reply should not be treated as an assurance,' 'the point made by Hon'ble Minister during the said discussion in the Rajya Sabha was in the nature of a clarification rather than an assurance, 'no assurance was given and the response was complete', etc. rather they should give convincing reasons in support of their request for dropping of an assurance. (57<sup>th</sup> Report)

- (j) It has been observed that the Ministries approach the Committee for dropping of assurances in a very random manner simply citing that the reply does not constitute an assurance, the Minister had only stated the facts and there was no assurance given during the reply to the Question, information from States is not forthcoming, no time frame can be fixed, etc.

The Committee recommends that the foremost objective of the Ministry should be to fulfill the assurance. Only when the Ministry is unable to fulfill the assurance it should approach the Committee with a request to drop the Assurance citing cogent reasons. Regarding treating the replies given on the floor the House as assurance, it is the prerogative of the Committee to decide which replies have to be treated as assurances the Ministry/Departments have no say in the matter. Many requests are received for dropping on the ground that the CBI has taken over the investigations. In such cases it has been decided that only after charge sheets have been filed, the Committee will consider to drop them. Till such time the Ministry should keep the Committee informed about the development in the matter. (67<sup>th</sup> Report)

- (k) It is the inherent power of the Committee on Government Assurance to drop any assurance after ascertaining difficulties being faced by the Ministry in fulfilling the same. However, at times, it has been observed that the Ministries are sending the request for dropping the assurance on the

same ground even though the Committee has not dropped the assurance on that ground.

The Committee, therefore, directs that once the request of the Ministry for dropping an assurance on a particular ground has not been acceded to by the Committee, the Ministry should desist from sending request for dropping again on the same ground. In such cases, the Ministry either should take steps to fulfill the assurance or send the request for dropping if some new development has taken place. (71<sup>st</sup> Report)

(viii) In respect of laying of Implementation Reports and fulfillment of assurances, the Committee made the following recommendations:

(a) The Committee has observed that the Ministries/ Departments forward Implementation Reports (IR) containing vague or incomplete information. There is absence of clarity of issues and at times the information provided is irrelevant, vague, ambiguous and serves no purpose to the Committee.

The Committee recommends that there should be a monitoring mechanism in the Ministries/Departments to monitor the information furnished in the Implementation Reports. There should be absolute clarity on an issue so that the Committee has a clear picture. (67<sup>th</sup> Report)

(b) The Committee has observed that a large number of assurances remain pending for long due to non-receipt of information or views from other Ministries of the Central Government. It is surprising to note that there is complete lack of urgency on part of the Ministries to expedite the information required by one Ministry that is crucial to the timely fulfillment of an assurance given on the floor of the House. The Committee can understand some delay in receiving information from States in view of the federal structure enshrined under the Constitution. However delay in sending information by other Ministries which comes under the jurisdiction of the Central Government is not acceptable at all.

In such matters the Committee strongly recommends that it should be taken up at the level of Cabinet Secretariat so that some guidelines can be issued for expediting the information related to assurances on policies and projects that linger on for years together just because information is not forthcoming from the stakeholders Ministries. (68<sup>th</sup> Report)

- (c) The Committee has also observed that sometimes even though the Ministry after fulfilling the assurance, had sent the Implementation Report to the Ministry of Parliamentary Affairs for laying the same on the Table of the House but due to some reasons, the assurance is not laid in the House and remains pending.

The Committee, therefore, advise the Ministries that they should keep track of the assurance and pursue it with the Ministry of Parliamentary Affairs till the time the Implementation Report is laid on the Table of the House. (71<sup>st</sup> Report)

- (d) It is generally observed that Ministries close their records after sending Implementation Reports, without ascertaining whether the IR has been laid on the Table of the House and accepted by the Committee as fulfilment of the assurance and do not seek further extension from the Committee. The Committee has reiterated time and again that assurances can be treated as liquidated only after IR thereon is laid on the Table of the House and the Committee has accepted it as fulfilment of the assurance. Ministries should continue to seek extension till the assurance is considered fulfilled by the Committee.

The Committee recommends that the Ministries should not liquidate the assurance at their end without ensuring that the IR has been laid on the Table of the House and accepted by the committee. The Ministry should ensure that the IRs sent to the Ministry of Parliamentary Affairs are laid on the Table of the House. (74<sup>th</sup> Report)

- (e) It has also been observed that Ministries, at many instances, in the Implementation Reports state that the matter is with

State Government and the Ministry has no further role in it and further request the Committee to treat the assurance as fulfilled on above ground. Sometimes request for dropping the assurance is also received on similar grounds.

The Committee recommends that Ministries shall not request the Committee to treat the 'Implementation Reports' fulfilled or to drop the assurance on above-mentioned grounds, as both Centre and State Governments have to work together to fulfil the assurance. In order to fulfil the assurance, the Ministries should pursue the matter with State Government and after collecting the requisite information apprise the Committee thereof. (74<sup>th</sup> Report)

- (f) It has been observed that a number of Implementation Reports, sent to Ministry of Parliamentary Affairs by various Ministries/Departments, remain pending for laying on the Table of the House due to procedural infirmities, which unnecessarily delay the fulfilment and liquidation of assurances.

The Committee, therefore, recommends that all the Ministries/Departments should regularly and proactively pursue the laying of the Implementation Reports on the Table of the House and rectify the infirmity, if any, and the Ministry of Parliamentary Affairs should try to lay the Implementation Reports within a prescribed time frame and at the earliest for early liquidation of assurances. (75<sup>th</sup> Report)

- (g) In many cases, it has been observed by the Committee that Ministries/Departments send Implementation Reports for few assurances which are laid on the Table of the House and are treated as fulfilled. However, some other identical/similar assurances could also be treated as fulfilled if identical/similar Implementation Reports had been laid on the Table of the House, but these remain pending for years.

The Committee expresses its displeasure over the casual approach of Union Ministries/Departments in this regard and recommends that Ministries/Departments should regularly reconcile and update their data/records regarding

assurances and Implementation Reports for identical/similar assurances to be sent and laid on the Table of the House simultaneously for early liquidation of all identical/similar assurances in one go. (75<sup>th</sup> Report)

(ix) In its 68<sup>th</sup> Report, the Committee made the following recommendations:

- (a) The Committee has been receiving many communications forwarding therewith a status note or seeking extension or requesting to drop an assurance without the approval of the concerned Minister. The position here is very clear. All the correspondence between the Ministry and the Committee regarding an assurance has to be approved by the concerned Minister till it is fulfilled. The Committee therefore recommends that the Ministries should follow the right procedures and get the approval of the concerned Ministers before sending a communication to the Committee. (68<sup>th</sup> Report)
- (b) The Committee has noticed, in some cases, serious lack of knowledge on part of the Ministry officials about the procedure that is required to be followed in dealing with the parliamentary assurances. Many Ministries are sending the request for dropping to the Ministry of Parliamentary Affairs, whereas this falls under clear jurisdiction of the Committee on Government Assurances. Similarly, many a times the Ministries request the Ministry of Parliamentary Affairs to grant extension of time.

The Committee strongly feels that the Ministry of Parliamentary Affairs should organise periodic workshops or orientation programmes for the Ministry officials dealing with government assurances for proper disposal of these assurances. Further, the Committee recommends that the Parliament Section of respective Ministries should keep track of all the assurances given by their Ministers on the floor of the House so that all assurances are accounted for and fulfilled within the shortest time without waiting for communication from the Rajya Sabha Secretariat or the Ministry of Parliamentary Affairs. (68<sup>th</sup> Report)

- (c) The Committee in number of cases has observed that assurances remain pending with the originating Ministry for years together though the subject matter does not pertain to that Ministry. Such Ministry which had given the reply does write to the Ministry to which the subject pertains, but that Ministry does not give its acceptance at times for a very long time. The Committee does not appreciate the attitude of such Ministries which take a long time in accepting the transfer of assurances the subject matter of which belong to them.

The Committee recommends that acceptance of such assurance should be given immediately and in case there is any doubt about the subject matter as per the Government of India (Allocation of Business) Rules, the help of Cabinet Secretariat should be immediately taken. (68<sup>th</sup> Report)

- (x) In its 69<sup>th</sup> Report, with regard to variance in records of Committee and Ministries, the Committee observes that often assurances remain pending on account of their not existing in the records of the Ministries whereas the same exist in the records of the Committee Secretariat or the Ministry of Parliamentary Affairs.

The Committee therefore recommends that Ministries should maintain consistent communication with the Secretariat of the Committee to reconcile their records on assurances with that of the Committee Secretariat periodically and the Ministry of Parliamentary Affairs should ensure that no assurance is left unattended and wherever needed, obtain a communication from the Committee Secretariat or the Ministry of Parliamentary Affairs and take necessary action for fulfillment.

## **VI Computerisation of Assurances**

All the relevant details relating to assurances i.e. Assurance no., source and date of giving assurance, subject, extent of Assurance, reasons for pendency, extension given with date, date of laying of Implementation Report and date of dropping, etc. are available on the Rajya Sabha website with search facility and these details can be accessed from website <https://rajyasabha.nic.in>



## **ANNEXURE (A)**

### **Extracts from the Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha) relating to the Committee on Government Assurances**

#### **CHAPTER XVII-A**

##### **212A. Committee on Government Assurances**

There shall be a Committee on Government Assurances to scrutinize the assurances, promises, undertakings, etc., given by Ministers, from time to time, on the floor of the Council and to report on—

- (a) the extent to which such assurances, promises, undertakings, etc., have been implemented; and
- (b) when implemented whether such implementation has taken place within the minimum time necessary for the purpose.

##### **212B. Constitution**

- (1) The Committee shall consist of ten members who shall be nominated by the Chairman.
- (2) The Committee nominated under sub-rule (1) shall hold office until a new Committee is nominated.
- (3) Casual vacancies in the Committee shall be filled by the Chairman.

##### **212C. Chairman of Committee**

- (1) The Chairman of the Committee shall be appointed by the Chairman from among the members of the Committee:

Provided that if the Deputy Chairman is a member of the Committee he shall be appointed Chairman of the Committee.

- (2) If the Chairman of the Committee is for any reason unable to act, the Chairman may similarly appoint another Chairman of the Committee in his place.

- (3) If the Chairman of the Committee is absent from any meeting, the Committee shall choose another member to act as Chairman of the Committee for that meeting.

**212D. Quorum**

- (1) In order to constitute a meeting of the Committee, the quorum shall be five.
- (2) The Chairman of the Committee shall not vote in the first instance but in the case of an equality of votes on any matter, he shall have, and exercise, a casting vote.

**212E. Power to take evidence or call for papers, records or documents**

- (1) The Committee shall have power to require the attendance of persons or the production of papers or records, if such course is considered necessary for the discharge of its duties.

Provided that Government may decline to produce a document on the ground that its disclosure would be prejudicial to the safety or interest of the State.

- (2) Subject to the provision of this rule, a witness may be summoned by an order signed by the Secretary-General and shall produce such documents as are required for the use of the Committee.
- (3) It shall be in the discretion of the Committee to treat any evidence tendered before it as secret or confidential.

**212F. Presentation of Report**

The report of the Committee shall be presented to the Council by the Chairman of the Committee or, in his absence, by any member of the Committee.

**212G. Regulation of procedure**

The Committee shall determine its own procedure in connection with all matters connected with the consideration of any question of assurances, promises, undertakings, etc., in the Committee.

## ANNEXURE (B)

### **Rules for the Internal Working of the Committee on Government Assurances:**

1. *Culling out of assurances* - The Rajya Sabha Secretariat shall examine the daily proceedings of the Council in order to make those statements of Ministers which constitute assurances.
2. *Statement of assurances from the Ministry of Parliamentary Affairs* - The statement of assurances shall be checked by the Secretariat with the statements which are received from the Ministry of Parliamentary Affairs and those assurances which have not been included by the Ministry of Parliamentary Affairs shall be referred to that Ministry for their comments in the first instance.
3. *Decision as to whether a statement constitutes an assurance* - The comments of the Ministry of Parliamentary Affairs, if any, shall be brought to the notice of the Chairman of the Committee. The Chairman may, either dispose of the matter himself or, if he considers it necessary, place the matter before the Committee for their decision as to whether a particular statement by a Minister is or is not to be treated as an assurance. All requests from various Ministries/ Departments of Government of India for dropping of assurances shall be placed before the Committee for consideration.
4. *Examination of statements of assurances etc. laid on the Table* - The statement showing the action taken by Government in implementation of assurances, as laid on the Table of the Council by the Minister of Parliamentary Affairs shall be examined by the Secretariat. Such of the assurances as do not appear to have been fully or satisfactorily implemented, or where inordinate delay considering the nature of the assurance has occurred in implementation thereof, shall be placed before the Committee for its consideration.
5. *Preparation of Memoranda* - The Secretariat shall prepare memoranda on the various items to be considered by the Committee. The memoranda shall state briefly the assurance given by the Minister in the Council, action taken by Government to implement the assurance, the extent to which it has actually been implemented and whether such implementation has taken place within the minimum time necessary for the purpose.
6. *Notice of sitting and circulation of agenda papers* - When the date and time of a sitting of the Committee have been fixed, notice thereof along with

the agenda, shall be circulated to the Members of the Committee a week in advance of the date of the meeting both at their local and permanent addresses.

7. *Special invitees* - A Member who is not a Member of the Committee may be invited to attend a sitting of the Committee under the orders of the Chairman of the Committee but he shall not have right to vote.

8. *Record of proceedings* - A record of the proceedings of each sitting of the Committee shall be kept.

9. *Minutes of sittings* - The Secretariat shall prepare draft minutes of the sitting of the Committee for approval of the Chairman of the Committee or the member who presided at the sitting, as the case may be.

10. *Mention of evidence in minutes* - The fact that evidence was given before the Committee shall be mentioned in the minutes of the relevant sitting.

11. *Circulation of minutes* - The minutes of each sitting of the Committee shall be circulated to the Members of the Committee.

12. *Minutes to be appended to report* - The minutes of the sitting of the Committee shall be appended to the relevant report of the Committee and presented to the Council along with the report.

13. *Report of the Committee* - The secretariat shall prepare draft report of the Committee containing its recommendations which, after approval by the Chairman of the Committee, shall be placed before the Committee.

14. *Presentation of report* - The report of the Committee shall be presented to the Council by the Chairman of the Committee or, in his absence, by any member of the Committee.

15. *Circulation of report* - As soon as possible after presentation of the report to the Council, copies thereof shall be circulated to the Members of the Council and the Ministries concerned.

## ANNEXURE (C)

### Standard list of expressions constituting assurances

The Committee on Government Assurances at its sitting held on the 24<sup>th</sup> July, 1972 approved the following standard list of expressions which are regarded as constituting an assurance:—

1. The matter is under consideration;
2. I shall look into it;
3. Enquiries are being made;
4. I shall inform the Hon'ble Member;
5. This is primarily the concern of State government but I shall look into it;
6. I shall write to the State Governments;
7. I assure the House that all suggestions by Hon'ble Member will be carefully considered;
8. I shall study the conditions on the spot during my tour;
9. I shall consider the matter;
10. I will consider it;
11. I will suggest to the State Government;
12. We will put the matter in the shape of resolution;
13. I shall see what can be done about it;
14. I will look into the matter before I can say anything;
15. The suggestion will be taken into consideration;
16. The matter will be considered at the conference to be held on;
17. The matter is still under examination and if anything is required to be done it will certainly be done;
18. The matter will be taken up with the Government of;
19. I have no information, but I am prepared to look into the matter;

20. Efforts are being made to collect the necessary data;
21. The suggestions made will be borne in mind while framing the rules;
22. If the Hon'ble Member so desires, I can issue further instructions;
23. Copy of the report when finalized, will be placed in the Parliament Library;
24. I shall supply it to the Hon'ble Member;
25. I think it can be done;
26. If the Hon'ble Member's allegation is true, I shall certainly have the matter gone into;
27. We shall have to find that out;
28. I will draw the attention of the Government who I hope will take adequate steps in this direction;
29. It is a suggestion for action which will be considered;
30. (Discussion on Railway Budget) All the points raised by various Members will be considered and the result will be communicated to each Member;
31. Information is being collected and will be laid on the Table of the Rajya Sabha;
32. I am reviewing the position.

The directions of the Chairman, Deputy Chairman or the Vice-Chairman involving action on the part of Ministers and all specific points on which information is asked for and promised also come under the category of assurances, etc.

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