

Contents

| S.No. | Chapter No. | Subject | Page No. |
|-------|---------------|--|------------|
| 1. | | Introduction and composition of the Ministry of Law and Justice | (ii)-(iii) |
| 2. | Chapter-I | Department of Legal Affairs | 1-14 |
| 3. | Chapter-II | Legislative Department | 45-80 |
| 4. | Chapter-III | Department of Justice | 81-103 |
| 5. | Annexure-I | Organisation Chart of Department of Legal Affairs | 104 |
| 6. | Annexure-II | Progressive use of Hindi in Department of Legal Affairs | 105-106 |
| 7. | Annexure-III | Amount disbursed towards Professional Fee to Advocates by the Branch Secretariat Kolkata | 107 |
| 8. | Annexure-IV | No. of SC/ST/OBC/Ex-Servicemen/Physically Handicapped in Department of Legal Affairs | 108-110 |
| 9. | Annexure-V | Representation of female employees in Department of Legal Affairs | 111 |
| 10. | Annexure-VI | Organization Chart of Legislative Department | 125 |
| 11. | Annexure-VII | Progressive use of Hindi in Legislative Department | 113-114 |
| 12. | Annexure-VIII | No. of SC/ST/OBC/Ex-Servicemen/Physically Handicapped in Legislative Department | 115 |
| 13. | Annexure-IX | Representation of female employees in Legislative Department | 116 |
| 14. | Annexure-X | Organization Chart of Department of Justice | 117 |

INTRODUCTION

Ministry of Law and Justice is the oldest limb of the Government of India dating back to 1833 when the Charter Act 1833 enacted by the British Parliament. The said Act vested for the first time legislative power in a single authority, namely the Governor General of Council. By virtue of this authority and the authority vested under him under section 22 of the Indian Councils Act 1861 the Governor General in Council enacted laws for the country from 1834 to 1920. After the commencement of the Government of India Act 1919 the legislative power was exercised by the Indian Legislature constituted there under. The Government of India Act 1919 was followed by the Government of India Act 1935. With the passing of the Indian Independence Act 1947 India became a Dominion and the Dominion Legislature made laws from 1947 to 1949 under the provisions of section 100 of the Government of India Act 1935 as adapted by the India (Provisional Constitution) Order 1947. Under the Constitution of India which came into force on the 26th January 1950 the legislative power is vested in Parliament.

COMPOSITION OF THE MINISTRY

Ministry of Law and Justice comprises of the Legislative Department, Department of Legal Affairs and Department of Justice. In so far as Department of Justice is concerned, a separate Chapter (Chapter III) has been brought out covering all details.

The Department of Legal Affairs is concerned with advising the various Ministries of the Central Government while Legislative Department is concerned with drafting of principal legislation for the Central Government.

MISSION

To transform Government into an efficient and responsible litigant;

To bring reforms in the Indian Legal System to achieve expansion, inclusion and excellence in Legal Education, the Legal Profession and legal services, including the Indian Legal Service.

To develop a system towards creating legal professionals so that they can meet future challenges not only for India but also of the world both in litigation and non-litigation field and to focus on their social responsibility and strong professional ethics. Having realized the aspirations of the Twelfth Five Year Plan, constraints such as enormous litigation (3.3 cr.), consequent burden on the public exchequer or on resources including man power and need to confer wide discretionary power, conflict management, help in enforcing rule of law & achieving the objectives set by various wings of government.

OBJECTIVES

- To facilitate the functioning of Ministries and Department for good governance by providing legal advice/opinion relating to matters referred to by them as well as examination of legislative proposals.
- To reform the Indian Legal Service to make it efficient, responsive and globally competitive.
- To develop a comprehensive e-governance solution for Central Agency Section and IT enabled transformation of the Department of Legal Affairs.
- To reduce litigation and encourage settlement of disputes by Alternative Dispute Resolution (ADR) methods.
- To promote excellence in the Legal Profession and to develop a frame work to usher a new era in the field of legal education
- To bring Legal reforms
- To effectively administer the acts under the purview of this Department viz., the Advocates Act, 1961, the Notaries Act, 1952, the Legal Services Authorities Act, 1987 and the Advocates Welfare Fund Act, 2001.

CHAPTER-I
DEPARTMENT OF LEGAL AFFAIRS

1. FUNCTIONS AND ORGANISATIONAL SET UP

1.1 The Department has been allocated the following items as per the Government of India {Allocation of Business} Rules, 1961:-

1. Advice to Ministries/Departments on legal matters including interpretation of the Constitution and the laws, conveyancing and engagement of counsels to appear on behalf of the Union of India in the High Courts and subordinate courts where the Union of India is a party.
2. Attorney General of India, Solicitor General of India, and other Central Government law officers of the States whose services are shared by the Ministries of the Government of India.
3. Conduct of cases in the Supreme Court and the High Courts on behalf of the Central Government and on behalf of the Governments of States participating in the Central Agency Scheme.
4. Reciprocal arrangements with foreign countries for the service of summons in civil suits for the execution of decrees of Civil Courts, for the enforcement of maintenance orders, and for the administration of the estates of foreigners dying in India.
5. Authorization of officers to execute contracts and assurances of property on behalf of the President under Article 299(1) of the Constitution of India, and authorization of officers to sign and verify plaints or written statements in suits by or against the Central Government.
6. Indian Legal Service.
7. Treaties and Agreements with foreign countries in matters of civil law.
8. Law Commission.
9. Legal Profession including the Advocates Act, 1961 (25 of 1961) and persons entitled to practice before High Courts.
10. Enlargement of the jurisdiction of Supreme Court and the conferring thereon of further powers; persons entitled to practice before the Supreme Court, references to the Supreme Court under Article 143 of the Constitution of India.
11. Administration of the Notaries Act, 1952 (53 of 1952)
12. Income-tax Appellate Tribunal.
13. Appellate Tribunal for Foreign Exchange

The Department has also been allocated administration of the following Acts:-

- (a) The Advocates Act, 1961
- (b) The Notaries Act, 1952
- (c) The Advocates' Welfare Fund Act, 2001;
- (d) The National Tax Tribunal Act, 2005

1.2 The Department is also administratively in-charge of the Appellate Tribunal for Foreign Exchange, the Income Tax Appellate Tribunal, National Tax Tribunal and the Law Commission of India. The Department is also administratively concerned with all the matters relating to the Indian Legal Service. It is further connected with the appointment of Law Officers namely the Attorney General of India, the Solicitor General of India and the Additional Solicitor Generals of India. With a view to promote studies and research in law and with a view to promoting Alternative Disputes Resolution Mechanism, improvement in legal profession, this Department sanctions grant in aid to certain institutions engaged in these fields like Indian Law Institute, International Centre for Alternative Dispute Resolution, Institute of Constitutional and Parliamentary Studies and Bar Council of India.

2. ORGANISATIONAL SET-UP

The Department of Legal Affairs has a two tier set up, namely, the Main Secretariat at New Delhi and the Branch Secretariats at Mumbai, Kolkata, Chennai and Bengaluru. The nature of duties discharged can be broadly classified into two areas- Advice work and Litigation work. The Organisational Chart of the Department of Legal Affairs is at **Annexure-I**.

(1) MAIN SECRETARIAT –

- (i) The set up at the Main Secretariat includes Law Secretary, Additional Secretaries, Joint Secretary and Legal Advisers and other Legal Advisers at various levels. The work relating to tendering of legal advice and conveyancing has been distributed amongst groups of officers. Each group is normally headed by an Additional Secretary or a Joint Secretary and Legal Adviser, who, in turn, is assisted by a number of other Legal Advisers at different levels.
- (ii) The litigation work in the Supreme Court on behalf of all the Ministries/Departments of the Government of India and some administrations of the Union Territories is handled by the Central Agency Section presently headed by an Additional Secretary.
- (iii) The litigation work in the High Court of Delhi on behalf of all the Ministries/Departments of the Government of India is processed by the Litigation (High Court) Section presently headed by a Deputy Legal Adviser.
- (iv) The litigation work in the Subordinate Courts in Delhi is handled by the Litigation (Lower Court) Section presently headed by an Deputy Legal Adviser.
- (v) The Department has a special cell, namely, Implementation Cell for dealing with the implementation of the recommendations of the Law Commission and the administration of the Advocates Act, 1961. It also deals with the legal profession. This Cell is also concerned with the National Tax Tribunal Act, 2005 and it has also been entrusted with the work of coordination under the Right to Information Act, 2005.

-
-
- (vi) There is one post of Joint Secretary & Legal Adviser each in Railway Board and Department of Telecommunications respectively and the incumbents to the posts function from the said offices. Further, there is one sanctioned post of Joint Secretary and Legal Adviser in the Department of Public Enterprises and the incumbent functions as an Arbitrator under the scheme of Permanent Machinery of Arbitration in that Department. One Deputy Legal Adviser functions as an Arbitrator in the Arbitration cases in the DGS&D. Further, one Deputy Legal Adviser functions from the Army Purchase Organisation under the Ministry of Defence. In addition, some posts of different levels such as Additional Legal Adviser, Deputy Legal Adviser and Assistant Legal Adviser also exist in the Ministry of Defence, Ministry of Labour, Ministry of Urban Development, SFIO, NTRO, CBI and DGS&D.

(2) CREATION OF ILS

With the development of the society, the legal profession underwent a metamorphosis and several attempts have been made for proper dispensation of justice and to cater the legal needs of the society. One such attempt made in 1956 to cater the needs of the Government qualitatively is creation of Central Legal Service (the forerunner of the present Indian Legal Service). The Government of India in the Ministry of Law and Justice established Indian Legal Service under the Indian Legal Service Rules, 1957, which came into force on the 1st October 1957. Since inception the officers of the Indian Legal Service have been rendering dedicated service to the nation by giving legal advice in important matters to various Ministries/Departments of the Government of India and drafting bills and ordinances which are introduced in the Parliament. This service has given Governors to States, Secretary General to Parliament, Chief Election Commissioner and Election Commissioners, Judges to High Courts and Judicial Officers to various Tribunals like CAT, ITAT, DRT etc.

(3) ROLE OF ILS

The officers of the Indian Legal Service (ILS) never found lacking and being the principal legal organ of the Government of India rose to the challenges and acquitted well. The digital revolution has ushered in information economy has powered up new areas of wealth creation. This necessitates them to examine the legal structure, which will serve the information economy. They being the Principal legal advisers to the Government have responded effectively and speedily to the demands made upon them by the various organs of the Government and playing a pivotal role in both advisory as well as in drafting work. They play a role in shaping the very stones that will maintain the constitutional foundations, extend structures, and stand against weather adversity. They all are bricklayers of the Constitutional Cathedral.

3. ADVICE 'A' SECTION

During the period from 1.1.2015 to 31.12.2015, a total number of 4518 references from various Ministries/ Department of the Government of India were received for vetting/Legal

opinions/ advice on various issues (including references for advice received from the office of Law Secretary, Addl. Secretaries and Joint Secretaries). The opinion tendered by the officers of this Department were forwarded to the respective Ministries/ Departments, for needful action. In addition, the officers of this Department also participated in various National/ International Meetings and Conferences.

(2) Apart from tendering legal advice, this section has dealt with references and other communication received by the Hon'ble Minister and Officers of this Department.

(3) 80 matters relating to RTI Application pertaining to the Advice A & B Sections were also dealt with.

(4) 212 references relating to conveyancing including a number of international agreements were also dealt with by the section.

(5) During the aforesaid period, 95 Cabinet Notes and 66 references relating to State Bill and Ordinances were received for examination from Legal and Constitutional angles.

4. ADVICE 'B' SECTION

During the period from 1.1.2015 to 31.12.2015, a total number of 4232 references from various Ministries/ Department of the Government of India for vetting / Legal opinions/ advice on various issues (including references for advice received from the office of Law Secretary, Addl. Secretaries and Joint Secretaries). The opinion tendered by the officers of this Department were forwarded to the respective Ministries/ Departments, for needful action.

In addition, the officers of this Department also participated in various National/ International Meetings and Conferences.

(2) Apart from tendering legal advice, this section has dealt with references and other communication received by the Hon'ble Minister and Officers of this Department.

(3) 153 Matters relating to Parliament Questions and Assurances pertaining to the Advice A & B Sections were also dealt with.

(4) During the aforesaid period, 122 Cabinet Notes, 886 SLP/AG/SG/ASG opinion were received for examination from legal and constitutional aspect.

5. ADVICE 'C' SECTION

During the period under report, 23 new cases on different subjects were sent for the opinion of the Learned Attorney General for India, Solicitor General of India and Additional Solicitor General for India. Opinions on all matters were received and have been forwarded to the respective Ministries/ Departments of the Government of India after the approval of the Law Secretary and Hon'ble MLJ.

(2) The Section has rendered general and secretarial assistance to the Officers in the Department of Legal Affairs and Legislative Department of the Ministry of Law & Justice and in location of precedents on 627 different subjects.

(3) During the period under report, the files containing the opinion of Law Officers from 1998-2015 (Total 700) were scanned in the section and likewise index for the period from 1950 to 2015 has been scanned.

6. CENTRAL AGENCY SECTION

Central Agency Section (CAS) was set-up in the year 1950. This office is responsible for conducting litigation before Hon'ble Supreme Court of India on behalf of all Ministries / Departments of the Central Government and also on behalf of NCT of Delhi, Union Territories, the office of the Comptroller & Auditor General of India and all field offices under CAG i.e. Account General offices. All Special Leave Petitions on behalf of Union of India are filed after obtaining opinion of Law Officers on the feasibility of filing Special Leave Petitions/Civil Appeals in the Supreme Court through Central Agency Section. This office is presently looked after by an Additional Secretary ; who has been declared as In- charge of this office and has been delegated the powers of Head of Department. She is assisted by 5 Government Advocate-on-Records[AORs] on regular basis, 4 AORs on contract basis and other Gazetted, Non-Gazetted and Group D staff. There are approx. 500 Government Panel Counsels to assist the Law Officers and Senior Advocates. Central Agency Section functions from the Supreme Court Compound, New Delhi. The total budget allocation for the financial year 2015-2016 is Rs. 33.96 crores.

(2) The activities of the Central Agency Section pertain to :

- References of the Ministries/ Departments of Government of India received through the Department of Legal Affairs, Ministry of Law and Justice to obtain the opinion of Ld. Attorney General, Ld. Solicitor General and Ld. Additional Solicitor Generals.
- Engagement of Law Officers / Panel Counsels for various cases.
- Conduct and supervision of litigation on behalf of Union of India/ NCT of Delhi, C & AG and Union Territories in the Supreme Court of India.
- Supervision of records, R&I Section, Fee Bill Unit, Personal Deposit Unit, Computer Cell and Administration Division which includes Cash Section also.

(3) Government Advocates in the Central Agency Section are Advocates-on Record of the Supreme Court. They appear before the Supreme Court in matters pertaining to the Union of India, NCT of Delhi, C&AG and Union Territories as per the Supreme Court Rules.

(4) As per computerized record of Central Agency Section during the year 2015, the Central Agency Section has received 3887 new cases from various Ministries/Departments of Government of India, 427 matters of NCT of Delhi and Union Territories in which the

Union of India or Union Territories are either petitioner or respondent. The major litigation pertains to Ministry of Finance, Central Excise, Income Tax, Railways, Defence, CBI etc.

7. LITIGATION IN DELHI (HIGH COURT)

The Litigation (HC) Section handles the Litigation work in Delhi High Court on behalf of all the Ministries/Departments of Government of India except for Railways and Income Tax Departments. Officer-in-Charge assisted by Superintendent (L) and other staff look-after the Litigation work as follows: -

- (a) The cases dealt with and contested in Delhi High Court are generally related to: -
Civil and Criminal Writ Petitions under Article 226 & 227 of the Constitution of India, Civil Misc. Applications, Division Bench Appeals, Company Applications, Execution Applications and Criminal Misc.
 - (b) And the cases dealt with and contested in Courts other than Delhi High Court are relating to: -
BIFR, AAIFR, National Consumer Dispute Redressal Commission, Industrial Tribunal-cum-Labour Court, Company Law Board, Un-lawful activities (Prevention Tribunal), Debt Recovery Tribunal, Debt Recovery Appellate Tribunal, Immigration Appellate Committee, Appellate Tribunal for Electricity, TDSAT, Central Information Commission, District Consumer Forum.
- (2) The Litigation work is dealt with by two Sections- Litigation (HC) Section 'A' and 'B' being supervised by Superintendent (L). Section 'A' deals with the advance notices pertaining to the Writ Petitions, Letters Patent Appeals (LPA), and Miscellaneous Petitions under Article 226 & 227 of the Constitution of India including matters of general nature. Section 'B' deals with the Original Revisions etc. and the Writ Petitions filed on behalf of the Union of India before the Hon'ble Delhi High Court. This Section also deals with matters relating to other Courts/Tribunals as mentioned in para 1(b) above.
- (3) To conduct Central Government litigation, there is one Additional Solicitor General of India (ASG), nine Central Government Standing Counsel (CGSC), panels of Senior Counsel and Government Pleaders (GP). In matters of public importance and also involving complicated questions of Law, one of the Law Officers namely- Attorney General of India/ Solicitor General of India/ Additional Solicitor General of India is engaged. Close liaison is being maintained with the concerned Ministries/Departments and Counsels to safeguard the Government interests in Delhi High Court. The Deputy Legal Adviser and other officers keep a close watch over the progress of the cases at each stage.
- (4) This Unit was allocated budget of Rs.6 Crore in the B.E. for F.Y 2015-16. During the period under the report, approximately 7500 professional fee bills pertaining to the Law Officers and Government Counsel have been received for payment. Further, 2500 fee bills are likely to be received till 31 March 2016. As on close of December, 2015 approximately 6500 fee bills to the tune of Rs.4.55 Crore have been duly processed and paid to the concerned Law Officers and Counsels.
- (5) During the period from 1.4.2015 to 31.12.2015 Litigation (HC) Section has engaged Law Officers and Government Counsel in 3758 cases to conduct the litigation in Delhi High

Court. Section wise details of receipt of cases and engagement of Government Counsel are as follow: -

LITIGATION HIGH COURT SECTIONS

| SECTION | Cases received from 1/4/2015- 31/12/2015 | Cases expected from 01/01/2016 to 31/3/2016 | Total |
|----------------|---|--|--------------|
| A | 3204 | 800 | 4004 |
| B | 554 | 130 | 684 |
| Total | 3758 | 930 | 4688 |

LITIGATION IN CAT (PRINCIPAL BENCH) DELHI

(6) The Litigation CAT (PB) Delhi Cell looks after the Cases/Litigation work relating to the Ministries and Departments of UOI and nominate the Counsels from the approved panel to defend the interest of Ministries/Departments of UOI in CAT (PB), New Delhi.

(7) During the period from 1.4.2015 to 31.12.2015, Litigation CAT (PB) Cell has engaged Government Counsel in 987 cases to conduct the litigation in CAT (PB). Details of receipt of cases are as follow: -

LITIGATION IN CAT (PB) DELHI

| SECTION | Cases received from 1/4/2015- 31/12/2015 | Cases expected from 01/01/2016 to 31/3/2016 | Total |
|----------------------|---|--|--------------|
| CAT (PB) Cell | 987 | 350 | 1337 |

LITIGATION (LOWER COURT) SECTION, TIS HAZARI

- (i) The Litigation work in District Courts/Consumer Forums/Tribunals in Delhi / New Delhi on behalf of all Ministries / Departments of Government of India except Railways and Income-Tax Department is handled by Litigation (Lower Court) Section. The Litigation work, in the above said Courts / Tribunals, at present are looked after by a Deputy Legal Adviser & In charge assisted by a Superintendent (Legal) / Assistant (Legal).
- (ii) There is a panel of Sr. Panel Counsels/ Additional Central Government Counsels from where the counsels are nominated for contesting the cases. On receipt of request from the Ministry / Department, action is taken to engage a suitable counsel to appear on their behalf in the Courts. During the period under report, this Section engaged Counsels in 829(old as well as new) cases. Close liaison is maintained with various Departments / Counsels at all times to safeguard the interest of the Government (Union of India) in the District Courts / Consumer Forums / Tribunals. Total number of cases pending in the District Courts / Tribunals / Consumer Forums is 8425 as on 21.01.2016.

-
-
- (iii) Fee bills received from the counsel are scrutinized having regard to the terms and conditions of their appointment before certifying and making payments at the prescribed rates. During the period under report 471 fee bills were received and an amount of Rs.2847420/- was paid towards Professional Fee bills of Counsels. Total budget for the financial year 2015-2016 is Rs.40,00000/- . The total pending bills as on date is 194 which is for approximately Rs.10 Lakh.
 - (iv) In order to keep pace with the development of Information Technology in the Judiciary especially at the level of District Courts / Subordinate Courts and also to ensure effective functioning of Lower Court (Litigation) Section, a proposal for computerization of this Section was submitted to the Competent Authority along with the System-study Report conducted by the National Informatics Center (NIC).
 - (v) The Deputy Legal Adviser who is the Branch Officer of this Section has been designated as Central Public Information Officer under the Right to Information Act, 2005. The Superintendent (Legal) is supervising the Litigation (LC) Section.

8. JUDICIAL SECTION

The Judicial Section is responsible for the organization of litigation of the Government of India and Union Territories before the Supreme Court, various High Courts, the Central Administrative Tribunal and District and Subordinate Courts. Its functions include the processing the appointments of the Attorney General for India, the Solicitor General and the Additional Solicitors General of India, Central Government Counsel in the Supreme Court, High Courts, the Central Administrative Tribunals, Armed Forces Tribunals, District and Subordinate Courts and Consumer Forums in some of the States for conducting litigation work on behalf of the Central Government, engagement of Law Officers and other Counsel on behalf of Ministries/Departments for the conduct of cases before the Supreme Court, High Courts, Tribunals, Commission of Inquiry, District and Subordinate Courts, Quasi-Judicial Authorities etc. Its functions also include formulation and settlement of their terms and conditions for conducting cases. The Judicial Section is also responsible for nomination of Arbitrators in disputes between the various Departments of the Government of India and private parties.

(2) The Section is responsible for issuing statutory orders e.g. orders under GSR 167, authorizing various officers to sign and verify plaints and written statements in suits in any court of civil jurisdiction or in writ proceedings by or against Central Government under Rule 1 of order XXVII of the Schedule I to the Code of Civil Procedure, 1908. This Section also authorizes officers to sign contracts and agreements on behalf of the President of India under Article 299(1) of the Constitution of India.

(3) The Section is also dealing with the work of Reciprocal arrangements with foreign countries for the service of summons in civil suits, the execution of decrees of Civil Courts, the enforcement of maintenance orders, and the administration of the estates of foreigners dying in India *in te-state*.

(4) India has acceded to the Hague Convention on the Service Abroad of Judicial and Extra Judicial Documents in Civil or Commercial Matters and also Hague Convention on Taking of Evidence Abroad in Civil and Commercial Matters in the year 2007. Ministry of Law and Justice is the Central Authority for both the conventions. Judicial Section is dealing with the work of service of summons/notices to Indian nationals through Judicial Authorities, received from the foreign countries under the said conventions. Judicial Section also deals with forwarding of service of summons/notices originated from Judicial Authorities of the country to the Central Authorities of foreign countries.

(5) During the said period, five Law Officers were appointed in Calcutta High Court, Karnataka High Court, Punjab and Haryana High Court, Patna High Court and Southern Zone. As on date, total 18 Law Officers are there to look after the interests of Government of India in Supreme Court and various High Courts and their contact details are at <http://lawmin.nic.in/la/lawofficers.pdf>. Two Assistant Solicitors General were appointed in Guwahati and Meghalaya High Courts. 41 additional Panel Counsels were appointed for the Supreme Court. 56 fresh panel counsels were appointed in Andhra Pradesh High Court, 44 fresh panel counsels were appointed in Guwahati High Court. 12 fresh panel counsels were appointed in Chhattisgarh High Court. 93 fresh panel counsels were appointed in Delhi High Court/CAT/Distt. Courts. 36 fresh panel counsels were appointed in Gujarat High Court. 17 fresh panel counsels were appointed in Himachal Pradesh High Court. 18 fresh panel counsels were appointed in Jharkhand High Court. 153 fresh panel counsels were appointed in Karnataka High Court. 83 fresh panel counsels were appointed in Kerala High Court. 72 fresh panel counsels were appointed in Madhya Pradesh High Court. 113 fresh panel counsels were appointed in Bombay High Court and 18 for Nagpur Bench and 5 for Aurangabad Bench of Bombay High Court. 20 fresh panel counsels were appointed in Orissa High Court. 102 fresh panel counsels were appointed in Punjab and Haryana High Court. 106 fresh panel counsels were appointed in Rajasthan High Court. 101 fresh panel counsels were appointed in Madras High Court. 419 fresh panel counsels were appointed in Allahabad High Court. 29 fresh panel counsels were appointed in Uttarakhand High Court. 139 fresh panel counsels were appointed in Calcutta High Court. 25 fresh panel counsels were appointed in Armed Forces Tribunal (AFT), New Delhi. 34 fresh panel counsels were appointed in AFT (Lucknow). 15 fresh panel counsels were appointed in AFT (Jaipur).

(6) Ministry of Law and Justice, Department of Legal Affairs, being the nodal Ministry for reciprocal arrangement with foreign countries, has entered into Mutual Legal Assistance Treaty in Civil and Commercial matters with Mauritius (under section 44(b) of the Arbitration and Conciliation Act, 1996). Besides, Department of Legal Affairs is the Central Authority under Hague Convention of 1965 for service abroad of judicial and extra judicial documents in civil and commercial matters. Under this obligation, around 815 requests were processed. During the said period, few notifications were also issued for authorizing various officers to sign and verify plaints and written statements in suits filed by or against Central Government

under Order XXVII Rule 1 of the Code of Civil Procedure, 1908 and also authorizing officers to sign contracts and agreements on behalf of President of India under Article 299 of the Constitution of India. Apart from these, few Arbitrators were also nominated/ appointed in disputes between Government and Private Parties.

9. NOTARY CELL

The administration of the Notaries Act, 1952 and the Notaries Rules, 1956 comes under the purview of the Notary cell. The Notary Cell deals with examination/scrutiny of the memorials/applications received from different States/Union Territories in the country and processing of these memorials for appointment of Notaries. This Cell conducts inquiries into the allegations of professional or the other misconduct on the part of the Notaries. The Notary Cell also renews certificates of practice of notaries, issued by the Central Government. For sufficient reasons and in deserving cases it also grants extension of the area of practice to the notary public, on receipt of an application for purpose.

(2) About 435 advocates/applicants have been appointed as Notaries during the period from January 2015 to December 2015. So far, 11303 notaries have been appointed by the Central Government in various parts of the country. Besides, 690 Notary Certificates have been renewed during the period.

(3) A significant achievement of the Notary Cell during the period under report is the implementation of online application system for appointment of Notaries which would enable an individual applicant not only to apply online for appointment as Notary Public but also to keep himself/herself updated about the status of his application. It would also reduce the number of inquiries, RTI applications and litigations related to status of applications. The system of online application has been made functional from 01.01.2016 and the same has been given wide publicity to disseminate the information in general public.

10. IMPLEMENTATION CELL

The Implementation Cell is allocated with responsibility of processing reports of the Law Commission, laying them before the Parliament and also to forward reports to the Ministries/Departments concerned for their examination/implementation as well as for expeditious action. This Cell is also concerned with the administration of the Advocates Act, 1961, the Advocates' Welfare Fund Act, 2001, legal education and legal profession.

(2) The Law Commission of India upto 31st December, 2015, has submitted 262 Reports. Upto 254 Reports have been laid before both the Houses of the Parliament. All the Reports received upto December, 2015 have also been forwarded to the concerned Ministries/Departments for examination/implementation. Copies of Report Nos. 256 to 262 have been received in the Section, which will be laid in the Parliament during the ensuing Budget Session of the Parliament.

(3) The Implementation Cell, in pursuance of the recommendations of the Department Related Parliamentary Standing Committee on Personal, Public Grievances, Law & Justice, has

been laying an Annual statement showing the status of pending Law Commission Reports before both the Houses of the Parliament since the year 2005. The last such Statement (11th) was laid on the Table of both the Houses of Parliament (in Lok Sabha on 10.12.2015 and Rajya Sabha on 11.12.2015).

11. THE ADVOCATES ACT, 1961

The Advocates Act, 1961 ("1961 Act") was enacted to amend and consolidate the law relating to legal practitioners and to provide for the constitution of Bar Councils at State level and an All India Bar Council i.e. Bar Council of India. The 1961 Act recognizes only one class of persons who are entitled to practice the profession of law in India, namely, advocates, vide its section 29.

12. THE ADVOCATES WELFARE FUND ACT, 2001

Social security in the form of financial assistance to junior lawyers and welfare schemes for indigent or disabled advocates have always been a matter of concern for the legal fraternity. Certain States enacted their own legislations on the subject. The Parliament, which enacted "**Advocates Welfare Fund Act, 2001**" is applicable to the Union Territories and the States which do not have their own enactments on the subject, for creation of "Advocates Welfare Fund" by the appropriate Government. This Act makes it compulsory for every advocate to affix stamps of the requisite value on every Vakalatnama filed in any court, tribunal or other authority. Sums collected by the way of sale of "Advocates' Welfare Funds Stamps" constitute an important source of the Advocates' Welfare Fund.

(2) Any practicing Advocate may become member of the Advocates' Welfare Fund on payment of an application fee and annual subscription. The Fund shall vest in and be held and applied by the Trustee Committee established by the appropriate Government. The Fund shall, inter alia, be used for making ex-gratia grant to a member of the fund in case of a serious health problem, payment of a fixed amount on cessation of practice and in case of death of a member, to his nominee or legal heir, medical and educational facilities for the members and their dependents, purchase of legal books and for common facilities for advocates.

13. RIGHT TO INFORMATION ACT, 2005

RTI Cell deals the RTI request, First Appeals and the Second Appeals concerning Department of Legal Affairs:

| S.No. | RTI Matters | Total (01.04.2015 to 31.12.2015) |
|-------|--|----------------------------------|
| 1. | Total RTI Requests | 1050 |
| 2. | First Appeals before the First Appellate Authority | 31 |
| 3. | Second Appeals before the Hon'ble Central Information Commission | 33 |
| 4. | Total request received online | 4417 |

14. LIBRARY & RESEARCH SECTION

- (1) The Library and Research Section looks after the requirements of legal books/Journals and other research materials of the Ministry of Law and Justice. This section provides reference and legal research services to its users.
- (2) During this year, Library and Research Section acquired 406 numbers of books and 442 volumes of law journals which were got bounded for reference.
- (3) The Library and Research Section subscribes to 19 Indian law journals, 3 foreign law journals and 40 magazines.
- (4) The Library and Research Section has acquired / subscribed to the following CD ROM /online services for retrieval of case laws, judgements and articles etc. for the use of officers of this Ministry.
 - a) AIR Combo DVD[(updates) Supreme Court, High Courts, Criminal Law Journal] (1950-2014)
 - b) SCC Case finder CD (updates)
 - c) Grand Jurix (SC, HC, TRIBUNAL)
 - d) SCC Online (IP) Services
 - e) Manupatra.Com Online (IP) Services
 - f) Westlaw India Online (IP) Services
 - g) CLAonline.in (IP) Services

15. PROGRESSIVE USE OF HINDI IN OFFICIAL WORK IN THE DEPARTMENT OF LEGAL AFFAIRS

The Department of Legal Affairs has taken following steps to implement various instructions issued by the Department of Official Language on the progressive use of Hindi for official purposes of the Union as contained in the Official Languages Act, 1963 and the Official Languages (Use for Official Purposes of the Union) Rules 1976 :-

(a) **Notification under the Rule 10(4) of the Official Languages (Use for Official Purposes of the Union) Rules 1976 :**

This Department was notified under Rule 10(4) of the Official Languages Rules, 1976 on 21-3-1980. Orders were issued on 25-07-1989 directing all officers and employees proficient in Hindi to submit drafts etc. of all communications addressed to State Governments/Union Territories, private individuals, Central Government offices located in Regions "A" and "B" and of communications in replying to letters etc., received in Hindi or signed in Hindi, including appeals, representations etc., only in Hindi. Instructions in this regard are reiterated every year for strict compliance.

(b) **Organisation of Hindi Day/Hindi Month**

With a view to accelerate the use of the Official Language and to increase the awareness of the employees as regards the Official Language policy and the various incentive schemes for using Hindi in official work, Hindi Day was

celebrated in the Department on 14-9-2015. Hon'ble Minister for Law & Justice, Law Secretary and Rajbhasha Adhikari in their messages appealed to the officers and employees of the Department to adopt Hindi in their day-to-day official work. Message received from Hon'ble Home Minister on the eve of 'Hindi Day' was also circulated in the Department and its offices. In order to make the various programmes organized in this connection effective, 'Hindi Month' was organised from 1.9.2015 to 30.9.2015. This was done with the twin objectives of (a) giving wider publicity to the various schemes and (b) generating maximum output in terms of work done in Hindi. This year, during the 'Hindi Month', 7 competitions viz., 'Hindi Essay Competition', 'Hindi Typing Competition', 'Hindi Shorthand Competition', 'Translation Competition', and 'Hindi Noting and Drafting competition', 'Hindi dictation' for group 'D' employees and LDC & court clerks, and 'Official work in Hindi' Competition were organised in the Department . 97 officers/employees participated in these competitions. Out of which 85 successful participants will be awarded cash prizes amounting to Rs. 66,800/- by Law Secretary in function to be held in the month of March,2016. 'Hindi Day' was also celebrated in the Branch Secretariats of the Department and benches of the Income Tax Appellate Tribunal. Various competitions were organised on this occasion and successful participants were awarded cash prizes.

(c) **Creation of check points for implementation of orders relating to the Official Language**

- (i) A review of the check points for implementation of orders relating to the Official Language was made and orders for creation of adequate number of check points (eight) in accordance with Rule 12 of the Official Languages Rules, 1976 were issued on 16-11-1994. The effectiveness of check points is being regularly monitored through the quarterly progress reports received from sections/offices.
- (ii) In Sections / Units where the staff are proficient in Hindi, the use of Hindi in their day to day work is being encouraged. Work relating to grant of various types of leave is being done in Hindi. Almost all cases relating to House Building Advances, GPF Advances and Withdrawals etc. are also being processed in Hindi and orders are also being issued in Hindi.
- (iii) All general orders, notifications, resolutions and administrative reports etc. are invariably issued in bilingual form. All letters received in Hindi are invariably replied to in Hindi only. Strict vigilance is maintained to ensure that there is no violation of the relevant rules in this regard. English to Hindi dictionaries have been provided to all sections of the Department for encouraging the use of Hindi in day to day official work.
- (iv) Hindi specimen of standard draft of letters sent frequently by various sections have been provided. All forms used in the Department have also been translated

into Hindi. Entries in service books are also being made in Hindi. All rubber stamps, name plates, sign boards etc., are invariably prepared in bilingual form.

- (v) All the 300 computers in the Department are bilingual. Facility to work in Hindi is available on the computers provided to the officers and sections of the Department.
- (vi) A time bound programme has been prepared for imparting training in Hindi/ Hindi Stenography/ Hindi Typing to the employees of the Department and its offices under the Hindi Teaching Scheme. Employees are awarded personal pay/ Advance increments/ Cash Awards etc. as per the instructions of the Ministry of Home Affairs, Department of Official Language.
- (vii) Hindi Advisory Committee under the Chairmanship of the Hon'ble Minister of Law and Justice has been held on 7th July, 2015. This meeting is being organized by Legislative Department.
- (viii) The first Sub-Committee of the Committee of Parliament on Official Language inspected the progressive use of Hindi in the Indore bench of Income Tax Appellate Tribunal on the 18th February, 2015, and Guwahati bench of Income Tax Appellate Tribunal on 16th April, 2015. Shri T.N. Tiwari, Additional Secretary & Rajbhasha Adhikari, Shri Viay Singh Meena, DD(OL) and Shri A.K. Chawla, A.D.(O.L.)(only at Indore) represented the Department of Legal Affairs in the inspection meetings. Follow up action is being taken on the assurances given to the Committee of Parliament on Official Language. Apart from this, the Sub-Committee on Drafting and evidence of the Committee of Parliament on Official Language inspected Pune bench of Income Tax Appellate Tribunal on 06.01.2015 and Shri Vijay Singh Meena, DD(OL) represented the Department of Legal Affairs in the inspection meeting.
- (ix) In pursuance of the instructions of the Ministry of Home Affairs, Department of Official Language and assurances given to the First Sub-Committee of the Committee of Parliament on Official Language, in order to review compliance of the statutory provisions relating to Official Language and discuss problems faced in this regard, an Inspection Team has been constituted in the Department of Legal Affairs under the chairmanship of Rajbhasha Adhikari for inspection of Sections, Branch Secretariats and Benches of ITAT and other offices under the administrative control of the Department.
- (x) Presidential orders issued by the Department of Official Language on the recommendations contained in 8 part of the Report of the Committee of Parliament on Official Language are being implemented in the Department and its offices.

-
-
- (xi) The meetings of Official Language Implementation Committee of the Department are held regularly. Rajbhasha Adhikari of the Department is the Chairman of this Committee and Deputy Secretary (Admn.) all USs and all Section Incharges and Branch Officers are members of this committee whereas Deputy Director (O.L.)/Assistant Director (O.L.) is the member secretary. In these meetings, Compliance Status of Quarterly progressive report and implementation of orders concerned for follow-up action. Last meeting of the Committee was held on 18th December, 2015.
- (xii) Details regarding the progressive use of Hindi including training aspect covering the period from 1st January, 2015 to 31st December, 2015 are given in **Annexure-II.**

16. BRANCH SECRETARIAT, MUMBAI

The Ministry of Law & Justice, Department of Legal Affairs, Branch Secretariat, Mumbai is presently headed by the Joint Secretary & Legal Adviser/In-charge. He is assisted by one Senior Government Advocate, two Additional Government Advocates, two Assistant Legal Advisers and two Superintendents (Legal), one Section Officer/DDO and other officials.

(2) As far as the work handled by Mumbai Branch Secretariat is concerned, it includes tendering of legal advice, handling of litigation work pertaining to Bombay High Court, litigation pertaining to other subordinate courts which falls under the entire Western Region and the administration of the Branch Secretariat.

The procedure followed in the decision making process including the channels of supervision and accountability is as under:-

A. LEGAL ADVICE: The references received from various Ministries/Departments of Central Government seeking legal advice are examined at the first instance by the Superintendents (Legal) and thereafter put up to the Joint Secretary & Legal Adviser/In-charge who in turn mark the cases to the Senior Government Advocate, Additional Government Advocate(s), Assistant Legal Adviser(s) as per the distribution/allotment of work. If required, the advice matters are also referred to the Ld. Additional Solicitor General of India for his expert opinion.

As far as the current year is concerned, this Branch Secretariat has received about **2744** cases being references seeking advice and this Branch Secretariat has almost disposed of all the cases and nothing is pending on date.

B. LITIGATION: The litigation section of this Branch Secretariat is headed by the Joint Secretary & Legal Adviser/In charge who in turn is assisted by the Senior Government Advocate, Additional Government Advocate(s), Assistant Legal Adviser(s) and Superintendent (Legal) in discharging the duties and in handling the litigation matters filed in Bombay

High Court either filed by the Government of India or against it. So also, the litigation pertaining to Subordinate Courts is handled by the Branch Secretariat. Wherever necessary the litigation is handled through the Advocates / Counsel appointed / empanelled on the Panel of Government of India for Bombay High Court on its Ordinary Original Civil Jurisdiction, Appellate Jurisdiction & Criminal Jurisdiction and through other Counsel empanelled on different panels appearing before the different Courts of law.

As far as the current year is concerned, this Branch Secretariat has received about 2023 cases in different litigation sections. The Counsels were engaged for protecting the interest of Government of India involved in the matter through different Central Government Ministries/Departments and on or about 580 litigation cases have been disposed of before the Hon'ble High Court.

C. ADMINISTRATION: The Joint Secretary & Legal Adviser/In-charge is the head of the Administration of the Branch Secretariat, Mumbai. He is assisted by the Section Officer/DDO, in handling the day-to-day administrative matters of the Branch Secretariat.

The Joint Secretary & Legal Adviser/In-charge was nominated by the Competent Authority as a Member of the Committee constituted by the Ministry of Corporate Affairs, New Delhi to conduct hearing of objection on amalgamation of National Spot Exchange Limited (NSEL) and Financial Technologies (India) Limited (FTIL) pursuant to the order dated 04.02.2015 of the Hon'ble Bombay High Court passed in Writ Petition No.2743 of 2014.

D. OFFICIAL LANGUAGE : The Joint Secretary & Legal Adviser & In-charge of this Branch Secretariat also works in the capacity of "Vibhagiya Rajbhasha Adhikar" and other officers nominated by him work for promotion and maximum usage of Official Language in the Branch Secretariat.

17. BRANCH SECRETARIAT, KOLKATA

During 2015-16, the Branch Secretariat, Kolkata is headed by Senior Government Advocate who also functions as overall In-charge. It has eight wings viz. Advice, Administration, Cash & Accounts, Hindi, Counsel Fee Bill, Litigation, CAT/Lower Court and R & I Section. In addition, this Branch Secretariat has a Library containing more than 8800 books under the supervision of Section Officer. The Litigation Wing of the Branch Secretariat, Kolkata looks after the entire litigation matters pertaining to the High Court at Calcutta both in the Original as well as Appellate Side.

(2) The Branch Secretariat, Kolkata is functioning from 2nd & 3rd Floor, Middle Building, 11, Strand Road, Kolkata-700001.

(3) The Branch Secretariat is looking after litigation of the Union of India in the High Courts & Circuit Bench of Calcutta High Court in Port Blair and other High Courts and Ld. Courts below covering 12 States and one Union Territory. The Branch Secretariat also looks after the service matters relating to Central Government employees before the Central Administrative Tribunal, Calcutta Bench as well as the other benches of CAT at Cuttack, Guwahati, Patna and Circuit Benches at Sikkim and Andaman & Nicobar Islands. The Branch Secretariat renders legal advice and also conducts litigation pertaining to all the Central Government Ministries/Departments including the Income Tax Department, Customs and Central Excise (only advice work), Revenue Intelligence, FEMA, Ministry of Railways (old matters), Ministry of Defence, Ministry of Home, Ministry of External Affairs and all others having their offices at West Bengal, Assam, Nagaland, Manipur, Arunachal Pradesh, Meghalaya, Bihar, Jharkhand, Orissa, Tripura, Mizoram and Sikkim and Union Territory of Andaman and Nicobar Islands and any other Central Government Office situated outside the Eastern Zone but cause of action arise in Kolkata on receipt of references from concerned Departments/Ministries. Counsel are also engaged to appear before the various Tribunals like CESTAT and ITAT etc. and in Arbitration matters before the Ld. Arbitrators on receipt of specific requests from Departments concerned.

(4) During 2015-16, a total 1307 number of references were received by the Advice Wing. It is expected that the total number of references for advice received and dealt with during 2015-16 will be around 1500. Pleadings filed in various Courts as well as before Central Administrative Tribunals are also vetted by this Branch Secretariat.

(5) In litigation wing, Government advocates who are regular employees act as Advocate-on-Records as well as Government Pleader within the meaning of Order-XXVII Rule 8B(a) of the Code of Civil Procedure, 1908 and get the matter heard/argued through a panel Counsel engaged for this purpose.

(6) During 2015-16, the Senior Government Advocate, one Additional Government Advocate and three Junior Central Government Advocates acted as Advocate-on-Records for and on behalf of the Union of India and other Central Government petitioners/ respondents in the Calcutta High Court and also appear before the Court as Government Pleader. The total number of High Court cases received/conducted by the Litigation Division of the Branch Secretariat, Kolkata during 2015-16 up to December, 2015 were 3030 and the number of cases disposed of during the said period was 1363 (some cases pertained to previous years). The number of cases expected to be handled during the whole of 2015-16 will be around 4200. The total number of government cases pending in the Calcutta High Court till the end of December, 2015 was about 1846. Similarly, the number of cases received in the Branch Secretariat, Kolkata for engagement on service matters in CAT, Calcutta Bench during 2015-16 (up to December, 2015) was 1307 and it is expected that total number of such cases will be around 2000 during 2015-16. The number of cases in Courts below including arbitration cases handled during 2015-16 (up to December, 2015) was 300 and it is expected that another 40 cases (approximately) will be received during the remaining period of 2015-16.

(7) Out of the sanctioned budget of Rs.3,00,00,000/- for payment towards Professional Fees to the Counsel, an amount of Rs.1,26,14,704/- has already been paid to them till December, 2015 for the cases relating to High Court at Calcutta. The remaining amount of the budget will be paid in the next three months of 2015-16. The data regarding disbursement of fees to Advocates is at **Annexure-III**.

(8) The Branch Secretariat also certifies for payment, after due scrutiny, the professional fee bills of the Government Counsel/Standing Counsel conducting matters in different Courts and also in the arbitration proceedings before the Arbitrators which are sent for vetting by the different Departments and Ministries of the Central Government. However, those bills are actually paid by the Departments. Professional Fee Bills for Standing Counsel in other High Courts of the Eastern Region are also vetted by this Branch Secretariat.

(9) The Hindi Section is looked after by the Section Officer with the assistance of one Junior Hindi Translator for propagation/use of Hindi as official language in this Branch Secretariat. For this, several workshops/seminars have been organized in this Branch Secretariat. 'Hindi Diwas' was also celebrated in this Branch Secretariat with great enthusiasm during September 2015. Till date, around 90% of the Officers/staff members have obtained the working knowledge in Hindi. It is expected that by the year 2017, all the members of the staff will complete such courses/training.

(10) A software named 'COSA' developed by NIC, Kolkata is in operation for preparation of pay bills of the employees of the Branch Secretariat, Kolkata. Necessary work has already been done in this regard. Further, the quarterly returns of Income Tax deducted at source are being prepared in the Electronic Media and submitted to Income Tax Department through TIN Facilitation Centre in floppies/CDs. A new format i.e. Form-24G has been introduced by the Income Tax Authority which is required to be filled up and submitted in electronic format by 10th of the following month in which TDS has been deducted by this Office. Also the weekly statement of expenditure is prepared using software 'CDDO2PAO' developed by NIC, New Delhi and submitted to Pay & Accounts Office in floppies/CDs. In addition, information regarding licence fee payment for Government quarters is also required to be sent online to the Directorate of Estates using Government Accounting Management System (GAMS). 37 (Thirty seven) numbers of Personal Computers are in use at present in the Branch Secretariat, Kolkata. Provision of Local Area Network (LAN) has been provided to each Section/ Officer's room of the Branch Secretariat, Kolkata. Almost all the Computers in the Branch Secretariat, Kolkata now have internet connection.

(11) The Library in the Branch Secretariat, Kolkata, containing more than 8800 books, is under the supervision of Section Officer. It is very helpful for use in Litigation and also adhering advice to Government Departments. Online legal library 'Manupatra' and 'CDJ Law Journal' have also been subscribed by this Branch Secretariat.

(12) One biometric attendance system, for employees in the Branch Secretariat, Kolkata, is in operation w.e.f. 12th April, 2011. Now Aadhar based Biometric Attendance System has also been introduced successfully.

(13) Cleanliness Drive is being continued in the Branch Secretariat, Kolkata as a regular process. A Committee headed by Superintendent (Legal) has been constituted in the Branch Secretariat, Kolkata for supervision of cleanliness drive and weeding out of old records. 'Safai Abhiyaan' is being carried out on every alternate Saturday in the Branch Secretariat. Due to an extensive renovation work, done by CPWD Office and the cleanliness drive undertaken, the Office has got a more clean and beautiful look and continuous efforts are going on for modification/renovation of office premises aiming towards further cleanliness/beautification.

18. BRANCH SECRETARIAT, CHENNAI

Deputy Legal Adviser heads the Branch Secretariat at Chennai.

ADVICE: The Branch Secretariat renders legal advice to all Central Government Offices located in the States of Tamil Nadu, Kerala and the Union Territory of Puducherry. During the period from 01-04-2015 to 31-12-2015 about 834 references were received for advice and disposed off. About 350 references for advice are expected during the remaining period of current financial year 2015-2016.

LITIGATION: The Branch Secretariat, Chennai looks after the entire litigation work of Central Government (except cases relating to Railways, Telecom, Income-Tax, Central Excise and Customs, etc.) in the High Court of Madras, Madurai Bench of Madras High Court and High Court of Kerala. It also looks after the Central Government litigation work in the City Civil Courts, Presidency Courts of Small Causes, Subordinate Courts, Tribunals, Consumer Fora, etc. in Tamil Nadu and Kerala. Besides, the Branch Secretariat, Chennai has also been entrusted with the work of Central Government litigation before the Madras Bench of Central Administrative Tribunal at Chennai and Ernakulum Bench of Central Administrative Tribunal in Kerala.

(ii) During the period from 01-04-2015 to 31-12-2015 about 6525 litigation matters received and disposed of about 6345 which include receipts, fee bills and files opened regarding High Court/CAT/LC etc. and projection for the remaining period of three months pertaining to the litigation matters, during the current financial year is expected to be about 1800.

(iii) The Branch Secretariat keeps the Ministries and Departments of the Central Government informed about the important developments of their cases as well as the results of the litigation with suitable advice for further action, if required. Pleadings, affidavits etc., to be filed in the Courts/ Tribunals / Consumer Fora / Arbitration matters in Tamil Nadu and Kerala are scrutinized and vetted at the draft stage. Functions of Branch Secretariat, Chennai also include engagement / nominations of the Counsel and collection of materials from the Central Government Departments involved in the cases for being passed on to the Counsel after necessary scrutiny of the documents from the legal angle.

COUNSEL'S FEE BILLS: The Branch Secretariat itself pays the fees directly from its centralized funds to the Additional Solicitor General of India, Assistant Solicitor General, Senior Panel Counsel and the Central Government Standing Counsel in respect of cases before the Madras High Court and Madurai Bench of Madras High Court. Fee Bills preferred by the Central Government Counsel for appearance before the Central Administrative Tribunal and Subordinate Courts are scrutinized / certified and sent to the Departments concerned for payment.

MISCELLANEOUS: During the period under report, various R.T.I. applications, appeals, statements and other references / litigation correspondence were received and dealt with.

FEMALE EMPLOYEES: There are 7 female employees working in this office, viz., 1 Deputy Legal Adviser, 1 Superintendent (Legal), 2 Personal Assistants (CSSS), 1 Senior Court Clerk and 2 Assistant Section Officers (CSS).

STATISTICS OF EMPLOYEES WORKING UNDER THE FOLLOWING CATEGORIES: There are 13 employees falling under various categories other than General Category employees, i.e., SC - 4; ST - 1; OBC - 6; Ex-servicemen - 1 and PH - 1.

19. BRANCH SECRETARIAT, BENGALURU

The Branch Secretariat has jurisdiction over the States of Karnataka and Andhra Pradesh handling the litigation and advice of various Central Government Departments/Ministries. Deputy Legal Adviser heads the Branch Secretariat, Bengaluru.

ADVICE: The Branch Secretariat renders legal advice to all the Central Government Departments and offices located in the States of Karnataka, Andhra Pradesh and Telangana. During the current year 2015-2016 about 775 references were received for advice and all advice cases were disposed during the period. The advice work includes scrutiny and vetting of pleadings i.e. statement of objections, counter affidavits to be filed before the High Courts i.e. High Court of Karnataka, Bengaluru, Circuit Benches of High Court of Karnataka at Dharwad and Gulbarga and High court of Andhra Pradesh respectively, reply statement to be filed before Central Administrative Tribunal, written statement, counter affidavits, counter statements, versions filed before District Courts, Subordinate Courts and various other Tribunals.

Examining the feasibility of filing SLP, Appeals, review etc. interpretation of laws guiding Departments on legal sustainability of their action and holding discussions with the administrative Departments, whenever necessary.

LITIGATION: The Branch Secretariat supervises the entire litigation of the Central Government Departments and offices in the High Court of Karnataka, Bengaluru, Circuit Benches of High Court of Karnataka at Dharwad & Gulbarga and High Court of Andhra Pradesh, Subordinate Courts located at Bengaluru City and twin cities of Hyderabad and

Secunderabad and CAT in both the States. This Branch Secretariat also looks after the work of Government litigation in the District Consumer Dispute Redressal Forum, the State Consumer Redressal Commissions of both the States, Central Government Industrial Tribunal and Debt Recovery Tribunal. During the current year 2015-16 about 2901 litigation matters, which includes nomination of counsel, counsel fee bills and general correspondence relating to litigation were received. The function of the Branch Secretariat in this regard includes engagement/ nomination of the Counsel and distribution of cases among the Central Government Counsels.

COUNSEL'S FEE BILLS: This Branch Secretariat itself processes counsel fee bills and pays the fees directly from its centralized funds to the Assistant Solicitor General of India and Central Government Counsel in the High Court of Karnataka, Bengaluru. So far as Circuit Benches of High Court of Karnataka at Dharwad and Gulbarga are concerned, the counsel fee bill is borne by the concerned Department on whose behalf the Counsel conducts the cases and not by the Branch Secretariat, Bengaluru. The concerned Departments pay the fee for Central Government panel Counsel in CAT, District and subordinate Courts. Hence this Branch Secretariat is not certifying counsel fee bills. However, this Ministry clarify as and when requested any doubt in this regard.

ESTABLISHMENT OF OFFICE OF ADDITIONAL SOLICITORS GENERAL OF INDIA: Government of India has appointed Shri K.M. Nataraj, Senior Advocate and Shri Prabhuling K. Navadgi, Senior Advocate as Additional Solicitor Generals of India for the Southern Zone and in the High Court of Karnataka respectively for a period of three years with effect from 8th April, 2015. Both the Additional Solicitor Generals of India are based in Bengaluru. Consequent on the allotment of office accommodation in the premises of Hon'ble High Court of Karnataka, the Office of the Additional Solicitor Generals of India was inaugurated by Hon'ble Union Minister of Law & Justice on 8th January, 2016.

20. LAW COMMISSION OF INDIA (LCI)

The three-year period of the 20th Law Commission ended on August 31, 2015 and the 21st Law Commission has been constituted with effect from September 1, 2015 for a period of three-year term, ending on 31st August, 2018. The Commission is consisted of a full-time Chairperson; four Full-time Members (including Member-Secretary); Secretary, Department of Legal Affairs (Ex officio Member); Secretary, Legislative Department (Ex officio Member); and not more than five Part-time Members. However, Chairperson and Members are yet to be appointed.

(2) The Terms of Reference of the Twenty-first Law Commission are as follows:

- A. Review/Repeal of obsolete laws:
- (i) Identify laws which are no longer needed or relevant and can be immediately repealed.
 - (ii) Identify laws which are not in harmony with the existing climate of economic liberalization and need change.

-
-
- (iii) Identify laws which otherwise require changes or amendments and to make suggestions for their amendment.
 - (iv) Consider in a wider perspective the suggestions for revision/amendment given by Expert Groups in various Ministries/Departments with a view to coordinating and harmonizing them.
 - (v) Consider references made to it by Ministries/Departments through the Department of Legal Affairs, Ministry of Law and Justice in respect of legislations having bearing on the working of more than one Ministry/Department.
 - (vi) Suggest suitable measures for quick redressal of citizens grievances, in the field of law.
- B. Law and Poverty:
- (i) Examine the Laws which affect the poor and carry out post-audit for socio-economic legislations.
 - (ii) Take all such measures as may be necessary to harness law and the legal process in the service of the poor.
- C. Keep under review the system of judicial administration to ensure that it is responsive to the reasonable demands of the times and in particular to secure:
- (i) Elimination of delays, speedy clearance of arrears and reduction in costs so as to secure quick and economical disposal of cases without affecting the cardinal principle that decision should be just and fair.
 - (ii) Simplification of procedure to reduce and eliminate technicalities and devices for delay so that it operates not as an end in itself but as a means of achieving justice.
 - (iii) Improvement of standards of all concerned with the administration of justice.
- D. Examine the existing laws in the light of Directive Principles of State Policy and to suggest ways of improvement and reform and also to suggest such legislations as might be necessary to implement the Directive Principles and to attain the objectives set out in the Preamble to the Constitution.
- E. Examine the existing laws with a view for promoting gender equality and suggesting amendments thereto.
- F. Revise the Central Acts of general importance so as to simplify them and to remove anomalies, ambiguities and inequities.
- G. Recommend to the Government measures for making the statute book up-to-date by repealing obsolete laws and enactments or parts thereof which have outlived their utility.
- H. Consider and to convey to the Government its views on any subject relating to law and judicial administration that may be specifically referred to it by the Government through Ministry of Law and Justice (Department of Legal Affairs).

I. Consider the requests for providing research to any foreign countries as may be referred to it by the Government through Ministry of Law and Justice (Department of Legal Affairs).

J. Examine the impact of globalization on food security, unemployment and recommend measures for the protection of the interests of the marginalized.

(3) The 20th Law Commission had taken up various subjects in pursuance of its terms of reference, *suomotu* and references from Supreme Court and High Courts.

(4) The 20th Law Commission forwarded the following reports during the year 2015:-

- (i) Report No.252: Right of the Hindu Wife to Maintenance: A relook at Section 18 of the Hindu Adoptions and Maintenance Act, 1956 (06.01.2015)
- (ii) Report No.253: Commercial Division and Commercial Appellate Division of High Courts and Commercial Courts Bill, 2015 (29.01.2015)
- (iii) Supplementary to Report No.246: on Amendments to Arbitration and Conciliation Act, 1996 "Public Policy" Developments post-Report No.246 (06.02.2015)
- (iv) Report No.254: The Prevention of Corruption (Amendment) Bill, 2013 (12.02.2015)
- (v) Report No.255: Electoral Reforms(12.03.2015)
- (vi) Report No.256: Eliminating Discrimination Against Persons Affected by Leprosy (07.04.2015)
- (vii) Report No.257: Reforms in Guardianship and Custody Laws in India (22.05.2015)
- (viii) Report No.258: Prevention of Bribery of Foreign Public Officials and Officials of Public International Organisations – A Study and Proposed Amendments (27.08.2015)
- (ix) Report No.259: Early Childhood Development and Legal Entitlements (27.08.2015)
- (x) Report No.260: Analysis of the 2015 Draft Model Indian Bilateral Investment Treaty (27.08.2015)
- (xi) Report No.261: Need to Regulate Pet Shops and Dog and Aquarium Fish Breeding (28.8.2015)
- (xii) Report No.262: The Death Penalty (31.8.2015)

21. INDIAN LAW INSTITUTE (ILI)

Introduction: Indian Law Institute (ILI) is a Premier Legal Research Institute founded in 1956 with the objectives to cultivate the science of Law, to promote advanced studies in legal research with a view to relating law with socio-economic development and needs of the people, to ensure systematization of law, to encourage and conduct investigation in legal

education system and to publish studies in the form of books and periodicals. Hon'ble Chief Justice of India is the Ex-officio President of the Institute. The Institute has been granted Deemed University Status in 2004 vide Government of India, Ministry of Human Resource Development Notification No. F.9-9/2001-U.3 dated 29.10.2004

Academic Programmes: After the declaration of Deemed University in the year 2004, the institute launched research oriented LL.M. programme. The admission in LL.M programme is strictly on merit in Common Admission Test (CAT) conducting every year and Interview. Presently the following programmes are conducted by the institute:

| Programme(s) | Students Enrolled in academic session 2015-16 |
|--|---|
| LL.M.- 1 Year (Full Time) | 26 |
| LL.M.- 2 Year (Full Time) | 36 |
| P G Diploma Courses(Alternative Dispute Resolution, Corporate Laws and Management, Cyber Law and Intellectual Property Rights Laws) | 260 |
| Ph.D in Law | 03 |
| Total No. of Students | 325 |

- The Institute has a Ph.D. programme. There are 27 scholars enrolled as on date.
- The Institute also conducts on line e- learning certificate courses on Intellectual Property Rights (IPR) and Cyber Law of three months duration. The Online Cyber Law Course batch No. 20, 21 & 22 was completed and Batch of 31, 32 & 33 of Online IPR Course was completed.

Performance-cum-achievements report (from 1.04.2015 to 31.12.2015)

A. Research Publication Released: The following research publication has been released by the ILI during period of report:

- Journal of the Indian Law Institute (JILI). It has been publishing the quarterly contains research articles on topics of current importance referred in International Importance.
- ILI Newsletter. It has been published quarterly contains details of the activities undertaken by the Institute during the quarter and the forthcoming activities.
- Digitization of Documents. The ILI digitized more than 2.5 lakh pages of the ILI publication and rare documents and available in DVD form.

B. Activities in ILI (Seminar/conference/training/workshop/visits/special lectures)

- The Indian Law Institute along with Faculty of Law, Shree Guru Gobind Singh Tricentenary University (SGT) University, Gurgaon and Centre for Child and the Law, National Law School of India University, Bengaluru organised a National Consultation Conference on The Juvenile Justice (Care and Protection of Children) Bill, 2014 (revised) on May 15, 2015.
- The Indian Law Institute in collaboration with O.P Jindal Global University (Law School) organised One Day Seminar and Training Programme on, Torture, International Law and Human Rights on June 8, 2015 at the Indian Law Institute. Hon'ble Mr. Justice Arjan Kumar Sikri, Judge Supreme Court of India was the Chief Guest and delivered the inaugural address.
- The Indian Law Institute organized a half day study programme for the Delegation from Royal Government of Bhutan on June 18, 2015 on, "Law of Treaties, Ratification Procedure and Best Practices in India".
- The Indian Law Institute along with Faculty of Law, Shree Guru Gobind Singh Tricentenary University (SGT) University and University School of Law and Legal Studies (GGSSIP) University jointly organised a faculty development programme on "Legal Research and Methodology" on 19-20 June, 2015 at GGSIP University, Dwarka, New Delhi.
- The Indian Law Institute in collaboration with National Human Rights Commission have organised the following Training Programmes in this year:

Session I- Two-Days Programme For Judicial Officers On Human Rights: Issues And Challenges on October 3-4, 2015.

Session II- Two-Days Training Programme for Police Personnel On Police And Human Rights: Issues And Challenges on November 7 & 8, 2015.

Session III- Two-Days Programme for Prison Officials On Human Rights: Issues And Challenges on December 12 & 13, 2015.

- As approved by the Academic Council, the All India Common Admission Test (CLAT) for admission to the LL.M. Programmes was conducted on June 13, 2015 at ILI, New Delhi. 475 candidates appeared for LL.M. – One Year and Two Year programmes. The merit list of candidates shortlisted for interview/ viva was notified on June 22, 2015 as per the approved schedule.

Research Projects:

- The National Investigation Agency (NIA) Ministry of Home Affairs, Govt. of India has entrusted a project to prepare a "Compendium of Terrorism Related cases and to draft a model investigation and procedural manual". The work is under progress.

- The project on “Meaning and status of pendency in Allahabad High Court and Calcutta High Court” entrusted by Department of Justice, Ministry of Law and Justice is under process.
- The CBI Academy Ghaziabad has entrusted a project for the Development of a module on” Primacy of Rule of Law” to be introduced in the training modules for the officers of the CBI and other law enforcement agencies.
- Restatement of Indian Law: Hon’ble Chief Justice of India, President of ILI has constituted the “Restatement of Indian Law Committees” on Direct-Indirect Taxes, Constitutional law and Criminal law.
- The Ministry of Panchayati Raj (MoPR), has entrusted a project to the Indian Law Institute on “*A Study on Case laws Relating to Panchayati Raj in Supreme Court and Different High Courts*”. The study is under progress.

**FORECAST OF ACTIVITIES
(FROM 01.01.2016 TO 31.03.2016)**

- I Publication:** The following research documents are proposed to be published during the above period:
- (i) Journal of the Indian Law Institute (Quarterly publication)
 - (ii) ILI Newsletter with Case Comments and Legal Jottings (Quarterly)
 - (iii) Annual Survey of Indian Law – 2014
 - (iv) Index to Legal Periodicals – 2015.
 - (v) New Book on “Environmental Law” and revision / updation of books on “ A Treatise on Consumer Protection Laws” and “ Right to Bail”
- II Meetings/Seminar/Conference/training/workshop/visits/special lectures**
- (i) Dr. David Malone will deliver a special lecture on, “The UN Security Council in a Time of Renewed Great Power Tension”.
 - (ii) The Institute will organize a one day training programme for Juvenile Homes/Old Age Homes/ Health Officials/ on Human Rights: Issues and Challenges.
 - (iii) Annual Convocation of the Indian Law Institute is scheduled to be held on 15th March, 2016.
 - (iv) Some more Special Lectures/ Interaction with ILI faculty members / students have been planned.
- III Examination/admission:**
- (i) End Trimester/ Semester Examination of LL.M. 1/2/3 Years will be commenced during the above periods.
 - (ii) P.G. Diploma Courses will be completed and exam will be held during the above period.

-
-
- (iii) E-learning Courses batch No. 23 of Online Cyber Law & 34 of Online IPR Course will be completed by March 2016.

22. BAR COUNCIL OF INDIA (BCI)

The Bar Council of India was constituted under the Advocates Act, 1961 and it has been empowered among other things to lay down standards of professional conduct and etiquette for lawyers and to lay down, maintain and improve the standards of legal education in the country. While the State Bar Councils are the authorities for enrolment as Advocates, the State Bar Councils and the Bar Council of India enforce discipline among Lawyers. The Bar Council of India acts as appellate authority in respect of disciplinary matters.

(2) The Bar Council of India meets at regular intervals to transact business in accordance with the agenda circulated to the Members. At the meetings, the Council also conduct removal proceedings under Section 26(1) where persons are enrolled either by misrepresentation or by suppressing essential facts, deals with references received from State Bar Councils under Section 26(1) where the State Bar Council propose to reject the enrolment application on one reason or other and hear and decide revision petitions under Section 48A of the Advocates Act, 1961 where complaints against advocates for professional or other misconduct filed by individuals are dismissed by State Bar Councils summarily.

23. INSTITUTE OF CONSTITUTIONAL AND PARLIAMENTARY STUDIES (ICPS):

(1) **Introduction:** The Institute of Constitutional and Parliamentary Studies (ICPS) is an autonomous body registered under the Societies Registration Act, 1860. The Institute was set up on 10th December, 1956, with aim to promote and provide for Constitutional and Parliamentary Studies with special reference to the evolution and working of the Indian Constitution in all aspects.

(2) **Diploma Courses:** Institute offers Parliamentary Fellowship Programme and two diploma courses, one in Constitutional Law and another in Parliamentary Institutions and Procedures. The three courses offered by the Institute are post-graduate part-time courses and are an annual feature. Classes for the three courses are held in the evening at the Institute's premises. Since Institute does not have its own faculty, therefore, guest faculty is hired from outside to deliver lectures for the three courses. Admissions to the three courses for the current academic year 2015-16 were held in the June-July 2015 a total of 50 students have been enrolled for the three courses. Subsequent to an Induction Programme organised during last week of July 2015 for the benefit of the students, classes for the courses are being held since Aug 24, 2015.

FORECAST OF ACTIVITIES (FROM 01.01.2016 TO 31.03.2016)

Diploma Courses: Examination for the students of three courses for the current academic session 2014-15 would be conducted in Feb-March 2016 subsequent to the completion of course curriculum.

24. INCOME TAX APPELLATE TRIBUNAL (ITAT)

(1) **ORIGIN:** Section 252 of the Income-tax Act, 1961 provides that the Central Government shall constitute an Appellate Tribunal consisting of as many Judicial Members and Accountant Members as it thought fit, to exercise the powers and discharge the functions conferred on the Appellate Tribunal by the said Act. The Income-tax Appellate Tribunal was established on 25th January, 1941, in pursuance of a similar provision contained in the Indian Income-tax Act, 1922.

(2) **CONSTITUTION:** The Income Tax Act, 1961 further provides that, a Judicial Member of the Tribunal shall be person, who has for at least 10 years held a Judicial Office in the territory of India or has been a Member of the Indian Legal Service and has held a post in Grade-II of that service or any equivalent or higher post for at least three years or who has been an advocate for at least ten years. An Accountant Member shall be a person, who has for at least 10 years been in practice of accountancy (a) as Chartered Accountant under the Chartered Accountants Act, 1949 (38 of 1949) or as a Registered Accountant under any law formerly in force or partly as a Registered Accountant under any law formerly in force or partly as such registered Chartered Accountant, and partly as such Chartered Accountant or who has been a Member of the Indian Income Tax Service, Group A and has held the post of (Additional) Commissioner of Income-tax or any equivalent or higher post for at least three years.

(3) **SHORTAGE OF MEMBERS AND STAFF:** The present sanctioned strength of Members of Tribunal is 126 for 63 benches spread over 27 cities throughout the country out of which only 95 Members are in position and accordingly there are 31 posts of Members vacant as on date. The Tribunal is presently headed by the President assisted by (1) Senior Vice-President and nine (9) Vice - Presidents. At present, one (1) post of Senior Vice-President, six (6) post of Vice-Presidents and twenty four (24) Members are vacant.

(4) POWERS AND FUNCTIONS:

(i) The Income-tax Appellate Tribunal, constituted under the Income-tax Act, deals with second appeals in all matters of direct taxes and appeals against the revision orders of administrative Commissioners as well as orders of acquisition of properties under Chapter-XX A of the Income-tax Act.

(ii) The powers and functions of the Appellate tribunal are exercised and discharged by the Benches constituted by the President of the Tribunal from amongst the Members thereof. A Bench consists of one Judicial Member and one Accountant Member. The President or any other Member of Tribunal authorised in this behalf by the Central Government may, sitting singly, dispose of any case which has been allotted to the Bench of which he is a Member and which pertains to an assessee whose total income as computed by the Assessing Officer in the case does not exceed fifteen lakhs rupees and the President may, for the disposal of any particular case, constitute a Special Bench consisting of three or more Members, one of whom shall necessarily be a

Judicial Member and one Accountant Member, subject to the provisions of the Income-tax Act, 1961.

(5) PROCEDURE AND RULES:

(i) The Appellate Tribunal has the power to regulate its own procedure and the procedure of its Benches in all matters arising out of the exercise of its powers or in the discharge of its functions, including the places at which the Benches shall hold their sittings.

(ii) The Appellate Tribunal has, accordingly, framed its own rules called the Income-tax (Appellate Tribunal) Rules, 1963. The said Rules are best suited for the expeditious disposal of all matters pending before the Income-tax Appellate Tribunal. The Tribunal functions not only as the final fact finding authority in matters concerning Income-tax but also in all matters of taxation such as Wealth-tax, Gift-tax and Expenditure tax etc. The Appellate Tribunal is manned by efficient personnel discharging their functions to the best of their ability and holding the scales of justice evenly between the tax payer and the Revenue without fear or favour.

(iii) Generally, appeals are heard by a Bench consisting of one Accountant Member and one Judicial Member. However, in appropriate cases, at the discretion of the President, a Bench may consist of more than two Members.

(iv) The matters which the Appellate Tribunal disposes of are of vital importance involving revenue to the tune of millions of rupees. The Tribunal is entrusted with the responsible task of deciding intricate questions of law and fact. The presence of both the Judicial and Accountant Members is guaranteed that questions of fact which arise for their consideration are properly enquired into and that the accountancy point, as also the legal angle, have been weighed properly. The Tribunal allows the representatives of both the parties to appeal before it and invariably hears them before passing any order. The Members hear the parties, peruse the evidence on record, make their own notes, refer to the authorities cited at the Bar, confer among themselves and then pass final orders. The procedure is, by itself, a guarantee that questions of facts are properly and judicially decided and inference drawn by the Tribunals are beyond reproach.

(6) PENDENCY OF APPEALS:

(1) At the beginning of the year 2015, the Pendency of the appeals was 100567 and as on 1st January, 2016, the number of appeals pending in the Income-tax Appellate Tribunal stands at 95669. The detailed statement showing comparison of number of Members, Institution, Disposal and Pendency for the year 2014 and 2015 is as under:

| Year | No. of Members | Institution | Disposal | Pendency |
|------|----------------|-------------|----------|----------|
| 2014 | 68 | 46652 | 29817 | 100567 |
| 2015 | 95 | 39748 | 44644 | 95669 |

(ii) It will be seen from the following table that the commitment to reduce pendency is showing encouraging results after all the newly created Benches were made functional :

| Year | Institution | Disposal | Pendency at the end of year |
|---|--------------|--------------|-----------------------------|
| 2004-2005 | 57331 | 78901 | 137164 |
| 2005-2006 | 45283 | 73979 | 108468 |
| 2006-2007 | 43192 | 65524 | 86136 |
| 2007-2008 | 44356 | 59653 | 70839 |
| 2008-2009 | 40372 | 55889 | 55322 |
| 2009-2010 | 41648 | 49353 | 47617 |
| 2010-2011 | 44250 | 36293 | 55574 |
| 2011-2012 | 42346 | 33816 | 64104 |
| 2012-2013 | 43934 | 33752 | 74286 |
| 2013-2014 | 46031 | 31886 | 88643 |
| 2014-2015 | 45072 | 30494 | 103238 |
| 2015-2016 Up to 01.01.2016 | 28878 | 36445 | 95669 |

(7) EFFORTS FOR REDUCTION OF PENDENCY:

(i) Necessary instructions have already been issued to all the Benches to scrutinize and identify cases which are covered by decisions of I.T.A.T., High Courts, and the Supreme Court and post them on priority basis. This includes group and small matters. The Bar is also requested to bring to the notice of I.T.A.T., all such covered cases for out of turn posting. Besides, Search & Seizure and Appeals u/s 263 are also being given priority in their disposal. In pursuance of CBDT Circular F.No.279/Misc.142/2007-ITJ(Pt) dated 10th December, 2015, 5652 Revenue's appeals in which tax effect is up to Rs.10 Lac was fixed immediately and disposed off.

The pendency figures of Single Member Cases is as under:-

| Month | Total Pendency |
|----------------|----------------|
| January,2015 | 1129 |
| February,2015 | 1091 |
| March,2015 | 1085 |
| April,2015 | 3639 |
| May,2015 | 2305 |
| June,2015 | 4380 |
| July,2015 | 3979 |
| August,2015 | 3482 |
| September,2015 | 3483 |
| October,2015 | 3188 |
| November,2015 | 2833 |
| December,2015 | 2590 |

(ii) The pendency figure of Wealth Tax Cases is as under:-

| Month | Total Pendency |
|-----------------|----------------|
| January,2015 | 512 |
| February,2015 | 502 |
| March,2015 | 495 |
| April,2015 | 476 |
| May,2015 | 474 |
| June,2015 | 463 |
| July,2015 | 427 |
| August, 2015 | 405 |
| September, 2015 | 359 |
| October, 2015 | 349 |
| November, 2015 | 315 |
| December,2015 | 311 |

(iii) In the beginning, only 68 Members were working against the 126 Sanctioned post of Members and therefore some of the Benches were not regularly functioning resulting in increase of pendency thereof. Thereafter, 31 New Members have joined the ITAT in the month of July to September, 2015 and accordingly the pendency has started decreasing from the month of August, 2015.

(iv) Due to inadequate number of Members, several Benches of the Tribunal have become non-functional causing difficulties to litigants and increase in pendency of appeals, and this has become a matter of great concern to the Tribunal. Further, there was a need to utilize information for dispensation of justice in the I.T.A.T. by introducing E-Courts/E-Benches and it will make non functioning Benches operational to reduce pendency of these Benches. Accordingly, Rajkot Bench has been connected to Ahmadabad Benches and started hearing appeals by E-Court through video

conferencing and over 300 cases were disposed off in just two months. The Competent Authority has also decided to set up one more E-Court at Jabalpur Bench.

(v) During year 2015, 39748 nos. of appeals under various Acts have been instituted before the Tribunal and the Tribunal disposed of 44644 appeals which show that ITAT is discharging its functions very efficiently as the percentage of disposal stands at 112.32%. In spite of shortage of 31 Members out of 126, the Tribunal is trying its best to reduce the pendency.

(8) COMPUTERISATION:

The process of computerization started in the Income Tax Appellate Tribunal in early 2000s and in recent years, this process has gained great momentum with several innovative projects being implemented in day-to-day activities of the Tribunal. Over the years, various projects have been undertaken and implemented by the Tribunal to live upto its motto "**Nishpaksh Sulabh Satvar Nyay**".

(9) ACHIEVEMENTS:

(i) ITAT Online Project: This pilot project is the first initiative to automate the process of judicial administration in the Tribunal starting from receipt and registration of appeals and applications till disposal and uploading of Tribunal orders. This project was commissioned and implemented in all Benches of the Tribunal in phased manner. ITAT Online is a web-based application which can be accessed from anywhere and anytime. As of now, all Benches of ITAT have been connected to the ITAT Online database and activities like registration, data updation, Tribunal order uploading, etc. are being carried out through the web application. Web-cum-Database Server of this project has been setup in-house and connected by an exclusive high speed 4 Mbps (1:1) Internet Leased Line on Fiber Optic Cable technology.

(ii) ITAT Official Website: As an extension to the ITAT Online Project, Official Website of Income Tax Appellate Tribunal has been created and commissioned to deliver judicial and general information to the general public. The Official website has been redesigned to make it more user friendly, informative, responsive, updated and compliant to Government of India Guidelines for Websites. Dynamic information like Cause Lists, Constitution, Case Status, Order Search, Pronouncement Search, etc. have been provided to cater the judicial information needs of the litigants before the Tribunal. This apart, static information like Holiday Lists, Tenders & Auctions, Notice Board, Right to Information, etc. has been made accessible to the litigants in particular and public in general. This website has been widely used and appreciated.

(iii) NICEMail: In furthering the utilization of Information and Communication Technology in general administration and effective communication between various Benches, Members and officers, ITAT has subscribed for E-Mail services offered by National Informatics Centre. NICEMail accounts have been created for all Benches,

Zones, Members, Registry Officers, Sr. PS/PS and all sections of Head Office. In recent years, due to its ease, fastness, simplicity and economic-and-ecological advantage over conventional methods of communication, usage of E-Mail has started to gain acceptance of the users.

(iv) Infrastructure Upgradation: ITAT has always been conscious that better computerization needs better infrastructure. Accordingly, ITAT has been replacing the old and obsolete computers, printers and other equipment with the latest ones in phased manner. All Members of ITAT have already been provided with laptops for their official use.

(10) Future Projects:

(a) Redevelopment of Web Application and launching of E-Filing

- (i)** ITAT has been contemplating to revamp its Official Website and Web Application to make them more informative, user friendly and compliant to the guidelines and standards. Also, ITAT has given assurance to the Parliamentary Committee on Official Language to make the website and application fully and functionally bilingual. ITAT has also agreed to the request of Income Tax Department for sharing the ITAT Online data with the National Judicial Reference System (NJRS) project, for which also we have to make certain provisions in the Web Application.
- (ii)** Accordingly, to fulfill the above requirements, ITAT has taken up redevelopment of the Bi-lingual Project. ITAT has also included in the project a new Citizen-To-Government (C2G) Module namely 'e-Filing' to enable the litigants before the Tribunal to file appeals and applications online from their door-steps; and to disseminate information through SMS, Email and Mobile Application. Provision is also made in the Project to facilitate and ensure paperless courts in due course.
- (iii)** The development of this project has already been entrusted to a NICSI-Empanelled vendor. The official website has already been launched and the web-application, e-filing module and mobile application are likely to be rolled out in four to five months.

(11) OWN BUILDINGS OF I.T.A.T.: ITAT has purchased land at Pune, Bangalore, Jaipur & Lucknow for office-cum- residential quarters. Further, Government of Odisha has allotted a plot of land measuring 1.601 Acre to Income-tax Appellate Tribunal, Cuttack Bench for construction of office building and staff quarters at CDA, Cuttack. The projects of constructing building at these places are underway.

(12) FACILITIES FOR MEMBERS: The Hon'ble Supreme Court of India vide order dated 19.9.2003 in SLP (L) Mos.6905/1998 & TP(C) Nos. 659 and 672-673 of 1998 in the case of Union of India and others Vs. All Gujrath Federation of tax consultants had directed the Government to provide the various facilities to the Members of Income Tax Appellate Tribunal and every effort has been made by the ITAT to provide the said facilities to the Members.

(13) BENEVOLENT FUND: A Benevolent Fund, the corpus of which has been built out of voluntary contributions by the officers and staff, also exists in the Income-tax Appellate Tribunal. The President, Income-tax Appellate Tribunal, is the patron. Officers and staff contribute voluntarily to this fund and disbursements are made to officials in need of medical or other emergent situations on the recommendation of Committee formed under the Rules.

(14) RIGHT TO INFORMATION ACT, 2005: It is being implemented by the Income Tax Appellate Tribunal.

(15) IMPLEMENTATION OF OFFICIAL LANGUAGE POLICY:

(i) Official Language Implementation Committees have been constituted at all the Benches of Income-tax Appellate Tribunal, with a view to keeping a watch and providing guidance for proper implementation of the official language policy prescribed by Department of official language, Government of India.

(ii) Progress in achieving the targets set for Hindi correspondence and its implementation is monitored by the concerned Benches and their quarterly reports regarding progressive use of Hindi is regularly scrutinized by Head Quarters at Mumbai. Training in Hindi/Hindi Typing/Hindi Stenography is offered by nominating sufficient No. of officials under Hindi Teaching Scheme, Department of official language, Government of India.

(iii) Hindi workshops are also held in all the Benches for proper implementation of the official language policy and to encourage the use of Hindi and to remove the hesitation of officers / employees to work in Hindi.

(iv) Every endeavor is being made for the progressive use of Hindi by putting the Hindi Work as much as required in accordance with the provisions of the Official Language Act, 1963.

(v) This year sufficient funds were provided to purchase Hindi Books at all these Benches. As per the implementation of official language policy in all offices of Income Tax Appellate Tribunal to make an expenditure of the purchase of Hindi Books which is 50% of total library grant was allotted this year, in accordance with the target fixed by the Department of official language, Government of India.

(vi) With a view to creating awareness in regard to the use of Official Language Hindi in official work as well as to accelerate the pace of its progressive use, Hindi Day & Hindi Fortnight have been organized at all benches.

25. APPELLATE TRIBUNAL FOR FOREIGN EXCHANGE (ATFE)

The Appellate Tribunal for Foreign Exchange was established under section 18 of Foreign Exchange Management Act (FEMA), 1999. As per section 19 of FEM Act, the Central Government or any person aggrieved by an order passed by Enforcement Directorate, or made by an Adjudicating Authority other than referred to in sub-Section (1) of Section 17, may prefer an appeal to this Tribunal. That appeal is filed within 45 days from the date of receiving the order by the aggrieved person and after depositing the penalty amount.

(2) During calendar year 2014, the Tribunal could decide only 49 matters finally and about 61 interim orders could be passed on various applications. However, during the year 2015, the Tribunal has decided 77 matters while 165 interim orders have been passed on various interim applications like delay applications, applications for dispensation of pre-deposit amount, restoration etc. During 2015 the Tribunal has recorded highest disposal ever made and perhaps it is the only Tribunal where disposal is higher than the institution. The Tribunal is a National Tribunal where lawyers including senior designated lawyers from all over the country appear. Despite acute shortage of staff and funds the Tribunal with its two regular functional benches is discharging work in a most orderly manner. 76 new cases have been received in the Registry during the above period. Total number of pending cases at the end of December, 2014 were 927. It is also to mention here that important orders/judgments are being published in law journals like Taxman and Manupatra. The target of the Tribunal is to decide about 30 matters finally in the next three months on merits. Tribunal is also focusing for creating and developing of its own web-site which has now come up to the final stage and likely is to be operational in the next coming months. Proposal for library, restructuring of staffing, grant of financial powers etc. are being pursued.

(3) COMPOSITION OF THE TRIBUNAL

The composition of the Tribunal is as under:-

| | Name of the Officer | Phone No. |
|----|---|------------------|
| 1. | Justice Vinay Kumar Mathur, Hon'ble Chairperson | 011-23316359 |
| 2. | Dr. H.K. Mudgil, Hon'ble Member | 011-23738154 |
| 3. | Smt. Sharda Jain, Hon'ble Member. | 011-23711710 |
| 4. | Shri Jagannath, A.L.A./Registrar, also First Appellate Authority under RTI Act | 011-23714281 |
| 5. | Shri Rakesh Kumar, PS, also C.P.I.O. under RTI Act. | 011-23738154 |

YEARLY STATEMENT (MONTHWISE) OF FINALLY DISPOSED MATTERS INDICATING FRESH INSTITUTION & PENDING OF APPEALS DURING THE YEAR OF JANUARY 2015 TO DECEMBER, 2015.

| | Total number of appeals pending at the end of 31.12.2014 were 927 (A) | Fresh appeals filed during the period (B) | Number of appeals finally disposed of (C) | Total number of appeals were pending during the period (A+B) - C |
|-----------------|--|--|--|---|
| January, 2015 | 927 | 08 | 05 | 935-05= 930 |
| February, 2015 | 930 | 03 | 01 | 933-01=932 |
| March, 2015 | 932 | 15 | 04 | 947-04=943 |
| April, 2015 | 943 | 09 | 02 | 952-02=950 |
| May, 2015 | 950 | 19 | 02 | 969-02=967 |
| June, 2015 | 967 | 05 | 02 | 972-02=970 |
| July, 2015 | 970 | 04 | 17 | 974-17=957 |
| August, 2015 | 957 | 02 | 05 | 959-05=954 |
| September, 2015 | 954 | 01 | 01 | 955-01=954 |
| October, 2015 | 954 | 02 | 06 | 956-06=950 |
| November, 2015 | 950 | 08 | 25 | 958-25=933 |
| December, 2015 | 933 | --- | 07 | 933-07=926 |
| Total | | 76 (Institution) | 77 (Disposal) | 926 |

Note:- During the year of 2015 the Tribunal has also passed about 165 interim orders on various applications.

26. INITIATIVES TAKEN UNDER 'MINIMUM GOVERNMENT AND MAXIMUM GOVERNANCE

(1) Simplification of official procedure:-

Admn.IV Section is cadre controlling authority for the three services of Central Secretariat Service viz. CSS, CSSS and CSCS. The Procedure prescribed by DOP&T is being followed in dealing with administrative matters.

(2) Digital India - Following initiatives have been taken under the Digital India Program.

(i) LIMBS (Legal Information and Management Based System)

LIMBS is an easy to access, web-based tool for comprehensive, regulatory and pro-active monitoring of court cases.

LIMBS is a web-based platform which provides a common access portal to all users having varying needs and cutting across administration pyramids i.e. access is available right from the file dealer to the top management LIMBS has user friendly data entry screen for capturing the details of court cases. Progress of court cases can be entered. Various MIS reports help to monitor these cases. E-document vault allows user to enter the important judgment. SMS alerts are used to sensitize the users over important issues.

The LIMBS application will host huge data, involve various stakeholders, Nodal authorities to take data driven decisions, know the date of hearing in advance and will enable the authorities to prepare their response in advance.

(ii) NDSAP (National Data Sharing and Accessibility Program)

The objective of this policy is to facilitate the access to Government of India owned shareable data and information in both human readable and machine readable forms through a network all over the country in a proactive and periodically updatable manner, within the framework of various related policies. Acts and rules of Government of India, thereby permitting wider accessibility and use of public data and information.

Benefits of NDSAP:-

- a) Maximising use
- b) Avoiding duplication
- c) Maximised integration
- d) Ownership information
- e) Better decision-making

(iii) E-Office

The main objectives of e-office are:-

-
-
- a) To improve efficiency, consistency and effectiveness of government responses
 - b) To reduce turnaround time and to meet the demands of the citizens charter
 - c) To provide for effective resource management to improve the quality of administration
 - d) To reduce processing delays
 - e) To establish transparency and accountability
 - f) The system will automate movement of files within government offices.

(3) Reduction of Decision making level - In some cases like sanction of leave etc. power has been delegated.

(4) On-line processing of Pension cases - On line process of Pension cases is being initiated.

27. VIGILANCE ACTIVITIES

The Vigilance Unit in the Ministry of Law and Justice caters to Department of Legal Affairs (including Income Tax Appellate Tribunal) and Legislative Department. The Vigilance Unit is headed by Chief Vigilance Officer of the rank of Joint Secretary who is appointed with the concurrence of Central Vigilance Commission. Vigilance Unit is presently headed by Shri D.Bhardwaj, Additional Secretary. The overall responsibility of vigilance activities of both of these Departments rests with the Chief Vigilance Officer. The Chief Vigilance Officer is the nodal point in the vigilance unit set up for these Departments and is entrusted with the following:

- Identification of sensitive areas prone to malpractices/ temptation and taking preventive measures to ensure integrity/ efficiency in government functioning;
- Taking suitable action to achieve the targets fixed by the Department of Personnel & Training on anticorruption measures;
- Scrutiny of complaints and initiation of appropriate investigation measures;
- Inspection and follow-up action on the same;
- Furnishing comments of the Department to the Central Vigilance Commission on the investigation reports of the Central Bureau of Investigation;
- Taking appropriate action in respect of departmental proceedings on the advice of Central Vigilance Commission or otherwise;
- Obtaining first and second stage advice of the Central Vigilance Commission, wherever necessary; and

-
-
- Obtaining the advice of Union Public Service Commission in regard to the nature and quantum of penalty to be imposed, wherever necessary.

(2) Preventive vigilance continues to receive priority attention with emphasis on identification of areas sensitive or prone to malpractices and temptation. The guidelines / instructions issued from time to time by the Department of Personnel & Training and Central Vigilance Commission in this regard are followed. Vigilance Awareness Week was observed in the week starting from 26.10.2015 to 31.10.2015.

28. GENDER ISSUES

The Complaints Committee set up by the Department to look into the complaints on sexual harassment from employees of both the Departments i.e. Department of Legal Affairs and Legislative Department, has since been reconstituted vide order No.129 dated 30th November, 2012 continued during 2015-16. The Committee is presently headed by Smt. Sushma Suri, Additional Secretary in the Central Agency Section of the Department of Legal Affairs. The said Committee is to ensure time bound treatment of complaints, if any, received by it. The Committee has to make an Annual Report of the complaints received, and action taken by it, to the Secretary, Department of Legal Affairs and Secretary, Legislative Department in respect of the staff working under their respective control. The said Committee is also empowered to co-opt a third party, either NGO or other body, familiar with or having experience in the subject matter, as a Member.

29. ISSUES RELATING TO THE BENEFIT OF THE PHYSICALLY CHALLENGED PERSONS

As per the DoPT's order No.26035/16/91-Estt.(SCT) dated 18.2.97 read with their O.M. No.36025/3/97-Estt.(Res.) dated 04.07.97, the posts of Deputy Legal Adviser(DLA), Assistant Legal Adviser(ALA), Central Government Advocate(CGA), Assistant Government Advocate(AGA), Supdt.(L), Asstt.(L) and Jr. Central Government Advocate (Jr. CGA) have been identified for manning by the handicapped persons with disabilities:

- (i) Partially deaf;
- (ii) One leg affected;
- (iii) Both legs affected but not arms;
- (iv) One affected (R or L);
 - (a) Impaired reach;
 - (b) Weakness of grip;
 - (c) Ataxic

(2) A 100 point Roster is maintained for reservation to physically handicapped persons.

(3) Statements showing the total number of government servants, number of Scheduled Castes, the Scheduled Tribes, Other Backward classes, Ex-Servicemen and physically handicapped amongst them in the Department of Legal Affairs and Legislative Department as on 01.01.2016 are enclosed at **Annexures-IV**.

30. The representation of female employees in the Ministry of Law & Justice is given at **Annexure - V**.

31. Details of Deputation /delegation abroad for the period from 01.01.2015 to 31.12.2015 in the Department of Legal Affairs:

| S. No. | Name | Designation | Country | Period | Purpose of Visit |
|--------|-------------------------|---------------------------------|-------------------------|--|--|
| 1. | Shri P.K.Malhotra | Law Secretary | New York, USA | 2- 6th February, 2015 | To attend the 62 nd session of the United Nations Commission on International Trade Law (UNCITRAL) |
| | | | Doha, Qatar | 12- 13 th April, 2015 | To participate in the 13th United Nations Congress on Crime Prevention and Criminal Justice. |
| | | | St. Petersburg (Russia) | 27- 30 th May, 2015 | To participate in the Vth St. Petersburg International Legal Forum . |
| 2. | Shri Suresh Chandra | Joint Secretary & Legal Adviser | Vienna, Austria | 29 th June, to 3 rd July, 2015 | To participate in the 48th Annual Session of the United Nations Commission on International Trade Law (UNCITRAL). |
| | | | London, UK | 4 th to 6 th November, 2015 | For discussion regarding opening of Legal Sector for foreign Lawyers. |
| | | | Algiers, Algeria | 10- 12 th May, 2015 | To take part in the discussion in connection with finalization of the Mutual Legal Assistance Treaty (MALT) in Civil & Commercial matters between India and Algeria. |
| 3. | Shri Inder Kumar | Joint Secretary & Legal Adviser | Singapore | 23-24 th April, 2015 | To participate in the 35th Anniversary of the United Nations Convention on Contracts for the International Sale of Goods (CISG). |
| 4. | Smt. Zoya Hadke | Joint Secretary & Legal Adviser | Singapore | 26 to 30 th October, 2015 | To attend SCPTA Course on Dispute Resolution Systems. |
| 5. | Sh. Mohd. Sharief Tariq | Joint secretary Legal Adviser | Austria (Vienna) | 7 th to 11 th September, 2015 | To participate in Sixty-third Session of Working Group II (Arbitration & Conciliation) under United Nations Commission on International Trade Law (UNCITRAL) |
| 6. | Sh. M. Khandelwal | Addl. Government | St. Petersburg, Russia | 27 th to 30 th May, 2015 | To participate in the Vth St. Petersburg International Legal Forum . |
| 7. | Shri R. K. Srivastava | Deputy Legal Adviser | Austria (Vienna) | 7 th to 11 th September, 2015 | To participate in Sixty-third Session of Working Group II (Arbitration & Conciliation) under United Nations Commission on International Trade Law (UNCITRAL) |

| | | | | | | | |
|-----|-------------------------------|----------------------|-------------------------|--|--|------------|---|
| 8. | Dr. R.J.R. Kasibhatla | Deputy Legal Adviser | Vienna, | 6-7 th January, 2015. | To attend the Second Meeting of India-US Contact Group. | | |
| | | | London, UK | 21 st January, 2015 | To attend the Third Meeting of India-US Contact Group. | | |
| | | | Ottawa, Canada | 9 th to 15 th April, 2015 | As a part of Indian Negotiation Team to discuss India-Canada Bilateral Investment Treaty Text. | | |
| | | | Vienna, Austria | 1-5 th June, 2015 | As a part of Indian Delegation to participate in the 6 th Session of the Implementation Review Group Meeting (IRG) of United Nations Convention against Corruption (UNCAC). | | |
| | | | Paris (France) | 15 th to 17 th October, 2015 | To participate in 3 rd Anti-corruption Group meeting and also to participate in Fifth G20 ACWG/FATF Expert meeting on Corruption. | | |
| | | | St. Petersburg (Russia) | 2 nd to 4 th November, 2015 | To participate in 4 th Session of Open Ended Intergovernmental Expert meeting on International Cooperation and resumed 6 th Implementation Review Group meeting. | | |
| | | | London, UK | 4 th to 6 th November, 2015 | For discussion regarding opening of Legal Sector for foreign Lawyers. | | |
| | | | Hong Kong | 26 th to 29 th October, 2015 | To participate in UNCITRAL-Asia Pacific Judicial Conference. | | |
| | | | | | | | |
| | | | 9. | Shri V. K. Singh | Deputy Legal Adviser | London, UK | 4 th to 6 th November, 2015 |
| 10. | Shri Raghvendra Singh Shrinet | Asst. Legal Adviser | Hong Kong | 26 th to 29 th October, 2015 | To participate in UNCITRAL-Asia Pacific Judicial Conference. | | |

Activities taken up under Swachh Bharat Abhiyan in the Department of Legal Affairs
from 2nd October, 2014 to 17th September, 2015.

| S.No. | Activities |
|-------|---|
| 1. | Swachh Bharat Campaign kick-off in the Department on 26.09.2014 with wielding of Broom by the Hon'ble Minister, Law & Justice by sweeping the compound of Shastri Bhawan clean and planting of sapling by the Law Secretary. Large number of Staff/Officers participated. |
| 2. | Shri Suresh Chandra, Joint Secretary & Legal Adviser was nominated as the Nodal Officer. |
| 3. | On the 2 nd October, 2014, Swachhta Shapath was administered by Law Secretary at 9.45 A.M. by all Staff and Officers of Legal Affairs, Quite a number of staff/Officers also participated in the Swachhta Rally of the Prime Minister at Vijay Chawk/ Rajpath. Report of pledge taking on Swachh Bharat Mission was also received from Branch Secretariats & outlying Offices in Delhi/New Delhi. |
| 4. | Monitoring of cleanliness drive in the Department is regularly monitored by the Nodal Officer in close coordination with the Building Coordination Committed of Shastri Bhawan & attended the meeting of the Committed on 15.10.2014. |
| 5. | World Toilet Day was observed on 19/11/2014 and as a part of the ongoing Swachh Bharat Mission. Dust Bin etc. are placed in the corner of Wash Room in the 4 th Floor, A-Wing Corridor of Shastri Bhawan and a circular was also issued to sensitize all staff/officers in Legal Affairs about maintenance of public and personal cleanliness/hygiene and inculcating proper etiquette in the use of public utilities. |
| 6. | Routine cleaning of work places, weeding out of old and unused records and files are taken more vigorously and there is visible improvement in this regard. Dusting and sweeping of corridors and wash rooms are monitored regularly. |
| 7. | Swachh Shapath taken in the Branch Secretariat, Kolkata on 2 nd October, 2014 followed by cleaning of the office premises. Every alternate Saturdays has been utilized for cleanliness drive. |
| 8. | Renovation of Library & Research Section & Auction /weeding out of 1607 old Library books were completed in December, 2014. Installation of strong grill fencing & doors for prevention on entry of monkeys at 4 th Floor, Shastri Bhawan has been completed in March, 2015. |
| 9. | Old & un-used vehicles lying inside the compounds of Shastri Bhawan Building have been removed / auctioned off as per procedure. |
| 10. | It has been decided in principle to introduce an incentive Award scheme in the |

| | |
|-----|---|
| | main Secretariat and Branch Secretariat which can be in the form of Awards (cash or in kind) and Certificates of Appreciation for exemplary activities and initiative under Swachh Bharat Mission in the Section/ Branch/ Office level. The details are being worked by a Team of Officers & their proposal is awaited. |
| 11. | Approximately 45 hired old & leaking Air Conditioners (split & window) replaced with new purchased ACs. 35 old computers & its peripherals have also been changed with new one. |
| 12. | Auction of old furnitures & other unwanted old items of this Department at Tis Hazari Court was done on 25 th July, 2015. |
| 13. | Old Furnitures & Office equipments of this Department in Shastri Bhawan auctioned in the last week of August, 2015. The renovation of garage No.26 completed which is to be used by OL Section from 1 st week of October, 2015. |
| 14. | A proposal to make a conference hall in Record Room is to be put up after vacating some portion of it which is under process. The funds are available under minor & maintenance head. |
| 15. | Chargers of Biometric Attendance System (BAS) have been replaced with new one. |

CONSTITUTION DAY

On the occasion of 125th Birth Anniversary of Dr. BR Ambedkar, Chairman of Drafting Committee, 26th Nov. 2015 was celebrated as 'Constitution Day'. The Celebration consisted of reading out of 'Preamble' to the Constitution of India and holding an elocution/debate on Constitution of India.

