

CHAPTER - II

LEGISLATIVE DEPARTMENT

Legislative Department acts mainly as a service provider in so far as the legislative business of the Union Government is concerned. It ensures smooth and speedy processing of legislative proposals of various administrative Departments and Ministries.

1. FUNCTIONS

1.1 The Legislative Department, being a service-oriented Department of the Government of India, is concerned with the following matters, namely :-

- (i) Scrutiny of Notes for the Cabinet in relation to all legislative proposals from drafting angle;
- (ii) Drafting and scrutiny of all Government Bills including Constitution (Amendment) Bills, translation of all the Bills into Hindi and forwarding of both English and Hindi versions of the Bills to the Lok Sabha or Rajya Sabha Secretariat for introduction in Parliament; drafting of official amendments to the Bills; scrutiny of non-official amendments and rendering assistance to administrative Ministries/ Departments to decide the acceptability or otherwise of non-official amendments;
- (iii) Rendering assistance to Parliament and its Joint/Standing Committees at all stages through which a Bill passes before enactment. This includes scrutiny of, and assistance in preparation of reports and revised Bills for the Committees;
- (iv) Drafting of Ordinances to be promulgated by the President;
- (v) Drafting of legislation to be enacted as President's Acts in respect of States under President's rule;
- (vi) Drafting of Regulations to be made by the President;
- (vii) Drafting of Constitution Orders, i.e. Orders required to be issued under the Constitution;
- (viii) Scrutiny and vetting of all statutory rules, regulations, orders, notifications, resolutions, schemes, etc., and their translation into Hindi;
- (ix) Scrutiny of State legislation in the concurrent field, which requires assent of the President under article 254 of the Constitution;
- (x) Scrutiny of legislation to be enacted by the Union territory Legislatures;
- (xi) Elections to Parliament, the Legislatures of States and Union territories and Offices of the President and Vice-President;
- (xii) Apportionment of expenditure on elections between the Union and the States/Union territories having Legislatures;
- (xiii) Election Commission of India and electoral reforms;
- (xiv) Administration of the Representation of the People Act, 1950; the Representation of the People

Act, 1951; the Election Commission (Conditions of Service of Election Commissioners and Transaction of Business) Act, 1991;

- (xv) Matters relating to Chief Election Commissioner and other Election Commissioners under the Election Commission (Conditions of Service of Election Commissioners and Transaction of Business) Act, 1991;
- (xvi) Matters relating to the Delimitation of Parliamentary and Legislative Assembly Constituencies;
- (xvii) Legislation on matters relating to personal laws, transfer of property, contracts, evidence, civil procedure, etc., in the Concurrent List of the Seventh Schedule to the Constitution;
- (xviii) Imparting training in legislative drafting to the officers of the Union/State Governments, etc;
- (xix) Publication of Central Acts, Ordinances and Regulations and their authorised translations in Hindi and other languages specified in the Eighth Schedule to the Constitution and also translation of legal and statutory documents.
- (xx) Publication of Hindi translation of selected judgments of the Supreme Court and High Courts on cases pertaining to constitutional, civil and criminal laws in the form of law Journals (Patrikas).

1.2 Legislative Department does not have any statutory or autonomous body under its control. It has two other wings under it, namely, the Official Languages Wing and Vidhi Sahitya Prakashan, which are responsible for propagation of Hindi and other Official Languages in the field of law.

- (a) **Official Languages Wing** of the Legislative Department is responsible for preparing and publishing standard legal terminology and also for translating into Hindi, all the Bills to be introduced in Parliament, all Central Acts, Ordinances, Subordinate legislations, etc., as required under the Official Languages Act, 1963. This Wing is also responsible for arranging translation of the Central Acts, Ordinances, etc., into the Official Languages as specified in the Eighth Schedule to the Constitution as required under the Authoritative Texts (Central Laws) Act, 1973. The Official Languages Wing also releases grants-in-aid to various registered voluntary organisations engaged in promotion and propagation of Hindi and other regional languages and those organisations, which are directly engaged in the publication of legal literature and propagation of Hindi and other Languages in the field of law.
- (b) **Vidhi Sahitya Prakashan** is mainly concerned with bringing out authoritative Hindi versions of reportable judgements of the Supreme Court and the High Courts with the objective of promoting the progressive use of Hindi in the legal field. Vidhi Sahitya Prakashan brings out various publications of legal literature in Hindi. It also holds exhibitions in various States for giving wide publicity to legal literatures available in Hindi and to promote their sales.

2. ORGANISATIONAL SET UP

The organisational set-up of the Legislative Department includes the Secretary, Additional Secretary, Joint Secretary and Legislative Counsel, Additional Legislative Counsel, Deputy Legislative Counsel and Assistant Legislative Counsel and other supporting staff. The works relating to legislative drafting in the case of principal legislation and to scrutinising and vetting of subordinate legislation have been distributed among various Legislative Groups. Each Legislative Group is headed by a Joint Secretary and Legislative Counsel

or Additional Secretary, who in turn is assisted by a number of Legislative Counsels at different levels. The Secretary of the Legislative Department acts as the Chief Parliamentary Counsel and the Additional Secretary is in charge of all subordinate legislation. The Organisational Chart of the Legislative Department is at **Annexure-VI**.

3. LEGISLATION

Legislation is one of the major instruments of articulating the policy of the Government. In this context, the Legislative Department plays an important role to secure the policy objectives, which the Government may wish to achieve through legislation.

- (2) Legislative Department not only performs functions as a servicing Department for drafting the legislation initiated by the administrative Ministries and Departments but also initiates legislative proposals in respect of the matters with which it is administratively concerned.
- (3) Legislative Department drafts the Finance Bill to give effect to the financial proposals of the Central Government every year. This exercise is undertaken in the Legislative Department on the budget proposals being brought before it by the Ministry of Finance. For the purpose of convenience, the various subjects on which Bills are drafted in the Legislative Department at the behest of administrative Ministries/ Departments can be broadly categorised as under:-
 - (a) Constitutional amendments;
 - (b) Economic and corporate laws;
 - (c) Civil Procedure and other social welfare legislation;
 - (d) Repeal of obsolete laws; and
 - (e) Miscellaneous laws.
4. During the period from 1st January, 2021 to 31st December, 2021, this Department has examined 84 Notes for the Cabinet/new legislative proposals in consultation with different Ministries/Departments for drafting Bills/Ordinances for introduction in the Houses of the Parliament. 50 Legislative Bills were forwarded to Parliament for introduction during this period. The list of Bills forwarded to Parliament during this period is as follow:-

Bills forwarded to Parliament for introduction during 01.01.2021 to 31.12.2021

Sl. No.	Titles
1.	The Finance Bill, 2021
2.	The Jammu and Kashmir Reorganisation (Amendment) Bill, 2021
3.	The Arbitration and Conciliation (Amendment) Bill, 2021
4.	The National Capital Territory of Delhi Laws (Special Provisions) Second (Amendment) Bill, 2021
5.	The Constitution (Scheduled Castes) Order (Amendment) Bill, 2021
6.	The Tribunals Reforms (Rationalisation and Conditions of Service) Bill, 2021

7.	The Government of National Capital Territory of Delhi (Amendment) Bill, 2021
8.	The Mines and Minerals (Development and Regulation) Amendment Bill, 2021
9.	The National Institute of Pharmaceutical Education and Research (Amendment) Bill, 2021
10.	The Juvenile Justice (Care and Protection of Children) Amendment Bill, 2021
11.	The Marine Aids to Navigation Bill, 2021
12.	The Insurance (Amendment) Bill, 2021
13.	The Appropriation (No.2) Bill, 2021
14.	The Appropriation Bill, 2021
15.	The Jammu and Kashmir Appropriation Bill, 2021
16.	The Jammu and Kashmir Appropriation (No.2) Bill, 2021
17.	The Puducherry Appropriation Bill, 2021
18.	The Puducherry Appropriation (Vote on Account) Bill, 2021
19.	The National Bank for Financing Infrastructure and Development Bill, 2021
20.	The Airports Economic Regulatory Authority of India (Amendment) Bill, 2021
21.	The Inland Vessels Bill, 2021
22.	The Essential Defence Services Bill, 2021
23.	The Insolvency and Bankruptcy Code (Amendment) Bill, 2021
24.	The Appropriation (No.3) Bill, 2021
25.	The Appropriation (No.4) Bill, 2021
26.	The Coconut Development Board (Amendment) Bill, 2021
27.	The Commission for Air Quality Management in National Capital Region and Adjoining Areas Bill, 2021
28.	The Deposit insurance and Credit Guarantee Corporation (Amendment) Bill, 2021
29.	The General Insurance Business (Nationalisation) Amendment Bill, 2021
30.	The Limited Liability Partnership (Amendment) Bill, 2021
31.	The Tribunals Reforms Bill, 2021
32.	The Constitution (Scheduled Tribes) Order (Amendment) Bill, 2021
33.	The Central Universities (Amendment) Bill, 2021
34.	The Taxation Laws (Amendment) Bill, 2021
35.	The National Commission for Homoeopathy (Amendment) Bill, 2021
36.	The National Commission for Indian System of Medicine (Amendment) Bill, 2021
37.	The Constitution (One Hundred and Twenty-seventh Amendment) Bill, 2021
38.	The Farm Laws Repeal Bill, 2021
39.	The High Court and Supreme Court Judges (Salaries and Conditions of Service) Amendment Bill,

	2021
40.	The Central Vigilance Commission (Amendment) Bill, 2021
41.	The Delhi Special Police Establishment (Amendment) Bill, 2021
42.	The Narcotic Drugs and Psychotropic Substances (Amendment) Bill, 2021
43.	The Appropriation (No.5) Bill, 2021
44.	The Biological Diversity (Amendment) Bill, 2021
45.	The Wild Life (Protection) Amendment Bill, 2021
46.	The National Anti-Doping Bill, 2021
47.	The Chartered Accountants, Cost and Works Accountants and Company Secretaries (Amendment) Bill, 2021
48.	The Mediation Bill, 2021
49.	The Election Laws (Amendment) Bill, 2021
50.	The Prohibition of Child Marriage (Amendment) Bill, 2021

5. Out of the Bills which were pending before Parliament and those introduced during the period from 1st January, 2021 to 31st December, 2021, 49 Bills have been enacted into Acts including 1 Constitutional Amendment Act. The list of the Acts enacted during this period is as follow:-

Sl. No.	Title of the Act
1.	The Major Port Authorities Bill, 2020 (Act No. 1 of 2021)
2.	The Jammu and Kashmir Re-organisation (Amendment) Bill, 2021 (Act No. 2 of 2021)
3.	The Arbitration and Conciliation (Amendment) Bill, 2021 (Act No. 3 of 2021)
4.	The National Capital Territory of Delhi Laws (Special Provisions) Second (Amendment) Bill, 2021 (Act No. 4 of 2021)
5.	The Appropriation Bill, 2021 (Act No. 5 of 2021)
6.	The Insurance (Amendment) Bill, 2021 (Act No. 6 of 2021)
7.	The Appropriation (No.2) Bill, 2021 (Act No. 7 of 2021)
8.	The Medical Termination of Pregnancy (Amendment) Bill, 2021 (Act No. 8 of 2021)
9.	The Jammu and Kashmir Appropriation (No.2) Bill, 2021 (Act No. 9 of 2021)
10.	The Puducherry Appropriation (Vote on Account) Bill, 2021 (Act No. 10 of 2021)
11.	The Puducherry Appropriation Bill, 2021 (Act No. 11 of 2021)
12.	The Jammu and Kashmir Appropriation Bill, 2021 (Act No. 12 of 2021)
13.	The Finance Bill, 2021 (Act No. 13 of 2021)
14.	The National Commission for Allied and Healthcare Professions Bill, 2021 (Act No. 14 of 2021)
15.	The National Capital Territory of Delhi (Amendment) Bill, 2021 (Act No. 15 of 2021)

16.	The Mines and Mineral (Development and Regulation) Amendment Bill, 2021(Act No. 16 of 2021)
17.	The National Bank for Financing Infrastructure and Development Bill, 2021(Act No. 17 of 2021)
18.	The Constitution (Scheduled Castes) Order (Amendment) Bill, 2021(Act No. 18 of 2021)
19.	The National Institutes of Food Technology, Entrepreneurship and Management Bill, 2021(Act No. 19 of 2021)
20.	The Marine Aids to Navigation Bill, 2021(Act No. 20 of 2021)
21.	The Factoring Regulation (Amendment) Bill, 2021 (Act No. 21 of 2021)
22.	The Coconut Development Board (Amendment) Bill, 2021 (Act No. 22 of 2021)
23.	The Juvenile Justice (Care and Protection of Children) Amendment Bill, 2021(Act No. 23 of 2021)
24.	The Inland Vessels Bill, 2021(Act No. 24 of 2021)
25.	The Essential Defence Services Bill, 2021 (Act No. 25 of 2021)
26.	The Insolvency and Bankruptcy Code (Amendment) Bill, 2021(Act No. 26 of 2021)
27.	The Central Universities (Amendment) Bill, 2021 (Act No. 27 of 2021)
28.	The Airport Economic Regulatory Authority of India (Amendment) Bill, 2021(Act No. 28 of 2021)
29.	The Commission for Air Quality Management in National Capital Region and Adjoining Areas Bill, 2021 (Act No. 29 of 2021)
30.	The Deposit insurance and Credit Guarantee Corporation (Amendment)Bill,2021(Act No. 30 of 2021)
31.	The Limited Liability Partnership (Amendment) Bill, 2021(Act No. 31 of 2021)
32.	The Constitution (Scheduled Tribes) Order (Amendment) Bill, 2021(Act No. 32 of 2021)
33.	The Tribunals Reforms Bill, 2021 (Act No. 33 of 2021)
34.	The Taxation Laws (Amendment) Bill, 2021 (Act No. 34 of 2021)
35.	The Appropriation (No.3) Bill, 2021 (Act No. 35 of 2021)
36.	The Appropriation (No.4) Bill, 2021 (Act No. 36 of 2021)
37.	The General Insurance Business (Nationalisation) Amendment Bill, 2021(Act No. 37 of 2021)
38.	The Constitution (One Hundred and Twenty-seventh Amendment) Bill, 2021 (As the Constitution 105 th Amendment Act, 2021)
39.	The National Commission for Indian System of Medicine (Amendment) Bill, 2021 (Act No. 38 of 2021)
40.	The National Commission for Homoeopathy (Amendment) Bill, 2021 (Act No. 39 of 2021)
41.	The Farm Laws Repeal Bill, 2021 (Act No. 40 of 2021)
42.	The Dam Safety Bill, 2021 (Act No. 41 of 2021)
43.	The Assisted Reproductive (Regulation) Bill, 2021(Act No. 42 of 2021)
44.	The National Institute of Pharmaceutical Education and Research (Amendment) Bill, 2021(Act No. 43 of 2021)

45.	The High Court and Supreme Court Judges (Salaries and Conditions of Service) Amendment Bill, 2021 (Act No. 44 of 2021)
46.	The Delhi Special Police Establishment (Amendment) Bill, 2021 (Act No. 45 of 2021)
47.	The Central Vigilance Commission (Amendment) Bill, 2021 (Act No.46 of 2021)
48.	The Surrogacy (Regulation) Bill, 2021 (Act No. 47 of 2021)
49.	The Narcotic Drugs and Psychotropic Substances (Amendment) Bill, 2021 (Act No. 48 of 2021)
50.	The Election Laws (Amendment) Bill, 2021 (Act No. 49 of 2021)

6. Total 10 Ordinances have been promulgated by the President under article 123 of the Constitution during the aforesaid period: -

Sl. No.	Title of the Ordinance
1.	The Jammu and Kashmir Re-organisation (Amendment) Ordinance, 2021(1 of 2021).
2.	The Tribunals Reforms (Rationalisation and Conditions of Service) Ordinance, 2021 (2 of 2021)
3.	The Insolvency and Bankruptcy Code (Amendment) Ordinance, 2021 (3 of 2021)
4.	The Commission for Air Quality Management in National Capital Region and Adjoining Areas Ordinance, 2021(4 of 2021)
5.	The Indian Medicine Central Council (Amendment) Ordinance, 2021 (5 of 2021)
6.	The Homoeopathy Central Council (Amendment) Ordinance, 2021 (6 of 2021)
7.	The Essential Defence Services Ordinance, 2021 (7 of 2021)
8.	The Narcotic Drugs and Psychotropic Substances (Amendment) Ordinance, 2021 (8 of 2021)
9.	The Central Vigilance Commission (Amendment) Ordinance, 2021 (9 of 2021)
10.	The Delhi Special Police Establishment (Amendment) Ordinance, 2021 (10 of 2021)

7. SUBORDINATE LEGISLATION

During the period from 1st January, 2021 to 31st December, 2021, the number of statutory rules, regulations, orders and notifications scrutinised and vetted by this Department was 2034.

8. LEGISLATIVE II SECTION

ELECTION LAWS AND ELECTORAL REFORMS

Leg. II Section, Legislative Department is administratively concerned with the following Acts in connection with the conduct of elections to Parliament, State Legislatures and to the offices of the President and the Vice-President, reform of these laws/rules made thereunder and matters pertaining/incidental thereto:

- (i) The Representation of the People Act, 1950,

- (ii) The Representation of the People Act, 1951,
 - (iii) The Presidential and Vice-Presidential Elections Act, 1952,
 - (iv) The Delimitation Act, 2002.
2. The electoral system of our country, which is also called the first-past-the-post system of elections, has completed seventy years. We have covered the journey of these seventy years after India became Republic with glory and exemplary successes in all the fields. This has been the result of the relentless toil and continuous struggle of the millions who have shaped the present and future of this great country with their sweat and blood. Undoubtedly, this journey has not been an easy sail and we have witnessed much turbulence and turmoil during this period. During this period, the political scenario and the electoral process of the country have undergone continuous epoch-making changes. With each election, the complexities of the electoral process and the election management have been increasing. Every single ballot has proved extremely valuable. In such a scenario, allegations and counter-allegations are invariably made. Some inroads by corrupt and criminal elements has posed a challenging task for the conduct of free and fair elections.
 3. The aforesaid scenario, which has been continuously changing, has necessitated reforms of electoral laws on several occasions. In the light of the experience gained during elections, recommendations of the Election Commission, the proposals from different sources including political parties, eminent men in public life and the deliberations in the Legislatures and various public bodies, the successive Governments have taken a number of measures, from time to time, to bring about electoral reforms; though need to effect a comprehensive package of electoral reforms cannot be gainsaid.
 4. The Election Laws (Amendment) Act, 2021 has been enacted by the Parliament. The said Act envisages the following :-
 - (a) Linking of Electoral Roll with Aadhaar System will curb the menace of multiple enrolment of the same person in different places;
 - (b) Multiple qualifying dates for enrolment in the electoral roll will expand the voter base and consequently greater participation of eligible voters in the electoral process;
 - (c) Making the statutes gender neutral in line with the avowed policy of gender equality and inclusiveness *vis-à-vis* conduct of our elections; and
 - (d) Streamlining the process of conduct of elections with reference to requisitioning of premises for certain purposes etc.

9. COURT CASES INVOLVING ELECTION LAWS

Legislative Department, being administratively in-charge of various election laws has also to handle various court cases involving validity of election laws. In the beginning of the year 2021, there were 194 cases pending in the Supreme Court and different High Courts on election related matter. During the said year, 27 fresh cases were received, in which para-wise comments, counter affidavits and appropriate instructions, as the case may be, have been conveyed to the concerned Government Counsels. A special exercise to re

examine the status of the pending cases with the section was carried out and now as per the fresh count, 88 additional cases have been disposed of making total disposed cases in the section as 326. Now there are about 133 cases pending before the Supreme Court and various High Courts. All cases are being effectively monitored.

10. CONDUCT OF PARLIAMENTARY WORK (PERTAINING TO ELECTION LAWS)

During the year 2021-22, the Legislative Department, which has been allocated the job of coordination/ conduct of Parliamentary business of the Ministry of Law and Justice, handled the following work:-

Sl. No.	Item of Business	Figures for the Ministry of Law and Justice.
1.	Lok Sabha Questions	198
2.	Rajya Sabha Questions.	131
3.	Private Members' Bill in Lok Sabha.	4
4.	Private Members' Bills in Rajya Sabha	7
5.	Private Members' Resolutions	3
6.	Calling Attention Notices in Lok Sabha.	0
7.	Calling Attention Notices in Rajya Sabha.	0
8.	Short Duration Discussion in Lok Sabha.	0
9.	Matter raised during Zero Hour	15
10.	Matter raised under Rule 377 in Lok Sabha.	16
11.	Special Mention in Rajya Sabha.	3

11. ELECTION COMMISSION OF INDIA

The Election Commission of India has undertaken numerous initiatives over the past years to ensure free, fair, participative, inclusive, transparent, ethical and safe elections for all voters. Following are a few highlights. The Election Commission of India (ECI) has led the way in the path to democracy during the last over 68 years by conducting 17 General Elections to the Lok Sabha and more than 390 elections to the State Legislative Assemblies besides elections to the offices of the President and Vice-President of India. A thriving and vibrant electoral democracy has been India's distinct and durable identity at the global stage long before it asserted itself as economic, nuclear or IT major on the global map.

The functions, responsibilities, structure and power of the ECI are enlisted in the Articles 324 to 329 of Part XV of the Constitution of India, which also extends the mandate of the Commission to hold elections to the Lower House of Parliament, Upper House (using Proportional Representation) and State Legislative Assemblies at regular periodic intervals. Article 324 of the Constitution of India bestows electoral powers, duties and functions on the ECI, while Section 14 of the Representation of the Peoples Act, 1951 provides for conduct of the elections to constitute a new Lok Sabha before the expiry of its current term. In keeping with the Constitutional and Legal Provisions, the ECI has been meticulously managing the entire election



process - planning, preparing, conducting, counting and declaring the results; since the first General Elections to the first Lok Sabha in 1951-52 till date.

While elections constitute the bedrock of democracy, it is the voters who are its very heart and soul. ECI's constant endeavour is to extend facilitation to all voters and enhance their participation in elections. To this end, ECI has made considerable strides in extending better facilities at Polling Stations, training and capacity building of election staff and better voting experience on election day.

Over the past few years, many initiatives and innovative measures have been adopted to extend special facilitation to women, PwD and senior citizens which include AMF, ramps, wheelchair & volunteer assistance, priority voting, all women managed polling stations, all PwD managed polling stations, and the more recent amendments by which postal ballot facility has been made available to senior citizens 80+, PwD and those who are covid affected/quarantined. All this, with one goal in mind "No Voter to be left behind".

12. FUNCTIONS OF THE ELECTION COMMISSION

Since the time of independence, free and fair elections are being held as per the principles enshrined in the Constitution and the laws governing elections in India. The Constitution has vested in the Election Commission the superintendence, direction and control of the entire process of conducting elections to Parliament, State Legislatures and to the offices of the President and Vice-President of India.

- (2) Election Commission is a permanent constitutional body. Initially, the Election Commission had only a Chief Election Commissioner. At present, it consists of Chief Election Commissioner and two Election Commissioners. For the first time, two additional Election Commissioners were appointed on 16th October, 1989 but they had a short tenure till 1st January, 1990. Later, on 1st October, 1993, two additional Election Commissioners were appointed. Since then, the multi-member Election Commission has been in operation.

- (3) The Chief Election Commissioner and Election Commissioners are appointed by the President of India. As per the Chief Election Commissioner and Other Election Commissioners (Conditions of Service) Act, 1991 (11 of 1991), they have tenure of six years, or up to the age of 65 years, whichever is earlier. They enjoy the same status and receive salary and perks as are available to Judges of the Supreme Court of India. The Chief Election Commissioner can be removed from office only in the like manner and on the like grounds as a Judge of the Supreme Court.
- (4) Political parties are registered with the Election Commission in terms of section 29A of the Representation of the People Act, 1951 (43 of 1951). The Election Commission ensures inner party democracy in their functioning by insisting upon them to hold organisational elections at periodic intervals. Political parties registered with the Commission are granted recognition at the State and National levels on the basis of their poll performance at general elections according to criteria specified by it.
- (5) The Election Commission has its independent Secretariat for the work relating to the smooth conduct of elections to Parliament and State Legislatures. Legislative Department is entrusted with the functions as the nodal Department for providing Governmental sanctions.
- (6) In the year 1950, in the matters of election expenses, it was decided by the Central Government in consultation with the State Governments that the expenditure incurred in relation to the preparation of electoral roll to the Assembly constituencies would be shared on 50:50 basis between the Central Government and the State Governments. Further, the expenditure on account of conduct of elections to the House of the People and the State Legislative Assembly would be borne by the Central Government and the concerned State Government and if the election to the House of the People and the State Legislative Assembly are held simultaneously, then, the expenditure would be shared on 50:50 basis between Central and concerned State Government. The initial expenditure will be borne by the respective State Governments and on submission of the audited report, the Central Government's share will be reimbursed.

13. ELECTORAL ROLL DATA -2022 (DRAFT ROLL)

The following table consists of the draft electoral roll data 2022.

S. No.	Name of State/UT	Electors in Draft 2022				Total number of images in the Photo Roll	PER ^s (%)	Total Number of EPIC issued	EPIC [#] (%)
		Male	Female	Third Gender	Total				
1	Andhra Pradesh	19953184	20466182	4041	40423407	40423407	100	40415322	99.98
2	Arunachal Pradesh	397357	408948		806305	806305	100	806305	100
3	Assam	11825381	11577452		23402833	23302201	99.57	23302201	99.57
4	Bihar	39579912	35759104	2700	75341716	75341716	100	75341716	100
5	Chhattisgarh	9672437	9671952		19344389	19307635	99.81	19307635	99.81

6	Goa	555276	584998		1140274	1140274	100	1140160	99.99
7	Gujarat	24560982	22795249		47356231	47356231	100	47356231	100
8	Haryana	10141818	8859593		19001411	19001411	100	19001411	100
9	Himachal Pradesh	2687533	2627249		5314782	5314782	100	5314782	100
10	Jharkhand*	12304529	11526201		23830730	23830730	100	23830730	100
11	Karnataka	26164016	25747075		51911091	51911091	100	51909066	100
12	Kerala	13272098	14150863	275	27423236	27423236	100	27423236	100
13	Madhya Pradesh	27541682	25550723	1324	53093729	53093729	100	53093729	100
14	Maharashtra	46849525	42789093	2573	89641191	89560514	99.91	88780636	99.04
15	Manipur	955657	1012655	164	1968476	1968476	100	1936980	98.4
16	Meghalaya	1005613	1030295	1	2035909	2035909	100	2035909	100
17	Mizoram	388195	410032		798227	798227	100	798227	100
18	Nagaland	617618	615543		1233161	1233161	100	1230078	99.75
19	Odisha	16535379	15838991	3013	32377383	32254349	99.62	32267300	99.66
20	Punjab	11015475	9902354	670	20918499	20918499	100	20918499	100
21	Rajasthan	25812560	23707493		49520053	49520053	100	49520053	100
22	Sikkim	223297	216831	3	440131	440131	100	440131	100
23	Tamil Nadu	30917667	31969522	7342	62894531	62894531	100	62894531	100
24	Telangana	15257690	15097292	1683	30356665	30356665	100	30353629	99.99
25	Tripura	1357594	1327020		2684614	2684614	100	2684614	100
26	Uttarakhand	4087018	3758732	251	7846001	7846001	100	7846001	100
27	Uttar Pradesh	79248011	67887454	7833	147143298	147143298	100	147143298	100
28	West Bengal	37331657	35900073	1537	73233267	73233267	100	73233267	100
29	A & N Islands	162009	146492	11	308512	308450	99.98	307988	99.83
30	Chandigarh	330766	299558		630324	630324	100	630324	100
31	Dadar & Nagar Haveli @	195915	181620		377535	377535	100	377535	100
32	Jammu & Kashmir *	4037993	3739951		7777944	7529828	96.81	7228043	92.93
33	Ladakh	87172	85740		172912	172912	100	169817	98.21
34	Lakshadweep	28123	27400		55523	55523	100	55523	100
35	NCT of Delhi	8088031	6707518		14795549	14795549	100	14795549	100
36	Puducherry	469083	528043	118	997244	997244	100	997244	100
	TOTAL	483658253	452905291	33539	936597083	935478370	99.88	933255538	99.64

* Data of year 2019 since no summary revision 2020 and 2021 held in Jammu & Kashmir

\$ PER – Photo Electoral Roll

EPIC – Electoral Photo Identity Card

&Data of year 2019 since no summary revision, 2020 held in Jammu & Kashmir and Jharkhand (Column 5 to 8)

@ Merger in Data of year 2020 = Dadra and Nagar Haveli 250453 + Daman & Diu 116267 = Total Number of Electors 366720(Column 5 to 8)

14. ASSURED MINIMUM FACILITIES (AMF) AT POLLING STATIONS

The Commission issued instructions to the Chief Electoral Officers to ensure that every Polling Station needs to be on ground floor and, shall have good access road leading to Polling station building and is equipped with Assured Minimum Facilities (AMF) like drinking water, waiting shed, toilet with water facility, adequate arrangements for lighting, ramp of appropriate gradient for the PwD electors and a standard voting compartment etc. This will be further supplemented with Covid-19 mitigation measures like sanitizers, thermal scanner, soap etc., as notified from time to time.



15. FACILITATION FOR WOMEN

With the objective of reaching out to Women Voters, 'All-Women Managed Polling Stations' is an initiative committed towards gender equality and greater participation of women in the electoral process. These booths which are set up in each constituency comprise of all woman staff including security. Initiatives like a separate queue for women at polling stations, priority voting for pregnant women, targeted intervention based on identification of polling stations with low female voter turnout have been undertaken over the years and have contributed very effectively to improving female voter turnout.



16. FACILITATION FOR PERSONS WITH DISABILITIES (PWDS) AND SENIOR CITIZENS

All polling stations are located at ground floor and sturdy ramps with proper gradient is provided for the convenience of differently able electors with wheelchairs. Further, in order to provide targeted and need-based facilitation to differently-abled voters, Commission has directed that all Persons with Disabilities and Senior Citizens in an Assembly Constituency are identified and tagged to their respective Polling Stations and necessary disability-specific arrangements made for their smooth and convenient voting experience on poll day. Identified PwD and Senior Citizens electors will be assisted by volunteers appointed by RO/DEO. Special facilitation will be made for PwD and Senior Citizens electors at Polling Stations. Commission has directed CEOs that there should be proper transport facility for PwD electors and Senior Citizens electors in each and every polling station on the day of poll. PwD electors and Senior Citizen electors will be provided free pass for using public transport on poll day.







17. ABSENTEE BALLOT

For elections during Covid-19, ECI's notifications under Section 60(c) of the RP Act, 1951, instructions were sent to issue postal ballot to electors above the age of 80 years, persons with disabilities and electors in quarantine due to Covid-19. By a notification dated 22.10.2019 and 19.06.2020 of the Ministry of Law & Justice, Rule 27A of the Conduct of Elections Rules, 1961 were amended on the recommendation of ECI to enable "absentee voters" to vote by postal ballot. The definition of Absentee Voters was expanded to accommodate Covid-19 patients. "Absentee Voter" has now been defined in clause (aa) of Rule-27A of the Conduct of Elections Rules, 1961, and includes person who is employed in essential services, senior citizens, persons with disability and Covid-19 suspect or affected persons certified by the competent authority.

Optional Postal Ballot Facility

Option of Postal Ballot facility has been extended to the electors of following categories:

-  Electors, who are marked as Persons with Disabilities (PwD)
-  Electors above the age of 80 years
-  Electors employed in notified Essential services
-  Electors who are COVID - 19 positive/ suspect and in quarantine (home/ institutional)

बिहार विधानसभा आम निर्वाचन 2020

 कोई मतदाता न छूटे



80 वर्ष सँ बेसी उमरिक मतदाता लोकनि केँ भेटतनि पोस्टल बैलटक (डाक मतपत्र) सुबिधा भोट देबै उमंग सँ..

पोस्टल बैलटक सुबिधा PwD मतदातासभक लेल उपलब्ध अछि

 अधिक जनतब हेतु 1950 पर कॉल करी.. मुख्य निर्वाचन पदाधिकारी, बिहार



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18. ENROLMENT OF YOUNG VOTERS

The Election Laws (Amendment) Act, 2021 also seeks to designate April 1, July 1 and October 1 as qualifying dates in addition to the existing January 1 for the enrolment of 18-year-olds as voters. Earlier, only those who turned 18 on or before January 1 of every year were allowed to register as voters.

19. SYSTEMATIC VOTERS' EDUCATION AND ELECTORAL PARTICIPATION (SVEEP)

Working on the premise of 'No Voter to be Left Behind', Election Commission of India strives relentlessly to ensure participative, inclusive, inducement free and accessible elections in the world's largest democracy through the Systematic Voters' Education and Electoral Participation (SVEEP). This translates to reaching

out to voters through novel initiatives like Electoral Literacy Clubs, Web Radio Hello Voters, Nationwide celebrations of National Voters' Day, and mass mobilization of voters. In view of current situation of the pandemic, special outreach activities are being implemented to enhance voter awareness and publicize the mandatory safety protocols during elections. Contactless and digital mediums for all outreach activities i.e., Television, Print, Digital Media and other media vehicles are being utilized as a part of overall 360-degree communication towards voter education, motivation and facilitation.

Some other new initiatives including EPIC kit to the newly registered voters, a pocket size Voters' guide to every household, polling booth being the focal point of communication and Minimum level of SVEEP activities at every booth. All Chief Electoral Officers (CEOs)/DEOs have been directed to hand over/deliver/courier this EPIC SVEEP kit to newly registered electors, which contains a personalized letter to the elector along with a voter guide and voters' pledge. Furthermore, with Booth being the focal point for SVEEP strategy, the Commission has directed the states to strengthen Booth Level Action Plans and to conduct Minimum level of SVEEP activities to inform and educate all voters. This includes explanatory information displays regarding EVM, VVPAT, Voter Registration, Ethical Voting & IT Apps at all polling stations and crowded locations in the assembly constituency. Polling stations would be given a festive look through minimum level of décor. Low voter turnout Polling Stations have been identified with reasons for low turnout analysed and targeted interventions planned in accordance to meet the objective of 'No Voter to be Left Behind'. Voter Facilitation Centers will be active in the States to facilitate voters. Besides this, Voter Helpline Number 1950 and Voter Helpline App would also cater to voter's queries. An SMS facility is available on 1950 to enable electors to verify their names on the Electoral Roll. Subsequent to Hon'ble Supreme Court's order, criminal antecedents of the contesting candidates are to be made available to the voters. In this regard, a dedicated multimedia campaign is proposed to generate awareness amongst the voters to encourage informed and ethical voting. Further, keeping in view the possibility of advent of Covid wave, SVEEP activities are planned to inform and educate voters towards Covid Safe elections and covid appropriate behaviour during elections.




20. COVID-19 GUIDELINES AND COVID-SAFE ELECTIONS

The unprecedented onslaught of Covid 19 had devastating effect on elections all over the world. ECI faced the tough predicament of how to reach the right balance of exercising the right to vote and preserving the health of citizens. In order to respect the mandate under the Constitution of India, ECI decided to conduct elections and framed guidelines for precautions during Covid-19. These guidelines and instructions for Covid-19 related precautions for elections issued by ECI on August 21, 2020 covered every aspect of elections. These included general instructions, instructions for voting machines, training of electoral staff, for candidate nominations, polling station arrangements, election materials and Covid-19 kit for polling stations and strong rooms, postal ballot, for campaigning and counting of votes.

On the recommendation of ECI, Union Health Ministry issued orders on 8th February 2021 that all election officials and employees were to be treated as frontline workers and be vaccinated for Covid-19. The Commission prepared the schedules for holding General Election after taking into consideration all relevant aspects like climatic conditions, academic calendar, board examination, major festivals, prevailing law and order situation in the State, availability of Central Armed Police Forces, time needed for movement, transportation and timely deployment of forces and in-depth assessment of other relevant ground realities. In view of Covid-19, Commission has decided to extend the poll timing by 1 hour in all assembly constituencies.

Post COVID Landmark Initiatives

- Implementation of Commission's revised guidelines in view of the COVID-19 situation regarding Assured Minimum Facilities (AMF) at all Polling Stations
- Number of electors in each polling station reduced from 1500 to 1000 to ensure social distancing and ease of voting for elderly and vulnerable electors
- Hand gloves provided to the voter, for signing on the voter register and pressing button of EVM for voting.
- Ear-marking circle for 15 -20 persons of 2 yards (6 feet) for standing in queue
- Electors whose temperature is above normal after second testing to vote at the last hour of poll with strict Covid -19 preventive measures
- Non-compliance of Instructions — Anybody violating instructions on COVID -19 measures will be liable to proceeded against as per the provisions of Section 51 to 60 of the Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable
- Polling I increased for one more hour so that COVID- 19 patients who are quarantined will be allowed to cast their vote at the last hour of the poll day at their respective Polling Stations, under the supervision of health authorities, strictly following COVID-19 related preventive measures.



Postal Ballot Facility

21. USE OF INFORMATION TECHNOLOGY (ICT)

The Commission has enhanced usage of IT Application, to usher in greater citizen participation and transparency. These include IT applications like: CVIGIL Application for filing Model Code of Conduct Violation cases by citizen provides time-stamped evidentiary proof of the Model Code of Conduct / Expenditure Violation by empowering every citizen to click a photo or video using his or her smartphone. The application is based on GIS technology and the unique feature of auto location provides fairly correct information which can be relied upon by flying squads to navigate to the right spot of incidence and take prompt action. This app prioritizes the speedy and effective action by authorities and promises status report within 100 minutes. The Application is available on both the Google Play Store and Apple AppStore.



Citizen could avail and access various services such as apply for voter id card, apply online for corrections in voter's card, view details of Polling booth, Assembly Constituency and Parliamentary constituency, and get the contact details of Booth Level officer, Electoral Registration Officer among other services using **Voter Helpline App**.

The application is available on both the Google Play & Apple Store.

‘Know Your Candidate’ App will also be available for electors to check the details of each candidate as given in their affidavits like qualification, work experience, assets including criminal antecedent so the candidates, if any.

Other applications include **Suvidha portal** which provides various facilities to candidates/political parties for online nominations, filing for Permissions including candidate online nomination and affidavit filing and candidate Permissions module which allows candidates and political parties or any representatives of the candidate to apply online for the permission for meetings, rallies, loudspeakers, temporary offices, and others through Suvidha Portal.

In view of Covid-19, the Commission has directed that allocation of public spaces for meetings, rallies must be done using the Suvidha app as far as practicable. The application will be available during elections for Candidates /Political Parties / Agents to download and use to track the nomination and permission status from the Google Play store. Candidate Affidavit Portal provides complete list of Contesting Candidates with their profile, nomination status and the affidavits will be available for public view. Electronically Transmitted Postal Ballot System (ETPBS) for Service Voters will transmit blank Postal Ballot through Electronic means to the Service Voters. Service voters can then send their vote through speed post. PwD app is a tool to facilitate Persons with Disabilities. The PwD elector scan use this app to request for marking them as PwD, apply for new registration, migration, correction in EPIC details, request for wheel chair etc. It utilises the Accessibility features of mobile phones for voters with blindness and hearing disabilities. The PwD app is available on the Google Play Store and Apple App store. Other apps include voter turnout app and ENCORE counting app and results website of ECI.

22. ELECTION REFORMS

22.1 Linking of EPIC and Aadhaar databases

The newly passed Election Laws (Amendment) Act, 2021 amends both The Representation of the People Acts of 1950 and 1951. One of its main provisions creates a legal framework to link electoral roll data with Aadhaar, the unique identification number. It is meant to strike out bogus voters, dead voters, foreigners who are wrongfully included as voters and also those who are enrolled in more than one constituency. The new rules can empower the electoral registration officers to ask a person applying for a new EPIC to furnish his or her Aadhaar number for the purpose of establishing identity. They can also seek Aadhaar numbers from registered voters to check for duplication.

22.2 Enhancement in candidate limit on expenses

On the recommendation of ECI, vide Notification dated Jan 6, 2022, Ministry of Law and Justice has increased the limits on candidate expenses. As per revised limits, pertinent to these five elections, the limit on candidate expenditure for the states of Punjab, Uttarakhand and Uttar Pradesh assembly elections will now be Rs 40 lakhs and for Goa and Manipur it shall be Rs 28 lakhs.

23. CANDIDATES WITH CRIMINAL CASES

Candidates with criminal antecedents are required to publishing formation in this regard in newspapers and through Television channels on three occasions during the campaign period. A political party that sets up candidates with criminal antecedents is also required to publish information about criminal background of its candidates, both on its website and also in newspapers and Television channels on three occasions. Commission vide its letter No. 3/4/2019/SDR/Vol.IV dated 16th September, 2020 has directed that the period specified will be decided with three blocks in the following manner, so that electors have sufficient time to know about the background of such candidates:

- a. Within first 4 days of withdrawal.
- b. Between next 5th- 8th days.
- c. From 9th day till the last day of campaign (the second day prior to date of poll)

This information will also be available on an App titled, 'know your candidates'.

This is in pursuance of The Hon'ble Supreme Court Order dated 13.02.2020 in Contempt Petition (C)No. 2192 of 2018 in WP(C) No. 536 of 2011. It is mandatory for political parties (at the Central and State election level) to upload on their website detailed information regarding individuals with pending criminal cases (including the nature of the offences, and relevant particulars such as whether charges have been framed, the concerned Court, the case number etc.) who have been selected as candidates, along with the reasons for such selection, as also as to why other individuals without criminal antecedents could not be selected as candidates. The reasons as to selection shall be with reference to the qualifications, achievements and merit of the candidate concerned, and not mere "winning ability" at the polls. This information shall also be published in:

- (a) One local vernacular newspaper and one national newspaper;
- (b) On the official social media platforms of the political party, including Facebook & Twitter. These details shall be published within 48 hours of the selection of the candidate and not prior to two weeks before the first date of filing of nominations.



24. ELECTRONIC VOTING MACHINE (EVM) AND VOTER VERIFIABLE PAPER AUDIT TRAIL (VVPAT)

- (1) Voting system in India has gone through multiple changes. During the first two General Elections to the Lok Sabha in 1952 and 1957, each candidate was allotted a separate ballot box pasted with the symbol of the candidate. The names and symbols of the candidates were not printed on the ballot paper and voters had to drop a pre-printed ballot paper in the ballot box of the candidate of their choice. This system ignited fears of tampering, booth capturing, and manipulation in the minds of the various stakeholders and was soon replaced. In 1960-61, a marking system on the ballot paper was introduced during the mid-term elections to the Legislative Assemblies in Kerala and Odisha and this system continued till the 1999 Lok Sabha elections.
- (2) In 1977, Election Commission of India thought about possibility of using an electronic gadget in voting process. In 1979, a proto-type was developed and its operation was demonstrated by the ECI before the representatives of political parties on 6th August, 1980. The innovative use of advancements in modern electronics for voting in the country provides for a fulsome endorsement of the creativity, inventiveness and pioneering acumen of the Indian society at large and serves to enhance the image and prestige of the country in the international arena.
- (3) First use of EVMs occurred in a bye-election in Kerala in May 1982. However, the absence of a specific law prescribing its use led to the Supreme Court striking down that election. Consequently, the law was amended by the Parliament in December 1988 and a new Section 61A was included in

the Representation of the People Act 1951, thereby empowering the ECI to use EVM. The amendment came into force on 15th March, 1989.

- (4) In 2004, the EVMs were used in all 543 PCs for the elections to the Lok Sabha. A new technologically advanced voting system completely replaced the erstwhile voting method of using ballot papers. Since 2000, India has witnessed 132 State Assembly Elections and 4 General Elections to the Lok Sabha (2004, 2009, 2014 and 2019) where votes were cast and recorded using the EVMs.

24.1 Technical Expert Committee

ECI-EVMs were endorsed by a technical experts sub-committee appointed by the Government of India at the initiative of the Goswami Committee on Electoral Reforms in 1990. This committee was headed by Professor S. Sampath, Chairman Technical Advisory Committee, Defence Research & Development Organization (DRDO), Ministry of Defence, Professor P.V. Indiresan of the IIT Delhi and Dr. Rao C. Kasarabada, Director, Electronic Research & Development Centre (ERDC), Trivandrum. The Commission constituted the Second Technical Expert Committee in December, 2005 comprising Prof. P.V. Indiresan, Prof. D.T. Shahani of IIT Delhi and Prof. A.K. Agarwala of IIT Delhi to get the upgraded EVMs (Post 2006 EVMs) evaluated before finally accepting these machines for actual use in elections. The Commission has been consulting a group of Technical Experts on all EVM related technical issues. In November 2010, the Commission expanded its Technical Expert Committee by including two more experts, namely, Prof. D.K. Sharma from Department of Electrical Engineering, IIT Bombay and Prof. Rajat Moona from Department of Computer Science and Engineering, IIT Kanpur (now, Director IIT Bhilai). Currently, the TEC is headed by Prof. D.T. Shahani of IIT Delhi.

24.2 Procurement of EVMs and VVPATs for the next General Election to Lok Sabha

In July 2020, the Commission sent the proposal to Ministry of Law & Justice for procurement of 10.42 Lakh BUS, 6.97 Lakh CUs and 6.46 Lakh VVPATS to meet requirement of the next General elections to Lok Sabha 2024. In March 2021, the Government of India had conveyed the sanction of Rs. 2971.54 Crore for the same on 19th March 2021. M/s. Bharat Electronics Limited and M/s. Electronics Corporation of India Limited have been entrusted with the production of the said order of EVMs and VVPATs. These machines belong to the M3 Model and come with highly advanced safety and security features.

25. LEGISLATIVE III SECTION

LEGISLATION IN CONCURRENT LIST

As per the Government of India (Allocation of Business) Rules, 1961, the following subjects which fall under List III- Concurrent List of the Seventh Schedule to the Constitution have been allocated to this Department as regards legislation: –

- (a) marriage and divorce, infants and minors, adoption, wills, intestate and succession, joint family and partition;
- (b) transfer of property other than agricultural land (excluding benami transactions, registration of deeds and documents);

- (c) contracts, but not including those relating to agricultural land;
- (d) actionable wrongs;
- (e) trusts and trustees, administrators-General and Official Trustees;
- (f) evidence and oaths;
- (g) civil procedure including limitation and arbitration;
- (h) charitable and religious endowments and religious institutions.

26. REPORTS OF THE LAW COMMISSION OF INDIA

Reports of the Law Commission of India on personal laws and on certain subjects mentioned in List III- Concurrent List of the Seventh Schedule to the Constitution, with which this Department is administratively concerned are being examined in consultation with the concerned Ministries/Departments of Central Government, State Governments/ Union territories.

27. JOINT PARLIAMENTARY COMMITTEE ON OFFICE OF PROFIT

The Joint Parliamentary Committee on Office of Profit, which is constituted during the tenure of each Lok Sabha (since the Second Lok Sabha), undertakes the work of continuous scrutiny in respect of nature, character and composition of Offices of Profit, statutory and non-statutory bodies under the Government of India or any State Government with a view to recommend to the Government of India for amending the Schedule to the Parliament (Prevention of Disqualification) Act, 1959.

28. PETITIONS AND OTHER COURT CASES RELATING TO PERSONAL LAWS AND OTHER SUBJECTS

The Legislative Department, being in-charge of personal laws and matters relating to List III- Concurrent List of the Seventh Schedule to the Constitution, such as, the Contract Act, 1872, the Evidence Act, 1872, the Indian Trust Act, 1882, the Transfer of Property Act, 1882, the Partition Act, 1893, the Code of Civil procedure, 1908, the Limitation Act, 1963, etc.; including office of profit, handled various petitions and other court cases in the Supreme Court and various High Courts. During the period from 1st January, 2021 to 31st December, 2021, 60 fresh cases have been received. Para wise comments, counter affidavits and appropriate instructions, as the case may be, have been prepared and conveyed to the Government Counsel.

29. STATE LEGISLATIVE PROPOSALS

Legislative proposals relating to the subjects allocated to this Department sponsored by the State Governments, which, by virtue of the provisions of clause (2) of article 254 of the Constitution, require assent of the President, are scrutinised in the Department. During the period from 1st January, 2021 to 31st December, 2021, 47 references relating to State Bills/Ordinances have been scrutinised.

30. CONDUCT OF PARLIAMENTARY WORK (PERTAINING TO PERSONAL LAWS)

During the year 2021, Legislative III Section has handled Parliament Questions, both starred and unstarred and other references in respect of the subjects allocated to the Section. The numbers of Parliamentary reference are as under:

Sl. No.	Item of business	Figures
1.	Lok Sabha Questions	19
2.	Rajya Sabha Questions	20
3.	Private Member Bills	2
4.	Matter of Public Importance	4

Besides the above, briefs relating to Private Members' Bill and Resolutions were also prepared in the Department. Further, replies to the Parliament Questions were also transmitted electronically in addition to forwarding their hard copies.

31. INSTITUTE OF LEGISLATIVE DRAFTING AND RESEARCH (ILDR)

Legislative drafting is a specialised job which involves drafting skills and expertise. Apart from in-depth knowledge of laws and their regular updation, continuous and sustainable efforts are required to enhance the skills of legislative drafting. The Officers of the Central Government, State Governments and Union territory Administrations dealing with legislative proposals and the students of law need training and orientation to develop the aptitude and the skills in legislative drafting.

2. In January, 1989, with a view to increase the availability of trained officers to deal with legislative proposals as also trained Legislative Counsel in the country, the Institute of Legislative Drafting and Research (ILDR) was established as a Wing of the Legislative Department, Ministry of Law and Justice.
3. The ILDR conducts one Basic Course and one Appreciation Course in Legislative Drafting every year which are as follows:
 - (i) The Basic Course is of three months' duration and meant for the middle level officers of the State Governments/Union territories.
 - (ii) The Appreciation Course is of fifteen days' duration for middle level officers of Central Government Ministries/Departments/Attached/Subordinate Offices and Central Public Sector Undertakings.
 - (iii) Voluntary Internship Scheme for students of law. This scheme is intended to motivate students in creating interest in legislative drafting skills and secure knowledge about the nature and working of the Legislative Department. The Voluntary Internship Scheme has been devised for Law students who are studying in Third Year of Three Year LLB Course or Fourth or Fifth year of Five year LLB course, from four to six weeks. The said scheme has been started from the year 2013. Due to the Covid-19 pandemic and social distancing norms the Voluntary Internship Scheme has been temporarily suspended.
 - (iv) So far, the ILDR has conducted 23 Appreciation Courses and 31 Basic Courses on Legislative Drafting. A total of 344 officers of State Governments handling legislative proposals have been trained through Basic Course and 386 officers from the Central Government Ministries / Departments associated with legislative proposals have been benefitted through Appreciation Course. Further,

304 students from various Universities and Colleges have been benefitted by the Voluntary Internship Scheme.

4. An online Capsule course on legislative drafting was organised for three days from 23rd June, 2021 to 25th June, 2021 for middle level officers of Central Government Ministries/Departments/Attached/Subordinate Offices and 29 participants attended the course.
5. One month online training in legislative drafting was organised from 8th November, 2021 to 10th December, 2021 for all the officers of State Government/State Legislative Assemblies and 40 participants were benefitted by the training.

32. E- GOVERNANCE INITIATIVES

(i) Content Management Framework (CMF based official website):

The Legislative Department has launched its Content Management Framework (CMF) based official website. The said CMF based website of the Department has been issued with 'Certified Quality Website' (CQW) Certificate after due verification by the Standardisation Testing and Quality Certification Directorate, Ministry of Electronics and Information Technology. The said Open Source Content Management Framework developed by National Informatics Centre (NIC) is Guidelines for Indian Government Websites (GIGW) compliant.

(ii) Implementation of e-Office Lite:

Implementation of e-Office (Lite) for tracking purposes, as part of good governance and being an important Mission Mode Projects of the Government, has been made operational in the Legislative Department.

(iii) Cyber Security Instructions to thwart any possible cyber attack in the Legislative Department:

Compliance of E-Governance Policy under Information Technology in coordination with National Informatics Centre to counter cyber threats are done periodically. The Cyber Security Instructions as provided by the Government from time to time to sensitise the officers and staff of the Legislative Department on the continuing threat of data pilferage, hacking and similar cyber attacks by non-State entities have also been circulated for strict adherence in order to thwart any possible cyber attack and secure the Department's website.

33. RIGHT TO INFORMATION (RTI) APPLICATIONS

Consequent upon the enactment of the Right to Information Act, 2005 (22 of 2005), the Legislative Department constituted a Right to Information Cell with effect from the 12th August, 2005 with one Appellate Officer, one Central Public Information Officer and one Central Assistant Public Information Officer. At present Shri Udaya Kumara, Joint Secretary, Shri P.C. Meena, Deputy Secretary and Shri Ved Prakash, Section Officer are functioning as the Appellate Authority, Central Public Information Officer and the Central Assistant Public Information Officer respectively. This Department has launched a separate webpage under the caption "*Right to Information*" on the Department's official website and maximum information pertaining to this Department have been disseminated therein in consonance with the provisions of the Right to Information Act, 2005 so as to ensure the object of proactive disclosure of information envisaged under the said Act.

Further, contact e-mail addresses have been created in coordination with the NIC Cell for Appellate Authority and Central Public Information Officer of this Department, so as to make this Department's official website more user friendly for the public to utilize the provisions of the said Act. The contact e-mail address of the Appellate Authority is aa-rti-legis@nic.in and that of the Central Public Information Officer is cpio-rti-legis@nic.in.

Keeping in view, the various provisions of RTI Act, 2005, the applications received from the applicants are thoroughly examined and the available information collected from the concerned administrative units of the Legislative Department is provided to the applicants. Also, the applications which contain the subject matter pertaining to other Ministries/Departments of the central Government are promptly transferred to the concerned Ministries/Departments in the center consonance with the relevant provision of the said Act. Further, in case of First appeals, the same are independently examined by the Appellate Authority and disposed of within the prescribed time limit. During the year (1st January, 2021 to 31st December, 2021) One thousand two hundred eighty six (1286) applications seeking information under the said Act were received, which were promptly attended to by giving due reply to the applicants as per the provisions of the Right to Information Act, 2005 and the rules made thereunder. Eighty-five (85) first appeals were preferred before the Appellate Authority out of which 85 (Eighty-five) cases were duly disposed off on merits during the period of 1st January, 2021 to 31st December, 2021. On account of handling of RTI cases this Department has earned Rs. 2944 /- towards application fee and copying charges till December, 2021.

34. CORRECTION SECTION

MAINTENANCE OF CENTRAL AND STATE CODES

The Correction Section is responsible for maintenance and updation of the Central legislations, the Constitution of India and Orders issued thereunder, Manual of Election Laws, Central Ordinances, Regulations, President's Acts and compilation of State Acts for the use of officers in the Ministry of Law and Justice. This Section maintains master copies of the India Code, which contains unrepealed Central Acts and acts as a reference for the Minister-in-charge, officers in the Ministry of Law and Justice (Department of Legal Affairs and Legislative Department) and the Law Officers of the Government of India. These are valuable reference books and are also used for publishing the revised editions of Acts by the Central Government. The work of updating of Central Acts is an ongoing process and the enforced Central Acts of year 2021 have been updated in the master copy of the India Code.

During the said period, this Section has uploaded 10 Central Ordinances on the official website of the Department. A List of Central Acts arranged, both alphabetically and chronologically, has also been uploaded on the official website of Legislative Department at www.legislative.gov.in under the heading 'Documents'.

In year 2021, the Section has downloaded Gazette copies of fifty Acts of Parliament (including one Finance Act and nine Appropriation Acts) and one Constitution (One Hundred and Fifth Amendment) Act, 2021 and ten Central Ordinances from the official website of the Directorate of Printing, Department of Publication at <http://www.egazette.nic.in>. The Section has prepared a folder of Central Acts passed by the Parliament in year 2021 and incorporated amendments of 27 amending Acts in the master copies of the principal Acts. The details of Acts, Ordinances and Regulations downloaded are as follows:

Central Acts:

A. Principal Acts downloaded in the year 2021 (excluding Appropriation Acts and Finance Act):

1. The Major Port Authorities, 2021 (1 of 2021).
2. The National Commission for Allied and Healthcare Professionals Act, 2021 (14 of 2021).
3. The National Bank for Financing Infrastructure and Developments Act, 2021 (17 of 2021).
4. The National Institutes of Food Technology, Entrepreneurship and Management Act, 2021 (19 of 2021).
5. The Marine Aids to Navigation Act, 2021 (20 of 2021).
6. The Inland Vessels Act, 2021 (24 of 2021).
7. The Essentials Defence Services Act, 2021 (25 of 2021).
8. The Commission for Air Quality Management in National Capital Region and Adjoining Areas Act, 2021 (29 of 2021).
9. The Tribunal Reforms Act, 2021 (33 of 2021).

* The Constitution (One Hundred and Fifth Amendment) Act, 2021.

10. The Farm Laws Repeal Act, 2021 (40 of 2021).
11. The Dam Safety Act, 2021 (41 of 2021).
12. The Surrogacy (Regulation) Act, 2021 (47 of 2021).

B. Amendment Acts downloaded in year 2021:

1. The Jammu and Kashmir Reorganisation (Amendment) Act, 2021 (2 of 2021).
2. The Arbitration and Conciliation (Amendment) Act, 2021 (3 of 2021).
3. The National Capital Territory of Delhi Laws (Special Provision) Second (Amendment) Act, 2021 (4 of 2021).
4. The Insurance (Amendment) Act, 2021 (6 of 2021).
5. The Medical Termination of Pregnancy (Amendment) Act, 2021 (8 of 2021).
6. The Government of National Capital Territory of Delhi (Amendment) Act, 2021 (15 of 2021).
7. The Mines and Minerals (Development and Regulation) Amendment Act, 2021 (16 of 2021).
8. The Constitution (Scheduled Castes) Order (Amendment) Act, 2021 (18 of 2021).
9. The Factoring Regulation (Amendment) Act, 2021 (21 of 2021).

10. The Coconut Development Board (Amendment) Act, 2021 (22 of 2021).
11. The Juvenile Justice (Care and Protection of Children) Amendment Act, 2021 (23 of 2021).
12. The Insolvency and Bankruptcy Code (Amendment) Act, 2021 (26 of 2021).
13. The Central Universities (Amendment) Act, 2021 (27 of 2021).
14. The Airports Economic Regulatory Authority of India (Amendment) Act, 2021 (28 of 2021).
15. The Deposit Insurance and Credit Guarantee Corporation (Amendment) Act, 2021 (30 of 2021).
16. The Limited Liability Partnership (Amendment) Act, 2021 (31 of 2021).
17. The Constitution (Scheduled Tribes) Order (Amendment) Act, 2021 (32 of 2021).
18. The Taxation Laws (Amendment) Act, 2021 (34 of 2021).
19. The General Insurance Business (Nationalisation) Amendment Act, 2021 (37 of 2021).
20. The National Commission for Indian System of Medicine (Amendment) Act, 2021 (38 of 2021).
21. The National Commission for Homoeopathy (Amendment) Act, 2021 (39 of 2021).
22. The National Institute of Pharmaceutical Education and Research (Amendment) Act, 2021 (43 of 2021).
23. The High Court and Supreme Court Judge (Salaries and Conditions of Service) Amendment Act, 2021 (44 of 2021).
24. The Delhi Special Police Establishment (Amendment) Act, 2021 (45 of 2021).
25. The Central Vigilance Commission (Amendment) Act, 2021 (46 of 2021).
26. The Narcotics Drugs and Psychotropic Substances (Amendment) Act, 2021 (48 of 2021).
27. The Elections Laws (Amendment) Act, 2021 (49 of 2021).

C. Ordinances downloaded in year 2021:

1. The Jammu and Kashmir Reorganisation (Amendment) Ordinance, 2021.
2. The Tribunals Reforms (Rationalisation and Conditions of Service) Ordinance, 2021.
3. The Insolvency and Bankruptcy Code (Amendment) Ordinance, 2021.
4. The Commission for Air Quality Management in National Capital Region and Adjoining Areas Ordinance, 2021.
5. The Indian Medicine Central Council (Amendment) Ordinance, 2021.
6. The Homoeopathy Central Council (Amendment) Ordinance, 2021.

7. The Essential Defence Services Ordinance, 2021.
8. The Narcotic Drugs and Psychotropic Substances (Amendment) Ordinance, 2021.
9. The Central Vigilance Commission (Amendment) Ordinance, 2021.
10. The Delhi Special Police Establishment (Amendment) Ordinance, 2021.

Based on the enforcement of the amending Acts of Parliament, the amendments have been carried out in the master copies of the principal Acts. During the year 2021, the Acts which have been brought into force by the respective administrative Ministries, date of enforcement and their notification numbers have been entered at the relevant places of master copies of the Acts.

State Acts :

During the year 2021, the Section has received a total of 72 State Acts and 66 Ordinances from 8 States, namely Kerala, Uttar Pradesh, Maharashtra, West Bengal, Assam, Andhra Pradesh, Tamil Nadu and Telangana. All Acts and Ordinances have been kept in folders and entries made in the registers.

35. INDIA CODE UPDATION UNIT

Each year number of legislations (both principal Acts and amending Acts) are passed by the legislature and it is difficult for judiciary, lawyers as well as citizens to refer relevant and up to date Acts when required. This can be solved by building up an exhaustive repository of all the Acts and Amendments in one place which is open to all. A need has been felt for the development of building up Central repository of all the Acts and their subordinate legislations (made from time to time) at one place which are easily accessible to all stakeholders with a view to make such laws available in up-to-date form when required by public, lawyers, judges, etc., and to avoid private publishers from exploiting the general public with enormous prices by claiming published updated laws as their copyrighted work. In fact, this is the most vital reason to make India Code available over Internet. Keeping all these aspects in view, India Code Information System (ICIS), a one stop digital repository of all the Central and State Legislations including their respective subordinate legislations has been developed with the help of NIC under the guidance of Ministry of Law and Justice (Legislative Department). It is an important step in ensuing legal empowerment of all citizens as well as the object of **ONE NATION – ONE PLATFORM**.

SALIENT FEATURES

The main object of this system is to provide a one stop repository of all the Acts and Legislations in India in the latest and updated format as and when required by the general public, lawyers, judges and all other interested parties. With the help of this system, not only the procedures of locating the relevant precedents and amendments will be highly simplified but retrieving any Central or State Act of one's interest in an up-to-date form will be made User-Friendly and accessible at push of few buttons. A mobile application has also been developed through which such information could be accessible on mobile from anywhere. This system will promote public knowledge on all laws made in India. It will also help as effective information management to support the work of the administrative authorities and provision of ready access to it by the public in digital form.

This repository shall consist of all the Central Acts and State Acts. It is a central database repository which shall contain all laws made in India. As and when any new Acts, amendments to existing Acts are passed and subordinate legislations are made, respective authority has been provided with the facility to upload on central repository.

Under ICIS, indiacode.nic.in website has been developed which consist of all Central as well as State Acts along with their Subordinate Legislations. All Central Acts and State Acts will provide details relating to Sections, Schedules, Short titles, Enactment Dates and also very significant Foot-Notes in every Act. Search facility has been made available on the following fields:

1. Act Year
2. Act Number
3. Enactment Date
4. Short Title
5. Ministry
6. Department

A Free Text Search is also available.

MAJOR E-GOVERNMENT INITIATIVES

With the help of this system, any member of the public can have access to the existing enactments and also the procedures of locating the relevant precedents and amendments being simplified for retrieving any Central Act and State Act including any subordinate legislation made thereunder. The up to date legislative documents will be made extremely User-Friendly and accessible at push of few buttons.

As an on ongoing process of updating and uploading of Central Acts on the New India Code website, Central Acts from the years 1838 to 2021 have been updated and uploaded and repealed Acts from 1834 to 1955 have also been uploaded. As far as updating and uploading of subordinate legislations are concerned, all the administrative Ministries and Departments in the Government of India have been requested to make available the updated versions and many Ministries/Departments have completed uploading of their subordinate legislations.

The ICIS is a major e-Government initiative containing all existing Central and State Acts of country having largest democracy at one place, therefore, available Acts are referred nationally as well as internationally by law makers, Judiciary, Academicians, Law Students, etc. Thus, web portal is accessed globally. The ICIS prevents the monopoly of private publishers who may claim copy rights of their publication for the citizen for their own laws.

36. PRINTING SECTION

The Printing Sections of the Legislative Department, namely, the Printing I and Printing II, undertake the processing of legislation for printing at various stages. These two Sections handle the work relating to the editing of manuscripts of the Bills (including preparation of contents and annexures, wherever required), Ordinances, Regulations, Adaptation Orders, Orders issued under the Constitution of India, Delimitation

Orders and other statutory instruments before sending them to Press. The Printing Sections are checking the proofs of the Bills, etc., at multiple stages and after approval, the same are sent to Legislative I Section, which forwards them to Lok Sabha/Rajya Sabha Secretariat for printing of 'To be introduced in Lok Sabha/Rajya Sabha stage copies. The Bills, which are required to be introduced at a short notice are also got printed by the Printing Sections on behalf of the Lok Sabha and Rajya Sabha Secretariats. Subsequently, the printed copies of the Bills are examined at various stages, namely, 'To be/As introduced' stage, 'As passed by the Lok Sabha/Rajya Sabha' stage, 'As passed by both the Houses' stage, 'Assent copy' stage, 'Signature copy' stage and at last, after assent of the President, the Act is prepared and processed for publication in the Official Gazette. Immediately thereafter, the Act is prepared and edited again for publishing the same as A-4 stage copy for public sale. Proofs of the A-4 size copies of the Acts are again scrutinised and got approved before returning to the Government Press for final printing and the printed copies of the Acts are checked for errata and released for sale.

2. Besides the editing and proof-checking of various other publications like the Constitution of India, India Code, Acts of Parliament, the Printing Sections have also undertaken the updating of the modified editions of the Central Acts as per the requirements of this Department.
3. During the period from 1st January, 2021 to 31st December, 2021 the Printing I and Printing II Sections have performed the following tasks, namely:
 - (a) Edited manuscripts, checked the proofs and scrutinised copies of 89 Bills, 49 Gazettes, 10 Ordinances; and
 - (b) 49 A-4 Acts have been prepared.
4. During the lockdown period, staff of Printing Sections have attended office, to accomplish the urgent and time-bound legislative work.

37. GENERAL STATUTORY RULES AND ORDERS (GSRO) SECTION

1. G.S.R.O Section is a reference Section which maintains rules, orders, etc., made under the Acts included in the India Code. As per the work allocation of this Department, the works assigned to G.S.R.O Section are –
 - (i) to compile General Statutory Rules and Orders made under Acts included in the India Code;
 - (ii) to prepare and finalise the manuscripts of notifications issued under respective Central Acts to be brought out by respective administrative Ministries/Departments as Part-II, a companion publication to Part-I in respect of modified editions brought out by the Publication Section of this Department.
2. The subordinate legislations, namely, general statutory rules and orders, notifications, etc., under an enactment are prepared and issued by the Ministry or Department which is administratively concerned with the Act, after being vetted by the Legislative Department. Pursuant to the recommendations of the Parliamentary Committee on Subordinate Legislation, a scheme for maintaining subordinate legislation up-to-date and making the same available expeditiously to the public was formulated. The administrative Ministries are required under the said scheme, to maintain folders, containing up-

to date copies of rules, orders and notifications issued by them.

3. The General Statutory Rules and Orders (GSRO) Section has during the year 2021-22 sorted out the Gazette notifications relating to subordinate legislation issued by various Ministries/Departments under Part-II, Section 3, Sub-sections (i) and (ii), both pertaining to Ordinary and Extraordinary. Entries of various notifications have been made in the alphabetical registers along with corrections relating to Part-II, Section 3, Sub-sections (i) and (ii) of various Ordinary and Extraordinary.
4. The GSRO Section also performed other miscellaneous work as per directions relating to uploading of Central Acts and subordinate legislations in the eSamiksha, quarterly report as well as consolidated report on subordinate legislation, RTI Applications/Appeals, Parliament Questions and Reports, etc.

38. INTEGRATED FINANCE AND BUDGET AND ACCOUNTS SECTION (IFD)

The Integrated Finance and Budget and Accounts Section is responsible for the work relating to preparation of Budget Estimates and Revised Estimates for all the three Departments of the Ministry of Law and Justice, namely, Department of Legal Affairs, Legislative Department and Department of Justice. Further, the work relating to finalisation of Budget, Pre-Budget Discussion and seeking supplementary/ additional funds are also looked after by this Section. The preparation of the Detailed Demands for Grants of the whole Ministry and compiling of Election Commission of India and Supreme Court of India Demands for Grants is also done by Budget and Accounts Section. Apart from this, the Section is also dealing with the proposals which involve financial implications for concurrence of Financial Advisor and wherever specific opinion is required to be taken from the Ministry of Finance, the same is also processed before forwarding to Ministry of Finance. The work relating to Parliamentary Standing Committee on Demands for Grants for the Ministry of Law and Justice is also co-ordinated by this Section.

- (2) IF&B&A Section is also responsible for the work relating to provisional release of funds to the States/Union territories (having Legislatures) on account of Election related expenditure.

39. PUBLICATION SECTION

Publication Section brings out, from time to time, modified editions of the Central Acts and other important publications like the Constitution of India, Acts of Parliament, Orders issued under the Constitution of India, Manual of Election Law, Index to Statutory Definitions, etc.

2. During the year 2021, the Publication Section compiled, scrutinized and vetted the Constitution of India (English version) incorporating the latest amendments including the Constitution (105th Amendment) Act, 2021 along with the foot notes for being published (in Pocket Size, diglot edition) by this Department. The updated copy of the Constitution of India (English version) is made available on the official website of this Department. The proof of the Constitution of India was also examined and finalized for being published by the Lok Sabha Secretariat. The new edition of the Constitution of India in diglot form was published by this Department and released by the Hon'ble Minister of Law and Justice on 26th November, 2021.

3. The Manuscripts (English version) of certain Central Acts duly incorporating upto date amendments have been prepared and forwarded to Official Languages Wing for publication.

40. THE OFFICIAL LANGUAGE SECTION

The **Official Language Section** of the Legislative Department is administratively responsible for the implementation of the Official Language Policy of the Union of India; the Official Language Act, 1963 and the Official Language Rules, 1976. This Section is also responsible for increasing the progressive use of Hindi for official purposes of the Union of India in addition to translation work from English to Hindi and *vice-versa*.

(1) Implementation of the Constitutional and other provisions of the Official Language Policy.

During the period from 01st January, 2021 to 31st December, 2021 the Legislative Department has taken the following steps to implement the Official Language Policy in all its manifestations:-

As per the provisions of the Official Language Rules 1976, at present, more than 84.36%, 79.31% and 71.25% letters to regions 'A', 'B' and 'C' are being sent in Hindi respectively. Constant efforts are being made to achieve the targets stipulated in the Annual Programme issued by the Department of Official Language, Ministry of Home Affairs. The replies to the letters, applications, representations, etc., received in Hindi are being sent invariably in Hindi. The same received in English are also being answered in Hindi as per the Official Language Policy. All the Resolutions, General Orders, Rules, Notifications, Administrative Reports, other Reports, Contracts, Notices and the Documents to be laid before the Parliament are prepared and issued bilingually as per sub-section (3) of section 3 of the Official Language Act, 1963 .

Legislative Department was notified on 29th April, 1979 under sub-rule (4) of rule 10 of the Official Language Rules, 1976 for conducting the official business in Hindi. The officers and employees who are proficient in Hindi have been directed to submit the drafts, etc., only in Hindi. For this purpose, 17 sections out of 31 have been specified to transact the official work in Hindi under sub-rule (4) of rule 8 of the Official Language Rules, 1976.

(2) The Quarterly Progress Reports for the Progressive Use of Official Language Hindi:

The Quarterly Progress Reports of Hindi are regularly sent to the Department of Official Language, Ministry of Home Affairs. Through these Reports, position of employees regarding Hindi training and their overall work in Hindi is reflected and it is ensured that the percentage of correspondence as well as noting and drafting in Hindi increases as per the Annual Programme issued by the Department of Official Language, Ministry of Home Affairs.

(3) Meetings of the Official Language Implementation Committee:

An Official Language Implementation Committee has been constituted in this Department under the Chairmanship of Joint Secretary and Legislative Counsel (O.L. Wing). The meeting of this Committee is held once in every three months regularly to assess the progressive use of Hindi for official purposes. The agenda and minutes of these meetings are sent to the Department of Official Language, Ministry of Home Affairs. The minutes are also circulated to all the officers and Sections of the Department for compliance. The first, second, third and fourth meetings of this committee were held on 26.03.2021, 30.06.2021,

30.09.2021 and 31.12.2021 respectively. This Committee provides effective means to identify problems and suggests the solutions with regard to the progressive use of Hindi. In the meetings of this Committee, the Annual Programme issued by the Department of Official Language, Ministry of Home Affairs for transacting the official work of the Union in Hindi, is also discussed and every effort is made to achieve the prescribed targets therein. The orders, circulars, directives, notifications, resolutions, recommendations, etc., regarding the implementation of Official Language Policy of the Union of India are also discussed in these meetings.

(4) The Hindi Advisory Committee of the Ministry.

As per the guidelines issued by the Department of Official Language, Ministry of Home Affairs, the Hindi Advisory Committee of the Ministry was constituted on 4th August, 1967 under the Chairmanship of Hon'ble Minister for Law and Justice. This Committee has jointly been constituted for Department of Legal Affairs and Legislative Department. The Committee comprises Hon'ble Members of Parliament, nominated by Ministry of Parliamentary Affairs and the Committee of Parliament on Official Language, the nominees of KendriyaSachivalaya Hindi Parishad, nominees of prominent All India Hindi Voluntary Organizations, nominees of the Ministry of Law and Justice and those of Department of Official Language as non-official members. The Secretaries, Additional Secretaries and the concerned Joint Secretaries of the Department of Legal Affairs, Legislative Department and Department of Official Language are the official members of this Committee.

(5) Hindi Training:

This Department nominates its officers/employees for the various training courses of Hindi conducted by Hindi Teaching Scheme, Department of Official Language, Ministry of Home Affairs. These Hindi Language Courses are Prabodh, Praveen and Pragya. There are training courses for Hindi typing and Hindi Shorthand also. The nomination to these Hindi courses is a continuous process as the officers/employees get recruited, promoted and transferred on regular basis.

(6) Hindi Fortnight:

A 'Hindi Fortnight' from **14th September to 28th September, 2021** was organized in this Department. Various Hindi competitions were held during this period and a large number of officers and employees participated in these competitions. Out of these, two competitions were organized exclusively for non-Hindi speaking personnel. Handsome amounts of prizes were given to the winners of these competitions and a total amount of Rs.88,300/- was distributed as a prize money.

(7) Incentive Schemes for working in Hindi:

There are three incentive schemes in operation in this Department for the progressive use of Hindi, as directed by Department of Official Language. During the year 2020-21, eight employees were awarded prizes under the incentive scheme for noting/drafting done originally in Hindi. One employee each was awarded prizes under the incentive scheme for stenography and typing in Hindi in addition to English. One officer was awarded prize for giving dictation in Hindi. Apart from these schemes, officers & employees are granted cash prizes and advance increments on passing the Hindi Training Courses of Hindi Language, Hindi shorthand and Hindi typing conducted by the Hindi Teaching Scheme.

(8) Committee of Parliament on Official Language.

The Committee of Parliament on Official language was set up in 1976 to monitor and give suggestions for the progressive use of Official Language Hindi in Central Government Ministries/ Departments and their offices. As far as Legislative Department is concerned, orders issued by the Department of Official Language, based on the recommendations of this Committee are being implemented.

41. OFFICIAL LANGUAGES WING

(1) FUNCTIONS

The Official Languages Wing is a successor Organisation of the Official Languages (Legislative) Commission under the Legislative Department. It has been entrusted with the following functions: -

- (i) Preparation and publication of a standard legal terminology for use, as far as possible, in all Official Languages;
- (ii) Preparation of authoritative texts in Hindi of all Central Acts and Ordinances and Regulations promulgated by the President;
- (iii) Preparation of authoritative texts in Hindi of all Rules, Regulations and Orders made by the Central Government under any Central Act or any Ordinance or Regulation promulgated by the President;
- (iv) Preparation of authoritative texts of all Central Acts and Ordinances and Regulations promulgated by the President in the respective Official Languages of the States and to arrange for the translation of all Acts passed and Ordinances promulgated in any State into Hindi, if the texts of such Acts or Ordinances are in a language other than Hindi; and
- (v) Preparation of Hindi texts of deeds, legal documents like contracts, agreements, leases, bonds, mortgages, etc., of different Departments;
- (vi) Preparation of Hindi texts of all statutory Notifications under Section 3(3) of the Official Languages Act, 1963;
- (vii) Preparation of Hindi texts of statutory Rules issued by Governments of States under Presidential Rule;
- (viii) Preparation of Hindi texts of all the Parliament Questions/Answers, Assurances, etc., relating to the Ministry of Law and Justice;
- (ix) Training in Legislative Drafting in Hindi to Officers from Hindi speaking States;
- (x) Work relating to Coordination Committee of Hindi speaking States for ensuring effective coordination in the evolution of uniform legal phraseology and model of standard clauses in Hindi and publication thereof;
- (xi) Work relating to Hindi Salahkar Samiti of the Ministry of Law and Justice;
- (xii) Work relating to providing Grants-in-Aid to voluntary organisations for promotion of Official Languages in the field of law;

- (xiii) Publication of diglot editions of Central Acts (with legislative history) and popularisation thereof;
- (xiv) Preparation and maintenance of India Code in Hindi (Bharat Sanhita) and also in diglot form; and
- (xv) Publication of regional language versions of the Constitution of India and their release.

(2) LEGAL GLOSSARY

Since the inception of Official Languages (Legislative) Commission in 1961, seven editions of Legal Glossary have been brought out and every successive edition is larger in size. While the first edition (1970) contained 20,000 entries, the sixth edition (2001) of Legal Glossary contained approximately 63,000 entries spread over in eight parts. Latest 7th Edition of Legal Glossary has been published in the year 2015 and contained approximately 65,000 entries spread over in seven parts. The Legal Glossary brought out by the Official Languages Wing, which is one of the most important and prestigious publications, has received wide acclaim by discerning men of law and letters.

(3) CONSTITUTION OF INDIA

Recently, on 25th November, 2021 the Hon'ble Minister of Law and Justice launched the 2021 edition of the Constitution in diglot form containing all amendments till date.

Besides, the authoritative text of the Constitution of India in Hindi (the Official Language of the Union), the authoritative texts of the Constitution of India have been brought out in 16 other regional languages, namely, Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Manipuri, Oriya, Punjabi, Sanskrit, Tamil, Telugu, Urdu, Sindhi, Nepali and Konkani. Recently Competent Authority has also been pleased to approve the publication of Constitution of India in Manipuri Language Diglot form (English-Manipuri) and Dogri language Diglot form (English-Dogri).

(4) BHARAT SANHITA

All the Central Acts have been compiled and brought out in the form of India Code in handy volumes. The last edition of India Code consisting of eight volumes was published in 1959. Action has already been initiated for bringing out Bharat Sanhita (Revised Edition of India Code) in diglot form in chronological order.

One of the salient features of the Code is that the statement of objects and reasons appended to the principal Bills have also been added at the end of each Act and included in the revised edition of India Code. Volume I to XXXI of the revised edition of India Code have already been published and manuscripts of the India Code Volume XXXII and XXXIII have been sent to Press.

(5) PREPARATION AND PUBLICATION OF AUTHORITATIVE TEXTS OF CENTRAL ACTS

During the period under report, authoritative texts of about 28 Acts in Hindi have been published in the Official Gazette under section 5 (1) (a) of the Official Languages Acts, 1963. Now the total number of such Acts since 1963 have gone up to 2535.

(6) PUBLICATION OF DIGLOT EDITIONS OF CENTRAL ACTS

Central Acts, for which there is likelihood of public demand, are published by the Official Languages Wing in diglot form. When there is a public demand for a particular Act, the same is published in diglot form (Hindi & English) for sale to general public.

(7) AUTHORISED HINDI TRANSLATION OF BILLS, ORDINANCES, ETC.

Sub-section (2) of section 5 of the Official Languages Act, 1963 requires that all Bills to be introduced or amendments thereto moved in either House of the Parliament shall be accompanied by Hindi translation of the same. During the period under report, the Hindi translation of 62 Bills, simultaneously with their English texts, was supplied to the Houses of Parliament. Besides this, Hindi translation of 10 Ordinances and 01 Notes for the Cabinet and 39 Acts were also prepared.

(8) GENERAL STATUTORY RULES AND ORDERS (G.S.R.Os)

Sub-section (3) of section 3 of the Official Languages Act, 1963 lays down the foundation for bilingual working of the Central Government. Under clause (1) of that sub-section, all resolutions, general orders, rules, notifications etc., issued or made by the Central Government must be both in Hindi and English languages. During the period under report, 9797 pages of such statutory rules/notifications, etc., were prepared for different Departments of the Central Government.

(9) PREPARATION AND PUBLICATION OF AUTHORITATIVE TEXTS OF RULES, REGULATIONS, ORDERS ETC.

Clause (b) of sub-section (1) of section 5 of the Official Languages Act, 1963 requires that translation in Hindi published under the authority of the President in the Official Gazette of any Order, Rule, Regulation or Bye-law issued under the constitution or under any Central Act shall be deemed to be the authoritative text thereof in Hindi. Some Rules, Regulations, Orders etc., are at different stages of translation. During the period under report, 3072 pages of Recruitment Rules were translated.

(10) MAINTENANCE OF CENTRAL ACTS, ETC.

The Correction Section of the Official Languages Wing is maintaining and updating the Central legislations kept as master copies in the form of India Code, India Code (Diglot), Acts of Parliament (English) and sansadkeAdhiniyam (Hindi). It also keeps the Constitution of India and important manuals including Manual of Election Law up-to-date for reference by the officers in this Wing. This Section is responsible for carrying out the amendments made by the amending Acts passed by the Parliament in the aforesaid master copies of Central Acts.

Besides, manuscripts of Hindi Text of the Central Acts proposed to be published in Diglot form prepared by O.L. Wing and during the year, manuscript of two diglot Acts are prepared.

In addition to above, this Section supplied –

- (a) Supplied information regarding publication of e-Gazette copies of the Central Acts to various State Governments for translation into their respective Regional Languages;

- (b) Supplied e-Gazette copies of Hindi version of the Central Acts to Hindi speaking States for re-publication in their State Gazettes;
- (c) Undertakes the work relating to publication; and
- (d) Assists the Regional Languages unit of the Wing in connection with preparation of translation of the Central Acts in Regional Languages and also assisted said Unit in conducting the Working Group (Regional Languages) meeting for deciding and approving the words to be included in glossary in respective regional languages.

(11) EDITING OF MANUSCRIPTS OF BILLS, ACTS, ORDINANCES, DIGLOT EDITIONS, ETC. AND PUBLICATION THEREOF

The Printing Section of the Official Languages Wing is primarily concerned with the editing of manuscripts and checking of proofs of Bills, Ordinances, Regulations, President's Acts, etc., issued under the Constitution of India, Delimitation of Council Constituencies orders, etc., Bills, which are required to be introduced in a short time, are also printed on behalf of the Houses of People or the Council of States. Editing and Proof-Checking of the publication in diglot form of the Constitution of India, Manual of Election Law, revised Edition of India Code, modified diglot edition of Central Acts, statutory Rules and Orders, Annual Reports, etc., are also done in this Section. This Section is also responsible for the printing and publication of Central Acts, Ordinances, Regulations, President's Act, etc., and their subsequent reprints in diglot form as publication for sale. This Section discharged all its responsibilities during the year under review.

The Printing Section of the Official Languages Wing is also performing the duties of the Publication Section. During the period under report, 28 Acts were authenticated and 10 Ordinances were got published by this Section.

(12) PREPARATION AND PUBLICATION OF STANDARD LEGAL DOCUMENTS

Section 3 (3)(iii) of the Official Languages Act, 1963 requires that both Hindi and English Languages are to be used for agreements, contracts, leases, bonds, tenders, etc., issued by or on behalf of the Central Government or any Ministry, Department or office thereof. In order to comply with the requirement of the said Act, the Official Languages Wing has prepared Hindi version of the documents in eight volumes for various Ministries and Departments of the Central Government with a view to achieve uniformity in their translation. During the period under report, the Hindi version of 2536 pages of Parliament Questions Answers/ Assurances of this Ministry was also prepared.

(13) ESTABLISHING THE INDIAN LANGUAGES IN THE SPHERE OF LAW

The Official Languages Wing, Regional Languages Unit is constantly doing the work of translation of the Central Acts into Hindi as enshrined in the Eighth Schedule to the Constitution of India. So far as the regional languages are concerned, this work is being done with the co-operation of respective State Governments.

The Official Languages Wing has also published the authoritative texts of the Central Acts in regional languages as envisaged under section 2 of the Authoritative Texts (Central Laws) Act, 1973 (50 of 1973). During the period under report, translation of 47 Central Acts have been approved by the Working Group (Regional

Languages) and 75 Central Acts in Regional Languages including Hindi have been authenticated as authoritative texts by the President of India. The work relating to preparation of Tri-lingual (English-Regional Language-Hindi) Legal Glossary has been completed in seven Regional Languages i.e., Bengali, Gujarati, Marathi, Punjabi, Tamil, Telugu and Urdu Languages and the same has been made available on the Department's official website. Besides the Authoritative texts of the Constitution of India in addition to Hindi has been brought out in 15 other Regional Languages that is, Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Odiya, Punjabi, Sanskrit, Tamil, Telgu, Urdu, Sindhi, Nepali and Konkani. The Competent Authority has also been pleased to approve the publication of the Constitution of India in Dogri Language Diglot form (English-Dogri).

(14) WIDE DISTRIBUTION OF CENTRAL ACTS, LEGAL GLOSSARY, ETC.

The Gazette copies of Hindi version of the Central Acts, after they have been authenticated and published in the Gazette of India, have been sent to Hindi speaking States. They were also sent to Gujarat and Maharashtra and the High Courts in these States. Further, these copies were sent to the concerned Ministries and Departments of Government of India, Andaman and Nicobar Islands, the Nagri Pracharini Sabha, Parliament Library and other Libraries. Copies of the Central Acts in diglot form are regularly sent to all States (Hindi as well as non-Hindi speaking States), Supreme Court of India, Parliament Library and all High Courts. The Legal Glossary of the Constitution of India have also been distributed in Lok Sabha and Rajya Sabha and all the Ministries of the Government of India.

(15) WORK RELATING TO THE HINDI SALAHKAR SAMITI

The Twelfth Hindi Salahkar Samiti of this Ministry was constituted vide Resolution No.E.4(1)/2014-O.L.Wing (LD) dated 14th May, 2015 for three years and further its tenure was extended with effect from 14th May, 2018 for one year or remaining tenure of 16th Lok Sabha. The process of reconstituting the Hindi Salahkar Samiti is underway. The functions of the Samiti are normally to advise the Central Government on matters relating to:-

- (i) preparation of Hindi version of Central Acts and statutory rules;
- (ii) the evolution of common legal terminology;
- (iii) the production of standard law books in Hindi for imparting legal education in Hindi in law colleges and Universities;
- (iv) publication of law journals and reports in Hindi;
- (v) matters ancillary and incidental to any of the above items; and
- (vi) suggest ways and means for the propagation and development of Hindi in the field of law for official use.

(16) GRANTS IN AID TO VOLUNTARY ORGANISATIONS

There is a scheme for the promotion of Official Languages of the Union and States for propagation and development of Hindi and other Indian languages in the field of law. Under the scheme, Voluntary Organisations and institutions are provided with financial aid. Since 1985, the Official Languages Wing has been implementing

this scheme to give financial assistance to those voluntary organisations which are engaged in the activities for development and propagation of literature in the field of law and other regional languages which could be in the form of proposed commentaries, treatises, books on legal subjects, law journals, law compendium and other publications as are conducive to enrichment, propagation and development of Hindi and other regional languages of the State. A High Powered Committee has been constituted w.e.f. 25th April, 2019 for three years under the Chairmanship of Justice Dr. Satish Chandra (Retd.) Judge of High Court of Allahabad, and the other members of the Committee are Smt. Kumud L. Das, Advocate, Supreme Court of India, New Delhi, Prof. (Dr.) Subash Chandra Gupta, Professor and Head-Deptt. of Law, HNB Garhwal University, Dr. BGR, Campus, Pauri Garhwal and Joint Secretary and Legislative Counsel of Official Languages Wing as Member -Secretary. A meeting of the High Powered Committee for giving financial assistance to Voluntary Organisation working in the field of law was convened on 3rd March, 2021 under the Chairmanship of Justice Dr. Satish Chandra (Retd.) but no Voluntary Organisations was found suitable for grant for the financial year 2020-2021.

(17) SPECIAL STEPS ADOPTED FOR THE PROGRESSIVE USE OF OFFICIAL LANGUAGES

The material and information pertaining to Official Languages Wing has been hosted on the website with <http://legislative.gov.in> as URL. Apart from this, the important Acts of Parliament in various regional languages have also been hosted under the respective languages on the home page of the O.L. Wing. In order to facilitate printing of various Bills, Notifications, Orders, Recruitment Rules etc. the O.L. Wing has started using the Unicode fonts and provides soft copies of the Hindi Texts.

The Constitution of India, I.P.C., Cr. P.C., the Manual of Election Laws and Income tax Act have already been hosted on the net. This website has been further enriched by listing central enactment from the Year 1838 to 2018, Principle as well as amending along with 10 important legislations have also been uploaded on the website in PDF format for the benefit of legal fraternity and general public as well as the law students.

During the period under report, Bill Section, Translation-I Section, Translation-II Section, Legislative-I, Legislative-II Section, Printing Section, Correction Section, Administration Section, Cash Section and Library of O.L. Wing were fully computerized. The Camera Ready copies of all the Bills were prepared during the period under report. For ease of working, the O.L. Wing has started using Mangal font which has universal functionality in Hindi Language.

A list of Names, Addresses, e-mail address and Contact Numbers of all the Group 'A' officers of the O. L. Wing in English and Hindi has also been hosted on the home page of O. L. Wing.

The Scheme for Assistance to Voluntary Organisations for promotion of Official Languages in the field of Law both in English and Hindi and has also been hosted on the Net.

42. VIDHI SAHITYA PRAKASHAN

In the year 1958, the Committee of Parliament on Official Languages recommended that arrangements be made to bring out authorised translation of important judgements of the Supreme Court of India and the High Courts and this work could be entrusted to a Central Office under the supervision of Law Department. Thereafter, on the recommendations of the Hindi Advisory Committee, a "Journal Wing" was set up in the Legislative Department in the year 1968 with the object of promoting the use of Hindi in the legal field which was subsequently redesignated as "VIDHI SAHITYA PRAKASHAN".

Initially, after translating in Hindi and making head notes thereof monthly publication of all the reportable judgements of the Supreme Court of India, as marked 'REPORTABLE' was started in April, 1968 and it was designated as "Uchchatama Nyayalaya Nirnaya Patrika". Another monthly publication containing judgements of the High Courts was started in January, 1969 and it was designated as "Uchcha Nyayalaya Nirnaya Patrika". In the year 1987 "Uchcha Nyayalaya Nirnaya Patrika" was bifurcated into two Nirnaya Patrikas i.e. "Uchcha Nyayalaya Civil Nirnaya Patrika" and "Uchcha Nyayalaya Dandik Nirnaya Patrika". Later on, due to ever-increasing volume of Supreme Court's reportable judgements as well as dearth of requisite editorial staff in the Vidhi Saahitya Prakashan, the "Uchchatama Nyayalaya Nirnaya Patrika" has been publishing in Hindi only important selected reportable judgements of the Supreme Court since 1990. The "Uchcha Nyayalaya Civil Nirnaya Patrika" and "Uchcha Nyayalaya Dandik Nirnaya Patrika" respectively are publishing in Hindi only important selected judgements in civil and criminal matters of all High Courts of the country.

Apart from the publication of the above three Patrikas, the Vidhi Sahitya Prakashan is also responsible of the following works, namely:—

- (a) Publication of text books in Hindi in the field of law for use in the academic and other circles as reference books;
- (b) Translation and publication of legal classics in Hindi;
- (c) Awarding of various prizes for the best publications in Hindi in the field of law;
- (d) Sale of Hindi publications of the Vidhi Sahitya Prakashan and diglot editions etc. of the Official Languages Wing of the Legislative Department; and
- (e) Holding of conferences, seminars and book exhibitions at different places in India, particularly in Hindi speaking States for popularisation and improvement of legal literature in Hindi.

In addition to above, standard law books in Hindi written by eminent authors are also being published by the Vidhi Sahitya Prakashan for the use of law students, law teachers, lawyers and judicial officers. In order to give incentive to authors writing law books originally in Hindi, the prizes and certificates respectively are awarded annually for best publications in Hindi in the field of law.

A quarterly journal titled 'Vidhi Sahitya Samachar' is also being published which contains detailed information regarding various activities in the field of law and publications of the Vidhi Sahitya Prakashan. A 'Publication List' containing priced publications available with Vidhi Sahitya Prakashan is also made available to the customers from time to time.

Award of Prizes: Apart from the publication of the three Law Patrikas (Journals) and law books, the Vidhi Sahitya Prakashan awards the prizes, under the Scheme for writing, translating and publication of law books in Hindi and awarding prizes to such books written or published in Hindi for use as text books or reference books to the tune of Rs. 5,00,000/- (Rupees Five lakh only), [the 1st prize for Rs. 50,000/- (Rupees fifty thousand only), the 2nd prize for Rs. 30,000/- (Rupees thirty thousand only) and 3rd prize for Rs. 20,000/- (Rupees twenty thousand only). The awards are provided to the authors for the best Law books published in Hindi by private publishers every year. Books of Dand Vidhi (Sadharan Siddhant) written

by Dr. Ram Chander Nigam, Bhartiye Dand Sanhitake Vinirdisht Apradh (Second Editon), Prashasnik Vidhi (Fourth Edition) written by K. C. Joshi, Sanvida Vidhi (Third Edition) written Dr. R. C. Chaturvedi are going to be revisional process and printing. Book of Vidhai Praroopan written by Sh. Ashvani Kumar Upadhyay is available for sales in the year of 2021. Thirty Five standard law books in Hindi have been published for use as reference books so far.

Digitization: The process of digitization of Three Law Journals i.e. ‘Uchchatama Nyayalaya Nirnaya, ‘Uchcha Nyayalaya Civil Nirnaya Patrika’ and ‘Uchcha Nyayalaya Dandik Nirnaya Patrika’ have been standardized with International Standard Serial Number (ISSN) obtained. Under the e-governance/ digitization process, Vidhi Sahitya Prakashan has uploaded three Journals i.e. ‘Uchchatama Nyayalaya Nirnaya, ‘Uchcha Nyayalaya Civil Nirnaya Patrika’ and ‘Uchcha Nyayalaya Dandik Nirnaya Patrika’ in PDF format (since 2012) at <http://legislative.gov.in/vidhi-sahitya> for common men, advocates, judges, litigants, professors of Law & law students.

Organising of Seminars/exhibitions/Conference and sale of Law Books Constitution of India, Central Acts in Diglot (Hindi-English), Legal Glossary, Manual of Election Law, India Code, etc.: The Central Acts and Law Publications are available for online selling on <https://bharatkosh.gov.in/Product> on digital payment basis i.e. credit card, debit card and net banking etc. and the link is available on main Legislative Department front page. It is a part of ‘Ease of Doing Business’. Judges, Advocates, Law Students, Teachers of Law etc. are purchasing law books and law patrikas off-line from sale counter of Vidhi Sahitya Prakashan. Book exhibition-cum-sales counter has been organised by the Business Section District Court Varanasi, District Court of Faizabad and High Court of Allahabad from 9th September to 14th September during the year 2021. Under the scheme of promotion, propagation and spread of legal knowledge in Hindi, Vidhi Sahitya Prakashan has distributed the India Code free of cost of Law Universities/Colleges, Libraries, Judges Libraries and over and above Law Students.

During the period from 1st January, 2021 to 30th November, 2021 the total sale figure of Vidhi Sahitya Prakashan is Rs. 20,68,647/- (Rupees Twenty Lakhs Sixty Eight Thousand and Six Hundred Forty Seven only).

Editorial Board/Evaluation Committee: There are two Committees viz. Editorial Board and Evaluation Committee in Vidhi Sahitya Prakashan and the members of these two Committees are nominated by Hon’ble Minister of Law & Justice. Editorial Board looks after the improvements/standard of the three law journals, advise further development, support to increase the circulation of law journals in District Courts, High Courts, Law Universities/Colleges and Law professionals, etc. Evaluation Committee selects the best law books written in Hindi and published by Private Publishers. Organization of both Committees i.e. Evaluation Committee and Editorial Board are going in process.

E-Books – In addition to physical publication of, under the e-governance/digitization process, VSP publishes routine patrikas/legal literature in Hindi/standard, law books in Hindi written by eminent authors on e-payment basis for wider publicity, easier access, no space cost and additional revenue generation. The norms will be followed as per official secret Acts. This process will help for smooth access for future reference.

The department through its website and publication in news papers through DAVP invites authors in the field of law to write authoritative law books on important law subjects viz. Cyber Law, Intellectual Property Rights Law, Alternative Disputes Resolutions Law, Human Rights, Domestic Violence, Right to Information etc. in Hindi. And in this respect Law Colleges have been approached and so many Professors have expressed their willingness to write books on these topics and in this regard process is being done and initiatives will be undertaken on this respect.

With regard to awarding prizes to best law books written or published in Hindi in each year through Website of the department, PTI and through publication in news papers which is done by DAVP a wide publicity will be made inviting authors to participate in the scheme.

With regard to a 7 year strategy from 2017-18 to 2023-24 to convert long term vision into implementable policy and with a mid term review, it is proposed that VSP, will work towards popularizing legal literature in Hindi by its website and by approaching District & High Courts and various Law Universities & Law Colleges and will work towards proposed E-Books (all the three patrikas online in form of E-Books) beside publishing its three patrikas.

43. RESERVATION FOR THE SCHEDULED CASTES, SCHEDULED TRIBES, OTHER BACKWARD CLASSES, EX-SERVICEMEN AND PHYSICALLY HANDICAPPED PERSONS IN SERVICE POSTS.

Officers of the level of Deputy Secretary/Director are functioning as Liaison Officers for the three Administrative Wings of the Legislative Department, viz., Legislative Department (Main), Official Languages Wing and Vidhi Sahitya Prakashan to oversee the implementation of Orders/Instructions of the Government on reservation for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and Physically Handicapped persons in service/posts in respective units.

A Statement showing the total number of employees in the Department (Main), Official Languages Wing and Vidhi Sahitya Prakashan and number of employees belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and Physically handicapped persons and the female employees amongst them as on 31.12.2021 is enclosed (**Annexure-VII** and **Annexure-VIII**).

44. CELEBRATION OF SWACHHATA PAKHAWADA AND OTHER ACTIVITIES:

This Department has organised celebration of Swachhata Pakhawada, 2021 as per Swachhata Calendar, Ministry of Jal Shakti, Department of Drinking Water and Sanitation and International Women's Day and celebration of Run for Unity/Rashtriya Ekta Diwas and also celebrating Azadi ka Amrut Mahotsav from time to time etc. were conducted following by Covid-19 behavior and keeping in view of all safety and SOP guidelines issued by Ministry of Home Affairs and Ministry of Health and Family Welfare (**Annexure-IX**).

45. PUBLIC GRIEVANCES

During the period from 1st January, 2021 to 31st December, 2021 Legislative Department received 1644 public grievances on CPGRAMS portal. Further 223 public grievances were pending before 1st January, 2021. During the said period 1544 grievances have been disposed off and action is being taken for disposal of remaining grievances on priority basis.

46. DEPARTMENT ACCOUNTING ORGANISATION

The Secretary is the Chief Accounting Authority in the Ministry of Law and Justice. He discharges his functions with the assistance of Additional Secretary (Financial Adviser) and Chief Controller of Accounts.

2. As per Rule 70 of GFRs 2017, the Secretary of a Ministry/Department who is the Chief Accounting Authority of the Ministry/Department shall:–
 - (i) Be responsible and accountable for financial management of his Ministry or Department.
 - (ii) Ensure that the public funds appropriated to the Ministry are used for the purpose for which they were meant.
 - (iii) Be responsible for the effective, efficient, economical and transparent use of the resources of the Ministry in achieving the stated project objectives of that Ministry, whilst complying with performance standards.
 - (iv) Appear before the Committee on Public Accounts and any other Parliamentary Committee for examination.
 - (v) Review and monitor regularly the performance of the programs and projects assigned to his Ministry to determine whether stated objectives are achieved.
 - (vi) Be responsible for preparation of expenditure and other statements relating to his Ministry as required by regulations, guidelines or directives issued by Ministry of Finance.
 - (vii) Shall ensure that his Ministry maintains full and proper records of financial transactions and adopts systems and procedures that will at all time afford internal controls.
 - (viii) Shall ensure that his Ministry follows the Government procurement procedure for execution of works, as well as for procurement of services and supplies and implements it in a fair, equitable, transparent, competitive and cost-effective manner.
 - (ix) Shall take effective and appropriate steps to ensure his Ministry:–
 - (a) Collects all moneys due to the Government and
 - (b) Avoids unauthorized, irregular and wasteful expenditure.
3. As per Para 1.2.2 of Civil Accounts Manual, the Chief Controller of Accounts for and on behalf of the Chief Accounting Authority is responsible for :–
 - (a) Arranging all payments through the Pay and Accounts Offices/Principal Accounts Office except where the Drawing and Disbursing Officers are authorized to make certain types of payments.
 - (b) Compilation and consolidation of accounts of the Ministry/ Department and their submission in the form prescribed, to the Controller General of Accounts; preparation of Annual Appropriation Accounts for the Demands for Grants of his Ministry/Department, getting them duly audited and submitting them to the CGA, duly signed by the Chief Accounting Authority.

- (c) Arranging internal inspection of payment and accounts records maintained by various subordinate formations and Pay and Accounts Offices of the Department and inspection of records pertaining to transaction of Government Ministries/Departments, maintained in Public Sector Banks.
4. The Chief Controller of Accounts, Ministry of Law and Justice, Supreme Court of India performs its duties with the assistance of two Pr. Accounts Officers and four Pay and Accounts Officers amongst other staff.
5. The Ministry of Law and Justice, Supreme Court has 51 DDOs including 32 CDDOs and 19 NCDDOs. The non-cheque drawing DDOs submit bills to the Pay and Accounts Office under pre-check system of payment. The PAO-wise detail of the CDDOs and NCDDOs is as under:

S.No.	PAO	D.D.O.	
		CDDOs	NCDDOs
1	PAO (EO)	3	3
2	PAO (LA)	29	11
3	PAO (SCI)	0	1
4	PAO (LD)	0	4

6. As per Para 1.2.3 of Civil Accounts Manual, Principal Accounts Office in New Delhi functions under a Principal Accounts Officer who is responsible for :-

- Consolidation of the accounts of the Ministry/Department in the manner prescribed by CGA;
- Preparation of Annual Appropriation Accounts of the Demands for Grants controlled by that Ministry/Department, submission of Statement of Central Transactions and material for the Finance Account of the Union Government (Civil) to the Controller General of Accounts;
- Payment of loans and grants to State Government through Reserve Bank of India, and wherever this office has a drawing account payment therefrom to Union Territory Government/ Administrations;
- Preparation of manuals keeping in view the objective of management accounting system if any, and for rendition of technical advice to Pay and Accounts Offices, maintaining necessary liaison with CGA 's Office and to effect overall co-ordination and control in accounting matters;
- Maintaining Appropriation Audit Registers for the Ministry/ Department as a whole to watch the progress of expenditure under the various Grants operated on by the Ministry/Department;

Principal Accounts Office/Officer also performs all administrative and coordinating function of the accounting organization and renders necessary financial, technical, accounting advice to department as well as to local Pay & Accounts offices.

7. As per provisions contained in Civil Accounts Manual, Pay & Accounts offices make payments pertaining to respective Ministries/ Departments and in certain cases payments will be made by the departmental

Drawing and Disbursing Officers (DDOs) authorized to draw funds, by means of cheques drawn on the offices/branches of accredited bank that may be authorized for handling the receipts and payments of the Ministry/Department. These payments will be accounted for in separate scrolls to be rendered to the Pay and Accounts Offices of Ministry/Department concerned. Each Pay and Accounts Office or Drawing and Disbursing Officer authorized to make payments by cheques, will draw only on the particular branch/branches of the accredited bank with which the Pay and Accounts Office or the Drawing and Disbursing Officer as the case may be, is placed in account. All receipts of the Ministry/Department are also be finally accounted for in the books of the Pay and Accounts Office. The Pay and Accounts office is the basic Unit of Departmentalized Accounting Organization. Its main function include:-

- Pre-check and payment of all bills, including those of loans and grants-in-aid, submitted by Non-Cheque Drawing DDOs.
- Accurate and timely payments in conformity with prescribed rules and regulations.
- Timely realization of receipts.
- Issue of quarterly letter of credit to Cheque Drawing DDOs and post check of their Vouchers/bills.
- Compilation of monthly accounts of receipts and expenditures made by them incorporating there with the accounts of the cheque Drawing DDOs.
- Maintenance of GPF accounts other than merged DDO and authorization of retirement benefits.
- Maintenance of all DDR Heads.
- Efficient service delivery to the Ministry/Department by the banking system by way of e-payment.
- Adherence to the prescribed Accounting Standards, rules and principles.
- Timely, accurate, comprehensive, relevant and useful financial reporting.

8. **The specific approval of the CGA, Ministry of Finance would have to be obtained in connection with any proposal for creation (or re-organization) of a new Pay & Accounts Office or for adding to the list of cheque drawing DDOs included in the Scheme of Departmentalization of Accounts of a Ministry/Department.**

9. The overall responsibilities of Departmental Accounting Organization in respect of Ministry of Law and Justice, Supreme Court of India are:-

- Consolidation of monthly accounts of Ministry and its submission to the CGA.
- Annual Appropriation Accounts.
- Statement of Central Transactions.
- Preparation of “Accounts at a Glance”.
- Union Finance accounts which are submitted to the CGA, Ministry of Finance and Principal Director of Audit.
- Payments of grants-in-aid to State Government /Grantee Institutions/Autonomous Bodies, etc.

- Rendering technical advice to all PAOs and Ministry; if necessary in consultation with other organization like DOPT, Ministry of Finance and CGA etc.
- Preparation of Receipt Budget.
- Preparation of Pension Budget.
- Procuring and supplying of cheque books for and on behalf of PAOs/Cheque drawing DDOs and Personal Deposit Account Holder.
- Maintaining necessary liaison with Controller General of Accounts office and to effect overall co-ordination and control in accounting matters and accredited Bank.
- Verify and reconcile all receipts and payments made on behalf of Ministry of Law and Justice through the accredited Bank.
- Maintaining accounts with Reserve Bank of India relating to Ministry of Law and Justice, Supreme Court of India and reconciling the cash balances.
- Ensuring prompt payments.
- Speedy settlement of Pension/Provident fund and other retirement benefits.
- Internal Audit of the Ministry, subordinate and attached offices under Ministry of Law and Justice and its Grantee institutions, etc.
- Making available accounting information to all concerned authorities.
- Budget co-ordination works of Ministry of Law and Justice, Supreme Court of India.
- Monitoring of New Pension Scheme and pension revision cases of Pre-2006 and Pre - 1990 retirees.
- Computerization of Accounts and e-payment.
- Administrative and co-ordination function of the accounting organization.
- Universal Roll out of Public Financial Management System (PFMS) for Central Sector Scheme.
- Universal Roll out of Non-Tax Receipt Portal (NTRP) as per M/o Finance guidelines.

10. Accounting information and data are also provided to the Ministry to facilitate effective budgetary and financial control. Monthly and progressive expenditure figures under various subheads of the grant of the Ministry of Law and Justice, Supreme Court of India are furnished to Budget Section. Progress of expenditure against budget provisions are also submitted monthly to Secretary, Additional Secretary and Financial Adviser as well as Heads of Divisions of the Ministry controlling the grant for purposes of better monitoring of expenditure.

11. The Accounting organization also maintains accounts of long-term advances such as House Building Advance and Motor Car Advance and GPF accounts of employees of the Ministry.

12. The verification and authorization of pensionary entitlement of officers and staff members is done by the Office of the Chief Controller of Accounts on the basis of service particulars and pension papers furnished by Heads of Offices. All retirement benefits and payments like gratuity, cash equivalent to leave salary as well as payments under Central Government Employees Group Insurance Scheme; General Provident Fund

etc. are released by CCA's office on receipt of relevant information / bills from DDOs.

13. **INTERNAL AUDIT WING** – The Internal Audit Wing carries out audit of accounts of various offices of the Ministry to ensure that rules, regulations and procedures prescribed by the government are adhered to by these offices in their day to day functioning.

Internal Auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It basically aims at helping the organization to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. It is also an effective tool for providing objective assurance and advice that adds values, influence change that enhances governance, assist risk management and control processes and improve accountability for results. It also provides valuable information to rectify the procedural mistakes and deficiencies and, thus, acts as an aid to the management. The periodicity of audit of a unit is regulated by its nature and volume of work and quantum of funds.

There are 51 Auditee units / DDOs under various departments of Ministry of Law & Justice and Supreme Court of India excluding autonomous bodies and other grantee institutions and specific schemes under the Ministry. In the Financial Year 2021-22, **no audit activities have been carried out due to COVID-19 Pandemic and delayed approval of comprehensive annual audit plan.**

Achievements:- Apart from conducting audit as per comprehensive annual audit plan, periodically reminders and circulars have been sent to the concerned Offices/Departments. Till date 233 paras pertaining to the period till 2015-16; 193 pertaining to the year 2016-17, 46 paras pertaining to period 2017-18, 63 paras pertaining to period 2018-19 and 28 paras pertaining to period 2019-20 have been settled by the Internal Audit Wing. No audit was conducted during F.Y 2020-21 in the wake of COVID-19 pandemic. However, the Current status of outstanding internal audit paras are appended below:–

F.Y.	Number of outstanding paras	Number of paras dropped	Number of paras remaining
Till 2015-16	323	233	90
2016-17	251	193	58
2017-18	60	46	14
2018-19	138	63	75
2019-20	115	28	87
	887	563	324

14. **Banking Arrangements:-** Indian Bank, State Bank of India, UCO Bank and Dena Bank are accredited banks for PAOs and its field offices of the **Ministry of Law, Justice and SCI**. Cheques issued by the PAOs/CDDOs are presented to the nominated branch of the accredited bank for payment. The receipts are also remitted to the accredited banks by the respective CDDOs/PAOs. Any change in accredited bank required specific approval of Controller General of Accounts, Department of Expenditure, Ministry of Finance.

15. New Initiatives:-

i. Public Financial Management System

Public Financial Management System (PFMS) initially started as a Plan scheme named CPSMS of the Planning Commission in 2008-09 as a pilot in four States of Madhya Pradesh, Bihar, Punjab and Mizoram for four Flagship schemes e.g. MGNREGS, NRHM, SSA and PMGSY. After the initial phase of establishing a network across Ministries / Departments, it has been decided to undertake National rollout of CPSMS (PFMS) to link the financial networks of Central, State Governments and the agencies of State Governments. The scheme was included in 12th Plan initiative of erstwhile Planning Commission and Ministry of Finance.

The mandate given to PFMS by Cabinet decision is to provide:

- A financial management platform for all plan schemes, a database of all recipient agencies, integration with core banking solution of banks handling plan funds, integration with State Treasuries and efficient and effective tracking of fund flow to the lowest level of implementation for plan scheme of the Government.
- To provide information across all plan schemes/ implementation agencies in the country on fund utilization leading to better monitoring, review and decision support system to enhance public accountability in the implementation of plan schemes.
- To result in effectiveness and economy in Public Finance Management through better cash management for Government transparency in public expenditure and real-time information on resource availability and utilization across schemes. The roll-out will also result in improved programme administration and management, reduction of float in the system, direct payment to beneficiaries and greater transparency and accountability in the use of public funds. The proposed system will be an important tool for improving governance.

Modules to implement the Mandate

Modules developed /under development by PFMS for stakeholders as per the Union Cabinet above mandate are as under:

I. Fund Flow Monitoring

- (a) Agency registration
- (b) Expenditure management and fund utilisation through PFMS EAT module
- (c) Accounting Module for registered agencies
- (d) Treasury Interface
- (e) PFMS-PRI fund flow and utilization interface
- (f) Mechanism for State Governments towards fund tracking for State schemes
- (g) Monitoring of Externally Aided Projects (EAP):

II. Direct Benefit Transfer DBT modules

- (a) PAO to beneficiaries
- (b) Agency to beneficiaries

- (c) State treasuries to beneficiaries

III. Interfaces for Banking

- (a) CBS
- (b) India Post
- (c) RBI
- (d) NABARD & Cooperative Banks

Modules to implement Enhanced mandate:

IV. PAO Computerization-Online payments, receipts and accounting of Govt. of India

- (a) Programme Division module
- (b) DDO module
- (c) PAO module
- (d) Pension module
- (e) GPF & HR module
- (f) Receipts including GSTN
- (g) Annual Financial Statements
- (h) Cash Flow Management
- (i) interface with non-civil ministries

V. Non-Tax Receipt Portal

Other Departmental Initiatives:-

To leverage the capabilities of PFMS, several other departments have approached PFMS for developing utilities for their departmental needs as follows:

- VI. Interface for MHA (Foreigners Division) Monitoring of Agencies receiving fund under FCRA
- VII. CBDT PAN Validation
- VIII. GSTN bank account validation

Implementation Strategy:-

An action Plan has been prepared and approved by Ministry of Finance for phased implementation of Public Financial Management System.

Improved Financial Management through:

- Just in Time (JIT) release of funds
- Monitoring of use of funds including ultimate utilization

Strategy:

- Universal rollout of PFMS which *inter alia* includes

- Mandatory registration of all Implementing Agencies (IA) on PFMS and
- Mandatory use of Expenditure Advance & Transfer (EAT) Module of PFMS by all IAs

I. Implementation Strategy for Central Sector (CS) schemes/transactions

Activities to be completed

- Mandatory registration and use of EAT module by IAs
- Mapping of all relevant information of Schemes
- Uploading of budget of each scheme on PFMS
- Identify implementation hierarchy of each Scheme
- Integration of Systems Interface of specific Schemes with PFMS e.g. NREGASoft, AwasSoft
- Deployment and Training of Trainers

II. Implementation Strategy for Central Assistance to State Plan (CASP)

Activities to be undertaken by states

- State Treasury Integration with PFMS
- Registration of all SIAs on PFMS (1st level & below)
- Mapping of State Schemes with corresponding central schemes
- Configuration of State Schemes on PFMS
 - Configuring State Scheme Components
 - Identify and configure hierarchy of each state scheme
- Integration of PFMS with Scheme specific software application
- Deployment and training of Trainers
- Continuous support for implementation

Out of four (04) Pay & Accounts Offices viz. PAO(LA), PAO(LD), PAO(EO) & PAO(SCI) under Ministry of Law & Justice and Supreme Court of India, roll out of payment and accounting module of Public Financial Management System (PFMS) in three (03) Pay & Accounts Offices viz. PAO(LA), PAO(LD) & PAO(EO) has been successfully implemented in 2020-21 except PAO(SCI), which is still working on COMPACT as permitted by the CGA.

Status of EIS / CDDO / NTRP Module in Ministry of Law & Justice:–

1. Implementation of CDDO Module for electronic payments by CDDOs				
Ministry/ Department	Total No. of CDDOs	No. of CDDOs on board PFMS	Remaining No. of CDDOs	Month-wise plan for bringing on board PFMS
				March 22
M/o Law & Justice	32	31	1	1

2. Employee Information System (EIS) Module				
Ministry/ Department	Total No. of DDOs	No. of DDOs on board PFMS	Remaining No. of DDOs	Month-wise No. of DDOs to be onboarded
				March 2021
M/o Law & Justice	51	46	5*	3**

* In two (02) DDOs EIS is not required at present.

** Matter has been taken up with O/o CGA3.

3. Non Tax Receipts Portal (NTRP) Module			
Ministry/Department	Total No. of PAOs	No. of PAOs on board PFMS	Remaining No. of PAOs
M/o Law & Justice	4	4	nil

Salient Features of Appropriation Accounts 2020-21

(Rs. in crores)

MAJOR HEAD	Budget Estimates	Final Estimates	Expenditure	Excess(+) Saving (-)
<u>Grant No. 63</u>				
2052-Secretariat General Services	147.43	131.06	115.60	-15.46
2014-Administration of Justice	442.87	389.18	380.80	-8.38
2015-Election	487.00	73.45	71.15	-2.30
2020-Collection of Taxes on Income & Expenditure	122.90	112.70	95.81	-16.89
2070-Other Administrative Services	14.80	9.91	9.70	-0.21
2552-North Eastern Areas	105.00	5.00	0	-5.00
3601-Grants-in-Aid to State Governments.	780.00	707.00	706.81	-0.19
3602-Grants-in-Aid for UT Governments	50.00	51.65	51.65	0
4070-Capital Outlay on Other Administrative Services	200.00	286.00	286.00	0
Amount surrendered during the year	-680.05			
Total	2350.00	2446.00	1717.52	-728.48
<u>Appropriation No.65- Supreme Court of India</u>				
MH-2014 Administration of Justice (Charged)	308.61	328.00	327.99	-0.0001

(Source : Appropriation Accounts 2020-21)