

# **RULES AND REGULATIONS**

## **GENERAL**

- There will be individual participation.
- The participants shall report at the venue hall by sharp 8: 30 a.m.
- No formal dressing is required. However, it would be appreciated for wearing an attire similar to the politician of their constituency, carried in decent manner.
- Participants may use bilingual language during their speech.
- Constituencies would be allotted according to the previous experiences of each participant.
- There is no limitation on the number of participations from one institute. (i.e. any number of students can participate from one institute).
- Participants should seek confirmation of their registration prior one week of the event.
- Participants creating any kind of indiscipline shall be disqualified on the discretion of the judges.
- Participants thereby should adhere by the rules and regulations of the event.

# IDEAL LOK SABHA

The rules of *IDEAL Lok Sabha* resemble as far as possible the rules and procedures of *Lok Sabha*.

## **Chapter I**

### **1. SEATING OF THE PARLIAMENTARY MEMBERS**

The side majority will form the Government. Ruling party will sit on the right side of the chair. Opposition and other alliances are to sit on the left side of the chair.

### **2. LANGUAGE**

Both Hindi and English are allowed in Parliament.

## **Chapter II**

### **3. PROCEDURE**

The procedure of the session of IDEAL Lok Sabha resembles as far as possible the procedure of the House (*Lok Sabha*). The following procedure shall take place during two day session of Mock Parliament.

- National Anthem
- Oath of Speaker
- Oath of Parliamentarians
- Statement from members of House
- Discussion Hour
- Question Hour
- Zero Hour
- Introduction of the Bills
- Reading of the bill (3 Reading consisting of discussion and amendments)
- Voting (Simple Majority)
- Declaration of bill as passed or rejected.
- Statement of Speaker
- National Song

**Note: An informal session or adjournment of maximum 15 minutes can be allotted to the house on the sole discretion of the chair. The chair person**

can discontinue any motion any time for the benefit of the debate. The chairperson has the authority to put into effect any order or procedure that the chairperson may feel is required for the proper functioning.

For the benefit of debate, the chairperson has the right to start the second day directly from any point; however the same shall be informed at the end of day 1.

The legislative business will be given preference but in case no bill introduced then the session will return to the discussion hours per the case may be.

The chairperson may on the sole discretion amend or form any rule at any time for the benefit of the committee.

“Like the practice obtaining in the *Lok Sabha*, the session of Youth Parliament will start with the arrival of the Speaker which is announced by the Marshal who first comes in the House to ascertain whether there is quorum in the House which should be at least 10 per cent of total membership of the House.

As soon as the Speaker arrives in the Chamber, Marshal will announce his arrival with the words

**“Hon. Members, the Hon. Speaker”**

Thereafter the entire House stands up. The Speaker before taking his seat first bows to his left, then to his right and then in front of him. The Members from the respective sides also respectfully bow to the chair before taking their seats.”

#### **4. OATH OR AFFIRMATION:**

The Speaker will take up the procedure of the House in the order in which it is printed in the list of procedure or may take oath collectively. A newly elected member of the House is required to make an Oath or affirmation at the commencement of a sitting of the House. The prescribed form of Oath or affirmation is:

"I....., having been elected (or nominated) a member of (Youth Parliament) House of the People do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established, that I will uphold the sovereignty and integrity of India and that I will faithfully discharge the duty upon which I am about to enter."

## **5. STATEMENTS FROM THE HOUSE**

- a. After establishing quorum, the speaker will ask for statements from the members. A total of 8 members (4 each from government and opposition) are given time on the floor to make statements.
- b. The leader of the house is the default first speaker and the leader of opposition is the default last speaker. However they may pass on their chance to speak to whoever they wish to.
- c. The other 6 speakers are chosen by the discretion of the chair when the MPs are asked for statements.
- d. The maximum time allowed to make statements is two minutes.
- e. Agendas for discussion hour (explained in the next section) are allowed to be sent once first two speakers have given their statements.

## **6. DISCUSSION HOUR**

- a. A discussion hour is the time allotted (maximum 40 minutes) for the discussion on a sub- agenda which the members feel should be discussed in front of the house. The total time of all the discussion shall be an hour.
- b. All agendas for discussion hour are supposed to be sent prior the commencement of discussion hour.
- c. Agendas for discussion hour are allowed to be sent once first two speakers have given their opening statements.
- d. The process of putting up agendas for a discussion is in writing and follows the given format: Name of the constituency Topic of the discussion Total Duration (not to exceed 40 minutes) Individual Speaker Time (not to exceed 90 seconds)
- e. The speaker shall keep the agendas in chronological order and first put the agenda to vote which is received first by the board.
- f. The chairperson may withdraw any agenda he/she feels has no relation to the agenda. However he/she has to notify the particular MP of the same on which the MP is allowed to send a chit explaining why the agenda should not be withdrawn.

g. On receiving the agenda, the speaker will ask for seconds and oppositions, if no seconds, the motion fails and in case of seconds but no oppositions the agenda clearly passes.

h. On receiving both seconds and oppositions the chairperson will put the agenda to vote and the result is decided by a simple majority of placard vote.

An extension to a discussion hour may be obtained if the total time does not exceed 40 minutes or otherwise on the discretion of the chair.

**NOTE: The unstarred questions which are meant to be answered in written form can be asked to each other by members of the parliament during discussion hour.**

## **7. QUESTION HOUR**

It is the one hour after the discussion hour where the members of the house are free to ask questions to each other on matters pertaining to agenda or on a national emergency provided that such a question is sent in writing to the said member via the speaker and with his due approval before the commencement of question hour.

The question has been defined as an instrument by which a member can elicit information on any matter of public importance.

**Starred Questions:** Meant for oral answers.

**Unstarred Questions:** Meant for written answers

The sender MP is allowed to ask a supplementary question, with the permission of the Chairperson, after the reply is obtained from the Minister concerned for starred questions.

**I.** The chit on which the question is sent has to be properly marked/written as starred or unstarred to be in proper format.

a. Any Starred question may be changed to unstarred on the discretion of the chair. The chair shall notify the sender of the same.

b. Answers to unstarred questions are mandatory and have to be sent to the recipient MP via the chairperson before the end of question hour.

c. Not more than two starred questions are allowed to be asked to a member. In case a particular MP has already received his quota of two starred questions then the chairperson shall change the further incoming starred questions as unstarred and notify the sender MP of the same.

d. Similarly not more than twenty (20) unstarred questions are allowed to be asked to a member. In case 20 unstarred questions have already been sent to a particular MP the chairperson shall return the question to its sender.

e. One can send maximum 2 starred questions.

**The right to ask a question is governed by the following conditions:**

a. It shall be clearly and precisely expressed and shall not be too general incapable of any specific answer or in the nature of a leading question

b. If it contains a statement, the member shall make himself responsible for the accuracy of the statement

c. It shall not contain arguments, inferences, ironical expressions, Imputations, epithets or defamatory statements

d. It shall not ask for an expression of opinion or the solution of an abstract legal question or of a hypothetical proposition

e. It shall not ask as to the character or conduct of any person except in his official or public capacity

f. It shall not ordinarily exceed 150 words

g. It shall not relate to a matter which is not primarily the concern of the Government of India.

h. It shall not reflect on the character or conduct of any person whose conduct can only be challenged on a substantive motion

i. It shall not make or imply a charge of a personal character.

j. It shall not raise questions of policy too large to be dealt with within the limits of an answer to a question

k. It shall not repeat in substance questions already answered or to which an answer has been refused

- l. It shall not ask for information on trivial matters
- m. It shall not ordinarily ask for information on matters of past history
- n. It shall not raise matters under the control of bodies or persons not primarily responsible to the Government of India.
- o. It shall not ask or information on matter which is under adjudication by a court of law having jurisdiction in any part of India

**NOTE: The Speaker shall decide whether a question, or a part thereof, is or is not admissible under these rules and may disallow any question, or a part thereof, when in his opinion it is an abuse of the right of questioning or is calculated to obstruct or prejudicially affect the procedure of the House or is in contravention of these rules.**

## **8. ZERO HOUR**

- a. It starts immediately after the Question Hour.
- b. During the Zero Hour any question pertaining to agenda or a national emergency can be raised by a member without any prior written request.
- c. The Zero Hour can extend to any period of time depending upon the Speaker's direction.
- d. The Government is not obliged to answer any of the questions raised in the Zero Hour. However in the context of the debate it is highly expected from them to answer all the questions.
- e. The chairperson shall choose the MPs on his discretion.

## **9. CALLING ATTENTION NOTICE (OPTIONAL)**

- a. The idea of Calling Attention Notice has originated in our country itself a combination of questions for answers with supplementary and brief comments on a matter of urgency and public importance.
- b. The calling attention notice has to be sent to in written to the chairperson who shall use the time between two procedural hours i.e. that is Discussion Hour and Question Hour or Question Hour & Question Hour and Zero Hour for the same.

However the chairperson is allowed to allow calling attention notice at any time if the matter of emergency or has to be resolved urgently.

c. The Opposition gets a chance to criticize the Government and its policies.

**Procedure:** The Speaker calls the name of the member (or members) in whose name the item has been mentioned. On being called, the member raises in his/her seat and calls the attention of the Minister concerned and requests him/her to make a statement on the matter. The form, in which the member calls the attention, is as follows: I call the attention of the Minister.....to the following matter of public importance and I request that he/she may make a statement there on.

d. The Minister then makes a statement of facts. The member or members, in whose name or names the notice has been issued, are permitted to ask questions seeking clarification arising out of the statement made by the Minister.

e. The Minister after hearing all the questions raised by the Members will give a consolidated reply thereto and after that there would be no further discussion on the matter.

## **10. ADJOURNMENT MOTION (OPTIONAL)**

Any matter which is of urgent importance and which is so grave that it affects their interest and safety of the country can be raised through an adjournment motion. In order that the adjournment motion be admitted it must 1. Be related to a single specific issue, 2. be urgent, and 3. be of public importance.

## **11. NO-CONFIDENCE MOTION (OPTIONAL)**

a. There is an express constitutional provision which lays down that the Council of Ministers will be responsible to the Lok Sabha

b. In a parliamentary democracy it means that the Ministers hold their offices so long as they enjoy the confidence of the Lok Sabha . The moment the Lok Sabha expresses its no-confidence in the Ministry the Prime Minister and his/her Ministers have to leave. Thus the Prime Minister and his/her Council of Ministers are collectively responsible to the Lok Sabha.

c. For the benefit of debate this motion shall not be allowed to be raised before the second day of youth parliament.

d. The member who wishes to raise this particular motion shall take proper permission before raising this motion For moving this motion in the House, the



member has to give before commencement of the sitting for that day, a written notice of his motion to the Secretary General. If the Speaker is of the opinion that the motion is in order, he calls upon the member to seek leave of the House. The member then moves the following motion”. ***“I beg for leave of the House to move the No-Confidence Motion”***. The speaker reads the motion to the House and requests those members who are in favor of leave being granted to rise in their places and if not less than ten percent of the total membership of the house stands, the leave is granted by the House. However, in case less than 10 percent rise in their place, the leave is not granted by the House and the motion is not taken up for discussion. Where, however, leave has been granted for moving of the no-confidence motion the Speaker will announce the time at which the motion will be taken up for discussion. On the appointed time the Speaker will call the member who will move the motion in the following words: ***“That this House expresses its want of confidence in the council of Ministers”***. After moving the motion, the mover will make a short speech followed by speeches by the other members of the House belonging to opposition as well as ruling parties. Discussion on No-Confidence Motion is not confined to any particular subject. It is open to any member to raise any matter or comment upon any policy and action of the Government during the course of discussion. Members from ruling as well as opposition parties participate in the discussion. After the members have spoken on the motion, the Prime Minister gives a reply to the charges leveled against his Government. Thereafter the mover of the motion is given chance to reply.

e. The Speaker then puts the motion before the House and obtains the decision of the House by voice –vote.

f. On receiving the agenda, the speaker will ask for support. For this motion to pass it shall require an affirmative vote of 1/6th members

g. The Chairperson in this motion shall allow every question necessary to determine the decision of the House on the motion.

h. The chairperson will allot specific time period for speeches and will allow as many speakers as possible in this particular motion.

i. After the members have spoken on the motion, the Prime Minister gives a reply to the charges labeled against his/her government. The mover of the motion has the right to reply.

j. When the chairperson feels there has been sufficient debate on the question he shall put forward the motion to vote

## **12. PRIVILEGE MOTION**

- a. It is a motion raised by a Member of Parliament. He charges the Minister with committing a breach of the privilege of the House by withholding or distorting facts.
- b. The motion can be raised at any time in the parliament
- c. The Minister is given a chance to reply and the MP who has raised the motion is allowed to ask supplementary questions.

## **13. ANTI-DEFECTION LAW/ ANTI-DEFECTION MOTION**

If a member of the parliament votes (or abstains) against the directives issued by his/her party, without the written permission of the said party, the member stands to be disqualified on grounds of defection if such a request is made to the speaker by the leader of the party in the house or in case of the leader standing on defection- any member of the house belonging to that party. In case of single-seat parties, the defection is to be decided at the discretion of the speaker.

## **14. LEGISLATIVE BUSINESS**

Law-making is a major function of Parliament and, therefore, in the Youth parliament the legislative business should form an important part. All legislative proposals are brought in the form of Bills before the Parliament. No Bill can become a law unless it has been passed by the parliament and has received assent of the President. The proposal is given the shape of a Bill and introduced in Parliament. Bills are either Government Bills which are sponsored by Ministers, or private members' bills which are sponsored by individual members other than ministers.

### **Each Bill undergoes three Readings First Reading**

I. The First Reading means a motion for permission to introduce a Bill. ON the adoption of the motion the Bill is introduced.

II. We will skip the first reading as it only seeks leave to introduce a bill.

### **The Second Reading**

There are two stages in the Second Reading of the bill. In the first stage, the motion that the Bill be taken into consideration is adopted. [This is followed by discussion on the principles of the bill.] In the second stage, clause-by-clause

consideration of the Bill is taken up. Notices of amendment are given any time after the introduction of a Bill. An amendment is admissible if it is within the scope of the bill. After the introduction of the bill, the minister concerned formally moves that the bill be taken up for consideration. The minister will say; "sir, I beg to move that the bill be taken into consideration." The Minister then makes a brief introductory speech outlining of the importance of the Bill.

After this the Speaker formally places the motion before the house with the announcement that "***The motion is that the ..... Bill to be taken into consideration.***" This is followed by a discussion in which the members from either side can take part after giving prior notice of their intention to the secretary-general. It may be noted that the discussion should be held on the general principles and provisions of the Bill. The Speaker asks members from both the Treasury and the Opposition benches to speak on the bill. After the discussion, the Minister concerned makes a closing speech and winds up the discussion. The motion for consideration is then put to the house. After it has been adopted, clause-by-clause discussion of the bill takes place. Amendments, if any, are permitted and voted upon.

### **The Third Reading**

In the Third Reading the Minister concerned moves that the bill be passed. The Speaker then puts the question before the house in these words: The Question is that the .....Bill, 199... be passed. Those in favor will say "Aye, those against will be 'No.' after taking the voice vote, he/she declares thrice that Ayes (or Noes) have it. He will then say that 'the Bill is passed (not passed)', as the case may be. It may be noted that for passing an ordinary Bill a simple majority is required and for Bills pertaining to Constitutional Amendments two-thirds majority is necessary.

## **15. PRIVILEGES TO THE MPs**

These privileges in the form of permission or points are allowed at all times when a speaker is not speaking or immediately after the speaker has finished speaking. Point of Information is not allowed at certain times as mentioned above in relevant sections Permission to rise a motion is only allowed at certain time periods as previously mentioned along with the motions

**PERMISSION TO RAISE A MOTION:** A MP at any time can raise his/her placard and seek permission from the chair to raise a motion.

**POINT OF INQUIRY:** Enquiry about parliamentary procedures and conduct to the chair.

**POINT OF ORDER:** This can be used in case of a factual error.

**RIGHT TO REPLY:** If a particular member present feels that a grave (or false) statement has been made by others towards that member, he/she may privilege the right of reply with the permission of the chair.

**POINT OF PERSONAL PRIVILEGE:** This may be used in order to remove a personal discomfort.

**POINT OF INFORMATION:** This may be used to put up questions on a member's statement. (Shall be in writing until and unless allowed)

## **16. CONSIDERATION FOR DRAWING UP THE MERIT LIST**

Although the executive board shall have its own criteria of deciding they shall keep in view the following points while assessing the performances of speakers:

- i. Discipline and Decorum.
- ii. Observance of Parliamentary procedures.
- iii. Selection of Subjects for Questions, and Supplementaries and Quality of Answers thereto.
- iv. Selection of Subjects for Debates ; Substantivity ; relevancy and legal basis.
- v. Delivery or Quality of Speeches delivered, Standard of Debate.
- vi. General Assessment of the Performance as a whole.

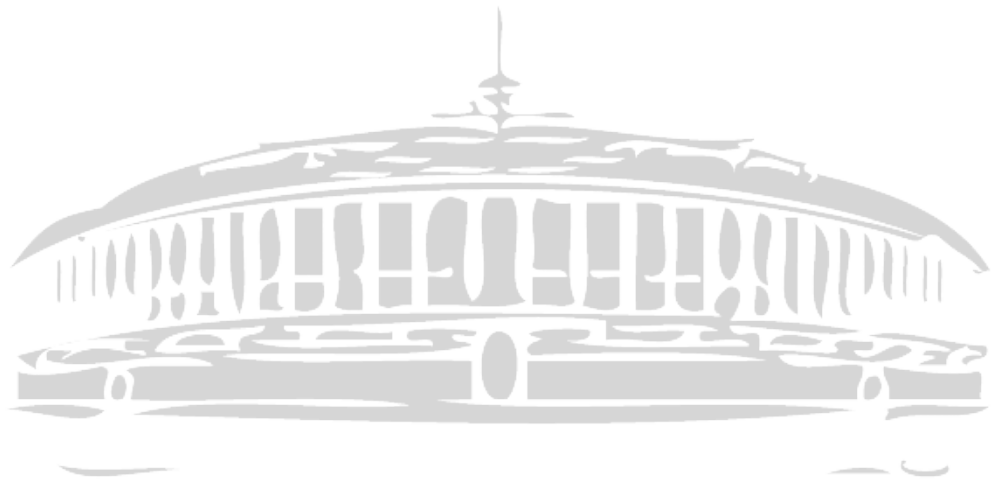
**Note: All the chits will be marked and will have significant weightage while deciding the final awards. Party Policy & Role Rehearsal will be one of the marking criteria. (The ratio of weightage of chits as to speeches will depend upon the decision of the Speaker depending upon the Size of committee and other factors as per the case may be.)**

## **17. IMPORTANT POINTS TO BE KEPT IN MIND**

- a. Attire Indian/Western formals to be strictly followed.
- b. Indian Wear is encouraged.
- c. Laptops, mobile phones, tablets etc. are allowed but parliamentarians are not allowed to access internet.
- d. No internet usage allowed inside the house.
- e. The participants should show utmost respect to the Chair.
- f. They should abide by the decisions of the Chair and should have faith in his impartiality and judgment. The participants are encouraged to tap desks in agreement.

g. One may not argue on points, which are nowhere related to the debate, this may fetch you negative marks.

h. One may not use any unparliamentarily word while the house is in session. One may have to apologize (in oral or written) for the same or can be suspended from the session as per the case may be depending upon the decision of the chair.



# ALL INDIA POLITICAL PARTIES MEET

## **Opening Statements:**

- The members will be delivering an opening statement at the start of the committee. The default speakers' time for this will be 60 seconds can be extended up to 90 seconds.
- After every speech members are obligated to yield the floor back to the Executive Board.
- The Executive Board will then direct the members to ask questions.
- The number of questions to be asked (if any) will be decided by the Executive Board depending on the time.
- The committee will then proceed in any of the two types of session's viz. *Public Session* or the *Private Session*.

## **Establishing the Sessions:**

These sessions can be established by proposing a motion to establish a particular session, which will be followed by a vote. The motion should be able to secure a simple majority.

### **Public Session**

- In order to discuss various sections of the agenda, a separate time frame is allotted for the members to put their views on the floor of the house.
- A public session can be of 15-30 minutes but the individual speaker's time will remain 60 seconds.

- Everything in a public session is in public domain and is in the presence of the media.

### **Private Session:**

Private session is of two types: **Moderated** and **Unmoderated**.

*Nothing from the Private Session goes on record or in the public domain.*

### **Unmoderated:**

- A Representative may move for an Unmoderated Session thereby suggesting a change from formal to informal debate.
- The Representative who makes this motion must suggest a length and justification for the Unmoderated Session.
- The Executive Board may suggest a more appropriate session length and put it to vote, or may rule the Unmoderated Session out of order without possibility of appeal.
- Once the Motion has passed, the Committee will depart from the formal discussion and will carry an informal discussion without leaving the conference room.

**Moderated:** A moderated session will be a formal discussion which is regulated by the Executive Board.

### **Points:**

#### **1. Point of Personal Privilege:**

- A Representative may rise to a Point of Personal Privilege if a matter impairs him/her from participating fully in council activities.
- The Executive Board persons shall try to effectively address the source of impairment. A Point of

- Personal Privilege may only interrupt a speaker if the Representative speaking is inaudible. Otherwise, the Representative rising on the Point of Personal Privilege must wait till the end of the speech to raise the Point.

## **2. Point of Order**

- A Representative may rise to a Point of Order if he finds a factual flaw in the speech of the speaker.
- This point may not interrupt a Speaker.
- The Executive Board will rule on the validity of the point immediately.
- A Point of Order ruled dilatory by the Executive Board may not be appealed.

## **3. Point of Parliamentary Inquiry**

- A Representative may rise to a Point of Parliamentary Inquiry requesting an explanation from the Executive Board on the Rules of Procedure.
- This point may not interrupt a Speaker.

## **4. Point of Information**

- A Representative may rise to a Point of Information if he/she wishes to ask a question or clarification to the speaker.
  - This point may not interrupt a speaker.
- This point is only valid at the time of the opening statements.*

## **Right of Reply.**

- A Representative whose personal integrity has been impugned by another Delegate's comments may rise to a Right of Reply.
- Disagreement with the content of a Delegate's speech is not grounds for a Right of Reply.
- The Executive Board will recognize the Right of Reply at his/her discretion as well as decide on how to resolve the motion.



- This point may not interrupt a speaker but should be addressed the moment he/she has finished his/her speech.
- Should the Executive Board rule the Right of Reply out of order, his/her decision cannot be appealed.
- No Representative may call for a Right of Reply on a Right of Reply.

### **Written Documents:**

The members can prepare a press release or a communiqué.

- Press Release is an official statement issued to newspapers giving information on a particular matter.



### **DISCLAIMER**

**The Executive Board and Team URJAA have tried their level best to draft the rules and regulations for the purpose of parliamentary session in accordance with the guidelines issued by Ministry of Parliamentary Affairs, Government of India. The discrepancies between rules for URJAA- The Battle of Words and the actual procedures are just to intensify the debate. We apologize in advance for any legal mistake that may have occurred from our side any contradiction to the government rules and regulations if found are unintentional.**