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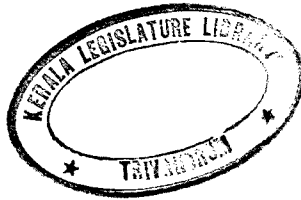
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ADMINISTRATION REPORT
OF THE
SECRETARIAT OF THE KERALA LEGISLATURE

1969-70

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT

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P R E F A C E

This Report, which is the first of its kind, contains a brief account of the activities of the Secretariat of the Kerala Legislature during the year 1969-70.

Article 187 of the Constitution of India provides for a separate Secretariat for each Legislature. The Legislature Secretariat of the State was organised on December 12, 1950.

The Secretary to Legislature heads the Secretariat which is under the over all control of the Speaker. The functions of the Secretary may be broadly classified under two categories, viz., Parliamentary and Administrative. His most important parliamentary function is to render all possible assistance to the Speaker in the discharge of his official functions. It is also his duty to give guidance and advice to all the members of the legislature in their parliamentary work. By virtue of his being the Secretary of the Legislature, he functions as the Secretary of all the Committees of the Legislature. He is the custodian of the documents of the House and of its Committees. The Secretary also arranges to publish full reports of the proceedings of the House under the direction of the Speaker. In his capacity as the administrative head of the Secretariat, he discharges all administrative and executive functions.

The Secretary is assisted by a Joint Secretary, two Deputy Secretaries, three Under Secretaries, one Chief Editor, one Chief Marshal and other gazetted and non-gazetted officers.

At present the Legislature Secretariat is functionally divided into four branches:—

- (i) General Branch which deals with all matters connected with the business of the House;
- (ii) Committee Branch which provides Secretarial assistance and attends to work connected with Financial Committees;

- (iii) Editing Branch which is responsible for the publication of the proceedings of the House, Synopsis of Debates, compilation of Rulings from the Chair, unparliamentary expressions, etc.; and
- (iv) Accounts Branch which is connected with administrative matters and looks after the payment of salaries and allowances to the members and staff and running the Legislators' Hostel.

With the change in times no Legislature Secretariat can afford to confine its activities to the traditional functions, namely, the issue of notices for summoning and proroguing the Assembly, processing of questions to be answered, publication of the proceedings, recording of minutes of meetings and preparation of reports of various Committees of the Legislature, etc. The Secretariat of a Legislature in future has to aim at and promote its activities on the intellectual plane. This can be achieved only by a constant and continuous search for finding out ways and means to render assistance to legislators who are the ultimate decision makers of our country. The quality of their discussion in the Assembly and the nature of the decisions they take, will depend to a great extent on their equipment and skill. If the Secretariat of a Legislature is not able to render proper assistance to reinforce the equipment of the law maker, it cannot any longer justify its existence.

Conscious of these changing perspectives and expectations, this Secretariat has formulated a programme to vitalise the law making process. As part of the above programme, the Secretariat produced during the year under review, Background Materials for the discussion of three important bills which were pending before the Assembly. It was a unique experiment in the history of State Legislatures in India, in the sense, that no other Legislature Secretariat has hitherto made any attempt in that direction. Much to our delight it was found that the reception and response from the members, the public, the press and the Legislature Secretariats of other States were most encouraging and enthusiastic. The background materials were produced by a 'Task Force' specially constituted from among the members of the staff of this Secretariat, who willingly contributed to the work while attending to their

routine duties in the office. The confidence gained by this initial success has prompted us to take steps for organising a Research and Reference Branch in the Secretariat.

Besides production of background materials on important Bills and Resolutions, this branch will render the following additional services to the members:—

- (i) Preparation of reference notes, brochures, etc., on important topics;
- (ii) Supplying of on-the-spot references contained in the published documents;
- (iii) Publication of a journal entitled "The Journal of Legislative Information" to keep the members informed with the current problems on various fields and parliamentary practices; and
- (iv) Collection of important press-clippings on different subjects from selected newspapers.

It is hoped that the record of service which this Secretariat has been privileged to perform, contained in the following pages will be read with interest.

July, 1970.

Dr. R. PRASANNAN,
Secretary to Legislature.

CHAPTER I

GENERAL SECTION

General.

Multifarious are the duties of the General Section. The section swings into action as soon as the commencement of a session. The section deals with:—

1. All kinds of motions including—
 - (a) No-confidence motion.
 - (b) Adjournment motion.
2. Government resolutions.
3. Statutory resolutions.
4. Governor's Address.
5. Notice of discussion on matters of urgent public importance.
6. Notice of calling attention to matters of urgent public importance.
7. Statements made by Ministers on matters of public importance.
8. Papers to be laid on the Table.
9. List of business for each day of sitting of House.

Meticulous care is taken to ensure that all notices received from the members are dealt with properly.

The Section also issues Bulletin Part I and II for the information of members of the Assembly. Part I Bulletin contains brief record of the proceedings of the Assembly on each sitting. Part II Bulletin gives information to members on any matter relating to or connected with the business of the House in any matter which in the opinion of the Speaker may be included therein. It is issued during session period as well as during off session period. Bulletins Part I and II issued in a year are bound in a volume for reference purposes. As soon as a session is over the section prepares a 'resume' of Business transacted during the session.

The section takes steps for the election of members to the Financial Committees and for the constitution of other Legislature Committees. It also takes steps for the election of members to Boards constituted by Government on the request of Government.

The section also attends to the work connected with the Business Advisory Committee, the Committee on Petitions, the Committee of Privileges and the Rules Committee.

Other important works dealt with in the General Section are the following:—

- (i) Annual conference of Presiding Officers of Legislative Bodies in India,
- (ii) Annual Conference of Secretaries of Legislative Bodies in India,
- (iii) Meetings of the Committee of Presiding Officers,
- (iv) Whips Conference,
- (v) Conference of Inter Parliamentary Association,
- (vi) Preparation of material for inclusion in the Journal of Parliamentary information brought out by the Lok Sabha Secretariat,
- (vii) Supply of information for inclusion in the Journal 'The Table' brought out by the society of clerks at the Table, Commonwealth Parliaments, London,
- (viii) Supply of material for inclusion in the State Administration Report,
- (ix) Compilation of the Administration Report of the Legislature Secretariat, etc.,
- (x) Receipt and distribution of tappal and despatch, maintenance of Tappal book.

Staff.

The Section consists of the Section Officer, five Assistants and four peons.

The activities of the section during the year under review are enumerated below:—

Meetings of the Assembly.

There were two sessions of the Kerala Legislative Assembly during the year 1969-70 viz., the second session in 1969 and the first session in 1970. As soon as dates for the sessions were fixed the programme for the two sessions were drawn up in consultation with the Law and Finance Departments. The total number of sittings during 1969-70 was 60 days. The List of Business for each day of sitting of the Assembly, prepared in English and Malayalam was circulated to the members. Altogether 60 Part I Bulletin, and 109 Part II Bulletin were issued during the period.

The Resume of Business of Second Session in 1969 and First Session in 1970 were prepared and sent to the members, Lok Sabha Secretariat and all State Legislatures in India.

Governors' Address.

The Governor of Kerala addressed the members of the Assembly on the first day of the first session in 1970. All the arrangements in this connection were made by this section. The Members were also informed well in advance, of the formalities to be observed on the arrival of the Governor.

When the Governor's Address was over, copies of the Address, both in Malayalam and English, were distributed to the members and the press representatives.

The discussion on Governor's Address lasted for three days. Altogether twenty-three amendments both in English and Malayalam were tabled by the members to the motion of thanks moved by Shri P. Ramunni Kurup, M.L.A. All these amendments were edited and put in the proper form. Copies of these amendments were circulated to members.

Out of the twenty-three amendments tabled, fourteen were moved in the House, but none was accepted. The time taken for discussion on the Governor's Address was 10 hours and 33 minutes.

The motion of thanks adopted by the Kerala Legislative Assembly on ^{January} June 16, 1970 was conveyed to the Governor on that day itself and the message from the Governor expressing his pleasure in respect of the motion of thanks was read in the House on ^{January} June 20, 1970.

Oath or Affirmation under Article 138 of the Constitution.

During the period three members returned in the bye-election held in Malappuram, Attingal and Malampuzha took oath or made affirmation under article 188 of the Constitution. Arrangements were made for their being sworn in as members. The Superintendent, Government Presses was requested to arrange for the regular supply of Government publications to these new members.

Obituary references.

- During the period nine obituary references were made in the Assembly. Materials for the references were collected and the condolence of the House was conveyed to the bereaved families.

Business Advisory Committee.

The main function of the Committee is to recommend the time that should be allocated for discussion of the stage or stages of

Government Bills and other Government Business. The Committee shall also have such other functions as may be assigned by the Speaker from time to time. The report of the Committee after it is approved by the Speaker who is the Chairman of the Committee is presented to the House. The motion that the House agrees with the report of the Committee is normally adopted by the House unanimously.

During the year under review the Committee held several sittings. The meetings were arranged by this section and the minutes of each meeting and the Report of the Committee were prepared. The Committee presented four reports during the period.

Committee of Privileges.

The House collectively and its members individually enjoy certain privileges, i.e., certain rights and immunities without which the House and its members cannot discharge the functions entrusted to them. Whenever there is an alleged breach of privilege, it is generally referred by the House to the Committee of privileges for examination, investigation and report. Speaker may also suo motu refer any question of privileges to the Committee. Generally the issues of privilege involved difficult points which require thorough and detailed examination of the issues involved.

Seven notices of questions of privilege were referred to the Committee of privileges by the Speaker. One of the important privilege issues raised by members related to matters involving the action of the Chief Minister in ordering an enquiry to go into the charges of corruption levelled against former Ministers on the floor of the House, without obtaining the permission of the House. Another important question of privilege raised in respect of a reported statement of a member of parliament regarding the Kerala Land Reforms (Amendment) Bill, was referred to the Speaker, Lok Sabha for his consideration in accordance with the practice followed in such cases.

In respect of the question of alleged breach of privilege given notice by a member, which was referred to the Committee of Privileges under Rule 153 of the Rules of Procedure in respect of a speech reported in the Daily 'Desabhimani', the House agreed with the view of the Committee of Privileges that no breach of privilege was involved in the report.

Meetings of the Committee of Privileges.

There were ten meetings of the Committee during the financial year. The Advocate General was invited for all meetings. The meetings were arranged by this Section and minutes of each meeting prepared and circulated to members. Shri T. K. Divakaran, M. L. A.

and leader of the House was appointed as Chairman of the Committee in the place of Shri E. M. S. Namboodiripad who ceased to be the Leader of the House. Consolidated notes examining the various issues involved in the questions of privilege were circulated to members.

During the year under report the Committee could present only one Report viz., the third Report on the question of privilege raised by Shri E. K. Imbichi Bava, Transport Minister against the printer and publisher of 'Janayugom', a Malayalam daily, in respect of a report that appeared in the issue on February 20, 1969. The Report was adopted by the House on August 11, 1969.

Motion for adjournment.

During the second session in 1969, thirty-one notices of motions for adjournment of the Business of the House on matters of urgent public importance dealing with various subjects were received. Consent was withheld by the Chair and none was admitted.

During the first Session in 1970, twelve notices of adjournment motions were received, but none was admitted.

Notices under Rule 61.

As contemplated under Rule 61 of the Rules of Procedure and Conduct of Business in the Kerala Legislative Assembly, after the list of Business for the day is entered upon, a member will be allowed, with the permission of the Speaker to draw the attention of a Minister to any matter of urgent public importance. Eventhough numerous notices under rule 61 were received during the period, only twenty-nine notices were admitted. Statements thereon were made by the concerned Ministers. The notices under rule 61 received from the members in respect of which statements were not made on the floor of the House were forwarded to the concerned administrative Department of the Government by this Secretariat with the request to supply information direct to the concerned members with copy to this Secretariat.

No confidence Motion against the Speaker.

A notice of motion for the removal of the Speaker under Article 179(c) of the Constitution of India, received from Shri P. Govinda Pillai, M.L.A., on October 3, 1969 was circulated to members. However the member did not move the resolution.

Motion of Confidence.

On March 20, 1970, Shri C. Achutha Menon, Chief Minister moved a motion of Confidence—The discussion on the motion lasted for

2 days. In this connection, a ruling on the procedure to be followed for demanding vote of Confidence in the Government was given by the Speaker on March 20, 1970.

Constitution of Special Committee.

On January 29, 1970, some members of the Opposition persistently obstructed the proceedings of the House. Five members were suspended from the service of the House for their gross disorderly conduct in the House. In pursuance of the decision of the House the Speaker constituted a special Committee on February 3, 1970 for formulating suitable preventive measures against the recurrence of the incident.

The Committee held three sittings. The minutes of the meetings held and draft of the report as directed by the Committee were prepared and circulated to the members of the Committee. After approval, the report of the Committee was presented to the House on March 20, 1970. Copies of the report were sent to all members.

Presentation of Petition.

The Committee on Petitions examines every petition which after presentation to the House stands referred to it and presents its report to the House. During the period the following petitions were referred to the Committee.

On August 20, 1969 Shri Alexander Parambithara presented a petition from Shri K. M. Kumar, Vice President, Munnar Special Grade Panchayat and Shri K. N. Ninan, President, Pallivasal Panchayat requesting Government to take steps to redress certain grievances of cardamom planters. The petition was referred to the Committee on Petitions.

On January 28, 1970, Shri P. P. George presented a petition from Shri P. K. Itoop and Shri P. T. Sankaran Embranthiri, Secretary of the "Chalaky Taluk Roopikarana Committee" requesting the Government for the formation of Chalaky Taluk. The petition was referred to the Committee on Petitions.

The Committee held ten sittings. The meetings were arranged by this section. Minutes of each meeting were prepared and circulated to members of the Committee.

The Committee presented one report viz., the fifth Report during the year under review.

The Committee undertook a tour with a view to study the working of the Committee on Petitions of Lok Sabha and State Legislatures of Mysore, Maharashtra, Punjab, Haryana, West Bengal and Orissa.

All the arrangements in this connection were made by this Section. After the study tour the Committee submitted a report to the Speaker recommending to issue a direction empowering the Committee to consider representations including letters and telegrams from various individuals and associations which are not covered by the Rules relating to Petitions. Necessary directions in this regard were issued by the Speaker.

Conference of Presiding Officers.

During the period under review, the annual Conferences of Presiding Officers and Secretaries of Legislative Bodies in India, were held at Panaji (Goa) from December 29, 1969 to December 31, 1969. The Speaker and the Secretary attended the above Conference. Points for discussion at the conference together with detailed notes thereon were prepared by this Section.

Journal of Parliamentary information and the 'Table'.

Materials for inclusion in the Journal of Parliamentary information brought out by the Lok Sabha Secretariat and the 'Table' published by the Society of Clerks-at-the-Table. Commonwealth Parliament, London were prepared and sent for publication.

Whip's Conference.

The recommendations made at the Sixth All India Whip's Conference, were communicated to this Secretariat by the Department of Parliamentary Affairs. Those recommendations which relate to the sphere of function of the Legislature, were examined and action taken.

Prorogation.

The Second Session in 1969 was prorogued by the Governor with effect from October 25, 1969 and the First Session in 1970 was prorogued with effect from March 26, 1970. Notifications issued in this regard were sent to the Department of Parliamentary Affairs and the Election Commission.

CHAPTER II
LEGISLATIVE SECTION

A. *Legislative Business.*

1. *General.*

The Legislative Section is mainly concerned with Bills—Government and Private. From the time notice of the Bill is received in this Secretariat to the time when it is transmitted to the Law Department for obtaining Governor's or President's assent all the work connected therewith is done in this Section.

The work done is of the following nature:

Government Bills are examined so as to see:

- (i) whether they are accompanied by statements of objects and reasons;
- (ii) whether they are money bills or not;
- (iii) whether they require the recommendation of the Governor under Article 207 or the previous sanction of the President under Article 304 of the Constitution of India;
- (iv) whether the memorandum regarding delegated legislation or financial memorandum is appended to the Bill; and
- (v) whether the Bill otherwise satisfies the requirements of Assembly Rules.

The Bills are then published and circulated to Members. The amendments to the Bill, notice of which is given by the Members, are put in proper form and a consolidated list is prepared to see whether they are admissible. The bills are then considered by the Assembly and passed according to an elaborate procedure prescribed in the Rules. Whenever they are referred to a Select Committee, the work relating to the Committee is also done by this section. The section has to prepare authenticated copies of the Bills as passed by the Assembly for obtaining the assent of the Governor or the President as the case may be. Sustained concentration is required to follow the deliberation of the House during the various stages of the Bill.

All private bills are carefully scrutinised to confirm that they comply with the procedural rules. The following special features are applicable in the case of Bills sponsored by private members.

The period of notice of a motion for leave to introduce a private members' bill is 15 days.

Private members' bills can be taken up only on days fixed for the purpose.

After introduction all Private Members' Bills are referred to the Committee on Private Members' Bills and Resolutions which is required to examine and classify them according to their nature, urgency and importance, before they are taken up for consideration. The Committee also recommend the time to be allotted for their consideration.

In case the introduction of the Private Members' Bills is opposed on the ground that the Bill initiates legislation outside the legislative competence of the House it may be referred to the Committee provided the Speaker considers such objection to be *prima facie* tenable.

The relative precedence of Private Members' Bills after their introduction regarding subsequent legislative stages is determined by ballot.

A member who has introduced a bill may at a subsequent stage with the permission of the Speaker nominate another member to pilot the remaining stage or stages of the Bill.

Except for these special features the procedure in regard to private members' bills is the same as in the case of Government Bills. Members are generally assisted in drafting the Bills in a proper form.

2. *Legislative Business transacted during Second Session—1969.*

The Assembly transacted legislative business for 23 days during the session. During the said period nine bills were passed, one bill was referred to Select Committee, reports of the Select Committee on three bills were presented, one bill as reported by the Select Committee was recommitted to the same Select Committee with powers to scrutinise the provisions of the original act and leave was granted to introduce two non-official bills. The general discussion on the Kerala Panchayati Raj Bill, 1967 as reported by the Select Committee was concluded during the said period.

Details of the Legislative Business transacted by the Legislative Assembly are given below:—

(a) *Bills passed by the Assembly.*

<i>Name of Bill</i>	<i>Date on which passed.</i>
(1) The Kerala Municipal Corporations (Amendment) Bill, 1969.	August 5, 1969.

<i>Name of Bill</i>	<i>Date on which passed.</i>
(2) The Payment of Wages (Kerala Amendment) Bill, 1968.	August 5, 1969.
(3) The Kerala Shops and Commercial Establishments (Amendment) Bill, 1969.	August 5, 1969.
(4) The Kerala Electricity Duty (Amendment) Bill, 1968.	August 5, 1969.
(5) The Kerala Stamp (Amendment) Bill, 1969.	August 19, 1969.
(6) The Kerala Appropriation (No. 5) Bill, 1969.	August 19, 1969.
(7) The Kerala Local Authorities Entertainments Tax (Amendment) Bill, 1969.	August 20, 1969.
(8) The Kerala Education (Amendment and Validation) Bill, 1969.	August 21, 1969.
(9) The Kerala Land Reforms (Amendment) Bill, 1968.	October 17, 1969.

Of the nine bills passed during the period under review, the Kerala Land Reforms (Amendment) Bill, 1968 aroused considerable interest. The bill was introduced in the Assembly on August 19, 1968 and was referred to a Select Committee on August 30, 1968. The report of the Select Committee on the bill was presented in the Assembly on August 7, 1969. The general discussion on the bill as reported by the select committee lasted for six days and it took nine days for clause by clause consideration of the bill. 356 notices of amendments were received and 131 amendments were accepted. The Bill was finally passed on October 17, 1969.

The salient features of the Bill as passed by the Assembly are the following:—

The definition of kudikidappukaran has been widened as to include persons having three cents of land in a Municipal Corporation or major Municipality or five cents in any other Municipality or ten cents in a Panchayat or township.

The rate of fair rent has been reduced.

The quantum of purchase price payable for the excess lands vested in Government and which are to be assigned on registry has been reduced.

Conditions for eviction of kudikidappakaran have been made more rigid.

The kudikidappakaran has been given the right to purchase the 'Kudiyiruppu' and the land adjoining thereto subject to certain limitations.

Ceiling area of land has been reduced. Exemption from ceiling area in respect of certain lands allowed in the original Act has been withdrawn.

The extent of standard acre for the purpose of calculating ceiling area has been standardised on a rational basis.

(b) *Bill referred to Select Committee.*

On August 20, 1969 the Kerala Industrial Employees' Payment of Gratuity Bill, 1969 was referred to a Select Committee.

(c) *Bills in respect of which Select Committee Reports were presented.*

The Select Committee Reports on the following Bills were presented:—

<i>Name of Bill</i>	<i>Date on which presented.</i>
(1) The Kerala Land Conservancy (Amendment) Bill, 1968.	August 5, 1969
(2) The Kerala Industrial workmen (Regulation of Discharge, Dismissal and other Forms of Termination of Service) Bill, 1968.	October 17, 1969
(3) The Sree Pandaravaka Lands (Vesting and Enfranchisement) Bill, 1968.	September 29, 1969

(d) *Bill recommitted to Select Committee.*

On August 7, 1969 The Kerala Gaming (Amendment) Bill, 1969 was recommitted to the same Select Committee with powers to scrutinise the provisions of the parent Act.

(e) *Non-official Bills for which leave for introduction was granted.*

- (1) Leave was granted on August 8, 1969 for the introduction of the Munnar Township Bill, 1969 given notice by Shri N. Ganapathy.
- (2) Leave was also granted on October 10, 1969 to the Kerala Recognition of Trade Unions Bill, 1969 given notice by Shri P. S. Nambudiri.

3. *Legislative Business transacted during the First Session 1970.*

During the session legislative business was transacted on seven days and twelve Bills were finally passed, one Bill was referred to the Select Committee, the Report in respect of which was also presented.

Details of the Bills finally passed are given below:—

<i>Name of Bill</i>	<i>Date on which passed</i>
(1) The Kerala Municipal Corporations (Second Amendment) Bill, 1969.	January 19, 1970
(2) The Kerala University (Amendment) Bill, 1969.	January 19, 1970
(3) The Kerala Public Service Commission (Additional functions as respects the Kerala State Road Transport Corporation) Bill, 1970.	January 21, 1970
(4) The Madras Preservation of Private Forests (Amendment) Bill, 1970.	January 28, 1970
(5) The Kerala Motor Vehicles (Taxation of Passengers and Goods) (Amendment) Bill, 1970.	January 28, 1970
(6) The Kerala Industrial Employees Payment of Gratuity Bill, 1970.	January 28, 1970
(7) The Kerala Appropriation Bill, 1970.	January 30, 1970
(8) The Kerala Public Services (Amendment) Bill, 1970.	January 30, 1970
(9) The Kerala Maternity Benefit (Repeal) Bill, 1970.	January 30, 1970°
(10) The Kerala Agriculturists' Debt Relief Bill, 1968.	January 30, 1970
(11) The Kerala Appropriation (No. 2) Bill, 1970.	March 24, 1970
(12) The Kerala Appropriation (No. 3) Bill, 1970.	March 25, 1970

Of the above Bills, the Kerala Public Service Commission (Additional Functions as respects the Kerala State Road Transport Corporation) Bill, 1970, the Kerala Industrial Employees' Payment of Gratuity Bill, 1970, and the Kerala Agriculturists Debt Relief Bill, 1968 evoked great interest.

The Kerala Industrial Employees' Payment of Gratuity Bill, 1970.

The Bill sought to introduce a uniform and compulsory gratuity scheme to all the workers in a factory, plantation or other establishment of the State so that industrial unrest on this score could be reduced to the minimum. Workmen of all categories have been repeatedly clamouring for such an enactment since there was no law binding on the management to pay gratuity to the workers. There was also considerable disparity between the schemes in application in the different parts of the State.

The Kerala Industrial Employees' Payment of Gratuity Bill, 1969 (L.A. Bill 24 of 1969) was introduced in the Assembly on August 6, 1969 and was referred to a Select Committee on 20-8-1969. It could not be enacted into law since the session was prorogued. In view of the urgency of the legislation, an Ordinance on the lines of the Bill was promulgated with suitable modifications. To replace the said Ordinance, the Kerala Industrial Employees' Payment of Gratuity Bill, 1970 was introduced in the Assembly on January 21, 1970 and was referred to a Select Committee on the same day. The report of the Select Committee was presented on January 23, 1970. The Bill as reported by the Select Committee was taken into consideration on January 30, 1970 and was passed on the same day.

The Kerala Agriculturists' Debt Relief Bill, 1968.

The Kerala Agriculturists' Debt Relief Act, 1958 (31 of 1958) provides for some relief to the indebted agriculturists in the State. But the benefits conferred by that Act were available only in respect of debts incurred by the agriculturists before July 14, 1958, on which date the Act came into force. Even after this date the agricultural indebtedness in the State, especially among the poor sections of the people, continued to be on the increase due to various factors. Several suits were filed in courts for the recovery of debts accrued after 14-7-1958 from poor indebted agriculturists. It was considered necessary to give some relief to such agriculturists also.

Accordingly, the Kerala Agriculturists Debt Relief Bill, 1968 was introduced in the Assembly on January 20, 1969 and was referred to a Select Committee on January 21, 1969. The report of the Select Committee was presented on August 19, 1969. The bill as reported by the Select Committee was taken into consideration on October 16, 1969 and was passed by the Assembly on January 30, 1970.

Bill referred to Select Committee.

On January 21, 1970 the Kerala Housing Board Bill 1970 was introduced in the Assembly and was referred to a Select Committee on January 22, 1970.

Presentation of Select Committee Report.

On March 25, 1970 the Report of the Select Committee in respect of the Kerala Gaming (Amendment) Bill, 1969 was presented.

(b) *Financial Business.*

Another important item of work dealt with in this section is 'Financial Business'.

At the beginning of each financial year Government place before Legislature the Budget for the year, which is a statement of estimated receipts and expenditure of the Government. It is followed by a speech by the Finance Minister in which he also declares his proposals for meeting the expenditure of Government. The general discussion on the budget proposals takes place for two or three days. Motion can be moved by Members to reduce the amount of demand. Such a motion is called a cut motion. The voting on demands for grants is spread over nine to ten days each day being devoted to the discussion of the grants for one or more Departments of Government. On the last of the allotted days the rest of the demands is put to vote without discussion. An appropriation Bill to give effect to the grants passed by the House is then brought before the Legislature which after it is passed gives the necessary authority to Government to draw upon the Consolidated Fund of the State. As laid down in the Constitution of India expenditure to be charged on the Consolidated Fund is not submitted to the Vote of the Legislature but Legislature is not thereby prevented from discussing any of these estimates.

Supplementary, additional excess and exceptional grants and votes of credit are regulated by the same procedure as is applicable in the case of Demands for Grants subject to such adaptation as the Speaker may deem to be necessary or expedient.

Distribution of budget documents to members, issue of bulletin showing the dates for moving demands for grants, allotment of time for discussion, printing and circulation of cut motions, etc., are the nature of work done in this Section.

Supplementary Demand—1969-70.

On August 12, 1969 supplementary Financial Statement for the year 1969-70 was laid on the Table of the House. On August 18, 1969 the Assembly discussed and voted supplementary grants for 1969-70 amounting in the aggregate to Rs. 95,60,700.

Two supplementary Financial Statements for the year 1969-70 were laid on the Table by the Finance Minister on January 18, 1970 and February 27, 1970. These Demands amounting in the aggregate to Rs. 50,03,100 and Rs. 12,31,42,300 were discussed and voted on January 27, 1970 and March 2, 1970 respectively.

Budget for the year 1970-71.

The Budget for the year 1970-71 was presented to the House on February 27, 1970 by the Minister for Finance. The general discussion on the Budget was held for three days i.e., on March 3, 4 and 5, 1970. The Demands for grants were discussed and voted on March 9, 10, 11, 12, 17 and 24, 1970 and the Appropriation Bill in respect of the Budget 1970-71 was passed on March 25, 1970.

(c) *Committee on Private Members' Bills and Resolutions.*

The work relating to the Committee on Private Members' Bills and Resolutions and the Committee on Subordinate Legislation is also attended to by the Legislative Section.

The functions of the Committee are to examine and classify all Private Members' Bills according to their nature, urgency and importance after they have been introduced and before they are taken up for consideration in the House, to allot time to Private Members' Bills and Resolutions to examine a Private Members' Bill which is opposed in the House on the ground that the Bill initiates legislation outside the legislative competence of the House and to perform such other functions as may be assigned to it by the Speaker from time to time.

The Report containing the recommendations of the Committee is prepared by the Section. After getting the approval of the Chairman of the Committee copies of the report are circulated among all members on the day on which the Report is presented. The motion for adoption of the Report is moved by the Chairman on the day allotted for Private Members' Business. On adoption of the motion the allocation of time in respect of Bills and Resolutions takes effect.

Second Session—1969. . .

The Ninth, Tenth, Eleventh and Twelfth Reports in 1969 of the Committee on Private Members' Bills and Resolutions were presented on August 7, 21, October 1, and October 10, 1969 respectively.

Private Members' Resolutions were discussed on four days during the session. Eight resolutions were moved of which six resolutions were withdrawn by leave of the House after discussion and two were adopted. Besides, one resolution could not be moved as the Leader of the House, the Hon'ble Minister for Labour and a few other members raised objections on legal and constitutional grounds to the moving of the resolution.

First Session—1970.

During the Session, two reports of the Committee on Private Members' Bills and Resolutions were presented to the Assembly.

On January 23, 1970 three non-official resolutions were discussed by the Assembly.

(d) Committee on Subordinate Legislation.

The main function of the Committee is to scrutinise and report to the House whether the powers to make regulations, rules, sub-rules, bye laws, etc., conferred by the Constitution or delegated by the Legislature are being properly exercised within such delegation.

All the rules, regulations and bye laws framed by Government from time to time by virtue of the powers vested in it under various Acts are scrutinised by the Section which prepares a memorandum of suggestion for the Committee. The work connected with the arrangements for the meetings of the Committee, preparing minutes and consolidate materials for drafting of the Report of the Committee are done by the Section.

Committee on Subordinate Legislation.

The Committee on Subordinate Legislation 1969-70 was constituted on March 31, 1969 with seven members.

The Committee held 19 sittings and scrutinised 273 rules, sub-rules, orders, etc., issued by Government in exercise of the powers conferred on them under the provisions of the relevant enactments. The Committee presented the First Report on March 20, 1970.

The Committee also scrutinised the Kerala Co-operative Societies Rules 1969 issued in S.R.O. number 480/69 and amendments thereto issued in S.R.O. No. 510/69 and notification No. 2804/C3/70-2/AD dated January 23, 1970 and suggested a number of amendments to various provisions in the said rules. But due to lack of time the Committee could not present the report on its suggestions on the Kerala Co-operative Societies Rules 1969.

The Committee also undertook a tour in order to study the functioning of its counterparts in the State Legislatures of Pondicherry, Goa, Diu and Daman, Maharashtra, Gujarat, Delhi (Metropolitan Council) and Himachal Pradesh.

All arrangements in connection with the tour were made by this Section.

(e) *Election.*

Another important work that is done by this Section is—

- (1) Election to Rajya Sabha by the elected members of the Legislative Assembly.
- (2) Election of the President of India.

1. *Election to Rajya Sabha.*

Under Article 80(4) of the Constitution of India, the representatives of each State in the Council of States shall be elected by the elected members of the Legislative Assembly of the State in accordance with the system of proportional representation by means of single transferable vote. According to the Fourth Schedule of the Constitution of India, the number of seats allotted to Kerala in the Council of States is 9. Under Article 83(1), three members elected to the Council of States will retire at the end of every two years. Therefore election to the Council of States will have to be held every two years.

In January 1970 a bye-election to the Council of States was conducted to fill the vacancy caused in the Council of States by the death of Shri Thazhava Kesavan.

In March 1970 the biennial election to the Council of States was conducted to fill up the vacancies caused by the retirement of three members from the Council of States.

(a) *Bye-election to Council of States—January, 1970.*

The poll in respect of the bye-election to the Council of States was taken on January 30, 1970.

Shri Hamid Ali Schammad was declared elected by the returning officer (Secretary to Legislature).

(b) *Biennial election to the Council of States—March, 1970.*

In March 1970, the biennial election to the Council of States was conducted to fill the vacancies caused by the retirement of three members.

The Secretary and Joint Secretary, Legislative Assembly were appointed Returning Officer and Assistant Returning Officer respectively for the election.

In response to the notification issued in this regard, six candidates filed nomination papers before the Returning Officer.

On scrutiny all the nominations were found valid. None of the candidates withdrew the candidature. The poll was taken on Wednesday March 25, 1970. The counting of votes began at 2 p.m. on the same day.

Shri S. Kumaran, Shri K. Chandrasekharan and Shri Mathew Kurian who secured the quota were declared elected.

2. *Presidential Election—1969.*

The Presidential election was held in August 1969 to fill the vacancy caused by the demise of Dr. Zakir Hussain. Under Art. 54 of the Constitution, the President of India is elected by the elected members of Parliament and the elected members of the Legislative Assemblies of the State. The Secretary, Kerala Legislative Assembly was appointed as the Assistant Returning Officer by the Election Commission to conduct the poll at the Presidential election in respect of the elected members of the Kerala Legislative Assembly.

The list of valid nominations and the list of contesting candidates for election to the office of President were exhibited on the notice board in the office of the Assistant Returning Officer according to the directions of the Election Commission. The poll was taken on August 16, 1969 between the hrs. of 10 a.m. and 4 p.m. in the office room of the Assistant Returning Officer. On the next day the ballot box was sent to the Returning Officer at New Delhi through a special messenger by air.

CHAPTER III
QUESTION SECTION

General.

The question section of the Legislature Secretariat deals with the processing of the notice of questions received from members. All the offshoots of the "Question Hour" are also dealt with here. When a notice of question is received it is serially numbered and then edited. Thereafter the questions are examined from the point of view of admissibility. A sound knowledge of the Rules of Procedure, experience and dependable memory are essential requisites for determining the question of admissibility of questions. The officers who deal with question have to keep themselves abreast with events. Above all they should possess a profound common sense and shrewd insight into and appreciation of events.

Procedure.

After final orders are passed on those questions, copies of admitted questions are immediately sent to the concerned Ministers and to departments of the administrative Secretariat. The admitted questions are divided into starred and unstarred. They are edited with suitable headings for each question, deleting the disallowed parts and carrying out the amendments, if any, in the admitted parts. The starred questions are arranged in two rounds. Priority for starred question is determined by ballot. Printed copies of the starred and unstarred questions for each day are then circulated.

Nature and Volume of work.

To cope up with the increased volume of work, the question section was bifurcated during the year under review and each section was placed under the immediate charge of a Superintendent.

3168 notices of questions were received during the Second Session 1969. Out of this 2364 were admitted 1261 as starred and 1103 as unstarred. Answers were orally given for 171 questions and laid on the Table for 1730 questions. 17 Short Notice Questions were received during the session of which 3 were admitted and answered.

4252 notices of questions were received during the first session in 1970. Out of this, 1706 questions were admitted—879 as starred and 827 as unstarred. Answers were orally given for 118 questions and laid on the Table for 803 questions. 20 Short-Notice questions were received during the session but none was admitted.

Half-an-hour discussion.

As an offshoot of the Question Hour, the rules provide for an "half-an-hour" discussion during which any member may seek clarification with regard to an answer given earlier to a question of sufficient public importance which needs elucidation. There is no formal motion before the House nor voting in such cases. It provides, however an opportunity to the member to make a statement on the subject and the Minister concerned to give a reply to it.

During the second session 1969, two notices for half-an-hour discussion were received and admitted. On August 20, 1969, Shri K. Karunakaran raised a discussion on a matter of public importance arising out of the answer to a starred question (Qn. No. 142 of August 8, 1969) regarding the felling and removal of timber from Private forests. The Forest and Harijan Welfare Minister replied. On October 15, 1969 Shri T. A. Majid raised a discussion on a matter of public importance arising out of the answer given to a starred question (Qn. No. 774 dated October 6, 1969) regarding the appointments made in the Kerala State Road Transport Corporation. The Transport Minister replied. There was no 'half-an-hour discussion' during the first session 1970.

Committee on Government Assurances.

Within the period of notice that the administrative Secretariat is entitled to for answering questions it may not always be possible for them to collect all the information and furnish the same to the House. In such circumstances a Minister has to state in reply that the information will be collected and laid on the Table in due course. It is also possible that when members press for action by means of questions or supplementaries, Ministers may agree to consider a matter or give assurances, undertakings or promises in respect thereof. In order that implementation of such assurances might be watched, the rules provide for a committee called the Committee on Government Assurances. Its function is to see that such assurances, undertakings and promises given in the House are implemented and where implemented the implementation is satisfactory and within reasonable time. The Committee on Government Assurances for the year 1969-70 was constituted with Shri K. P. Raghava Poduval as the Chairman. The other members of the Committee were:

- (i) Shri P. P. George
- (ii) „ U. P. Kunikullayya
- (iii) „ Paloli Mohammed Kutty
- (iv) „ P. K. Raghavan
- (v) „ B. V. Seethi Thangal and
- (vi) „ K. A. Sivarama Bharathy.

The Committee held 9 sittings during the year and submitted its report on March 23, 1970.

CHAPTER IV

PUBLIC ACCOUNTS COMMITTEE SECTION

General.

The Committee on Public Accounts is constituted by the Kerala Legislative Assembly for each financial year for the examination of the Appropriation Accounts showing the appropriation of sums granted by the House for the expenditure of the Government of Kerala, the annual Finance Accounts of the Government of Kerala and such other accounts laid on the Table of the House as the Committee may think fit. The functions of the Committee extend however beyond the formality of the expenditure to its wisdom, faithfulness and economy.

The Committee also examines with reference to the facts of each case, the circumstances leading to expenditure incurred on any service during a financial year in excess of the amount granted by the House for that purpose and makes such recommendations as it may deem fit.

Composition of the Committee.

The Committee consists of 9 members who are elected by the Legislative Assembly every year from among its members according to the principle of proportional representation by means of the single transferable vote. During the year 1969-70 the following were the members:

1. Shri K. Karunakaran
2. Shri P. M. Abubacker
3. Shri V. V. Dakshinamoorthi
4. Shri G. Gopinathan Pillai
5. Shri A. P. Kurian
6. Shri T. A. Majid
7. Shri Mustafa Kamal
8. Shri P. S. Srinivasan
9. Shri M. M. Thomas.

Shri K. Karunakaran was appointed as the Chairman of the Committee.

Examination of Audit Report.

During the year under review, the Committee examined the Appropriation Accounts 1967-68 Finance Accounts 1967-68 and the Audit Report 1969. These were presented to the Legislature on August 5, 1969.

The first sitting of the Committee was held on May 8, 1969. At this meeting the Committee finalised the list of subjects which were to form the basis of their deliberations. The Committee held 41 sittings during the year. Four sittings were held to consider the action taken by the various departments to implement the recommendations contained in the previous Reports. At thirty-five* sittings the Committee examined witnesses in connection with the scrutiny of the audit paras and the action taken by Government on previous Reports. Five sittings were held for the finalisation of the Draft Reports. Seventy witnesses gave evidence before the Committee as Departmental representatives. Minutes of the meetings were not printed but cyclostyled copies were placed on the Table of the House.

Review of action taken by Government.

During the year under review the Committee examined the action taken by Government to implement the recommendations (relating to various Departments) contained in the following Reports:—

- | | |
|--|---------|
| 1. Second Report of Public Accounts Committee | 1962-63 |
| 2. First Report of Public Accounts Committee | 1963-64 |
| 3. Second Report of Public Account Committee | 1963-64 |
| 4. Forty-seventh Report of Central Public Accounts Committee | 1965-66 |
| 5. Sixty-seventh Report of Central Public Accounts Committee | 1966-67 |
| 6. First Report of Public Accounts Committee | 1967-68 |

Statements showing action taken in respect of 90 recommendations contained in the previous Reports were considered by the Committee during this year.

Reports to the Assembly.

During the year 1969-70 the Committee presented seven reports to the Legislature.

The Committee undertook two study tours—one in September 1969 and the other in December 1969. In order that the members of the Committee may have a closer understanding of the working

of the Chief Technical Examiner's organisation, the dairy centres and the fodder farms, the Committee visited the States of Punjab, Himachal Pradesh, Madras, Mysore and also Delhi.

The Committee met the Press twice to highlight the important features in the Reports.

Secretariat Section.

The Public Accounts Committee Section consists of a Section Officer and three Assistants. During the year under review the Section was under the immediate control and supervision of the Under Secretary (Committees). Convening of meetings, preparation of minutes, Report, Epitome and Review, procuring further information desired by the Committee at its various meetings and watching the implementation of the recommendations contained in the previous Reports were some of the items of work transacted by this Section. This Section brought out during the year the publication, "The Financial Committee 1968-69—A review".

CHAPTER V

ESTIMATES COMMITTEE SECTION

General.

The Committee on Estimates is a standing Committee of the Legislative Assembly whose scope of functions, method of appointment and other ancillary matters are provided in the Rules of Procedure and Conduct of Business in the Legislative Assembly and the Rules of Procedure of the Committee (internal working).

The Committee examines such of the estimates as may seem fit to it or are specially referred to it by the Assembly or the Speaker. The functions of the Committee are:—

- (1) to report what economies, improvements in organisation, efficiency or administrative reforms, consistent with the policy underlying the estimates, may be effected;
- (2) to suggest alternative policies in order to bring about efficiency and economy in administration;
- (3) to examine whether the money is well laid out within the limit of the policy implied in the estimates; and
- (4) to suggest the form in which the estimates shall be presented to the Assembly.

Composition of the Committee.

The Committee consists of nine members elected by the Legislative Assembly as soon as may be after the commencement of each financial year from among its members according to the principle of proportional representation by means of the single transferable vote.

During the year under review the following members were elected to the Committee on Estimates:—

1. Shri E. Ahamed
2. " K. T. George
3. " K. T. Jacob
4. " M. Krishnan
5. " P. P. Krishnan
6. " P. C. Raghavan Nair
7. " K. C. Vamadevan
8. " N. Vasudevan Pillai
9. " P. P. Wilson.

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25.

Sri K. C. Vamadevan was appointed as the Chairman of the Committee. Sri K. T. Jacob ceased to be a member of the Committee consequent on his appointment as Minister on November 1, 1969. This vacancy was not filled up.

Sitting of the Committee.

The first meeting of the Committee was held on April 15, 1969. At this meeting the Committee decided to take up for examination the budget estimates relating to the following departments:

1. Department of Health Services
(Demand Nos. XIX Medical and XX Public Health),
2. Public Health Engineering Department
(Demand No. XXI—Public Health Engineering).
3. Public Works Department
(Demand Nos. XXXIII and XLVII Public Works).

After selecting the Departments, the Departments of the Secretariat were asked to collect all relevant information relating thereto for submission to the Committee. They were required to furnish full information regarding the organisation, functions and volume of work of the respective departments and its attached and subordinate offices, together with broad details on which estimates were based, schemes or projects undertaken by them, actual expenditure incurred under each sub-head of estimates during the preceding three years, reasons for variations, if any, between the actuals of the past years and the current estimates and reports, if any, issued by the department. Questions were framed on the basis of the information furnished and after approval by the Committee, they were forwarded to the departments of the Secretariat for furnishing replies. After receipt of the replies to the questionnaire the Committee proceeded on with the examination of the budget estimates relating to the Public Health Engineering Department, Public Works Department (General, Buildings and Roads) and Department of Health Services (Public Health).

The Committee held thirty sittings during the year. Three meetings were held for framing the questionnaire in respect of the departments, nine meetings for the consideration of the replies to the questionnaire received from the Departments nine meetings for the examination of witnesses and three meetings for finalising the draft reports of the Committee. The following officers appeared before the Committee to tender evidence:

1. The Secretary to Government, Public Works Department.
2. The Chief Engineer, Public Works Department (Irrigation).

3. The Deputy Chief Engineer, Public Works Department (General, Buildings and Roads).
4. The Chief Engineer, Public Health Engineering Department.
5. The Deputy Director of Health Services (Malaria and Filariasis).
6. The Deputy Director of Health Services (Family Planning).

Examination of the Budget estimates relating to the above-mentioned departments was completed and the Committee presented three reports to the Legislature, viz. First Report on the Public Health Engineering Department on January 12, 1970, Second Report on the Public Works Department (General, Buildings and Roads) on March 18, 1970 and the Third Report on the Department of Health Services (Public Health) on March 23, 1970. All the reports were forwarded to Government for implementation of the recommendations contained therein.

Study Tour.

In order that the members of the Committee might have a closer understanding of the working of Medical Institutions, Sewage projects, Water supply schemes, Government departmental construction works etc., in other States, the Committee undertook on-the-spot study tours and visited Jammu and Kashmir, Punjab, Haryana, Uttar Pradesh, Rajasthan, Gujarat, Maharashtra and the Union territory of Delhi during July-August 1969. The Committee also visited several hospitals, Travellers' Bungalows, Sanatoria, Medical Colleges etc., inside the State during February 1970.

Press Conference.

The Chairman of the Committee held two press conferences to highlight the important recommendations contained in the three reports.

Secretariat Section.

The Estimates Committee Section consists of a Section Officer and three Assistants directly under the control of the Under-Secretary (Committees) to assist the Committee in its function. Convenings of meetings, preparation of minutes, report and review, framing questionnaire, procuring replies to the questionnaire and further information desired by the Committee at its various sittings and watching the implementation of the recommendations contained in the previous reports were some of the items of work transacted by the section.

CHAPTER VI

PUBLIC UNDERTAKINGS COMMITTEE SECTION

General

The Committee on Public Undertakings is a new Committee of the Kerala Legislature, constituted in November 1968 according to Rule 228B of the Rules of Procedure and Conduct of Business in the Kerala Legislative Assembly. The functions of the Committee are:—

- (a) to examine the reports and accounts of the Public Undertakings specified in the Fourth Schedule;
- (b) to examine the reports, if any, of the Audit on Public Undertakings;
- (c) to examine in the context of the efficiency of the Public Undertakings whether the affairs of the Public Undertakings are being managed in accordance with sound business principles and prudent commercial practices; and
- (d) to exercise such other functions vested in the Committee on Public Accounts and the Committee on Estimates in relation to the Public Undertakings specified in the fourth schedule as are not covered by sub-clause (a), (b) and (c) above and as may be allotted to the Committee by the Speaker from time to time.

The Committee is debarred from examining and investigating the following matters, namely:—

- (i) matters of major Government policy as distinct from business or commercial functions of the Public Undertakings;
- (ii) matters of day to day administration;
- (iii) matters for the consideration of which machinery is established in any special statute under which a particular Public Undertaking is established.

The functions which had been exercised by the Committee on Public Accounts and the Committee on Estimates relating to the Public Undertakings of the State are now vested in the new Committee.

Composition of the Committee.

During the year 1969-70 the following members were elected to the Committee on Public Undertakings by the Legislative Assembly from among its members according to the principle of proportional representation by means of the single transferable vote:—

1. Shri M. P. Mohammed Jaffer Khan
2. Shri A. K. Appu
3. Shri C. K. Balakrishnan
4. Shri P. Govinda Pillai
5. Shri E. John Jacob
6. Shri K. K. Kumara Pillai
7. Shri B. Madhavan Nair
8. Shri A. S. N. Nambissan, and
9. Shri P. Ravindran.

Shri M. P. Mohammed Jaffer Khan was the Chairman of the Committee. Shri P. Ravindran, ceased to be a member of the Committee on his appointment as Minister with effect from November 1, 1969. The vacancy caused by his appointment as Minister was not filled.

Sittings of the Committee.

The first meeting of the Committee was held on April 7, 1969. At this meeting, the Committee decided to continue the examination of the working of the Kerala Tourist and Handicrafts Corporation which had been taken up by the previous Committee and for which no report could be presented by that Committee during the short term of its working (November 1968 to March 1969). The Committee further decided to take up the following Public Undertakings also for examination during the year under review:—

1. The Kerala State Electricity Board.
2. The Kerala State Road Transport Corporation.
3. Travancore-Cochin Chemicals Ltd.
4. Plantation Corporation of Kerala Ltd.
5. Kerala State Industrial Development Corporation and
6. Kerala Fisheries Corporation.

Questionnaire in respect of the Public Undertakings mentioned above were prepared and after approval by the Committee, those

were sent to Government for furnishing the replies. After receiving the replies in respect of the Public Undertakings mentioned below the Committee held 21 sittings to examine their working:—

1. Kerala Tourist and Handicrafts Corporation—5 Sittings.
2. Plantation Corporation of Kerala Ltd.—4 Sittings.
3. Kerala Fisheries Corporation Ltd.—4 Sittings.
4. Kerala State Industrial Development Corporation Ltd.—4 Sittings.
5. The Travancore-Cochin Chemicals Ltd.—4 Sittings.

The Committee examined fifteen witnesses in connection with the examination of these Public Undertakings.

Examination of the above five Public Undertakings was completed during the year and five reports were presented to the House on August 5, 1969, October 24, 1969, November 17, 1969, November 26, 1969 and March 20, 1970.

Soon after presentation of the reports to the Legislature, they were forwarded to Government for implementation of the recommendations contained therein. In the five reports presented, the Committee made about eighty-six recommendations.

Study Tour.

The Committee visited the States of Madras, West Bengal, Assam, U.P., Punjab and Delhi during December, 1969 and January 1970 to make an on-the-spot study of some of the Public Undertakings in those States. The Committee also visited some Public Undertakings and institutions in the State during the year under review.

Secretariat Section.

A separate section for attending to the work of the above Committee was formed in the Legislature Secretariat with effect from January 30, 1969. This section consists of a Section Officer and three Assistants who were directly under the control of the Under Secretary (Committees). Convenings of meetings, preparation of minutes, reports and review, framing of questionnaire and procuring replies to the Questionnaire and also further information required by the Committee were some of the items of work transacted by this Section.

CHAPTER VII

EDITING SECTION

The Editing Branch consists of two Sections—the Editing 'A' Section and the Editing 'B' Section.

Having regard to expediency of work, it was decided to provide for factual verification of the verbatim report of the Proceedings of the Assembly with the recordings of the tape-recorder before the speeches of the Members were sent to them for approval. In pursuance of that decision, two tape-recorders were installed. The post of an Assistant Editor of Debates was created for the purpose and the Senior most graduate Reporter was promoted to the place. The Editing 'C' Section was also created.

1. *Editing 'A' Section.*

The Editing 'A' Section attends to the following items of work:

- (i) The preparation of the Synopsis of the Proceedings of the Assembly;
- (ii) the reporting of the meetings of the Legislature Committees and the editing of these reports;
- (iii) the publication of the "Select Decisions from the Chair", "Unparliamentary Expressions" etc.;
- (iv) the maintenance of the Mailing list of all the publications of the Branch—the Synopsis and other publications, as also of the Proceedings of the Assembly.

2. *Staff.*

The Section consists of the Editor of Debates, three Shorthand Reporters and one Assistant.

3. *Synopsis.*

During the year under review, the Assembly sat for 60 days.

The Synopsis of each day was prepared and issued the next day to the Speaker, the Minister and the Members. Although the Proceedings are mostly in Malayalam, the Synopsis is prepared in English. At the end of each Session, the Synopsis were bound in book form together with the contents and index. During the year under review, two publications were issued, viz., E.B. Series II of 1969 and E.B. Series I of 1970. These were sent to the Secretaries of Rajya Sabha, Lok Sabha and of the State Legislatures.

One factor worth mentioning in this connection is the gaining popularity of this publication. The value of the Synopsis as a source of reference to the Proceedings was recognised and several demands were received to enlarge the mailing list of this publication.

4. *Meetings of Committees.*

During the year under review, there was a steady increase in the number and duration of the meetings of the Legislature Committees. The total number of meetings of Legislature Committees reported by the Reporters (including the Reporters in the 'B' Section) was 164.

Public Accounts Committee	41
Estimates Committee	30
Public Undertakings Committee	34
House Committee	11
Committee on Petitions	10
Committee of Privileges	10
Committee on Government Assurances	11
Committee on Subordinate Legislation	17
	<hr/>
	164
Select Committee on various bills	32

Of these, 41 meetings were held while the Assembly was in Session. This threw additional work on the Reporters who had to attend simultaneously to the reporting of the Assembly, the preparation of the Synopsis and the reporting of the Committee meetings.

5. *Tours of Committees*

The Reporters were also on duty with the Legislature Committees on their study tours, both inside and outside the State. During the year under review, the Reporters were posted for eight such tours of Committees.

The Reporters were also on duty with the Select Committees on tour.

6. *Select Decisions from the Chair*

The preparation of the Select Decisions from the Chair covering the period from 1963-68 is under way. This Secretariat has already issued three series of the Select Decisions from the Chair covering

the periods 1922-51, 1952-59 and 1960-62. The work of preparation of the Select Decisions after 1962 could not be taken up earlier as all the volumes of the Proceedings had not been printed in time.

7. *Unparliamentary Expressions.*

There was no occasion to issue a brochure on this subject during the year under review.

Editing 'B' Section

1. The Editing 'B' Section attends to the following work:

- (i) Reporting of the Assembly Proceedings.
- (ii) Editing and Publication of the Proceedings with the attendant work of reading proof of the Proceedings and the preparation of the index; and
- (iii) Reporting of meetings of Committees.

One uncorrected copy of the Proceedings is supplied to the Public (Miscellaneous) Department so as to serve as a reference to the various Departments of the Secretariat and to enable the assurances made by the Ministers on the floor of the Assembly being called so as to pursue action on the basis of the assurances. Uncorrected copies of Proceedings are also sent to the Law Department and to the Governor's Secretariat.

2. *Staff*

The staff of the Section consists of—

Editor of Debates	1
English Reporters	4
Malayalam Reporters	10
Tamil Reporter	1
Assistant	1

3. *Reporting of Proceedings of the Assembly*

During the year under review, the Assembly met for 60 days. The Question hour during the year witnessed an unprecedented degree of animation. Members on all sides of the House evinced such an increased interest that numerous supplementaries were asked and only very limited number of main questions were taken up. Corresponding with the increase in the number of supplementaries there was also a considerable increase in the Volume of the Proceedings of the Question hour.

A general increase in volume and variety was also noticed in the Proceedings other than Questions and Answers. The total number of pages of the Proceedings during the year was nearly 12000.

4. *Special features of reporting.*

A remarkable feature of the discussions in the Assembly during the year was the numerous controversial points and vital issues raised especially when the notices for adjournment motions were taken up. The House witnesses heated arguments interspersed by frequent interruptions and heckling, which demanded a high degree of accuracy and concentration on the part of the reporting personnel.

5. On request the services of the Shorthand Reporters were lent for reporting of conferences held under the auspices of the Central and State Governments etc.

6. *Proof reading and printing of Proceedings.*

At the beginning of the year under review, Proceedings for 109 days and supplements (relating to the I and II Sessions of 1968 and I Sessions of 1969) were pending printing in the Government Press. During the year Proceedings of 60 days (and 2 supplements) were sent to the Press. Of these proof of only 50 days was received during the year. They were compared and duly returned for strike off.

The printing of Proceedings thus continued to be in heavy arrears in spite of the Press being goaded by repeated reminders and demi-official letters. There was also no regularity in the receipt of proofs the bulk of the proof being received during the Session time when there was hardly time for the Reporting Section to attend to them satisfactorily.

With a view to exploring the possibilities of clearing the heavy arrears in the Proceedings as also to expediting the pace of printing, a top level conference was held on June 2, 1969 by the Speaker with the Public Works Minister (in charge also of printing) the Superintendent Government Presses, the Secretary to Government, Education Department, the Secretary to Government, Finance Department and the Secretary of the Legislative Assembly. It was explained by the Superintendent, Government Presses that one main bottle-neck was that there were many vacancies among the compositors which had not been filled up. These were reported to have been filled in the latter end of the year. However, there was no tangible improvement in the position. It was also suggested at the conference that a separate wing in the Press to cater to the printing requirements of the Administrative and Legislature Secretariats, was a *sine qua non* if the tempo of printing was to be kept up with the out-turn in the Secretariats. It was replied on behalf of the Government that an expansion of the Press was

under contemplation of Government and that when the Mannan-thala Wing was established the main Press could exclusively serve the two Secretariats. That project was reported to be progressing.

7. *Indexing of Proceedings.*

Indexing of Proceedings was proceeded with during the off-session period. Indexing of Volume XX (I Session of 1967) and Volume XXI (II Session of 1967) was taken up during the year under review. The index of Volume XX was completed while that of Volume XXI is proceeding. The index of that Volume could not be completed as the supplement Part II had not been received.

8. *General.*

The section afforded assistance to a person doing research bearing on the Legislative Process in the Assembly.

CHAPTER VIII
MEMBERS' AMENITIES SECTION

The Members' Amenities Section is concerned with the facilities to be provided to the M.L.As. such as their accommodation in Trivandrum during sessions of the Assembly, and meetings of the Committees, medical aid, telephone and transport facilities etc. The work relating to the preparation of T. A. Bills of the Members in connection with the meetings of the Assembly and Committees thereof, the convening of the meetings of the House Committee and the implementation of its recommendations and the administration of the Legislators' Hostel and Annexe are attended to in this Section.

Accommodation of Members.

The allotment of accommodation to the M.L.As. continued to be dealt with by this Section. During the period under review about 70 rooms available in the following buildings which are under the control of this Secretariat were allotted to the Members on monthly rental basis.

	Single Rooms.	Double Rooms.
1. Legislators' Hostel	45	12
2. Legislators' Hostel Annexe	13	

The arrangements for accommodation of about 30 members were made in the Rest House and Additional Rest House at Thycaud, and in the Guest House Annexe, Trivandrum during meetings of the Legislative Assembly. As the problem of providing suitable accommodation to the M.L.As. could not be solved in spite of all efforts, the work of the construction of a five storied new block in the Legislators' Hostel campus was taken up in the previous year. The building is nearing completion.

Medical Aid.

The Members continued to avail of the medical facilities such as free medical treatment, reimbursement of cost of drugs purchased in open market and other medical concessions under the rules governing the medical attendance to the Ministers, Speaker, Deputy Speaker and Members of the Legislative Assembly. Out of a few applications received from the Members for the reimbursement of the cost of medicines, five were sanctioned. The services of an

Authorised Medical Attendant were continued to be made available to the members, at the Legislators' Hostel for consultation between 4 p.m. and 5 p.m. every day, when the Assembly was in session. Besides, a temporary dispensary was arranged to function in the Legislature Secretariat Buildings to give urgent medical aid to the Members during the sittings of the Assembly.

Telephone facilities.

The Members continued to enjoy the free local call facilities making use of the telephones installed both in the Legislators' Hostel and the Legislature Secretariat. Taking into consideration the inconvenience caused to the Members, one more independent telephone was provided in the Legislators' Hostel Annexe and steps were taken to arrange for the installation of one additional telephone in the Rest House. The Leader of Opposition and the Leader of the House were provided with telephones in their offices in the Legislature Secretariat, and in their residence in Trivandrum.

Transport facilities.

The Members also continued to avail of the free travel facilities in the public conveyances belonging to the Kerala State Road Transport Corporation. Arrangements were also made to run three buses from the Legislators' Hostel, Guest House Annexe, Rest House and Additional Rest House, respectively to the Legislative Assembly Chamber for the conveyance of the Members of the Legislative Assembly for attending the meetings of the Assembly and back. A sum of Rs. 63,631 being the hire charges of the buses so engaged was paid to the Kerala Road Transport Corporation during the period under review.

Travelling and Daily Allowance Bills.

The work relating to the preparation of the Travelling and Daily Allowance bills of the members of the Legislative Assembly for attending the meetings of the Assembly, Select Committees, Financial Committees etc., was attended to by this section. During the period from April 1, 1969 to March 31, 1970, 2504 Travelling Allowance and Daily Allowance Bills of the Members were paid. The total amount of these bills worked out to Rs. 6,54,244. In addition to this the work relating to the interpretation of the Payment of Salaries and Allowances Act and Rules made thereunder for regulating the T.A. of the Members and clearance of objections raised by the Accountant General during the course of audit of bills was also attended to by this section.

Canteen.

A canteen was run in the Legislators' Hostel to provide meals and refreshments to the Members.

Identity Cards.

The work relating to the issue of identity cards to the Members of the Kerala Legislative Assembly was also attended to by this section. 25 numbers of identity cards were issued during this period.

House Committee.

The following members were nominated to the House Committee by the Speaker on 31-3-1969 for a period of one year:—

1. Shri O. Koran, Chairman
2. Shri P. V. Abraham
3. Shri S. Damodaran
4. Shri N. Gamaliel
5. Shri Joseph Chazhikattu
6. Shri E. V. Kumaran and
7. Shri Sayed Ummar Bafaki.

Subsequently in November 1969, Shri V. Kuttikrishnan Nair was nominated as Chairman of the House Committee in the place of Shri O. Koran, who was appointed as Minister. The Committee held 21 meetings during the year under review and considered various matters relating to amenities and other suggestions made in this behalf by the Members.

Legislators' Hostel.

The Legislators' Hostel and Annexe continued to be under the Administrative control of this Section during the period under review. There are 70 fully furnished rooms in the Legislators' Hostel and Annexe which were given to the Members on monthly basis at concessional rates of rent. A sum of Rs. 23,891.60 was realised towards rent for the year 1969-70.

The officer-in-charge, Legislators' Hostel was responsible for the management of the Legislators' Hostel and Annexe. There were 23 employees in the Legislators' Hostel who were under the immediate control of the officer-in-charge.

The preparation of Budget, the claiming of the pay and allowances of the staff of the Legislators' Hostel and Annexe and the maintenance of their service books were also attended to by the Amenities Section.

CHAPTER IX
ACCOUNTS SECTION

During the year 1969-70, the Account Section continued to deal with the following items of work:—

1. Preparation of Budget estimates of the Legislature and its Secretariat.
2. Grant of leave to officers and staff.
3. Promotion of personnel from one post to another.
4. Confirmation of officers and staff verification of antecedents of personnel.
5. Disciplinary cases.
6. Framing of recruitment and conditions of service rules and amendments thereto.
7. Disposal of Representations received relating to seniority and service matters.
8. Reconciliation of expenditure figures with those booked in the A.G.'s Office, fixation of Grant and Appropriation Accounts.
9. Grant of advances to officers and staff for House construction, purchase of conveyances, Mosquito nets etc., and maintenance of the connected records.
10. Grant of temporary and non-refundable advances from G.P.F. to officers and staff and maintenance of connected registers.
11. Preparation of Establishment pay bills, T.A. Bills, etc. and maintenance of records connected therewith.
12. Maintenance of service books.
13. Drawal and disbursement of pay allowances etc. to staff and contingency payments, fixation of pay of staff and correspondence connected therewith.
14. Preparation of pension papers of the staff.
15. Issue of Identity cards to the officers and staff.
16. Preparation of contingent bills and maintenance of the register relating to them and
17. Other general correspondence.

Establishment Wing.

All questions relating to service matters are examined and decisions are taken here. The fixation of pay of staff in the new revised scales of pay forms one of the major functions of this wing. The work relating to preparation of Budget Estimates, recruitment of staff, verification of character and antecedents of new recruits, grant of various kinds of leave to officers, promotion of personnel to various cadres, issue of identity cards to officers and staff, creation of posts, interpretation of recruitment and conditions of service rules, preparation of pension papers etc., and other matters of general importance continued to be attended to in this branch during the year. There had been an increase in the number of posts during the year resulting in the increase in the work load. Still, this branch was able to rise up to the occasion and discharge its functions during the year to the satisfaction of all concerned.

Pay Bills Wing.

The functions of this wing are the preparation of pay bills of the non-gazetted officers of the Legislature Secretariat, the grant of various kinds of leave to the staff, change in appointment of staff, deductions on account of provident fund advances, house construction advances, advances for the purchase of vehicles, mosquito net advances, grant of increments to staff etc., had to be closely watched and incorporated in the establishment pay bills by this wing. The increase in the strength of the staff during the year had necessarily increased the work load. In spite of this the branch was able to cope up with the work.

Besides the work enumerated above, this branch was also responsible for the maintenance of service books of the non-gazetted staff of the Secretariat and deduction registers relating to advances of various description sanctioned to the staff. These items were also attended to properly by this wing during the year under review.

Contingency Wing.

This wing is mainly concerned with the contingency expenditure relating to the Legislative Assembly and the Legislature Secretariat. All payments connected with purchase of books and periodicals in the Legislature Library, payment of refreshment charges during meetings of Assembly and Committees connected therewith, payment of cost of furniture ordered for the Legislative Assembly and the Secretariat, purchase of service stamps for the use of the Secretariat and meeting other sundry expenses connected with the day to day working of the office etc., were attended to by this wing during the year. Proper maintenance of contingency

registers and despatch of vouchers above the value of Rs. One hundred to the Controller of Accounts regularly had been attended to in this wing properly during the year.

T. A. Bills Wing.

The preparation of T.A. Bills of officers and staff of the Legislature Secretariat is attended to in this wing. All establishment bills and bills connected with payment of various kinds of advances to staff and their T.A. Bills are encashed in this wing and disbursements of amounts are made to the persons entitled for their receipt. The maintenance of cash book of the Legislature Secretariat is the main responsibility of this wing. The reconciliation of figures of expenditure with those booked in the office of the Controller of Accounts is a major work of this wing. The fixation of budget grant taking into account the re-appropriations ordered during the year as well as the amounts charged/voted by the Assembly as supplementary appropriation in the budget of the year devolves on this wing.

Records Wing.

This wing deals with the receipt of records from the various sections for custody and their issue on receipt of requisitions from the various sections. The indexing of records is attended to in this wing. The destruction of old records is one of the functions of this wing. The procurement of stationery and quinquennial articles from the stationery department and their supply to various officers and sections on requisition is attended to here. The maintenance of registers of stationery and quinquennial articles, stock register of furniture of the Legislature Secretariat, repair and up-keep of office cycles and such other miscellaneous items of work were continued to be attended to in this wing during the year.

Budget.

The total expenditure incurred during the period from 1st April, 1969 to 31st March, 1970 in respect of State Legislature against the final appropriation of Rs. 43,000 (charged) Rs. 20,77,400 (voted) for the financial year 1969-70 is as follows:—

Charged (a) (i).

	Rs.
Pay and allowance of the Speaker and the Deputy Speaker	22,535
T.A. to the Speaker and the Deputy Speaker	19,948
Total expenditure (charged)	<u>42,533</u>

(a) (i) *Voted.*

	Rs.
Monthly fixed allowance to Members	4,27,305
T.A. to Members	7,19,052
Assembly Contingencies	75,250
Other charges	37,819
	<u>12,59,426</u>

(ii) *Legislators' Hostel.*

	Rs.
Pay and allowance of the Establishment	35,333
Contingencies	74,298
	<u>1,09,631</u>

(b) *Legislature Secretariat.*

	Rs.
Pay of Officers	1,43,077
Pay of Establishment	2,22,887
T.A. to Officers and Staff	37,260
Allowances	2,35,399
Contingencies	41,289
	<u>6,79,912</u>
Total expenditure (voted) (a) + (b)	<u>20,48,969</u>

CHAPTER X
LIBRARY SECTION

General.

The Legislature Library is primarily intended to cater to the needs of members of the Legislative Assembly.

The library is under the control of the Hon. Speaker who is assisted by the Library Advisory Committee. The Committee consists of 7 Members of the Legislative Assembly, besides the Secretary to Legislature and the Secretary to Government for Law who are ex-officio members. The Library Advisory Committee suggest ways and means for the proper working of the Library. The Committee met five times during the year 1969-70.

An amount of Rs. 26,000 was allotted for the purchase of books and periodicals for the year 1969-70, out of which an amount of Rs. 2,700 was spent as subscription to 64 periodicals. The rest of the amount was spent for the purchase of books mostly on politics, Economics, History, Biography, Agriculture and important reports of various States and Malayalam books of high literary value.

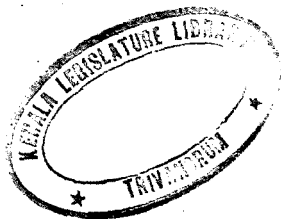
The Library has a collection of the Parliamentary Debates of the House of Commons, the Congressional Records, the proceedings of the Lok Sabha and Rajya Sabha and the Assembly and Council Proceedings of all the States of India and Gazettes of almost all States.

Stock of Books.

The stock of the books at the beginning of the year 1969-70 was 39,740 and was increased to 41,657 towards the close of the year. 131 periodicals (33 foreign journals) were received in the Library during the year of which the more important were following:—

- Abstracts and Index of Reports and Articles
- A.I.C.C. Economic Review
- All India Reporter
- Ananda Vikatan
- Asian Recorder
- Agriculture and Agro-Industries Journal.
- Bulletin—Weekly Survey of German Affairs
- Bhagirath
- Bhavan's Journal

Blitz
 Britain (This is)
 Bulletin (EEC)
 Capital
 Commerce
 Civic Affairs
 Co-operative Information Bulletin
 Co-operator
 Conparlist
 Co-operative Review (Indian)
 Co-operative Law Journal
 Current Scene: Current Developments in Mainland China
 Daily Telegraph
 Digest of Maharashtra Acts
 Digest of Central Acts and Constitutional Cases
 Eastern Economist
 Eastern Journal of International Law
 Economist
 Economic and Political Weekly
 Economic Record
 Economic Report of the Indian Institute of Public
 Opinion
 Encounter
 Filmfare
 Femina
 Foreign Affairs Report
 German International
 The German Tribune
 Gandhi Marg
 Government and Opposition
 German News
 Imprint
 Indian Quarterly
 Indian and Foreign Review
 Indian Industries
 Indian Labour Journal



Supreme Court Weekly Reporter

Swarajya

Sputnic

Survey of British and Commonwealth Affairs
Time

Technical Co-operation

Times Literary Supplement

U. N. Monthly Chronicle

United Nations Weekly News letter

Vinjana Kairali

◦ Wealth & Welfare

Walk about

Weekly German News

Yojana (English)

Yojana (Hindi)

Youth Review

Besides these a good number of publications as books and magazines are being received in the Library free of cost from the Smithsonian Institute, International Exchange Service, Washington D. C.

Introduction of Card Catalogue System:

The Legislature Library gives facilities to Research Students. To render necessary facilities to the members and Research students steps are under way to introduce card catalogue system in the Library. A well classified arrangement of books will not only save the time of the reader but will also increase the use of books. Necessary equipments to introduce the system have been purchased during the year under report. The cost of equipments came to Rs. 4,500. The printed catalogue in book-form is indispensable here and it is prepared, printed and supplied to the Members of the Legislature.

Author Index:

To meet the immediate necessity of the members 'Author Index' is prepared and stencilled copies are supplied to the Members.

This Library has served as a Library for Official reference. Almost all Heads of Departments have made use of this Library during the year.

Abstracting Service and Reference Corner:

There is an abstracting service. Paper cuttings of almost all news papers on important subjects are collected and kept in bound volumes for reference.

There is a reference corner in the Library which saves the valuable time of the Members of the Legislature and Research Students who seek help in their fields.

During the year under review the Library has considerably grown as a result of which there is an acute shortage of space for stocking the steadily accumulating volumes. According to the present lay-out of the rooms, there is no possibility of getting additional accommodation unless substantial structural alterations are made in and around the Library.

CHAPTER XI
FAIR COPYING SECTION

General:

Almost all the draft letters, Office Memoranda, Circulars, Statements, etc., emanating from the Legislature Secretariat comprising of 64,800 pages were fair typed by this Section during the year under review. The entire cyclostyling work of this Secretariat was also done in this Section. Approximately 7,200 sheets were cyclo-typed during the year. One more electrically operated Roneo machine was installed during the year for the speedy execution of work in this Section. Nearly 5,000 interpellations were typed during the year, most of them in Malayalam. So also notice of amendments to Bills, cut motions, Draft Reports of Legislature Committees, notice of amendment to motion of Governor's Address, statements showing the Budget Estimates of this Secretariat, library catalogues, Index of records, statement containing replies to assurances and other correspondences were typed in this Section during the year with accuracy covering nearly 64,800 pages.

Staff:

The Fair Copying Section is manned by an Office Superintendent. There are four Malayalam Typists and six English Typists. During session time typists are appointed temporarily. To operate the Roneo machine, two trained operators are attached to this Section.
